

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 10/4/2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to create 1.0 FTE Senior Budget Analyst (Title Code TBD, Pay Range 33JM) and abolish 1.0 FTE Exdir1-Budget & Policy Admin (Title Code 00086260, Pay Range 901E).

FISCAL EFFECT:

- | | |
|--|--|
| <input type="checkbox"/> No Direct County Fiscal Impact
<input type="checkbox"/> Existing Staff Time Required
<input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below)
<input checked="" type="checkbox"/> Absorbed Within Agency's Budget
<input type="checkbox"/> Not Absorbed Within Agency's Budget

<input type="checkbox"/> Decrease Operating Expenditures

<input type="checkbox"/> Increase Operating Revenues

<input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures

<input type="checkbox"/> Decrease Capital Expenditures

<input type="checkbox"/> Increase Capital Revenues

<input type="checkbox"/> Decrease Capital Revenues

<input type="checkbox"/> Use of contingent funds |
|--|--|

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	(\$2,960)	(\$38,478)
	Revenue	\$0	\$0
	Net Cost	(\$2,960)	(\$38,478)
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

- A. The Department of Health and Human Services (DHHS) is requesting to create 1.0 FTE Senior Budget Analyst and abolish 1.0 FTE Exdir1-Budget & Policy Admin.
- B. Assuming the position is filled at the first step of the pay range with two pay periods remaining in the year, the fiscal impact for 2013 will be a cost reduction of \$2,960. For 2014, the fiscal impact is a cost reduction of \$38,478.
- C. For 2014, there is an anticipated \$38,478 cost reduction including salary, social security and benefits costs
- D. The 2013 cost mentioned above was calculated assuming the Senior Budget Analyst position will begin at the first step of the pay grade with 2 pay periods remaining in the year.

Department/Prepared By Matt Fortman, Fiscal & Management Analyst, DAS-Fiscal

Authorized Signature _____



Did DAS-Fiscal Staff Review? Yes No
Did CBDP Review?² Yes No Not Required

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.