

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 11/18/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: An ordinance change to implement a Voter Registration Program

FISCAL EFFECT:

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

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	1,000	0
	Revenue	0	0
	Net Cost	1,000	0
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.

On April 24, 2014 County Board File No 14-333 was approved which directed the Office of Corporation Counsel to develop a recommended ordinance and related procedures to formally implement a Voter Registration Program. The Office of Corporation Counsel has worked to establish a Voter Registration Program and this item includes the necessary changes to the Milwaukee County Ordinances to implement the new program.

The program will involve individuals from six County Departments receiving training on assisting people in filling out voter Registration forms. In addition, the County will return the completed forms to the proper municipality. The Office of the Comptroller contacted all participating departments and verified that no overtime or temporary help was utilized in the process of obtaining training nor is any overtime or temporary help anticipated in the process of assisting the public with filling out Voter Registration forms.

Annual estimated costs of the Program will primarily be signage alerting the public to the offered service and postage costs as completed forms will need to be forward within a minimal number of days to the appropriate municipalities. It is anticipated that the Voter Registration Program's annual costs will not exceed \$1,000 County-wide.

Department/Prepared By Molly Pahl

Authorized Signature 

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.

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required