

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 8/20/21

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to abolish 1.0 Senior Financial Capital Analyst position and create 1.0 FTE Fiscal and Budget Manager position in the Transportation Services Division (5090) of the Department of Transportation (DOT).

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 checked="" type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input 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	\$22,008	\$95,368
	Revenue	\$22,008	\$95,368
	Net Cost	\$0	\$0
Capital Improvement Budget	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

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 DOT division of Transportation Services requests the abolishment of 1.0 FTE Senior Financial Capital Analyst (33JM) position, and the creation of 1.0 FTE Fiscal and Budget Manager (35M) position.


B. Direct costs for the current year would be 0\$ to the County. While the assumption is that the position is filled at step 5 (\$95,368) it will not be filled before Oct 8 (6 pay period remaining). The cost of such is roughly \$20,008. This amount does not include fringe. While that may be the cost the department will increase its revenue to cover the cost this year. In 2022 the position will be budgeted with appropriate financial support. Subsequent years costs increase to \$95,368 (salary only - full year). This amount will be budgeted for moving forward.

C. There is no tax levy impact to this action. The department shall absorb the 2021 cost inside their budget. This will be accomplished through a fund transfer increasing their revenue in an amount not to exceed the expected 2021 cost of the position over an amount above what was abolished from the other position.

D. Assumptions include: hired at step 5, not hired prior to Oct 8, fund transfer required to cover cost - to be seen in sept cycle. Position is budgeted in 2022 budget and moving forward.

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.

Department/Prepared By DAS PSB

Authorized Signature 

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

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