

**MILWAUKEE COUNTY FISCAL NOTE FORM**

DATE: 05/23/2016

Original Fiscal Note      X

Substitute Fiscal Note     

**SUBJECT:**    The Sheriff of Milwaukee County requests the authority to amend and increase the amount of the professional services contract with Attorney Michael A.I. Whitcomb to serve as legal counsel to Sheriff David A. Clarke Jr., in the matter of declaration of the authority for establishing a budget for the Office of the Sheriff of Milwaukee County for the Sheriff to adequately staff his agency in order to maintain and perform all constitutional and statutory duties and responsibilities required as the elected Sheriff of Milwaukee County.

**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 type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues     |
| X 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.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	\$50,000	0
	Revenue	0	0
	Net Cost	0	0
<b>Capital Improvement Budget</b>	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.<sup>1</sup> 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.

The Sheriff of Milwaukee County is requesting authority to amend and increase the amount of the professional services contract with Attorney Michael A.I. Whitcomb from \$99,999 to \$149,999 to serve as legal counsel to Sheriff David A. Clarke Jr. in the matter of declaration of the authority for establishing a budget for the Office of the Sheriff of Milwaukee County for the Sheriff to adequately staff his agency in order to maintain and perform all constitutional and statutory duties and responsibilities required as the elected Sheriff of Milwaukee County.

Attorney Michael A. I. Whitcomb shall continue to provide the County with monthly invoices including the name of the individual attorney or paralegal who performed the services, the actual hours worked, the task(s) performed and other expenses incurred to complete its services. These include, but may not be limited to charges of third parties, such as filing and service of process fees; long distance telephone charges; postage and delivery charges; deposition transcript, title report and other document fees; and extraordinary travel costs.

The 2016 Adopted Operating Budget includes adequate funds to absorb this increase of \$50,000 within the adopted budget of the Agency.

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<sup>1</sup> 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.

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

Department/Prepared By William R. Lethlean, Public Safety Fiscal Administrator

Authorized Signature *William R. Lethlean*

Did DAS-Fiscal Staff Review?  Yes  No

Did CDBP Review?<sup>2</sup>  Yes  No  Not Required