

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: June 18, 2026

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: A Request from the Director, Department of Administrative Services, Regarding Passive Review of a Professional Services Agreement Exceeding \$100,000 but less than \$300,000 for Capital Project WP0827011 Walker Square Park Improvements

FISCAL EFFECT:

- | | |
|--|---|
| ☐ No Direct County Fiscal Impact | ☒ Increase Capital Expenditures |
| ☐ Existing Staff Time Required | |
| ☐ Increase Operating Expenditures
(If checked, check one of two boxes below) | ☐ Decrease Capital Expenditures |
| ☐ Absorbed Within Agency's Budget | ☐ Increase Capital Revenues |
| ☐ Not Absorbed Within Agency's Budget | ☐ Decrease Capital Revenues |
| ☐ Decrease Operating Expenditures | ☐ Use of contingent funds |
| ☐ Increase Operating Revenues | |
| ☐ 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	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure	Less than \$300,000	0
	Revenue	0	0
	Net Cost	Less than \$300,000	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. Wisconsin Statute 59.52(31) with regard to purchase of professional service agreements (Under the Milwaukee County General Ordinance Chapter 56) for capital projects requires County Board review for use of professional services contracts over \$100,000 and County Board approval for use of professional service contracts over \$300,000 for contracts related to county land zoned as a park. The Director of DAS recommends approval of use for these allocated funds and signature authorities for the Walker Square Park Improvements project. Adoption of this resolution will not require an expenditure of funds in excess of the budget assigned to this project.
- B. Allocated capital funds assigned to WP0827011 will be used for WP0827011 in an amount less than \$300,000.
- C. The budget for WP0827011 was fully funded via a City of Milwaukee TID and appropriated for use via the County Board into project WP0827011. There are sufficient funds in the capital budget to award professional services agreements less than \$300,000.
- D. None

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 Jack Sudar

Authorized Signature Sean Hayes

Did DAS-Fiscal Staff Review? ☐ Yes ☐ No ☒

Did OEI Review?² ☒ Yes ☐ No ☐ Not Required ☐