

MILWAUKEE COUNTY FISCAL NOTE FORM**DATE:** March 3, 2023Original Fiscal Note Substitute Fiscal Note

SUBJECT: Requesting an American Rescue Plan Act (ARPA) allocation of \$93,600 from previously allocated ARPA funding of 7.3 million within existing capital project WY072601 – Milwaukee County Digital Transformation Initiative to establish a public meeting translation services project.

FISCAL EFFECT:

- No Direct County Fiscal Impact
- Existing Staff Time Required
- Increase Operating Expenditures
(If checked, check one of two boxes below)
- Absorbed Within Agency's Budget
- Not Absorbed Within Agency's Budget
- Decrease Operating Expenditures
- Increase Operating Revenues
- Decrease Operating Revenues
- Increase Capital Expenditures
- Decrease Capital Expenditures
- Increase Capital Revenues
- Decrease Capital Revenues
- 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	\$0	\$7,000
	Revenue	\$0	\$0
	Net Cost	\$0	\$7,000
Capital Improvement Budget	Expenditure	\$93,600	\$0
	Revenue	\$0	\$0
	Net Cost	\$93,600	\$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.

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- A. Approval of this resolution will provide:
 - i. Budget authority reallocation of \$93,600 within existing (ARPA funded) capital project WY072601 – Milwaukee County Digital Transformation Initiative (adopted County board file #22-106) to create a public meeting translation services project reflective of 2023 Budget Amendment 4. ACE-2200/102 Bundle – automated Captioning Engine – 1 Live Channel and Post Production Captioning provided by Link Electronic to implement a solution for Captioning and Translation for Public Proceedings (\$73,000), Granicus Encoder (\$4,500), Granicus Support to add additional languages (\$500) and Implementation Contingency (\$15,600).
 - B. Approval of this resolution will:
 - i. Allocate \$93,600 out of adopted ARPA funded capital project WY072601 – Milwaukee County Digital Transformation Initiative. The budget authority would be reallocated from the capital project’s contingency account. This will leave a balance of \$6,952,755 withing the capital project.
 - C. Costs are anticipated to start being incurred in the 2nd Quarter of 2023. Funding for the project will be disbursed from the County’s allocation of ARPA funds to fully offset the costs. Future costs are estimated at \$7,000 for the optional but recommended annual support and maintenance of the Link ACE device. This first year is included with purchase. IMSD will request this as an increase for technology Central Spend in 2024.
 - D. No assumptions or interpretations were made.

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.

Department/Prepared By DAS-IMSD - Matt Johnson – IT Director Governance and Business Solutions

Authorized Signature *Tom J. Fyllak*

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review? Yes No Not Required