

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** May 19, 2023

Original Fiscal Note ☒

Substitute Fiscal Note ☐

**SUBJECT:** A request from Corporation Counsel to create 1.0 FTE Assistant Corporation Counsel position.

### 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<br>(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	\$66,852	\$68,189
	Revenue		
	Net Cost	\$66,852	\$68,189
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. <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.
  - A. Approval of this position would authorize the creation of 1.0 FTE Assistant Corporation Counsel position. An additional Assistant Corporation Counsel will increase our office's responsiveness as well as our capacity. This will result in the more efficient handling of matters internally resulting in reducing the number of matters sent to outside counsel. Additionally, we will be able to deliver work product more promptly to our clients with another attorney.
  - B. Funding for this position would be absorbed in the current 2023 budget based on available funds from vacancies and delayed hire dates. The identified step and estimated salary + social security taxes for 2023 for the assumed position is at Step 3 for \$66,852. 2024 salary amounts include an assumed 2% increase.
  - C. For 2023, the total annual cost for this position is \$66,852 for salary wages and social security taxes. This amount will be absorbed within the 2023 OCC operating budget due to vacancies and planned/delayed hire dates.
  - D. The annual 2% salary increase for 2024 was assumed to be approved by the County board and County Executive.

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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.

E. Department/Prepared By Scott F. Brown, Deputy Corporation Counsel

Authorized Signature



Did DAS-Fiscal Staff Review?

☒

Yes

☐

No

Did CBDP Review?<sup>2</sup>

☐

Yes

☐

No

X Not Required