

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** December 21, 2023

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT: PROFESSIONAL SERVICES AND SIGNATURE AUTHORITIES FOR 2023 CAPITAL PROJECTS**

**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.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure		
	Revenue		
	Net Cost		
<b>Capital Improvement Budget</b>	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. <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. Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Administrative Services shall provide in February each year to the Committee on Finance, and the Committee on Community, Environment and Economic Development, an updated report on public works capital projects requiring the use of any professional services contract. 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 the project delivery plan including approval of signature authorities for 2024 adopted capital projects as indicated in Table 1. Adoption of this resolution will not require an expenditure of funds in excess of the adopted 2024 Adopted Capital Budget amounts.
- B. Adoption of this resolution will have no direct fiscal impact to the 2024 County Adopted Budget. The 2024 Capital Budget project appropriations are fixed and cannot be exceeded without County Board approval. Resolution deals with details on how planning, design and construction funding is spent, and the process to be used for controlling the spend.
- C. None
- D. None

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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 Sean Hayes

Authorized Signature *Stuart Carron*

Did DAS-Fiscal Staff Review?  Yes  No

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