

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: June 25, 2012

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Abolish Six Administrative Positions (5.5 FTE equivalent) and Create Six Replacement Positions (6.0 FTE equivalent) in Several Divisions.

FISCAL EFFECT:

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|--|--|
| <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
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input checked="" 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	(\$7,674)	(\$18,138)
	Revenue	\$0	\$0
	Net Cost	(\$7,674)	(\$7,674)
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.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. Abolish six positions (5.5 FTE equivalent), and create six new replacement positions (6.0 FTE equivalent), effective August 6, 2012, as follows:
 - Abolish 1.0 FTE Administrative Specialist-Courts NR (title code 00000075, pay range 07PM), to be replaced with the creation of 1.0 FTE Fiscal Assistant 2 (title code 00004041, pay range 04P), in the Probate Division.
 - Abolish 1.0 FTE Administrative Assistant NR (title code 00000040, pay range 06PM), to be replaced by the creation of 1.0 FTE Clerical Assistant 2 (title code 00000045, pay range 04P), in the Children's Court Division.
 - Abolish 1.0 FTE Secretarial Assistant (title code 00000066, pay range 04P), to be replaced by the creation of 1.0 FTE Clerical Assistant 1 (title code 00000042, pay range 03P), in the Family Court Commissioner section.
 - Abolish 0.5 FTE Office Support Assistant 2 (title code 00000007, pay range 02P), to be replaced by the creation of 1.0 FTE Accountant 1 (title code 00004100, pay range 14), in the Felony Courts Division.
 - Abolish 2.0 FTE Administrative Specialist – Courts (title code 00000075, pay range 07PM), to be replaced by the creation of 2.0 FTE Clerical Assistant 1 (title code 00000042, pay range 03P) in the Felony Courts Division.

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.

- B. There is an estimated savings of \$7,674 for the remaining 11 pay periods of 2012, assuming final approval on July 26, 2012. This figure assumes all positions were or will be filled at the midpoint of the appropriate pay ranges, and includes wages, social security, and active pension costs.
- C. The anticipated budgetary savings in the current year is approximately \$7,674 based on existing pay steps and fringe rates. The anticipated budgetary savings in 2013 is approximately \$18,138.
- D. Analysis is based on 2012 Adopted Budget salary and fringe benefit rates and assumes the midpoint of all appropriate pay ranges.

Department/Prepared By Josh Fudge, Fiscal & Management Analyst III, DAS-Fiscal

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No