

## MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 5/10/17

Original Fiscal Note ☒

Substitute Fiscal Note ☐

**SUBJECT:** RE: Authorization to create one Community Engagement Coordinator fulltime equivalent (FTE) position in the Office on African American Affairs

### 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 type="checkbox"/> Absorbed Within Agency's Budget  | <input type="checkbox"/> Decrease Capital Revenues     |
| <input checked="" 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	38,645	77,290
	Revenue	0	0
	Net Cost	38,645	77,290
Capital Improvement Budget	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. The following position was requested in the 2017 budget and was removed to the Appropriation for Contingency through amendment 1A045. The Office on African American Affairs is requesting the creation of 1 position (Community Engagement Coordinator), and a DAS administrative fund transfer to remove the money from allocated contingency and place it into OAAA for the purposes of monetarily supporting the position.

B. In 2017 the full cost will be \$38,645 which will be withdrawn from the appropriation for contingency through an administrative fund transfer.

C. The budgetary impact in 2017 is \$38,645 from the Appropriation for Contingencies to support the position. There is sufficient dollars in 2017 to fulfill the requested action of creating 1.0 FTE because money was budgeted in 2017 but was moved to Allocated Contingency through Amendment 1A045.

D. This fiscal note assumes the rate of pay for 12 pay periods of 2017 at Step 1 of Pay Range 26M

Department/Prepared By Jonathan Schatz, DAS-PSB

Authorized Signature



Did DAS-Fiscal Staff Review?

☒

Yes

☐

No

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

☐

Yes

☐

No

☒

Not Required

<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.