

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** February 02, 2018

Original Fiscal Note ☒

Substitute Fiscal Note ☐

**SUBJECT:** STAFFING PLAN/CONSULTANT USE FOR 2018 CAPITAL IMPROVEMENTS PROJECTS

### FISCAL EFFECT:

- |  |  |
|--|--|
| <input checked="" 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<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 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		
	Revenue		
	Net Cost		
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. 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 Audit, and the Committee on Transportation, Public Works and Transit, an updated report on public works capital projects requiring the use of any professional services contract. The Director of DAS recommends approval of the DAS-FM staff and consultant use plan for 2018 adopted capital projects. Adoption of this resolution will not require an expenditure of funds in excess of the adopted 2018 Adopted Capital Budget amounts.
- B. Adoption of this resolution will have no direct fiscal impact to the 2018 County Adopted Budget. The 2018 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, particularly as to whether the work is performed by in-house staff or consultants and if consultants are used, what process will be used to hire them.
- C. None
- D. None

<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 Gregory G. High

Authorized Signature Greg High 2/16/18

Did DAS-Fiscal Staff Review? ☒ Yes ☐ No

Did CDBP Review?<sup>2</sup> ☐ Yes ☐ No ☒ Not Required