

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: December 18, 2018

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: Authorization to enter into a Lease Agreement with The Park People of Milwaukee County, Inc., for the use of the pavilion in Wisconsin Avenue Park.

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 | ☐ Increase Capital Expenditures
☐ Decrease Capital Expenditures
☐ Increase Capital Revenues
☐ Decrease Capital Revenues
☐ Use of contingent funds |
| ☒ Decrease Operating Expenditures
☐ Increase Operating Revenues
☐ 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	(\$1,500)	(\$1,500)
	Revenue	0	0
	Net Cost	(\$1,500)	(\$1,500)
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. 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.
 - A. Authorization to enter into a Lease Agreement with The Park People of Milwaukee County, Inc. (Park People), for the use of the pavilion in Wisconsin Avenue Park. If approved, Park People will use the pavilion for office space, meetings, and storage of weed out equipment. The lease is for one (1) year with five (5), one (1) year renewals.
 - B. Currently, the pavilion is unoccupied except for the use of the public restrooms and Parks' storage. The utility costs are approximately \$3,000 per year. In lieu of rent, Park People will pay half the utility costs for the pavilion, reducing operating expenditures by approximately \$1,500 per year.
 - C. Operating expenditures will decrease by approximately \$1,500 in the current year. Operating expenditures will also decrease in each of the following five years by approximately \$1,500 if the lease is renewed. The savings may vary depending on the cost of utilities each year.
 - D. None.

Department/Prepared by: Milwaukee County Parks
Erica Hayden, Contracts Manager

Authorized Signature: _____

Did DAS-Fiscal Staff Review? ☐ Yes ☒ No

Did CBDP Review?² ☐ Yes ☐ No ☒ Not Required

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.