

**MILWAUKEE COUNTY FISCAL NOTE FORM**

**DATE:** 12/13/19

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** Abolishment of 1.0 FTE Facilities Grounds Worker II (vacant) (pay grade 16Z7) and create 1.0 FTE Heating and Venting Specialist (pay grade 24M).

**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.*

	<b>Expenditure or Revenue Category</b>	<b>Current Year</b>	<b>Subsequent Year</b>
<b>Operating Budget</b>	Expenditure	0	
	Revenue	0	
	Net Cost	0	
<b>Capital Improvement Budget</b>	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. <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 Department of Administrative Services-Facilities Management Division (DAS-FM) requests abolishment of 1.0 FTE Facilities Grounds Worker II (vacant) (pay grade 16Z7) and create 1.0 FTE Heating and Venting Specialist (pay grade 24M).
- B. The pay grade for the Facilities Grounds Worker II is 16Z7 (salary and social security costs of \$46,700 at Step 1) and the pay grade for the Heating and Venting Specialist is 24M (salary and social security costs of \$55,500 at Step 1). This will create an approximate \$8,800 pay gap. An administrative appropriation transfer to move \$8,800 from Facilities Management's service and commodities expenditures into personnel services is included with this file, resulting in a \$0 net operating expenditure increase and no anticipated tax levy increase.
- C. No tax levy impact is anticipated as the additional \$8,800 in personnel costs will be absorbed within the DAS-FM budget via the administrative appropriation transfer from its service and commodities budget.
- D. Assumes the new position will be hired in the 1<sup>st</sup> Qtr of 2020.

Department/Prepared By Vince Masterson

Authorized Signature



Did DAS-Fiscal Staff Review?



Yes



No

<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.