

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** December 29, 2020

Original Fiscal Note

Substitute Fiscal Note

**SUBJECT:** A resolution to create one Community Intervention Specialist position, effective February 21, 2021, in the Department of Health and Human Services - Housing Division, and authorizing an appropriation transfer of \$48,042 from Org. Unit 1940-1945 Appropriation for Contingencies to Org. Unit 8529 to fund the position for the remainder of 2021

**FISCAL EFFECT:**

- |  |   |
|--|---|
| <input type="checkbox"/> No Direct County Fiscal Impact<br><input type="checkbox"/> Existing Staff Time Required<br><input checked="" type="checkbox"/> Increase Operating Expenditures<br>(If checked, check one of two boxes below)<br><input type="checkbox"/> Absorbed Within Agency's Budget<br><input checked="" type="checkbox"/> Not Absorbed Within Agency's Budget<br><input type="checkbox"/> Decrease Operating Expenditures<br><input type="checkbox"/> Increase Operating Revenues<br><input type="checkbox"/> Decrease Operating Revenues | <input type="checkbox"/> Increase Capital Expenditures<br><input type="checkbox"/> Decrease Capital Expenditures<br><input type="checkbox"/> Increase Capital Revenues<br><input type="checkbox"/> Decrease Capital Revenues<br><input checked="" type="checkbox"/> Use of contingent funds |
|--|---|

*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 2021	Subsequent Year
<b>Operating Budget</b>	Expenditure	\$48,042	\$56,777
	Revenue	\$0	\$0
	Net Cost	\$48,042	\$56,777
<b>Capital Improvement Budget</b>	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.
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- A. Approval of this resolution will authorize the creation of one position of Community Intervention Specialist in the Department of Human Services – Housing Division, effective pay period 5 beginning February 21, 2021. The resolution also authorizes the transfer of \$48,042 from Org. Unit 1940-1945 – Appropriation for Contingencies to fund the position for the remainder of 2021.
  - B. The cost of the position for 2021 is \$48,042; including \$44,628 for salary and \$3,414 for social security costs. This estimate reflects a one percent general wage increase provided to most employees' effective mid-year. This amount reflects step one of pay range 24 (\$52,541 to \$61,209). The full year cost for 2022 is estimated to be \$57,126. Funding will need to be provided in the 2022 Budget to cover the cost of this position. This resolution does not authorize funding past 2021.
  - C. The budgetary impact for 2021 is \$48,042. This reflects expenditures for the position that were not anticipated in the 2021 Adopted Budget. The Department of Health and Human Services' Budget will not be impacted as a transfer from the Appropriation for Contingencies will cover the cost of the position for 2021. Expenditures from the Appropriation for Contingencies will either decrease the countywide surplus at the end of the year or, if there is a deficit, increase the deficit by a like amount.
  - D. No assumptions were made.

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<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 Steve Cady, Research and Policy Director, Office of the Comptroller

Authorized Signature *Stephen J. Cady*

Did DAS-Fiscal Staff Review?  Yes  No

Did CBDP Review?<sup>2</sup>  Yes  No  Not Required