

## MILWAUKEE COUNTY FISCAL NOTE FORM

**DATE:** March 25, 2021

Original Fiscal Note ☒

Substitute Fiscal Note ☐

**SUBJECT:** Request to extend the previously approved waiver of Section 9.05(3)(a) of the Milwaukee County Code of General Ordinances allowing Ms. Susan Walker to continue to provide assistance to the Office of the Comptroller through a term ending July 31, 2021.

### FISCAL EFFECT:

- |  |   |
|--|---|
| <input type="checkbox"/> No Direct County Fiscal Impact  | <input checked="" 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 2021	Subsequent Year 2022
Operating Budget	Expenditure		
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure	\$0**	\$0
	Revenue		\$0
	Net Cost	\$0	\$0

\*There are sufficient funds budgeted within WO647011 – ERP Modernization Phase 3 to cover the estimated cost of \$50,000.

## 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 Office of the Comptroller (OoC) is requesting an extension of the previously approved waiver of Section 9.05(3)(a) of the Milwaukee County Code of General Ordinances, to allow Ms. Susan Walker to continue to provide assistance to the Office of the Comptroller through a term ending July 31, 2021.

B. The OoC anticipates paying a temporary contracting agency approximately \$50,000 for Ms. Walker's temporary services from approximately February 28, 2021 through July 31, 2021.

This cost will be funded by appropriations in the ERP capital project WO647011 – ERP Modernization Phase 3.

C. Capital Project WO647011 – ERP Modernization Phase 3 has sufficient budget appropriations to fund Ms. Walker's temporary services.

D. This fiscal note assumes Ms. Walker will work full-time for approximately 20 weeks. If Ms. Walker works less than that, the cost will also be less.

Department/Prepared By Cynthia J. Pahl, Financial Services Manager, Office of the Comptroller



Authorized Signature

Did DAS-Fiscal Staff Review? ☐ Yes ☒ No

Did CBDP 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.