

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2021 RES-265
Vote Required:		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/>	Two-Thirds	

Title of Resolution or Ord. Amd.:

**AUTHORIZING A LEASE TO PARADIGMWORKS GROUP, INC AT JOB CENTER
DCDHS – EAWS DIVISION**

Policy Analysis Statement:

Brief Description of Proposal -

The Dane County Department of Human Services (DCDHS), Economic Assistance and Work Services Division has leased out space at the Job Center building at Aberg Avenue since 1993. The building is currently being remodeled and additional cubes will be available for lease. ParadigmWorks Group, Inc. d/b/a Job Corps desires to lease two (2) available cubicles at the Job Center.

DCDHS and ParadigmWorks Group, Inc. have agreed to a lease for two (2) 6.5' x 9' cubicles with a term of 2 years, beginning February 1, 2022 and ending January 31, 2024. The annual rent shall be \$5,040.00 to be paid in twelve (12) installments of \$420.00. The tenant shall have the option to renew the lease for two (2) additional one (1) year terms. The rental rate will be increased by 3% at the beginning of each renewal term.

Current Policy or Practice -

Leases require County Board approval.

Impact of Adopting Proposal -

A lease for office space at the Job Center to ParadigmWorks Group, Inc. d/b/a Job Corps will begin February 1, 2022 and ending January 31, 2024.

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- _____ No Fiscal Effect
- Results in Revenue Increase
- _____ Results in Expenditure Increase
- _____ Results in Revenue Decrease
- _____ Results in Expenditure Decrease

Budget Effect (check all that apply)

- _____ No Budget Effect
 - Increases Rev. Budget
 - _____ Increases Exp. Budget
 - _____ Decreases Rev. Budget
 - _____ Decreases Exp. Budget
 - _____ Increases Position Authority
 - _____ Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

The annual rent shall be \$5,040.00 to be paid in twelve (12) installments of \$420.00. The tenant shall have the option to renew the lease for two (2) additional one (1) year terms. The rental rate will be increased by 3% at the beginning of each renewal term.

There is zero impact to levy in authorizing this lease.

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal				
Contractual Services					State				
Capital					Other			\$4,620	
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$4,620	\$0

Personnel Impact/FTE Changes:

N/A

Prepared By:

Agency:	Der Xiong	Division:	
Prepared by:	Der Xiong	Date:	11/11/2021
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