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**2022 RES-253**

**AUTHORIZING LEASE AT 4688 COTTAGE GROVE ROAD FOR  
JOINING FORCES FOR FAMILIES PROGRAM – DCDHS PEI DIVISION**

Dane County Department of Human Services (DCDHS) Prevention & Early Intervention (PEI) division is involved in a program of providing localized services in communities identified as needing those services the most. The Joining Forces for Families (JFF) Program works together with local partners to meet the needs of children and families through creative problem solving, advocacy and resource connection.

JFF has added a new Community Social Worker to serve the far east side of Madison and has been searching for office space. An office has been located at the Rolling Meadows Shopping Center on the east side of Madison at 4688 Cottage Grove Road which is large enough for two workers. This new location will allow JFF to re-locate its Darbo/Worthington office, which was formerly in the Salvation Army building at 3030 Darbo Drive, to this new office space.

The proposed five (5) year lease is for 1200 square feet of office space including a large lobby area, two dedicated offices and a restroom for base rent of \$1,100 per month plus a prorata share of operating costs of \$361.00 per month for total monthly rent of \$1,461.00 plus all utilities. The base rent will increase by 3% each year. The lease includes an option to extend the lease for an additional two (2) years through December 31, 2029 under the same lease terms and provisions.

**NOW, THEREFORE, BE IT RESOLVED** that Dane County enter into the above described Lease with Rolling Meadows Shopping Center, LLC under the terms summarized above; and

**BE IT FURTHER RESOLVED** that the Dane County Executive and County Clerk are hereby authorized to execute the above described Lease on behalf of Dane County.