

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No.
Sponsor:		Resolution No. 2022 RES-243
Vote Required:	Majority <input checked="" type="checkbox"/>	Ordinance Amendment No. _____
Two-Thirds	3/4	

Title of Resolution or Ord. Amd.:

AUTHORIZING JOB CENTER AND SOUTH MADISON OFFICE SPACE SHARING LEASE AGREEMENT WITH FORWARD SERVICE CORPORATION

Policy Analysis Statement:

Brief Description of Proposal -

This resolution authorizes Dane County to enter into a Lease Agreement with Forward Service Corporation (FSC) at the Job Center on 1819 Aberg Avenue and South Madison Office on 2306 South Park Street.

Current Policy or Practice -

Leases require County Board approval.

Impact of Adopting Proposal -

A Space Sharing Lease Agreement with Forward Service Corporation will begin January 1, 2023 and end on December 31, 2023 with the option to renew for four (4) successive one-year terms.

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 one (1) year lease begins January 1, 2023 and ends December 31, 2023 with the option to renew for four (4) successive one-year terms at a 2% annual escalator.

Rent shall be set at \$218.00 per workspace or office per month. FSC shall receive a monthly in-kind contribution of 20 workspaces or offices, resulting in a monthly rental payment of \$3,052.00 or \$36,624.00 annually for 14 workspaces and conference room use.

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				
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

N/A

Prepared By:

Agency:		Division:	
Prepared by:	Der Xiong	Date:	11/2/2022
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