

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No. _____
Sponsor:		Resolution No. <u>403</u>
Vote Required:		Ordinance Amendment No. _____
Majority _____	Two-Thirds <input checked="" type="checkbox"/>	

Title of Resolution or Ord. Amd.:

**CREATING NEW BUDGET LINE FOR CONTINUATION OF CATERING SERVICES
DCDHS - ACS Division**

Policy Analysis Statement:

Brief Description of Proposal -

Dane County Department of Human Services (DCDHS) currently has a contract with Gaylord Catering, Inc. to provide catering services for 5 community meal sites in the Senior Nutrition Program. The contract with the current provider for this program is ending by mutual agreement as of January 31, 2018. The Goodman Community Center has agreed to operate this program beginning on February 1, 2018 and ending on December 31, 2018.

Current Policy or Practice -

New budgeted lines require County Board approval.

Impact of Adopting Proposal -

Through this contract, DCDHS is purchasing services of a caterer to prepare, package and deliver hot, nutritious meals for the congregate meal program at various local nutrition meal sites throughout Dane County. These sites include: the North/Eastside Senior Coalition (Warner Park), the East Madison/Monona Coalition (Monona Meadows and Messiah Lutheran) and the West Madison Senior Coalition (Meadowood Neighborhood Center and Lussier Community Education Center). The primary goal of this contract for catering services is to provide high quality, nutritious congregate meals for senior dining sites so that older adults remain healthy and continue to live in their own homes and communities. An estimated

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:

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:

Prepared By:

Agency: Human Services	Division: Administration	
Prepared by: Tom Malone	Date: 1/25/2018	Phone: 242-6477
Reviewed by: Bill Hanna	Date: 1/30/2018	Phone: 242-6431