

**DANE COUNTY  
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2020 RES-294
Vote Required:		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/>	Two-Thirds	

Title of Resolution or Ord. Amd.:

**AUTHORIZING LEASE AT RUSSETT ROAD FOR JOINING FORCES FOR FAMILIES AND EARLY CHILDHOOD INITIATIVE  
– DCDHS– PEI DIVISION**

**Policy Analysis Statement:**

Brief Description of Proposal -

Dane County Department of Human Services provides localized services in communities identified as needing those services the most through programs such as Joining Forces for Families (JFF) and the Early Childhood Initiative (ECI). These programs lease office space in a building owned by Rey Anthony Clarke and Lora Garrett, located at 5810 Russett Road, Apartments #1, #2 and #3, Madison, Wisconsin.

The current lease expires on December 31, 2020 and the programs desire to amend the lease in order to continue leasing this space on a month to month basis until another space, which is currently under construction, becomes available.

Current Policy or Practice -

Leases require County Board approval.

Impact of Adopting Proposal -

The space will be utilized by the JFF and ECI programs.

**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 landlord has agreed to continue leasing all three units at a monthly rental rate of \$2400 per month. Utilities except electricity and gas for the hot water heaters will be paid by the landlord.

This lease begins January 1, 2021 and therefore, there is no net impact for the year.

**Expenditure/Revenue Changes:**

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes	\$0		\$0	
Operating Expenses	\$0		\$0		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:	Der Xiong	Division:	
Prepared by:	Der Xiong	Date:	11/18/2020
Reviewed by:	Chad Lillethun	Phone:	242-6314
		Date:	11/18/2020
		Phone:	242-6431