

**DANE COUNTY  
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No. _____
Sponsor:		Resolution No. <b>242</b>
Vote Required:		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/> _____	Two-Thirds _____	

Title of Resolution or Ord. Amd.:

**AUTHORIZING WAUNAKEE LEASE FOR JOINING FORCES FOR FAMILIES PROGRAM  
DCDHS - CYF Division**

**Policy Analysis Statement:**

Brief Description of Proposal -

Dane County Department of Human Services is involved in a program of providing more localized services in the communities identified as needing those services most. One such program is the Joining Forces for Families (JFF) Program. The Joining Forces for Families program has secured office space in a building owned by the Waunakee Community School District and this space is located at 101 School Drive, Waunakee. This resolution is to pay for the monthly rental payment of \$75 per month to cover costs related to occupying this space during the lease term of twelve months (07/01/2014 to 06/30/15). There is no increase in the amount of rent. There are two one-year renewals included in the lease.

Current Policy or Practice -

Leases require County Board approval.

Impact of Adopting Proposal -

Authorizes the County Executive and County Clerk to execute a lease for space for the JFF Program in a building at 101 School Drive, Waunakee. The negotiated rental rate for the designated JFF space is presently way below market rate. The space is utilized by a Dane County Community social worker. The total rate for the term period is \$900. All utilities except electricity and telephone will be paid by the school district. Adequate funds are budgeted for lease payments and utilities.

**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	\$900				Federal				
Contractual Services					State				
Capital					Other				
Total	\$900	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

**Personnel Impact/FTE Changes:**

**Prepared By:**

Agency: Dane County Human Services Department	Division: Administration
Prepared by: Steven Delain	Date: 7/23/2014 Phone: 242-6453
Reviewed by: Edjuana Ogden	Date: 7/23/2014 Phone: 242-6403