

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2019 RES-524
Vote Required:		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/> _____	Two-Thirds	

Title of Resolution or Ord. Amd.:

**APPROVAL OF LEASE ADDENDUM TO STATE OF WISCONSIN FOR SPACE AT
JOB CENTER – DCDHS – EAWS DIVISION**

Policy Analysis Statement:

Brief Description of Proposal -

Dane County Department of Human Services and the State of Wisconsin, Department of Workforce Development (DWD) have had a mutually beneficial partnership, having collocated and operated a joint Job Center at 1801- 1821 Aberg Avenue since 1993. DWD recently signed a new lease for an additional three years, to March 1, 2022 for 17,067 square feet of office space at an initial annual rental rate of \$17.37 per square foot or \$296,453.79.

Current Policy or Practice -

Leases require County Board approval.

Impact of Adopting Proposal -

DWD has requested an addendum to the lease for 5,254 square feet of unused office space at the Job Center. The county is able to use most of this space for new employees and has agreed to reduce DWD's square footage from 17,067 to 11,813.

This addendum will commence on March 1, 2020 and will reduce the rent by \$7,605.16 per month or \$91,261.98 annually, however the lease contains a 1.5% increase per year resulting in a new rental amount of \$17,355.81 per month or \$208,269.69 annually beginning March 1, 2020. All other terms and conditions of the current lease shall remain in full force and effect.

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 current annual lease amount is \$296,453.79. The addendum to the lease that factors in a reduction of square footage, and an increase of 1.5%, will reduce the annual amount by a net amount \$91,261.98, or \$7,065.16 monthly.

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		\$70,652		\$91,262
Total	\$0	\$0	\$0	\$0	Total	\$0	\$70,652	\$0	\$91,262

Personnel Impact/FTE Changes:

--

Prepared By:

Agency:	Division:	
Prepared by: Thomas Malone	Date: 2/12/2020	Phone: 242-6477
Reviewed by: Chad Lillethun	Date: 2/17/2020	Phone: 242-6431