

**DANE COUNTY
POLICY AND FISCAL NOTE**

| | | |
|-------------------|--------------|-------------------------------|
| _____ Original | _____ Update | Substitute No. |
| Sponsor: | | Resolution No. <u>51</u> |
| Vote Required: | | Ordinance Amendment No. _____ |
| Majority <u>X</u> | Two-Thirds | |

Title of Resolution or Ord. Amd.:

**AUTHORIZING LEASE FOR
NORTHSIDE EARLY CHILDHOOD ZONE OFFICE 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 Northside Early Childhood Zone (NECZ). The NECZ program will rent approximately 1,800 square feet of office space. This resolution is to renew the monthly lease agreement with rental payment to remain the same, \$1,833.33 per month to cover costs related to occupying this space during the lease renewal term of nineteen months, (06/01/18 – 12/31/19). All utilities will be paid by the lessor.

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 office space in a building owned by Sherman Plaza, Inc. located at 2830 Dryden Drive, Madison, Wisconsin. The NECZ program is a partnership between Dane County Human Services and the Oscar Rennebohm Foundation, Inc. (ORF). The ORF will provide \$1,833.33 monthly to offset these lease costs. All utilities will be paid by the lessor. The lease extension also adds a clause whereby the lessor may terminate the lease with not less than six months advance written notice if the lessor elects to demolish the building.

Fiscal Estimate:

| | |
|---|--|
| <u>Fiscal Effect (check all that apply) -</u> | <u>Budget Effect (check all that apply)</u> |
| _____ No Fiscal Effect | _____ No Budget Effect |
| _____ Results in Revenue Increase | _____ Increases Rev. Budget |
| <u>X</u> Results in Expenditure Increase | _____ Increases Exp. Budget |
| _____ Results in Revenue Decrease | _____ Decreases Rev. Budget |
| _____ Results in Expenditure Decrease | _____ 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 | \$12,833 | | \$22,000 | | Federal | | | | |
| Contractual Services | | | | | State | | | | |
| Capital | | | | | Other | \$12,833 | | \$22,000 | |
| Total | \$12,833 | \$0 | \$22,000 | \$0 | Total | \$12,833 | \$0 | \$22,000 | \$0 |

Personnel Impact/FTE Changes:

Prepared By:

| | | | |
|--------------|---------------|-----------|-----------|
| Agency: | | Division: | |
| Prepared by: | Thomas Malone | Date: | 5/15/2018 |
| Reviewed by: | Bill Hanna | Date: | 4/24/2018 |
| | | Phone: | 242-6477 |
| | | Phone: | 242-6431 |