

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2019 RES-249
Vote Required: Majority <input checked="" type="checkbox"/> Two-Thirds		Ordinance Amendment No. _____

Title of Resolution or Ord. Amd.:

**AUTHORIZING LEASE FOR NORTHSIDE EARLY CHILDHOOD ZONE OFFICE
JOB CENTER ANNEX DCDHS - EAWS DIVISION**

Policy Analysis Statement:

Brief Description of Proposal -

Dane County Department of Human Services (DCDHS) provides services to families on the north side of Madison through its Northside Early Childhood Zone (NECZ) program. NECZ's current lease is being terminated due to building demolition and has to vacate its space in October.

NECZ has found approximately 4000 square feet of office space in a building located at 2901 Packers Avenue, Madison which is available for rent. This new space is located less than 1/2 mile from its current location, making it ideal for its north side clients. This location may also provide a Northside DCDHS Joining Forces for Families office in the future.

Current Policy or Practice -

Leases require County Board approval.

Impact of Adopting Proposal -

Curran Properties, LLC has agreed to lease the property at 2901 Packers Avenue to NECZ beginning October 1, 2019 through September 30, 2022. Rent shall be \$3,500 per month for an annual amount of \$42,000 for three years. The lease includes two (2) renewal options for one (1) year each with a 6% increase in rent per year. All utilities, including lawn care and snow removal will be paid by the landlord.

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	\$10,500		\$42,000		Federal				
Contractual Services					State				
Capital					Other				
Total	\$10,500	\$0	\$42,000	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

Prepared By:

Agency:		Division:	
Prepared by:	Thomas Malone	Date:	9/12/2019
Reviewed by:	Chad Lillethun	Phone:	242-6477
		Date:	9/12/2019
		Phone:	242-6431