

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2020 RES-301
Vote Required:		Ordinance Amendment No. _____
Majority X	Two-Thirds	

Title of Resolution or Ord. Amd.:

AUTHORIZING SUN PRAIRIE LEASE WITH SUNSHINE PLACE, INC - DCDHS – PEI DIVISION

Policy Analysis Statement:

Brief Description of Proposal -

Dane County Department of Human Services (DCDHS) has been renting approximately three office spaces located at 1632 W. Main St., units, #9, #10 and #150, Sun Prairie from Sunshine Place, Inc. for its Joining Forces of Families program, Early Childhood Initiative program and its Sun Prairie Express Office. These Sun Prairie offices provide a location for Dane County Community social workers and other partners to meet with families located in the surrounding area.

There are currently three separate leases with Sunshine Place, Inc. that expire at different times. The lease at #9 will expire at the end of this year

Current Policy or Practice -

Leases require County Board approval.

Impact of Adopting Proposal -

These Sun Prairie office provides a location for Dane County Community social workers and other partners to meet with families located in the surrounding area.

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 combined lease would begin on January 1, 2021 and expire on December 31, 2021 at a monthly rental rate of \$1,925.46 for a total of \$23,105.55 per year including utilities except telephone. The lease contains the option to renew the lease for two additional one year terms at an increase of 2.5% per renewal, subject to the existing lease terms and conditions.

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:		Division:	
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