

**DANE COUNTY  
POLICY AND FISCAL NOTE**

<input type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No.
Sponsor:		Resolution No. <u>2019 RES-115</u>
Vote Required:		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/>	Two-Thirds	

Title of Resolution or Ord. Amd.:

**AUTHORIZING SUN PRAIRIE LEASE FOR  
DANE COUNTY HUMAN SERVICES OFFICE – DCDHS - CYF DIVISION**

**Policy Analysis Statement:**

Brief Description of Proposal -  
Dane County Department of Human Services (DCDHS) has been renting office space located at 1632 W. Main St., #10, Sun Prairie from Sunshine Place, Inc. since 2013. This Sun Prairie Human Services office provides a location for Dane County social workers to meet with families located in the surrounding area. The space is also occasionally leased out to Journey Mental Health Center to use to meet with its clients.

Current Policy or Practice -  
Leases require County Board approval.

Impact of Adopting Proposal -  
The current lease with Sunshine Place, Inc. expires on July 31, 2019. DCDHS desires to continue leasing this space and to enter into a new lease beginning August 1, 2019 and expiring July 31, 2020 at a monthly rental rate of \$371.48 for a total of \$4,457.76 per year including utilities except telephone and internet. This rental rate is an increase of 3% or \$10.82 per month to cover increased utility costs that are paid by landlord. The lease contains the option to renew the lease for two additional one year terms under the same terms and conditions.

**Fiscal Estimate:**

<u>Fiscal Effect (check all that apply) -</u>	<u>Budget Effect (check all that apply)</u>
<input type="checkbox"/> No Fiscal Effect	<input checked="" type="checkbox"/> No Budget Effect
<input type="checkbox"/> Results in Revenue Increase	<input type="checkbox"/> Increases Rev. Budget
<input checked="" type="checkbox"/> Results in Expenditure Increase	<input type="checkbox"/> Increases Exp. Budget
<input type="checkbox"/> Results in Revenue Decrease	<input type="checkbox"/> Decreases Rev. Budget
<input type="checkbox"/> Results in Expenditure Decrease	<input type="checkbox"/> Decreases Exp. Budget
	<input type="checkbox"/> Increases Position Authority
	<input type="checkbox"/> 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	\$1,857		\$4,458		Federal				
Contractual Services					State				
Capital					Other				
Total	\$1,857	\$0	\$4,458	\$0	Total	\$0	\$0	\$0	\$0

**Personnel Impact/FTE Changes:**

**Prepared By:**

Agency:	Division:	
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