

DANE COUNTY
POLICY AND FISCAL NOTE

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: LISA JACKSON		Resolution No. 2025 RES-287
Vote Required:		Ordinance Amendment No. _____
Majority	Two-Thirds <input checked="" type="checkbox"/>	

Title of Resolution or Ord. Amd.:

AUTHORIZING THE INCREASE OF ANNUAL FEES FOR GENERAL LICENSES AND FOOD ESTABLISHMENT LICENSES FOR THE LICENSED ESTABLISHMENT PROGRAM

Policy Analysis Statement:

Brief Description of Proposal -

Public Health proposes a 17% increase in the annual fees for General Licenses and Food Licenses for the work performed within the Licensed Establishment program.

Current Policy or Practice -

Public Health is an agent for the State of Wisconsin to license and inspect retail food establishments, lodging, pools, campgrounds, body art, etc. This program is entirely fee supported.

Impact of Adopting Proposal -

The 17% increase will support the staffing levels required by our agent contract to deliver high-quality, customer-focused services while maintaining a balanced budget for the 2026-2028 licensing cycles.

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:

This is a 100% fee funded program. The fee increase covers the cost to continue over the next three years. (2026-2028).

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services								\$415,425	
Operating Expenses									
Contractual Services									
Capital									
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$415,425	\$0

Personnel Impact/FTE Changes:

N/A

Prepared By:

Agency:	Public Health Madison & Dane County	Division:	Environmental Health Division
Prepared by:	Bonnie Armstrong	Date:	12/19/25
Reviewed by:		Phone:	608-216-3494
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