

**DANE COUNTY
POLICY AND FISCAL NOTE**

Title of Resolution or Ord. Amd.:

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

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) -					Budget Effect (check all that apply)				
<input type="checkbox"/> No Fiscal Effect					<input type="checkbox"/> No Budget Effect				
<input checked="" type="checkbox"/> Results in Revenue Increase					<input checked="" type="checkbox"/> Increases Rev. Budget				
<input 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:

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 -									
Personal Services									
Operating Expenses									
Contractual Services									
Capital									
Total	\$0	\$0	\$0	\$0		\$0	\$0	\$415,425	\$0

Personnel Impact/EFT 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:		Date:	Phone: 608-216-3494