

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Referred

SEP - 9 2011

County Board
Chairman

DATE : August 8, 2011
TO: Supervisor Lee Holloway, Chairman, Milwaukee County Board of Supervisors
FROM: James Duff, Acting Director, Milwaukee County Veteran's Services
SUBJECT: Notification that Milwaukee County Department of Veterans Services will pay for Leasing Space at the VA Hospital in Milwaukee for 2010 and 2011

Informational Report

This memorandum is an informational report only.

The Department of Veterans Services attempted to enter into a contract for leased space at the VA Hospital in Milwaukee for the period of August 1, 2010 to November 30, 2011. A formal contract was never completed. The Veterans Services office used space at their facility in 2010 and 2011. The Veteran's Services office now needs to pay for the use of that space at the VA Hospital.

This memorandum is to inform you that the County will pay for the use of that space at a rate of \$1,113.59 per month. Adequate funds are available to pay for this space.

The Federal Department of Veterans Affairs has notified Veterans Services that they need to move out of their space by November 30, 2011.

Background

The Veterans Services office has 794 square feet of leased space in the VA Hospital, in order to better serve its client base. The Veteran Service office attempted to enter into a contract for the space. A rate of \$16.83 per square foot or \$1,113.59 per month for the space was used in negotiations, and bills have been received for that rate.

A formal contract was never agreed to, and now the Federal Department of Veterans Affairs has notified Veterans Services that they need to vacate their space in the VA Hospital by November 30, 2011.

Leases require a formal approval between both the County and the leasing party. The Federal Department of Veterans Affairs is not interested in entering into a formal contract for the space, since the County will be required to vacate the premises in the next several months. The County Board normally approves building leases, but since the County does not have an approved contract, we are simply informing you of the events that have occurred and our intent to pay the leasing cost as originally negotiated.

A search is being made to find alternative space in the area.

Fiscal Note

There is no tax levy impact associated with this action. Funds to pay for this annual lease are available in the budget of Veterans Services.

Approved By:


James Duff, Acting Director of
Veterans Services

Cc: Scott Manske, Controller
George Aldrich, County Executive Office