



Date: January 6, 2026

To: Xavier Leonard, Legislative Services Agency

From: Mark Campbell, Director

RE: New Lease by and between Cass County Board of Supervisors and Iowa Department of Administrative Services on behalf of and for the benefit of the Iowa Department of Corrections, Fourth Judicial District

Leased Premises: Approximately, 2,395 Square Feet of office space located at 601 Walnut Street, Suite 1, Atlantic, Iowa 50022

Term of Lease: The lease shall commence on January 1, 2026 and shall end on December 31, 2030

Cost of the Lease: For the lease term commencing on January 1, 2026 through December 31, 2030, the annual cost of this lease will be approximately, \$12,000.00.

The total cost of this lease is estimated to be \$60,000.00.

Source of Funding: General Funds (0001-224-A04)

Consequences of delaying or abandoning the lease: Several staff of the CBC 4th district, serving approximately 300 clients under community supervision would be affected and another location would have to be found to house these staff. CBC District 4 does not have existing space in that specific rural area to be able to meet the needs of the clients we serve. Public safety would be affected and would significantly impact that service area of the 4th district.

We are submitting the above information, pursuant to Iowa Code sec. 8A.321 (16) (2023). If you have questions or comments, please do not hesitate to contact Barbara Bendon at 515-281-8887 or email [Barbara.Bendon@Iowa.gov](mailto:Barbara.Bendon@Iowa.gov).