



Date: August 19, 2026

To: Xavier Leonard, Legislative Services Agency

From: Mark Campbell, Director

RE: Lease by and between Terrace Hill Plaza, LLC and Iowa Department of Administrative Services on behalf of and for the benefit of the Iowa Department of Health and Human Services, Child Support Services

Leased Premises: Approximately, 2,816 Square Feet of office space located at 613 Pennsylvania Avenue, Ottumwa, Iowa 52501

Term of Lease: The lease shall commence on October 1, 2026 and shall end on September 30, 2031.

Cost of the Lease: For the lease term commencing on October 1, 2026 through September 30, 2031, the annual cost of this lease will be approximately, \$48,000.00. The tenant will also pay a one-time tenant improvement cost of \$70,150.00.

The total cost of this lease is estimated to be \$310,150.00.

Source of Funding: The funding is split between the State (34%) and Federal (66%) program match.

Consequences of delaying or abandoning the lease: The Ottumwa Child Support Services office is a unit that assists Child Support customers with their court orders and management of their cases. Delaying or abandoning the lease for the Ottumwa Child Support Services office would directly impact customers in 11 counties served by the Ottumwa Office and 28 counties in the Central Region where Ottumwa is housed. This includes 12,624 customers and 9,850 children in the 11 counties the office works with. This would result in at worst a complete loss of services for the region, and at best, reduced or delayed services and additional travel, time, and expense for our customers to go to the next closest Child Support Services office, 80 miles away.

We are submitting the above information, pursuant to 2021 Iowa Acts, House File 314. If you have questions or comments, please do not hesitate to contact Barbara Bendon at 515-281-8887 or email Barbara.Bendon@Iowa.gov.