



## Cover Memorandum/Staff Report

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**File #:** 18-0627 CRA

**Agenda Date:** 7/28/2020

**Item #:**

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**TO:** CRA Board of Commissioners

**THROUGH:** Renée A. Jadusingh, Esq., Executive Director

**DATE:** July 28, 2020

### **CAREERSOURCE LEASE OF CRA OWNED PROPERTY AT 186 NW 5TH AVENUE**

#### **Recommended Action:**

End the lease agreement with CareerSource for the CRA owned property located at 186 NW 5<sup>th</sup> Avenue on July 31, 2020 and authorize the Executive Director execute all documents necessary for said purpose.

#### **Background:**

The CRA awarded a three (3) year Agreement to CareerSource on August 24, 2017, after accepting their proposal to lease the CRA-owned commercial space located at 186 NW 5<sup>th</sup> Avenue. The term of the Agreement is set to expire on August 31, 2020, unless the parties mutually agree to amend the Agreement and extend the term of the Agreement for one (1) additional year.

In June 2020, CRA Staff received notice that CareerSource intends to vacate the property by July 31, 2020 and they will not be seeking an extension to the lease. If approved, CRA Staff will send CareerSource a letter accepting the premises once they vacate and thereby ending the lease agreement.

Attachment(s): Exhibit A - Location Map; Exhibit B - CareerSource Lease Agreement

#### **CRA Attorney Review:**

N/A

#### **Funding Source/Financial Impact:**

N/A