

MEMORANDUM

Date: December 4, 2017
To: CRCOG Policy Board
From: Lyle Wray, Executive Director
RE: Renewal of CRCOG Lease

CRCOG's lease is coming due in August of 2018 and CRCOG staff has been reviewing options. After review and negotiation, the current landlord has offered CRCOG additional dedicated meeting space large enough to hold Policy Board and Transportation Committee meetings as well as parking for that space. In addition, the square foot cost of the rent will be less than what CRCOG's current lease states, CRCOG would pay a similar amount for the additional space.

Given that offer, we plan to move ahead with renewing the lease at new, favorable terms offered by the current landlord at 241 Main Street.

Please feel free to contact me with any concerns you may have.