

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: August 1, 2019

TO: _____, Director, Department of Administrative Services

FROM: _____, Director, Sponsoring Division

SUBJECT: Lease for _____ at _____

REQUEST

Authorization to execute the Lease Agreement.

BACKGROUND

This is a lease for _____ at _____. First term is for ____ (__) year(s) with ____ (__) ____ year option period renewal(s).

Property:	ADDRESS
Zoning:	_____
Sponsoring Division:	_____
Lessee:	_____
Lease Rate:	\$_____ per month
Term length:	_____, 20__ thru _____, 20__
Use:	_____
Listed Via RFP:	Yes/No
Reviewed by CFP	DATE
Other important lease terms:	

RECOMMENDATION

Approval to accept the Lease is recommended. The Economic Development Division recommends that this item be approved pursuant to Wis. Stats. § 59.52(6)(b).

_____, Economic Development
Director Department of Administrative Services

Authorized:

_____, Director, Department of Administrative Services

Attachments: Lease Agreement