

DATE: April 15, 2026  
TO: Mark Jenson, Superintendent and Board of Education  
FROM: Jason Kuehn, Director of Finance and Operations

**SUBJECT: Adult Education Lease Agreement with CC&I Engineering (Perham)**

The Adult Education (AE) program provides programming at its Perham programming at MSTATE in Detroit Lakes. The current location for programming at Perham will no longer be available beginning June 1st. The lease agreement is a two year lease (June 1, 2026-May 31, 2028) where the District agrees to pay CC&I Engineering, Inc an annual amount of \$9,000 to lease space that will be utilized by the AE program. The lease amount will be included in current and future budgeting fully supported by Adult Education funding.

Administration recommends approval of these agreements.

cc: Jennifer Hellekson  
Andrew Lesch

## OCCUPANCY LEASE

### Two Year Lease Agreement

THIS LEASE AGREEMENT is made by and between CC&I Engineering, Inc., 155 2<sup>nd</sup> St SW, Perham, MN hereinafter referred to as LESSOR, and Lakes Area Adult Education, ISD#22 hereinafter referred to as LESSEE.

LESSOR and LESSEE do hereby agree to the following:

#### **1. LEASED PREMISES**

LESSOR grants and LESSEE accepts the lease of the following:

Two offices (124 and 123A) located in the CC&I Engineering building located at 155 2<sup>nd</sup> St SW, Perham, Minnesota.

Shared use of common areas, restrooms, and break room.

#### **2. TERM**

The term of this Lease Agreement is for twenty-four consecutive months, commencing on June 01, 2026 until May 31, 2028.

#### **3. PAYMENT OF RENT**

As rent for the Leased Premises and in consideration for all covenants, representations and conditions of this Lease Agreement, LESSEE agrees to pay LESSOR the sum of \$750.00 by the 1<sup>st</sup> business day of each month.

#### **4. AMENDMENT**

Lease may be amended by either party with a 30-day written notice and written agreement of other party.

#### **5. DUTIES OF LESSOR**

Electrical, heat, and air conditioning will be provided at reasonable levels and building kept in good repair.

#### **6. DUTIES OF LESSEE**

Lessee agrees to make no alterations without advanced written permission from Lessor.

Reasonable precautions should be taken to avoid wasting utilities furnished by Lessor.

Access shall be granted to leased premises as requested by Lessor.

**7. NOTICES**

All notices, or communications between LESSOR AND LESSEE shall be deemed sufficiently given or rendered if in writing and delivered to either party personally or sent by registered or certified mail addressed as follows:

LESSOR: **David Schornack / CEO  
CC&I Engineering, Inc.  
155 2<sup>nd</sup> St SW  
Perham, MN 56573**

LESSEE: **Lakes Area Adult Education, ISD#22  
702 Lake Ave  
Detroit Lakes, MN 56501  
218-844-5760**

IN WITNESS WHEREOF, the parties have set their hands on date(s) indicated below intending to be bound thereby.

LESSEE:

LESSOR:

**Lakes Area Adult Education, ISD#22**

**CC&I Engineering, Inc.**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Jennifer Hellekson

Name: David Schornack

Title: Program Manager

Title: CEO

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: John Steffl

Title: Chairperson ISD#22

Date: \_\_\_\_\_