

ESS

Electronic Services System – Coordinating Committee Meeting

Agenda

Hybrid Meeting and Web Conference

8711 Windsor Parkway, Suite 2 Johnston, Iowa

March 11, 2026

1:00 P.M. to 3:00 P.M.

- **Welcome and Introductions**
 - ESS Executive Director – Jammie Hoffman
- **ESS Coordinating Committee Meeting Summaries – Approval**
 - February 19, 2026
- **ESS Financial & Strategic Review – Discussion**
 - February Metrics Review
- **Contracts and Agreements**
 - Notification System RFQ – Notice of Intent to Award and Authorization to Amend Contract – Approval
 - ESS Office Space Lease – Approval
 - Linux Migration and 1099 Agreement Extension – Approval
 - Konica Minolta Lease Substitution – Approval
- **Legislative Update**
- **Policies and Procedures**
 - Updated Publication – February 19, 2026
- **Project Updates**
 - WordPress Site Update
 - CESAPI and CUAPI Update
- **Adjourn**

- **Next Regular Meeting May 14, 2026**

**ESS Coordinating Meeting
February 19, 2026**

Attendance

ESS Coordinating Committee Members

Jamie Stargell, Adams County Recorder
Kisha Martin, Ringgold County Recorder
Travis Case, Grundy County Recorder
Denise Baker, Wright County Recorder
Jolynn Goodchild, Plymouth County Recorder
Natalie Steffener, Des Moines County Recorder

Julie Haggerty, Polk County Recorder
Melissa Bahnsen, Cedar County Recorder
Dillon Malone, Iowa Title Guaranty
David Erickson, Dentons Davis Brown
Jesse Huisman, Grundy County IT/ GIS Director

Other Participants

Ann Ditsworth, Dickinson County Recorder
Sandie Smith, Black Hawk County Recorder
Erin Canfield, Boone County Recorder
Cathy Voith, Calhoun County Recorder
Ashten Wittrock, Carroll County Recorder
ReNae Arnold, Dallas County Recorder
Megan Clyman, Davis County Recorder
Amy Assink, Floyd County Recorder
Kelly Spees, Jefferson County Recorder
Nancy Booten, Lee County Recorder
Carolyn Siebrecht, Linn County Recorder
Rebecca Bittner, Lucas County Recorder

Carleen Bruning, Montgomery County Recorder
Andrew Moats, Pottawattamie County Recorder
Joe Otto, Jasper County Recorder
Stacie Herridge, Story County Recorder
Dawn Froese, Linn County Recorder Staff
Cortney Hayler, Linn County Recorder Staff
Patty Hinners, Scott County Recorder Staff
Jolene Hickle, Worth County Recorder Staff
Nick Lanning, Rafferty Group
Jammie Hoffman
Anthony Bengston, Certified Title of Buchanan

Phil Dunshee, Iowa Land Records
Lisa Long, Iowa Land Records

Samantha McMahon, Iowa Land Records
Corrie Strasser, Iowa Land Records

Welcome

A hybrid meeting of the ESS Coordinating Committee was held via web conference and at the ESS office in Johnston. Chair Jamie Stargell called the meeting to order.

ESS Coordinating Committee Meeting Summaries

The meeting summary of the ESS Coordinating Committee meeting on January 13th was reviewed. Travis Case made a motion to approve the meeting summary. Natalie Steffener seconded and the motion was approved.

Financial Reports

2025 YTD Reports

The Profit & Loss (P&L) statement for the year showed budgeted income of \$2,010,901.06 against budgeted expenses of \$1,580,578.61, resulting in budgeted net income of \$430,322.45. The revolving income for the period was \$41,430,883.32, contributing to a gross income of \$43,441,784.38. Revolving expenses were \$41,424,010.13 with total expenditures of \$43,294,940.91. The total net income for CY 2025 was \$146,843.47.

The Balance Sheet indicated total assets and liabilities at \$2,925,833.32, with \$778,422.58 residing in the Bankers Trust settlement account and \$1,325,737.12 in the Bankers Trust money market account. It is important to note, given accrual-based accounting, the balance sheet figures for the Bankers Trust settlement account are higher than the actual bank account balance.

The committee was provided with a group of Balance Sheet reports detailing the movements of accounts in the ESS accounting software. Specifically, the reserve accounts were moved from the BT Settlement account to the BT Money Market Sweep account. The discussion provided details on how to read the

accounts, showing the BT Money Market Sweep account as “other” for available funds. It was noted that if the money in that specific account were to go into the negative then ESS would access reserve funds. Additionally, increases to two reserve funds were shown. The additional funds for these accounts were approved during the November Finance and ESS Coordinating committee meetings.

Fund 255 reimbursement income was \$530,691.85 with a net income of \$6,981.92.

A motion was made by Jolynn Goodchild to approve the 2025 YTD financial reports. Travis Case seconded, and the motion was approved.

2025 Software Asset Report

The Project Manager updated the Committee on the overall development assets completed in CY 2025, which were primarily related to the county upload API project. While the CUAPI project is ongoing, ESS is expected to increase asset development in 2026 with the creation of a property record notification system. The Committee was asked to review and approve the presented software asset report for 2025.

Jesse Huisman moved to approve the 2025 Software Asset Report, and Denise Baker seconded the motion. The motion carried.

CY 2026 Budget Amendment

The Project Manager presented the E-Submission trends in 2025, which reflected an overall positive trend late into the year and into 2026. While it is not yet known whether current trends will continue throughout 2026, January was another above-average month, and ESS is beginning the year with a positive net balance. Income and expense adjustments were made to reflect the shift from budgeted to actual reporting. One example is related to the prior expectation of a paid full-time developer for the full month of January, which did not occur until later in the month. Overall, income is expected to increase by \$4982.17, while expenses are expected to decrease by \$9,667.59 for the year. This resulted in an increase in net income of \$14,649.76 ahead of previous projections.

It was noted that government legislation with Rafferty Group came in above budget, as there were some carry-over expenses from December into the January billing cycle. ESS continues a yearly Iowa Mortgage Association (IMA) membership, which was renewed in January rather than in March as projected. There was also an increase in expenses for JetBrains, an asset used by developers, due to changes in fees and services.

A motion was made by Travis Case and seconded by Julie Haggerty to approve the budget amendment, as presented. The motion was approved.

Contracts and Agreements Audit Engagement – Denman

A recommendation was made to the ESS Coordinating Committee to approve the engagement letter provided for Denman & Company to perform the 2025 audit. The projected cost would be \$11,000, which is included in the 2026 budget.

Julie Haggerty made a motion to approve the audit engagement with Denman & Company. Jolynn Goodchild seconded the motion, and the motion was approved.

ESS Employee Handbook Update

Proposed changes were made to the ESS Employee Handbook when the Professional Employment Organization (PEO) was changed from Paychex to Connectify. Additionally, a few more details were added to stay aligned with current laws and maintain best practices.

Melissa Bahnsen moved to approve the ESS Employee Handbook update and Kisha Martin seconded. The motion was approved.

Notification System RFQ

The Project Manager provided an update on the request for quotes (RFQ) from various development providers to assist with implementing a notification system that would serve multiple counties through a single platform. After the notification system is built, tested, and launched, users could choose to enroll in the notification system at no cost. Enrollment in the notification service would also enable users to access Search on the ILR system. Specific details about the notification system and its integration with Search can be found in section 4.3 of the RFQ in the meeting packet.

Currently, third-party estimates and accompanying project proposals are under review. All questions submitted to ESS by the prospective providers were compiled into a document with ESS responses, which was made available to all eligible development providers. With the RFQ process underway, it is possible that a decision may be made at a special ESS Committee meeting on March 11, 2026. No action was taken by the Committee.

ESS Director Search

The Committee received a status report about the search for the next ESS Executive Director. After receiving more than 150 applications and several rounds of virtual and in-person interviews, the Search Subcommittee recommended hiring Jammie Hoffman as the new ESS Executive Director. Jammie Hoffman has experience in executive leadership, software development, and project management and has served in various leadership roles.

Travis Case moved to authorize the hiring of Jammie Hoffman to fill the ESS Executive Director position. Julie Haggerty seconded, and the motion was approved.

Office Space Relocation

An update was provided to the Committee by the ESS Committee Chair, Jamie Stargell, and ESS administrative staff about the search for new office space for the ESS and Iowa Land Records team. Over forty properties were initially considered, with nine offices selected for on-site visits. After careful review, the team identified two properties for consideration and provided a detailed analysis to the Committee.

The search for new office space was primarily conducted on the west side of the metro, with an estimated size of 1,500 to 2,000 square feet, and a preference for a location that is already configured for office use.

Dillon Malone moved to authorize the negotiation of a lease for the office space located at 2910 Westtown Parkway. Travis Case seconded. The motion was approved.

Legislative Update

Note: Due to time constraints, the legislative report was moved towards the end of the meeting. The summary of this presentation is included here for continuity.

Nick Lanning of the Rafferty Group provided an update on legislative activity impacting County Recorders this session. The following topics are notable.

- Redaction and shielding remain topics of interest in this session. Ongoing discussions have focused on clarifying the distinction between the redaction and shielding initiatives while reviewing resources required for implementation. These conversations have also been used to highlight HF1031, which includes provisions related to Back the Blue shielding.
- House File 1031 has the potential for action the Senate Ways and Means Committee later in the session. Discussions with legislators indicate that the proposed fee may need to be adjusted.

Fee Policy Options

The Project Manager provided an in-depth memo with suggested amendments to scale back the recording fee to a smaller amount, while still achieving the goal of an increase and updating policy to give counties more flexibility.

Overall, the Project Manager recommended a strategic reset to improve the possibility of success in this legislative session. A common sentiment of the members of the Committee was that “something is better than nothing.”

FinCEN Residential Reporting Rule

Dillon Malone of Iowa Title Guaranty presented information about the FinCEN Residential Real Estate Reporting Rule to the Committee. Under this new rule, it was reported that, in limited circumstances, county recorders could be named the “deed or transfer filer” and be required to file a report. This rule was set to go into effect on March 1, 2026. Dillon Malone offered to be a point of contact should counties or individuals need more information.

Policies and Procedures

Financial Procedures – Chapter 1

The Committee reviewed proposed policies recommended by the ESS Finance Subcommittee. This recommendation was initiated by a working group established by the Iowa County Recorders Association to review the 28E Agreement and ESS Policy and Procedures. Discussions about these changes were conducted in 2025 by the Finance Subcommittee and the ESS Coordinating Committee. Committee members sought and gathered feedback from the recorders in their respective districts. The final recommended policy changes included refined definitions, the election of ESS officers in January of each year, designating the ESS Coordinating Committee Secretary/Treasurer and ICRA Treasurer as standing members of the Finance Subcommittee, setting term limits, and other procedural changes.

It was also noted that policies could be reviewed in the future if needed to align with any potential changes in legislation or feedback from the new Executive Director.

Julie Haggerty moved to approve the proposed financial procedure changes, and Jesse Huisman seconded. The motion was approved.

Project Updates

Software Developer Onboarding

The Project Manager updated the Committee on the onboarding of the recent Software Developer hire, Connor Linn. Initial onboarding was held at the Iowa Land Records office with all ESS team members present. Since that time, he has begun transitioning into development tasks in coordination with the team. Plans are in place to introduce Connor Linn at the next ESS Coordinating Committee meeting.

WordPress Updates

Since the approval of a working agreement with Visionary, the Iowa Land Records website refresh project has officially launched. Visionary is currently conducting an accessibility assessment and comprehensive audit of the website’s public-facing content housed in WordPress. The Committee was reminded that while the Iowa Land Records core applications: Search, E-Submission, payment processing, and administrative systems operate within a secured central authentication system, the public-facing webpages were not part of ILR services or assets until it was introduced in 2019. The vision for the first-generation website was to provide general information about ILR, enable users to apply for an account, share training resources, and provide county contact information through a County Recorder directory. The website has not undergone a detailed content review or layout update since it was first introduced over six years ago.

Currently, the project is in the audit and planning phase, with development expected to begin in early spring. A partial payment was issued to Visionary to initiate the project. Reserve funds have been allocated for the update. Additional information will be provided to the Committee as work continues, including an opportunity for recorder feedback on the future design of the ICRA Hub, resources and other layout considerations.

Cost Sharing Credits and Maintenance Invoices

The Accounting Coordinator provided an update on cost-sharing credits and maintenance invoices. County E-Submission ratios were calculated for the year in January with invoices sent to participating counties on January 20, 2026. The due date is July 31, 2026. Currently, only 20 counties have outstanding balances. The invoice date and due date are set in consideration of varying county budget schedules.

CESAPI and CUAPI Update

The Committee was informed that most local service providers have completed updates to the E-Submission API, however, there is one provider who has not yet completed the task. ESS has maintained contact with the provider and is offering support as needed. The County Upload API is currently in progress and will likely need to be re-evaluated later.

POS Update

The Accounting Coordinator provided two updates regarding payment troubleshooting on the POS system and USAePay payment processing. At the start of the year, several county POS machines began reporting transactions one day later than expected. Transactions are typically received the following day for processing, but these machines were delayed by an additional day. After investigating, the issue was caused by those machines' dates changing to be an hour behind. The machines affected have since been updated. ESS will continue to monitor reporting activity and provide updates as needed.

The Committee was also informed of a payment processing issue that occurred in the last few months of 2025 involving USAePay, the primary E-Submission payment system gateway. Users intermittently received an error message affecting both ACH and credit card transactions. When the error occurred, payments didn't settle, and in turn, our system would attempt to charge the following day. In some cases, the original transaction would settle a few days later, resulting in duplicate charges to the customer and double payments to counties. ESS and Professional Solutions worked with USAePay to resolve the issue, which has since been corrected. It was noted that communications and troubleshooting with USAePay were challenging, prompting a representative from Professional Solutions to suggest the exploration of alternatives to the USAePay system. Updates on the matter will be provided to the committees as options are explored.

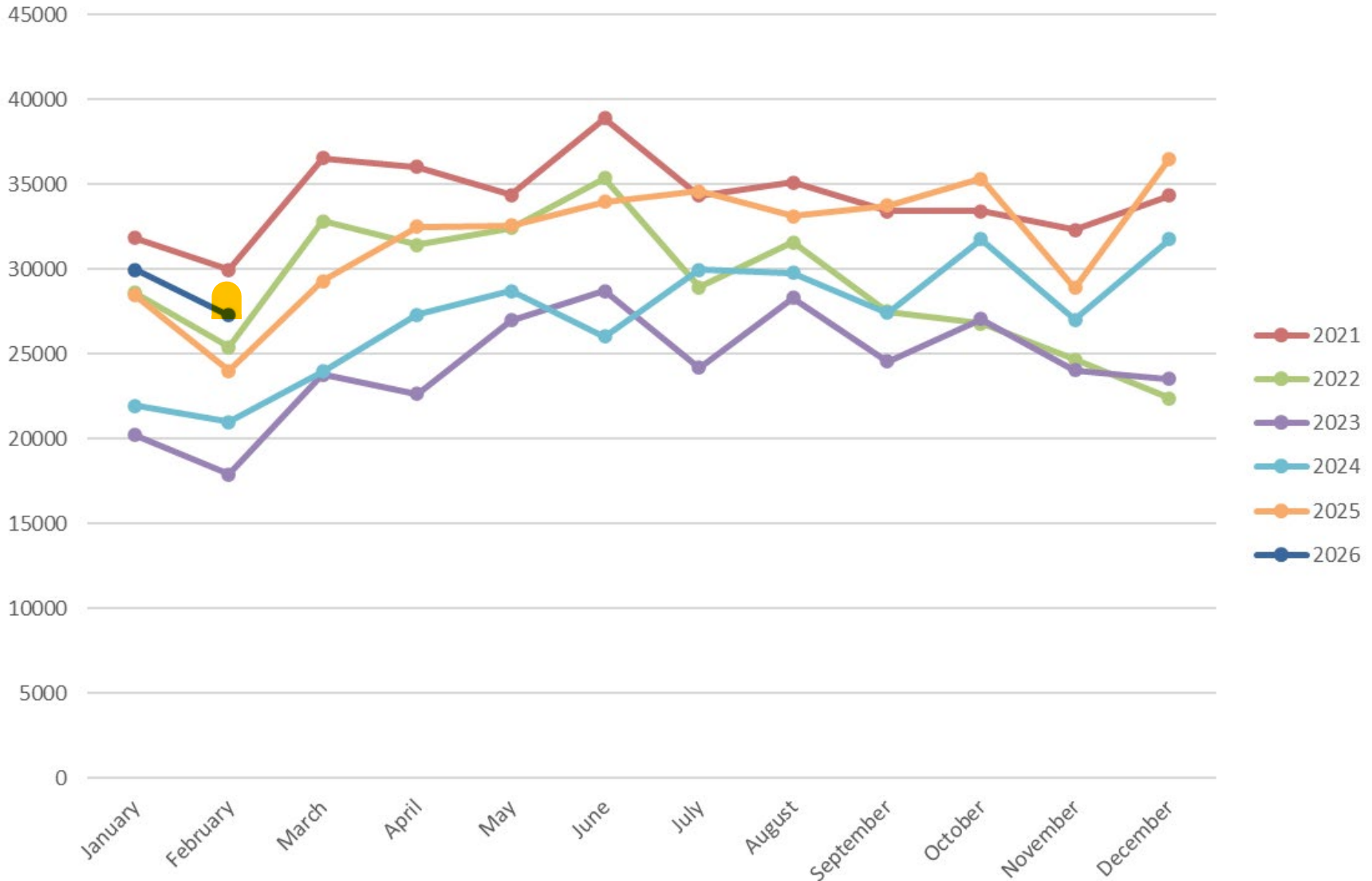
Linux OS Migration

An update was provided by the Project Manager on the development and technical support services related to the ongoing Linux migration project. As previously authorized, collaboration with former technical lead Kelly Wallace continues. The development team is currently reassessing its project plan and timeline to ensure continuity and stability as responsibilities transition with the new development team hire. While the project timeline has extended beyond initial expectations, contract hours utilized remain below projections and within the approved budget. Additional updates will be provided as the migration progresses.

Adjournment

The meeting was adjourned. The next meeting of the ESS Coordinating Committee is scheduled for a special meeting on March 11, 2026, with the next regular meeting set for May 14, 2026.

E-Submission Trends



March 11, 2026

To: ESS Coordinating Committee

From: Phil Dunshee

Re: Notification System Amendment

On February 3, 2026, the Electronic Services System (ESS) issued a Request for Quote (RFQ) to several eligible and qualified vendors to assist with the creation of a property notification system under the ESS and Iowa Land Records umbrella. Eligible vendors included the companies currently under contract with ESS for either Development and Technical Support Services or land record management system support services.

As we begin the second month of the 2026 session of the Iowa General Assembly, it may be appropriate to take stock of the situation with respect to HF 1031, and policies relating to recording fees, and required participation in the 28E agreement and Iowa Land Records. Three proposals were received by the deadline of February 17, 2026. Companies submitting proposals included the following.

- Cott Systems
- Lean Techniques
- We Write Code

A committee was formed to evaluate the proposals. Committee members included the following.

- Jamie Stargell – Adams County
- Jesse Huisman – Grundy County
- Amy Assink – Floyd County
- Merna Addison – ILR Technical Lead
- Jammie Hoffman – ESS Executive Director

Hannah Elliott – Mitchell County – also participated in the process but due to a schedule conflict was not able to participate in the final round of scoring. My role was to facilitate the evaluation process.

The evaluation process examined four primary criteria.

1. Service provider overall background and qualifications (up to 100 points)
2. Thoroughness and completeness of the service providers responses to project requirements (up to 250 points)
3. The extent to which the service provider had expertise in the subject matter (notification systems – up to 150 points)
4. Cost – the overall value and cost effectiveness of the proposal

After initially reviewing proposals, representatives of Cott Systems and Lean Techniques were invited to participate in a video interview. These interviews were held on March 3 and March 4, 2026. The evaluation committee then held a virtual meeting on Friday, March 6, 2026, to discuss the proposals and the subjects discussed in the interviews.

Proposals were individually scored again by the evaluation committee. Cott Systems received the highest composite score. The search committee members present unanimously agreed that this was the correct outcome.

Based on this result, we were instructed to address several remaining questions with the representatives of Cott Systems.

- Gain further insight into the development delivery lead personnel who would be assigned to the project by Cott Systems
- Clarify whether any offshore personnel would be working on the project and reviewing necessary security and access to ILR systems
- Obtain more granular information about their proposed project plan and schedule
- Explore spreading out payments over the course of the project (Cott had proposed a substantial down payment at the beginning and a final payment at the end)
- Affirm the commitment of Cott Systems to a “not to exceed” budget
- Clarify work authorization processes and regular reporting on tasks assigned and hours worked

Subsequent discussions with the Cott Systems team resulted in the following assurances.

1. Specific personnel who would work on the project were identified
 - Noah Davis — Delivery Lead, responsible for project coordination, reporting, milestone tracking, and formal work authorization management
 - Jonathan Chapman — Architecture Governance / Technical Lead, responsible for overall technical direction, ESS alignment, and design oversight
 - Drew Anderson — Senior Java Developer, based in Montreal, supporting backend service development
 - Robert Wilkerson — Database Architect, supporting schema design, indexing strategy, and database performance
 - Tony Zwain — Front-End Developer, focused on Thymeleaf / Bootstrap implementation
 - Jason Westerviller — ILR subject matter expert and integrations

Project staffing would vary somewhat by phase, but team member would be expected to average approximately 60–70% allocation during active development periods

2. Any offshore resources will be isolated to Cott's internal environment and would not have direct access to ESS infrastructure or production systems. Cott personnel have indicated that they are comfortable adopting additional hardening measures as needed, including session and access logging, IP restrictions, and other reasonable controls requested by ESS
3. Cott Systems proposes 11 two-week sprints, structured as follows:

Phase 1 – Architecture, Database Design, and API / Integration Layer

Establish the technical foundation for the project, including architecture confirmation, schema design, indexing approach, API contracts, initial ILR staging integration boundaries, and service scaffolding.

Phase 2 – Core Services

Implement the primary service layer, including account-related integration, notification profile management, notification processing, and ILR staging service functionality.

Phase 3 – Utilities and Matching

Build the matching engine, archival and retention utilities, deduplication safeguards, and supporting background processing required to move staged data into notification and history workflows.

Phase 4 – User Interface

Deliver the user-facing notification components within the ILR application, including profile creation/editing, profile management, and notification history views using the ESS stack.

Phase 5 – Administrative UI and Reporting

Deliver the administrative tools for support and operations, including profile lookup, history review, activity reporting, and export-oriented reporting functions.

Phase 6 – QA, Deployment, Documentation, and Handoff

Complete integration testing, staging validation, deployment preparation, documentation, knowledge transfer, and transition into the warranty/support period.

4. Cott Systems has revised their proposed payment schedule as follows.
 - 33% at kickoff / work authorization execution
 - 22% at architecture completion (approximately week 8)
 - 22% at feature completion (approximately week 16)
 - 23% at final completion / warranty commencement
5. Cott Systems confirmed their commitment to a budget not-to-exceed \$277,000.00 USD for the scope of work described in the RFQ. Changes in the scope of work could affect this amount.
6. Cott Systems confirmed their commitment to weekly reporting as requested. Weekly reporting would cover completed work, work in progress, upcoming work, hours by team member or role, and any blockers or decisions needing ESS input.

Conclusion. I find the information and assurances provided by representatives of Cott Systems to be responsive, and I concur with the recommendation of the evaluation committee to move forward with the Cott proposal.

Preparations could begin soon, with actual work beginning by April 13, 2026.

Action Requested: The ESS Coordinating Committee is asked to approve the attached Notice of Intent to Award and to authorize ESS team members to prepare a contract amendment with Cott Systems which conforms with the scope of work published in RFQ Number ESS-2026-1 and the assurances provided by Cott System.

Electronic Services System

March 11, 2026

NOTICE OF INTENT TO AWARD RFQ for Iowa Land Records Property Notification System

The Electronic Services System has completed the evaluation of all proposals submitted in response to the RFQ Number: ESS-2026-1 for an Iowa Land Records Property Notification System published on February 3, 2026. The RFQ included the following statement regarding the award notice and acceptance period.

2.29 Award Notice and Acceptance Period

Notice of Intent to Award the Work authorization or contract or agreement amendment(s) will be sent to all Respondents submitting a timely Proposal and may be posted at the website shown on the RFQ cover sheet. Negotiation and execution of the Work authorization or contract or agreement amendment(s) shall be completed no later than thirty (30) days from the date of the Notice of Intent to Award or such other time as designated by the Agency. If the successful Respondent fails to negotiate and deliver an executed Work authorization or contract or agreement amendment by that date, the Agency, in its sole discretion, may cancel the award and award the Work authorization or contract or agreement amendment to the remaining Respondent the Agency believes will provide the best value to the Agency.

Based on its evaluation of all proposals, the ESS announces its intent to award a contract amendment to the following service provider for services associated with the creation of an Iowa Land Records Property Notification System.

Cott Systems

This Notice of Intent to Award is subject to the execution of a work authorization, contract, or agreement amendment and a statement of work and, as a result, this Notice does NOT constitute a commitment by the Electronic Services System to award a contract or amendment. No Respondent shall acquire any legal or equitable rights regarding a Contract or Amendment unless and until the Contract or Amendment has been fully executed by the successful Respondent and the Electronic Services System.

Questions about this notice should be directed to the Issuing Officer.

Phil Dunshee, PMP, MPA
Project Manager
8711 Windsor Parkway, Suite 2
Johnston, IA 50131
phil@clris.com

From: [Phil Dunshee](#)
To: [Jamie Stargell](#); [Travis Case - Grundy Co](#); [Natalie Steffener - Des Moines Co](#)
Cc: [Jammie Hoffman](#); [Lisa Long](#); [Samantha McMahon](#)
Subject: Lease Agreement
Date: Tuesday, March 3, 2026 12:43:00 PM
Attachments: [2910 Westown Parkway - Lease Draft - Elec Services Systems - 030326.docx](#)

ESS officers,

It appears we have reached an agreement with the landlord for a lease on the office property at 2910 Westown Parkway in West Des Moines.

The language highlighted in yellow represents the changes made to the landlord's standard lease template. Here is a quick summary of the changes.

- ESS will have an option to terminate the lease after the third year with no penalty.
- ESS will have the option to renew the lease for three additional years (after the completion of the five-year lease).
- Language was added that clarify that ILR may offer an alternative proposal if the landlord declares a rent increase upon the renewal of the lease.
- Language was added to clarify that the gross rent INCLUDES utilities, taxes and landlords' insurance.
- The required security deposit was reduced by half at the request of ESS.
- Language was added to state that the landlord cannot unreasonably withhold an ESS request for signage at the front door.
- Language was added to define an Event of Default by the landlord. The previous language was silent.
- Language was added to provide ESS with 30 days to notify the landlord of conditions which prevents ESS from using the facility for its intended purposes. Other language in the lease would have required ESS to accept the premises "as is" on day 1.
- Other non-substantive changes were made to fix typos and clarify the meaning of certain phrases.

Some requested changes were not accepted by the landlord. They are as follows.

- ESS had proposed an alternative inflation clause that would have tied automatic rent increases to federal COLA policies. The landlord preferred a 3% rent increase each year.
- ESS had proposed more specific language defining remedies that could be sought by ESS if the landlord defaulted. Compromise language was instead added to

define landlord Event of Default and to reference remedies defined under Iowa law.

Overall, the discussion with the landlord and their broker was positive, and I believe the outcome is satisfactory. We will be recommending ESS approval of this lease on March 11. Please let us know if you have any comments or questions.

pd

COMMERCIAL LEASE AGREEMENT

THIS LEASE AGREEMENT, is entered into this ___ day of March, 2026 by **Burlington River, LLC D/B/A Talon at Westown c/o T&L Properties, LLC** ("Lessor") whose address for the purpose of this lease is **PO Box 456, Granger, IA 50109**, and **Electronic Services Systems, d.b.a Iowa Land Records** ("Lessee") whose address for the purpose of this lease is **2910 Westown Parkway, Suite 106, West Des Moines, IA 50266**.

I. PREMISES AND TERM

The Lessor, in consideration of the rents, agreements and conditions herein contained, leases to the Lessee and Lessee leases from Lessor, according to the terms of this lease, the following described "Premises", situated in Polk County, Iowa:

Talon at Westown, located upon 2910 Westown Parkway, Suite 106, West Des Moines, Iowa 50266, consisting of 2604 square feet,

with the improvements thereon, and all rights, easements and appurtenances, which, more particularly, includes the space and premises as may be shown on "Exhibit A," if attached, for a term of 5 years, commencing at midnight of the day previous to the first day of the lease term, which shall be on April 1, 2026, and ending at midnight on the last day of the lease term, which shall be on March 31, 2031, upon the condition that the Lessee pays rent therefore, and otherwise performs as in this lease provided (the "Term").

Lessee would have option to terminate the lease after the third year with a minimum of a six month written notice of intent to vacate the space.

Lessor agrees to paint the interior walls of the Premises to the Lessee's specifications as to paint color. Lessor also agrees to replace the carpeting in the leased Premises with standard commercial carpet tiles which choice of color to be made by Lessee. All work detailed in this paragraph is to be completed by the commencement date of this Lease, unless causes outside the control of the Lessor prevent completion of these improvements.

II. OPTION TO RENEW

Provided that Lessee is not in default (subject to any applicable cure period) under any term, condition or covenant contained in this Lease, Lessee shall have the option (the "Renewal Option") of extending this Lease for one (1) additional three (3) year Lease term (the "Renewal Term") on the terms and conditions as provided in this Lease. Notice of the desire to extend the Lease by the Lessee for any Renewal Term shall be given by Tenant to Landlord in writing not later than ninety (90) days prior to the expiration date of the initial Lease term. Landlord and Tenant acknowledge and agree that time is of the essence with respect to this provision and failure by Tenant to provide written notice to Landlord of its desire to extend the Lease for any Renewal Term designated hereunder on or before ninety (90) days prior to the expiration of the Lease Term, shall operate to automatically extinguish the Renewal Option and the Lease shall expire at the end of the Lease term.

Upon receipt of Lessee's notice of its desire to extend the Lease for any Renewal Term, Lessor shall have thirty (30) days to establish the Rent for any Renewal Term, and shall notify Lessee of such proposed Rent. Lessee shall have thirty (30) days from its receipt of Lessor's notice of proposed Rent for any Renewal Term to notify Lessor of its acceptance of the Renewal Term Rent, or an alternative proposal for Rent and other Terms and Conditions or to notify the Lessor of its intent to terminate the Lease at the end of the initial Lease term. Landlord and Tenant acknowledge and agree that Tenant's notice of its intent to terminate the Lease or Tenant's failure to provide written notice to Landlord as designated hereunder on or before thirty days (30) days after receipt of the Landlord's proposed Rent notice, or the failure of the Lessor and Lessee to agree on an alternative proposal, shall operate to automatically extinguish the Renewal Option and the Lease shall expire at the end of the current Lease term.

III. RENT

Lessee covenants and agrees to pay to Lessor the Gross Rent (hereinafter referred to as the "Rent"). As Rent, Lessee shall pay Lessor an initial Rent in the sum of **Sixteen Dollars and Zero cents (\$16.00) per square foot of leased space annually**, which equals **Three Thousand Four Hundred and Seventy Two Dollars (\$3,472.00) monthly** in advance, **on the first day of each and every month during the term**, without any deduction or set-off. Lessee covenants and agrees that the Rent, charges and adjustments hereunder shall be paid to Lessor in legal tender of the United States of America without any demand therefor, at the office of Lessor **c/o Talon at Westown, PO Box 456, Granger, IA 50109**, or at such other place as Lessor may from time to time designate by notice in writing. If Lessee shall fail to pay any Rent when the same is due and payable, Lessor may impose, in addition to the unpaid amount, a late charge penalty equal to Two percent (2%) of the unpaid amount. In the event that a check or draft of Lessee is returned to Lessor uncollected for any reason, then there shall be added to the Rent a service charge of Fifty dollars (\$50.00) for such uncollected check or draft, which charge shall be in addition to any late charges payable by Lessee as a result of such nonpayment.

Gross Rent includes the cost of Services and Utilities Furnished by Lessor as defined in Section VIII (e), taxes associated with the Premises, and Lessor's property and liability insurance as defined in Section VII.

Rental rates during the lease will be as follows:

04/01/26 – 3/31/27 - Rent will be set at \$3,472/monthly

Rent shall then increase by 3% each year, in accordance with the schedule below:

04/01/27 – 03/31/28 – Rent will be set at \$3,576.16/Monthly

04/01/28 – 03/31/29 – Rent will be set at \$3,682.49/Monthly

04/01/29 – 03/31/30 – Rent will be set at \$3,793.16/Monthly

04/01/30 – 03/31/31 – Rent will be set at \$3,906.00/Monthly

IV. SECURITY DEPOSIT

Lessee will provide a security deposit at time of lease execution in the amount of \$1,750.00

V. ACCEPTANCE OF PREMISES

Lessee shall be entitled to possession on the first day of the term of this lease, and shall yield possession to the Lessor at the end of the lease term, except as herein otherwise provided.

VI. FIRE OR CASUALTY

Lessee shall immediately notify Lessor of any damage caused to the Premises by fire or other casualty. In the event the leased premises are wholly or partially destroyed by fire or other casualty covered by the usual form of fire and extended coverage insurance rendering them unrentable, Lessor shall rebuild, repair or restore the leased premises to substantially the same condition as when the same were furnished to Lessee and the lease shall remain in full force and effect during such period. In the event Lessor, in its sole discretion determines that the time required to substantially complete any such repair or restoration of the leased premises shall exceed six months from the date of such casualty, then Lessor shall so notify Lessee within thirty (30) days after the date of such determination. Lessee shall then have the right to terminate the lease as of the date of such casualty by giving written notice thereof to Lessor not later than twenty (20) days after the date of Lessor's notice. In the event of total destruction, rent shall abate during the period of reconstruction, and in the event of partial destruction, rent shall abate in direct proportion to the reduction of usefulness of the Premises, during the period of reconstruction.

In the event, however, that the building containing the leased premises is damaged or destroyed to the extent of more than one-third (1/3) of its replacement costs, Lessor shall have the right to either restore the building or terminate this lease. In the event Lessor elects to restore the building pursuant to this Section VI and, in its sole judgment, determines

that the time required to substantially complete any such repair or restoration of the building shall exceed six months from the date of such casualty, then Lessor shall so notify Lessee within thirty (30) days after the date of such casualty. Lessee shall then have the right to terminate the lease as of the date of such casualty by giving written notice thereof to Lessor not later than twenty (20) days after the date of Lessor's notice.

Lessee and Lessor agree to comply with all rules and regulations of the Board of Fire Underwriters and the rules and regulations of the City of West Des Moines, Polk County and State of Iowa.

VII. INSURANCE AND INDEMNITY

a. Lessee shall, at its expense, keep in full force and effect a policy of public liability and property damage insurance with respect to the Premises and the business operated by Lessee and any sublessees or assignees. The coverage limits of the policy shall not be less than \$1,000,000.00 combined single limit per occurrence. The policy shall name Lessor as additional insureds. The policy shall provide that the insurer shall not cancel or change the insurance without giving Lessor thirty (30) days prior written notice. A certificate of insurance so confirming shall be delivered to Lessor prior to the commencement of this lease and shall be updated prior to each expiration date.

b. Lessee shall indemnify, defend, and hold Lessor harmless from all claims, demands, causes of action, actions, damages, liability, judgments, or expenses, including reasonable attorneys' fees and expenses, in connection with any personal injury or damage to property arising from or out of any occurrence in, upon, or at the Premises, or the occupancy or use of the Premises or any part thereof by Lessee, its agents, employees, contractors, sublessees or assignees, or relating to any act or omission of Lessee, its agents, employees, contractors, sublessees or assignees, except if caused by the act or omission of Lessor, its agents, employees, or contractors.

c. Lessor shall keep in full force and effect a policy of public liability and property damage insurance with respect to the Common Areas. Lessor shall determine, in its sole discretion, the coverage limits of such policy.

d. Lessor shall indemnify, defend, and hold Lessee harmless from all claims, demands, causes of action, actions, damages, liability, judgments, or expenses, including reasonable attorneys' fees and expenses, in connection with any personal injury or damage to property arising from or out of any occurrence in, upon, or at the Common Areas, except if caused by the act or omission of Lessee, its agents, employees, contractors, sublessee, or assignees.

e. Lessee shall, at its expense, keep all Lessee improvements, merchandise, fixtures, and other personal property within the Premises insured against fire, with extended coverage, to the extent of the full insurable value thereof. Lessee shall further, at its expense, carry machinery repair insurance with coverage limits of not less than \$100,000, insuring both Lessor and Lessee against loss or liability caused by the operation or malfunction of the machinery relating to the Premises, including the heating and air conditioning and electrical systems. The policy shall provide that the insurer will not cancel or change the insurance, without giving Lessor thirty (30) days prior written notice. A copy of the policy or a certificate of insurance shall be delivered to Lessor.

Lessor shall not be liable for any damage to any Lessee improvements, merchandise, fixtures, and other personal property within the Premises, unless such damage is the result of an act or omission of the Lessor, its agents, employees or contractors. Lessor shall not be liable for loss or damage to any property of Lessee or others by theft or otherwise. Lessor shall not be liable for any damage caused by other Lessees of the Premises, occupants of property next to the Premises, or the public.

f. Lessor shall keep the Premises insured against loss or damage by fire, with extended coverage in such amount as is determined by Lessor, in its sole discretion.

g. Lessee shall not keep, use, sell, or offer for sale within the Premises any item that may be prohibited by the standard form of fire insurance policy. If anything done or omitted to be done by Lessee causes the rate of fire or other insurance on the Premises to be increased, Lessee shall pay the amount of such increase as additional rent.

h. Where either Lessor or Lessee sustains a loss or damage protected by an existing policy or policies of insurance, the party sustaining such loss or damage, to the extent that it is so protected and to the extent that it may legally do so, waives its rights

of recovery, if any, against the other party hereto.

VIII. MAINTENANCE AND REPAIRS

a. Condition of Premises. Lessor shall deliver possession of the Premises to Lessee in "As Is" condition, except as may be otherwise shown on Exhibit A attached hereto. The party deemed responsible for construction of any Lessee improvements, renovations or other remodeling of the Premises, shall obtain a building permit, if needed, from the city building department. Lessee's taking possession "as is" shall be conclusive evidence that the Premises were in satisfactory condition when the Lessee took possession of the Premises, except as it may relate to any improvements otherwise referenced on Exhibit A attached hereto, if any.

b. Lessee's Duty to Repair. Lessee shall keep and maintain in good order, condition, and repair the Premises and every part thereof, including all installations made by Lessee under the terms of this lease. Lessee shall keep and maintain the Premises in a clean, sanitary, and safe condition. All maintenance and repair work shall be performed by Lessor or by contractors approved by Lessor. Any such work which may affect the HVAC, electrical system, plumbing, or any life safety equipment must be approved by an engineer acceptable to Lessor.

c. Alterations by Lessee. Lessee shall not alter the Premises and shall not install any fixtures, equipment or signage within or outside of the Premises, without the prior written approval of Lessor, which approval shall not be unreasonably withheld, conditioned or delayed. Lessee shall not make any alterations on or about the Premises which would be visible from the exterior of the Premises without the Lessor's prior written approval, including blinds, shades, drapes or any other type of window covering.

Approval by Lessor of Lessee's plans and specifications prepared in connection with any improvements in the Premises shall not constitute a representation or warranty as to the adequacy or sufficiency of such plans and specifications or the improvements to which they relate.

d. Lessor's Obligations. Lessor shall not bear any costs or expenses relating to the Premises or this lease or be obligated to provide any services or perform any acts in connection with the Premises or this lease, except as otherwise expressly provided herein.

e. Services and Utilities Furnished by Lessor. Lessor shall furnish heating, ventilating, air conditioning, water and electricity in quantities necessary for normal office usage during customary business hours. Lessee shall pay directly to the provider or reimburse the Lessor for any unusual service or utility requirements of Lessee. Lessor shall furnish janitorial service to the Premises every business day, such window washing as may, in Lessor's judgment, be reasonably required, and all services necessary for the common areas, including but not limited to restrooms, landscaping, mowing, and snow and ice removal from primary ingress, egress, and parking areas.

Lessor reserves the right to bill Lessee separately for extra, non-standard janitorial services required by Lessee or for non-standard electrical consumption that requires more than 110 volts or greatly exceeds normal office usage.

Lessor does not warrant that any of these services will be free from interruptions beyond the reasonable control of the Lessor. Any interruption of service shall not be deemed a constructive eviction of Lessee from the Premises, render Lessor liable to Lessee for damages, or relieve Lessee from performance of its obligations under this lease, provided that Lessor at all times uses reasonable efforts to promptly remedy any such interruption.

f. Lessor's Duty to Repair. Lessor shall keep and maintain all common areas, the foundation, roof, exterior walls, and structural portions of the Premises in good repair, except any repairs required due to the negligence of Lessee, its agents, employees, contractors, sublessees or assignees, which repairs shall be the responsibility of Lessee. Lessor shall maintain and repair as needed the HVAC, plumbing, electrical system, sprinkler system, and all other life safety installations which serve the Premises.

g. Surrender of Premises. At termination of this lease, Lessee shall deliver the Premises to Lessor in good and clean condition, reasonable wear and tear excepted, and shall surrender all keys for the Premises to Lessor. During the last sixty (60) days of the term of this lease, Lessee may remove its trade fixtures and any other installations, alterations, or improvements before surrendering the Premises, provided that Lessee is not in default, and Lessee shall repair any damage to the Premises caused thereby. Any items remaining in the Premises at the termination of this lease shall be deemed abandoned, shall become the property of the Lessor, and Lessor may dispose of the same without any liability.

h. Mechanic's Liens. Lessee shall not permit any mechanic's liens or similar liens to be placed against the Premises. If such liens are filed or threatened, Lessee shall immediately obtain a release of the lien through payment or bonding. If the lien is not released within ten (10) days from the date of written notice from Lessor, Lessor shall have the right, at Lessor's option, to pay the lien or any portion thereof, and the amounts paid, including reasonable attorneys' fees, expenses, and interest at the Default Rate, shall be paid to Lessor immediately. Lessee shall indemnify and hold Lessor harmless from all losses, claims, damages, costs, and expenses relating to any repairs, installations, or improvements to the Premises made by Lessee.

i. Roof. Lessee shall not cut, puncture, or otherwise damage the roof of the Premises. Lessee shall be responsible for any damage caused to the roof by any acts of Lessee, its agents, employees, contractors, sublessees, or assignees.

IX. USE OF PREMISES

The leased premises described above are leased to Lessee for the sole purpose of **operating a business office** and Lessee agrees that it will use the leased premises in such manner as to not interfere with or infringe on the rights of other Lessees in the building. Lessee agrees to comply with all applicable laws, ordinances and regulations in connection with its use of the leased premises and agrees to keep the leased premises in clean and sanitary condition.

Lessee will make no unlawful use of said premises and agrees to comply with all valid regulations of the Board of Health, City Ordinances or applicable municipality, the laws of the State of Iowa and the Federal government, but this provision shall not be construed as creating any duty by Lessee to members of the general public.

X. SIGNS

Lessee agrees that it will place no advertising or other signs in, on or about the leased premises without the written consent of Lessor, which consent shall not be unreasonably withheld. If consent is granted, such signs shall be installed and maintained at Lessee's expense. Lessee shall have a panel at the monument sign at the corner of 29th Street and Westown Parkway, as well as the monument sign in front of the building at Lessors expense. Interior Directional Signage will also be provided by the Lessor. Lessee, at Lessee's expense, may also place signage on their front door to the Premises, after review and approval by the Lessor which consent shall not be unreasonably withheld.

XI. INJURY AND LOSS

Lessor shall not be responsible or liable for any loss, theft, or damage to property or injury to or death of Lessee, its employees, agents, invitees, or any other person on or about the leased premises, unless due to the gross negligence or intentional acts of Lessor, its employees or agents, and Lessee agrees to indemnify, defend and hold Lessor harmless therefrom.

XII. EMINENT DOMAIN

a. Partial Taking. If part of the Premises or access thereto shall be taken for public improvements or otherwise under the exercise of the right of eminent domain, and if the Premises shall continue to be reasonably suitable for use by Lessee, then the Rent shall be reduced from the date of such taking in direct proportion to the reduction in usefulness of the Premises.

b. Substantial Taking. If the taking shall render the Premises wholly unfit for use by Lessee, then Lessee shall have the right, at Lessee's option, to terminate and cancel this lease on thirty (30) days written notice to Lessor, and Lessee shall be liable only for the Rent and Additional Rent accrued and earned to the date of surrender of possession of the Premises to

Lessor and for the performance of other obligations maturing before that date.

c. Lessee shall not be entitled to participate in or receive any part of the damages or award that may be paid to or awarded Lessor due to a public taking, except where the award shall provide for moving Lessee's improvements or other reimbursable expenses for Lessee under applicable statute.

XIII. WAIVER AND SEPARABILITY

The consent of Lessor in any instance to any variation of the terms of this lease, or the receipt of Rent with knowledge of any breach, shall not be deemed to be a waiver as to any breach of any covenant or condition herein contained, nor shall any waiver be claimed as to any provision of this lease unless the same be in writing, signed by Lessor or Lessor's authorized agent. This lease and any written rider constitute the entire agreement between the parties.

If any term or provision of this lease or any application thereof shall be invalid or unenforceable, then the remaining terms and provisions of this lease and any other application of such term or provision shall not be affected thereby.

XIV. USE OF COMMON FACILITIES

All elevators, stairways, halls and areas for the common use of all Lessees in the building shall be open to reasonable use by Lessee, its customers, clients and employees.

XV. ENTRY BY LESSOR

Lessor reserves the right to enter upon the leased premises at reasonable times and upon reasonable advance written notice for the inspection of same, and reserves the right during the last twelve months of the term of the lease, to show the leased premises at reasonable times and upon reasonable advance written notice to prospective Lessees.

XVI. SUBORDINATION, ATTORNMENT AND ESTOPPEL

a. Subordination. Lessor reserves the right to place liens and encumbrances against the leased premises or building superior in lien and effect to this lease. Lessee consents and agrees that this lease shall be subject and subordinate to any liens and encumbrances now or hereafter imposed by Lessor upon the leased premises or the building and Lessee agrees to execute and deliver upon demand such instruments subordinating this lease to any such lien or encumbrance as shall be required by Lessor.

b. Attornment. In the event Lessor's interest in the leased premises is derived from a lease from another party and said lease should be terminated by the other party, Lessee agrees to attorn to the other party, its successors and assigns as Lessor on this lease.

In the event of the cancellation or termination of any ground lease against the building or leased premises or by the surrender thereof, whether voluntary, involuntary or by operation of law, or by summary proceedings, or the foreclosure of any mortgage against the building or leased premises by voluntary agreement or otherwise, or the commencement of any judicial action seeking such foreclosure, Lessee at the request of the then Lessor shall attorn to and recognize such ground lessor, mortgage or purchaser in foreclosure as Lessee's lessor under this lease. Lessee agrees to execute and deliver at any time upon request of such ground lessor, mortgage, purchaser, or their successors, any instrument to further evidence such attornment. This lease may be terminated by the mortgage or ground lessor if Lessee is named as a party and served with process in any applicable proceeding and a warrant or judgment for possession of the leased premises is issued in such proceeding or a foreclosure sale is held. However, if Lessee is not named as a party in such proceeding, then Lessee hereby waives its right, if any, to elect to terminate this lease or to surrender possession of the leased premises in the event of any such ground lease termination or mortgage foreclosure.

c. Estoppel. Within ten (10) days after request therefore by Lessor, Lessee shall execute and deliver a statement certifying (if such be the case) that this lease is in full force and effect and that there are no defenses or offsets thereto.

XVII. BUILDING RULES AND REGULATIONS

Lessee agrees to abide by all rules and regulations of the building of which all Lessees of the building are subject, attached as **Exhibit B** hereto, and imposed by Lessor. These regulations are imposed for the cleanliness, good appearance, proper maintenance, good order and reasonable use of the leased premises and the building, as may be necessary for the proper enjoyment of the building by all Lessees and their patients, clients, customers and employees. The rules and regulations may be changed from time to time on reasonable notice to Lessee.

XVIII. DEFAULT

a. Events of Default. Any of the following shall be an “Event of Default” under this Lease:

(i) Lessee fails to make any payment of rent within five (5) days after the rent payment shall become due.

(ii) (i) Lessee is declared bankrupt or insolvent; or (ii) Lessee petitions, or consents to a petition, that it be declared bankrupt under Chapter 7 of the Bankruptcy Code or subsequent legislation intended to replace such chapter; or (iii) if without the assumption, ratification and confirmation of this lease, and the payment of all rentals and other charges due hereunder then due, past due or coming due, without regard to initiation of the proceedings or actions, Lessee petitions or consents to a petition that there be a reorganization or arrangement of its affairs under the Bankruptcy Act or any insolvency law, or Lessee makes an assignment for the benefit of its creditors, or Lessee petitions, or consents to a petition, that a receiver, trustee or custodian be appointed for all or substantially all of its assets; or a petition that Lessee be declared bankrupt or that a receiver, trustee or custodian be appointed for all or substantially all of Lessee’s assets is filed without the consent of Lessee and is not discharged within sixty (60) days following the filing thereof. For purposes of this Section, the term Lessee shall include any assignee, sublessee or guarantor of Lessee.

(iii) Lessee fails to perform or breaches any other material non-monetary term or condition to be kept or performed by Lessee under this lease and such default or breach continues for a period of ten (10) days after notice by Lessor; provided that if the failure to perform or breach is of a nature requiring more than ten (10) days to cure and does not create a material risk to the Premises or the persons using the Premises, the Lessee shall have a longer period to cure the failure or breach so long as (i) Lessee commences the cure within ten (10) days after Lessor’s notice, (ii) Lessee diligently pursues the cure to completion, (iii) Lessee keeps Lessor informed of Lessee’s progress in curing the failure or breach, and (iv) Lessee cures the failure or breach not later than sixty (60) days after Lessor’s notice, or within a reasonable time thereafter. Notwithstanding the foregoing, Lessee shall cure any violation, non-performance or breach relating to any federal, state or local law, regulation, ordinance or order within the period required by the governmental authority.

(iv) Repetition of any failure to observe or perform any of the terms and conditions under this lease more than three (3) times, in the aggregate, during the term of the lease. If a default occurs under this subsection (e) Lessee shall not be entitled to any further notice of default, nor shall Lessee be entitled to any further opportunity to cure the default.

b. Lessor’s Remedies.

(i) Lessor may treat any Event of Default as a breach of this lease. Lessor’s failure to insist upon strict performance of any covenant, term or condition of this lease, including Lessor’s acceptance of a partial payment of rent due and payable, or to exercise any rights or remedies of Lessor in this lease or available to Lessor by law or in equity remedy shall not be deemed a waiver or relinquishment for the future of such performance, right or remedy.

(ii) If an Event of Default shall have occurred, (a) Lessor may at its sole option by written notice to Lessee terminate this lease effective immediately upon such notice; and (b) whether or not Lessor elects to terminate this lease, Lessor may enter upon and repossess the Premises (such repossession is hereafter referred to as “Repossession”) by force, summary proceedings, ejectment or otherwise and may remove Lessee and all other persons and property there from. Lessor shall have the right to remove any personal property from the Premises and dispose of them.

(iii) After Repossession of the Premises, whether or not this lease has been terminated, Lessor shall not be obligated

to attempt to re-let the Premises for the account of Lessee in the name of Lessor or otherwise, for such term or terms (which may be greater or less than the period which would otherwise have constituted the balance of the lease term) and on such terms and conditions (which may include concessions or free rent) and for such uses as Lessor, in its sole discretion, may determine and may collect and receive rent therefor. Any rent received by Lessor shall be applied against Lessee's obligations under this lease and will be applied in the following order: (i) to Lessor's fees, costs and expenses, including attorneys' fees, associated with re-letting the Premises, (ii) to Lessor's other fees, costs and expenses, including attorneys' fees, incurred in connection with the Lessee's Event of Default, and (iv) to rent.

(iv) Neither termination of this lease nor Repossession of the Premises shall relieve Lessee of Lessee's liabilities and obligations under this lease, all of which shall survive any such termination or Repossession. In the event of any such termination or Repossession, Lessor shall be entitled to prove claim for and obtain judgment against Lessee for the balance of the rent agreed to be paid for the term herein provided as though such termination or Repossession had not occurred, plus all costs and expenses of Lessor in regaining possession of the premises and the re-letting thereof, including attorney's fees and court costs, less the net proceeds, if any, of any re-letting pursuant to this Section.

(v) Lessor's fees, costs and expenses incurred in connection with the Lessee's Event of Default, including attorneys' fees, Lessor's Repossession costs and expenses, and costs and expenses incurred in connection with re-letting, including brokerage and management commissions, operating expense, attorneys' fees, shall be paid for by Lessee as additional rent, upon demand therefor, with interest thereon from the date Lessor incurs such fees, costs and expenses at the Default Rate.

(vi) If an Event of Default is not remedied in a timely manner, Lessor may then declare this lease to be forfeited and shall give the Lessee a written notice of such forfeiture, and may, at the time, give Lessee the notice to quit provided for in Chapter 648 of the Code of Iowa.

(c) Lessor's Self-Help. If Lessee at any time fails to perform any of its obligations under this Lease in a manner reasonably satisfactory to Lessor, Lessor shall have the right, but not the obligation, upon giving Lessee at least seven (7) days' prior written notice of its election to do so (in the event of any emergency, no prior notice shall be required) to perform such obligations on behalf of and for the account of Lessee and Lessee shall take all necessary action to perform such obligations. In such event, Lessor's costs and expenses incurred in performing Lessee's obligations shall be paid for by Lessee as additional rent, upon demand therefor, with interest thereon from the date Lessor performs such work at the Default Rate. The performance by Lessor of any such obligation shall not constitute a release or waiver of Lessee therefrom.

(d) Rights and Remedies are Cumulative. The rights and remedies of Lessor under this lease shall be cumulative, and the exercise of one or more thereof shall not prejudice the right to exercise all or any one or more of the other rights and remedies under this Lease.

(e) Default Rate. For purposes of this Lease, the phrase "Default Rate" means an annual rate equal to eighteen percent (18%) or the highest rate permitted by Iowa law.

(f) Accord and Satisfaction. No payment by Lessee or receipt by Lessor of a lesser amount than the Rent herein stipulated shall be deemed to be other than on account of the earliest stipulated unpaid installment thereof, nor shall any endorsement or statement on any check or any letter accompanying any check or payment be deemed an accord and satisfaction, and Lessor may accept such check or payment without prejudice to Lessor's right to recover an amount due hereunder or pursue any other remedy provided in this Lease.

(g) Lessor Default. Lessor shall in no event be considered to be in default of Lessor's obligations under this lease until the expiration of a reasonable time after written notice of default from Lessee. A reasonable time period shall be thirty (30) days under normal circumstances, or sixty (60) days for issues that cannot reasonably be resolved in thirty days, or by other remedies allowed under Iowa Tenant and Landlord Law.

An Event of Default by the Lessor includes but is not limited to the following.

- Failure to provide and maintain the Services and Utilities Furnished by Lessor as defined in Section VIII (e)

- Failure to maintain the infrastructure of the facility and all common areas in a habitable condition as defined in Section VIII (f) - Lessor's Duty to Repair
- Failure to provide the Lessees with a generally secure and safe environment.

XIX. TERMINATION, SURRENDER OF THE PREMISES AT THE END OF TERM AND REMOVAL OF FIXTURES

This lease shall terminate upon expiration of the original term; or if this lease expressly provides for any option to renew, and if any such option is exercised by the party holding such option, then this lease will terminate at the expiration of the option term or terms.

Upon the expiration or termination of the lease term, Lessee shall at its expense, (i) remove Lessee's goods and effects and those of all persons claiming under Lessee, (ii) remove any fixtures or equipment which the Lessee has installed in the Premises, providing Lessee repairs any and all damages caused by said removal, and (iii) quit and deliver up to the leased premises to Lessor, peaceably and quietly, in as good order and condition as the same were in on the date the lease term commenced or were thereafter placed in by Lessor, reasonable wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Lessee, excepted. Any property left in the leased premises after the expiration or termination of the lease term shall be deemed to have been abandoned, and Lessor may, at its sole option and at Lessee's expense, store and/or dispose of such property in any reasonable and lawful manner.

In the event that Lessee shall remain in possession of the leased premises after the expiration of this lease, such possession shall be treated as a month to month tenancy, subject to all the terms and conditions of the lease, except that Lessee shall pay Lessor 100% of the Rent then applicable for each month or portion thereof Lessee retains possession of the leased premises, or any portion thereof, after expiration or termination of this lease, and also shall pay all damages sustained by Lessor, consequential as well as direct, by reason of such retention of possession. This month to month tenancy shall be terminable upon thirty (30) days' written notice of either party.

XX. ASSIGNMENT AND SUBLETTING

Any assignment of this lease or subletting of the premises or any part thereof, without the Lessor's written permission shall, at the option of the Lessor, make the rental for the balance of the lease term due and payable at once. Such written permission shall not be unreasonably withheld.

Lessor may sell, transfer, or assign all or any part of its interest in the building, the leased premises, or this lease, at any time or times without consent of Lessee. In the event of any sale or other transfer of the building, Lessor shall be entirely freed and relieved of all agreements and obligations of Lessor hereunder accruing or to be performed after the date of such sale or transfer.

XXI. HAZARDOUS SUBSTANCES

a. Lessor's Obligations. Lessor represents and warrants that, during the term of this lease, Lessor shall not use, generate, place, store, release, or otherwise dispose of, nor allow the use, generation, placing, storage, release, or disposal of Hazardous Materials in the Premises, except in strict accordance with all Environmental Laws. If, during the term of this Lease, Hazardous Materials are discovered in any portion of the Premises outside the Premises, Lessor shall immediately undertake or cause to be undertaken remediation or removal of the Hazardous Materials according to all Environmental Laws and, to the extent Lessee's business is interrupted during the remediation or removal, the Rent shall be abated as is fair and reasonable under the circumstances. Lessor shall indemnify, defend, and hold Lessee harmless against and reimburse Lessee for all Hazardous Materials Liabilities asserted against or incurred by Lessee arising out of a breach of the representations, warranties, or covenants set forth in this Section (a).

b. Lessee's Obligations. Lessee represents and warrants that, during the term of this lease, Lessee shall not use, generate, place, store, release or otherwise dispose of Hazardous Materials in the Premises or the Premises, except in strict accordance with all Environmental Laws. In the event of a breach of the foregoing, Lessee shall immediately

undertake or cause to be undertaken remediation or removal according to all Environmental Laws. Lessee shall indemnify, defend, and hold Lessor harmless against and reimburse Lessor for all Hazardous Materials Liabilities asserted against or incurred by Lessor arising out of a breach of the representations, warranties, or covenants set forth in this Section (b). Lessee shall not be held liable for Hazardous Materials deemed to have existed in the Premises prior to commencement of this lease.

c. Hazardous Materials Defined. The term "HAZARDOUS MATERIALS" as used herein means any substance, (i) the presence of which requires special handling, storage, investigation, notification, monitoring, or remediation under any Environmental Law, (ii) which is toxic, explosive, corrosive, erosive, flammable, infectious, radioactive, carcinogenic, mutagenic, or otherwise hazardous, (iii) which is or becomes regulated by any Governmental Authority, or (iv) the presence of which causes or threatens to cause a nuisance to the Premises, the Premises, or to adjacent properties.

d. Environmental Laws Defined. The term "ENVIRONMENTAL LAWS" refers to all Laws relating to (i) emissions, discharges, spills, releases, or threatened releases of Hazardous Materials onto land or into ambient air, surface water, groundwater, watercourses, publicly or privately owned treatment works, drains, sewer systems, wetlands, or septic systems, (ii) the use, treatment, storage, disposal, handling, manufacturing, transportation, or shipment of Hazardous Materials, or (iii) the protection of human health or the environment.

e. Hazardous Materials Liabilities Defined. The term "HAZARDOUS MATERIALS LIABILITIES" as used herein means all claims, damages, losses, forfeitures, expenses, or liabilities arising from or caused in whole or in part, directly or indirectly, by a breach by the other party of its representations, warranties, or covenants under Section (a) or (b), including (but not limited to) all costs of defense (including reasonable attorneys' fees and other costs of litigation), all consultants' fees, and all costs of investigation, repair, remediation, restoration, clean up, detoxification or decontamination, and/or preparation and implementation of any closure, remedial action, or other required plan.

f. Survival. The provisions of this Article XX shall survive the expiration or earlier termination of this lease.

XXII. MISCELLANEOUS

Successors and Assigns. Subject to the limitations set forth in Article XX hereof, the provisions of this lease shall be binding upon and shall inure to the benefit of Lessor, its successors and assigns and Lessee, its successors and assigns.

Liability of Lessor. Notwithstanding anything herein to the contrary, Lessor and any officers, members or partners of Lessor are not and shall not be personally liable for performance of the covenants and agreements of Lessor contained herein. Lessee agrees that Lessee shall look solely to Lessor's interest in the Premises or Lessor's liability insurance currently in force at the time of any such incident for the satisfaction of any claim, judgment or decree requiring the payment of money by Lessor based upon any default by Lessor under this lease, and no other property or assets of Lessor or its affiliates shall be subject to enforcement procedures for the satisfaction of any such claim, judgments, injunction or decree.

Conveyance or Transfer. If Lessor conveys or transfers its interest in the Premises or in this lease, except as collateral security for a loan, upon such conveyance or transfer Lessor (and in the case of any subsequent conveyances or transfers, the then-grantor or transferor) shall be entirely released and relieved from all liability with respect to the performance of any covenants and obligations on the part of Lessor to be performed hereunder from and after the date of such conveyance or transfer, provided that any amounts then due and payable to Lessee by Lessor (or by the then-grantor or transferor) or any other obligations then to be performed by Lessor (or by the then-grantor or transferor) for Lessee under any provisions of this lease shall either be paid or performed by Lessor (or by the then-grantor or transferor) or assumed by the grantee or transferee, it being intended that the covenants and obligations on the part of Lessor to be performed shall be binding on Lessor, its successors and assigns only during and with respect to their respective periods of ownership of an interest in the Premises or in this lease.

Joint and Several Liability. If there is more than one person who is a Lessee under this lease, the liability for keeping and performing Lessee's obligations under this lease shall be joint and several with respect to each person.

No Partnership. Lessor does not, in any way or for any purpose, become a partner of Lessee in the conduct of Lessee's business or otherwise or become a joint venturer or a member of a joint enterprise with Lessee by virtue of this lease.

Recordation of Lease. Either Lessor or Lessee shall have the right, at its sole discretion, to record a memorandum of this lease.

Notices. Any notice required or permitted to be given under this lease shall be given in writing and shall be (i) hand delivered to the receiving party (or any officer of such party), (ii) mailed by United States registered or certified mail, return receipt requested, postage prepaid, or (iii) properly deposited with a nationally recognized, reputable overnight courier, addressed, if to Lessee, at its principal office set forth at the beginning of this lease, and if to Lessor, at its principal office set forth at the beginning of this lease, or at such other address as Lessor or Lessee directs by giving ten (10) days' prior written notice thereof. Notices shall be deemed effective on the date of receipt. For purposes of this lease, any notice shall be deemed to be received on the same day as sent with respect to hand delivery, shall be deemed to be received on the first business day after the date sent with respect to delivery by overnight courier, and shall be deemed to be received on the third business day after the date sent with respect to delivery by mail.

Quiet Enjoyment. Upon payment by Lessee of the Rent provided herein and the observance and performance of all other covenants, terms and conditions on Lessee's part to be observed and performed, Lessee shall quietly enjoy the Premises without hindrance or interruption by Lessor or anyone acting through or on behalf of Lessor.

Unavoidable Delays. If the performance of the obligations of Lessor or Lessee hereunder, with the exception only of the obligation to pay Rent and other obligations to pay money, are prevented or delayed by strike, lockout, war, national conflict, unavailability of materials or other causes beyond the reasonable control, substitution or cure of such party hereto, the time for performance of such obligation shall be extended and no event of default shall exist by reason thereof until such time as the event or circumstance preventing or delaying performance is removed or reasonably can be avoided, and for a reasonable time thereafter, so long as the party affected diligently pursues performance as soon as reasonably possible.

Brokers. Landlord is represented by CBRE and will pay a broker fee in the amount of Six Percent 6% of the full gross Rent due to Lessor for the full term of this Lease Agreement. Lessee would work with CBRE related to any potential commission split. Lessee shall indemnify and hold Lessor harmless from and against any claim or claims for brokerage or other commissions asserted by any broker, agent, or finder employed by Lessee or with whom Lessee has dealt.

Governing Law. The provisions of this lease shall be governed by the laws of the State of Iowa.

Captions. The underscored captions of this lease are for convenience only and shall not be used in the interpretation of any of the provisions of this lease.

Addendum and Exhibits. The provisions, if any, set forth in any Addenda or Exhibits attached hereto shall be, and hereby are, incorporated in this lease and made a part hereof.

[The remainder of this page is left intentionally blank. Signature pages follow.]

LESSOR:

Burlington River, LLC
D/B/A: Talon At Westown

By: _____
Ted Oswald

Date: _____

LESSEE:

Electronic Services Systems
D.B.A. Iowa Land Records

By: _____
Jamie Stargell

Date: _____

EXHIBITS
A - Premises
B - Rules and Regulations

SUBJECT TO ESS APPROVAL
MARCH 11, 2026

EXHIBIT A

PREMISES

Notwithstanding the provisions of Section VIII (a), Lessee shall have thirty (30) days following the first day of the lease term (April 1, 2026) to notify the Lessor of any Condition of the Premises which impedes, interferes or otherwise prevents the Lessee from effectively using the Premises for its intended purposes. Lessor shall have thirty (30) days following the notification to make necessary adjustments to cure the conditions reported by the Lessee.

SUBJECT TO ESS APPROVAL
MARCH 11, 2026

EXHIBIT B

RULES AND REGULATIONS OF THE BUILDING REFERRED TO HEREIN

WHICH CONSTITUTE A PART OF THE LEASE

The owner of the building publishes these rules for the purpose of acquainting Lessees of Regulations in force at all times. They are intended to instruct Lessees in the department necessary to the proper maintenance and care of the building and are intended only for the good of all concerned, Lessees and Lessors alike.

1. Parking:

- a. Parking is provided for all Lessees and patients doing business with Lessees.
- b. All vehicles shall be removed if left in any parking area longer than 72 hours, unless Lessor gives permission in writing to allow vehicles to remain longer than 72 hours. Lessor, in its sole judgment, may tow a vehicle sooner than 72 hours if such vehicle prevents access to any ingress or egress to or from the property, access to any critical mechanical facilities, or prevents snow removal.
- c. Handicapped parking is provided in designated areas, and shall be used only by or for handicapped persons.
- d. Motorcycles, bicycles, and all small vehicles other than cars shall be parked only in areas specifically designated.
- e. The driveways and loading zones must be kept free of parked automobiles.
- f. Service and delivery vehicles should park on the South side of parking lot, whenever practicable.
- g. Lessor reserves the right to designate certain parking areas for Lessees and their employees or for visitor parking.
- h. The parking area is provided for convenience of Lessees and Lessor assumes no liability for loss or damage to vehicles of any type.

2. The building and grounds are for the use of Lessor and Lessees and their employees and clients. Lessor retains absolute control over said area in and around the building. Lessor shall institute such rules and regulations as to its use as in its opinion are in the best interests of the Lessor and Lessees and their employees. Lessor reserves the right to make changes in said rules and regulations from time to time as may be necessary as well as to restrict use on a day to day basis. Rules and regulations will be posted and shall be strictly obeyed by all persons permitted to use such facilities.

3. Lessor retains absolute control over the exterior appearance of the building and the exterior appearance of the LEASED premises as viewed from the exterior of the building, public halls, or passageways. Lessee shall not, without Lessor's prior written consent, install or permit to be installed any lighting, paintings, drapes, blinds, shades, signs, lettering, placards, decorations, or advertising media of any type which can be viewed from the exterior of the building or by patients or others, in or about the building, without prior written consent of the Lessor.

If Lessee obtains permission and installs any of the above items, Lessee agrees to make no changes, alterations or modifications of said installed items without the prior written consent of Lessor, and Lessee at its expense shall maintain said items in a neat and orderly manner at all times.

In the event Lessee fails to keep and perform any of the terms and conditions hereof, notwithstanding any

provision to the contrary in the lease, immediately upon written notice of default from Lessor, Lessor may restore the premises or building to its original condition. Lessee upon demand shall reimburse Lessor for such cost of restoration, or Lessor may demand that Lessee immediately restore the premises or building to its original condition. If Lessee fails to make such reimbursement immediately upon demand or if Lessee fails to complete such restoration within two (2) days after written demand from Lessor, Lessor may resort to any and all legal remedies or combinations of remedies which Lessor may desire to assert including but not limited to those enumerated in paragraph XVIII of the lease.

4. When electric wiring of any kind is introduced it must be connected as directed by the Lessor, and no boring or cutting for wires will be allowed except with the consent of the Lessor. The location of telephones, telegraph instruments, electric appliances, modems, etc., shall be prescribed by the Lessor. No apparatus of any kind shall be connected with the electric wiring without the consent of the Lessor.

5. The Lessee shall not do anything in the premises, or bring or keep anything therein, which will in any way increase or tend to increase the risk of fire, or which shall conflict with the regulations of the Fire Department or the fire laws, or with any insurance policy on the building or any part thereof, or with any rules or ordinances established by the Board of Health; and they shall not use any machinery therein which may cause any noise or jar, or tremor to the floors or walls, or which by its weight might injure the floors of the building.

6. The Lessor shall prescribe the weight, size and position of all safes or other heavy equipment, used in the building, and such safes and other heavy equipment shall in all cases stand on wood or metal of such size as shall be designated by the Lessor. All damage done to the building by putting in or taking out, or maintaining a safe or other heavy equipment, shall be repaired at the expense of the Lessee. Articles of unusual size or weight are not permitted in the building.

7. The Lessee shall not conduct any auction on said premises and shall not store goods, wares or merchandise on the leased premises, except for Lessee's own personal use.

8. All freight must be moved into, within and out of the building under the supervision of the Lessors, and according to such regulations as may be posted in the office of the building, but the Lessors will not be responsible for the loss or damage of such freight from any cause. All moving of furniture or equipment into or out of the building by Lessees, shall be done at such time and in such manner as may be directed by the Lessors or their Agent. All moving of furniture or other equipment shall be done in such a manner and at times convenient to the existing Lessees and their customers.

9. All keys shall be obtained from the Lessor and all keys shall be returned to Lessor upon the termination of this lease. The Lessee shall not change the locks or install other locks on the doors without written consent of Lessor. The Lessee shall not allow its employees to make or have copies made of the keys issued by Lessor, without the Lessor's permission.

10. Lessee shall see that the windows and doors of said leased premises are closed and securely locked before leaving the building.

11. Lessee shall give prompt notice of any accident to or defects in the plumbing, water pipes, electric wire, or heating apparatus, so that same may be attended to promptly

12. The Lessor reserves the right at any time to rescind any one or more of these rules and regulations, or to make such other and further reasonable rules and regulations as in the Lessor's judgment may from time to time be necessary for the safety, care and cleanliness of the premises, and for the preservations of order herein.

LESSEE: Electronic Services System D.B.A. Iowa Land Records

By: _____
 Jamie Stargell

Date: _____

SUBJECT TO ESS APPROVAL
MARCH 11, 2026

Independent Contractor Agreement Amendment

The independent contractor agreement (Agreement), dated May 16, 2025, as amended on November 17, 2025, by and between the Electronic Services System ("ESS") and Kelly Wallace, an independent contractor ("Contractor"), is amended to extend the Term of the agreement as follows:

Term of Agreement

The Term of the Agreement is extended from March 31, 2026 to June 30, 2026.

All other terms of the Independent Contractor Agreement including but not limited to the provisions relating to Services, Compensation and Termination under the Agreement shall continue as previously specified.

Contractor, by: Kelly Wallace, Ind. Contractor

Date: _____

ESS, by: Phil Dunshee, Project Manager

Date: _____

Quotation

Prepared Exclusively for:
Electronic Services System
 Lisa Long,
 8711 Windsor Pkwy
 Johnston, IA 50131-2296

Prepared by:
Marissa Stepp
 INSIDE SALES REPRESENTATIVE
 Office: **(201) 988-3513**
mstepp@kmb.konicaminolta.us

Offer Expires: 04/08/2026

Product: Device & Software

Installation Location - 1: Electronic Services System, 8711 Windsor Pkwy, Johnston, IA 50131-2296
 Delivery Contact:

Qty	Product Description	Product Configuration
1	Bizhub C251i	Bizhub C251iClr Prnter W/ Df-714, Tn-328y Yellow Toner, Tn-328m Magenta Toner, Tn-328c Cyan Toner, Tn-328k Black Toner, Mfp Delivery Charge - Level One, Basic Network Service - Bns04, Pc-216 Cabinet, Fs-542 Inner Finisher, Pwrfilter W Inrush Protect 120v/15a, Bizhub Secure, Kmpf Lease Return 1st Unit

Maintenance Services

Maintenance Plan: Flat Rate
 Entitlements: Toner, Digital Connected Support, No In Term Annual Escalation, Parts/Labor

Term: 60 Months

Installation Location -1: Electronic Services System, 8711 Windsor Pkwy, Johnston, IA 50131-2296
Values shown per device

Device	Qty	Bill Plan Type	Pages Included
Bizhub C251i	1	Flat Rate	Unlimited
	1	Digital Connected Support	

Existing Financial Considerations

Buyout/Upgrade – Direct Settlement (included in projected payment)

Funding Source	Account Number	Type
Konica Minolta Premier Finance	500-50429080	Upgrade to Return

Quotation Summary & Acceptance

Transaction Type : **Lease - Fair Market Value Purchase Option**

Term: **60 Months**

Projected Monthly Obligation(s):	Amount
Device/Software/Maintenance Services:	\$344.63
Total(Excluding applicable taxes)	\$344.63

Konica Minolta reserves the right to add an import fee to all pricing components to reflect the impact of any tariffs, duties, broker fees, and other import-related costs. Any import fee will be noted on the invoice as a separate line item.

Please contact Marissa Stepp, (201) 988-3513, to accept this quotation and have an Order/Lease Agreement delivered for signature.

DRAFT

March 11, 2026

To: ESS Coordinating Committee

From: Kristen Delaney-Cole, ESS Communications Coordinator
Phil Dunshee, ESS Project Manager

Re: Iowa Land Records Website Update

Iowa Land Records is currently working with Visionary to support the development of a refreshed ILR website. The goal of this project is to improve navigation, accessibility, and overall usability while providing a more modern and flexible platform for managing website content.

Following the development provider selection process, Visionary was chosen to guide the design and development of the website refresh. Visionary has recommended building the updated website within the existing WordPress content management system (CMS), allowing ILR to maintain a stable foundation while improving structure, usability, and long-term content management.

The project is currently in **Phase 1**, which includes a comprehensive evaluation of the current website, draft layout concepts, and wireframe development. Initial insights from this phase are being shared for reference as more detailed planning and design work continues. As part of this process, ESS will also distribute a survey to County Recorders to gather feedback on potential updates to the **ICRA Resource Hub**. Additional opportunities for input from recorders and ILR users may be requested as layout concepts and navigation structures continue to develop.

Phase 2 – Development

- Build staging environment
- Development implementation
- Initial testing and feedback

Phase 3 – Refinement

- Additional testing and adjustments
- Content support and editing
- Pre-launch preparation

Phase 4 – Launch

- Website launch
- Post-launch monitoring and support as needed

Website Usage Insights

12,945 Active Users vs. 142,000 unique website visitors

Over the past year, the ILR website received **more than 142,000 unique visitors**, compared to approximately **12,000 registered users** within the system. This indicates that the website is frequently used as an informational resource by individuals who may not yet have accounts or who are seeking general information about ILR services. Recent analytics highlight several trends:

- **High entry traffic on a small number of pages.** Many visitors arrive through a few key pages, meaning clear navigation and next-step guidance are critical.
- **Moderate engagement time per session.** Visitors often spend time reviewing information but may struggle to locate related resources efficiently.
- **Higher bounce rates on resource and training pages.** This suggests users may be searching for specific answers but have difficulty navigating to additional content or support materials.

These insights reinforce the need for clearer navigation, improved content organization, and more direct pathways to training and support resources. Strengthening these areas will help ensure the website continues to serve as a reliable information source for both ILR users and the broader public.

The website refresh represents an important step toward strengthening how Iowa Land Records communicates with its stakeholders and the public. By modernizing the site's structure, improving accessibility, and implementing a flexible content management system, ILR will be better positioned to support ongoing modernization efforts and future service enhancements.

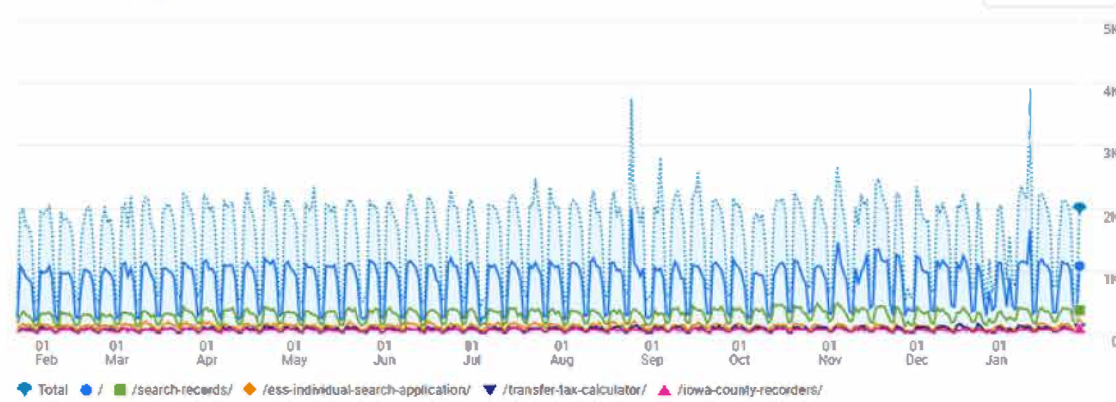
Additional updates will be shared as the project progresses through the development and testing phases.

Back

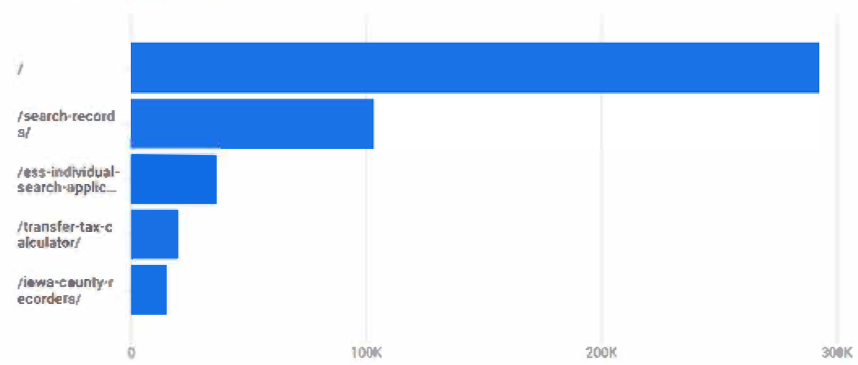
Average Engagement Time Per Session - Example 1 views & bounces

Custom Jan 26, 2025 - Jan 26, 2026

Views by Page path and screen class over time



Views by Page path and screen class



Search...

Rows per page: 10 Go to: 1 1-10 of 527

	Page path and screen class	Views	Active users	Average engagement time per session	Bounce rate
	Total	569,323 100% of total	142,914 100% of total	25s Avg 0%	58.56% Avg 0%
1	/	292,836 (51.44%)	96,576 (67.58%)	9s	58.41%
2	/search-records/	103,303 (18.14%)	53,149 (37.19%)	25s	15.25%
3	/ess-individual-search-application/	36,666 (6.44%)	19,173 (13.42%)	1m 08s	25.58%
4	/transfer-tax-calculator/	20,340 (3.57%)	5,089 (3.56%)	23s	53.2%
5	/iowa-county-recorders/	15,310 (2.69%)	12,327 (8.63%)	14s	5.27%
6	/ess-business-application/	14,324 (2.52%)	9,561 (6.69%)	56s	27.12%
7	/recorder-directory/	12,777 (2.24%)	9,804 (6.86%)	28s	24.18%
8	/contact/	10,873 (1.91%)	7,752 (5.42%)	30s	33.89%
9	/resources/	10,246 (1.8%)	6,942 (4.86%)	19s	26.37%
10	/event/search-2-0-webinar/	8,863 (1.56%)	3,481 (2.44%)	6s	74.67%