



Elizabeth Comfort  
Finance Director

**Department of Finance**

Public Services Building  
2051 Kaen Road, Suite 490 | Oregon City, OR 97045

May 16, 2024

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Clackamas County

**Approval of Lease Amendment #3 with Willamette Building Partnership RC for the Willamette Building. Amendment value is \$146,290.44 for 18 months, total lease value is increased to \$588,514.08 for 6 years and 6 months. Funding is through federal, state, and local grants, fee for service revenue, and other revenue sources, which may include a small portion of budgeted County General Funds.**

<b>Previous Board Action/Review</b>	Original Lease approved June 27, 2019; Amendment #1 approved June 18, 2020; Amendment #2 approved June 24, 2021; Briefed at Issues May 14, 2024		
<b>Performance Clackamas</b>	Ensuring safe, health and secure communities and growing a vibrant economy.		
<b>Counsel Review</b>	Yes	<b>Procurement Review</b>	No
<b>Contact Person</b>	Jeff Jorgensen	<b>Contact Phone</b>	971-221-8033

**EXECUTIVE SUMMARY:**

Clackamas County currently leases all three suites of the Willamette Building at 104, 108, and 112 11<sup>th</sup> Street, Oregon City, from Willamette Building Partnership, to house the H3S Children, Family, and Community Connections (CFCC) Division Programs. The current lease expires on June 30, 2024 and CFCC is actively working with other county groups to investigate other facility options to house their current operations.

CFCC are comprised of the Workforce Program, Resolution Services Program and Prevention Program. Program partners provide local self-sufficiency, employment training and career development, and one-on-one support services for clients. This facility has served these programs well since August of 2004 by providing office, training, and storage space with convenient access to public transportation systems for clients, neighboring partners, and at an affordable rate.

The building owner, CFCC management and Facilities Management staff are scheduling initial meetings, building inspections and discussions of requested repairs and restoration of the existing building in accordance with the lease when surrendering the facility back to the owner. The buildings are currently planned to be turned back over to the owner by December 31, 2025, but the lease does allow for a month-to-month extension if required.

**RECOMMENDATION:** Staff respectfully recommends that the Board approve and sign Lease Amendment #3 with Willamette Building Partnership.

Respectfully submitted,

*Elizabeth Comfort*

Elizabeth Comfort  
Director Finance

For Filing Use Only

**LEASE AMENDMENT #3**

This Lease Amendment #3 ("Amendment #3") is entered into between Willamette Building Partnership ("Lessor") and Clackamas County ("Lessee") and shall become part of the lease entered into between both parties June 27, 2019 ("Lease") for the property located at 104, 108 and 112 11<sup>th</sup> Street, Oregon City, Oregon.

The purpose of this Amendment #3 is to make the following changes to the Lease:

**1. Lease term**

The lease term is hereby extended for a period of one and one-half (1-1/2) years, beginning July 1, 2024, and ending at midnight on December 31, 2025. After that, the lease period may be extended on a month-to-month basis as required to support Lessee's moving requirements and to return the spaces in accordance with the Surrender Section of the Lease.

**2. Base Rent**

For the extended lease term, beginning July 1, 2024, Lessee agrees to pay rent monthly in the amounts set forth below.

<u>LEASE PERIOD</u>	<u>MONTHLY PAYMENT</u>	<u>TOTAL ANNUAL AMOUNT</u>
July 1, 2024 to June 30, 2025	\$8,046.78	\$96,561.36
July 1, 2025 to December 31, 2025	\$8,288.18	\$49,729.08 (Only 6 Months)
Month-To-Month Payments	\$8,288.18	TBD

Except as expressly amended above, all other terms and conditions of the Lease shall remain in full force and effect. By signature below, the parties agree to this Amendment #3 effective upon the date of the last signature below.

**LESSEE**

CLACKAMAS COUNTY

\_\_\_\_\_  
By: Tootie Smith  
Its: Chair


Approved as to form:

  
\_\_\_\_\_  
Office of County Counsel

04/29/2024  
Date

**LESSOR**

WILLAMETTE BUILDING PARTNERSHIP  
CHARLES FUHRMAN, PROPERTY MANAGER  
c/o MCLAREN'S BOOKKEEPING  
6193 81<sup>st</sup> Avenue SE  
Salem, OR 97317  
93-0728022  
Federal ID#

  
\_\_\_\_\_  
Authorized Signature

Charles Fuhrman  
Printed Name

4-25-24  
Date