



Elizabeth Comfort
Finance Director, Interim

Department of Finance

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

June 18, 2020

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of Extension of Lease #1 for the Willamette Building with Willamette Building Partnership

Purpose/Outcomes	Execute lease for the Willamette Building
Dollar Amount and Fiscal Impact	Monthly rent \$7,149.48; total \$85,793.76 annually. Discounted 5% annual rent payment of \$81504.07 for FY 2020/2021
Funding Source	Children, Family, and Community Connections Division general funds, supplemented by federal and state grants, and allocated by labor hours logged in each program.
Duration	Lease term is for July 1, 2020, through June 30, 2021
Previous Board Action	Current lease approved on June 27, 2019, Consent Item B.4
County Counsel Review	Approved with signature on June 27, 2019
Strategic Plan Alignment	<ol style="list-style-type: none">1. Supports growing a vibrant economy.2. Supports providing well-maintained facilities for County services.
Contact Person	Jeff Jorgensen, Director, Facilities Management, 503.734.6248

BACKGROUND:

Clackamas County currently leases all three suites of the Willamette Building at 104, 108, and 112 11th Street, Oregon City, from Willamette Building Partnership, to house the Weatherization & Energy Education and the Workforce programs offices of the Children, Family, and Community Connections Division (CFCC).

The Weatherization & Energy Education program provides free home energy audits, energy conservation education, and residence weatherization services to income-eligible renters and homeowners of Clackamas County. The Workforce program partners provide local self-sufficiency, employment training and career development, and one-on-one support services for veterans. This facility has served these programs well, providing office, training, and storage space with convenient access to public transportation systems for clients, neighboring partners, and at an affordable rate.

The current lease expires on June 30, 2020. CFCC is actively considering how current spaces are working for all their activities, and would like to keep options open with a short-term lease, in order to maintain the facilities for these programs. The Lessor provides the option of a five percent (5%) discount on rent if paid for the year in full by July 1, 2020.

RECOMMENDATION:

Staff recommends the Board approves and authorizes the Chair of the Board to execute this lease.

Sincerely,

Elizabeth Comfort,
Director, Finance

EXTENSION OF LEASE #1

This Extension of Lease #1 ("Extension #1) is entered into between Willamette Building Partnership ("Lessor") and Clackamas County ("County") and shall become part of the lease entered into between both parties June 27, 2019 ("Lease").

The purpose of this Extension #1 is to make the following changes to the Lease:

1. Lease term

The lease term is hereby extended for a period of one (1) year, beginning July 1, 2020, and ending at midnight on June 30, 2021.

2. Base Rent

For the extended lease term, beginning July 1, 2020, Lessee agrees to pay rent of seven thousand one hundred forty-nine dollars and forty-eight cents (\$7,149.48) per month.

Lessor and Lessee hereby agree that if Lessee opts to pay rent on an annual basis and the rent is paid on or before July 01, 2020, Lessee is entitled to discount the annual rent by five percent (5%) for an annual total of eighty-one thousand five hundred four dollars and eight cents (\$81,504.07).

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 Extension #1 effective upon the date of the last signature below.

LESSEE

CLACKAMAS COUNTY

By: Jim Bernard
Its: Chair

Approved as to form:

Office of County Counsel

Date

LESSOR

WILLAMETTE BUILDING PARTNERSHIP
CHARLES FUHRMAN, PROPERTY MANAGER
c/o MCLAREN'S BOOKKEEPING
6193 81st Ave SE
Salem, OR 97317

Federal ID#

Authorized Signature

Printed Name

Date



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June 18, 2020

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of Extension of Lease #1 for the Homestead Building with Homestead Building, LLC
for the Sandy Behavioral Health Center

Purpose/Outcomes	Execute lease for the Homestead Building
Dollar Amount and Fiscal Impact	Monthly rent \$4,200.00; total of \$50,400.00 for FY 2020/2021
Funding Source	Health Centers and Public Health Divisions General Funds
Duration	Lease term is for July 1, 2020, through June 30, 2021
Previous Board Action	Current lease approved on June 27, 2019, Consent Item B.3
County Counsel Review	Approved with signature on June 27, 2019
Strategic Plan Alignment	<ol style="list-style-type: none">1. Supports ensuring safe, healthy, and secure communities.2. Supports providing well-maintained facilities for County services.
Contact Person	Jeff Jorgensen, Director, Facilities Management, 503.734.6248

BACKGROUND:

Clackamas County currently leases the Homestead Building at 38872 Proctor Boulevard, Sandy, from Homestead Building, LLC, to house the Sandy Behavioral Health Center (Center) and the Women, Infants, and Children (WIC) program satellite offices.

The Center provides mental health care coordination, consultation, crisis intervention, evaluation, treatments, skills training, as well as group therapy and peer support services. WIC provides health care, nutrition education, and nutritious food funds for pregnant, postpartum, and breastfeeding women, as well as children ages five and younger. This location also provides an outreach site for the Assistance for Oregon Healthcare program to serve Clackamas County communities along the U. S. Route 26 corridor.

The original lease for this building was approved on December 12, 1991, with Board Order 91-1160; and the current lease expires on June 30, 2020. The Health Centers Division has approval by the Board to move forward with acquisition and renovation of a new facility in Sandy, and is requesting this extension of lease for one year to maintain existing operations. H3S Administration is working with the Public Health Division to either relocate WIC and/or embed WIC staff with Health Centers at the new location, and operations will move to the new facility once the construction is completed.

RECOMMENDATION:

Staff recommends the Board approves and authorizes the Chair of the Board to execute this lease.

Sincerely,

Elizabeth Comfort,
Director, Finance

EXTENSION OF LEASE #1

This Extension of Lease #1 ("Extension #1") is entered into between Homestead Building LLC ("Lessor") and Clackamas County ("Lessee") and shall become part of the Lease entered into between both parties on or about June 27, 2019 ("Lease").

The Purpose of this Extension #1 is to make the following changes to the Lease:

1. LEASE TERM:

The lease term of the Lease is hereby extended for a period of one (1) year, beginning July 1, 2020, and ending at midnight on June 30, 2021.

2. BASE RENT:

For the extended lease term, beginning July 1, 2020, Lessee agrees to pay rent of four-thousand two-hundred dollars (\$4,200.00) per month.

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 Extension #1, effective upon the date of the last signature below.

LESSEE

CLACKAMAS COUNTY

By: Jim Bernard

Its: Chair

Approved as to form:

Office of County Counsel

Date

LESSOR

HOMESTEAD BUILDING LLC
c/o DIANE EVANS, MANAGER
PO BOX 1172
BORING, OR 97009

82-5122616

Federal ID#

Authorized Signature

Printed Name

Date