



**BUSINESS AND COMMUNITY SERVICES
NORTH CLACKAMAS PARKS AND RECREATION DISTRICT**

Development Services Building
150 Beavercreek Road, Oregon City, OR 97045

Laura Zentner, BCS Director

March 4, 2021

Board of County Commissioners
Clackamas County
Board of North Clackamas Parks and Recreation District

Members of the Board:

Approval of Addendum to Lease Agreement of Clackamas Elementary School Buildings and Grounds between North Clackamas Parks and Recreation District (NCPRD) and Cascade Heights Charter School

Purpose/ Outcomes	This addendum extends the Lease Agreement signed on August 12, 2011 by North Clackamas School District and Cascade Heights Charter School, reinstated July 1, 2017, and assigned to NCPRD on March 30, 2018.
Dollar Amount and Fiscal Impact	This extends the Lease Agreement through June 30, 2022. FY 20-21 lease revenue is \$127,629 and increases 5% annually.
Funding Source	n/a
Duration	July 1, 2021 – June 30, 2022
Previous Board Action	<ul style="list-style-type: none"> • March 29, 2018 – <i>Business Meeting</i> – Approval of the Strategic Partnership Facility Use and Transition Agreement between North Clackamas Parks & Recreation District and North Clackamas School District • June 11, 2020 – <i>Business Meeting</i> – Approval of Addendum to Lease Agreement of Clackamas Elementary School Buildings and Grounds between North Clackamas Parks and Recreation District and Cascade Heights Charter School. The lease signed in June 2020 was intended to be a two-year lease, but was inadvertently only extended for one year.
Strategic Plan Alignment	<ol style="list-style-type: none"> 1. How does this item align with your department’s Strategic Business Plan goals? As described in BCS’s mission statement, the department is committed to providing essential economic development, public spaces, and community enrichment services to residents, businesses, visitors and partners so they can thrive and invest in a healthy, vibrant, and prosperous Clackamas County both now and in the future. This lease contributes additional revenue for the District to provide essential recreation services and enhanced public spaces for the residents of NCPRD. 2. How does this item align with the County’s Performance Clackamas goals? This request to extend the lease agreement ensures a legally compliant and transparent business process, which aligns with the County goal of Building Public Trust through Good Government.
County Counsel Review	JM 1.13.21
Procurement Review	<ol style="list-style-type: none"> 1. Was the item processed through Procurement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> 2. If no, provide brief explanation: Lease agreement does not require procurement approval. Agreement reviewed and approved by County Counsel.

Contact Person	Kandi Ho, <i>NCPRD Acting Director</i> , 503-794-8001 Laura Zentner, <i>BCS Director</i> , 503-742-4351
Contract No.	

BACKGROUND:

North Clackamas Parks and Recreation District (NCPRD), a division of Business and Community Services Department, requests approval of an addendum to the lease agreement between NCPRD and Cascade Heights Charter School.

In March 2018, NCPRD entered into a Strategic Partnership Facility Use and Transition Agreement with North Clackamas School District, as part of the sale of the Hood View Sports Complex. A lease agreement between North Clackamas School District and Cascade Heights Charter School, for the Clackamas Elementary School Buildings and Grounds, was assigned to NCPRD as part of the Partnership Agreement.

This addendum extends the lease agreement through June 30, 2022, keeping all other terms and conditions as stated in the original Lease Agreement, Re-instatement, and addendums, including the rental rate, tenant’s permitted use, and landlord obligations.

RECOMMENDATION:

Staff respectfully recommends the Board approve the addendum to the Lease Agreement with Cascade Heights Charter School.

ATTACHMENTS:

1. Addendum to Lease Agreement – Clackamas Elementary School Buildings and Grounds

Respectfully submitted,



Laura Zentner, Director
Business and Community Services

ADDENDUM TO LEASE AGREEMENT
Clackamas Elementary School Buildings and Grounds
Effective July 1, 2021

Lessor: North Clackamas Parks and Recreation District
150 Beaver Creek Rd
Oregon City, OR 97045

Lessee: Cascade Heights Charter School, an Oregon corporation
15301 SE 92nd Avenue
Clackamas OR 97015

This is an addendum to extend the Lease Agreement signed on August 12, 2011 by North Clackamas School District and Cascade Heights Charter School, reinstated July 1, 2017, and assigned to North Clackamas Parks and Recreation District on March 30, 2018. This document modifies the lease agreement as described below.

The length of the lease agreement is 12 months, which will begin on July 1, 2021, and end on June 30, 2022. All other terms and conditions are as stated in the original Lease Agreement, Re-Instatement, and addendums, including the rental rate, tenant's permitted use, and landlord obligations.

DATED: Effective July 1, 2021

LESSOR:
North Clackamas Parks and Recreation District

LESSEE:
Cascade Heights Charter School

Tootie Smith
NCPRD Board
Chair

Cory Connors
Cascade Heights Charter School
Board Chair

Date

Date

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Effective July 1, 2021

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DATED: Effective July 1, 2021

LESSOR:
North Clackamas Parks and Recreation District

LESSEE:
Cascade Heights Charter School

Tootie Smith
NCPRD Board
Chair

Cory Connors
Cascade Heights Charter School
Board Chair

Date

Date

ADDENDUM TO LEASE AGREEMENT
Clackamas Elementary School Buildings and Grounds
Effective July 1, 2020

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Oregon City, OR 97045

Lessee: Cascade Heights Charter School, an Oregon corporation
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Clackamas OR 97015

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DATED: Effective July 1, 2020

LESSOR:

North Clackamas Parks and Recreation District, a County Service District



Jim Bernard
Chair

June 11, 2020 IV. 1

Date

LESSEE:

Cascade Heights Charter School



5-26-2020

Cory Connors
Cascade Heights Charter School
Board Chair