



CLACKAMAS COUNTY SHERIFF

Sheriff Angela Brandenburg

Jesse Ashby, Undersheriff

Lee Eby, Undersheriff

Brad O'Neil, Undersheriff

3/5/2026

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of an Amendment to an Intergovernmental Agreement with the City of West Linn for reimbursement of retail crime investigation expenses. Amendment Value is \$59,000 for 1 year. Total Agreement Value is \$69,000 for 2 years. Funding is through the Oregon Criminal Justice Commission. No County General Funds are involved.

Previous Board Action/Review	IGA signed 5/05/2025 20250522 II.A.4. Grant agreement approved 1/15/2026 20260115 VIII.A.6		
Performance Clackamas	Safe, Secure and Livable Communities		
Counsel Review	Yes	Procurement Review	No
Contact Person	Patrick Williams	Contact Phone	503-785-5012

EXECUTIVE SUMMARY: This is a renewal of an existing agreement. The County receives funding through the State of Oregon's Organized Retail Theft Grant Program, which provides financial assistance to local law enforcement agencies with costs associated with addressing and prosecuting organized retail theft. The County makes some of that funding available to other municipalities within Clackamas County who engage in programs or efforts that address organized retail theft. The City of West Linn partners with CCSO during these missions, and desires to seek reimbursement from the County for performing law enforcement functions related to organized retail theft that may be eligible.

RECOMMENDATION: Staff recommends approval of this agreement.

Respectfully submitted,

Sheriff Angela Brandenburg

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Office: 9101 SE Sunnybrook Boulevard, Clackamas, Oregon 97015

Mailing: 2223 Kaen Road, Oregon City, Oregon 97045

Phone: 503-785-5000 Fax: 503-785-5190 www.ClackCoSheriff.us

**AMENDMENT #1
TO THE INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF WEST LINN
FOR THE ORGANIZED RETAIL THEFT PROGRAM**

This Amendment #1 is entered into between the City of West Linn (“Agency”) and Clackamas County (“County”) and shall become part of the Contract documents entered into between both parties on August 14, 2025 (“Contract”).

The Purpose of this Amendment #1 is to make the following changes to the Contract:

1. Section 3, **Reimbursement** is hereby amended to add the following language follows:

“The County agrees to reimburse Agency, from available and authorized funds, up to a sum not to exceed Fifty-Nine Thousand Dollars (\$59,000) for Eligible Activities performed by Agency during January 1, 2026 through June 30, 2027.”

2. Section 4, **Invoicing and Payment** is hereby deleted in its entirety and replaced with the following:

“**Invoicing and Payment.** In order to receive reimbursement, the Agency shall submit an invoice that contains the following information: the names of the officers who worked, the number of overtime hours incurred, the hourly regular and overtime rates in effect for each officer, and the total cost. The invoice should be submitted to the County Sheriff’s Office NO LATER THAN 30 days after eligible grant-related activities are performed. The County Sheriff’s Office will review the invoice, stamp and sign indicating that services were received and that the invoice is approved for payment. Agency shall not submit invoices for, and the County will not pay, any amount in excess of the maximum compensation amount set forth above.”

3. Section 9, **Notices; Contacts.**

“Lieutenant David Heimbuck or their designee will act as liaison for the County.

Contact Information:

Lieutenant David Heimbuck
2223 Kaen Rd
Oregon City, Oregon 97045
971-666-0473
dheimbuck@clackamas.us

Finance:

Chynna Sing
2223 Kaen Rd
Oregon City, Oregon 97045
503-201-7386
csing@clackamas.us”

ORIGINAL CONTRACT	\$ 10,00.00
AMENDMENT #1	\$ 59,000.00
TOTAL AMENDEED CONTRACT	\$ 69,000.00

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect.

By signature below, the parties agree to this Amendment #1, effective upon the date of the last signature below.

West Linn Police Department

Oddis Rollins 2/9/26
Authorized Signature Date

Oddis Rollins
Printed Name

Clackamas County

Chair

Recording Secretary

Date

Approved for Legal Sufficiency

County Counsel Date