



Elizabeth Comfort
Finance Director

Department of Finance

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

January 15, 2026

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Approval of a Lease Amendment with Willamette Building Partnership RC for an additional month of Willamette Building use while completing move-out. Amendment Value is \$5,927.90 for 1 month. Total Agreement Value is \$594, 441.98 for 7 years. Funding is through federal, state and local grants, and fee for service revenue and \$350,000 of Budgeted County General Funds.

| | | | |
|-------------------------------------|---|---------------------------|--------------|
| Previous Board Action/Review | n/a | | |
| Performance Clackamas | Ensuring safe, health and secure communities and growing a vibrant economy. | | |
| Counsel Review | Yes | Procurement Review | No |
| Contact Person | Jeff Jorgensen | Contact Phone | 971-221-8033 |

EXECUTIVE SUMMARY:

Clackamas County previously leased all three suites of the Willamette Building at 104, 108, and 112 11th Street, Oregon City, from Willamette Building Partnership, to house the H3S Children, Family, and Community Connections (CFCC) Division Programs. The County vacated Suite 104 as of December 31, 2025, and Lease Amendment #4 covers only the one (1) month extension for Suites 108 and 112 from January 1-31, 2026.

CFCC is comprised of the Workforce Program, Resolution Services Program, and Prevention Program. These program partners provide local self-sufficiency, employment training and career development, and one-on-one support services for clients.

CFCC management and Facilities Management staff have worked closely this past year to determine building repairs, required improvements and space remodel standards to transition the Ralph M. Holman Law Center into a new facility home for CFCC services.

The County requires this additional one (1) month to complete the final Holman Building remodel, move the remaining CFCC staff, and turn the Willamette Building back over to its owner by January 31, 2026.

RECOMMENDATION: Staff respectfully recommend that the Board approve and sign Lease Amendment #4 with Willamette Building Partnership.

Respectfully submitted,

Elizabeth Comfort

Elizabeth Comfort
Director Finance

For Filing Use Only

LEASE AMENDMENT #4

This Lease Amendment #4 ("Amendment #4") 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 11th Street, Oregon City, Oregon.

The purpose of this Amendment #4 is to make the following changes to the Lease:

1. Lease term

The lease term is for only 108 and 112 and is hereby extended for a period of one month, beginning January 1, 2026, and ending at midnight on January 31, 2026.

2. Base Rent

For the extended lease term, beginning January 1, 2026, Lessee agrees to pay one rent payment for the month of January 2026 by January 15, 2026, in the amount set forth below.

| LEASE PERIOD | TOTAL ANNUAL AMOUNT |
|--------------------------------------|---------------------|
| January 1, 2026, to January 31, 2026 | \$5,927.90 |

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 #4 effective upon the date of the last signature below.

LESSEE
CLACKAMAS COUNTY

By: Gary Schmidt
Its: County Administrator

Approved as to form:

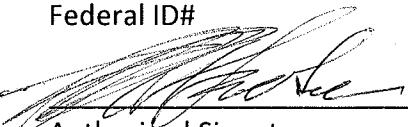
Office of County Counsel

1/5/2026

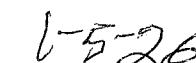
Date

LESSOR
WILLAMETTE BUILDING PARTNERSHIP
CHARLES FUHRMAN, PROPERTY MANAGER
c/o MCLAREN'S BOOKKEEPING
6193 81st Avenue SE
Salem, OR 97317
93-0728022

Federal ID#


Authorized Signature


Printed Name


Date

FINAL - Willamette Building - Lease Amendment #4 - January 1 2026 to January 31 2026 - 01-05-26

Final Audit Report

2026-01-06

| | |
|-----------------|---|
| Created: | 2026-01-06 |
| By: | Jennifer Johnson (JJJohnson@clackamas.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAXmQFl3BeLduxYCP9ggeDQxpf4kqelzr |

"FINAL - Willamette Building - Lease Amendment #4 - January 1 2026 to January 31 2026 - 01-05-26" History

-  Document created by Jennifer Johnson (JJJohnson@clackamas.us)
2026-01-06 - 4:57:56 PM GMT- IP address: 174.204.196.224
-  Document emailed to Elizabeth Comfort (ecomfort@clackamas.us) for signature
2026-01-06 - 4:58:10 PM GMT
-  Email viewed by Elizabeth Comfort (ecomfort@clackamas.us)
2026-01-06 - 5:00:23 PM GMT- IP address: 52.44.135.122
-  Document e-signed by Elizabeth Comfort (ecomfort@clackamas.us)
Signature Date: 2026-01-06 - 5:01:20 PM GMT - Time Source: server- IP address: 198.245.132.3
-  Agreement completed.
2026-01-06 - 5:01:20 PM GMT



Adobe Acrobat Sign