

**Department of Finance**

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

June 18, 2025

Board of County Commissioners  
Clackamas County

Members of the Board:

**Approval of a Lease Amendment with RC Interprices for the current Oak Lodge Library facility to allow additional time for transfers to the new library building. Lease Value is \$16,401.40 for 2 months. Funding is through budgeted Library Service District Property Tax Revenue. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	Original Lease approved by the BCC 6-25-2020 and subsequent amendments		
<b>Performance Clackamas</b>	Build (maintain) a strong infrastructure. Ensure safe, healthy and secure communities.		
<b>Counsel Review</b>	Yes	<b>Procurement Review</b>	Yes
<b>Contact Person</b>	Jeff Jorgensen	<b>Contact Phone</b>	971-221-8033

**EXECUTIVE SUMMARY:** The Oak Lodge Library is one of thirteen (13) Clackamas County public libraries currently serving the citizens of this county, with the next closest libraries being in Gladstone and Milwaukie. The current Oak Lodge Library has operated and leased this 8,722sf building located at 16201 SE McLoughlin Boulevard since 1994. The current lease expires on August 31, 2025.

The New Oak Lodge Library has been under construction next to the Concord Community Center since April 8, 2024. Substantial completion is currently scheduled to be completed by late July, 2025, moving of library staff and the book and materials collections by mid to late August 2025, and full occupancy of the New Oak Lodge Library at the beginning of September 2025. The Grand Opening and Ribbon Cutting Ceremony is scheduled for October 18, 2025

The building owner, Library management and Facilities Management staff have already met and performed initial building inspections and discussed required repairs and restoration of the library building in accordance with the lease when surrendering the facility back to the owner. The lease allows for ordinary wear and tear, but over the years various improvements have been made to the facility that now requires removal or repair. Library and Facilities staff are currently in progress of performing minor building repairs and restoration work on the building exterior signage, walls, book drops, windows, carpet flooring, ceilings, painting, etc. The old library will be ready to turn back over to the owner by the end of Lease Amendment #4 that will expire on October 31, 2025.

**RECOMMENDATION:** Staff respectfully recommends that the Board approve and sign Lease Amendment #4 with RC Interprices, LLC.

Respectfully submitted,

*Elizabeth Comfort*

Elizabeth Comfort  
Director Finance

#### LEASE AMENDMENT #4

This Lease Amendment #4 ("Amendment #4") is entered into between RC Interprices, LLC ("Lessor") and Clackamas County ("Lessee") and shall become part of the lease entered into between both parties on June 25, 2020 ("Lease") for the property located at 16201 SE McLoughlin Blvd., Oak Grove, Oregon.

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

##### 1. Lease Term

The lease term is hereby extended for a period of four (4) months, beginning July 1, 2025, and ending at midnight on October 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 monthly rent in the amounts set forth below:

<u>LEASE PERIOD</u>	<u>MONTHLY PAYMENT</u>	<u>TOTAL ANNUAL AMOUNT</u>
July 1, 2025 to October 31, 2025	\$8,200.70	\$32,802.80
Month-To-Month Lease	\$8,200.70	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 #4 effective upon the date of the last signature below.

LESSEE  
CLACKAMAS COUNTY

\_\_\_\_\_  
By: Craig Roberts  
Its: Chair

Approved as to Form:

  
Office of County Counsel

6/2/2025  
Date

##### LESSOR

RC INTERPRICES, LLC  
9418 SE Chatfield Court  
Happy Valley, OR 97086  
84-5173120

Federal ID#

  
Authorized Signature

Gary Chen  
Printed Name

5/22/2025  
Date





# FINAL Oak Lodge Library Lease Amend #4

Final Audit Report

2025-06-09

Created:	2025-06-09
By:	Jennifer Johnson (JJohnson@clackamas.us)
Status:	Signed
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## "FINAL Oak Lodge Library Lease Amend #4" History

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