



## Staff Report

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**File #:** 20-89

**Version:** 1

**Date:** 3/9/2020

**Item #:** 3.3b.

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**TO:** Mayor and City Council

**THROUGH:** Steve Powers, City Manager

**FROM:** Kristin Retherford, Urban Development Department Director

**SUBJECT:**

Willamette Valley Communication Center lease for property located at 595 Cottage Street NE.

Ward(s): 1

Councilor(s): Kaser

Neighborhood(s): CANDO

Result Area(s): Good Governance; Safe Community

**ISSUE:**

Shall the City Council authorize the City Manager to execute the attached lease with Deems, Inc. for property located at 595 Cottage Street NE to house the Willamette Valley Communications Center?

**RECOMMENDATION:**

Authorize the City Manager to execute the attached lease with Deems, Inc. for property located at 595 Cottage Street NE to house the Willamette Valley Communications Center.

**SUMMARY:**

Since April 1, 2004, the City (Lessee) has leased the building located at 595 Cottage Street NE to house the Willamette Valley Communications Center (WVCC) from Deems, Inc. (Lessor), Thomas Bowers, President. The current lease is nearing expiration and a new lease is necessary to extend WVCC's occupancy.

**FACTS AND FINDINGS:**

Staff and Lessor have come to terms on a new lease (Lease) (Attachment 1). Key terms of the new Lease are shown below.

Square Feet: 10,130  
Rate: \$16,400/month \$1.62/sf/month (NNN)  
Term: Four years with three two-year extension options  
Commencement Date: July 1, 2020

**BACKGROUND:**

The WVCC is a coalition of regional governments and agencies in Marion, Polk, and Lincoln Counties. Funding for the Lease payments will come from the WVCC Fund.

Clint Dameron  
Real Property Services Manager

Attachments:  
1. Proposed Lease