



Staff Report

File #: 20-278

Version: 1

Date: 7/27/2020

Item #: 3.3f.

TO: Mayor and City Council

THROUGH: Steve Powers, City Manager

FROM: Kristin Retherford, Urban Development Department Director

SUBJECT:

Lease amendment for property located at 960 Liberty Street SE to expand City of Salem employee health clinic

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): SCAN

Result Area(s): Good Governance

ISSUE:

Shall the City Council authorize the City Manager to execute the attached lease amendment to increase the square footage of the City's existing lease?

RECOMMENDATION:

Authorize the City Manager to execute the attached lease amendment to increase the square footage of the City's existing lease.

SUMMARY:

On June 25, 2018, City Council authorized the City Manager to execute a lease (Lease) (Attachment 1) with 960 Liberty, LLC for 1,678 square feet of space to be used as a health clinic for City employees. The Lease term is for five years and commenced on August 1, 2018. The building is owned by Swift Mountain, LLC (Lessor) (George Miller, Member).

FACTS AND FINDINGS:

Staff and Lessor have come to terms on a proposed amendment (Amendment) (Attachment 2) to the Lease to increase the square footage of the Health Hub, the City's employee health clinic. Key terms

of the Amendment:

New lease square footage: 2,305 (1,678 previously)

New monthly lease rate:	8/1/2020	\$4,161.55
	8/1/2021	\$4,244.78
	8/1/2022	\$4,329.67

All other terms of the original Lease remain in effect.

BACKGROUND:

Funds for the Lease will come from the Self Insurance Fund.

Clint Dameron
Real Property Services Manager

Attachments:

1. Lease
2. Proposed Amendment