



## Staff Report

**File #:** 20-395

**Version:** 1

**Date:** 11/9/2020

**Item #:**

**TO:** Urban Renewal Agency Board  
**THROUGH:** Steve Powers, Executive Director  
**FROM:** Kristin Retherford, Urban Development Dept. Director

### **SUBJECT:**

Lease for real property with Mid-Willamette Valley Community Action Agency for property located at 2640 Portland Road NE.

Ward(s): 5

Board Member(s): Ausec

Neighborhood(s): Northgate

Result Area(s): Good Governance; Safe Community; Welcoming and Livable Community.

### **ISSUE:**

Shall the Urban Renewal Agency authorize the Executive Director to execute the attached lease with Mid-Willamette Valley Community Action Agency for real property located at 2640 Portland Road NE?

### **RECOMMENDATION:**

Authorize the Executive Director to execute the attached lease with Mid-Willamette Valley Community Action Agency for real property located at 2640 Portland Road NE.

### **SUMMARY:**

The Urban Renewal Agency (Agency) currently leases the property located at 2640 Portland Road NE (Property) from Dick and Gayle Withnell (Owner). The Agency is permitted to sublease the Property to other parties and is working to acquire the Property in fee title and hopes to complete acquisition by the end of 2020.

The Mid-Willamette Valley Community Action Agency (Lessee) will operate an overnight shelter to help address public health needs resulting from the COVID-19 pandemic. Shelter use is planned for the building interior and parking lot. The shelter will be for individuals over 65 years of age and those with chronic and persistent health issues who are in a high-risk category if they contract COVID-19.

### **FACTS AND FINDINGS:**

Key terms of the proposed lease (Lease) (Attachment 1):

Term: 18 months (November 15, 2020 - May 14, 2022)

Rate: No money, but other valuable consideration (operation of warming/homeless shelter)

**BACKGROUND:**

Revenue and expense funds will be attributed to the North Gateway Urban Renewal Area. Staff is nearing completion of a Prospective Purchaser Agreement with the Oregon Department of Environmental Quality (DEQ) that is needed to complete the sale from the Owner. DEQ has restricted use of the property for shelter and housing to a maximum of 18 months.

Clint Dameron  
Real Property Services Manager

Attachments:

1. Proposed Lease