



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> March 4, 2024		<b>Subject: Resolution No. 3127</b> A Resolution Of The City Of Wilsonville Authorizing The City Manager To Accept Assignment Of And Amend The Facilities Lease With Wilsonville Community Sharing  <b>Staff Member:</b> Stephanie Davidson, Assistant City Attorney  <b>Department:</b> Legal	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

Consideration of whether to accept assignment of and amend the Facilities Lease between the Urban Renewal Agency of the City of Wilsonville and Wilsonville Community Sharing (respectively, “WCS” and the “Lease”).

**EXECUTIVE SUMMARY:**

Wilsonville Community Sharing (WCS) is a food bank and provides related social services to Wilsonville residents. The Urban Renewal Agency of the City of Wilsonville (URA) entered into the Lease with WCS, which was effective as of July 1, 2022, pursuant to which WCS uses and occupies approximately 1,116 square feet of the building commonly known as the “Art Tech Building” located at 29796 SW Town Center Loop East in Wilsonville.

The URA is the “Lessor” under the Lease. However, because the Art Tech Building is located in The Year 2000 Plan Area (i.e., the East Side District), which has been closed, the Lease should be assigned to the City of Wilsonville. City staff have prepared an Assignment and Assumption of Facilities Lease by and between the City of Wilsonville and the URA, which is attached as **Exhibit A** to Resolution no. 3127, to effect this assignment (the “Assignment”).

Further, two amendments to the Lease are necessary: (1) the current Lease term ends on July 1, 2024, and the parties desire to extend the term by two years, until July 1, 2026, and (2) the parties originally intended for WCS to move into the Kiva Building, which was recently demolished, so all references to the Kiva Building should be removed from the Lease. City staff have prepared a First Amendment to Facilities Lease by and between the City of Wilsonville and WCS, which is attached as **Exhibit B** to Resolution no. 3127, to make these amendments (the “Amendments”).

**EXPECTED RESULTS:**

If Resolution 3127 is adopted, the Lease’s term will be extended to July 1, 2026, and the City of Wilsonville will become the “Lessor” under the Lease.

**TIMELINE:**

All parties to the Lease desire the Assignment and the Amendments to take effect as soon as possible.

**CURRENT YEAR BUDGET IMPACTS:**

N/A

**COMMUNITY INVOLVEMENT PROCESS:**

WCS consents to the Assignment and the Amendments.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The City of Wilsonville benefits by WCS maintaining its presence in the community. In particular, residents that are food insecure benefit because WCS is one of Wilsonville’s few food banks.

**ALTERNATIVES:**

Allow the lease to terminate on July 1, 2024.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3127
  - A. Assignment and Assumption of Facilities Lease by and between the City of Wilsonville and the Urban Renewal Agency of the City of Wilsonville
  - B. First Amendment to Facilities Lease by and between the City of Wilsonville and Wilsonville Community Sharing