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# 191794

Emergency Ordinance

## \*Authorize lease with Central City Concern for commercial office space at 110 NW Third Ave at an estimated average lease cost of \$17,283 (amend CLM Contract 10069, formerly MM C52823)

Passed

The City of Portland ordains:

Section 1. The Council finds:

1. Portland Police Bureau ("PPB") maintain a neighborhood contact office ("Office Space") at 110 NW Third Avenue, commonly known as the Estate Hotel ("Building"), under a sublease agreement from Central City Concern ("CCC"). through June 30, 2024, as authorized by Ordinance 190359 passed in 2021.
2. CCC is now the majority owner of the Building, and a sublease arrangement is no longer necessary. The parties wish to execute a lease, in lieu of a sublease or a sublease extension, to extend PPB's occupancy through at least June 30, 2028, at commercially reasonable rental rates and similar terms to the sublease. The Office Space allows PPB to have a more consistent presence in the Old Town Chinatown district.
3. City Binding Policy ADM 13.01 directs bureaus to locate their operations in City owned or controlled facilities when these facilities reasonably meet the business need of the bureaus. Resolution No. 37017 reaffirmed ADM 13.01 and directed the Office of Management and Finance ("OMF"), Division of Asset Management to work with bureaus to fully implement relevant policies by bringing City operations back into City-owned facilities when cost effective to do so, and to bring new leases or rental agreements or renewal of existing leases or rental agreements for facilities owned by others to Council for approval.
4. OMF strategically assessed PPB's space needs against availability of space in existing City-owned facilities. There are no viable options within City-owned facilities to meet the area-specific requirements of this key location in Old Town Chinatown, consisting of approximately 965 square feet.
5. Rent for the initial 12-month term is \$17,283 with annual increases of 4%. Funding for this lease is in the existing interagency agreement between PPB and Facilities.

NOW, THEREFORE, the Council directs:

Introduced by

[Mayor Ted Wheeler](#)

Bureau

[Management and Finance;](#)

[Facilities Services](#)

Contact

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Requested Agenda Type

Consent

Date and Time Information

Requested Council Date

June 26, 2024

A. The Chief Administrative Officer or designee is authorized to execute any leasing documents including, but not limited to, termination of sublease, lease, amendments and extensions necessary to lease property in the Estate Hotel Building for a neighborhood contact office subject to commercially reasonable rental rates and terms consistent with other City commercial office leases. All documents must be reviewed and approved as to form by the City Attorney prior to execution.

Section 2. The Council declares that an emergency exists because the City will benefit financially from having the lease in effect July 1, 2024; therefore, this Ordinance shall be in full force and effect from and after its passage by the Council.

An ordinance when passed by the Council shall be signed by the Auditor. It shall be carefully filed and preserved in the custody of the Auditor (City Charter Chapter 2 Article 1 Section 2-122)

Passed by Council  
June 26, 2024

Auditor of the City of Portland  
Simone Rede

## Impact Statement

### Purpose of Proposed Legislation and Background Information

PPB wishes to maintain a neighborhood contact office in office space leased from Central City Concern in Old Town Chinatown and the parties wish to continue PPB's occupancy in the building and in the neighborhood.

### Financial and Budgetary Impacts

Rent for the initial 12-month term is \$17,283 with annual increases of 4%. Funding for this lease is in the existing interagency agreement between PPB and Facilities.

### Community Impacts and Community Involvement

Not applicable.

### 100% Renewable Goal

Not applicable.

### Budget Office Financial Impact Analysis

This action authorizes lease with Central City Concern for space at 110 NW Third Ave. The initial lease term is \$17,283 for the first year with 4% increases annually. Funding is included in the existing interagency agreement between PPB and Facilities.

## Document History

Item 578 Consent Agenda in [June 26, 2024 Council Agenda](https://www.portland.gov/council/agenda/2024/6/26)  
(<https://www.portland.gov/council/agenda/2024/6/26>)

City Council

Passed

Commissioner Dan Ryan Yea

Commissioner Rene Gonzalez Absent

Commissioner Mingus Mapps Yea

Commissioner Carmen Rubio Yea

Mayor Ted Wheeler Yea