

RESOLUTION NO. CLXXIII (173)


RESOLUTION AUTHORIZING MAYOR TO ENTER INTO LEASE AGREEMENT WITH BALSIGER TRUST FOR CITY HALL USE.

BE IT HEREBY RESOLVED that the City of Wilsonville City Council authorizes its Mayor to enter into a one year extension of the current lease agreement between the City and Balsiger Trust, Debi Balsiger, Trustee, for the use of the premises as a City Hall on the same terms and conditions as set forth in the current lease, save and except the Mayor is authorized to agree to the further terms and conditions as set forth in letter dated May 28, 1981, to the City of Wilsonville from Debi Balsiger-Ingraham, Trustee, setting forth additional terms and conditions 1 through 7 provided that the dollar figure set forth in condition No. 2 is changed from \$5.00 to \$9.12, a copy of said letter of May 20, 1981, is marked as Exhibit "A", attached hereto and incorporated by reference herein.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 15th day of June, 1981, and filed with the Wilsonville City Recorder this same date.


WILLIAM G. LOWRIE, Mayor

ATTEST:


DEANNA J. THOM, City Recorder

May 28, 1981

RECEIVED
MAY 29 1981

CITY OF WILSONVILLE



**balsiger-
ingraham**
inc., realtors

City of Wilsonville
Wilsonville, Oregon

Attention: Ed Davis, City Administrator
Re: Letter of Understanding, City Hall Lease

Dear Ed;

To summarize our meeting with Phil Balsiger, Bill Lowrie and Bob Harris on the 20th of May, I would propose the following:

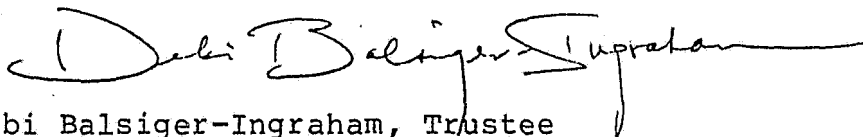
- 1) Dee Thom is to be the sole person to respond to my office regarding repairs needed on City Hall office space. In her absence, a person designated by her will be the responsible person. I will be the representative of the Balsiger Trust to which calls should be referred. If I am unavailable, my secretary will call the appropriate mechanic after approving it with Phil Balsiger.
- 2) Monthly unkeep of the heating systems, i.e., changing filters, will be the responsibility of the City. While the appointed person for such maintenance is on the roof for filter upkeep, he/she will also make sure the gutters and downspouts are clear of debris. The Trust will give the City a credit on the rent based on ~~\$5.00~~ 9.12 per hour of time spent by such City personnel for roof upkeep.
- 3) The Trust will be responsible for maintenance of machinery having to do with the heating and air conditioning systems. When the proper mechanic has been called and finished the job, we will request a complete explanation of the cause of the needed repair and if it is determined to be the responsibility of the City (per paragraph 9 of the existing lease), the bill will be forwarded to the City for payment.
- 4) The City is responsible for all lightbulb replacement of their demised premises including porches.
- 5) The entire parking lot may be used for evening meetings at City Hall - including any new parking areas to be developed this year.
- 6) The items needing repair by letter from you dated May 26, 1981 shall be taken care in total within 30 days from the date of this letter.

EXHIBIT A

7) The rent of \$2,500.00 per month for the year beginning July 1, 1981 has been accepted by the Council subject to this letter of understanding.

Please acknowledge this understanding if it meets your expectations and advise your legal council if the lease needs any modifications because of this agreement.

Sincerely,

A handwritten signature in cursive script that reads "Debi Balsiger-Ingraham". The signature is written in dark ink and is positioned above the typed name.

Debi Balsiger-Ingraham, Trustee

cc: Phil Balsiger
Donna Balsiger
Dee Thom
Bill Lowrie
Bob Harris