



MEMORANDUM

TO: Satpal Sidhu, County Executive

FROM: Bennett Knox, Director 

RE: Contract Amendment (#4) – Opportunity Council – Lease and Operations Agreement

DATE: August 21, 2025

Enclosed is an Amendment (#4) to the current Lease and Operations Agreement with the Opportunity Council pertaining to the East Whatcom Regional Resource Center. Please review the agreement and sign (via DocuSign) and return to my office.

Background and Purpose

The East Whatcom Regional Resource Center, a County-owned facility, has been operated by the Opportunity Council since 2011 under a Lease and Operation Agreement (Contract #201109006) with the stated goal to provide necessary services, primarily to low-income or otherwise disadvantaged residents of east Whatcom County.

The current 25-year contract expires September 30, 2036. Amendment #4 increases Whatcom County's financial support of the facility to reflect inflation adjustments that were approved with the 2025-2026 biennial budget.

Funding Amount and Source

2025: \$155,412
2026: \$156,912

Source: General Fund

Differences from Previous Contract

Amendment #4 increases the County's annual support from \$105,412 to \$155,412 in 2025 and \$156,912 in 2026, respectively. The amendment also clarifies responsibility for monitoring and maintenance of the facility core and shell infrastructure given the age of the facility and expected maintenance needs in the short- to mid-term and to provide on consistency with similar county facility lease agreements. Insurance requirements have also been updated.

Please contact me, at extension 5855, if you have any questions or concerns regarding the terms of this agreement.

Encl.