

**METRO**

January 5, 1994

Gary Withers
Executive Director
Metropolitan Family Service
2281 Northwest Everett Street
Portland, Oregon 97210

Dear Mr. Withers:

I have recently been appointed as Interim Director of the Regional Facilities Department of Metro and will be taking over the responsibilities of Neil Saling. Mr. Saling resigned his position of Director effective December 15, 1993. I understand that prior to his resignation, you and Mr. Saling had commenced negotiations for leased space for Metropolitan Family Service in the Metro Center Building located at 2000 Southwest First Avenue.

As you are aware, the Metro Council acted on December 23, 1993 to disapprove the extension of Metro's lease with AMCO for the Metro Center Building. This action will of course terminate the previous negotiations for a five year lease between Metropolitan Family Service and Metro. The Council did indicate their desire to assist you if possible. Please do not hesitate to contact me if you wish to discuss this matter further. I can be reached directly at (503) 797-1715.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Douglas E. Butler'. The signature is fluid and somewhat stylized, with the first name 'Douglas' being more prominent.

Douglas E. Butler
Interim Director
Regional Facilities

c: John Van Zonneveld
Brad Pihas