

## IMPACT STATEMENT

**Legislation title:** \* Authorize lease with the Oregon School Boards Association and the League of Oregon Cities for the Office of Government Relations to lease certain space at 1201 Court Street, NE, Suite 103, Salem, Oregon, commonly known as known as the Local Government Center in the amount of \$12,925.44 for FY 2017-18. (Ordinance)

**Contact name:** Pauline Goble

**Contact phone:** 503-823-6018

**Presenter name:** Pauline Goble / Susan Dietz

### **Purpose of proposed legislation and background information:**

The Office of Government Relations (“OGR”) is charged with the mission to advance the City of Portland’s legislative and intergovernmental policy objectives. OGR provides effective representation, strategic advice, and quality service to the City Council and all bureaus through working closely with legislators and legislative counsel at the Oregon State Capitol in Salem and being ready to represent the City’s interest at legislative hearings and work sessions conducted in Salem. Being in Salem and in close proximity to the State Capitol are essential for the operations of OGR.

The City, through the Bureau of Internal Business Services of the Office of Management and Finance (“BIBS”), rents office space for the OGR State Legislative Relations Team and for hosting administrative support of the City’s bill tracking system.

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 BIBS 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 to Council for approval.

The City must enter into some rental agreement to secure temporary office space for OGR for each legislative session. There is no City owned or controlled facilities in Salem. The City does not have plans for ownership of real property in Salem in the foreseeable future, and it would not be cost effective or in the business or policy interest of the City to make such real property investment in Salem. Therefore, there will be no viable option other than leasing to accommodate the needs of OGR.

The City previously leased office space for OGR needs from the Oregon School Boards Association (“OSBA”) and the League of Oregon Cities (“LOC”) at a building known as the Local Government Center located at 1201 Court Street, NE, Suite 400, Salem, Oregon.

### **Financial and budgetary impacts:**

OSBA and LOC are willing to lease to the City at reasonable rental rates and terms, and BIBS determines that the proffered lease would meet the needs of OGR. The annual lease cost for Fiscal Year (FY) 17-18 is in the amount of \$12,925.44. The lease would be renewed annually until either landlord(s) or City elects to end the lease.

### **Community impacts and community involvement:**

No known community impact

**Budgetary Impact Worksheet**

**Does this action change appropriations?**

- YES: Please complete the information below.
- NO: Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount