

**IMPACT STATEMENT****Legislation title:**

\*Authorize a two-year lease extension with American Property Management for office space at 305 NE 102<sup>nd</sup> Ave through November 2021 at an average annual cost of \$92,053 for Portland Parks and Recreation's Citywide Recreation team (Ordinance)

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

Portland Parks and Recreation ("PP&R")'s Citywide Recreation team ("Team") provides internal support to recreation programs in our community centers and SUN Community Schools. This team set best practices and business standards (such as pricing, content and marketing) in a consistent manner across the recreation system. All but three of the facilities that this team works with are located on the eastside of Portland. As much of this team's work involves meeting with staff from those facilities, it is much more efficient to continue to be located on the eastside.

In 2016, Ordinance No. 188030 authorized the lease of approximately 3,359 square feet from American Property Management ("APM"), the business name which Weston Investment CO, LLC. is doing business as, located in certain space at 305 NE 102<sup>nd</sup> Avenue, Portland, Oregon, and commonly known as the Multnomah Plaza Office Building. PPR wishes to extend the lease through November 30, 2021.

**Financial and budgetary impacts:**

The expected financial impact is estimated at \$184,107 which is already built into the base bureau-wide administrative space lease budget for FY 19/20 and moving forward.

**Community impacts and community involvement:**

None

**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