

**FINANCIAL IMPACT STATEMENT
For Council Action Items**

184414

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Terri Williams		2. Telephone No. 503-865-2469	3. Bureau/Office/Dept. Revenue Bureau
4a. To be filed (date) Feb 10, 2011	4b. Calendar (Check One) <input type="checkbox"/> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/> 4/5ths		5. Date Submitted to FPD Budget Analyst: Feb 4, 2011

1) Legislation Title:

*Authorize an Agreement for Lloyd BID Program Management Services between the City and the Lloyd Business Improvement District (Ordinance)

2) Purpose of the Proposed Legislation:

Pursuant to Chapter 6.06 of the City Code, the City has established a business management license fee within the Lloyd Business Improvement District, also called the Lloyd BID. The purpose of the license fee is to provide revenues to fund supplemental cleaning, public safety, and business development services with the District. Lloyd BID Inc. is a non-profit organization representing a large number of business property owners and managers in the District and is uniquely qualified to manage the provision of District services. Lloyd BID has been providing these services to the district for the last 10 years and should continue to do so. This ordinance authorizes the signing of two agreements, one for management services and one for collection services between the City and Lloyd BID to continue this program.

3) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If new revenue is generated please identify the source.

No new revenue is being generated. The Revenue Bureau charges an administrative fee for collection services and is included in the Bureaus current year budget as Revenue from Interagency Agreements. The budgeted admin fee in FY 10-11 is \$2,200.

4) Expense:

What are the costs to the City as a result of this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future years) (If the action is related to a grant or contract please include the local contribution or match required)

The expenditure to Lloyd BID for the net license fees collected is budgeted at \$202,000 in FY 10-11. These disbursements are always equal to the net of license fees revenue collected within the district less the Bureau's admin fee.

Staffing Requirements:

5) Will any positions be created, eliminated or re-classified in the current year as a result of this legislation? (If new positions are created please include whether they will be part-time, full-time, limited term or permanent positions. If the position is limited term please indicate the end of the term.)

No change in positions.

6) Will positions be created or eliminated in future years as a result of this legislation?

Not expected at this time.

Complete the following section only if an amendment to the budget is proposed.

7) Change in Appropriations (If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate center codes and accounts that are to be loaded by accounting. Indicate "new" in Center Code column if new center needs to be created. Use additional space if needed.)

N/A

Thomas Lannom, Director, Revenue Bureau 

APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE
Sam Adams, Mayor
Kenneth L. Rust, Chief Administrative Officer
Jeffrey B. Baer, Director, Bureau of Internal Business Services

Robert F. Kieta, Manager
Facilities Services
1120 S.W. Fifth Avenue, Rm. 1204
Portland, Oregon 97204-1912
(503) 823-5288
FAX (503) 823-6924

184414

DATE: February 4, 2011

TO: Mayor Sam Adams

FROM: Ken Rust, Chief Administrative Officer *KLR*

FOR MAYOR'S OFFICE USE
ONLY

Reviewed by Bureau Liaison

RE: *Authorize an Agreement for Lloyd BID Program Management Services between the City and the Lloyd Business Improvement District (Ordinance)

1. INTENDED THURSDAY FILING DATE: February 10, 2011
2. REQUESTED COUNCIL AGENDA DATE: February 16, 2011
3. CONTACT NAME & NUMBER: Jane Braaten x3-5665
4. PLACE ON: CONSENT REGULAR
5. BUDGET IMPACT STATEMENT ATTACHED: Y N N/A
6. (3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED: Yes No N/A

7. BACKGROUND/ANALYSIS

The City's contracts with Lloyd BID, Inc for management services and collection services for the Lloyd Business Improvement District expired February 1, 2011. Lloyd BID Inc. is a non-profit organization representing a large number of business property owners and managers in the District and is uniquely qualified to manage the provision of District services. The City seeks to enter into new ten-year contracts with Lloyd BID to ensure continuation of these services. Through Procurement Services, OMF has issued a sole source posting and no comments and protests were received. Thus OMF can proceed to enter into a sole source with Lloyd BID for these services.

8. FINANCIAL IMPACT

The revenues and expenses associated with these contracts are reflected in the FY 2010-11 Revised Budget for OMF – Revenue Bureau and are also reflected in the Requested Budget submitted by OMF for FY 2011-12.

The Revenue Bureau charges an administrative fee for collection services; the budgeted admin fee in FY 10-11 is \$2,200. The expenditure to Lloyd BID for the net license fees collected is budgeted at \$202,000. The disbursements always equal the net of license fees revenue collected within the district less the Revenue Bureau's administrative fee.

9. ACTION REQUESTED

File for approval on consent calendar for February 16, 2011.

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