

IMPACT STATEMENT

Legislation title: Extend real property lease for Portland Children's Levy staff offices in the Spalding Building, 319 SW Washington Street

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Purpose of proposed legislation and background information:

Authorize City Commissioner charged with oversight of the Portland Children's Levy to execute real property lease for staff offices. City Council previously approved a similar ordinance in February 2010 for office lease (ordinance 183510). PCL is proposing this legislation because PCL requires City Council approval for purchasing authorization.

Pursuant to Resolution #37017, "Reaffirming the City's Interest to Maximize Investment in City-Owned Facilities and Directing the Office of Management and Finance to Fully Implement ADM 13.01", BIBS is working with bureaus to fully implement ADM 13.01 and ART 3.01 by bringing City operations back into City-owned facilities.

Currently, City office space is nearly occupied. In addition, the City is looking at how to proceed with renovating Portland Building. This work will help inform decisions regarding temporary and permanent relocation of employees. BIBS is working to address the larger City facilities needs assessment in a Strategic Facilities Planning project, too.

Since office space availability is limited, the City wants to limit the number of future space moves, and the Portland Building project is evolving, BIBS supports The Portland Children's Levy in extending its existing office space lease.

Financial and budgetary impacts:

There are no costs to the City general fund. The Portland Children's Levy revenues are generated by a special property tax levy and it is a portion of the proceeds of this levy that the Fund proposes to use toward the lease. Lease payments are included in the current and proposed budgets for the Portland Children's Levy.

The lease amendment will obligate PCL to pay a total of \$203,562 over the lease term of 61 months (June 1, 2015 through June 30, 2020); this amount includes \$190,877 in base rent; monthly operating expenses, currently \$91 per month (up to \$7,500 for the 61 month lease period); and \$5,185 for basement storage, at \$85 per month.

Should the Children's Levy expire in June 2019, the lease may be terminated.

There will be no positions created, eliminated or re-classified in the current year nor created or eliminated in future years as a result of this legislation.

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