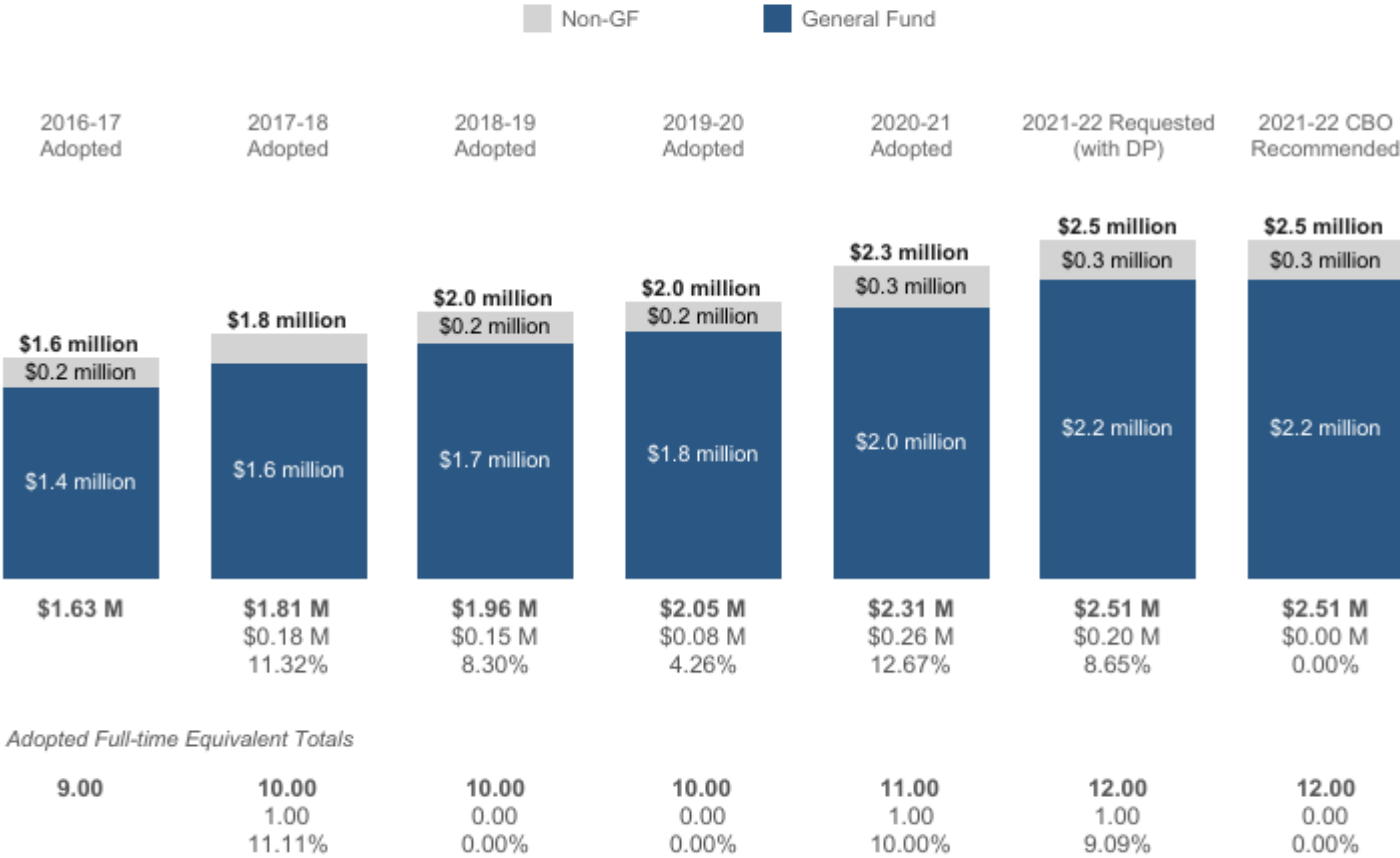




**Adopted Budget Revenues | 5-Year Lookback**



**INTRODUCTION**

The Office of Government Relations’ (OGR) FY 2021-22 Requested Budget totals \$2.5 million, including \$2.2 million in General Fund discretionary resources. There are no significant changes to the bureau’s base budget. However, OGR has made personnel budget assumptions to the tune of \$27,845 to account for the reclassification of 6.0 FTE positions. The bureau also plans to restart work on its Strategic Plan and its Racial Equity Plan, which were both slowed down in FY 2020-21 by the COVID-19 pandemic.

## BASE BUDGET KEY ISSUES

The Office of Government Relations (OGR) is continuing to balance rising personnel and internal services costs due to pay equity and the classification and compensation study against limited growth in General Fund resources. The bureau does not have as much flexibility as larger bureaus to absorb cost increases outside of Current Appropriation Level (CAL).

Historically, OGR personnel were classified as Commissioner Staff Representatives and Specialists. OGR has been working closely with the Bureau of Human Resources (BHR) to assess new classifications for the Office. Currently, two reclassifications have been completed from the six being reclassified from Council office classifications to bureau classifications. A new entry-level Government Relations Specialist I classification is being created and assigned and the existing Government Relations Lobbyist I and Government Relations Lobbyist II classifications are being revised and retitled as Government Relations Specialist II and Government Relations Specialist III, respectively.<sup>1</sup> Based on consultation with BHR, other position reclassification are anticipated.

OGR accounted for these reclassifications by including a \$27,845 (or 1.1%) personnel budget assumption in its FY 2021-22 Requested Budget.<sup>2</sup> This amount is included within the bureau's base budget and the bureau has absorbed this increase without programmatic reductions. However, growth in personnel costs will result in a larger percentage of OGR's base budget appropriation being allocated to personnel instead of external and internal materials and services (EMS/IMS), and this will place continued pressure on the bureau's limited discretionary resources if the bureau is to absorb any future increases without the addition of new resources.

Further, OGR notes that the Tribal Relations Program is currently working to formalize systems for tracking and assessing increased need for services. This may prompt a future reconsideration of the appropriate level of resources and capacity needed for the program.<sup>3</sup> Although OGR posits that future expansion of the Tribal Relations Program will be informed by strategic planning and consultation with Council, bureaus, and stakeholders,<sup>4</sup> the potential growth in personnel costs, should they exceed standard inflationary increases supported by CAL, could result in reduced funds available for future travel and lobbying efforts, outreach, education and engagement, training, and training materials for its programs, resulting in service level impacts.

CBO recommends that the bureau keeps track of the performance of new programs (like the international relations and tribal relations program) and impact on service levels, then utilize the budget process to submit a decision package should this concern materialize.

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<sup>1</sup> Pay grades were adjusted or maintained accordingly.

<sup>2</sup> OGR anticipates that compensation for the four currently pending reclassifications will be confirmed between late-February and mid-March.

<sup>3</sup> This includes developing a formal mechanism to electronically track the nature of requests from bureaus, staff time needed, and desired outcome of the request. OGR is also considering new performance measures for the Tribal Relations program.

<sup>4</sup> City Council approved budget actions in the past year to enhance the capacity of the Tribal Relations program, including: a decision package in the FY 2020-2021 Adopted Budget and FY 2020-21 Fall BMP.

# SUMMARY OF REQUESTS & RECOMMENDATIONS (ALL FUNDS)

## Office of Government Relations

		2020-21 Adopted Budget	2021-22 Requested Base (A)	Bureau Decision Packages (B)	CBO Recommended Adjustments (C)	Total Recommended Budget (A+B+C)
Revenue	Intergovernmental	\$40,000	\$40,000	\$0	\$0	\$40,000
	Interagency Revenue	\$266,000	\$266,000	\$0	\$0	\$266,000
	General Fund Overhead	\$1,090,454	\$1,232,932	\$0	\$0	\$1,232,932
	General Fund Discretionary	\$911,513	\$968,747	\$0	\$0	\$968,747
<b>Revenue</b>	<b>Sum:</b>	<b>\$2,307,967</b>	<b>\$2,507,679</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,507,679</b>
Expense	Personnel	\$1,636,316	\$1,831,737	\$0	\$0	\$1,831,737
	Internal Materials and Services	\$260,645	\$275,799	\$0	\$0	\$275,799
	External Materials and Services	\$411,006	\$400,143	\$0	\$0	\$400,143
<b>Expense</b>	<b>Sum:</b>	<b>\$2,307,967</b>	<b>\$2,507,679</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,507,679</b>