

Portland, Oregon

## FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

|   |  |   |  |
|---|--|---|--|
| 1. Name of Initiator<br>Anna Kanwit:PW:sds  |  | 2. Telephone No.<br>(503) 823-3518  | 3. Bureau/Office/Dept.<br>Human Resources  |
| 4a. To be filed (date):<br><br>May 24, 2012   | 4b. Calendar (Check One)<br><br><div style="display: flex; justify-content: space-around;"> <span>Regular<br/><input type="checkbox"/></span> <span>Consent<br/><input checked="" type="checkbox"/></span> <span>4/5ths<br/><input type="checkbox"/></span> </div> |   | 5. Date Submitted to<br>Commissioner's office<br>and FPD Budget Analyst:<br>May 17, 2012 |
| 6a. Financial Impact Section:<br><input checked="" type="checkbox"/> Financial impact section completed |  | 6b. Public Involvement Section:<br><input checked="" type="checkbox"/> Public involvement section completed |  |

**1) Legislation Title:** \*Ratify a Letter of Agreement with the American Federation of State, County and Municipal Employees, Local 189 regarding reduced staffing needs during the Starlight Parade and the Grand Floral Parade (Ordinance)

**2) Purpose of the Proposed Legislation:** The purpose of this legislation is to ratify a Letter of Agreement (LOA) between the City and AFSCME, Local 189 to determine how the City will meet its reduced staffing needs when the Starlight Parade and the Grand Floral Parade (the Parades) are held each year. The LOA provides that Parking Code Enforcement Officers scheduled to work between 0800 and 1200 hours on the Saturday during the week of the Parades may elect to take the day off. The Parking Enforcement Division will determine minimum and maximum staffing requirements for each of the Parades.

**3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?**

- |  |                                    |                                    |                                |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional     | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast                 | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East  |
| <input type="checkbox"/> Central City                      |                                    |                                    |                                |
| <input type="checkbox"/> Internal City Government Services |                                    |                                    |                                |

### FINANCIAL IMPACT

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

No.

**5) Expense:** What are the costs to the City related to 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. If there is a project estimate, please identify the **level of confidence**.)

There is no direct cost to the City related to this legislation. This legislation saves the City money because the parties agreed how to meet reduced staffing needs during the Parades, by permitting Parking Enforcement Officers to elect to take the day off.

**6) Staffing Requirements:**

- **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.
- **Will positions be created or eliminated in *future years* as a result of this legislation?**

No.

*(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 cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)*

Not applicable.

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

**[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]**

**PUBLIC INVOLVEMENT**

**8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:**

☐ **YES:** Please proceed to Question #9.

☒ **NO:** Please, explain why below; and proceed to Question #10.

This legislation is largely internal to City government processes.

**9) If "YES," please answer the following questions:**

**a) What impacts are anticipated in the community from this proposed Council item?**

**b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?**

**c) How did public involvement shape the outcome of this Council item?**

**d) Who designed and implemented the public involvement related to this Council item?**

**e) Primary contact for more information on this public involvement process (name, title, phone, email):**

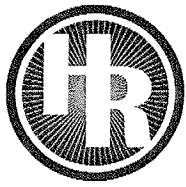
**10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.**

No. This legislation is largely internal to City government processes.

Anna Kanwit, Director of Human Resources



BUREAU DIRECTOR (Typed name and signature)



City of Portland  
Bureau of  
**Human Resources**  
Knowledgeable | Helpful | Responsive

Anna Kanwit, Director  
1120 SW 5th Ave., Rm. 404  
Portland, Oregon 97204-1912  
(503) 823-3572  
Fax (503) 823-4156

Office of Management and Finance

Jack D. Graham, Chief Administrative Officer

185359

May 21, 2012

**FOR MAYOR'S OFFICE USE ONLY**

**TO:** Mayor Sam Adams

Reviewed by Bureau Liaison \_\_\_\_\_

**FROM:** Anna Kanwit, Human Resources Director *Anna Kanwit*

**RE: ORDINANCE TITLE:** \*Ratify a Letter of Agreement with the American Federation of State, County and Municipal Employees, Local 189 regarding reduced staffing needs during the Starlight Parade and the Grand Floral Parade (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** May 24, 2012
2. **REQUESTED COUNCIL AGENDA DATE:** May 30, 2012
3. **CONTACT NAME & NUMBER:** Patrick Ward, ext. 3518.
4. **PLACE ON:** X **CONSENT** \_\_\_\_\_ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** X **Y** \_\_\_\_\_ **N** \_\_\_\_\_ **N/A**
6. **ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** x **Yes** \_\_\_\_\_ **No** \_\_\_\_\_ **N/A**

**7. BACKGROUND/ANALYSIS**

The purpose of this legislation is to ratify a Letter of Agreement (LOA) between the City and AFSCME, Local 189 to determine how the City will meet its reduced staffing needs when the Starlight Parade and the Grand Floral Parade (the Parades) are held each year. The LOA provides that Parking Code Enforcement Officers scheduled to work between 0800 and 1200 hours on the Saturday during the week of the Parades may elect to take the day off. The Parking Enforcement Division will determine minimum and maximum staffing requirements for each of the Parades.

**8. FINANCIAL IMPACT**

There is no direct cost to the City related to this legislation. This legislation saves the City money because the parties agreed how to meet reduced staffing needs during the Parades by permitting Parking Enforcement Officers to elect to take the day off.

**9. RECOMMENDATION/ACTION REQUESTED**

We recommend that the Mayor and City Council approve this ordinance.

**Sam Adams, Mayor**

We are an equal opportunity employer

Please notify the City of Portland of the need for ADA accommodations no less than five (5) days prior to any City-sponsored event by contacting the Bureau of Human Resources at 503-823-3572 or the City's TTY at 503-823-6868.

