

FOUR-FIFTHS AGENDA

MAYOR SAM ADAMS

Office of Management and Finance

Agenda No.

Title

- *1000-1 Ratify a Settlement Agreement and Memorandum of Understanding between the City on behalf of the Portland Police Bureau and the Portland Police Association that fully resolves and settles grievances regarding coach's pay, shift differential pay and the VCAD system (Ordinance)

- *1000-2 Ratify a Letter of Agreement between the City on behalf of the Bureau of Transportation Parking Enforcement Division and the American Federation of State, County and Municipal Employees, Local 189 with regard to Scheduling Parking Enforcement Officers on the Day after Thanksgiving (Ordinance)

- *1000-3 Ratify a Letter of Agreement between the City on behalf of the Bureau of Transportation Parking Enforcement Division and the American Federation of State, County and Municipal Employees, Local 189 with regard to Holiday Pay for Parking Code Enforcement Officers (Ordinance)

Portland, Oregon

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

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

| | | |
|---|--|---|
| 1. Name of Initiator Anna Kanwit:PW:sds | 2. (Telephone No.) (503) 823-3518 | 3. Bureau/Office/Dept. Bureau of Human Resources |
| 4a. To be filed (date): August 30, 2012 | 4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/> | 5. Date Submitted to Commissioner's office and FPD Budget Analyst: August 23, 2012 |
| 6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed | | 6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed |

1) Legislation Title:

*Ratify a Letter of Agreement between the City on behalf of the Bureau of Transportation Parking Enforcement Division and the American Federation of State, County and Municipal Employees, Local 189 with regard to Scheduling Parking Enforcement Officers on the Day after Thanksgiving (Ordinance)

2) Purpose of the Proposed Legislation:

The purpose of this legislation is to ratify a Letter of Agreement (LOA) between the City on behalf of the Portland Bureau of Transportation (PBOT), Parking Enforcement Division (Division) and AFSCME, Local 189. The LOA allows the Division to change a Parking Code Enforcement Officer (Officer)'s scheduled working hours on the day after Thanksgiving to meet staffing needs. The LOA provides that any such change may be made without regard to the schedule change notification and/or duration requirements in Article 7.1 and the emergency shift change premium in Article 7.4 of the DCTU labor agreement. The LOA also provides that if an Officer is required to change his/her shift assignment on the day after Thanksgiving, the Officer will receive second shift premium pay, regardless of shift starting time. Such required shift assignments will be assigned according to the least senior qualified Officer.

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 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 checked="" 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**.)

The cost is de minimis. PBOT will fund the pay consistent with the LOA within its current service level budget.

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.)

| Fund | Fund Center | Commitment Item | Functional Area | Funded Program | Grant | Sponsored Program | Amount |
|------|-------------|-----------------|-----------------|----------------|-------|-------------------|--------|
| | | | | | | | |
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[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 action 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 action is largely internal to City government processes.

Anna Kanwit, Human Resources Director

BUREAU DIRECTOR (Typed name and signature)



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

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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

August 23, 2012

FOR MAYOR'S OFFICE USE ONLY

TO: Mayor Sam Adams

Reviewed by Bureau Liaison _____

FROM: Anna Kanwit, Human Resources Director

185601

RE: ORDINANCE TITLE *Ratify a Letter of Agreement between the City on behalf of the Bureau of Transportation Parking Enforcement Division and the American Federation of State, County and Municipal Employees, Local 189 with regard to Scheduling Parking Enforcement Officers on the Day after Thanksgiving (Ordinance)

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

7. BACKGROUND/ANALYSIS

The purpose of this legislation is to ratify a Letter of Agreement (LOA) between the City on behalf of the Portland Bureau of Transportation (PBOT), Parking Enforcement Division (Division) and AFSCME, Local 189. The LOA allows the Division to change a Parking Code Enforcement Officer (Officer)'s scheduled working hours on the day after Thanksgiving to meet staffing needs. The LOA provides that any such change may be made without regard to the schedule change notification and/or duration requirements in Article 7.1 and the emergency shift change premium in Article 7.4 of the DCTU labor agreement. The LOA also provides that if an Officer is required to change his/her shift assignment on the day after Thanksgiving, the Officer will receive second shift premium pay, regardless of shift starting time. Such required shift assignments will be assigned according to the least senior qualified Officer.

8. FINANCIAL IMPACT

The cost is de minimis. PBOT will fund the cost consistent with the LOA within its current service level budget.

9. RECOMMENDATION/ACTION REQUESTED

I 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.

