

## ORDINANCE NO.

150173

An Ordinance creating six (6) positions in the Bureau of Financial Affairs, Business License Division, transferring \$113,850 within the General Fund from General Operating Contingencies to the Bureau of Financial Affairs, and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds:

1. A recent study of all real property accounts within the City limits and subject to the City's Business License Code since January of 1975, has disclosed that approximately 4,800 commercial property owners (27% of total) were not licensed. Also, 3,100 residential property owners of four or more pieces of property (29% of total) were not licensed.
2. The Bureau of Financial Affairs has estimated the potential additional revenue to the City from licensing these accounts to be a minimum of \$500,000 the first year, and approximately \$250,000 annually thereafter. These potential new accounts represent a 20% increase in the current number of business license accounts.
3. In an effort to achieve improved enforcement of the City's Business License Code certain duties and activities will require additional personnel, operating supplies and equipment to bring the additional unlicensed commercial and residential property owners onto status. The increase in the Business License staff has been recommended by the Finance Officer in his report dated June 30, 1980. With the creation of six positions, the overall compliance should increase from the current approximate 80% to 90-95% compliance.
4. Six (6) new positions consisting of two Field Representatives, two Clerk II's, one Clerk III and one Business License Administrator are now required in the Business License Division in order to perform the activities and provide the clerical support of the additional duties to be performed. These positions are cost effective in that their salaries will be more than offset by the significant estimated additional revenue produced by their efforts.
5. The cost of these new positions will be approximately \$108,150 over the currently approved 1980-81 budget. Also, \$5,700 will be required for operating supplies and equipment. It is therefore appropriate that \$113,850 be transferred within the General Fund from General Operating Contingencies to the Bureau of Financial Affairs to fully fund the cost of these positions including operating supplies and equipment for the remainder of this fiscal year.

NOW, THEREFORE, the Council directs:

- a. Six (6) new positions consisting of the following are hereby created:  
Two positions of Clerk II (Class 0112), one position of Clerk III

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(Class 0114), and two positions of Field Representative (Class 2210) all with salary rates in accordance with the 1980-81 compensation plan; and one new position of Business License Administrator, class number and salary to be determined by Civil Service and the Bureau of Personnel.

b. The sum of \$113,850 is hereby transferred within the General Fund from General Operating Contingencies (RU 201) to the Bureau of Financial Affairs to fully fund the cost of these positions, including operating supplies and equipment for the remainder of this fiscal year, as follows:

TO: Bureau of Financial Affairs: (BUC #30900022)

<u>Personal Services</u>	- Full-time Positions	- 110	\$30,784
	- Benefits	- 170	8,006
<u>Materials &amp; Services</u>	- Office Supplies	- 310	150
<u>Capital Outlay</u>	- Furniture & Equip.	- 640	<u>1,200</u>
			<u>\$40,140</u>

Bureau of Financial Affairs (BUC #30900049)

<u>Personal Services</u>	- Full-time Positions	- 110	\$54,818
	- Benefits	- 170	14,542
<u>Materials &amp; Services</u>	- Office Supplies	- 310	350
<u>Capital Outlay</u>	- Furniture & Equip.	- 640	<u>4,000</u>
			<u>\$73,710</u>
			<u>\$113,850</u>

Section 2. The Council declares that an emergency exists because the positions being created are required immediately in order that implementation of the increased duties and responsibilities of the Bureau of Financial Affairs may be carried out without delay; therefore, this ordinance shall be in force and effect from and after its passage by Council.

Passed by the Council,

AUG 6 1980

Mayor Connie McCreedy  
RMLappi/me  
July 24, 1980

Attest:

*[Signature]*  
Auditor of the City of Portland

Calendar No. 2829

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Title

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THE COMMISSIONERS VOTED AS FOLLOWS:		
	Yeas	Nays
Ivancie		
Jordan		
Lindberg		
Schwab		
McCready		

FOUR-FIFTHS CALENDAR	
Ivancie	
Jordan	
Lindberg	
Schwab	
McCready	

Filed JUL 31 1980

GEORGE YERKOVICH  
Auditor of the CITY OF PORTLAND

*George Yerovich*  
Deputy

INTRODUCED BY  
Mayor Connie McCready

NOTED BY THE COMMISSIONER

Affairs  
Finance and Administration *Alise*  
Safety  
Utilities  
Works

BUREAU APPROVAL

Bureau:  
Financial Affairs

Prepared By: Ron Lappi/me Date: 7-24-80

Budget Impact Review:  
 Completed  Not required

Bureau Head:  
R. M. Lappi, Finance Officer

CALENDAR

Consent Regular

NOTED BY

City Attorney  
City Auditor  
City Engineer