

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Yvonne L. Deckard (JG)		2. Telephone No. 503-823-3482	3. Bureau/Office/Dept. Bureau of Human Resources
4a. To be filed (date): November 10, 2011	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/> </div>		5. Date Submitted to Commissioner's office and FPD Budget Analyst: November 8, 2011
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 the implementation of the Bureau of Development Services' Chief Inspector premium pay for Senior Electrical Inspector employees who perform the duties of the Chief Electrical Inspector and for Senior Plumbing Inspector employees who perform the duties of the Chief Plumbing Inspector (Ordinance)

2) Purpose of the Proposed Legislation: During Fiscal Year 2009-2010, the Bureau of Development Services was forced to layoff more than one hundred fifty (150) employees due to a precipitous decline in fee and permits revenue that funds the Bureau's work. The positions of Electrical Inspection Section Manager and Plumbing Inspection Section Manager were cut during the Bureau's downsizing. These positions performed the duties of Chief Electrical Inspector and Chief Plumbing Inspector respectively. Currently, the Commercial Inspections Section Manager is performing Chief Electrical Inspector duties, because he holds a Commercial Electrical Inspection certification. However, when this manager is out of the office, the Bureau does not have a Chief Electrical Inspector available. The City has determined that Senior Electrical Inspectors may be assigned the duties of Chief Electrical Inspector when a Chief Electrical Inspector is not available. The City will pay Senior Electrical Inspectors a premium of \$1.16 per hour for all hours worked when they are assigned Chief Electrical Inspector duties, because of the higher level of technical knowledge and skill required to perform the Chief Electrical Inspector duties.

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? No. If so, by how much? If so, please identify the source.

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 City estimates that it will cost the City up to \$500 per year for 2 people, at approximately 200 hours per year.

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

[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?

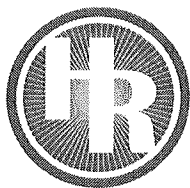
e) Primary contact for more information on this public involvement process (name, title, phone, email):

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.

Yvonne L. Deckard



BUREAU DIRECTOR (Typed name and signature)



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

185001

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Portland, Oregon 97204-1912
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Office of Management and Finance

Jack D. Graham, Chief Administrative Officer

DATE: October 25, 2011

TO: Mayor Sam Adams

FROM: Yvonne L. Deckard, Human Resources Director

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

RE: ORDINANCE TITLE *Ratify the implementation of the Bureau of Development Services' Chief Inspector premium pay for Senior Electrical Inspector employees who perform the duties of the Chief Electrical Inspector and for Senior Plumbing Inspector employees who perform the duties of the Chief Plumbing Inspector (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** November 10, 2011
2. **REQUESTED COUNCIL AGENDA DATE:** November 16, 2011
3. **CONTACT NAME & NUMBER:** Julia Getchell, ext. 3482.
4. **PLACE ON:** X **CONSENT** _____ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** X **Y** _____ **N** _____ **N/A**
6. **(3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY**
ATTACHED: _____ **Yes** _____ **No** X **N/A**

7. **BACKGROUND/ANALYSIS** During Fiscal Year 2009-2010, the Bureau of Development Services was forced to layoff more than one hundred fifty (150) employees due to a precipitous decline in fee and permits revenue that funds the Bureau's work. The positions of Electrical Inspection Section Manager and Plumbing Inspection Section Manager were cut during the Bureau's downsizing. These positions performed the duties of Chief Electrical Inspector and Chief Plumbing Inspector respectively. Currently the Commercial Inspections Section Manager is performing Chief Electrical Inspector duties, because he holds a Commercial Electrical Inspection certification. However, when this manager is out of the office, the Bureau does not have a Chief Electrical Inspector available. The City has determined that Senior Electrical Inspectors may be assigned the duties of Chief Electrical Inspector when a Chief Electrical Inspector is not available. The City will pay Senior Electrical Inspectors a premium of \$1.16 per hour for all hours worked when they are assigned Chief Electrical Inspector duties, because of the higher level of technical knowledge and skill required to perform the Chief Electrical Inspector duties.

8. **FINANCIAL IMPACT**

The City estimates that it will cost up to \$500 per year for 2 people, at approximately 200 hours per year.

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.

