

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 (NWE)		2. Telephone No. 503-823-3516	3. Bureau/Office/Dept. Bureau of Human Resources
4a. To be filed (date): November 10, 2011	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: November 1, 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:

Create the classifications of Arborist I, Arborist II, and Arborist IV, and establish a compensation rate for those classifications and the classification of Arborist III. (Ordinance)

2) Purpose of the Proposed Legislation:

The Portland Bureau of Parks and Recreation requested a classification review for a number of positions in the Urban Forestry group. Currently Urban Forestry uses classifications from the Utility Worker series and High Climber series. They wanted to create a clearer professional series with certification requirements and growth opportunities. The Bureau of Human Resources (BHR) reviewed this request and determined that a new series was needed to properly classify this work. BHR is recommending the creation of the Arborist I, Arborist II and Arborist IV classifications. The current classification of High Climber will have its title changed to Arborist III. Due to new certification requirements for the Arborist III, BHR is also recommending a change to compensation for that classification.

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**.)*

There is no direct cost to create the three new classifications. Two Utility Worker II positions, with a maximum rate of \$47,112, will be reclassified to the new Arborist I classification. BHR is recommending a maximum rate of \$47,112 for the Arborist I, resulting in no increase in pay for two positions. One Utility Worker II position will be reclassified to the Arborist II classification. BHR is recommending a maximum rate of \$50,856 for the Arborist II, resulting in an increase of \$3,744 for this position. Seven High Climbers, which currently has a maximum rate of \$55,890, will have their classification change to the new title of Arborist III. BHR is recommending a maximum rate of \$57,408 for the Arborist III, resulting in an increase of \$1,518 per position. One High Climber and two Utility Worker II positions will be reclassified to the new Arborist IV classification. BHR is recommending a maximum rate of \$60,694 for the Arborist IV. The Utility Worker II position will have an increase of \$13,582 and the two High Climbers positions will have an increase of \$4,804 per position. The total increase in maximum rates for all 15 positions is \$37,560.

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.)* Two Utility Worker II positions will be reclassified to the new Arborist I classification. One Utility Worker II position will be reclassified to the Arborist II classification. One High Climber and two Utility Worker II positions will be reclassified to the new Arborist IV classification.
- **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?

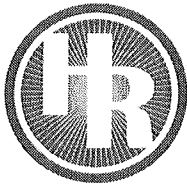
e) Primary contact for more information on this public involvement process (name, title, phone, email):

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

Yvonne L. Deckard by AL

BUREAU DIRECTOR (Typed name and signature)



City of Portland
Bureau of
Human Resources
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185012

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Portland, Oregon 97204-1912
(503) 823-3572
Fax (503) 823-4156

Office of Management and Finance

Jack D. Graham, Chief Administrative Officer

DATE: November 1, 2011

TO: Mayor Sam Adams

FROM: Yvonne L. Deckard, Human Resources Director *Yvonne L. Deckard by JH*

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

RE: ORDINANCE TITLE Create the classifications of Arborist I, Arborist II, and Arborist IV, and establish a compensation rate for those classifications and the classification of Arborist III. (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** November 10, 2011
2. **REQUESTED COUNCIL AGENDA DATE:** November 16, 2011
3. **CONTACT NAME & NUMBER:** Nicolle Wynia-Eide, 503-823-3516
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

The Portland Bureau of Parks and Recreation requested a classification review for 15 positions in the Urban Forestry group. Currently Urban Forestry uses classifications from the Utility Worker series and High Climber series. They wanted to establish a professional series with certification requirements and growth opportunities. The Bureau of Human Resources (BHR) reviewed this request and determined that a new series was needed to properly classify this work. BHR is recommending the creation of the Arborist I, Arborist II and Arborist IV classifications. The current classification of High Climber will have its title changed to Arborist III. Due to new certification requirements for the Arborist III, BHR is also recommending a change to compensation for that classification.

8. FINANCIAL IMPACT

There is no direct cost to create the three new classifications. Two Utility Worker II positions, with a maximum rate of \$47,112, will be reclassified to the new Arborist I classification. BHR is recommending a maximum rate of \$47,112 for the Arborist I, resulting in no increase in pay for two positions. One Utility Worker II position will be reclassified to the Arborist II classification. BHR is recommending a maximum rate of \$50,856 for the Arborist II, resulting in an increase of \$3,744 for this position. Seven High Climber positions, with a maximum rate of \$55,890, will have their classification changed to the new title of Arborist III. BHR is recommending a maximum rate of \$57,408 for the Arborist III, resulting in an increase of \$1,518

Sam Adams, Mayor

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per position. One High Climber and two Utility Worker II positions will be reclassified to the new Arborist IV classification. BHR is recommending a maximum rate of \$60,694 for the Arborist IV. The Utility Worker II position will have an increase of \$13,582 and the two High Climbers positions will have an increase of \$4,804 per position. The total increase in maximum rates for all 15 positions is \$37,560.

9. RECOMMENDATION/ACTION REQUESTED

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