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Portland, Oregon  
**FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT**  
**For Council Action Items**

(Deliver original to City Budget Office. Retain copy.)

1. Name of Initiator Anna Kanwit (NWE)		2. Telephone No. 503-823-3516	3. Bureau/Office/Dept. Bureau of Human Resources
4a. To be filed (hearing date): May 22, 2013	4b. Calendar (Check One)  Regular    Consent    4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		5. Date Submitted to Commissioner's office and CBO Budget Analyst: May 13, 2013
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 a new represented classification of Community Garden Technician and establish an interim compensation rate for this classification. (Ordinance)

**2) Purpose of the Proposed Legislation:**

Portland Parks and Recreation requested the creation of the Community Garden specialty for the Botanic Technician II classification due to an increased requirement for organic and urban gardening expertise. BHR reviewed the request and determined that a new classification of Community Garden Technician should be created. BHR reviewed the compensation level of this new classification and is recommending the salary range of this class be equivalent to the Botanic Technician II with a maximum annual salary of \$57,595. This classification would effective February 27, 2013, the date the request was submitted to BHR. This is an emergency ordinance so that this classification action can be made effective without delay.

**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 checked="" type="checkbox"/> Central City |                                    |                                    |                                |

**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 as a result of this legislation? What is the source

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**of funding for the expense?** *(Please include costs in the current fiscal year as well as costs in future year, including Operations & Maintenance (O&M) costs, if known, and estimates, if not known. 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 classification. The bureau has requested that a Botanic Technician I position be reclassified to this new classification. The Botanic Technician I has a maximum hourly rate of \$25.17 which equates to an annual salary of \$52,354. For the new Community Gardens Technician, we are recommending a maximum hourly rate of \$27.69, which equates to an annual salary of \$57,595, a difference of \$5,241.

**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.)*

Yes. The bureau has requested that a Botanic Technician I position be reclassified to this new 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.

No. 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?**

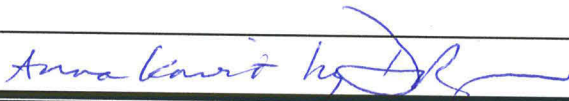
**c) How did public involvement shape the outcome of this Council item?**

**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



APPROPRIATION UNIT HEAD (Typed name and signature)



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

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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:** May 13, 2013

**FOR MAYOR'S OFFICE USE ONLY**

**TO:** Mayor Charlie Hales

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

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

**RE: ORDINANCE TITLE** \*Create a new represented classification of Community Garden Technician and establish an interim compensation rate for this classification. (Ordinance)

- 1. **INTENDED WEDNESDAY FILING DATE:** May 22, 2013
- 2. **REQUESTED COUNCIL AGENDA DATE:** May 29, 2013
- 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**

Portland Parks and Recreation requested the creation of the Community Garden specialty for the Botanic Technician II classification due to an increased requirement for organic and urban gardening expertise. BHR reviewed the request and determined that a new classification of Community Garden Technician should be created. BHR reviewed the compensation level of this new classification and is recommending the salary range of this class be equivalent to the Botanic Technician II with a maximum annual salary of \$57,595. This classification would effective February 27, 2013, the date the request was submitted to BHR. This is an emergency ordinance so that this classification action can be made effective without delay.

**8. FINANCIAL IMPACT**

There is no direct cost to create the classification. The bureau has requested that a Botanic Technician I position be reclassified to this new classification. The Botanic Technician I has a maximum hourly rate of \$25.17 which equates to an annual salary of \$52,354. For the new Community Garden Technician, we are recommending a maximum hourly rate of \$27.69, which equates to an annual salary of \$57,595, a difference of \$5,241.

**9. RECOMMENDATION/ACTION REQUESTED**

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

**Charlie Hales, 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.

