

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 (KS)		2. Telephone No. 503-823-3521	3. Bureau/Office/Dept. Bureau of Human Resources
4a. To be filed (hearing date): June 26, 2013	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/> 4/5ths <input type="checkbox"/> </div>		5. Date Submitted to Commissioner's office and CBO Budget Analyst: June 17, 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:

* Approve Fiscal Year 2013-14 cost of living adjustments to pay rates for nonrepresented classifications and Elected Officials, specify the effect upon employees in the classifications involved and provide for payment. (Ordinance)

2) Purpose of the Proposed Legislation:

The attached ordinance implements a cost of living adjustment to pay rates for nonrepresented classifications and Elected Officials.

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 checked="" 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 | | | |

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 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**.)

The appropriation for this increase is in the General Fund set-aside and non-general fund bureaus have provided for this adjustment in their compensation contingency. There is no cost for the 2012-13 fiscal year. The cost for the 2013-14 fiscal year is \$652,500. Of this amount, \$294,900 represents the General Fund portion and the remaining \$357,600 is for non-general fund bureaus. The cost for the 2014-15 fiscal year is \$1,322,600 with \$597,900 in the General Fund and the remaining \$724,700 for non-general fund bureaus.

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.

Anna Kanwit



APPROPRIATION UNIT HEAD (Typed name and signature)



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

186143

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Office of Management and Finance

Jack D. Graham, Chief Administrative Officer

DATE: June 17, 2013

TO: Mayor Charlie Hales

FROM: Anna Kanwit, Human Resources Director

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

RE: ORDINANCE TITLE * Approve Fiscal Year 2013-14 cost of living adjustments to pay rates for nonrepresented classifications and Elected Officials, specify the effect upon employees in the classifications involved and provide for payment. (Ordinance)

1. **INTENDED WEDNESDAY FILING DATE:** June 26, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** July 3, 2013
3. **CONTACT NAME & NUMBER:** Kate Schmidt, 503-823-3521
4. **PLACE ON:** **CONSENT** X **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 Bureau of Human Resources is submitting the attached ordinance which adjusts the compensation rates for nonrepresented classifications and Elected Officials. Nonrepresented seasonal classifications will be adjusted July 1, 2013. All other nonrepresented classifications and Elected Official structures will be adjusted January 1, 2014. The adjustments will be 0.9%. These adjustments are consistent with the City's total compensation policy for all city employees. Three groups of represented employees have current contracts whose provisions provide for a July 1, 2013 cost of living adjustment of 1.8%: Portland Fire Fighters' Association, AFSCME Housing, and Seasonal Maintenance Workers. City of Portland Professional Employees Association (COPPEA) recently settled and will receive a 0.9% increase. All other labor contracts are currently being bargained. A statement has been included in the ordinance which allows flexibility for the Mayor and individual Commissioners to freeze their salaries at their current rate upon their request.

8. FINANCIAL IMPACT

The appropriation for this increase is in the General Fund set-aside and non-general fund bureaus have provided for this adjustment in their compensation contingency. There is no cost for the 2012-13 fiscal year. The cost for the 2013-14 fiscal year is \$652,500. Of this amount, \$294,900 represents the General Fund portion and the remaining \$357,600 is for non-general fund bureaus. The cost for the 2014-15 fiscal year is \$1,322,600 with \$597,900 in the General Fund and the remaining \$724,700 for non-general fund bureaus.

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.

