

Portland, Oregon

# FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

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

1. Name of Initiator Anna Kanwit:PTW:ss		2. Telephone No. (503) 823-3518	3. Bureau/Office/Dept. Bureau of Human Resources
4a. To be filed (date): July 22, 2014	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: July 24, 2014
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 a Letter of Agreement between the City on behalf of the Revenue Bureau and the Portland Bureau of Transportation and the American Federation of State, County and Municipal Employees, Council 75, Local 189 for Recruitment of a Regulatory Program Administrator (Ordinance)

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

The purpose of this legislation is to ratify a Letter of Agreement (LOA), Exhibit A attached hereto, that authorizes Revenue Bureau employees who were not transferred to PBOT to have the same opportunity for promotion to the Regulatory Program Administrator position as do the PBOT employees. The LOA will be in effect upon ratification by City Council and until the position is filled.

**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                      |                                    |                                    |                                |
| <input 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 are no additional costs associated with the LOA. The salary for the Regulatory Program Administrator who will be hired will be paid out of the current service level budget for PBOT.

**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?**

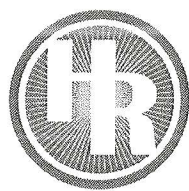
**e) Primary contact for more information on this public involvement process (name, title, phone, email):**

**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, BUREAU DIRECTOR (Typed name and signature)



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

18 6741

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Office of Management and Finance

Fred Miller, Chief Administrative Officer

July 21, 2014

**TO:** Mayor Charlie Hales

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

**FOR MAYOR'S OFFICE USE ONLY**

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

**RE: ORDINANCE TITLE** \*Ratify a Letter of Agreement between the City on behalf of the Revenue Bureau and the Portland Bureau of Transportation and the American Federation of State, County and Municipal Employees, Council 75, Local 189 for Recruitment of a Regulatory Program Administrator (Ordinance)

1. **INTENDED THURSDAY FILING DATE:** July 24, 2014
2. **REQUESTED COUNCIL AGENDA DATE:** August 6, 2014
3. **CONTACT NAME & NUMBER:** Patrick Ward, ext. 3-3518
4. **PLACE ON:** ☒ **CONSENT** ☐ **REGULAR**
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ Yes ☐ No ☐ N/A
6. **ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** ☐ Yes ☐ No ☒ N/A On backing sheet and Exhibit A

**7. BACKGROUND/ANALYSIS**

The purpose of this legislation is to ratify a Letter of Agreement (LOA), Exhibit A attached hereto, that authorizes Revenue Bureau employees who were not transferred to PBOT to have the same opportunity for promotion to the Regulatory Program Administrator position that PBOT intends to recruit for as do the PBOT employees. The LOA will be in effect upon ratification by City Council and will expire once the position is filled.

**8. FINANCIAL IMPACT**

There are no additional costs associated with the LOA. The salary for the Regulatory Program Administrator who will be hired will be paid out of the current service level budget for PBOT.

**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.

