

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

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

1. Name of Initiator Celia Heron		2. Telephone No. 823-4080	3. Bureau/Office/Dept. OMF
4a. To be filed (hearing date): July 31, 2014	4b. Calendar (Check One) Regular Consent 4/5ths <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		5. Date Submitted to Commissioner's office and CBO Budget Analyst: 7/23/2014
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:

Amend City administrative rules to reflect the transfer of program responsibility for Title II ADA and Title VI Civil Rights compliance programs from the Office of Management and Finance to the Office of Equity and Human Rights. (Ordinance; amend ADM 18.01, 18.02, 18.20 and 18.21)

2) Purpose of the Proposed Legislation:

This ordinance and its exhibits will amend City administrative rules to reflect the transfer of Americans with Disabilities Act and Civil Rights compliance programs into the Office of Equity and Human Rights.

Based on recommendations contained in Moss Adams' OMF Assessment and Review Final Report, City Council has determined that certain changes should be made to City finance and management functions. These recommendations included moving Title II ADA and Title VI Civil Rights compliance programs from the Office of Management and Finance to the Office of Equity and Human Rights.

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 | | | |

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.

This legislation will not generate or reduce current or future revenue coming to the City. The ordinance reflects a transfer of programs between City bureaus and does not impact revenue.

5) Expense: What are the costs to the City as a result of this legislation? What is the source of funding for the expense?

There are no anticipated costs to the City as a result of this legislation.

6) Staffing Requirements:

- **Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?**

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.

No community involvement was included in the development of this Council item because it implements City Council's recommendations in the Adopted Budget for FY 2014-15 related to City management and finance functions.

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 future public involvement is anticipated or necessary for this Council item.

Fred Miller, CAO

APPROPRIATION UNIT HEAD (Typed name and signature)



Charlie Hales, Mayor
Fred Miller, Chief Administrative Officer
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CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

DATE: July 23, 2014

186755

TO: Mayor Charlie Hales

FROM: Fred Miller, Chief Administrative Officer

TITLE: Amend City administrative rules to reflect the transfer of program responsibility for Title II ADA and Title VI Civil Rights compliance programs from the Office of Management and Finance to the Office of Equity and Human Rights. (Ordinance; amend ADM 18.01, 18.02, 18.20 and 18.21)

- 1. INTENDED THURSDAY FILING DATE:** 7/31/2014
- 2. REQUESTED COUNCIL AGENDA DATE:** 8/6/2014
- 3. CONTACT NAME & NUMBER:** Celia Heron, 503-823-4080
- 4. PLACE ON:** CONSENT REGULAR TIME CERTAIN @ 2:00
- 5. FINANCIAL IMPACT & PUBLIC INVOLVEMENT STATEMENT ATTACHED:**
 Y N
- 6. (2) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED:** Yes No N/A

7. BACKGROUND/ANALYSIS

Based on recommendations contained in Moss Adams' OMF Assessment and Review Final Report, City Council has determined that certain changes should be made to the organization of and positions in the Office of Finance and Management. One recommendation was to move the responsibility for the Title II ADA and Title VI Civil Rights compliance programs out of OMF and into the Office of Equity and Human Rights.

There are four City administrative rules that relate to the Title II and Title VI programs (ADM 18.01, 18.02, 18.20, and 18.21) which need to be amended to reflect the fact the programs are now in OEHR. There are also references to the Chief Administrative Officer that need to be removed from these admin rules. The amendments also establish the authority of the OEHR director to amend and monitor these admin rules.

It should be noted that the amendments do not establish the authority of the OEHR director to create new administrative rules without City Council approval. OMF recommends that Dante James confer with the Mayor's Office and City Attorney to determine if amendments to City Code or administrative rules should be drafted that would delegate such rule-making authority to the OEHR director, including establishing a process by which OEHR would establish admin rules.

OMF has submitted this ordinance in order to finalize the transfer of program responsibility for Title II and Title VI to OEHR.

An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.

8. FINANCIAL IMPACT

There is no financial impact in amending these administrative rules. The budgetary impact of transferring the programs out of OMF and into OEHR were addressed in the FY 2014-15 Adopted Budget.

9. RECOMMENDATION/ACTION REQUESTED

The CAO recommends that Council adopt the ordinance to amend these administrative rules.