

**ORDINANCE No. 186907**

\* Create a new Nonrepresented classification of Archives and Records Management Coordinator and establish a compensation rate for the new classification. (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. In accordance with the policies established by the City Council and based on a classification and compensation review, the Bureau of Human Resources is creating a new Nonrepresented classification, effective December 3, 2014.

NOW, THEREFORE, the Council directs:

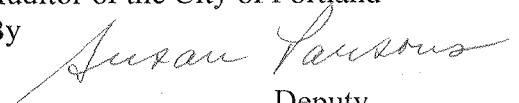
- a. The following classification is being created:

<u>Job #</u>	<u>Job Class</u>	<u>Grade</u>	<u>Effective Date</u>
30002208	Archives & Records Management Coordinator	7	December 3, 2014

Section 2. The Council declares that an emergency exists in order that this classification and compensation action may occur without delay; therefore, this ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council: **DEC 03 2014**  
Mayor Charlie Hales  
Office of Management and Finance  
Prepared by: Anna Kanwit: KS  
Date Prepared: November 17, 2014

**LaVonne Griffin-Valade**  
Auditor of the City of Portland  
By

  
Deputy

Agenda No. **186907**  
**ORDINANCE NO.**  
 Title

\* Create a new Nonrepresented classification of Archives and Records Management Coordinator and establish a compensation rate for the new classification. (Ordinance)

<p align="center"><b>INTRODUCED BY</b>                  Commissioner/Auditor:  <b>Mayor Charlie Hales</b></p>	CLERK USE: DATE FILED <u>NOV 26 2014</u>
<p align="center"><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Hales <i>[Signature]</i></p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Novick</p>	<p align="center">LaVonne Griffin-Valade                  Auditor of the City of Portland</p> <p>By: <i>[Signature]</i>                  Deputy</p>
<p align="center"><b>BUREAU APPROVAL</b></p> <p>Bureau: Bureau of Human Resources</p> <p>OMF CAO: Fred Miller <i>[Signature]</i></p> <p>Bureau Head: Anna Kanwit <i>[Signature]</i></p> <p>Prepared by: Kate Schmidt                  Date Prepared: November 17, 2014</p> <p>Financial Impact &amp; Public Involvement Statement                  Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document                  If "Yes" requires City Policy paragraph stated in document.                  Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><b>City Auditor Office Approval:</b>                  required for Code Ordinances</p> <p><b>City Attorney Approval:</b>                  required for contract, code, easement, franchise, comp plan, charter</p> <p>Council Meeting Date  <b>December 3, 2014</b></p>	<p><b>ACTION TAKEN:</b></p>

<p align="center"><b>AGENDA</b></p> <p><b>TIME CERTAIN</b> <input type="checkbox"/></p> <p>Start time: _____                  Total amount of time needed: _____                  (for presentation, testimony and discussion)</p> <p><b>CONSENT</b> <input checked="" type="checkbox"/></p> <p><b>REGULAR</b> <input type="checkbox"/></p> <p>Total amount of time needed: _____                  (for presentation, testimony and discussion)</p>
---

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	1. Fritz <input checked="" type="checkbox"/>	
2. Fish	2. Fish <input checked="" type="checkbox"/>	
3. Saltzman	3. Saltzman <input checked="" type="checkbox"/>	
4. Novick	4. Novick <input checked="" type="checkbox"/>	
Hales	Hales <input checked="" type="checkbox"/>	