

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

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

1. Name of Initiator Tim Crail		2. Telephone No. 503.823.3988	3. Bureau/Office/Dept. Commissioner Fritz
4a. To be filed (hearing date):  8/14/13	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: 8/8/13
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:**

Adopt City of Portland, Bureau of Technology Services' Administrative Rule ARC-BTS-3.04 – Captioning of Video and Audio Materials

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

The administrative rule establishes a new captioning policy for the City. The policy is intended to ensure that audio and video materials produced by the City and posted on its websites are captioned. The goal of captioning these materials is to ensure these materials are accessible for individuals with hearing loss or impairments.

**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.

This legislation will not impact City revenues.

**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**.)*

This legislation will establish requirements for the bureaus to caption certain materials. The exact cost to a bureau will depend on the volume of materials that are captioned as well as the complexity of the materials being captioned. A report with cost estimates was developed by the Bureau of Technology Services and is Exhibit B in the resolution.

**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.

**9) If "YES," please answer the following questions:**

**a) What impacts are anticipated in the community from this proposed Council item?**

This legislation requires bureaus to caption certain materials posted on their websites. The impact to the community will be increased access to City materials.

**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?**

Portland Commission on Disability (PCOD) members, representing groups from the Portland disability community, was involved in this effort. Community members from the Deaf community and the local chapter of the Hearing Loss Association of America were also involved.

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

PCOD and community partners, in collaboration with the City of Portland, worked to create this Council item.

**d) Who designed and implemented the public involvement related to this Council item?**

Patrick Philpott, OEHR.

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

Patrick Philpott, Program Specialist, 503.823.4432. Patrick.Philpott@portlandoregon.gov.

**10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.**

No further public involvement is necessary. The admin rule will be reviewed in a year to assess its impacts and effectiveness.



Commissioner Amanda Fritz