



Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS

AGENDA # C-1 DATE 9/24/15
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 9/24/15
Agenda Item #: C.1
Est. Start Time: 9:30 am
Date Submitted: 9/4/15

Agenda Title: **BUDGET MODIFICATION # DCA-08-16: Reclassifying two Engineer 3's to Project Managers in the DCA Facilities Division.**

Requested Meeting Date: 9/24/15

Time Needed: N/A - Consent Calendar

Department: 78 - County Assets

Division: Facilities and Property
Management

Contact(s): Lisa Whedon and Jen Unruh

Phone: 988-7580 and 988-2418

Ext.

I/O Address 503/4

Presenter Name(s) & Title(s): N/A

General Information

1. What action are you requesting from the Board?

The department requests Board approval of budget modification DCA-07-16 reclassifying 2.00 FTE Engineer 3 positions to Project Managers in the Department of County Assets Facilities and Property Management (FPM) Division.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

This request implements Classification and Compensation recommendation #2939 classifying two new positions in the FY 2016 Budget. At the time of budget development, FPM estimated that Engineer 3 job classification would be the most appropriate classification for the new positions. However, upon further review of program needs and relevant job classifications, the Classification and Compensation process determined Project Manager was the more appropriate classification. The program offer affected is 78012-16 Facilities Strategic Planning and Projects.

3. Explain the fiscal impact (current year and ongoing).

The budget for the positions will remain the same for FY16.

4. Explain any legal and/or policy issues involved.

NA

5. Explain any citizen or other government participation.

NA

Budget Modification

6. What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).

NA

7. What budgets are increased/decreased?

No budgets are changed.

8. What do the changes accomplish?

The budget modification changes the budgeted job classification from Engineer 3 to Project Manager for two positions.

9. Do any personnel actions result from this budget modification?

Yes. The budget modification changes the budgeted job classification from Engineer 3 to Project Manager for two positions.

10. If a grant, is 100% of the central and department indirect recovered? If not, please explain why.

N/A

11. Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?

N/A

12. If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (e.g. cash match, in kind match, reporting requirements, etc)?

N/A

Required Signature

**Elected Official or
Dept. Director:** Sherry Swackhamer /s/

Date: 9/4/15

Budget Analyst: Chris Yager /s/

Date: 9/4/15

Department HR: Prudence Veatch /s/

Date: 9/4/15

Countywide HR: Karie Miller /s/

Date: 9/4/15

Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCA-08-16

Expenditures & Revenues

An increase in revenue is shown as a negative value and a decrease as a positive value for consistency with SAP.

| Line No. | Program Offer Number | Fund Code | Fund Center | Func. Area | Cost Object | Cost Element | Current Amount | Revised Amount | Change Increase/ (Decrease) | Subtotal |
|-------------------------------------|----------------------|-----------|-------------|------------|-------------|------------------------------|----------------|----------------|-----------------------------|----------|
| 1 | 78012-16 | 3505 | 78-50 | 0020 | 902510 | 60000 - Permanent | 614,420 | 587,176 | (27,244) | |
| 2 | 78012-16 | 3505 | 78-50 | 0020 | 902510 | 60000 - Permanent | 614,420 | 641,664 | 27,244 | |
| 3 | 78012-16 | 3505 | 78-50 | 0020 | 902510 | 60130 - Salary Related Expns | 182,799 | 174,983 | (7,816) | |
| 4 | 78012-16 | 3505 | 78-50 | 0020 | 902510 | 60130 - Salary Related Expns | 182,799 | 190,615 | 7,816 | |
| 5 | 78012-16 | 3505 | 78-50 | 0020 | 902510 | 60140 - Insurance Benefits | 143,610 | 141,634 | (1,976) | |
| 6 | 78012-16 | 3505 | 78-50 | 0020 | 902510 | 60140 - Insurance Benefits | 143,610 | 145,586 | 1,976 | |
| 3505 Total | | | | | | | | | | 0 |
| | | | | | | | | | | |
| 78-50 Total | | | | | | | | | | 0 |
| | | | | | | | | | | |
| Program Offer Number 78012-16 Total | | | | | | | | | | 0 |

Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: DCA-08-16

Annualized Personnel Changes

Change is shown on a full year basis even though this action affects only a part of the fiscal year (FY).

| | | | | | | Annualized | | | | |
|---------------------------|------|-----------------|--------|------|--------------------|------------|------------------|----------------|-------------------|------------|
| Position Number | JCN | JCN Description | HR Org | Fund | Cost Object Number | FTE | Base Pay (60000) | Fringe (60130) | Insurance (60140) | Total |
| 717453 | 6063 | Project Manager | 65197 | 3505 | 902510 | 1.00 | 69,755 | 20,013 | 19,209 | 108,977 |
| 717453 | 6311 | Engineer 3 | 65197 | 3505 | 902510 | (1.00) | (83,377) | (23,921) | (20,197) | (127,495) |
| 717454 | 6063 | Project Manager | 65197 | 3505 | 902510 | 1.00 | 69,755 | 20,013 | 19,209 | 108,977 |
| 717454 | 6311 | Engineer 3 | 65197 | 3505 | 902510 | (1.00) | (83,377) | (23,921) | (20,197) | (127,495) |
| Total Annualized Changes: | | | | | | 0.00 | (\$27,244) | (\$7,816) | (\$1,976) | (\$37,036) |

Current Year Personnel Changes

Cost/savings that will take place in this FY; these explain the actual dollar amounts being changed by this BudMod.

| | | | | | | Current Year | | | | |
|---------------------------|------|-----------------|--------|------|--------------------|--------------|------------------|----------------|-------------------|------------|
| Position Number | JCN | JCN Description | HR Org | Fund | Cost Object Number | FTE | Base Pay (60000) | Fringe (60130) | Insurance (60140) | Total |
| 717453 | 6063 | Project Manager | 65197 | 3505 | 902510 | 1.00 | 69,755 | 20,013 | 19,209 | 108,977 |
| 717453 | 6311 | Engineer 3 | 65197 | 3505 | 902510 | (1.00) | (83,377) | (23,921) | (20,197) | (127,495) |
| 717454 | 6063 | Project Manager | 65197 | 3505 | 902510 | 1.00 | 69,755 | 20,013 | 19,209 | 108,977 |
| 717454 | 6311 | Engineer 3 | 65197 | 3505 | 902510 | (1.00) | (83,377) | (23,921) | (20,197) | (127,495) |
| Total Current FY Changes: | | | | | | 0.00 | (\$27,244) | (\$7,816) | (\$1,976) | (\$37,036) |