



**Multnomah County  
Agenda Placement Request  
Budget Modification**

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-3 DATE 9/18/14  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 9/18/14  
Agenda Item #: c.3  
Est. Start Time: 9:30 AM  
Date Submitted: 8/27/14

**Agenda Title: BUDGET MODIFICATION # DCM-03-15: Reclassifying Program Manager 1 to Program Supervisor in DART Commercial Property Appraisal Program**

Requested Meeting Date: Sept. 18, 2014 Time Needed: Consent

Department: 72 - County Management Division: DART Property Assessment

Contact(s): Randy Walruff

Phone: 503-988-4668 Ext. x84668 I/O Address \_\_\_\_\_

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

**General Information**

**1. What action are you requesting from the Board?**

The department is requesting board approval of budget modification DCM-03-15, reclassifying a Program Manager 1 to Program Supervisor in DART Commercial Property Appraisal Program (72033).

**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 modification reflects a Class/Comp decision on Request #2537. DART is reorganizing in order to better align staffing guidelines as required by the Oregon Department of Revenue, utilize existing positions more effectively, adjust to increasingly technological change, meet span of control standards, and address succession planning, and risk litigation. This position is filled at this time.

The change impacts program offer 72033-15. This reclassification has been approved by the Class Comp section with an effective date of 7/1/2014.

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

There is a net savings in personnel of \$25,168, to be reallocated to supplies for this reclassification.

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

N/A

**5. Explain any citizen or other government participation.**

N/A

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**Budget Modification**

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**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).**

No change in revenue.

**7. What budgets are increased/decreased?**

There is a savings of \$25,168 in personnel costs, which will be reallocated to supplies for this reclassification.

**8. What do the changes accomplish?**

This action will reclassify a position, according to the decision from Central Human Resources Classification Compensation Unit that best reflects the duties of this position.

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

Reclassification of a reclassifying a Program Manager 1 to Program Supervisor in DART Commercial Property Appraisal Program - program offer 72033-15.

**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

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**Required Signature**

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**Elected Official or  
Dept. Director:** Mike Jaspin for Karyne Kieta /s/

**Date:** 8/26/14

**Budget Analyst:** Ching Hay /s/

**Date:** 8/27/14

**Department HR:** Susan Giesbrecht /s/

**Date:** 8/26/14

**Countywide HR:** Karie Miller /s/

**Date:** 8/22/14

### Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCM-03-15

#### 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	72020-15	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(65,986,607)	(65,985,314)	1,293	
2	72020-15	3500	72-80	0020	705210	60330 - Claims Paid	2,990,164	2,988,871	(1,293)	
<b>3500 Total</b>										<b>0</b>
<b>72-80 Total</b>										<b>0</b>
<b>Program Offer Number 72020-15 Total</b>										<b>0</b>
3	72033-15	1000	72-30	0020	706403	60000 - Permanent	916,054	898,220	(17,833)	
4	72033-15	1000	72-30	0020	706403	60130 - Salary Related Expns	298,799	292,757	(6,042)	
5	72033-15	1000	72-30	0020	706403	60140 - Insurance Benefits	269,688	268,395	(1,293)	
6	72033-15	1000	72-30	0020	706403	60240 - Supplies	3,200	28,368	25,168	
<b>1000 Total</b>										<b>0</b>
<b>72-30 Total</b>										<b>0</b>
<b>Program Offer Number 72033-15 Total</b>										<b>0</b>

## Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCM-03-15

### 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
706199	9361	Program Supervisor	65255	1000	706403	1.00	69,614	23,585	19,199	112,398
706199	9615	Program Manager 1	65255	1000	706403	(1.00)	(87,447)	(29,627)	(20,492)	(137,566)
<b>Total Annualized Changes:</b>						<b>0.00</b>	<b>(\$17,833)</b>	<b>(\$6,042)</b>	<b>(\$1,293)</b>	<b>(\$25,168)</b>

### 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
706199	9361	Program Supervisor	65255	1000	706403	1.00	69,614	23,585	19,199	112,398
706199	9615	Program Manager 1	65255	1000	706403	(1.00)	(87,447)	(29,627)	(20,492)	(137,566)
<b>Total Current FY Changes:</b>						<b>0.00</b>	<b>(\$17,833)</b>	<b>(\$6,042)</b>	<b>(\$1,293)</b>	<b>(\$25,168)</b>