



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 5/24/13)

Board Clerk Use Only

Meeting Date:	<u>9/5/13</u>
Agenda Item #:	<u>C.6</u>
Est. Start Time:	<u>9:30 am</u>
Date Submitted:	<u>8/28/13</u>

Agenda Title:	BUDGET MODIFICATION DCA-06 Reclassifying an Engineer 3 to Engineering Services Manager 2 as determined by Central Human Resources Classification Compensation unit.
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Requested Meeting Date:	<u>Next available.</u>	Time Needed:	<u>Consent</u>
Department:	<u>County Assets</u>	Division:	<u>Facilities</u>
Contact(s):	<u>Julie Neburka</u>		
Phone:	<u>988-3312</u>	Ext.	<u>27351</u>
		I/O Address:	<u>503/4</u>
Presenter Name(s) & Title(s):	<u>N/A</u>		

General Information

1. What action are you requesting from the Board?

The department is requesting board approval of budget modification DCA-06 reclassifying an Engineer3 to Engineering Services Manager 2.

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 a classification request initiated by management. The primary purpose of this position will be to oversee real estate development, engineering design, construction, and project management for the County in the areas of new construction, repair, and alterations for complex, multi-use, public facilities. An immediate responsibility of this position will be the sighting, planning, and designing of a new Multnomah County Courthouse, followed by overseeing the numerous phases of construction. This position will also conceive and provide overall direction to construction project planning; supervise the Engineering Project Team and ensure staff receive appropriate training, direction, and instruction; negotiate and develop contracts; and participate in public hearings and outreach to other jurisdictions and the business development community.

Class/Comp reviewed the submitted job duties and description and concluded Engineering Services Manager 2 was the best fit for the position. The change impacts program offer

78005 Facilities Capital Operation Costs.

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

There is no fiscal impact in the current year; on-going cost will be covered with existing program resources.

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

N/A

5. Explain any citizen and/or other government participation that has or will take place.

N/A

Budget Modification

If the request is a **Budget Modification**, please answer **all** of the following in detail:

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

N/A

- **What budgets are increased/decreased?**

N/A

- **What do the changes accomplish?**

Approval of classification decision from Central Human Resources Classification Compensation unit that best reflects the duties of the position.

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

Yes, reclassification of an Engineer 3 to Engineering Services Manager 2.

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

N/A

- **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

- **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 (i.e. cash match, in kind match, reporting requirements etc)?**

N/A

NOTE: Attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

Required Signatures

Elected Official

or Dept Director: Sherry Swackhamer \s\ **Date:** 8/19/2013

Budget Analyst: Jennifer Unruh \s\ **Date:** 8/20/2013