



## Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-2 DATE 9/18/14  
MARINA BAKER, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 9/18/14  
Agenda Item #: C.2  
Est. Start Time: 9:30 AM  
Date Submitted: 8/27/14

Agenda Title: **BUDGET MODIFICATION # DCM-02-15: Reclassifying Data Analyst to Property Appraiser 2 in DART Commercial Prop 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-02-15, reclassifying a Data Analyst to Property Appraiser 2 in DART Assessment Performance Analysis Program, and moving the position to the Commercial Appraisal Program.

#### 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 #2448. 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 vacant at this time.

The change impacts program offers 72029-15 and 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 no net change in cost. A \$191 adjustment in supplies is made to balance out costing differences.

**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?**

The position is being moved from program offer 72029-15, Assessment Performance Analysis to program offer 72033-15 Commercial Appraisal Program. There is no net change in cost. A \$191 adjustment in supplies is made to balance out costing differences.

**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 Data Analyst to Property Appraiser 2 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-02-15

### 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	72029-15	1000	72-30	0020	706401	60000 - Permanent	246,635	185,419	(61,216)	
2	72029-15	1000	72-30	0020	706401	60130 - Salary Related Expns	77,202	58,127	(19,075)	
3	72029-15	1000	72-30	0020	706401	60140 - Insurance Benefits	64,582	45,992	(18,590)	
1000 Total										(98,882)
	72-30 Total									(98,882)
	Program Offer Number 72029-15 Total									(98,882)
4	72033-15	1000	72-30	0020	706403	60000 - Permanent	916,054	977,125	61,072	
5	72033-15	1000	72-30	0020	706403	60130 - Salary Related Expns	298,799	317,829	19,030	
6	72033-15	1000	72-30	0020	706403	60140 - Insurance Benefits	269,688	288,277	18,590	
7	72033-15	1000	72-30	0020	706403	60240 - Supplies	3,200	3,391	191	
1000 Total										98,882
	72-30 Total									98,882
	Program Offer Number 72033-15 Total									98,882

## Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCM-02-15

### 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
705303	6042	Property Appraiser 2	65255	1000	706403	1.00	61,072	19,030	18,580	98,681
705303	6073	Data Analyst	62729	1000	706401	(1.00)	(61,216)	(19,075)	(18,590)	(98,882)
Total Annualized Changes:						0.00	(\$145)	(\$45)	(\$10)	(\$200)

### 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
705303	6042	Property Appraiser 2	65255	1000	706403	1.00	61,072	19,030	18,580	98,681
705303	6073	Data Analyst	62729	1000	706401	(1.00)	(61,216)	(19,075)	(18,590)	(98,882)
Total Current FY Changes:						0.00	(\$145)	(\$45)	(\$10)	(\$200)