

SALT LAKE CITY COUNCIL STAFF REPORT
SPECIAL CIRCUMSTANCE BUDGET AMENDMENT – FISCAL YEAR 2003-04

DATE: December 31, 2003

SUBJECT: Fiscal Year 2003-2004 Special Circumstance Budget Amendment – Briefing

STAFF REPORT BY: Michael Sears

CC: Cindy Gust-Jenson, Rocky Fluhart, Steve Fawcett, DJ Baxter, Rick Graham, Alison Weyher, David Dobbins, Gordon Hoskins, Elwin Heilmann, and Laurie Dillon

The Administration is recommending that the Council adopt an ordinance that would amend the fiscal year 2003-04 budget and staffing document. Two vacant positions would be eliminated and a new position would be created in the Mayor's Office. The new position would be titled "Senior Advisor for Economic Development" and would, among other duties, develop long and short range economic development plans, oversee development projects, recruit local and national businesses to Salt Lake City and serve as the Mayor's representative on the Salt Lake Area Chamber of Commerce Board of Directors.

The net effect of this change would be a one FTE net reduction in staffing and a transfer of budget between departments in the same fund (General Fund). According to the Administration, the City Council is not legally required to hold a public hearing for the requested amendment. The Council could hold a public hearing if they wish to receive public input on this proposal. The requested amendment is budget neutral for fiscal year 2003-04. Budget appropriation for future fiscal years will be considered during the budget adoption process.

The City Council may wish to review the proposed position creation during the January 6, 2004 Council Work Session and consider adopting the ordinance at a later Council meeting. The Council may wish to consider the following questions relating to this proposal and request additional information from the Administration as needed:

1. *How will this new position compliment the actions and duties of the Redevelopment Agency of Salt Lake City (RDA)?*
2. *How will this new position work with the Community and Economic Development Department (CED)?*

3. *Will any of the duties and responsibilities currently contained in the Community and Economic Development Department transfer to this new position?*
4. *Are there operation advantages to having economic development activities spread amongst CED, the RDA and the Mayor's Office? How will clarity of responsibility be maintained and the potential for duplication be managed?*
5. *Which entity will be responsible to prepare and implement Salt Lake City's economic development plan?*