
SALT LAKE CITY COUNCIL MEMO

DATE: March 5, 2004

SUBJECT: **Department of Management Services – Services Summary - Briefing**

AFFECTED COUNCIL DISTRICTS: Citywide

STAFF REPORT BY: Sylvia Jones, Research and Policy Analyst

ADMINISTRATIVE DEPT. AND CONTACT PERSON: Department of Management Services
Rocky Fluhart, Director

The Administration has provided a transmittal that summarizes the services that the Department of Management Services provides to the residents and visitors of Salt Lake City. The transmittal also contains an organization chart and staffing information for each of the divisions in the department.

The Council staff has prepared a table listing the division, functions, number of FTE's and adopted budget amounts for each function. Also attached is the budget history for your reference.

The Management Services Department is organized into seven main divisions: Office of the Director (including Policy and Budget, Emergency Management Planning, Environmental Management, Labor Relations, Police Civilian Review Board Administration, Economic and Demographic Resource Center, and during the Olympic Games the Office of Olympic Opportunities Planning); City Recorder/Information Management Services (IMS); Human Resource Management; Purchasing, Contracts and Property Management; Justice Court, Finance; and the City Treasurer.