
SALT LAKE CITY COUNCIL MEMO

DATE: April 1, 2005
SUBJECT: Environmental Management Office Briefing
STAFF REPORT BY: Sylvia Jones

The Environmental Management function is housed within the Management Services Department's Division of Policy and Budget. The office is responsible for providing the following services:

1. Advises City departments regarding environmental compliance and program initiatives.
2. Works with department environmental specialists to mitigate potential problems and negotiate solutions with regulatory agencies.
3. Ensures that the City accomplishes the delivery of services in compliance with federal, state and local environmental laws and regulations.

Council staff has provided a four-year budget history for the Environmental Management Office.

Environmental Management Budget Comparison		
Fiscal Year	Budget	Percent Change
2001-02	\$98,957	
2002-03	\$99,532	0.6%
2003-04	\$101,993	2.5%
2004-05	\$103,377	1.4%

The Administration has been asked to provide the following paperwork: (See attached.)

- A. A list of functions / services performed by the Division and an organizational chart, including the number of FTE's.
- B. Information on any service level measurements available (for example, x number of permits were issued last year, a 2 percent increase / decrease over the previous year).
- C. Responses to the following questions:
 1. What successes has your Division achieved in the recent past, and what successes do you see in the near future?
 2. What are the most significant challenges the Division will face in the near future?

3. Have the services provided by the Division increased / decreased or remained the same over the past 2 or 3 years, and do you anticipate that service levels will increase, decrease, or remain the same in the near future?
4. Are there service level improvements that could be made in your Division with a minimal investment of funding, or are there functions where additional resources may be needed in order to maintain current service levels?

ENVIRONMENTAL BRIEFING

- A. A list of functions / services performed by the Division and an organizational chart, including the number of FTE's.
1. One FTE: Environmental Programs Manager, reporting to Steve Fawcett and Rocky Fluhart in Management Services.
 2. Functions and Services:
 - a) Ensure that City, as a corporation, is in compliance with environmental regulations:
 1. Perform audits of city departments to ensure compliance with applicable environmental regulations:
 2. Complete environmental permits:
 - a. Air: Updated or implemented air permits for 8 sources; completed annual inspection and boiler permit update for the library complex;
 - b. Storm Water: Assist city storm water coordinator in EPA Stormwater Audit and the implementation of improvements in response to their findings;
 - c. Continued reduction in the use of hazardous waste in city departments saving over \$30,000/year on chemical use and waste disposal fees;
 - d. Have implemented environmental action plans in departments to identify and improve in areas with large environmental impacts.
 3. Complete annual training of all city employees whose jobs may impact the environment (Public Services, Public Utilities, and others).
 - b) Identify and manage the remediation of contaminated sites:
 1. Working with consultant and contractor on the removal of contaminated sediment from the Northwest Oil Drain. Precedent-setting process showing cooperation between governmental and private agencies.
 2. Complete environmental assessments of all property before it is purchased or sold;
 3. Respond to utility workers when contaminated soil is encountered, and coordinate with DEQ to ensure that additional costs incurred are covered by the responsible parties. Have avoided approximately \$50,000 of potential clean-up expense this year.
 4. Overseeing environmental issues at the Intermodal Hub, successfully completing a voluntary cleanup agreement with the DEQ.

5. Working with the EPA and DEQ to monitor the asbestos cleanup project near the Delta Center.
 - c) Work with other agencies on area environmental issues such as the Department of Environmental Quality (DEQ), the County Attorney's Environmental Crimes committee, and the Salt Lake Valley Department of Health.
 - d) Implement city policies for environmental improvement and sustainability
 1. Track electricity and gas use to determine potential areas for improvement;
 2. Have over a dozen businesses in the city's e2 business program;
 3. Salt Lake Green Team – getting input and empowering citizens to improve the environment through sustainable practices
- B. Information on any service level measurements available (for example, x number of permits were issued last year, a 2 percent increase / decrease over the previous year).
1. Completed environmental audits of three divisions (Golf, Facilities, Fire)
 2. Will complete audits of Fleet, Public Utilities and the Reclamation Plant next fiscal year.
- C. Responses to the following questions:
1. What successes has your Division achieved in the recent past, and what successes do you see in the near future?
 - a) Assisted Fleet to obtain the Utah Pollution Prevention Award
 1. They eliminated the use of petroleum-based solvents, replacing them with safer water-based solvents
 2. Cardboard, oil, tires, antifreeze, metal and other waste is being recycled
 - b) Clean Utah! Award for advising DEQ on the implementation of their new program
 1. This is a state-level program for larger industries that implement good environmental management systems, which will help to minimize environmental impacts of the local businesses that participate.
 - c) Awarded the Utah Quality Growth Community award
 1. Emphasized our environmental and economic development initiatives.
 - d) Appointed member of the Salt Lake County Environmental Quality Advisory Committee, working with local representatives on county-wide environmental issues.
 - e) Working towards designating a "Recycling Market Development Zone" to attract new industries to our west-side manufacturing areas.

2. What are the most significant challenges the Division will face in the near future?
 - a) As always, to convince managers that the time spent preventing environmental problems, and improving environmental management, is cost-effective and usually results in net cost-savings.
3. Have the services provided by the Division increased / decreased or remained the same over the past 2 or 3 years and do you anticipate that service levels will increase, decrease or remain the same in the near future?
 - a) Service levels have remained the same, and I expect them to do so in the near future.
4. Are there service level improvements that could be made in your Division with a minimal investment of funding or are there functions where additional resources may be needed in order to maintain current service levels?
 - a) Additional follow-up on e2 businesses would be best, could possibly be done by an intern, if available.