

SALT LAKE CITY COUNCIL STAFF REPORT
BUDGET AMENDMENT #1 – FISCAL YEAR 2007-08

DATE: September 28, 2007
SUBJECT: Budget Amendment #1
STAFF REPORT BY: Sylvia Richards, Lehua Weaver and Karen Halladay
CC: Sam Guevara, Lyn Creswell, Steve Fawcett, Gordon Hoskins, LuAnn Clark, Chief Burbank, Rick Graham, Shannon Ashby, Sherrie Collins, Susi Kontgis, Kay Christensen, Gina Chamness

FOLLOW UP BRIEFING – NEW INFORMATION:

The Council may wish to note that the Administration has withdrawn the request for two Planning Inspectors to address infill issues.

During the briefing for Budget Amendment #1 on September 18, 2007, the Council tentatively decided to remove the following items:

- Item A-2, Human Resource Management's request for Recruiter, 1.0 FTE
- Item A-12, Management Services' request for Legislative Affairs Coordinator, 1.0 FTE

Additionally, during the briefing, the Council tentatively approved all of the proposed grants, housekeeping items and donations.

Vacant positions:

In response to questions from the Council during the briefing, the Administration provided the following information with regards to vacant positions and employee turnover. As of October 1, 2007, the following positions need to be filled:

- 25 Full time positions
- 2 Regular part time positions
- 5 Seasonal positions

For fiscal year 2006/07, turnover (quits, retirements & dismissals – “separations”) was 9.3 percent or an average of .77% per month. If this rate continues, and assuming the City's average full-time employee population is 2,580, then on average, the City can expect 179 separations between now and the end of this fiscal year, and an equal number of vacancies. (Calculation: Average turnover rate of 19.87 separations per month for 9 months = 179 vacancies.)

Below is an estimate of anticipated separations by pay series based on past turnover:

Series	Expected Positions to be vacated by July 1, 2008
Executive	8
Trades	49
Clerical	39
Non Exempt Professionals	18
Fire	8
Police	22
Exempt Professionals	25
Police Supervisors	5
Fire Supervisors	3
Unclassified	6
Total	182**

**The total number is slightly higher than previously mentioned due to rounding.

Some departments have experienced significant difficulty recruiting for IT (information technology) positions, heavy equipment operators, fleet mechanics, HVAC technicians, airport police, wastewater operators, engineers, engineering technicians, chemists, journey level maintenance workers and environment and safety specialists. Public Services has also had extreme difficulty recruiting qualified seasonal employees.

Fund Balance:

The Administration has provided the following information with regards to the fund balance of the City's General Fund (see table below). According to the Administration's revised calculations, the City currently has an estimated \$6.3 million in fund balance above the 10% level established by the Council (13.2%). If the Council adopts Budget Amendment #1 as proposed, and the City is reimbursed with the FEMA grant, fund balance will drop to just under 12% of general fund revenue (approximately \$4 million above the 10% level established by the Council. (Please note that the Administration's figure for Budget Amendment #1 does not account for the elimination of the request for the two planning inspector positions. The overall affect is immaterial to the fund balance total.)

Fund balance as of June 30, 2007 before surpluses	\$20,054,484
Revenue surplus (estimated)	8,000,000
Expenditure surplus (estimated)	1,000,000
2007-08 Budget one time funding	-2,880,412
Amendment #1 Fiscal year 2007-08	-2,164,830
Net fund balance	\$24,009,242

Net fund balance	24,009,242		
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2007-08 Revenues	199,030,640		

A-1: Seismic retrofit and asbestos mitigation of The Leonardo/Former Library Building – \$1,025,328 (FEMA) and \$1,493,396 (General Fund - Fund Balance) totaling \$2,518,724 (Seismic Retrofit and Asbestos Mitigation Project Cost)

The Administration has provided answers to Council Members' questions regarding The Leonardo/Former Library Building.

1. What level of Engineering Division review was done on the Leonardo project cost estimate prior to placing the project on the ballot?
 - Engineering reports that they were never asked to review the project's cost estimate.
 - *The Council may wish to review the process and guidelines for adding future propositions to the ballot, including establishing a Debt Review Committee.*
2. Did the original bond ballot information indicate that seismic work would be done to the Library building as part of the building upgrade?
 - The public information brochure did not include specific information on seismic work that would be done to the building. However, information that was sent to the Council in the form of a Council Transmittal, dated August 1, 2003, and titled, G.O. Bond projects fact sheets, indicates that seismic work would be done to the building. (See Attachment.)
 - In reviewing the 2003 Bonds Election Voter Information Pamphlet, Council staff notes the following information:
 - + *"It is the position of Salt Lake City government that the projects included in this bond election will be beneficial to the City and ought to be supported by the voters.* The City believes each of the proposed projects, as described on the following pages, has important purposes that will serve the best interests of the City's residents."*
 - This statement of position is made in accordance with Utah Code Sec. 20A-11-1202 (5)(b).*
 - + *It is also noted in the 2003 Bonds Election Voter Information Pamphlet that there would be no ongoing costs to city residents relating to the Leonardo bond proposition.*
3. Please provide updated information on the timing of the FEMA reimbursement decision.
 - The City received notice on September 25, 2007, that the FEMA inspector assigned to the Former Library Building had become ill and the report to FEMA would be delayed until mid-October. The City will not receive the Agreement/Award from the State until the historic issues are settled with FEMA.

The following information is provided by the Administration: If the building is deemed to have historic significance, the City will proceed with the MOU (Memorandum of Understanding) process with FEMA. This document outlines what steps the City will need to take to preserve the historic nature of the

building and still complete the project. Once this MOU process is completed to the satisfaction of the City and FEMA, FEMA will release the funds to the State. The State will then prepare an agreement/award to be signed by the City and release the funds to the City. If the building is not deemed as historical FEMA will release the funds to the State. The State will then prepare an agreement/award to be signed by the City and release the funds to the City. The State has received an award letter for this project.

According to the Administration, the State has received the funds. However, the FEMA determination, as explained above, must be met before the funds are released to the City. The risk of not receiving the FEMA grant is low, unless for some unforeseen reason FEMA takes the funds from the State, or the City refuses the grant. The Administration indicates this project is slated to receive the grant.

- *The Council may wish to keep this Budget Amendment open, so when the State releases the FEMA grant funds to the City construction of Phase 1 of The Leonardo/ Former Library Building can proceed.*
4. Would the Administration be willing to provide the Council with a briefing on the “big picture” scope of the \$25 million building renovation plan?
- According the Administration’s transmittal, the Engineering Department and Leonardo staff are prepared to provide the briefing at the time most convenient for the Council. The Administration has attached a detailed breakdown of the project budget, including a narrative that describes broad elements of the renovation project. The Project Estimate Construction Control document, which includes 27 pages of project costs, is available upon request.
 - *Council staff has also provided an attachment, Schedule of Estimated Project Costs and Proposed Funding, for your information. The data for this schedule is from Budget Amendment # 1, the detailed breakdown of the project budget data provided by the Administration (attached in Transmittal), and the August 14th City Council Memorandum. This schedule’s total project costs differ by \$300,000, due to \$100,000 of bond issuance costs and the inclusion of Component # 5 – Blue Sky Solar Panels at a projected cost of \$200,000.*
 - *Council staff has asked for clarification of several of the costs. This information can not be provided until Monday, October 1st. The Council may wish to ask for this information during the briefing.*
 1. *What are Project Programming Expenses - 7/2005 to 7/2007 of \$350K?*
 2. *What are the Project Delivery System Expenses of \$340K?*
 3. *What are the Enhanced Commissioning Expenses of \$100K?*
 4. *Why has the LEED estimate gone from \$1.2M (Funding shortfall estimate provide by Leonardo staff in July of 2007) to \$301,900?*
 5. *How soon after the FEMA notification can the actual construction begin? When will the dollars be spent?*

**A-4: Attorney’s Office Land Use Attorney Position – 1 FTE (\$89,229 – General Fund)
source: fund balance**

In response to a Council Member's inquiry as to whether this position could be .50 FTE or a .75 FTE, the Administration provided a memo on Friday afternoon indicating that duties of this position cannot be fully met with less than 1.0 FTE. The memo indicates that filling the position with a half-time or three-quarter time attorney would address the needs of the boards and commission meetings; however, it would not provide the additional day to day legal support at the level that is needed, nor would it provide any additional boarded building enforcement support. Please see the attached memo from the Administration for more information.

Citygate Associates is currently reviewing the Planning Division processes, and was asked to provide an opinion with regards to the Administration's request for an additional land-use attorney to support the Community Development boards and commissions and the Planning Division. (See attachment.)

According to Citygate, a stronger legal presence is needed in the meetings for the decision-making bodies, such as the Housing Advisory and Appeals Board, Planning Commission, and Land Use Appeals Board. Citygate indicates that the attorney currently assigned to these boards attends meetings when an important issue arises. As a result, members of the planning staff are sometimes placed in situations where they are advising boards and commissions with regards to matters of due process or establishing findings of fact. This creates some confusion amongst attendees as to whether planning staff is attempting to direct the decision-making process or protect the City during the meetings.

As indicated by Citygate, the benefits of hiring an additional land-use attorney may include faster turnaround time with new ordinances or amendments as well as initial involvement in discussions with regards to options when developing parameters for new ordinances.

The Council may wish to note that the memo from Citygate also emphasizes that the role of the new land use attorney during the boards and commissions meetings needs to be advisory and legal in nature, rather than focusing on policy, or providing direction that should come from management.

A-9: Local Legislative Lobbyist (\$43,500 – General Fund) source: fund balance

The Council requested additional information with regards to this item. The Administration's recommendation includes the following:

15,000 to fund the lobbyist selected by the Mayor
13,500 to reimburse the Council budget for previous lobbying costs
15,000 toward the costs anticipated by the Council Office
\$43,500

In order to fully fund anticipated lobbying costs, the Council could add an additional \$25,000 to this total, for a total appropriation of \$68,500.

A-10: Open Space Land Purchases – Williamson and Primos properties (\$812,500 – CIP Fund/Open Space)

As requested by the City Council during the initial briefing, the Administration has provided an updated description including accounting detail with regards to the Open Space land purchases of the Williamson and Primos properties.

As a reminder, the City will pay all of the costs at closing and will receive payments from Salt Lake County and the State of Utah (LeRay McAllister Critical Land Conservation Fund), as well

as a public donation from Highland High School of \$5,000 for the purchase of the Primos property.

During the September 18th briefing, the City Council gave tentative approval to move forward with the land purchases. The Council will consider the revised resolutions relating to the parcels on Tuesday's agenda under Unfinished Business.

A-13: Planning Inspector Positions - 2 FTEs (\$168,488 – General Fund) source: fund balance

The Administration has indicated that given the status of the rework of functions and responsibilities in the Planning Division, the Administration is **withdrawing** the request for two Planning Inspector positions to address infill issues.

The following information was previously provided in Council packets for the budget amendment briefing on September 18, 2007. It is provided again for your information.

The Administration classified the following as:

New Items:

A-1: Seismic retrofit and asbestos mitigation of The Leonardo/Former Library Building – \$1,025,328 (FEMA) + \$1,493,396 (General Fund - Fund Balance) totaling \$2,518,724 (Seismic Retrofit and Asbestos Mitigation Project Cost)

The Former Library Building, slated to be occupied by The Leonardo, a non-profit organization that provides arts and science education programs to the general public, is in need of building improvements. The building improvements proposed to be funded in this phase include seismic retrofitting, asbestos mitigation, and architectural and design fees related to the seismic, asbestos, historical and environmental issues. In addition, the construction will provide interior shear walls providing the building with the lateral loading structure it currently lacks.

Permit costs, management fees, geo-tech and environmental costs, mitigation required by state and federal agencies (FEMA/SHPO), and project and inflation contingencies are included in the cost estimate of \$2,518,724. The Administration has noted that the actual final cost may vary slightly from this estimate because of the current construction market condition, and possible cost increases due to FEMA, SHPO, or other historical preservation requirements. FEMA is expected to make the determination regarding the Old Library Building within the next couple of weeks. It should be noted that the FEMA funds are not tied to the Leonardo project, but to the former Library Building.

The following table is a breakdown of the costs for the seismic/asbestos component of the Leonardo project, and the proposed funding sources.

Estimated Project Component Costs		
Construction Cost Estimate:		
<i>Seismic-related Costs</i>	\$1,329,126	
<i>Asbestos Removal Costs</i>	345,384	
Sub-total - Construction Costs		\$1,674,510
Other Project Component Costs:		
<i>Permits, Contingency, Geo-tech, Environmental, Management Fee, Etc</i>	\$278,214	
<i>SHPO/FEMA Mitigation Estimate</i>	150,000	
<i>Architectural and Engineering and Design Fees</i>	416,000	
Sub-total - Other Project Costs		\$844,214
Total Project Component Cost		\$2,518,724
Proposed Project Funding:		
FEMA Grant – To be reimbursed to the City upon project completion		\$1,025,328
General Fund – Fund Balance		
<i>Council Approved FEMA Match 8/14/07</i>	\$600,000	
<i>Additional General Fund – Fund Balance Requested by Administration</i>	893,396	
Sub-total - General Fund – Fund Balance		\$1,493,396
Total Proposed Project Funding <i>(total amount to be allocated from fund balance, to be reimbursed by FEMA amount, if awarded)</i>		\$2,518,724

The proposed funding sources for this project include the FEMA’s Pre-Disaster Mitigation Program funds of \$1,025,328, and \$1,493,396 from the fund balance of the General Fund. At the August 14, 2007 Council Meeting, the Council tentatively approved a one-time General Fund fund balance transfer of \$600,000 to match the FEMA grant. Since then, the cost estimate for the work associated with the FEMA grant has increased – requiring an additional \$893,396 from fund balance of the City’s General Fund. It should be noted that the total amount proposed to be appropriated from fund balance at this time is the full project cost of **\$2,518,274**. The FEMA award will then partially reimburse the general fund, if awarded. It should be noted that the City has not yet received notification of the FEMA award, but is a finalist in contention for the funds. *(The Council may wish to clarify with the Administration as to when the City may expect to receive notification of this award.)*

This retrofit will allow the City’s use of this public building, regardless of the eventual tenant. The Administration believes this is an economical solution to maintain a major City asset.

An additional item related to the former Library Building and the Leonardo project is item F-2, the Rocky Mountain Power – Leonardo Sustainable Energy Project. This grant of \$125,000 is directly tied to the Leonardo Project, and not the former Library Building structure.

Council Members may wish to clarify whether they would like the Administration to report back on the status of the grant application, or would like to make the appropriation contingent upon receiving confirmation of the FEMA grant.

**A-2: Human Resource Recruitment Position – 1 FTE (\$64,936.00 – General Fund)
source: fund balance**

The Administration has requested a Recruiter position (1.0 FTE) for the Human Resources Management division. The duties of this position include developing recruitment programs and conducting directed recruiting for high-demand, professional and specialized positions. Another function of this position is to understand market trends and competitive market salary data, as well knowledge of other benefits in order to identify what the City must provide to attract and retain the quality of candidates required by the departments. In addition, this individual will be responsible for establishing and maintaining a City internship program.

According to the Administration, the City needs the recruiter position in order to remain competitive in a very tight employment market, and to proactively market the City as an employer of choice. With salary and benefits, the full cost of the position is \$86,581. The Administration has requested \$64,936, which is three-fourths of a year of salary and benefits. *The Council may wish to ask why this position was not requested during the annual budget process.*

**A-3: Transportation Engineer IV Position – 1 FTE (\$72,281 – General Fund) source:
fund balance**

The Transportation Division has requested an Engineer IV position (1.0 FTE) as a result of the growth in downtown development, and increased transportation demands citywide. In An Engineer IV position was eliminated from the Transportation Division’s budget, which, according to the Administration, leaves the Division unable to provide timely and adequate responses for the planning and design process or the One Stop permit process. If the position is not funded, the work for the Planning and Design Section, and review for the One-Stop permit process will continue to be delayed.

The Council may wish to note that with regards to transportation issues, the City’s regulations don’t relate to Utah State Code or International Building Code. It is possible that it would have been best to add this position during the annual budget process, but it is very apparent with the number of permits being processed that the Transportation Division is unable to respond in a timely manner with current staff.

The full cost of the position with benefits is \$96,375; however, the Administration is requesting three-fourths of a year of salary and benefits of \$72,281.

**A-4: Attorney’s Office Land Use Attorney Position – 1 FTE (\$89,229 – General Fund)
source: fund balance**

The City Attorney’s Office, in conjunction with the Department of Community Development, is requesting an additional land use attorney (1.0 FTE) to be dedicated to the Planning Division and the City’s Boards and Commissions. There is one city attorney currently assigned to the Planning Division; however, that attorney has other significant assignments, including the City’s legislative work, and the long-term legal support for the Planning Division is greater than what can be provided by current staff.

Given the current demands of the City Attorney’s office, they are not able to provide the level of assistance to the boards and commissions. Hiring another attorney may reduce the wait time required to prepare ordinances, as well as the time required to move issues from the Planning Commission to the City Council. Daily responsibilities for the new attorney include attending

Board and Commission meetings, and providing legal advice during those meetings. Additionally, this individual would also provide legal support for boarded building issues for the Department of Community Development.

The annual cost with benefits for this position is \$118,972. The Administration is requesting three-fourths of a year of salary and benefits in the amount of \$89,229. *The Council may wish to ask why this position was not requested during the annual budget process.*

A-5: Impact Fee Waivers (\$22,100 – General Fund) source: fund balance

During FY 2006-2007, the Community Development Department processed one request from SODO Lofts Limited Partnership for impact fee exemptions totaling \$22,100 for 17 housing units at 938 So. Washington Street. City ordinance grants a one hundred percent exemption for non-rental/rental housing, for which the annualized mortgage/rental payment does not exceed 30% percent of the annual income of a family whose annual income equals 80% of the median income for Salt Lake City as determined by HUD. This action will reimburse the impact fee holding accounts.

The Council has previously held discussions on whether to continue this exemption for low-income housing impact fees. The Council may wish to discuss whether to continue with the automatic exemption for future applications, or whether to discuss this issue further.

A-6: CIP – The Bridges at City Front Condos Project – Budget Increase (\$106,500 – CIP Fund) source: reimbursement

The City's Westside Railroad Public Way Improvement Project will reconstruct the road on 600 West and South Temple adjacent to the Bridges City Front Condominiums. City Front Partners, LLC will construct and pay for the costs to install curb, gutter, road, driveways and water mains.

City Front Partners, LLC has requested that the City's contractor install all required water main, laterals, fire hydrants, etc., and has agreed to reimburse the CIP budget in the amount of \$106,500 for these improvements.

A-7: CIP – 900 East, 900 South to 2100 South – Budget Increase (\$550,000 – Class C Funds) source: CIP

During fiscal year 2004/2005, the 900 East (900 to 2100 South) Improvement Project was allocated \$200,000 of Class "C" funds as the required match to a \$5,000,000 Federal Highway Fund allocation. City funds were used to design improvements including replacement of street pavement, curb, gutter and driveway approaches, storm drain upgrades, streetscape, ADA pedestrian ramps, and upgrades to traffic signals and street lights. UDOT is managing the project for the City.

The design is complete and the City has requested an additional \$2,520,000 of Federal Highway Funds to complete the project, which requires an additional match from the City of \$550,000 of unbudgeted Class C funds. The Administration anticipates that UDOT will complete construction during 2008-2009.

A-8: CIP – Fisher Mansion Property Fence (\$50,000 – CIP Fund) source: Cost Overrun Account

Public Services Engineering completed a study proposing the continuation of the Jordan River Parkway Trail between 200 South and North Temple, running adjacent to the Fisher Mansion, surrounding property that was purchased by the City from the Catholic Diocese. The Public Services Engineering Division has requested \$50,000 from the CIP Cost Overrun Account to

purchase and install a fence separating the proposed trail right-of-way from the remaining Fisher property. (Installing a fence now will define the trail right-of-way so that when the remaining Fisher property is sold, the trail right-of-way will be well-defined.)

In addition to the costs associated with the fence, the funding will allow several trees to be removed, and provide for the engineering and administration costs of contract management.

A-9: Local Legislative Lobbyist (\$43,500 – General Fund) source: fund balance

The City is contracting with two firms for lobbying services on special issues that may arise during the State legislative session. The City Council and the Administration are sharing the costs. The Administration has requested that the Council appropriate a total of \$43,500 for lobbying services.

The Council may wish to appropriate an additional \$25,000 for the Council Office Budget to cover the full anticipated costs associated with the lobbying services.

A-10: Open Space Land Purchases – Williamson and Primos properties (\$712,500 – CIP Fund/Open Space)

In June 2006, the Council approved the appropriation of \$5.4 million for open space land purchases, and requested that these purchases be brought to their attention. The Administration is requesting temporary funding for the purchase of two parcels of open space land.

The Williamson property is 7.076 acres located within the Scenic Heights, Indian Rock and Mohawk subdivisions in the east bench foothills. The purchase price is \$950,000. Fifty percent of the purchase price will be paid with Salt Lake County's open space funds. The City's cost will be \$475,000 which will be reimbursed once the open space bonds are sold. Closing is anticipated to be September of 2007.

The Primos property is 5.64 acres located within Terrace Heights subdivision (approximately 1805 S. Mohawk Way). The purchase price is \$475,000, of which 50% will be by Salt Lake County's open space funds. The City's cost will be \$237,500, which will be reimbursed once open space bonds are sold. Again, closing is anticipated to be September of 2007. Project funding was recommended by the Open Space Lands Advisory Board and previously approved by the City Council.

The bonds have not yet been issued. The cost center will show a negative cash balance until the sale of the bonds is complete.

The Council may wish to note that there seems to be a discrepancy between the interlocal and resolution verbiage as to how the property payment will be processed by Salt Lake City and Salt Lake County. Council staff will be following up with the Administration.

A-11: Election Costs – Salt Lake County (\$155,000 – General Fund) source: fund balance

The Administration is requesting additional funding for the cost of the municipal elections. During the FY 07-08 annual budget process, the Council appropriated \$300,000 for the cost of the elections. However, the total cost for the County's services is \$429,343, leaving an unfunded balance of \$129,343. Additionally, the City needs \$25,657 for printing, training, election-day services, and an audit of the Public Safety bond. The Administration indicates that the election costs will need to be paid soon after the November 6, 2007 election.

A-12: Dept. of Management Services Legislative Affairs Coordinator – 1 FTE (\$55,900 – General Fund) source: fund balance

The Department of Management Services is requesting a Legislative Affairs Coordinator position (1.0 FTE). According to the Administration, the duties of this position include coordinating and sustaining strategic legislative relationships, and promoting the City's interests with state and federal legislative bodies. Additionally, this individual will create and execute a City legislative plan after obtaining Mayoral and Council approval. This is an appointed position, and the individual will report to the Chief Administrative Officer.

The annual cost for salary and benefits for this position is \$111,900. The Administration is requesting half of one year's salary and benefits of \$55,900, and proposes to fund the other quarter of the year's cost through vacant positions in the Department of Management Services budget.

The Council may wish to note that the Administration could use an existing vacant grant writer position to fund the request; however, this would reduce the City's potential to search for grants on issues of import recently raised such as homeland security (public safety facility), youth programs, Leonardo, soccer complex, energy efficiency, etc. The Council may wish to ask why this position was not included in the annual budget process.

A-13: Planning Inspector Positions - 2 FTEs (\$168,488 – General Fund) source: fund balance

The Administration has requested the addition of two Planning Inspectors for the Building Services Division of Community Development (2.0 FTEs). The Planning Inspector is a senior level inspector responsible for performing highly skilled, technical inspection work, securing compliance with City zoning ordinance regulations and board-imposed conditions. Duties for this position include inspections for new construction, infill, major renovation and remodeling. Daily requests from citizens, from the Administration, and the Council Office have increased dramatically, and hiring the two additional inspectors will also assist in providing timely responses to these requests. These positions specifically relate to the infill housing issues.

The Council may wish to note that hiring the additional inspectors may help to reduce citizen complaints, stop work orders, and prevent litigation resulting from City errors that are caught later on in the process. The idea of hiring these inspectors was first discussed with two Council Members in attendance.

Including benefits, the total annual salary is \$70,459 each. The Administration is requesting three fourths of a year of salary and benefits of \$52,844 each, as well as vehicles for both inspectors at \$28,000 each, and \$3,400 each for phones, computers and cubicles for initial setup. The total request for the two new positions is \$168,488. *The Council may wish to inquire as to why these positions were not proposed during the annual budget process.*

**The Administration classified the following as:
Grants Requiring Existing Staff Resources**

B-1: State of Utah Victims of Crime – VOCA Grant (\$38,357 – Grant Funds)

The Salt Lake City Police Department receives this grant annually from the State of Utah, Office of Crime Victims Reparations under the Violence Against Women Grant Program. The Police Department uses the grant to fund part time salaries for two victim advocate positions. The 20% in-kind match of \$7,671 is met with the salary and benefits of an additional victim advocate position budgeted within the Police Department's general fund budget. In addition, \$1,500 of the grant monies will be used to pay registration fees for victim advocates and other police personnel to attend two VOCA conferences and trainings during the year. The victim

advocates respond nightly and on weekends to calls for on scene crisis counseling services on behalf of victims of violent crime. Additionally, the position provides resources, referrals, support, education, court advocacy, case history research, and information to prosecutors and court staff. No additional FTE's are associated with this grant; grant funding is paying for the wages, benefits, and training for two part time victim advocates.

B-2: National Drug Control – HIDTA Grant (\$122,800 – Grant Funds)

The Police Department has received a continuation of the High Intensity Drug Trafficking Areas (HIDTA) grant. The grant covers a portion of the salary and benefits for three officers from the Metro Narcotics Task Force. The amount needed by the Police Department to cover the remainder of the salary and benefits was included in their annual budget.

B-3: State of Utah Emergency Medical Service (EMS) Grant (\$5,396 – Grant Funds)

This is a continuing grant that the Police Department has applied for to assist with the costs of sending dispatchers to required continuing medical education. The training includes pre-arrival instruction, call triage, and dispatch of EMD response units.

B-4: Utah State University Crisis Intervention Training Grant (\$25,000 – Grant Funds)

The Police Department provides Crisis Intervention Training (CIT) for other jurisdictions statewide. In 2006, nine CIT academies were conducted and 260 individuals from 46 different agencies were certified. There are both sworn and non-sworn members.

The attendees pay a registration fee, and the grant money is used to cover the overtime of the Salt Lake City Officers to provide the training, including some funding for supplies and manual copies. The CIT officers are specially trained to assist in cases dealing with mental illness and other sensitive issues.

B-5: State of Utah – Youth City / Fairmont Park (\$30,000 – Grant Funds)

The Youth City Division applied for and received a continuation grant (2nd year of funding) to pay for the salary and benefits (FICA only) of seasonal positions at the Fairmont Park site.

B-6: State of Utah – Youth City / Liberty Park (\$30,000 – Grant Funds)

The Youth City Division applied for and received a continuation grant (2nd year of funding) to pay for the salary and benefits (FICA only) of seasonal positions at the Liberty Park site.

B-7: State of Utah – Youth City / Ottinger Park (\$23,540 – Grant Funds)

The Youth City Division applied for and received a continuation grant (2nd year of funding) to pay for the salary and benefits (FICA only) of seasonal positions at the Ottinger Hall site.

B-8: Salt Lake County Social Services Block Grant (SSBG) Youth City / Central City (\$20,000 – Grant Funds)

Youth City received \$20,000 in grant funds from Salt Lake County for programming at the Central City Youth City site. The funds will be used to pay for a program assistant and teacher positions, and various program supplies. The one-third match is met by the site coordinator's time, which is paid from the General Fund Youth City budget.

B-9: Mayor's Drug Free Grant (\$100,000 – Grant Funds)

The Mayor's Office has received the fourth year of funding for the Drug Free Communities program. The funds cover the following items:

\$54,632	salary and benefits of the coordinator (housed in the Mayor's Office)
15,000	grant evaluation / evaluation services (required by the grant)
15,000	three mini-grants to local Youth Substance Abuse Prevention Services
4,208	grant monitor's time
4,265	travel and conferences
3,895	supplies, printing costs

3,000 other components of the coalition

**The Administration classified the following as:
Grant requiring additional staff resources**

C-1: State of Utah Advocate (VAWA Grant) (\$48,298 – Grant Funds)

The Prosecutor’s Office has received a grant to hire a court victim advocate for domestic violence cases. This grant position will work with two victim-witness coordinators in the Prosecutor’s Office. (The two victim-witness coordinator positions are funded through the “Safe at Home Coalition” and volunteer hours.) This position will be complementary to the victim advocate in the Police Department in that this position will assist with trial preparations and longer-term advocacy, whereas the Police Department’s victim advocate generally responds in the field as a first-responder.

A match requirement will be met with a coordinator’s time, financial monitoring time, 50 hours of a paralegal’s time, and some equipment costs, all of which exist in the Prosecutor’s Office budget.

This grant money covers the first year of salary and benefits, after which time it is possible for the Administration to apply for and receive a renewal of the grant.

**The Administration classified the following as:
Housekeeping**

D-1: General Fund Encumbrance Carryover (\$3,991,668 – General Fund)

In order to limit spending to appropriation amounts, the City’s accounting system charges purchase orders and contracts to the budget year in which the goods or services are ordered. If the goods or services are not received until the following fiscal year, the Council has routinely carried the appropriations over to the following year so that the same expenditures are not charged once to the prior year budget and once again to the new fiscal year budget. According to the Administration’s paperwork, the following is a list of encumbrances by department:

Attorney’s Office	\$ 2,535
Community Development	1,344,635
Council	362,179
Fire Department	65,096
Management Services	217,534
Mayor’s Office	60,632
Non-Departmental	38,312
Police Department	103,308
Public Services	1,797,437

D-2: Donation Fund Cash and Budget Carryover (\$2,110,885 – Donation Fund)

On June 30, 2007, unexpended budgets lapse in accordance with State law. The Administration is requesting that the Council bring forward or “carryover” the balances for the existing donations. Please refer to the Administration’s transmittal for more details.

D-3: Fleet and Refuse Encumbrance Carryover (\$1,012,510 – Refuse Fund; Fleet Management Fund)

On June 30, 2007, unexpended appropriations lapsed in accordance with State law (with the exception of the Capital Improvement Projects Fund). The Administration is requesting that the Council bring forward, or “carryover” the appropriations for outstanding purchase orders for vehicles relating to the City’s lease-purchase program. The amendment request will appropriate funds in the Refuse Fund of \$169,018 and in the Fleet Management Fund of \$843,492.

D-4: Recapture of completed CDBG 71 Fund Projects (\$1,152 – CIP 71 Fund)

Each year the City Council “recaptures” remaining appropriations from completed or closed projects. The recaptured funds are reprogrammed into the following years CDBG.

D-5: Recapture of completed CIP projects (\$266,395 – CIP Fund)

Each year the City Council “recaptures” remaining appropriations from completed or closed Capital Improvement Program (CIP) projects. The recaptured funds are distributed into the CIP cost over-run account.

D-6: Impact Fee Revenue (\$3,242,566 – CIP Impact Fees Fund)

Each year the City traditionally adjusts the budget in the impact fee cost centers to reflect actual fees collected and interest earned. The Administration tracks these funds separately between police, fire, parks, and streets.

Impact Fees – Police:	\$ 738,058
Impact Fees – Fire:	844,336
Impact Fees – Parks:	216,236
Impact Fees – Streets:	1,443,935

D7: Special Revenue Funds Carryover (\$19,367,682- Special Revenue Fund)

On June 30, 2007, unexpended budgets in special revenue funds lapse in accordance with State law. The Administration is requesting that the Council bring forward or “carryover” the balances for the existing special revenue funds as follows:

\$1,673,551	Housing Funds
2,952,122	CDBG Funds
6,989,618	Grant Funds
755,595	Special Revenue Funds

D-8: Property Management Budget Increase (\$50,000 – CIP Surplus Land Account)

Property Management currently keeps a budget in the CIP Fund for costs associated with the purchase and sale of properties, such as title searches and closing costs. The current amount in the CIP Fund is \$24,400. The Administration has requested that the Council increase the budget by \$50,000, for a total of \$74,400 in order to be able to fund costs related to property purchases in the future.

The funds would be transferred from the CIP surplus land account to the property management account.

D-9: YouthCity Program Income (\$40,444 – CIP Fund)

The YouthCity programs funded under the U.S. Department of Education grant have received program income generated from fees received for services provided at Fairmont Cottage, Ottinger Hall, and Liberty Park sites.

This request establishes the budget for those funds and allows the program income to be reallocated back into the individual programs for continued programming. The Administration recommends that the Council adopt the necessary increase for these budgets.

D-10: Jordan River Parkway Trail (\$50,000 – CIP Fund)

Due to higher than expected bids and the need for a retaining wall, a portion of the paving was unfunded for the Jordan River Parkway Trail from 1000 North to Rose Park Golf Course bridge. \$50,000 from the CIP Fund would allow the paving to be completed in its entirety and to complete additional bank stabilization. Otherwise, this portion of the trail can be graded with gravel base.

D-11: Traffic Signal Replacements (\$163,000 – CIP Fund)

The bids that were received to replace or upgrade four traffic signals, build one new signal, and build four new pedestrian signals, were far over the contracted bid estimate. The City negotiated with the low bidder for a price to perform the work. An additional \$163,000 would be needed.

**The Administration classified the following as:
Grants Requiring No New Staff Resources**

E-1: Department of Energy (DOE) Solar City Strategic Partnership Grant (\$197,286 – Grant Funds)

The funds granted have been awarded to meet the Administration’s “Solar Salt Lake Goals” by developing a full-scope city and county-level implementation plan that will facilitate at least an additional ten megawatts of solar photovoltaic installation in government, commercial, industrial, and residential sectors by 2015. The program strategy includes a combination of barrier identification, research and policy analysis that utilizes the input of various stakeholders; including Salt Lake City, Salt Lake County, the State of Utah, Utah Clean Energy, Kennecott Land, Rocky Mountain Power, Needham Homes, and Ecos Consulting, and serving as a model for other cities wishing to integrate solar technology into their policy, planning, and processes.

Salt Lake City will contract with Utah Clean Energy for \$139,000 for the implementation of the “Solar Salt Lake” program and for production of a comprehensive city and county-wide solar implementation plan. Salt Lake County will receive \$20,000 for outreach efforts and a marketing material designer will receive \$6,290. The additional funds will be spent in the following manner: Administrative grant management and oversight personnel salary and benefits - \$15,960; Travel to national and/or regional solar energy conferences - \$3,000; City IMS Website construction - \$4,464; and Printing costs for outreach brochures and designed packets - \$8,572.

This grant, awarded for a 2-year period, does require a 100% match. No additional FTEs are associated with this grant. The match will be met with in-kind services (non cash) in the following manner: Salary and benefits of three Salt Lake City employees (Environmental Advisor to the Mayor, Principal Planner, and Senior City Attorney) - \$18,488; Ecos Consulting - \$5,000; Kennecott Land Company - \$50,000; Needham Homes - \$5,000; Rocky Mountain Power - \$45,000; Salt Lake County - \$13,998; and Utah Clean Energy - \$59,800.

Another DOE Solar Initiative Grant for \$40,000 (Phase 2 of the Million Solar Roofs Partnership) just ended on June 30, 2007. These grant monies were used to promote and educate the Public and State Legislators about solar photovoltaic installations.

The Administration recommends that the Council adopt the necessary resolution authorizing the Mayor to sign and accept the grants and any additional agreements or awards, and appropriate the budgets to facilitate the grant awards. A 100% in-kind match is required for the grants. The in-kind match details are provided above.

E-2: State of Utah Department of Public Safety Local Emergency Planning Committee Grant (\$2,500 – Grant Funds)

The Department of Management Services Emergency Preparedness Office has received an annual grant for the Utah State Department of Public Safety’s Local Emergency Planning Committee (LEPC) for the purpose of updating the City’s emergency plan. LEPC’s were established so that local communities could be aware of hazardous substances being used or manufactured by various entities in or adjacent to the community.

This grant does not require a match from the City. The Council previously passed a resolution authorizing the Mayor to accept and sign the original grant and any future grants.

E-3: State of Utah Juvenile Justice Surveillance Project Grant (\$19,500 – Grant Funds)

This grant from the Commission on Criminal and Juvenile Justice provides a video surveillance tool for deterring and fighting crime. This grant would reimburse local businesses 50% of the cost of purchasing and installing a video surveillance system in or around their business. The \$19,500 would provide reimbursement to 13 businesses. Businesses would apply and be selected based on a defined threat assessment based on the type of business and past criminal activity in area in which the business is located. Video evidence recorded by the surveillance cameras could be used by the Police Department in their investigation and prosecution of crime. No additional FTEs or match is required.

The Administration recommends that the Council adopt the necessary resolution authorizing the Mayor to sign and accept the grants and any additional agreements or awards, and appropriate the budgets to facilitate the grant awards.

E-4: State of Utah Juvenile Justice – Asset Forfeiture (\$20,000 – Grant Funds)

This grant from the State of Utah Commission on Criminal and Juvenile Justice – Asset Forfeiture allows the Police Department Metro-Narcotics to purchase \$15,000 of equipment and \$5,000 for currency or “buy money”. The equipment includes the following:

- 1 HP 2300 Printer – Used to print photos taken during narcotic search warrants.
- 12 Eotech or Aimpoint Heads-up Weapon Sighting Systems, which detects whether or not weapons are in the area.
- 40 NIK Test cocaine swabs
- 1 LEA Backpack Repeater Transmitter
- 1 LEA Transmitter
- 1 LEA Ballcap Transmitter

No additional FTEs or match is required.

The Administration recommends that the Council adopt the necessary resolution authorizing the Mayor to sign and accept the grant and any additional agreements or awards, and appropriate the budget to facilitate the grant awards.

The Administration classified the following as:

Donations

F-1: Mayor’s Drug Free Communities Donation (\$2,500 – Donation Funds)

Private donations were received by the Mayor’s office totaling \$2,500 for the continued efforts and support of the Mayor’s Drug Free Coalition, which will increase the budget for the Drug Free Communities Grant.

F-2: Rocky Mountain Power – Leonardo Sustainable Energy Project (\$125,000 – Donation Funds)

Rocky Mountain Power has awarded Salt Lake City Corporation \$125,000 to help support construction of a 25 kilowatt solar array at the Leonardo at Library Square. The awarded funds are intended to help project sponsors, such as The Leonardo, get new renewable energy

projects off the ground. These projects are intended to hasten development and/or provide learning opportunities with Rocky Mountain Power's service area.

There are several requirements that must be met as conditions to accepting these funds from Rocky Mountain Power. The requirements are as follows:

- Complete the project within 2 years.
- Submit quarterly progress reports, due on the 15th of the month following the close of the calendar quarter. The written report will include accomplishments, updates on new and outstanding issues, benefits achieved, progress towards the plan, and a financial report on use of Rocky Mountain Power funds.
- Allow Rocky Mountain Power and its customers and guests to tour the facility at least 2 times per year.
- Allow Rocky Mountain Power to include the recipient and its facility in marketing campaigns for its renewable energy programs, including photos for print and online marketing.
- Grant Rocky Mountain Power its share of green tag output for subsequent use within its Blue Sky Program over the life of the project.
- Demonstrate in writing to Rocky Mountain Power by July 15, 2008 the source and amount of the balance of funds necessary for project completion. If funding has not been secured by July 15, 2008, the awarded funds must be refunded back to Rocky Mountain Power.

The City is in the initial planning stages of this project, including an independent analysis of the Leonardo's business plan. The City is awaiting notification of a FEMA grant of \$1.025 million. These funds, once awarded, will be applied towards the facility's seismic and asbestos removal costs.

The Administration classified the following as:

Cost Overruns

None

The Administration classified the following as:

Follow-up on Previously Approved Items

None


SEP 27 2007

RICHARD GRAHAM
PUBLIC SERVICES DIRECTOR


SALT LAKE CITY CORPORATION
DEPARTMENT OF PUBLIC SERVICES

ROSS C. "ROCKY" ANDERSON
MAYOR

COUNCIL TRANSMITTAL

TO:  Lyn Creswell
Chief Administrative Officer

DATE: September 27, 2007

FROM: Rick Graham, Director 
Public Services Department

SUBJECT: Budget Amendment #1 – Answers to Follow-up Questions

STAFF CONTACT: Rick Graham 535-7774
Gaylord Smith 535-6344

DOCUMENT: Follow-up Information

RECOMMENDATION: No recommendation is being made relative to the budget amendment follow-up questions. If the City Council desires to have a full briefing on the \$25 million Leonardo project the department will be happy to provide the briefing at the Council's request.

BUDGET IMPACT: None

BACKGROUND/DISCUSSION: During the Council's briefing on Budget Amendment #1 (September 18, 2007) the Council asked the Public Services Department to provide follow-up information on several questions relating to the Leonardo bond project.

1. What level of Engineering Division review was done on the Leonardo project cost estimate prior to placing the project on the ballot?

Answer: Engineering reports that it was never asked to review the project's cost estimate.

2. Did the original bond ballot information indicate that seismic work would be done to the Library building as part of the building upgrade?

Answer: The public information brochure did not include specific information on seismic work that would be done to the building. However, information that was sent to the Council in the form of a Council Transmittal,

dated August 1, 2003, and titled, G.O. Bond projects fact sheets, indicates that seismic work would be done to the building. (See Attachment)

3. Please provide update information on the timing of the FEMA reimbursement decision.

Answer: The City received notice on September 25, 2007, that due to the illness of the FEMA inspector assigned to review the project the final report will be delayed until mid-October. (See Attachment)

4. Would the Administration be willing to provide the Council with a briefing on the "big picture" scope of the \$25 million building renovation plan?

Answer: Engineering and Leonardo staff are prepared to provide the briefing at the time most convenient to the Council. Attached, is a detailed breakdown of the project budget including a narrative that describes broad elements of the renovation project.

PUBLIC PROCESS: No process required.

Attachments

PROPOSITION #1
 Hog Zoo

PURPOSE

- To acquire, renovate, and improve zoo facilities, provide larger, more humane habitat for animals
- To strengthen the zoo's economic viability and competitiveness in Salt Lake City

DETAILS

- Center projects include renovating the 35-year-old building and expanding the year-old Animal Giants exhibit from elephants and rhinos.
- The largest exhibit in the zoo is also privately owned Salt Lake City.

VALUE OF BONDS

- \$10.2 MILLION
- Cost to private home owner (\$175,000)
- Cost to small business (\$175,000)
- Cost to larger business (\$1 million)

ONGOING COSTS TO CITY RESIDENTS

None

LOCATION

Mouth of High Uintas Canyon, 2600 South

MORE INFORMATION

www.hogzoo.org
 Stacey P.

PROPOSITION #2
 The Leonardo @ Library Square

PURPOSE

- To renovate, improve, and preserve the old, city-owned Main Library building to house a science, culture, art, and education center, currently known as "The Leonardo at Library Square."
- To make way for Utah's first interactive science and technology center, arts education programming for youth, a documentary arts center that honors Utah's heritage and diverse cultures, a charter school, and dedicated space for the Center for Community and Culture.

DETAILS

- Project is sponsored by the Leonardo Foundation, a non-profit, 501(c)(3) partnership among The Center for Documentary Arts, Utah Science Center, and Salt Lake City's Global Artways program.
- The Leonardo Facility will consist of approximately 30,000 square feet of exhibit space, a gift shop, a café, a children's story zone, a mother's place, performance theaters, multimedia studios, science labs, a darkroom, a reception area, and conference rooms.
- The Leonardo is committed to raise matching funds of \$10 million for the project.

VALUE OF BONDS

- \$10.2 MILLION
- Cost to average home owner (\$175,000 home)
- \$5.25/year
- Cost to small business (\$175,000 business)
- \$9.50/year
- Cost to larger business (\$1 million business)
- \$54/year

ONGOING COSTS TO CITY RESIDENTS

None

LOCATION

Old Main Library building, corner of 200 East and 500 South

MORE INFORMATION

www.theleonardo.org
 Mary Tull, 864-9622





COUNCIL TRANSMITTAL

TO: Rocky J. Fluhart *RF*
Chief Administrative Officer

DATE: August 1, 2003

FROM: D.J. Baxter
Mayor's Senior Advisor
Steve Fawcett
Deputy Director, Management Services Department

SUBJECT: G.O. Bond projects fact sheets

STAFF CONTACT: D.J. Baxter, Mayor's Senior Advisor, 535-7735
Kay Christensen, Administrative Analyst, 535-7677
Laurie Dillon, Senior Administrative Analyst, 535-7766
Susi Kontgis, Senior Administrative Analyst, 535-6414

DOCUMENT TYPE: Information fact sheets for each project identified to possibly be included in a General Obligation Bond issue. These fact sheets are to be transmitted to the City Council for their information and consideration in setting a bond election date on November 4, 2003.

RECOMMENDATION: That the City Council receives the fact sheets, holds a discussion, and sets the date of November 4, 2003 for a single, combined General Obligation Bond issue. The potential projects to be funded with such an issue are: The Leonardo at Library Square, two branch libraries, one in the Southwest/Glendale area and one in the West Capitol Hill area, Open Space land purchases in various City locations, a Sports field complex in the Northwest area, Pioneer Park, Hansen Planetarium, and Hogle Zoo.

BUDGET IMPACT: If the voters approve a bond election property tax rates will be set to repay the loan value. Each budget year a separate GO Bond tax rate is set to pay the annual debt service payment as set forth in the bond documents repayment schedule. The City Council would include in the budget each year the amount necessary to service this debt issue.

BACKGROUND/DISCUSSION: Individuals involved in preliminary planning and engineering of the projects identified have supplied information to the Administrative Analysts of Management Services, who have prepared informational fact sheets to brief the City Council. The specific information requested to be presented includes a brief project description; a purpose and scope, including the benefit that the community can

BOND PROJECT FACT SHEET

PROPOSED PROJECT: The Leonardo

Project Description

Salt Lake City wants to renovate the old main library building to house a science, cultural and educational facility called The Leonardo at Library Square. The project will feature Utah's first interactive science and technology center, an arts education program for youth, and a documentary arts center that honors Utah's heritage and diverse cultures.

Purpose and Scope

The Library Square Foundation for Art, Culture and Science (The Leonardo Foundation) was established January 10, 2002. It is a not for profit 501(c)(3) organization whose board includes representatives of three partner organizations: The Center for Documentary Arts, the Utah Science Center, and the City's Global Artways program. These three partners believed that their goals could best be achieved by creation of the "umbrella" foundation to manage the building, coordinate programs and activities, and build on their individual strengths to create "a whole greater than its parts." The Leonard Foundation will hold a long-term lease on the building and the Leonardo Board will be the governing body. The exact terms of the lease are not finalized, but it is anticipated that the fee will be a token amount, such as \$1 a month. Global Artways will not be a signatory to the lease because the City cannot lease to itself.

The Leonardo facility will offer nearly 30,000 square feet of exhibit space, a gift shop, a workshop, a café, a children's story zone, a mother's place, performance theatres, media studios, science labs, visual art studios, a darkroom, and reception and conference areas.

Global Artways will share space with the Salt Lake Arts Academy, a charter school for 5th-8th grade students in the SLC School District. The Academy will rent space from Global Artways. Global Artways will offer art education to people of all ages, a high-tech media studio which will allow the study of video editing, animation, web page design, and multimedia presentations. A Youth Arts Corps will provide peer mentoring, and project design and implementation. Global Artways will utilize the black box theatre and other performance facilities.

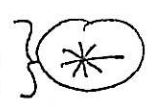
The Center for Documentary Arts (CDA) will combine a museum, a center for the study of documentary work, and research facilities in one location. One permanent and two rotating galleries will form the center's museum component. A library, an in-house screening area, classrooms, a darkroom, a digital imaging center, and a curatorial workroom will form the bulk of CDA's fabrication and educational spaces. These spaces will jointly serve CDA's daily needs and its year-round course offerings to the public on all facets of documentary work. CDA also plans activities that will utilize the black box theater, the dance studio, and the storytelling space.

The Utah Science Center will focus on energy (from fusion reactions of the sun, to photosynthesis and fossil fuels to alternative energy technologies and bioenergetics), physiology, chemistry and pathology, as well as the environment, focusing on biodiversity, resources and climate. The Center will sponsor technology and science exhibits, events, issue forums, and classroom study.

Architectural work and testing are now underway. Conceptual plans and preliminary estimates have been completed and engineering drawings will be available in the fall of 2003. Contractor work could begin in early 2004 with an opening of the Leonardo scheduled for early 2005.

Capital Cost Estimates

A \$25 million Capital Campaign is now under way with the following components: Approximately \$10 million from the City bond proposal would be used for the Leonardo project. It is estimated that \$4.5 million would be used for remodeling and interior improvements, \$4.5 million for seismic, electrical, plumbing, heating and air conditioning, and \$0.5 million for creating joint use spaces such as shops, ticketing and security. This will include all improvements necessary for each partner and will prepare the building for occupancy.



Private donations of \$10 million in matching funds will be obtained by the prospective tenants before issuance of the City bonds. These funds may be comprised of Federal, State and County funds, as well as private, corporate and foundation contributions.

Operating Cost Estimates

Graham, Rick

From: Collins, Sherrie
Sent: Tuesday, September 25, 2007 3:51 PM
To: Graham, Rick; Halladay, Karen
Subject: FW: Determination of Eligibility

Categories: Program/Policy

Marilynn received the email below - looks like it's going to be about 3 more weeks for the FEMA report to be completed.

-----Original Message-----

From: Lewis, Marilyn
Sent: Tuesday, September 25, 2007 3:47 PM
To: Collins, Sherrie
Subject: FW: Determination of Eligibility

Here is your answer. Unfortunately, it is going to be about 3 more weeks.

Marilynn Lewis
Planning Division
451 S. State Street, Rm 406
PO Box 145480
Salt Lake City, Utah 84114-5480

-----Original Message-----

From: Rakocy, Donna [mailto:donna.rakocy@dhs.gov]
Sent: Tuesday, September 25, 2007 3:41 PM
To: Barbara Murphy; Lewis, Marilyn; Smith, Gaylord
Cc: Hillenburg, Mike; Heyder, Diana; Nancy Barr; Cox, Bob
Subject: RE: Determination of Eligibility

To all:

I was informed by Peggy Nickell's supervisor today that Peggy has been ill for some time and out of the office, and therefore unable to complete the Leonardo building report. URS has re-assigned staff to support this effort under the leadership of the lead historian of the work group. It is estimated URS will need until mid-October to submit their report to FEMA. Sorry for the delay.

Donna

The Leonardo: Project Scope Description - \$25 Million Budget

ASBESTOS - Remove all asbestos bearing materials contained in the building to pave the way for subsequent construction activity free of time consuming and costly encumbrances and danger of working with asbestos and its inherent liabilities.

SEISMIC - Seismic work is planned as an independent phase accomplished by installing four concrete shear walls, basement to roof, on the inside of each of the building's four exterior walls. These are designed to prevent building collapse as a result of anticipated seismic activity. The suspended exterior precast concrete wall panel connections to the building's frame will be increased to prevent them from falling off the building during an earth quake.

DEMOLITION - Demolition of outmoded equipment and surfaces. This includes removal of antiquated and worn out mechanical, plumbing, electrical systems to make way for new equipment. This process also removes the escalator system in its entirety for functional, cost and liability reasons.

MAJOR EQUIPMENT - Planned equipment replacement or renovation was prioritized based on probable remaining life and the need for fully operational and reliable building operation. Major mechanical, electrical, plumbing and elevator equipment is included and systems are brought to current code as well as the required LEED Silver standard.

BUILDING EXTERIOR - Building preservation includes complete re-roofing, protection and weather proofing of exposed concrete wall panels, and south side base, relief art panel tops, installation of air lock vestibules to the building's exterior doors, general caulking and sealing of the building's exterior envelope. Code required entry glass will be replaced with safety glass; all other glass will remain though does not meet current code.

BUILDING INTERIOR - Refurbishing of interior walls, ceilings and floors is included. Stone and wood surfaces will be retained in nearly all locations with some minor restoring of surfaces. Much of the existing leaf lighting systems will be cleaned and reinstalled over new fluorescent light fixtures. A new centrally located stair case will be added between first, second and third floors to replace the existing escalators.

The above renovation provides the basic architectural and systems upgrade to bring the building to acceptable level to accommodate Leonardo's programs.

LEONARDO SPECIFIC RENOVATION - Specific architectural work to accommodate the Leonardo in the building include installation of chain link fence storage

areas in the basement, new walls on first and second floors to contain exhibits, increased power requirements, air conditioning, and water and drainage at particular locations. Basic acoustical treatments of surfaces will be installed to reduce sound transmission, reverberation and echoes. Electrical service is delivered to each exhibit point of use. Leonardo's contractors will make connection to exhibits, thus segregating City renovation and Leonardo exhibit work. In addition to general building lighting this project includes area-specific new lighting which is not the same as exhibit lighting which is provided exhibit contractors.

ADD-ALTERNATE ITEMS - The following items are included in the above \$25 million budget. Leonardo has developed five (5) scopes of work that are integral to the project, but will either be added to the project if bid prices fall within the available budget or will be taken out if the bid exceeds available construction funding. The costs of each item (identified below) are stand-alone numbers which mean they are complete with design, permits and all soft costs. The A/E design is based on a 9% fee which may be exceeded if done independently or subsequent to the project's design. Note that the \$200,000 budget for the Rocky Mountain Power Blue Sky Solar grant is an allowance for installation of a solar array of unknown scope.

1. Third floor catering - Catering provides a place for meeting and dining services catering to Salt Lake's convention industry. The build-out will include all amenities associated with food handling, preparation, delivery, retrieval and disposal of waste. Catering provides an income stream. **\$1,534,778**
2. Third floor class rooms - Develop teaching and meeting spaces for program and income producing use. **\$2,500,314**
3. Auditorium renovation - Existing auditorium will be renovated for Leonardo program and public use and will provide an income stream. **\$737,354**
4. Café seating and fit out - First Floor café for income stream. **\$347,986**
5. Blue Sky solar panel array on roof - Rocky Mountain Power has given the city **\$125,000** with need for matching funds of unknown amount to bring the budget up to a viable scope. This RMP grant is time dependent for fund matching funds by July 2008; thus, timely consideration is necessary to avoid forfeiting the grant. **\$200,000 allowance.**

Two options have been developed to respond to current conditions of wanting to take advantage of a \$1.025 million FEMA grant for seismically upgrading the building's structural frame and being in the position of not being able to immediately move forward with funding for the proposed \$25 million Leonardo project. The response was to develop an independent scope of work and budget for the seismic upgrade along with associated asbestos abatement and to include a small amount of money for restoration of collateral damage to the building by the seismic and asbestos work, a FEMA requisite to satisfy SHPO (State Historic Preservation Office).

SEISMIC/ASBESTOS/SHPO BUDGET - The potential \$1.025 MM FEMA grant results in the need for the City to fund the entire scope of work as it is presumed that Leonardo bond money will not be available in time to fund the project. FEMA money is

time-restricted. The City will need to fund the estimated \$2.5 million investment until such time as FEMA reimburses the City with \$1.025 million grant. The difference between the grant funding and the total cost is the final cost to the City.

\$25 MILLION BUDGET - This budget assumes full funding for the scope of work described above and fully includes the described seismic/asbestos/SHPO work at no additional cost.

PROJECT NAME.....THE LEONARDO
 LOCATION.....SALT LAKE CITY, UT
 ARCHITECT.....EWING COLE
 STAGE OF DESIGN.....PROGRAMMING

BOD PROGRAM
 4-9-07 CHANGE5/

CSI#	DESCRIPTION	
	TOTAL PROJECT COSTS	\$ 12,110,992
	INTERIOR REMODEL	\$ 360,461
	ENTRY ADDITION	\$ 301,900
	LEED	\$ 150,000
	SHPO ALLOWANCE	\$ 12,923,352
	TOTAL CONSTRUCTION COST	\$ 1,033,868
	INFLATION TO FALL 07' 8%	\$ 1,227,718
	INFLATION FALL 07' TO MAY 08' 9.5%	15,184,939
	TOTAL CONSTRUCTION COST	\$ 350,000
	PROJECT PROGRAMMING EXPENSES 7/2005 THRU 7/2007	\$ 2,165
	Demolition Permit	\$ 44,759
	Plan Check Fees	\$ 68,861
	Building Permit	\$ 689
	1% State Permit Fee	\$ 100,000
	Impact Fees	\$ 30,000
	Geotechnical/ Soils Study	\$ 10,000
	Environmental Studies/Remediation	\$ 227,774
	City Engineering Mngmt Fee 1.5%	\$ 340,000
	Project Delivery System	\$ 1,366,645
	Architectural design fees	\$ 75,000
	Architectural Reimbursables	\$ 100,000
	Enhanced Commissioning	\$ 7,000
	Accelerate Hazmat & Demo	\$ 1,518,494
	Owner's Construction Contingency 15%	\$ 113,887
	Special Inspections & Testing .75%	\$ 151,849
	Art- NIC 1%	\$ 19,692,062
	TOTAL PROJECT COST- 3-05-07	\$ 1,534,778
	ALTERNATE #1 CATERING OPTION AT THIRD FLOOR (Changes Building Occupancy	\$ 2,500,314
	ALTERNATE #2 THIRDFLOOR CLASSROOMS	\$ 737,354
	ALTERNATE #3 AUDITORIUM RENOVATION	\$ 347,986
	ALTERNATE #4 CAFÉ SEATING AREA FIT OUT	\$ 200,000
	ALTERNATE #5 BLUE SKY SOLAR PANELS W/ PARTIAL RMP GRANT	\$ 24,812,493
	TOTAL PROJECT COST	

** ASBESTOS ABATEMENT NUMBER IS SUPPLIED BY CITY & SUPPLIED HERE FOR INFORMATION ONLY*
 ESCALATION IS ESTIMATED UNTIL MAY OF 08' ESCALATION BEYOND MAY OF 08' NEEDS TO BE CALCULATED AT A RATE OF 1.5% PER MONTH

LEONARDO SEISMIC AND ASBESTOS STAND-ALONE PROJECT

23 August 2007 Revised

G.V.Smith

This work represents costs associated with a asbestos removal and seismic retrofit of the old library. The FEMA Grant rests primarily on three issues:

1) asbestos abatement as it relates to the seismic work.

It understands that all asbestos will be removed in advance of seismic work, though little of the total asbestos work is necessary to obtain the FEMA Grant funding.

2) seismic upgrade as proposed to FEMA

3) restoration of collateral damage to historic elements, negotiations for this work are in progress with SHPO and FEMA.

All estimates below reflect a fall 2007 construction start.

Construction cost estimate	
Seismic cost - City estimate	1,329,126.00
Asbestos total removal	345,384.00
Construction total	<u>1,674,510.00</u>

Soft Costs	
Contingency, permits, geotech & environmental, mgt. fee, etc	278,214.00
SHPO/FEMA mitigation estimate	150,000.00
A/E design fees - see detail below	416,000.00
Soft costs total	<u>844,214.00</u>

Project cost total	<u>2,518,724.00</u>
--------------------	---------------------

FEMA Grant funds 08 May 07 reimbursement (post construction) (1,025,328.00)
 FEMA grant money will not substantially flow to City until the work is completed.

Non FEMA reimbursable cost to City 1,493,396.00

Project 1 - Hazmat and Base Drawings	86000
Survey and building base drawings	incl
Architectural Documentation	incl
Construction oversight	incl
Expenses	5000
Project 2 - Seismic Design	
Architectural Documentation	121000
Construction oversight	9000
Subconsultants	150,000
Reaveley	incl
Colvin	incl
EC electrical	incl
CCC estimating	incl
Expenses	10,000
Destructive Testing	15000
Environmental Engineering Oversight	20000
<u>TOTAL A/E + Oversight Fee</u>	<u>416000</u>

Leonardo/Former Library
 Schedule of Estimated Project Costs and Proposed Funding
 Prepared by: Karen L. Halladay
 Prepared on: September 27, 2007


Estimated Project Costs - Leonardo/Former Library Building	Project - Phase 1 (Requested in BA#1)	Project - Phase 2	Total Project
Construction Cost Estimate:			
Seismic-related Costs	\$ 1,329,126	\$ -	\$ 1,329,126
Asbestos Removal Costs	\$ 345,384	\$ -	\$ 345,384
Interior Remodel		\$ 10,436,481	\$ 10,436,481
Entry Addition		\$ 360,461	\$ 360,461
LEED Standard		\$ 301,900	\$ 301,900
Subtotal - Estimated Construction Costs	\$ 1,674,510	\$ 11,098,842	\$ 12,773,352
Other Project Component Costs:			
Permits, Contingency, Geo-tech, Environmental, Mgmt Fee, Impact Fees, Etc	\$ 278,214	\$ 326,921	\$ 605,135
SHPO/FEMA Mitigation Estimate	\$ 150,000	\$ -	\$ 150,000
Architectural and Engineering and Design Fees	\$ 416,000	\$ 1,025,645	\$ 1,441,645
Project Programming Expenses - 7/2005 to 7/2007		\$ 350,000	\$ 350,000
Project Delivery System		\$ 340,000	\$ 340,000
Enhanced Commissioning		\$ 100,000	\$ 100,000
Bond Issuance Costs (Interest income will be earned on the bond proceeds. However, interest income has not been estimated or included in this analysis.) 1% for Art		\$ 100,000	\$ 100,000
Contingencies:		\$ 151,849	\$ 151,849
Inflation @ 8% to Fall 2007		\$ 1,033,868	\$ 1,033,868
Inflation @ 8.5% - Fall 2007 to May 2008		\$ 1,227,718	\$ 1,227,718
Owner's Construction Contingency - 15%		\$ 1,518,494	\$ 1,518,494
Subtotal - Other Project Component Costs	\$ 844,214	\$ 6,174,495	\$ 7,018,709
Additional Component Project Costs:			
Component #1 - Catering Option at 3rd Floor (Changes Building Occupancy)		\$ 1,534,778	\$ 1,534,778
Component #2 - Third Floor Classrooms		\$ 2,500,314	\$ 2,500,314
Component #3 - Auditorium Renovation		\$ 737,354	\$ 737,354
Component #4 - Café Seating Area		\$ 347,986	\$ 347,986
Component #5 - Blue Sky Solar Panels w/Partial RMP Grant		\$ 200,000	\$ 200,000
Subtotal - Additional Component Project Costs	\$ -	\$ 5,320,432	\$ 5,320,432
Total Estimated Project Costs	\$ 2,518,724	\$ 22,593,769	\$ 25,112,493
Proposed Project Funding - Leonardo/Former Library Building			
Secured :			
Voter Approved Bond Issue - November 2003 (Bond issuance costs are included in Other Project Component Costs.)		\$ 10,200,000	\$ 10,200,000
RMP - Blue Sky Grant		\$ 125,000	\$ 125,000
Subtotal - Secured Project Funding	\$ -	\$ 10,325,000	\$ 10,325,000
Funds Requested to be Secured:			
FEMA Grant - To be reimbursed to the City upon project completion	\$ 1,025,328		\$ 1,025,328
General Fund - Fund Balance Requested by Administration	\$ 1,493,396		\$ 1,493,396
RDA Grant		\$ 750,000	\$ 750,000
Subtotal - Funds Requested to be Secured	\$ 2,518,724	\$ 750,000	\$ 3,268,724
Total Proposed Project Funding (Total amount to be allocated from fund balance, to be reimbursed by FEMA amount, if awarded.)	\$ 2,518,724	\$ 11,075,000	\$ 13,593,724
Leonardo/Former Library Project Balance to be Funded	\$ -	\$ 11,518,769	\$ 11,518,769

Note: Prepared with Data from BA#1, Project Estimate Construction Costs Schedule dated 8/16/07, and August 14th City Council Memorandum

MEMORANDUM

September 28, 2007

To: City Council Members
Cindy Gust-Jenson

From: Ed Rutan 
Louis Zunguze

Cc: Lyn Creswell
Steve Fawcett

Re: Budget Amendment No. 1
Item A-4: Attorney's Office Land Use Attorney Position--1FTE (\$89,229-General Fund) *
Source: fund balance

At the September 18, 2007 Work Session Discussion, the Council asked us to consider this position as a ½ FTE or a ¾ FTE position.

There are three components to the need for additional legal support for Planning: (1) More day-to-day legal support [which would also free up time for strategic and longer term legal thinking, that we don't have time for today] (2) Attendance at commission/board meetings and (3) More civil "nuisance" type enforcement against boarded buildings. The first two are the most critical.

All three of these needs cannot be fully and timely met with less than a full FTE. A ½ or ¾ FTE could fully address the "attendance at meetings" need, and would help provide additional day to day legal support, but not to the level we feel is needed. A ½ or ¾ FTE would not provide any additional enforcement support.

I. The Work

A. Legal Support at Meetings

One component of the work contemplated for this position is direct legal support at their public meetings for the various commissions and boards involved in land use. We estimate the time required for this work at roughly 1/5 FTE, calculated as follows:

* The annual cost of the position with benefits is \$118,972; \$89,229 is the cost for the ¾ of the year remaining.

Board/Commission	Typical Length of Meeting	Meetings per Month	Meeting Hours per Month	Typical Preparation Time [†]	Total Hours per Month
Planning Commission	4 Hours	2	8	1	10
Land Use Appeals Board	2 Hours	ad hoc 3-5 per year	1/2	1	1
Board of Adjustment	4 Hours	1	4	1	5
Landmarks	4 Hours	1-2 per month	4-8	1	5-10

By itself, the pure attending meetings advisory function does have some value but it is limited if the attorney providing on the spot advice is not involved in the general day to day work of the Planning Division.

B. Day to Day Legal Advice

The other major component of the work is day-to-day legal support for the Planning staff. This involves activities such as general advice, drafting ordinances, and reviewing subdivision plats. A ½ or ¾ FTE position would leave less time available, but would still be a valuable contribution.

Historically, an attorney has not attended administrative hearings conducted by the Planning staff (e.g. compatible in-fill). Community Development believes that attorney participation in these hearings is necessary in many instances. This would be a significant expansion of attorney work.

C. Boarded Buildings

While the legal remedies available for addressing boarded buildings are limited, the question has been raised whether the city should be more active in enforcing under a “nuisance” theory. Budgeting this as a ½ FTE would allow little or no time for additional Boarded Buildings work.

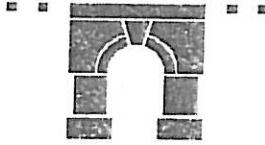
II. The Employment Market

We learned when we advertised for a part time (¾ time) attorney for RDA legal support that there are capable attorneys interested in working part time, although the numbers are not as great. Requiring strong existing land use expertise, as we would intend to do, would further limit the pool of qualified applicants. We probably could increase the

[†] This is an arbitrary assumption. It is hard to specify a “typical time for preparation.

available pool of applicants by allowing the outside practice of law, which is contrary to our policy for fulltime attorneys. The employment market is also tighter now than it was when we were looking for an attorney for the RDA, which also would make our search more difficult.

A contract approach might yield a better response and would provide us greater flexibility in changing approach as may be appropriate. For example, it is fairly common for smaller municipalities to staff their "city attorney" function on a part time contract basis.



CITYGATE ASSOCIATES, LLC

21547 Mid Lake Blvd, Suite 100 • Tolson, CA 95620 • TEL 916-355-1385 • FAX 916-355-1386

September 27, 2007

Salt Lake City Councilmembers
451 South State Street
Salt Lake City, Utah 84111

Re: Proposed Community Development-related Positions

Dear Council Members:

The Council Office has asked Citygate Associates, LLC to comment on the proposed positions before the City Council for approval; specifically the full-time Land Use Attorney position and the two planning inspectors. Citygate is approximately half the way through Phase 1 of the Salt Lake City Planning Process review, and feel we have gone far enough in the study to give an opinion on the Land Use Law Attorney, but not on the planning inspectors.

Land Use Attorney

Citygate feels very strongly that there needs to be a stronger legal presence in the meetings of all Community Development-related decision making bodies, i.e., Planning Commission, Historic Landmarks Commission, Board of Adjustment, and Board of Land Use Appeals.

At present, the attorney assigned to these bodies attends when he feels an issue warrants it. However, it is not always possible to anticipate what will come up at a meeting. As a consequence, if a board or commission strays past the line on procedural due process or in the flurry of the meeting, fails to thoughtfully establish findings of fact, the planner must fill this role. In this case, it is not clear to some who attend these meetings whether the planner is trying to protect the City or is trying to steer the decision one way or another. To avoid this confusion and to be fair to all, Citygate believes an attorney should be present throughout these meetings to ensure the decisionmaking bodies are not straying from guidelines of land use law and providing other services which may be required of them.

For example, the Boards and Commissions also have asked for assistance with findings of fact when they may choose to move away from the recommendations and findings included in the Planning Staff memos. To assist the decisionmakers in the meeting, the planners could help with suggesting alternatives and the attorney could help with the specific wording of the findings.

Citygate Associates concurs with the Community Development Department that an attorney committed to only development-related work is needed to have faster turnaround time on new ordinances or amendments to the zoning ordinance. Finally, the attorney could be involved up-front in the planners' deliberations on options available to them when developing parameters for the new ordinances.

A caveat regarding this position is that the land use attorney should focus on the legal aspects of the applications at the meeting. There are many instances in various cities in and outside of Utah where attorneys get so comfortable with being in the meetings that they cross the line into policy recommendations or into giving directions which management should be making rather than legal counsel.

Sincerely,

David C. DeRoos

President

FY 2008 Initiatives in Budget Amendment #1 – October

Initiative Name	Initiative Amount	FY 2008		FY 2008
		Gen. Fund Impact	FTE	Gen. Fund Fund Balance Impact
Section A	New Items			
1. Leonardo Seismic Retrofit	\$2,518,724.00	\$1,493,396.00		\$1,493,396.00
2. Human Resource – Recruitment Position	\$64,936.00	\$64,936.00	1	\$64,936.00
3. Transportation – Engineer IV Position	\$72,281.00	\$72,281.00	1	\$72,281.00
4. Attorney’s Office – Land Use Attorney Position	\$89,229.00	\$89,229.00	1	\$89,229.00
5. Impact Fee Waivers	\$22,100.00	\$22,100.00		\$22,100.00
6. CIP – The Bridges at City Front Condo Budget Increase	\$106,500.00			
7. CIP – 900 East – 900 to 2100 South Budget Increase	\$550,000.00			
8. CIP - Fisher Mansion Property Fence	\$50,000.00			
9. Local Legislative Lobbyist	\$43,500.00	\$43,500.00		\$43,500.00
10. Open Space Land Purchases	\$812,500.00			
11. Salt Lake County – Election Costs	\$155,000.00	\$155,000.00		\$155,000.00
12. Legislative Affairs Coordinator Position	\$55,900.00	\$55,900.00	1	\$55,900.00
13. Planning Inspector Positions	\$168,488.00	\$168,488.00	2	\$168,488.00
Section B	Grants For Existing Staff Resources			
1. St of Utah Victims of Crime – VOCA Grant	\$38,357.25			
2. National Drug Control - HIDTA Grant	\$122,800.00			
3. St of Utah Emergency Medical Service (EMS) Grant	\$5,396.00			
4. Utah St Univ. Crisis Intervention Training	\$25,000.00			
5. St of Utah – Youth City – Fairmont Park	\$30,000.00			

FY 2008 Initiatives in Budget Amendment #1 – October

Initiative Name	Initiative Amount	FY 2008		FY 2008
		Gen. Fund Impact	FTE	Gen. Fund Fund Balance Impact
6. St of Utah – Youth City – Liberty Park	\$30,000.00			
7. St of Utah – Youth City – Ottinger Park	\$23,540.00			
8. County Social Services Block Grant (SSBG) – Youth City – Central City	\$25,000.00			
9. Mayor’s Drug Free Grant	\$100,000.00			
Section C	Grants For New Staff Resources			
1. St of Utah Victim Advocate (VAWA) Grant	\$48,298.49			
Section D	Housekeeping			
1. General Fund Encumb. Carryover	\$3,587,310.00	\$3,587,310.00		\$3,587,310.00
2. Donation Fund Cash and Budget Carryover	\$2,110,884.74			
3. Fleet and Refuse Funds – Encumb. Carryover	\$1,012,510.00			
4. CDBG 71 Fund Recapture of Completed Projects	\$1,151.96			
5. CIP – Fund Recapture of Completed Projects	\$266,395.06			
6. Impact Fee Revenue	\$3,242,566.36			
7. Special Revenue Funds Carryover	\$19,367,681.67			
8. Property Management Budget Increase	\$50,000.00			
9. Youth City – Program Income	\$40,444.00			
10. Jordan River Parkway Trail	\$50,000.00			
11. Traffic Signal Replacements	\$163,000.00			
Section E	Grants Requiring No New Staff Resources			
1. Dept of Energy (DOE) Solar City Strategic Partnership	\$197,286.00			
2. St of Utah Dept of Public Safety Local Emergency Planning Committee	\$2,500.00			

FY 2008 Initiatives in Budget Amendment #1 – October

Initiative Name	Initiative Amount	FY 2008		FY 2008
		Gen. Fund Impact	FTE	Gen. Fund Fund Balance Impact
3. St of Utah Juvenile Justice Surveillance Project	\$19,500.00			
4. St of Utah Juvenile Justice – Asset Forfeiture	\$20,000.00			
Section F	Donations			
1. Mayor’s Drug Free Communities	\$2,500.00			
2. Rocky Mtn. Power – Leonardo Sustainable Energy Project	\$125,000.00			
Section I	Council Added Items			

Initiative Name:

Open Space land purchases

Initiative Number:

BA#1 FY2008 Initiative #A-10

Initiative Type:

New Item

Initiative Discussion:

In June 2006 the Council approved the appropriation of Bond Proceeds of \$5.4 Million for Open Space Land Purchases. They requested that all purchases be brought to their attention.

Temporary funding is requested for the purchase of two parcels of open space land.

Williamson property - to acquire 7.067 acres of land located in the Scenic Heights, Indian Rock, and Mohawk subdivisions of the City (East bench foothills). The purchase price is \$950,000 and closing costs are estimated to be approximately \$3,000. (Closing costs typically include such things as escrow fees, title insurance, recording fees, property taxes, etc.) The City will cover the complete cost at closing and receive payments from Salt Lake County (\$425,000) and the State of Utah (\$100,000 from the LeRay McAllister Critical Land Conservation Fund). The City will grant to the County a conservation easement. The net cost to the City's Open Space, after contributions, will be approximately \$428,000. The open space bonds will return this net amount to the City, once the bonds are sold. The closing on the land purchase is anticipated to be in September of 2007.

Corbridge / Primos property - to acquire 5.64 acres of land located in the Terrace Heights subdivision of the City (approximately 1805 S. Mohawk Way). The purchase price is \$475,000 and closing costs are estimated to be approximately \$3,000. The City will cover the complete cost at closing and receive payments from Salt Lake County (\$187,500), the State of Utah (\$95,000 from LMCLC Fund), and Highland High School (\$5,000). The City will grant to the County a conservation easement. The net cost to the City's Open Space, after contributions, will be approximately \$190,500. The open space bonds will return this net amount to the City, once the bonds are sold. Closing on the land purchase is to be no later than September 30, 2007.

Both projects resulted from community response to the City's open space land fund application process. Project funding was recommended by the Open Space Lands Advisory Board and previously approved by the City Council.

The bonds have not been issued at this point. The CIP cost center 83-06082 will show a negative cash balance until the sale of the bonds is complete

Open Space land purchases

Initiative Name

BA#1 FY2008 Initiative #A-10

Initiative Number

Public Services Department

Department

Greg Davis

Prepared By

2007-08

Fiscal Year

New Item

Type of Initiative

535-6397

Telephone Contact

General Fund (Fund Balance) Impact

Revenue Impact By Fund:

**1st Year
FY 2007-08**

**2nd Year
FY 2008-09**

General Fund

Total

\$0

\$0

Internal Service Fund

Total

\$0

\$0

Enterprise Fund

Total

\$0

\$0

Other Fund

CIP Fund

812,500

Total

0

\$0

Staffing Impact:

New Number of FTE's

0

0

Existing Number of FTE's

0

0

Total

0

0

Description

Accounting Detail		Grant # and CFDA # If Applicable:	
Revenue:			
Cost Center Number	Object Code Number	Amount	
83-06082	1398 SL County	\$	425,000.00
83-06082	1370 State Grant Revenue	\$	100,000.00
83-06082	1398 SL County	\$	187,500.00
83-06082	1370 State Grant Revenue	\$	95,000.00
83-06082	1897 Public Donations	\$	5,000.00
		\$	812,500.00
Expenditure:			
Cost Center Number	Object Code Number	Amount	
8306082	2700	\$	812,500.00
Additional Accounting Details:			
Grant Information:			
Grant funds employee positions?		no	
Is there a potential for grant to continue?			
If grant is funding a position is it expected the position will be eliminated at the end of the grant?		N/A	
Will grant program be complete in grant funding time frame?		yes	
Will grant impact the community once the grant funds are eliminated?		no	
Does grant duplicate services provided by private or Non-profit sector?		no	

Initiative Name:

Social Services Block Grant (SSBG) - Youth City at Central City

Initiative Number:

BA#1 FY2008 Initiative #B-8

Initiative Type:

Grants for Existing Staff Resources

Initiative Discussion:

Youth City received a \$25,000 Social Services Block Grant (SSBG) from Salt Lake County to be used for Youth City programming at Central City Youth City site. Of the \$20,000, \$18,227 will be used to pay an hourly wage and benefits of the PTE Program Assistant and teacher positions and \$1,773 will be used for program supplies.

A \$6,667 cash match is required and will be met with the Central City site Coordinators time, which is paid for from the Youth City general fund budget.

It is recommended that the City Council appropriate the necessary budget to facilitate the grant award. The City Council adopted the necessary Resolution authorizing the Mayor to sign and accept the this grant award and to sign any additional agreements or awards as a result of the initial grant during their July 10 2007 meeting.

**Social Services Block Grant (SSBG) -
Youth City at Central City**

Initiative Name

BA#1 FY2008 Initiative #B-8

Initiative Number

2007-08

Fiscal Year

Public Services

Department

Grants for Existing Staff

Resources

Janet Wolf/Sherrie Collins

Prepared By

Type of Initiative

535-7002/535-6150

Telephone Contact

Revenue Impact By Fund:

1st Year
FY 2007-08

2nd Year
FY 2008-09

General Fund

Total

\$0

\$0

Internal Service Fund

Total

\$0

\$0

Enterprise Fund

Total

\$0

\$0

Other Fund

72- County Grant

\$

25,000

Total

\$

25,000

\$0

Staffing Impact:

New Number of FTE's

0

0

Existing Number of FTE's

0

Total

0

0

Description

PTE - Teachers

\$

16,560

Benefits

\$

1,667

\$

18,227

Initiative Name:

General Fund Encumbrances

Initiative Number:

BA#1 FY2008 Initiative #D-1

Initiative Type:

Housekeeping

Initiative Discussion:

General Fund departments comparison to budget includes encumbrances that are outstanding at fiscal year end.

Historically, the Council has appropriated fund balance to provide a means to "hold harmless" the General Fund departments' prior year encumbrances.

Without Council action, the General Fund departments' Fiscal 2008 appropriation will be forced to fund encumbrances outstanding at fiscal year end.

The encumbering of funds at contract inception or purchase order issuance causes a timing difference between the "earmarking" of funds for an expenditure and the actual expenditure

It is recommended that the Council approve the budget for the outstanding encumbrances in the General Fund.

General Fund Encumbrances

Carryover

Initiative Name

BA#1 FY2008 Initiative #D-1

Initiative Number

Mgmt Serv - Finance

Department

Elwin Heilmann

Prepared By

2007-08

Fiscal Year

Housekeeping

Type of Initiative

535-6424

Telephone Contact

General Fund (Fund Balance) Imp: (\$3,587,310)

Revenue Impact By Fund:

1st Year
FY 2007-08

2nd Year
FY 2008-09

		0	
General Fund		0	
	Total	0	\$0
Internal Service Fund			
	Total	0	\$0
Enterprise Fund			
	Total	0	\$0
Other Fund			
	Total	\$ -	\$0

Staffing Impact:

New	Number of FTE's	0	0
Existing	Number of FTE's	0	0
Total		0	0
Description			

Accounting Detail		Grant # and CFDA # If Applicable:	
Revenue:			
Cost Center Number	Object Code Number	Amount	
Expenditure:			
Cost Center Number	Object Code Number	Amount	
Detail by Cost Center & object is available in Management Services. By department in alphabetical order, the request is:			
Attorney		\$	2,535
Community Development		\$	940,277
Council		\$	362,179
Fire		\$	65,096
Management Services		\$	217,534
Mayor		\$	60,632
Non Departmental		\$	38,312
Police		\$	103,308
Public Services		\$	1,797,437
		\$	3,587,310
Additional Description:			
Grant Information:			
Grant funds employee positions?		N/A	
Is there a potential for grant to continue?		N/A	
If grant is funding a position is it expected the position will be eliminated at the end of the grant?		N/A	
Will grant program be complete in grant funding time frame?		N/A	
Will grant impact the community once the grant funds are eliminated?		N/A	
Does grant duplicate services provided by private or Non-profit sector?		N/A	