
MEMORANDUM

Date: June 9, 2009
To: Salt Lake City Council Members
From: Council Budget staff
Subject: **Legislative Intent Statements and Interim Study Items**

Each year during the Council's budget deliberations, Legislative Intent Statements are identified and adopted. This year, in addition to Intent Statements, several topics have also been identified as possible 'interim study items', similar to the Legislature's practice. Below is a draft list of intent statements and study items for the Council to consider. Staff has assembled these lists based on the Council's budget discussions.

Also attached is a list of items from previous years that the Council may consider to be closed or resolved. If the Council has any hesitation about closing out these items, please let staff know so that we can continue to track them with the Administration.

Legislative Intent Statements:

- A. In addition to focusing on collection strategies as an interim study issue, it is the intent of the Council that in the short-term the Administration would make every reasonable effort to turn over collectibles to an outside agency for more immediate follow-up.
- B. It is the intent of the Council that when the Administration evaluates streets for rehabilitation projects, preference would be given to streets with bike lanes.
- C. Possible statement regarding the staffing document and mid-year reclassifications.
- D. Possible statement regarding the auto allowance issue.
- E. Possible statement regarding the RDA repayment of the \$1.8 million.

Interim Study Items (Collaboration with Administration, or City Council Subcommittee focus):

- 1. Facilities charge on Spring Mobile Ticket sales
- 2. City-wide collections strategy
- 3. Refuse/Recycling/Green Waste & Environmental Initiatives Strategy
- 4. Fleet Usage/Replacement
- 5. Special Events – "grant" program criteria and administration
- 6. Speed Trailers – placement in Council districts
- 7. Ground Transportation – additional enforcement, fees evaluation, ordinance updates, RFP

Discontinued Legislative Intent

* In an effort to streamline the process associated with responding to the Council's list of legislative intents, the Administration has not included responses on the starred items below as explained in the previous legislative intent report. If the Council wishes to continue to receive responses to starred items, please let us know and we will continue to do so.

2008-1: Fleet Replacement Schedule*

It is the intent of the City Council that the Administration update the fleet replacement analysis to determine optimal replacement schedules considering budget restraints and provide a written midyear report to the City Council which includes recommendations to lower overall costs to the City. This report could result in the Council contracting for an independent analysis.

2008-2: Fleet Decreases*

It is the intent of the City Council that the Administration continue to analyze options for decreasing the City's vehicle fleet including greater use of mass transit, car sharing (such as Flexcar) and bicycles.

2008-5: CIP Sustainability*

It is the intent of the City Council that the Administration evaluate each CIP project for possible sustainability enhancements, including components that would meet LEED or other guidelines, increase the environmental and water efficiencies.

2008-8: Police FTE's*

It is the intent of the City Council that the 10 FTE police officer positions that the Council added to the staffing document for early-hiring remain unfunded from year to year unless the Council later funds one or more of these positions.

Administration Response (Chief Burbank wished to respond to this item even though it is discontinued)

The Fiscal Year 2008-09 base budget included FTEs for the 10 positions, but no funding. The Department hired to full strength in July 2008 with a class of 20. The Department is currently down 23 positions. The Department planned to hire to full strength in January 2009 with a class of 13 recruits. However, the class was delayed due to budget constraints. It is the Department's intent to hire to full strength in July 2009.

2008-9: Fire Dispatch Positions*

It is the intent of the City Council that the 4 fire dispatcher positions that the Council added for early hire be temporary positions for FY 2007-08.

2008-10: Tracy Aviary Appropriation*

It is the intent of the City Council that the \$500,000 appropriation for the Tracy Aviary continue in future years, and the Council urges the Administration to include this appropriation in future recommended annual budgets.

2008-11: Library Parking*

It is the intent of the City Council that the Library would increase the free parking from 30-minutes to one hour beginning July 1, 2007.

00-1: Animal Service Contract*

It is the intent of the City Council that the Administration explore the cost effectiveness of the Salt Lake Police Department providing dispatch services for the City's animal service calls. This would include providing the cost of additional dispatch personnel, if

necessary, the costs associated with reprogramming radios, and allowing County animal service personnel access to the City's CAD system, etc. The Administration should explore the willingness of the County to allow City dispatching of County employees in this limited situation. As an alternative, the Administration could review with Salt Lake County the allocation of dispatch costs to assure that it is accurate.

00-2: Business License Fees*

It is the intent of the City Council that the Administration obtain feedback from the business community including Business Advisory Board and Vest Pocket Coalition regarding the recent cost study and suggested fees. It is also the intent of the City Council that the Administration obtain input from a Council subcommittee in refining a fee schedule.

00-4: Justice Court*

Once the independent weighted caseload study is completed, it is the intent of the City Council that the Administration provide follow-up information to the Council on the Administration's recommendations as a result of the study and any efforts the Administration is making to improve case-flow management and the overall management of court resources. It is also the intent of the City Council that the Administration provide an assessment of the long-term adequacy of the court facility and identify options for Council consideration.

00-5: FTZ Warehouse*

It is the intent of the City Council that the Administration consider selling the FTZ Warehouse in the International Center to help replenish the funds spent to purchase land for a new fleet facility rather than include the purchase price of the land in the bond (less any funds needed for replacement of the minimal storage function). The Administration could also consider selling the old employee clinic building on Redwood Road.

00-7: Computer Clubhouse at the Unity Center*

It is the intent of the City Council that the Unity Center incorporate enough classroom space to house the Computer Clubhouse.

00-8: Special Events*

It is the intent of the City Council that the Administration provide information to the Council that will allow the Council to fully evaluate the current Special Events Ordinance including the cost to the City for events, and the charges to the host organizations; the Council recognizes that part of this information has already been provided to the Council.

00-10. One Stop Shop*

In funding the One Stop Shop, it is the Council's intent that the Development Project Coordinator position will serve to coordinate with all departments to support the one stop shop purpose, and that departments will respond in a timely fashion in order to ensure the effective operation of the One Stop Shop's service to the public. It is also the intent of the Council that the Administration would provide a quarterly report to address the overall functioning of the One Stop Shop, including processing timeframes for different types of projects, a report providing status of projects by associated timelines, and progress on implementation of the GIS systems using the fiscal year 2006-07 appropriation.

00-13: Late Fees and Penalties*

It is the intent of the City Council that the Administration explore the consistency of late penalties, which are sometimes double the normal fee. The Administration could propose

ordinance amendments that phase in late fees depending on the number of days late rather than significant penalties for minor delinquent payments.

00-14: Advance Notice of Employee Retirement*

It is the intent of the City Council that the Administration explore the possibility of requiring that employees give advance notice of retirement or providing an incentive for employees to give advance notice of retirement.

00-17: Cross-train Inspectors in Community Development*

It is the intent of the City Council that the Administration continue to explore opportunities to cross train inspectors in the Department of Community Development for the purpose of enhancing customer service, increasing the efficient use of budget and human resources, expediting the review process to encourage economic development, and reducing the number of visits to each site.

00-18: Overtime within the Police Department*

It is the intent of the City Council that the Police Department make every effort to keep within its overtime budget and submit a written report to the Council on actual overtime incurred and steps taken to reduce reliance on overtime. Specifically, the Council requests that the Administration complete a detailed analysis on approaches to reduce overtime.