



COUNCIL STAFF REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Council Staff – Policy Analysts
Jennifer Bruno, Nick Tarbet, Jan Aramaki, Sean Murphy,
Russell Weeks, Allison Rowland, Amber McClellan, Ben Luedtke
Lehua Weaver

DATE: September 1, 2015

RE: COUNCIL PRIORITY PROJECTS

Reporting Schedule:

1st Report: March 24, 2015

Follow-up: April 7, 2015

Westside MP: April 28, 2015

CIP: May 5, 2015

2nd Report: Sept 1, 2015

3rd Report: October 13, 2015

4th & Final: December 8, 2015

Plus others as needed

ISSUE AT-A-GLANCE

The Council has identified six Priority Projects and ten Active Projects to assist in prioritizing Staff workload. This has been a helpful process to schedule items on upcoming Council agendas, as well as to provide a structure for new projects that come up.

Rather than spend Council time on discussing the scope and status of all 16 items, the Chair has directed staff to provide written updates on all item (attached), and to list questions for Council discussion on only the items that need direction for staff to move ahead.

Priorities:

1. [Economic Development](#)
2. [Urban Forestry](#)
3. [Recreation Bond](#)
4. [Impact Fees](#)
5. [Capital Improvement Program](#)
6. [Westside Master Plan & implementation model](#)

10 “Active Projects”

1. [Sexual Assault audit of Justice System](#)
2. [Prison](#)
3. [Police use of lethal force – training, \\$, update, status](#)
4. [Dog-Off Leash](#)
5. [Housing](#)
6. [Homelessness](#)
7. [Disposition of property](#)
8. [Campaign Finance](#)
9. [Accessory Dwelling Units \(ADUs\)](#)
10. [Parking – big inventory of changes](#)

CITY COUNCIL OF SALT LAKE CITY

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POLICY QUESTIONS & DISCUSSION OUTLINE

Following are questions from the attached scoping documents. These are the items that need more immediate Council direction for staff's next steps.

1. Economic Development (Priority project)

- a. Does the Council want to consider this legislative intent based on the Council's previous discussion?

The Council discussed different approaches to establishing a guiding policy for Economic Development in Salt Lake City. The Council settled on asking the Administration to prepare a formal Economic Development Master Plan, to be processed and eventually adopted by the Council as other Master Plans are, and that would become a guiding policy document for Economic Development in the City.

Motion to consider:

I move that the Council adopt a legislative intent asking the Administration to prepare an Economic Development Master Plan, to be considered for adoption by the Council in the next 12 months. The Council further expresses the intent that the Economic Development Master Plan should:

- Set forth in a formal way an overall policy vision for Economic Development in Salt Lake City;
- Build on the work done by EnterpriseSLC process rather than repeat or restart the public engagement process with the business community;
- Incorporate the Council's adopted Economic Health of the City Philosophy statement, and consider other philosophy statements, as is relevant;
- Incorporate sections on Economic Development, especially neighborhood nodes, from various adopted City Master Plans, Small Area Plans, ;
- Incorporate the points identified in the Administration's Economic Development Pledge;
- Include tangible measurements and indicators to gauge the City's relative success for achieving the goals and vision set forth in the Economic Development Master Plan, that can be tracked year by year and over a longer period of time. The City could leverage its contract with the University of Utah for demographic work to help with this.

Other items for Council consideration:

I further move that the Council consider adopting

- A policy statement encouraging the development of a Technology Campus in the West Downtown and/or Granary District;

2. Disposition of property (Active Project)

- a. Staff needs more direction from the Council on interest for this project, and what the opportunities are for exploring disposition of property. Some Council Members have been interested in properties held by the City with development potential, others have been interested in the Council's appropriate role in the sale and handling of property. There are other pieces that the Council may want staff to pursue.
- b. Does the Council want to review the City's ordinance and consider changes for handling of property sales and other conveyances?
- c. Does the Council want to review property ownership and leases on current City property and evaluate beneficial uses and lease terms?
- d. Does the Council want to hold a briefing with the Administration to gain a better understanding of the City office of Property Management, resources, and schedule a briefing on court cases associated with legislative / executive separation of powers, and the options for roles the Council can play in disposition of property?

3. Campaign Finance

- a. Does the Council support staff research time to address options regarding political candidates carrying over campaign balances to future campaign years ("war chests")?

ATTACHMENT A – Work Types & Definitions

This is provided as a reminder. It was discussed and Review and adjust definitions of staff work types – see Attachment A. listed in order of how staff time is allocated:

1. **Base Work** (*fairly well defined*)
 - constituent requests, routine liaison work
 - agenda preparation
 - staff analysis & preparation for transmittals received
 - items legally requiring Council action
 - outreach & communications
 - information requests
 - meeting attendance, prep, follow-up
 - GRAMA requests

2. **Briefing Follow-up** (*fairly well defined*)
 - significant follow-up directly related to Council briefing discussions
 - items that the Council directs staff to prepare in order for an item to be completed

3. **Priority Projects** (*fairly well defined*)
 - 6 agreed upon projects (Urban Forestry, recreation bond, Westside plan & model, CIP, economic development, impact fees)
 - larger in scope, amount of work
 - tighter timeline with milestones throughout the year
 - projects take precedence over many other projects

4. **Active Projects**
“Active” Projects (*fairly well defined*)
 - 10 projects of Council majority interest (housing, campaign finance, dogs off-leash, parking, prison, ADUs, audit of sexual assault cases in Justice system, homeless issues, disposition of property, use of lethal force)
 - larger than 20-hours of staff time needed, but not as large as a Priority
 - timeline for completion is looser
 - items are sacrificed when base work spikes, or urgent/unexpected project comes up
 - other projects would be on an inactive list
 - need Council direction to choose, scope

5. **Individual Council Projects**
Individual Council Member Small Projects (*needs some definition re: capacity, ranking in hierarchy*)
 - fewer than 20-hours, sporadically arise
 - mostly liaison time, analyst assistance
 - could be preliminary ground work on a larger project

6. **Inactive Projects** – kept on a backlog list
 - still monitored by staff and kept on a backlog list for potential future work.
 - in general, progress will not be made on inactive projects.
 - considered inactive until a) the Council directs active work, b) the project will fit within 20 hours of staff work, OR c) there is an opportunity to easily combine with a related transmittal or budget request arises.



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Jennifer Bruno
Deputy Director

DATE: August 31, 2015 at 10:19 AM

RE: **Economic Development Strategy –
Priority Project**

PROJECT TIMELINE:

1st Quarter Report:
2nd Quarter Report: August 18, 2015
3rd Quarter Report: October 6, 2015
4th Quarter Report: December 8, 2015

Council Priority / Active Project Name:

Goal: **The Council seeks to pursue all avenues to draw businesses to Salt Lake City, foster the businesses already here, create jobs and encourage people to live, work, and play in Salt Lake City.**

Objective: The Council identified a number of focus areas to achieve this goal:

- Review and/or augment a guiding policy statement on Economic Development
- Define and address policy goals for all levels of economic development - Large, Medium, and Small scale (starting point could be previously adopted Philosophy Statement)
- Understand existing support & resources, identify gaps
- Understand barriers for existing businesses, particularly in neighborhood business nodes, by engaging residents and businesses
- Augment Enterprise SLC Process with clear policy and visioning from the Council on the goals of Economic Development in SLC.
- Develop policies and programs that enable the City to help foster economic development at all levels.

Narrative: The Council discussed the importance of fostering Economic Development at all levels, to help draw businesses to SLC and create jobs, and combat the trend of the State's economic expansion outpacing the City's economic growth. Specifically, these three areas were highlighted:



- Large Scale Economic Development - Creating Careers
- Medium Scale Economic Development - Stabilizing Districts
- Small Scale Economic Development - Building and Stabilizing Neighborhoods (specialized support for small businesses, including business support, loans, resources, marketing/promotion)

The Council also highlighted the following interest areas:

- With regard to neighborhood nodes, focus on nodes that might be struggling and target resources and tools there.
- Structure impact fees to be an incentive for development rather than a deterrent.
- Consider establishing targeted Economic Development areas and/or opportunities for specific business development in some areas.

Work Plan:

Quarter 1 / Topic 1:

- **Complete** – Staff attend initial planning meetings for Enterprise SLC process. Provide up-front input and communicate Council areas of interest.

Quarter 2 / Topic 2:

- **Complete** – Council Members provide up-front input and receive a briefing on the Enterprise SLC process (Council Work Session briefing). Communicate Council areas of interest and provide feedback on intention of Enterprise SLC Process.
- **Complete** – Highlight opportunities for business assistance/economic development opportunities in the City’s Annual budget process
- **Complete** – Request update on all City Economic Development tools (currently scheduled for August 25th).

Quarter 3 / Topic 3:

- **Complete** – August 25th - Council Policy discussion on adopted Economic Development Policy.
 - The Council discussed different ways to address Economic Development Policy as a City, and ultimately concluded that it would be best to have the Administration leverage the information from the EnterpriseSLC process, along with existing and new tools, to put together an official Economic Development Master Plan for the City, to be processed and eventually adopted by the Council. The Council may wish to adopt some guiding statements for the Administration to consider as it begins this process (**see attached** updated Economic Development Policy Memo).
- **Complete**– August 25th – Briefing held from Natalie Gochnour on the initial phase of Enterprise SLC process and recommendations for the City that this first phase have revealed.
- **Complete**– August 25th – Briefing held from the Administration on current Economic Development tools - understand existing tools, support & resources available to businesses, and identify where gaps exist – along with a response to recommendations revealed in the EnterpriseSLC process. Anticipate Budget Amendment requests to implement some of these responses.

- **Complete** – Staff will has drafted an audit scope for Council review of the City’s Business License and Permitting Processes, based on the Council’s discussions as well as the EnterpriseSLC process ([see attached](#)).
- **Upcoming** – FY 2016 CIP Allocation Discussion – Council staff will highlight projects that may be included on the FY 2016 log that either enhance business nodes or provide some other facilitation of Economic Development in the City (key infrastructure projects, for example).

Quarter 4 / Topic 4:

- **Upcoming** – review proposed Budget Amendment changes relating to Economic Development. Those could include a staffing reorganization as well as funding for an outside entity to do SLC-specific business recruiting. Council can consider appropriating budget for these items and provide policy direction in conjunction with funding.
- **Upcoming**– Schedule Council discussion to consider and/or prioritize other recommendations identified in Phase 1 of the EnterpriseSLC process that make sense to implement sooner rather than later.
- **Upcoming** – Issue Building Services Audit to firms on contract with SLC Council Office.
- **Upcoming** – establish regular reporting procedures from Administration to Council, so that the Council and public can better understand the City’s economic development progress in three key areas – large scale, medium scale, and small/neighborhood scale (could adopt this by ordinance).
- **Upcoming** –Economic Development concerns when reviewing the upcoming/proposed revised Impact Fee structure.

Related Projects / Information:

- This priority project relates in some ways to the Council’s other 2015 priority project: Impact Fees.
- This priority project relates in some ways to the Council’s other 2015 priority project: Capital Improvement Program process.



COUNCIL STAFF REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Jennifer Bruno
Deputy Director

DATE: August 31, 2015 at 10:30 AM

RE: ECONOMIC DEVELOPMENT POLICY DISCUSSION

Item Schedule:

Briefing: August 25, 2015

Set Date: n/a

Public Hearing: n/a

Potential Action: n/a

(View Administration's transmittal on Enterprise SLC and Economic Development)

New Information

The Council discussed different approaches to establishing a guiding policy for Economic Development in Salt Lake City. The Council settled on asking the Administration to prepare a formal Economic Development Master Plan, to be processed and eventually adopted by the Council as other Master Plans are, and that would become a guiding policy document for Economic Development in the City.

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- Policy guidance for how the Administration should proceed contracting with an outside vendor to provide Business Recruitment assistance (*note: this could be discussed with the Council when the Administration forwards the next Budget Amendment requesting funding for this item. Staff will confirm the understanding that the Administration does not have funds or authorization available within the existing budget to do this work*).

ISSUE AT-A-GLANCE

The Council has adopted Economic Development as a **Council Priority for 2015**. In addition, previous Councils have highlighted Economic Development as a priority with various focus areas. The Chair has scheduled a policy discussion on this topic so that future discussions can be informed by the Council's general policy guidance.

The closest thing to a policy statement on economic development for the City, is a philosophy statement titled "Economic Health of the City," adopted by the Council in 2012 (**see attached**, with suggested edits for 2015). This is one of a series of philosophy statements adopted by the Council that year which were added to the library of City policy documents, and used in the early development of the Plan Salt Lake process. Because many of the concepts outlined by the Council in the **2015 Economic Development priority** are already addressed in the adopted philosophy statement, the Council could choose to use this statement as a starting point, and provide amendments to reflect the current Council's interest. Council Staff has made a few suggestions for edits, based on previous 2015 Council discussions on Economic Development.

The Council could then formally adopt this philosophy statement as a policy statement on Economic Development for the City, to be used as a guiding document during future discussions about and decisions related to Economic Development.

Goal of the briefing: *Discuss and potentially edit a policy statement on Economic Development for potential adoption at a future Council Meeting. As time allows discuss other items below.*

OTHER ITEMS FOR DISCUSSION

If time allows, the Council may also wish to discuss:

1. **Indicators**/Metrics that the City should track and report on in the Economic Development realm (see Background section beginning on Page 3)
2. **Building Services Audit Scope** – in the FY 2016 budget process, the Council allocated \$50k to provide for an audit of the building services function of the City (which primarily deals with building permits and to some extent planning). The Council could discuss a potential scope for this audit, which could be done in collaboration with the Administration. Scope items could include (*staff has compiled this list based on previous Council discussions. The Council should feel free to add/edit, and staff can provide this list to the Administration for feedback and input*):
 - a. Streamlining of permitting and approval process – while the City has made improvements, are we in line with best practices and/or other Cities in the region?
 - b. Timeline for permitting and approval
 - c. Consistency of feedback from City staff and how that relates to predictability for the private sector
 - d. Whether there are structural/ordinance barriers to a more streamlined, predictable or transparent process
 - e. Whether there are opportunities to incentivize the type of development the City wants to see with favorable permitting processes
 - f. What other Cities are doing in the building services realm to enhance or incentivize Economic Development
 - g. How do the permitting processes in other City Departments (Fire / Public Utilities, for example) affect the permitting process, and what can be done to streamline systems among departments.
 - h. What mechanisms exist for developers who want to express concern or question an interpretation by staff

- i. What checks on the process currently exist to assure equal treatment for all applicants; are there other 'best practices' that could be implemented
 - j. Are there any barriers for developers to use the City's on-line systems for plan submission, status checks and inspection scheduling?
 - k. Are City ordinances clear to developers, and what have other cities done to improve ordinance clarity?
 - l. Does SLC have sufficient information available to the public and developers to explain the permitting process / development process in easily understood terms?
 - m. Is there more SLC can do to provide electronic information to the public and developers?
3. **EnterpriseSLC Recommendations and Administration 3-point response** – The Council will be receiving a report on EnterpriseSLC and the Administration's response to the report. Both reports contain action steps that may require Council action or the Council may wish to weigh in on. Time permitting, the Council may wish to revisit this discussion and provide input for how these recommendations could/should be prioritized going forward.

POLICY QUESTIONS

1. Does the Council wish to adopt a formal policy statement on Economic Development for the City? If so, does the Council wish to use the 2012 Council **Philosophy Statement** on Economic Health as a starting point?
2. Does the Council wish to formally identify a set of indicators to ask the Administration to track into the future?
3. Does the Council wish to provide guidance on the potential scope for a Building Services audit (see item #2 above)?
4. Does the Council wish to review the Strategic Options listed in the EnterpriseSLC report, or the Administration's response, and discuss any of them further, or prioritize them in terms of interest in funding/pursuing? Potentially in a follow up briefing? The Council could host an Economic Development fact-finding night and invite key stakeholders to the conversation, to gauge their feedback and input with regard to the recommendations in the report and the Administration's response.

ADDITIONAL & BACKGROUND INFORMATION

- I. **Best practices for indicators or metrics** – the Council expressed an interest in establishing some key indicators or metrics to track the City's success in the area of Economic Development, based on the Council's goals. Staff has reviewed other Cities for standard practices in Economic Development metrics, and would like to pass along the following points for the Council to consider:
- A. Focus is increasingly on economic development results (outcomes) and accountability, rather than on activities (outputs). For example, reporting the actual number of jobs created in place of reporting the number of meetings with business owners.
 - B. It is advantageous to use indicators that are drawn from a broad array of sources.
 - C. There is always a tradeoff between the number of indicators that are tracked and the ability of the public, including elected officials, to interpret these indicators. Cities with strong and clear tracking of Economic Development activities tend to have a shorter list of indicators rather than a longer list.
 - D. Indicators are often times more meaningful if there is buy-in from the Administrative staff. The Council may wish to provide input but ultimately ask the Administration to come up with its own results-oriented internal performance indicators. (Some examples below.)
 - E. Indicators are most effective when a formal review of those indicators is institutionalized, such as in an annual report. The Council could ask that the Administration include Economic Development

indicators along with the annual budget each year. That way trends and changes can be explained by the department during budget deliberations, and adjustments can be made, if necessary.

- F. Regular opinion surveys of business and consumers also can be helpful. There are some questions in the City-wide survey that touch on Economic Development, but maybe the next City survey could include more focused questions.

II. Some options for indicators, organized by general Economic Development goals (Note: all refer to average annual figures, tracked over time. Some of these options were used in the EnterpriseSLC report.) The Council may wish to use this list as a starting point and provide staff direction for narrowing focus. Alternatively, the Council could ask the Administration for a recommendation on key indicators to track based on Council goals.

A. Expanding the Tax Base

- 1) Appraised value of downtown business district (raw number and percentage).
- 2) Appraised value of business tax base.
- 3) Current-year change in market value of business property, as a percentage of five-year business market value average.
- 4) Percentage of city assessed valuation that is classified commercial.
- 5) Sales tax per capita.
- 6) Estimated annual sales tax revenue generated by new retail businesses located with City assistance.
- 7) Number and value of building permits issued (commercial vs. residential)
- 8) Time to issue a building permit

B. Job creation

- 1) Total number of jobs.
- 2) Number of new jobs created through economic development efforts.
- 3) Mean hourly wage of jobs created through economic development programs.
- 4) Percentage above the Salt Lake City MSA average wage for all new jobs.
- 5) Ratio of Salt Lake City jobs to employed residents.

C. Community Asset-Building and Wealth Creation

- 1) Median household income.
- 2) Percentage of owner-occupied households.
- 3) Percent of residents with a post-high school degree.
- 4) Median educational achievement.
- 5) Unemployment rate.
- 6) Percentage of residents living below the poverty level.
- 7) Number of new full and part-time jobs that Economic Development was directly or indirectly involved in creating.
- 8) Number of businesses and entrepreneurs served by the Economic Development team.
- 9) Annual dollar amount of investment created through economic development efforts.
- 10) Dollars of private investment leveraged per dollar of public investment,
OR
 - Average ratio of outside funds to City funds for community development programs (for example, 5:1).
 - Average ratio of private capital leveraged for economic development initiatives for each dollar of city project funding received (for example, 3:1).

D. New businesses, business start-ups and recruitment

- 1) Number of business licenses issued.

- 2) New business registrations in current year as a percentage of all active taxpaying businesses.
- 3) Percentage of applications to special Economic Development programs processed:
 - o RDA - Economic Development Areas/Community Development Areas/Urban Renewal Areas
 - o SLC Business Revolving Loan Fund
 - o Foreign Trade Zone
- 4) Percentage of active business leads that choose to locate in Salt Lake City.
- 5) Percentage of site searches completed within two business days (gauge of customer service).

E. Building Occupancy and Vacancy Rates

- 1) Downtown office vacancy rate.
- 2) Vacancy rates for other city areas? For example, Sugar House business district, or neighborhood nodes.
- 3) Office space vacancy rate.
- 4) Retail space vacancy rate.
- 9) Existing and available office space (square feet).
- 10) Existing and available industrial and warehouse space (square feet).
- 11) Existing and available retail space (square feet).

F. Downtown vitality

- 1) Value of new construction downtown.
- 2) Percentage increase of residential units downtown.
- 3) Average hotel occupancy rate.

DRAFT - Building Services Audit Scope – in the FY 2016 budget process, the Council allocated \$50,000 to provide for an audit of the building services function of the City (which primarily deals with building permits and to some extent planning). The Council could discuss a potential scope for this audit, which could be done in collaboration with the Administration. Scope items could include (staff has compiled this list based on previous Council discussions. The Council should feel free to add/edit, and staff can provide this list to the Administration for feedback and input):

- a. Streamlining of permitting and approval process – while the City has made improvements, are we in line with best practices and/or other Cities in the region?
- b. Timeline for permitting and approval
- c. Consistency of feedback from City staff and how that relates to predictability for the private sector
- d. Whether there are structural/ordinance barriers to a more streamlined, predictable or transparent process
- e. Whether there are opportunities to incentivize the type of development the City wants to see with favorable permitting processes
- f. What other Cities are doing in the building services realm to enhance or incentivize Economic Development
- g. How do the permitting processes in other City Departments (Fire / Public Utilities, for example) affect the permitting process, and what can be done to streamline systems among departments.
- h. What mechanisms exist for developers who want to express concern or question an interpretation by staff
- i. What checks on the process currently exist to assure equal treatment for all applicants; are there other 'best practices' that could be implemented
- j. Are there any barriers for developers to use the City's on-line systems for plan submission, status checks and inspection scheduling?
- k. Are City ordinances clear to developers, and what have other cities done to improve ordinance clarity?
- l. Does SLC have sufficient information available to the public and developers to explain the permitting process / development process in easily understood terms?
- m. Is there more SLC can do to provide electronic information to the public and developers?

COUNCIL'S PHILOSOPHY STATEMENT

PRIORITY: ECONOMIC HEALTH OF THE CITY

VISION

In recognition of the importance of Economic Health to the City, the City Council aspires to advance the City's position as a preeminent commercial center in the Intermountain West and to promote and encourage the qualities of Salt Lake City living that support our City's vibrancy and Economic Health.

Salt Lake City's unique and valued characteristics are the basis for the City's current economic health, such as the strength of the residential population, the commercial enterprise and various industries; our flexibility to trends and markets; and stakeholders' willingness to invest in the City's future.

To protect the City's valuable economic health, now and in the future, it is necessary to remain alert in guarding commercial interests, enabling residential populations to thrive and grow, and encouraging the daytime population to engage in after-work events and activities.

VALUES

- i. We support the Economic Health of the City and encourage:
 - the role of the City as a leader for the State's economic development,
 - the pursuit of large, quality projects, and
 - opportunities to attract visitors, long-term residents, corporate development, and both local and non-local business
 - The promotion of policies that help businesses, particularly local businesses, thrive in the City.
 - The promotion of policies to help address poverty and homeless issues.
 - Educational opportunities that target populations in need, and help grow and broaden the City's workforce.
- ii. We support working collaboratively with other entities to identify the regional benefit of the City's Economic Health, and to solicit support for the City's goals of preserving our role in the State and region as an economic hub.
- iii. We support encouraging and enhancing our local neighborhood business nodes, which in turn strengthen and serve our neighborhoods.
- iv. We support fostering greater population growth through density opportunities, annexation opportunities and improving the sustainable quality of life of Salt Lake City.
- v. We support working with the State to encourage economic development projects that meet the City's overall goals and are located to maximize the City's existing infrastructure, transit options, and housing.
- vi. We believe that it is worthwhile to track our progress in this area, identifying successes and areas needing improvement. We will measure our progress with a variety of metrics as the years go by.



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Amber McClellan
Constituent Liaison

DATE: August 26, 2015 at 5:11 PM

RE: Urban Forestry– Priority Project

Council Priority / Active Project Name:

Goal: The Council seeks to identify a sustainable funding source for consistent tree replacement and ongoing tree planting. As a result, growing the City's urban forest with ideal tree choices.

Objective: Explore the possibility of expanding the City's operating budget and/or a fee to fund ongoing maintenance, replacement and expansion of City trees.
Consider ordinances with emphasis on consistent planting of larger trees with a canopy that contribute to City streets and neighborhood quality of life

Work Plan:

Quarter 1:

- **Processing of Fiscal Year 2015-16 budget related items – Complete.**
 - The Council approved a total of \$462,500 in funding for Urban Forestry program enhancements and tree replacement.
 - Approved funding for three new Urban Forestry positions contingent on:
 - the staff being assigned to all trees in the urban forest, including park strips as well as City property,
 - increase education on property owner role in health / care for park strip trees,
 - reporting on types of trees being planted (the Council encourages broad canopy trees); and
 - possibly exploring a 'dedicated' source of funding for future years.



- **Public Engagement Plan Part One– Complete.**
 - Educational information including the economic, environmental and health/social benefits of urban trees added to Council Members’ weekly/monthly email updated to their respective districts.
 - Council webpage created highlighting the City’s urban forest as a 2015 Council priority. Includes SLCTV video covering the role of the City’s Urban Forester and other educational information.

Quarter 2:

- **Public Engagement Plan Part Two – In Process.**
Council staff is working with SLCTV to produce an educational video on the benefits of our urban forest. The video will highlight tree care and will be included on the Council’s website, and district email updates.

Quarter 3 / 4:

- **Consideration of a draft ordinances relating to Urban Forestry – Upcoming.**
 - Draft ordinance relating to Urban Forestry Rules, Tree Replacement Rules, and Enforcement Authority. (Attachment A)
The Administration would like to meet with interested Council Members to discuss the current draft and the possibility of including all issues that are relevant to management of the City’s forest. If the Council is supportive, the updated draft ordinance could be scheduled for adoption in late October 2015.
 - Dependent on Council direction, an ordinance relating to surface parking lots and tree planting requirements could be drafted. The intent would be to require more, larger trees to be planted in and around surface parking lots. If the Council is supportive, the ordinance could be scheduled for adoption in late October 2015.
- **Briefing on Urban Forestry related items – Upcoming.**
Staff will work with the Administration to schedule an update from Urban Forestry in October/November including:
 - A list of the past five years budget cuts.
 - A map of targeted areas that need additional tree plantings.
 - A species list of trees commonly planted and locations, including information about options to trees typically planted that would provide a larger shape and canopy.

Quarter 4:

- **Upcoming:** Other ordinance(s) the Council may consider:
 - Some Council Members have expressed interest in drafting an ordinance relating to surface parking lots and tree planting requirements. The intent would be to require more, larger trees to be planted in and around surface parking lots.
 - Others TBD

Related Projects / Information:

- This Council Priority could overlap with other 2015 Priority projects: CIP Process & Funding and possibly the G.O. recreation bond.
- Update on Urban Forestry Projects from Council approved CIP allocations in FY 2014-15 (Attachment B)
- Fiscal Year 2015-16 Budget appropriations as highlighted in 1st Quarter work plan.

URBAN FOREST PRIORITY - ATTACHMENT A: DRAFT ORDINANCE

SALT LAKE CITY ORDINANCE
No. ___ of 2015

(Transferring urban forestry rules to a new chapter, and adding tree replacement rules and enforcement authority)

AN ORDINANCE ENACTING CHAPTER 14.60 (URBAN FORESTRY), *SALT LAKE CITY CODE*, CONSISTING OF PROVISIONS TRANSFERRED FROM CHAPTER 2.26 (URBAN FORESTRY), *SALT LAKE CITY CODE*, AND NEW TREE REPLACEMENT AND ENFORCEMENT PROVISIONS.

WHEREAS, it is proposed that Chapter 14.60 (Urban Forestry), *Salt Lake City Code*, be enacted, consisting of provisions transferred from Chapter 2.26, *Salt Lake City Code*, and new tree replacement and enforcement provisions; and

WHEREAS, the City Council finds adoption of this ordinance reasonably furthers the health, safety, and general welfare of the citizens of Salt Lake City.

NOW, THEREFORE, be it ordained by the City Council of Salt Lake City, Utah:

SECTION 1. Chapter 2.26, Urban Forestry, *Salt Lake City Code*, is hereby repealed.

SECTION 2. Chapter 14.60, *Salt Lake City Code*, is hereby enacted to read as follows:

Chapter 14.60
URBAN FORESTRY

14.60.010: PURPOSE:

The city council and mayor of the city recognize the importance of the urban forest to the quality of life in the city. The city council and mayor declare it to be a policy of the city that city property be landscaped to enhance the natural beauty of the city; that the responsibilities of city departments be coordinated to encourage quality landscaping; that landscaped city property be effectively managed; that the street environment be made hospitable through landscaping; and that residents of the city be encouraged to participate in beautification efforts through installing and maintaining quality landscaping on private property. To fulfill this policy, this chapter is enacted and intended to establish a Salt Lake City urban forestry ordinance. This chapter may be referred to as the Salt Lake City Urban Forestry Ordinance.

14.60.020: DEFINITIONS:

URBAN FOREST PRIORITY - ATTACHMENT A: DRAFT ORDINANCE

For the purpose of this chapter the following terms, phrases, words, and their derivations shall have the meanings given in this section:

PARKING/PLANTING STRIP: The area between the curb and sidewalk and the area between sidewalk and private property line that is city owned property; unpaved streetside city property; or an area inside the private property line where an easement is given to the city for the purpose of planting trees.

PRIVATE TREES: Any and all trees growing on private property within the city limits as of or after the effective date of the ordinance from which this section or successor sections derives and which are not defined or designated in this chapter as street trees, park trees or public trees.

PUBLIC RIGHT OF WAY: A portion of property reserved for public use and accepted for such use by the city to provide circulation and travel to abutting properties, including, but not limited to, streets, alleys, sidewalks, provisions for public utilities, cut and fill slopes, and open public spaces.

PUBLIC TREES: All trees located within a public street, city park, or any other public place owned and/or managed by Salt Lake City as of or after the effective date of this chapter or its successor ordinances. A public tree includes a street tree and a park tree.

PUBLIC UTILITY: Any public, private, or cooperatively owned line, facility or system for producing, transmitting, or distributing communications, power, electricity, light, heat, gas, oil products, water, waste, or storm water, which directly or indirectly serves the public or any part thereof within the corporate limits of the city.

TREE TOPPING: Reduction in the size of a tree and/or cutting of branches to a degree that removes the tree's normal canopy and disfigures the tree.

URBAN FORESTER: The city urban forester who is selected by the director of the department of public services to that position in the department of public services.

URBAN FORESTRY PROGRAM: The program which is a part of the department of public services and which is responsible for the care and maintenance of the urban forest resources located on city property.

14.60.030: CREATION OF URBAN FORESTER POSITION:

The city shall employ a person to be known as the "urban forester", whose specified duties, responsibilities and authority are specified in this chapter.

14.60.040: POWERS AND DUTIES OF URBAN FORESTER:

The urban forester shall be the supervisor of the urban forestry program of the

ATTACHMENT A: DRAFT ORDINANCE

department of public services and shall be responsible to the director of the department of public services in carrying out the duties of this position. The urban forester shall initiate an urban forest management plan.

14.60.050: RULES AND REGULATIONS:

The urban forester may recommend, and the mayor may adopt, additional regulations to be known as the urban forestry standards and specifications proper and necessary to effectuate the urban forest management plan within the city providing reasonable guidance for planting and maintaining public trees. Such rules and regulations shall not be in conflict with this chapter or any other law or ordinance.

14.60.060: STREET TREES: PRIVATE PROPERTY OWNER RESPONSIBILITIES:

Any owner of private property, abutting city parking/planting strips upon which street trees are located, shall have the following responsibilities:

A. Periodic watering and fertilization of street trees when necessary to maintain good health and vigor; and

B. Protection of street trees against damage caused by lawn mowers, weed trimmers, snowblowers and similar equipment.

14.60.070: STREET/PUBLIC TREES: PRIVATE PROPERTY OWNER REQUESTS:

A. Where an owner of private real property abutting city property, or tenant thereon, requests city action on street trees or public trees, the requester shall pay the city, at the rate then prevailing under a city contract for such services, for the following:

1. Removal of trees, limbs, or roots preventing house moving or other construction activities;

2. Removal of trees, limbs or roots for the alteration of tree or abutting property appearance where no hazard or nuisance exists;

3. Spraying, fertilizing or treatment other than may be regularly conducted on a citywide basis by the city.

B. Financial responsibility does not eliminate the requirement of obtaining necessary permits required by this chapter.

14.60.075: REPLACEMENT OF PUBLIC TREES:

ATTACHMENT A: DRAFT ORDINANCE

A. Any person who wishes to remove or replace a public tree may do so only with the approval of the urban forester, who shall have discretion to determine whether such approval is in accordance with the requirements of this chapter and in the best interest of the city.

B. Tree replacement approval, when granted, shall conform to the following requirements:

1. Tree placement and species shall be approved by the urban forester in writing on a proposed planting plan prior to tree planting.

2. Replacement street trees shall be planted in the right-of-way where they were removed, if possible. When the urban forester determines that replacement trees cannot be planted on the same street, trees may be planted on another street or in a park in the same vicinity approved by the urban forester.

3. When a particular tree species predominates the location where a tree will be replaced, such as along a street right of way, replacement trees shall be of the same species, in order to retain the look and feel of the area, unless prohibited by an applicable ordinance or unless the public services director or mayor has determined that a particular species should not be planted within the city due to undesirable growth characteristics, propensity for disease, or for similar reasons.

4. Replacement trees shall have a minimum caliper of two and one-half (2 ½) inches at breast height.

5. Replacement trees shall meet American Nurseryman Standards (ANS) for structure, soundness and health of trees.

6. Replacement trees shall be planted according to the city's arboricultural and tree planting standards.

7. Replacement trees shall be planted by a specified date, usually during the next tree-planting season. Under extenuating circumstances, the urban forester may approve an extension of time.

8. Replacement trees shall be guaranteed by the planting party for at least one (1) growing season.

14.60.080: LANDSCAPE PERMIT FOR PUBLIC RIGHT OF WAY:

It is unlawful for any person to plant, prune or remove any public tree, without first obtaining a permit from the department of public services. Permits shall not be required for work performed by city personnel.

ATTACHMENT A: DRAFT ORDINANCE

A. The Salt Lake City urban forestry standards and specifications shall be used as a guideline for planting and pruning public trees.

B. The urban forester shall approve any permit for removal of public trees and as a condition thereof, the permittee may be required to compensate the city for the value of the tree(s) removed either by replacement thereof or by monetary assessment.

C. Commercial companies, public utilities, or individuals employed in the landscaping or arboricultural business shall pay a permit fee per job or a permit fee per year as shown on the Salt Lake City consolidated fee schedule.

14.60.090: CONDITIONAL USE PERMITS:

Where an application for a conditional use is filed with the planning commission and the planning commission deems it appropriate, the urban forester shall review the landscape improvement design of any conditional use application and make recommendations to the commission.

14.60.100: PUBLIC NUISANCE DEFINED AND DESIGNATED:

The following are defined and declared to be public nuisances under this chapter:

A. Any tree or shrub located on private property having a destructive or communicable disease or other pestilence which endangers the growth, health, life, or well being of trees, shrubs, or plants in the city or which is capable of causing an epidemic spread of a communicable disease or insect infestation;

B. The roots of any tree or shrub, located on private property, which cause the surface of the public street, curb, or sidewalk to be upheaved or otherwise disturbed; and

C. Any tree, shrub, or portion thereof located on private property which, by reason of location or condition, constitutes an imminent danger to the health, safety, or well being of the general public on city property.

14.60.110: RESPONSIBILITY FOR PUBLIC NUISANCE FIXED:

Where a nuisance exists upon property, and is the outgrowth of the usual, natural, or necessary use of property, the landlord thereof, or the landlord's agent, the tenant or the tenant's agent, and all other persons having control of the property on which such nuisance exists, shall be deemed to be the authors thereof, and shall be equally liable therefor.

14.60.120: NUISANCE CREATION AND MAINTENANCE:

It is unlawful for any person, either as owner, agent, or occupant, to create, or aid in creating or contributing to, or to maintain a public nuisance.

ATTACHMENT A: DRAFT ORDINANCE

14.60.130: NUISANCE ABATEMENT:

The city shall ascertain and may cause all nuisances declared to be such by this chapter to be abated.

14.60.140: NOTICE TO ABATE:

Except as provided in Section 14.60.260 of this chapter or its successor, the city may serve a notice in writing upon the owner, occupant, or agent of any lot, building, or premises in or upon which a nuisance may be found, or upon the person who may be the cause of such nuisance, requiring the person to abate the nuisance within a fourteen (14) day period. Failure to give a notice as provided herein shall not relieve the author of any nuisance from the obligation to abate such nuisance, or from the penalty provided for the maintenance thereof. Notice of appeal may be filed with the public services director within fourteen (14) days of service of notice. Appeals from the public services director's decision shall be heard by a hearing officer designated by the mayor within fourteen (14) days.

14.60.150: EXPENSE OF ABATEMENT; RESPONSIBILITY OF OFFENDER:

In case of neglect or refusal of any person to abate any nuisance defined by this chapter, after notice in writing has been served upon them, as provided in this chapter, and within the time specified in the notice, the city may abate or procure the abatement thereof, and the expense of such abatement shall be collected from the person so offending.

14.60.160: ABUSE OR MUTILATION OF PUBLIC TREES:

It is unlawful for any person to damage, transplant, top, remove, or mutilate any tree on public property.

14.60.170: PROTECTION OF PUBLIC TREES NEAR CONSTRUCTION ACTIVITIES:

Any tree located on city property in the immediate vicinity of any excavation, demolition, or construction site of any building, structure, street, or utilities work, which has potential for injury, shall be protected from such injury.

14.60.180: TREE TOPPING:

It is unlawful for any person or firm to top, dehorn, or pollard any public tree. Trees severely damaged by storms or other causes, or trees creating emergency hazardous situations, are exempt from this section. Trees under utility wires or other obstructions where standard pruning practices are impossible may be exempted from this section with the prior written approval of the director of parks and recreation.

ATTACHMENT A: DRAFT ORDINANCE

14.60.190: VIOLATIONS:

1. It is unlawful to violate the provisions of this chapter. Each day a violation occurs shall be a separate offense.

2. Violation of the provisions of this chapter is punishable as a class B misdemeanor or by imposing a civil penalty as provided in Section 21A.20.010, et seq., of this code.

SECTION 3. This ordinance shall become effective on the date of its first publication.

Passed by the City Council of Salt Lake City, Utah this ___ day of _____, 2014.

CHAIRPERSON

ATTEST:

CITY RECORDER

Transmitted to Mayor on _____.

Mayor's Action: _____ Approved. _____ Vetoed.

MAYOR

CITY RECORDER

(SEAL)

Bill No. _____ of 2014.

Published: _____

<p>APPROVED AS TO FORM</p> <p>Date: _____</p> <p>By: _____</p>

URBAN FOREST PRIORITY - ATTACHMENT B: URBAN FORESTRY UPDATE

Update on Urban Forestry Projects from Council approved Capital Improvement Project allocations in Fiscal Year 2014-15

- Inventory:
 - First phase was completed in 2014
 - Second phase will be completed by the end of 2015
 - Includes streets, parks, golf courses and some open spaces. Data will show where vacancies are and impacts certain species have.
 - Will be managed with pruning schedule. Currently rewriting the pruning contract to include a reporting mechanism. When crews are out pruning they can identify trees that have been planted and/or removed without permits.

- New management system software:
 - Urban Forestry has moved monies around in their General Fund Budget to pay for this software subscription (as things stand now this will be a budget neutral allocation that will vastly improve efficiency).
 - “Online access” software (so everything is backed up on a daily basis offsite). Gives users with any smart device and Wi-Fi access the ability to view and manipulate data.
 - One of the many benefits going with this type of system is that the City maintains complete access to (and ownership of our data), but the system does not require any maintenance or work from the City's IMS staff. Furthermore, any software improvements and updates are automatically applied to our online system. So theoretically, we will always have the most updated and usable software, without having to buy it new when our software becomes out of date (which is one of the problems they are dealing with currently).
 - Urban Forestry anticipates being up and running in Accela within about 2 years. They will be able to handle tree permit processing through that system. In the mean time however, Urban Forestry is comfortable with how they currently process permits. Accela, at least as far as Urban Forestry is concerned, will be most beneficial as a productivity tracking tool.

- Approximately 1,000 new trees planted in 2014

- Anticipate 1,000 (or more) new trees will be planted by end of 2015

- Some trees cannot reach their full potential due to design. Urban Forestry is working with Engineering and Planning to work on design. With all of the new development occurring, it is an opportunity to do things better. Appropriate design and planning = sustainability, longevity.

- Urban Forestry Current Projects
 - Urban Forestry Management Plan.
 - Ordinance amendments. It is Urban Forestry's intention to propose comprehensive updates to the City's Urban Forestry Ordinance (pertaining to public trees). Within these updates they intend to update design and construction specifications to encourage much more creative design when planning for new trees in business districts (the goal being to get away from tree grates and move toward more aesthetic and sustainable design in our streetscapes). This is Urban Forestry's priority this year and hopes to process quickly.



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Lehua Weaver
Budget & Policy Analyst

DATE: August 26, 2015 at 5:11 PM

RE: Recreation Bond / Parks, Open Space & Trails Bond – Priority Project

Priority Project Name: Bond for Parks, Open Space, Trails, & Recreation

Goal: Identify scope and amount of a General Obligation bond for November ballots, and get it on the ballot for public consideration.

Objective: Consider options and opportunities for trails (urban and non, connections, different user types), solutions for golf property – secondary water needs, conversion / re-purposing to park-space, other necessary amenity improvements, varying by Council district. Utilizing an extensive public engagement process in development of bond packaging.

Narrative: **The Council and Administration explored options for an open space and recreation focused bond, but did not support adding it to the November ballot. Council Members requested that a bond still be considered in the future, perhaps for the November 2016 elections. In the meantime, there are some follow-up steps that the Council may consider:**

- o Request an inventory of open space, including budget information for necessary improvements to the quality of the fields, open spaces and parks.
- o Pursue any interest with the County on managing City golf courses.
- o Identify other options for the purchase of Glendale Golf Course, including a budget appropriation to move ahead with the purchase as soon as possible, and using a sales tax bond to begin planning for some improvements and re-purposing of the space.

~~Several Council Members proposed pursuing a GO Bond that would address the City's open space and recreation needs.~~

~~Target for the priority included:~~



- ~~— a. Trails connectivity, varied users~~
- ~~— b. Golf course property re-purposing, parks, natural open spaces,~~
- ~~— c. All user groups~~
- ~~— The scope of the Council's interest is large to address many needs for recreation and open space. The Administration retained a public engagement and financial analysis firm to assist with engagement and then education efforts with the public.~~

Work Plan:

Quarter 1:

- **Complete** – Identify possible project sources include documents, master plans, identify engagement strategies, etc.

Quarter 2:

- **Complete** – Continue engagement and outreach with the public to determine needs and interests for what to include in the bond. (Engagement on options continues.)
- **Complete** – Administration identify possible projects based on public outreach, City master plans, and other documents and projects lists available.

Quarter 3:

- **Complete** – Council briefings and consideration of Administrative proposal, explore additional options, and raise alternatives to include in a final ballot package.
- **Complete** – identify education strategies and branding options if the bond is approved by the Council.
- **Complete** – Last day for Council action on whether to add the bond to the November ballot is August 18. **Not approved.**

Quarter 4:

- **Upcoming** – **TBD based on Council direction**



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Jennifer Bruno
Deputy Director

DATE: August 26, 2015 at 5:11 PM

RE: **Impact Fee Study and Updates– Priority Project**

Council Priority / Active Project Name:

Goal: **The Council expressed an interest in reviewing the City's Impact Fees Study and structure fees to provide an incentive for developers to be a partner with the City on certain community goals, more fairly match amenities with where fees are collected, while continuing to meet and help pay for the City's growth needs.**

Objective: This project will involve the following key elements: 1) understanding developer motivation / incentives relating to balance of fees and amenities to serve growth, 2) providing up-front feedback to the Administration's update of the Impact Fees Facility Plan (IFFP - in process), 3) revising the City's Impact Fee Structure (in process), to include different calculation of fees, incentive structure & investigation of location of amenities and where fees are collected, 4) a policy discussion about schedule and timing of projects using impact fees (CIP cycle & available General Fund \$), and 5) a Policy discussion about distribution / implementation of fee revenues, taking into consideration a balance of affordability of fees and desire for increased amenities and greater financial tools.

Narrative: Council Members supported a project to revamp the City's Impact Fee structure to more effectively incentivize the development and amenities the City would like to see, and more closely tie amenities relating to growth with fees collected. Because any change to the City's impact fees requires a consultant prepare the calculation for those fees (per state law), this project will rely heavily on the work of the City's Impact Fee consultant, which has already been engaged by the Administration. The Administration expects the consultant to have recommendations ready for the



Mayor by November, at which time the Mayor may transmit those recommendations to the Council. Council Members expressed interest in the following areas (*note: these interests were communicated to the Administration at the outset of the IFFP update, per the work plan*):

- Establish a point scale to calculate Impact Fees due.
- Consider alternatives & incentives for developers - give credit for construction of amenities, support of alternative transportation, etc.
- Consider square footage of developed units rather than number of doors.
- Consider zoning, other possible solutions
- Fund improvements in reasonable proximity to where impact fees are generated.
- Consider uses for impact fees to advance Council policy goals, including addressing the City's urban forest and implementation of the Westside Master Plan.
- Consider timing and/or availability of required match (CIP) funding in terms of prioritization.

Work Plan:

Quarter 1 / Topic 1:

- **Complete** – Communicate Council interest and policy direction (see narrative section) to Administration and City's Impact Fee consultant.
- **Complete** – Participate in initial meetings with City's Impact Fee consultant to continue to reinforce these interests.

Quarter 2 / Topic 2:

- **Complete** – Updated accounting of Impact Fee account balances (*see attached*)

Quarter 3 / Topic 3:

- **Complete** – Get update on where City's Impact Fee consultant is in the process. An interim briefing with the consultant has been requested. Staff has been informed that the City's Impact Fee consultant will be presenting a revised plan and fee structure to the Mayor in the October/November timeframe. At that point the Mayor may choose to keep that recommendation or make alterations (*state law authorizes fees to be charged that are lower than an impact fee analysis determines*). The Mayor will then transmit a proposal for Council consideration.
- **Upcoming** – FY 2016 CIP Discussion - The Council will be considering a number of Impact Fee eligible projects in conjunction with the FY 2016 CIP allocation process based on recommendations from the Administration. Staff will highlight relationships to the policy questions in the narrative section when considering those allocations.

Quarter 4 / Topic 4:

- **Upcoming** – Once the Council receives the recommended IFFP and revised impact fee structure, establish a public process to solicit input from various stakeholders, including members of the development community.
- **Upcoming (potentially 2016)** – Adopt a new Impact Fee structure and Capital Facilities Plan that takes into account the above elements.
- **Upcoming (potentially 2016)** – Consider ways to increase transparency and understanding about impact fees. Potentially develop a "frequently asked questions" informational sheet for impact fees, explaining the philosophy of the City's approach,

and the pros and cons of charging impact fees as opposed to the alternative of having the expenses associated with growth paid for by all taxpayers (and potential increases in taxes).

- ***Upcoming (2016 and beyond)*** – Track and report collection and expenditure of impact fees on a yearly basis, reporting on projects and tracking any impacts (positive or negative) on development patterns.

Related Projects / Information:

- This project has a tangential relationship to the Council's CIP priority project, in that impact fees are a source of funds to address the City's future capital needs. Impact Fee eligible projects to serve growth also typically require a general fund match, which can have a negative impact on general fund dollars available for other, regular projects for existing assets.

Impact Fee Account Balances (Cash Balances)

Police	\$	3,864,037
Fire	\$	6,649,989
Parks	\$	7,551,970
Streets	\$	8,368,840

**Note: this does not take into account proposed usage of impact fees in FY 2016 CIP Budget*



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Sean Murphy
Budget & Policy Analyst

DATE: August 26, 2015 at 5:11 PM

RE: Capital Improvement Program Changes – Priority Project

Capital Improvement Program (CIP) Process & Funding:

Goal: The Council seeks to revise certain procedural issues related to the Capital Improvement Program. The conclusion of this process should yield increased transparency for both residents and officials and increased efficiencies in delivering completed projects.

Objective: After clarifying the Council's collective interests in revising the CIP process through straw polls, Council staff have begun a dialogue with the Administration that aims to (1) better coordinate which projects the Administration forwards for consideration (with particular emphasis on those within master plans), (2) clarify efficiencies and deficiencies in the current software programs being utilized by different departments around city to track and report CIP projects, and (3) identify the objectives and scope of an audit study to be conducted by a consultant.

Work Plan:

Quarter 1:

- **Complete** – Defined the Council's specific interests in studying the CIP process through a series of straw polls. Determined Council staff time to work on the issue.
- **Complete** – Appropriate funding for CIP process study/audit.
- **Ongoing** – Coordinate with Administration about advantages and disadvantages of current CIP processing system.



- Staff have been corresponding with the following Departments and Divisions that are integral to the CIP process and forward the majority of applications that are considered by the Council:
 - CED - Transportation, HAND, Engineering
 - Public Services
 - Finance

Quarter 2:

- **Ongoing** – Consider unfunded CIP projects (from the 10-Year Plan) in conjunction with the potential open space and recreation bond.
- **Ongoing** – Software Solution
Focus on software capabilities and needs: Recent conversations with the Admin have focused on whether or not a single software solution could be utilized by each department involved in CIP. Such a system would need to reflect the following realities:
 - Recognition of where the City is already heavily invested to make best use of current resources (GIS, Accela, One Solution)
 - No one tool will be ideal for each department, but should aim to be the best solution for the City as a whole
 - A technological solution should present citizens with a user-friendly interface of real-time data about project timeline, changes and locations
 - A technological solution should provide historical information about CIP funding through GIS mapping of Council Districts
 - A truly innovative tool solution would help the City project CIP and maintenance needs/costs many years into the future.
- **Upcoming** – Audit/Study
 - * Identify our "knowns" and "unknowns" about the current procedure to inform the Council's audit/study
 - With the Administration's input, develop the Scope of Work for the Council's study and identify an appropriate consultant to conduct the work. Current options being considered for an audit/study include, but are not limited to:
 - Best practices, nationally - particular emphasis on how City's deal with growing technological integration in their CIP projects
 - Integration of multiple funding streams: impact fees, rec bond, general fund
 - Recognizing and quantifying the maintenance realities of CIP projects
 - We fund design and construction, but are we maintaining these projects?
 - Do we have a clearly recognized standard with which to measure maintenance standards?
 - Variability and application of 2-year CIP budget cycle, or any useful adjustments to the current budgeting schedule

It should be noted that staff will continue working towards solutions on as many of these as possible so as to not rely entirely upon a consultant, instead identifying those areas staff can answer and utilizing the consultant to look at areas requiring more independent research.

Quarter 3:

- **Upcoming** – Present Scope of Work for study/audit to the Council and begin working with a consultant.
- **Upcoming**– FY 2015-16 CIP Budget
 - Council policy discussion on potentially competing interests re: funding sources and uses
 - Annual CIP budget process - carry out Council directives, incorporate as many new changes are possible
 - Particular focus on master plan projects
 - Review CIP 10 Year Plan through the lens of Council Priorities and acknowledge overlap with impact fee planning (New 10 Year Plan pending from Admin)

Quarter 4:

- **Upcoming** – Future changes to process - work with Admin to incorporate changes into future CIP cycles - including but not limited to: criteria for applications, changes to the board review & recommendations, future strategy, cash flow planning, etc.
- **Upcoming** – Brief Council on audit process with consultant: provide updated information on the status of that study

Related Information:

- Deferred Maintenance

An additional area of concern raised by Council Members is the question of deferred maintenance. The Council has indicated an interest in defining varying levels of maintenance and clearly stating (possibly through an ordinance) what the expectation for standard maintenance is and how that maintenance should be funded. Creating a standardization of maintenance expectations will be wrapped into the work with Administration and may be included in the Scope of Work for the audit. This will also be a focus of the upcoming CIP process.



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Nick Tarbet
Policy Analyst

DATE: August 26, 2015 at 5:12 PM

RE: **Westside Master Plan Implementation Strategy**

Council Priority Westside Master Plan Implementation Strategy:

Goal: **Carry out the projects and goals identified in the Westside Master Plan (WSMP)**

Objective:

- Activate resources, services, target populations
- Take advantage of opportunities for funding projects identified in WSMP
- Develop an implementation model that can be used for other master plans

Narrative: This is an opportunity to make a positive difference for Westside resident's quality of life by improving access to education, shopping, transportation, jobs, etc. There are many opportunities for improvements in the various nodes identified in the WSMP.

Council Staff was diligent during budget discussions in identifying projects that would help implement the WSMP. Additionally, staff provided a matrix that identified potential funding sources for projects listed in the WSMP (see attached) This list was helpful in identifying potential Rec Bond projects, and will also be used during CIP discussions.

Staff has forwarded project recommendations to the Administration to be scoped/cost estimated. The \$50,000 appropriated by the Council during the annual budget for cost estimating could be used on these projects.

The next steps for this project include:

- Schedule meeting / walking tour of potential westside projects with Administration



- work with Administration to finalize cost estimates for key projects to stimulate community impact and interest such as the 9Line and 900 West complete streets improvements.
- Schedule meetings with School Board members to discuss potential Westside CDA.
- Once cost estimates are available, provide them to Council Members (and staff assigned to CIP) for review and whether to pursue funding mechanisms.
- Continue work on MP Implementation Process
 - Identify check points in implementation process
 - Formalize process, including recent improvements already included by the Administration

Work Plan:

- **Topic 1: Process Westside Rezoning:**
 - 700 South 900 West Neighborhood Node
 - 400 South 900 West Community Node
 - Indiana Avenue Neighborhood Node
 - 400 South Concord Neighborhood Node

- *Ongoing – Staff is currently processing these petitions. They will be scheduled for the Council to consider in the coming weeks.*

- **Topic 2: Consider Initiating the Opportunities Section of the Implementation Matrix (page 85 of WSMP)**
 - *Ongoing – Working on setting up meeting / tour of potential westside projects with Administration*

- **Topic 3: CIP Eligible Projects - Provide a list of projects in the implementation matrix which are CIP eligible for Council consideration during the annual CIP process.**
 - *Completed - This document was forwarded to Budget Staff for consideration during CIP discussions*

- **Topic 4: City Council Budget for FY2015 - 2016**

Identify projects outlined in the WSMP implementation plan that can be considered during budget appropriations.

 - *Completed - See list below*

- **Topic 5: Long Term, Higher Cost Projects**
 - Identify potential funding sources for each project identified in the implementation section of the Westside Master Plan. *(See Attachment A)*
 - Funding Tools could include:
 - General Fund
 - Capital Improvement Program (CIP)
 - Special Assessment Area (SAA)
 - Community Development Area (CDA)
 - Voter Bond

- Revenue Bond
 - Recreation G.O. Bond
- *Completed - This funding matrix is available for Budget Staff to use during CIP discussions.*
- **Topic 6: Project Cost Estimating - Obtain accurate cost estimates for projects outlined in the master plan.**
 - *Ongoing - Council set aside \$50,000 for scoping of WSMP projects*
- **Topic 7: Project Cost Estimating - Coordination with Master Plans in Process**
 - *Ongoing - Currently the Administration is processing the Bike/Pedestrian and Transit Master Plans. Staff will coordinate to ensure that transit improvements outlined in the WSMP are incorporated into the planning process for these plans.*
 - *Ongoing - Coordination with Administration on 5-Year Consolidated Plan to ensure Consolidated Plan helps to implement the goals and projects outlined in the WSMP.*
- **Topic 8: Lessons Learned**
 - *Ongoing - Generate a report on lessons learned from the process that can be used to help develop an implementation model for future master plans.*
- **Topic 9: Public Outreach**
 - *Ongoing - Will be refined as the project deliverables are clearly defined. Council Staff will build upon already existing database of contacts that was compiled during Planning Staff's efforts during the WSMP process.*

Related Projects / Information:

- Budget Items
 - HAND Project Coordinator - \$102,919 for FTE position assigned to coordinate master plan implementation across departments
 - CIP projects with emphasis on WSMP
 - Cost Estimation Budget - \$50,000 set aside to help with scoping / cost estimates for projects identified in the WSMP
- CDBG - \$70,000 for master planning the 1300 South Creek Confluence at the Jordan River
- Financial Tool Kit - The Council had set aside funds for the creation of a financial tool kit that would identify funding sources to help pay for the implementation of master plans. The consultant has provided a draft Comprehensive Financial Resource Guide. This has been transmitted to the Council for review.
- Using pedestrian safety improvement funds for resident outreach and designing street closure where 1100 West and the 9 Line intersect. Construction expected in 2016.

- Working on setting up a meeting with School Board members and Council Member LaMalfa to discuss a Westside CDA.
- Currently the Administration is processing the Transit Master Plan. The DRAFT SLC Transit Master Plan Fact Book includes the following strategies related to the WSMP:
 - Encourage UTA to improve bus service on the westside;
 - Consider the role of a streetcar in improving East-West connections between the Westside and downtown;
 - Focus efforts to bring BRT on Redwood Road
 - Consider possibility of light rail on Redwood Road"



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Ben Luedtke and Allison Rowland
Public Policy Analysts

DATE: September XX, 2015

RE: Active Project: Audit of Sexual Assault Cases in the Criminal Justice System

Active Project: Audit of Sexual Assault Cases in the Criminal Justice System:

Goal: Building upon work in 2014, the Council voiced interest in better understanding how the criminal justice system responds to victims of sexual assault and their cases, as well as exploring areas for further system improvements.

Objective: The Council will receive findings and recommendations from two separate reviews of the criminal justice system: an independent legislative audit and the Police Executive Research Forum (PERF) yearlong study that includes the Salt Lake City Police Department. Staff will continue to learn about best practices related to responding to sexual assault and how other municipalities across the nation handle backlogs of rape kits.

Narrative: In 2014, the Council enacted a DNA Testing ordinance to require all rape kits, new and existing, be submitted for testing at a qualified lab. The Council appropriated funds to facilitate rape kit testing, training for SLCPD officers, and for a new forensic scientist position to work on Salt Lake City's cases at the State Crime Lab. Findings and recommendations from the legislative audit and PERF study will enable the Council to consider potential improvements to the criminal justice system as DNA results from the backlog become available.

Work Plan:

- Topic 1: In May, staff attended a regional conference on trauma-informed responses to sexual assault to learn the state of the field and inform the Council audit scope.
- **Complete** – The all day conference included lessons learned from other jurisdictions, unique circumstances of reopening cold cases, and recommendations for municipalities expecting DNA results after submitting backlog of untested Code R kits. Specific goals of the audit were updated to address victim notification protocols and differentiate processing of cold and new cases.



Topic 2: Confirm Council's specific goals for the audit as stated in the draft request (attached).

- **Upcoming** – The audit goals include:
 1. Comparison of SLCPD sexual assault case policies and protocols with best practices, including victim notification protocols that minimize risk of re-traumatizing victims based on latest neurobiological trauma research.
 2. Clarification of criminal justice process, from incident through prosecution, from the point of view of sexual assault *victims*, on the one hand, and *cases*, on the other.
 3. Identification of areas for improvement to support victims and encourage their engagement, as well as to facilitate processing of cold and new cases.
 4. Evaluation of best practices in sexual assault crime prevention programs and strategies, with reference to particularly vulnerable groups such as juveniles and people with mental illness.
 5. Develop historical data for the annual reporting figures as outlined in Article V Chapter 2.10, *Salt Lake City Code*, Ordinance 70 of 2014 *DNA Testing*.

Topic 3: Work with consulting firms on contract to develop an audit.

- **Upcoming**– Staff will review proposed budgets and work plans from consulting firms
 - Audit findings and recommendations will be received by fourth quarter so Council has sufficient time to review and act upon this year.

Topic 4: Hold work session briefing for Council about the audit findings.

- **Upcoming**– Determine what, if any, follow up steps the Council wishes to take.

Topic 5: Schedule Council briefing on PERF study findings & recommendations.

- **Upcoming**– Work with SLCPD to schedule a work session briefing about the yearlong study period and PERF report's conclusions.



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Russell Weeks
Budget & Policy Analyst

DATE: August 26, 2015 at 5:12 PM

RE: Prison Relocation – Active Project

Active Project Name: Prison Relocation

Goal: Help the City Council in its opposition to relocating the prison from Draper

Objective: Throughout the State's deliberations on relocating the Utah State Prison, the City Council has opposed the need for the prison to move to a new site and strongly opposed its move to site options within Salt Lake City limits. Staff involvement includes monitoring the Prison Relocation Committee meetings and decision points, and coordinating City education and outreach efforts.

Work Plan:

Topic 1:

- **Ongoing** – Continue to monitor legislative action pertaining to relocating the state prison. Continue to contact Mayor's staff for information pertinent to the Administration's position.
- **Upcoming** – Inevitably, a decision by the Prison Relocation Committee will require a response by Salt Lake City.

Topic 2:

- **Ongoing** – Continue to work with City Council and communications staff to develop information and arguments against moving the prison from Draper.
- **Ongoing** – Continue to work with communications staff to keep Salt Lake City residents informed about status of proposal to move the prison from Draper





COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Ben Luedtke and Allison Rowland
Budget & Policy Analysts

DATE: August 26, 2015 at 5:12 PM

RE: **Police Use of Force Active Project**

Active Project Name: Police Use of Force

Goal: The Council wishes to support efforts to minimize the use of lethal force by City police officers. Note: There have been no lethal force incidents by Salt Lake City police in over six months. There were two in just three months spanning late 2014 and early 2015.

Objective: This project includes a variety of potential Council actions, including budget items and a review of the Administration's report and recommendations from use-of-force community dialogues in February and March 2015 (report is not yet available). Additional staff work will be decided by further Council discussion.

Work Plan:

Topic 1: Review of Administration's report and recommendations from use-of-force community dialogues.

- **Ongoing** – Staff work on this issue will depend on Council direction. Administration report release date is pending.

Topic 2: Police Department training

- **Ongoing** – Some Council Members expressed interest in integrating a specific type of training into the police training curriculum. Staff work on this issue will depend on Council direction. Note: In FY 2014-15, Budget Amendment #1, the Council appropriated \$38,000 for use-of-force and sexual assault response training. This amount was re-appropriated for FY 2015-16.





COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Jan Aramaki and Allison Rowland
Budget & Policy Analysts

DATE: August 26, 2015 at 5:12 PM

RE: **Dogs Off-Leash Active Project**

Active Project Name: Dogs Off-Leash

Goal: The Council seeks to expand opportunities for residents to enjoy outdoor activities with their off-leash dogs while minimizing impacts on other people, on health and safety, on parks and open space, on nature and wildlife, and on Salt Lake City's budget.

Objective: A number of policy issues, including potential ordinance changes, arose from the Council's 2014 Off-Leash Working Group discussions. Staff seeks Council direction to continue work toward the Council's off-leash goal. Depending on Council decisions on remaining policy questions—including an ordinance that establishes new off-leash areas and a policy to define the role of community off-leash sponsors—staff will be able to set more specific milestones for this project. *Note: Some policy issues were addressed already in 2015, but a number of others remain.*

Narrative: In early 2014, the Council raised a number of policy questions during the Administration's briefing about potential options for dog off-leash areas. The Council adopted policy statements in mid-2014 and the Administration prepared a new transmittal, which was received near the end of that year. The Council straw polled several policy questions in a March 17, 2015 staff briefing as well as during the FY2015-16 budget discussions.



Work Plan:

- **Complete.** The Council took a number of straw polls at the March 17 briefing that helped clarify policy intent for staff¹.
- **Ongoing.** During the budget discussions, the Council straw polled three items and agreed to fund a pilot program to establish morning and evening off-leash times in one existing park in each Council District. (The Council also voted against adding a new position in Public Services and establishing a new City board for off-leash programs and issues.) Council staff is coordinating with the Administration to advance with the pilot program, but will need Council direction on preferred locations in each district once the Administration identifies suitable candidates.
- **Pending.** Council straw polls on several remaining policy issues regarding the process of creating dog off-leash areas and how to encourage their success. Depending on Council decisions on remaining policy questions—including an ordinance that establishes new off-leash areas and a policy to define the role of community off-leash sponsors—staff will be able to set more specific milestones for this project. Note: A Work Session discussion is tentatively scheduled for September.

Policy Questions:

- None, pending Council Work Session discussion, tentatively scheduled for September 2015.

Related Projects / Information:

- If the 2015 Parks, Trails and Open Space Bond is approved by voters, it may provide opportunities to establish additional dog off-leash areas.

¹ See Attachment A – March 17, 2015 straw polls that received majority support from the Council.

ATTACHMENT A

March 17, 2015 Dog Off-Leash Straw Polls Majority Support from the Council

- implement a pilot program for morning and evening dog off-leash times (6 in favor/1 in opposition);
- explore pilot programs for off-leash areas in Wasatch Hollow, Rotary Glen, Jordan River Par 3 and Bonneville Shoreline Trail (7 in favor);
- explore off-leash areas in Fairmont Park, Jordan Park, and Rosewood Park (7 in favor);
- pursue discussion with Salt Lake County regarding potential partnerships for new dog off-leash areas and shared funding (7 in favor);
- consider winter shifts in the location of some off-leash parks under icy conditions (7 in favor);
- maintain a regular inventory of all parks and open space (7 in favor); and
- explore dog off-leash use during off-hours at golf courses (7 in favor).



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Sean Murphy
Budget & Policy Analyst

DATE: August 26, 2015 at 5:12 PM

RE: **Housing – Active Project**

Council Priority / Active Project Name:

Goal: **The Council seeks to revise the current Citywide Housing Policy before a new Housing Plan is crafted by the Administration. This will ensure that the Council's interests in housing are clearly delineated before that work begins.**

Objective: The Council provided strong guidance to staff during the July 21 work session. Staff will be presenting a draft revision to the Housing Policy based on the stated concerns and will include language that highlights special considerations that will require further development. "Tools" has been of particular interest in the recent past and staff will continue to work with the Administration to discern which "tools" meet the Council's concerns and match the city's housing needs.

Work Plan:

Topic 1:

- **Complete** – Understanding the Council's interests
 - During the July 21 work session, the Council fully demonstrated its concerns and interests related to housing in the city. Staff have direction to review the current Housing Policy and suggest modifications that match the Council's interests.



Topic 2:

- **Upcoming** – Revise the Housing Policy & Conduct Research
 - In coordination with the Administration, Council staff are now reviewing the City's Housing Policy and devising out a research plan to investigate specific areas of concern the Council has raised: there is an emphasis on Housing Tools.
 - Staff will arrange a Fact Finding night to unpack specific concerns: demographic shifts, unstable market conditions, development pressures, and more are currently being considered.
 - Staff will also arrange a presentation so that the Administration can present the findings of their study on inclusionary zoning.

Topic 3:

- **Upcoming** – Continued Coordination with the Administration
 - Staff will plan to continually hold update meetings with the Administration to ensure the Council's concerns are being addressed in the upcoming Housing Plan.



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Russell Weeks
Budget & Policy Analyst

DATE: August 26, 2015 at 5:13 PM

RE: **Homeless – Active Project**

Active Project Name: Homeless

Goal: **The Council is interested in staying involved and aware of developments with Homeless issues in the City.**

Objective: Working with fellow staff members to monitor the Mayor's Homeless Services Site Evaluation Committee and other efforts that relate to homeless services and assisting the City's homeless population.

Work Plan:

Topic 1:

- **Ongoing** – By default, it involves monitoring efforts By Mayor Becker's Administration and the business community to draft an anti-panhandling ordinance for potential transmittal to the City Council

Topic 2:

- **Ongoing** - Peripherally, it involves monitoring the Salt Lake City Library System's efforts to evaluate whether to open the Main Library twenty-four hours a day
- **Ongoing** - It also entails working with other members of staff – if necessary – to address issues involving Homeless people.





COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Lehua Weaver
Budget & Policy Analyst

DATE: August 26, 2015 at 5:13 PM

RE: Disposition of City Owned Property – Active Project

Active Project Name: Disposition of Real Property

Goal: The Council voiced interest in researching inventory of City-owned property, examining uses and opportunities.

Objective: Review an inventory of city-owned property to understand number of holdings, types of uses, levels of development and opportunities for what can be done with vacant properties, maximize rental or leasing arrangements, consider whether properties should be sold and under what conditions.

Work Plan:

Topic 1:

- **Upcoming** – Review inventory of City properties from the City’s Risk Manager and other sources

Topic 2:

- **Upcoming** – Identify properties that are available for sale and / or development
- **Upcoming**– Schedule a briefing to review the properties and consider options or conditions for selling / development
- **Upcoming** - Hold a briefing with the Administration to gain a better understanding of the City office of Property Management, resources, and schedule a briefing on court cases associated with legislative / executive separation of powers, and the options for roles the Council can play in disposition of property.





COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Sean Murphy
Budget & Policy Analyst

DATE: August 26, 2015 at 5:13 PM

RE: Campaign Finance – Active Project

Campaign Finance:

Goal: The Council seeks to explore options for reforming the City's campaign contribution structure for both Mayoral and City Council races. Staff are researching this issue extensively and will present evidence-based conclusions and a draft ordinance for the Council's consideration.

Objective: Council staff have organized presentations before the Council from a national campaign finance expert in conjunction with ongoing support from the City Attorney's Office. Upon direction from the Council as established through straw polls, Council staff are moving forward with the research project outlined below.

Work Plan:

Topic 1:

- **Complete** – Establish ability to set new campaign contribution limits
With help of the City Attorney's Office and national campaign finance experts, Council staff have clearly defined both the Council's legal ability to limit contributions and outlined the most legally-defensible position in doing so.

Topic 2:

- **Ongoing** – Conducting quantitative and qualitative study of contribution limits
 - Staff is currently analyzing past Salt Lake City campaign data using a research methodology that was developed by staff, recommended by the Council's campaign law consultant, and approved by the Council during the April 28 work session. This process will help establish a "reasonable" limit for the Council's consideration. The current study considers the following:



- calculating the average level of contribution across campaigns, back to FY 2000
 - assess of the "cost of campaigning" to understand what funding levels are necessary to win elections in Salt Lake City
- Staff is now researching practices conducted by municipalities around the country that have recently revised their own campaign finance structures. This will help staff fully understand the complexities of this issue and allow staff to present the Council with a complete list of considerations. Comparative research includes, but is not limited to:
 - strategies to regulate contributions and expenditures
 - studies conducted by other municipalities to justify
 - methods to handle different types of contributions
 - evidence of "corrupting influence" studies
 - requirements for reporting contributions and expenditures
 - evidence of decreasing competition in races
 - evidence of decreasing public participation in electoral process

Topic 3:

- **Upcoming** – Produce a draft ordinance for consideration
 - Once staff has completed its analysis, a full report with analysis of both historic trends in Salt Lake City and best practices nationally will be presented.
 - In conjunction with this report, staff will prepare a draft ordinance for the Council's consideration.
 - Additional programmatic suggestions will be provided at that time.

Policy Question:

Does the Council support staff research time to address options regarding political candidates carrying over campaign balances to future campaign years (“war chests”)?



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL *of* SALT LAKE CITY

TO: City Council Members

FROM: Nick Tarbet
Policy Analyst

DATE: August 26, 2015 at 5:13 PM

RE: **Accessory Dwelling Unit (ADU) Active Project Update**

Council Active Project – Accessory Dwelling Unit:

Goal: The Council is interested in amending the City's Accessory Dwelling Unit ordinance so that it can become a usable tool to help increase the City's housing stock.

Objective: Ensure that Council Member's suggestions for the ADU revision are provided in a timely manner, so that the suggestions can be meaningfully incorporated into the final draft.

Narrative: In June of 2014, the Mayor initiated a petition to review the City's ADU ordinance. Currently, Planning is processing the petition.

Work Plan:

- **Topic 1: Identify current action being taken on the ADU ordinance:**

- The attached memo outlines aspects of the ADU ordinance that are being reviewed.
- Planning Division held an Open House on May 21, 2015.

- **Topic 2: Coordinate with Administration to ensure Council concerns are addressed in the revised ordinance**

- Council Staff will coordinate with planning to ensure the concerns of the Council are heard and addressed by the revised ordinance.
- Arrange a briefing or small group meetings for Council Members to talk with Planning staff about the ADU revisions.
- The following items are ideas that some Council Members have mentioned, that could be potentially included in the ADU review process.
 - Expansion of the areas where ADUs are allowed



- Consider changing the “within 1/2 mile” radius of Fixed Transit Stop requirement.
- Alleyways – increase maintenance, pave alleyways with ¼ mile of TSA to facilitate ADUs.
- Attached fee to ADU to pay for alley maintenance
- Find neighborhoods that desire ADUs
- Expand TSA definition to allow ADU in business nodes
- Include business nodes, bus lines, etc.



COUNCIL QUARTERLY PROJECT REPORT

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Allison Rowland
Budget & Policy Analyst

DATE: August 26, 2015 at 5:13 PM

RE: Parking Active Project

Active Project Name: Parking

Goal: The Council seeks to reduce complaints about parking and parking enforcement.
Note: This item is tentatively scheduled for a September Work Session.

Objective: This project includes a variety of potential Council actions, including ordinance changes, budget items and discussions of next steps. Three potential ordinance changes are ready for Council action. Staff will need Council direction to continue work toward this goal.

Narrative: In 2014, the Council became concerned about the large volume of complaints related to electronic parking meters and changes in the City's traditional enforcement model. Based on 2014 Council feedback, Parking Enforcement moved to a complaint-based model. In addition, the City shifted to a new meter services vendor in November 2014. Since then, both detailed records from Parking Enforcement and the anecdotal experience of Council staff suggest that most of these issues have been resolved. (Data from Parking Enforcement will be provided to the Council for a Work Session discussion.)

Work Plan:

Topic 1: Ordinance amendments that are ready for Council action.

- **Pending.** The Council requested draft parking ordinances from staff in late 2014. These changes include: a) ensuring that meters are operational and usable at least one hour before parking time limitations take effect; b) removing the time limits at meters between 8pm and 8am, as well as all day on Sundays; c) extending the 48-hour parking limit to 72 hours. Note: The new meter services vendor makes the meters operational at 7 am. Council could consider whether to formalize this practice in ordinance.



Topic 2: Issues for Council discussion and straw polls.

- **Upcoming.** Staff seeks Council direction on a variety of topics, including additional potential ordinance changes, as follows:
 - Anticipated revenue effects if the Council changes the current policy of paid parking at meters from 6 to 8pm.
 - Anticipated revenue effects of increased fines for late payment of parking violations.
 - The feasibility of allowing parking in "aprons."
 - The number of ADA on-street parking spots available and unmet needs.
 - Options for bike, scooter, motorcycle parking in unoccupied cement spaces in the center of 300 South in Downtown.

In addition, staff seeks Council direction on whether to re-start work with the Administration on ad hoc approaches to specific dead ends, cul-de-sacs and circles with chronic parking complaints.¹ The intention was to exempt certain addresses, where feasible, from ordinances that apply to the rest of the City.

The Council also might consider directing staff to take a similar ad hoc approach to other streets that generate chronic parking complaints. Alternatively, the Council could fund additional signage and other material for public education on parking rules.

Topic 3: Options for a future round of parking discussions

- **Upcoming.** Some Council members have expressed interest in establishing a Parking Authority for Downtown, and possibly for Sugar House as well. Staff would need substantial additional time to research the options for a change of this magnitude. Alternatively, the Council might choose to make this a priority issue in future years.

Policy Questions:

- None, pending Council Work Session discussion, tentatively scheduled for September 2015.

Related Projects / Information:

- The RDA funded a technical study of supply and demand for parking spaces in Downtown and Sugar House, with some recommendations for the 9th and 9th area, as well.
- The Planning Division recently filed a request that would eliminate the current parking reduction for mixed use projects (one-half stall per residential dwelling), among other changes. This item was discussed at the July 16 Planning Open House.

¹ Staff worked with the Administration in 2014 to develop a map that identifies every City dead end and cul-de-sac (a total of 435) to facilitate this type of ad hoc approach in these situations. Further work would be needed to identify priority addresses among this group for Council attention.