



COUNCIL STAFF MEMO

CITY COUNCIL of SALT LAKE CITY

TO: City Council Members

FROM: Allison Rowland
Budget & Policy Analyst

DATE: September 14, 2021

RE: **INFORMATIONAL: INITIAL DISCUSSION OF LEGISLATIVE INTENTS FOR FISCAL YEAR 2021-22**

On Sept 14, the Council will have the first of three planned work session briefings on Fiscal Year 2022 (FY22) Legislative Intents. Legislative Intents are the Council's formal requests to the Administration and they are adopted as part of the annual budget. This first discussion, which is typically held in September (see Attachment C1), is envisioned as an informal "post-budget discussion" with relevant department heads and the Mayor's Office. The briefing is designed as an opportunity for the Mayor's Office and department leaders to provide preliminary information and feedback on the intents, including how any might be refined according to a department's previous experience. Because the purpose of this discussion is to clarify the Council's requests, the Council may make any desired editing changes to the Legislative Intents for this purpose.

As a reminder, this briefing is not the time to "solve" an issue, or to engage in an in-depth discussion. The idea is to provide feedback to the Administration, so that they can plan their work on the Legislative Intents most efficiently. For example:

- A department may explain their ideas for how specific a legislative intent could be refined;
- The department may share relevant information about requested items; or
- If a particular item has been addressed in the months since the budget was adopted, the Council could indicate that the intent has been completed and no further Administration action is needed.

The list of FY22 Legislative Intents appears in Attachment C2. The goal of the briefing is to modify any Legislative Intents as needed now that the pressure of the budget season has passed, and to facilitate the Administration's work on these requests before the next briefing, which is planned for March. Council staff will follow up with the Administration and provide a response to Council Members on anything that will require some time to research.



The second and third briefings include both FY22 and previous years' Legislative Intents. They are more formal discussions, based on written descriptions of progress from relevant departments. The responses for the second briefing are transmitted to the Council in January or February, and for the third briefing they are transmitted as part of the *Mayor's Recommended Budget*.

ATTACHMENTS

Attachment C1. Annual Schedule for Review of Legislative Intents

Attachment C2. FY22 Legislative Intents

Attachment C1. Annual Schedule for Review of Legislative Intent

Briefing #1: Post-budget discussion

- Transmittal: August
- Work Session: September
- Purpose:
 - Q & A with department representatives
 - Workshop to refine the legislative intents
 - Receive information from the departments – what’s been tried and/or whether they would like to propose a better approach, etc.
 - Early status information, first-round thoughts, feedback

Briefing #2: Mid-year status update –**Timed to coincide with BA 3 or 4**

- Transmittal: January - February
- Work Session: March
- Purpose:
 - Briefing from Department representatives
 - Mid-year update on progress made, department response, impact to budget if any, etc.
 - This is not expected to be a 100% complete report or close-out, but rather a mid-term update

Briefing #3: Combined with annual budget report

- Transmittal: No separate transmittal; information and updates included or apparent in annual budget information
- Work Session: Intents would be discussed as part of department annual budget briefings
- Purpose:
 - Continue tracking legislative intents and close out as applicable
 - Refine status and next steps for the coming fiscal year

Exceptions: Some items may have a separate timeline identified and those will be considered separately.

Attachment C2. Fiscal Year 2022 Legislative Intents, as Adopted

- a. **Update Boarded-Building Fee.** It is the intent of the Council that the Administration propose a boarded building fee that includes the full City costs of monitoring and responding by Police, Fire and other City departments at these properties.
- b. **Trips-to-Transit Expansion Evaluation.** It is the intent of the Council that the Administration provide their strategy for evaluating whether to expand the Trips-to-Transit program, which will begin to serve Westside neighborhoods in late 2021, to other areas of the City.
- c. **Golf Fund Update.** It is the intent of the Council that the Administration provide information on the following items in anticipation of a work session briefing to review and discuss options for the Golf Fund. (*Note: this item consolidates Legislative Intents from FY21, FY20, and FY19.*)
 - o **Golf Fund Financial Sustainability:** Trends in revenues, expenditures,
 - o **Long-term CIP Plans.** Based on current projections and the recently-completed short-term CIP plan,
 - o **Golf Food and Beverage Options.** A review of the specific open space zoning ordinances, with the goal of removing barriers to providing additional food and beverage options in golf courses. To the extent that barriers exist in State law the Council requests an analysis of those, and that changing them be identified as a future legislative priority.
- d. **Expanded Funding Our Future Definition.** It is the intent of the Council that the definition of “public safety” for allocation of Funding Our Future revenue include not only the Police Department, Fire Department, and 911 Dispatch, but also any social workers and non-emergency traffic enforcement programs which are designed to expand the City’s public safety alternative response model. (*Note: The current definition included Fire and 911 Dispatch since FY2020.*)
- e. **Public Lands Maintenance.** It is the intent of the Council that the Administration provide an estimate of the funding that would be needed to adequately maintain all of the City's public lands. This estimate should include the number of FTEs, as well as supplies, equipment, and appropriate signage.

FY22 RDA Legislative Intents

- f. **Energy Efficiency as a Condition of any RDA Project Loans and Investments.** It is the intent of the Council/Board that all RDA project loans and investments require certain energy efficiency standards be met as a condition of funding by January 1, 2022.
Staff note: The Council/Board may wish to designate specific energy efficiency or sustainability standards, such as those set out by LEED and other accrediting organizations. (See examples at <https://www.epa.gov/smartgrowth/green-building-standards>.)
- g. **Structure of Accounts within RDA, including Fund Balances and Previous Capital Projects.** It is the intent of the Council/Board to review the full structure of RDA accounts with RDA and Finance Staff, including fund balances and capital projects funded in previous years. The Board may wish to discuss with the RDA and Finance staff the best way to get this information on a real-time basis.
Staff note: The City’s Enterprise Resource Planning (ERP) effort will help in tracking/providing this information in a less labor-intensive way, although the horizon for full implementation could be a year or longer.