



ERIN MENDENHALL
MAYOR

DEPARTMENT of PUBLIC LANDS
OFFICE of the DIRECTOR

CITY COUNCIL TRANSMITTAL


Rachel Otto (Feb 13, 2024 16:30 MST)

Rachel Otto, Chief of Staff

Date Received: 02/13/2024

Date sent to Council: 02/13/2024

TO: Salt Lake City Council
Victoria Petro, Chair

DATE: February 12, 2024

FROM: Kristin Riker, Director, Public Lands Department

SUBJECT: Creation of Public Lands Planning & Design Division

STAFF CONTACT: Kristin Riker
Public Lands Director
Kristin.Riker@slcgov.com



COUNCIL SPONSOR: N/A

DOCUMENT TYPE: Ordinance

RECOMMENDATION: Amend Salt Lake City Code Section 2.08.130 to add a new division of Planning and Design to the Public Lands Department.

BUDGET IMPACT: Budget neutral in FY24

BACKGROUND:

In October 2023, the Engineering Division (Public Services Department transferred four (4) full-time landscape architect positions and associated operating budget (\$533,144)) to the Public Lands Department. The FTEs include: one Senior Landscape Architect (Grade 34), two Landscape Architect IIIs (Grade 30), and one Landscape Architect II (Grade 27).

The jointly supported restructuring was intended to merge two existing but separate teams responsible for the planning, design and construction of public lands capital projects. These changes were combined with a new project delivery process to improve

coordination and project delivery. This move has created efficiencies for the City, identifying a single point of contact through an identified project manager, with planners and landscape architects serving in support roles.

The restructuring and creation of the Planning and Design team was requested through a budget amendment process due to the urgency and high expectations that the City and the public have regarding the 100+ existing park, trail and open space projects that are currently underway.

Proposed new Division

Following this transfer, the Public Lands Department is proposing to create a new division, the Planning and Design Division. This Division will be responsible for all planning, prioritization, funding, public and stakeholder engagement, design, consultant management, overall project management, and ultimately ongoing maintenance of every public lands capital project.

The creation of the new Division and project delivery process will result in efficiencies that will lead to higher quality project delivery, reduced project timelines and more efficient implementation of the Reimagine Nature Master Plan that will guide the growth of Salt Lake City' Public Lands for the next 20+ years.

NEXT STEPS:

Public Lands requests the Council adopt an amendment to Salt Lake City code section 2.08.130 to add a new Planning and Design Division to the Public Lands Department.

ATTACHMENTS:

- A. Red-Lined Ordinance
- B. Clean Ordinance

SALT LAKE CITY ORDINANCE

No. ____ of 2024

(Amending 2.08.130 to add a new planning and design division to the Public Lands Department)

An ordinance amending Salt Lake City Code Section 2.08.130 to add a new division of planning and design to the Public Lands Department.

WHEREAS, the Public Lands Department and the Public Services Department desire to consolidate two existing but separate teams responsible for the planning, design and construction of public lands capital projects; and

WHEREAS, in October 2023, the Public Services Department transferred four full time employee landscape architect positions and the associated operating budget from the Engineering Division to the Public Lands Department; and

WHEREAS, the Public Lands Department desires to create a new division for management and execution of the planning, design, and construction of public lands capital projects; and

WHEREAS, the City Council of Salt Lake City (“City Council”) desires to amend the Salt Lake City Code to create a new division within the Public Lands Department;

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

SECTION 1. That Salt Lake City Code Section 2.08.130 shall be, and hereby is, amended to read as follows:

2.08.130: DEPARTMENT OF PUBLIC LANDS:

A. Functions: The department of public lands shall have charge of and be responsible for the division of parks; the division of golf; the division of trails and natural lands; ~~and~~ the division of urban forestry; and the division of planning and design:

1. The general supervision, maintenance, upkeep and control of the city's parks, playgrounds, athletic fields, golf courses, and other recreational areas and facilities;
2. The city's cemetery;

3. Recreational activities and public event planning and special event permitting;
and
4. Maintenance and upkeep of shade trees and other plantings; and
5. Management and execution of the planning, design, and construction of public lands capital projects.

SECTION 2. That this ordinance shall become effective upon publication.

Passed by the City Council of Salt Lake City, Utah this ____ day of _____ 2024.

CHAIRPERSON

ATTEST:

CITY RECORDER

Transmitted to Mayor on _____.

Mayor's Action: _____ Approved. _____ Vetoed.

MAYOR

(SEAL)

Bill No. _____ of 2024.

Published: _____

Salt Lake City Attorney's Office
Approved As To Form

By: _____

Kimberly Chytraus

Date: _____

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MAYOR

(SEAL)

Bill No. _____ of 2024.

Published: _____

Salt Lake City Attorney's Office Approved As To Form By:  Kimberly Chytraus Date: February 9, 2024
