



# COUNCIL STAFF REPORT

CITY COUNCIL of SALT LAKE CITY  
[tinyurl.com/SLCFY25](http://tinyurl.com/SLCFY25)

**TO:** Council Members

**FROM:** Ben Luedtke, Kira Luke, Austin Kimmel, Sylvia Richards, and Allison Rowland  
 Budget and Policy Analysts

**DATE:** January 21, 2025

**RE: Budget Amendment Number 3 of Fiscal Year (FY) 2025**

**Project Timeline:**

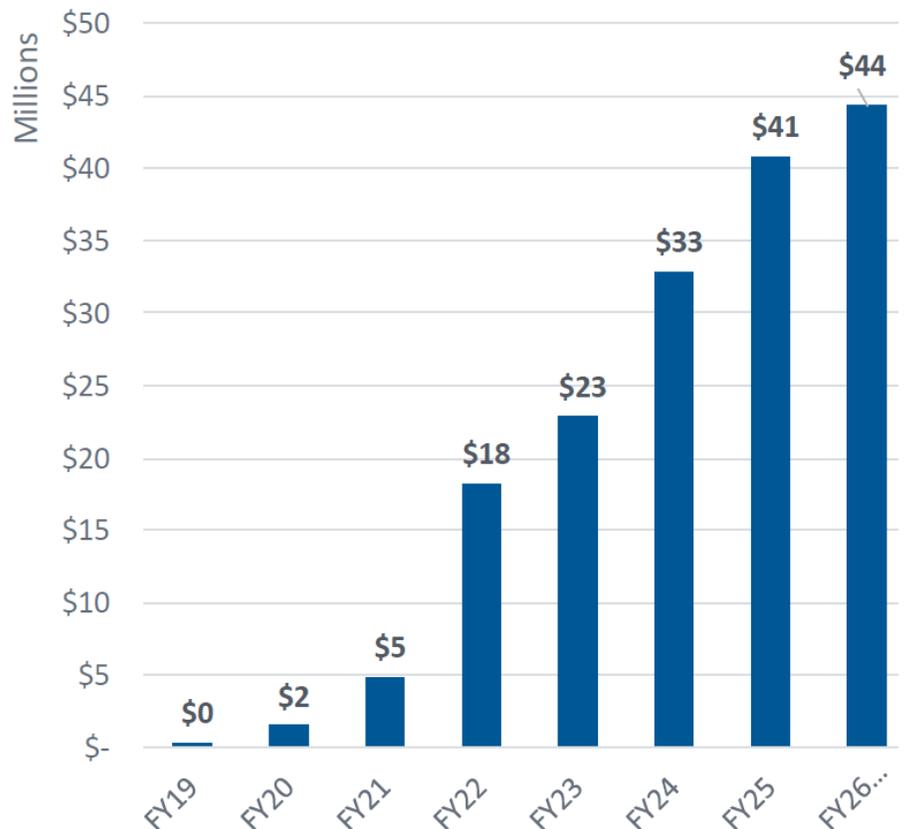
1<sup>st</sup> Briefing: January 21, 2025  
 2<sup>nd</sup> Briefing (if needed) & Public Hearing: Feb. 4, 2025  
 Potential Adoption Vote: February 18, 2025

Budget Amendment Number Three includes 20 proposed amendments with \$21,891,545 in revenues and \$21,881,787 in expenditures of which \$3,809,861 would come from General Fund Balance. The amendments are across six funds with two new full time employee positions proposed for IMS. Most expenses in this budget amendment are housekeeping items found in section D. The amendments also include three new initiatives in section A and additional housekeeping and grant related items, and one donation-related item. There is one Council-added item at the end of this staff report in section I.

Fund Balance

As confirmed by the auditors as part of the annual comprehensive financial report, updated fund balance numbers are summarized in the table on page three of this staff report. Assuming all items are adopted as proposed in this budget amendment, the General Fund Balance is estimated to be 21.37% which is \$40,257,199 above the 13% minimum target. Fund Balance typically increases after the annual comprehensive financial report. This can be caused by unspent appropriations for operations lapsing to Fund Balance and revenues coming in higher than budget. While the increased General Fund Balance is positive for the City’s fiscal position, it’s important to note that the annual budget has used an escalating amount of one-time General Fund Balance revenues to fill the annual budget structural deficit. The chart below was provided by the Finance Department to show how much General Fund Balance was used in the past seven fiscal years. Note the City’s current fiscal year is FY2025 so the FY2026 column is only for discussion purposes to show the impact of the trend continuing. The Council may wish to discuss with the Administration policy goals for the use of General Fund Balance in the next annual budget such as whether reducing the reliance on one-time funding to fill the structural deficit.

Use of Fund Balance



**Tracking New Ongoing General Fund Costs for the Next Annual Budget**

The table of potential new ongoing General Fund costs for the FY2026 annual budget is available as Attachment 1 at the end of this document. If all the items in Budget Amendment #3 are adopted as proposed by the Administration, then the FY2026 annual budget would need an additional \$173,484 to cover new ongoing costs. The total new ongoing costs from Budget Amendments 1 through 3 would be \$6,381,054. Note that of the total cost, \$4.1 million would be needed if the Homeless Shelter Cities State Mitigation grant is not available for FY2026.

**Straw Poll Requests**

**A-2: Request for 1 Full-time Cybersecurity Engineer I**

The Administration is requesting a straw poll from the Council on the Cybersecurity Engineer I FTE.

**BACKGROUND/DISCUSSION:**

The chart below presents General Fund Projected Revenues for FY 2025. Based on revenue data across the first part of the fiscal year, it is projected that revenues will be realized at approximately \$4.5 million beyond the FY 2025 Adopted Budget.

Revenue	FY25 Annual Budget	FY25 Amended Budget	Projection	Amended Variance Favorable/(Unfavorable)
Property Taxes	138,046,542	138,046,542	138,046,542	-
Sales, Use & Excise Taxes	120,916,200	120,916,200	123,829,824	2,913,624
Franchise Taxes	14,450,000	14,450,000	14,450,000	-
<b>Total Taxes</b>	<b>273,412,742</b>	<b>273,412,742</b>	<b>276,326,366</b>	<b>2,913,624</b>
Charges For Services	5,845,724	5,845,724	5,804,412	(41,312)
Fines & Forfeitures	2,935,035	2,945,035	2,972,697	27,662
Interest Income	8,000,000	8,000,000	9,714,226	1,714,226
Interfund Service Charges	32,128,467	32,128,467	32,192,805	64,338
Intergovernmental Revenue	5,954,017	5,954,017	5,929,017	(25,000)
Licenses	20,179,072	20,179,072	19,706,608	(472,464)
Miscellaneous Revenue	3,298,277	3,288,277	4,019,763	731,486
Parking Meter Revenue	2,701,331	2,701,331	2,701,331	-
Parking Tickets	1,500,000	1,500,000	1,500,000	-
Permits	18,810,172	18,810,172	18,365,922	(444,250)
Property Sale Proceeds	10,300	10,300	10,300	-
Rental & Other Income	1,040,389	1,040,389	1,041,122	733
Operating Transfers In	5,495,833	5,965,241	5,965,241	-
<b>Total W/O Special Tax</b>	<b>107,898,617</b>	<b>108,368,025</b>	<b>109,923,444</b>	<b>1,555,419</b>
Sales Tax Addition 1/2%	56,484,479	56,484,479	56,484,479	-
<b>Total General Fund</b>	<b>437,795,838</b>	<b>438,265,246</b>	<b>442,734,289</b>	<b>4,469,043</b>

## UPDATED Fund Balance Chart

The chart below shows fund balance numbers updated after the Administration’s transmittal. The City’s annual comprehensive financial audit is progressing. The auditors have completed the Fund Balance portion which is summarized in the chart below.

	FY2024 Budget			FY2025 Budget		
	FOF	GF Only	TOTAL	FOF	GF Only	TOTAL
Beginning Fund Balance	24,309,089	178,266,652	202,575,741	27,841,978	146,448,554	174,290,532
Prior Year Encumbrances	(2,538,952)	(18,618,979)	(21,157,931)	(3,547,119)	(18,657,815)	(22,204,934)
Estimated Beginning Fund Balance	21,770,137	159,647,673	181,417,810	\$ 24,294,859	\$ 127,790,739	\$ 152,085,598
<i>Beginning Fund Balance Percent</i>	30.52%	42.56%	40.63%	39.57%	30.50%	31.66%
Year End ACFR Adjustments						
Revenue Changes	-	-	-			
Expense Changes (Prepays, Receivable, Etc.)		(2,484,423)	(2,484,423)		(3,188,435)	(3,188,435)
Fund Balance w/ ACFR Changes	21,770,137	157,163,250	178,933,387	24,294,859	124,602,304	148,897,163
<i>Final Fund Balance Percent</i>	30.52%	41.89%	40.08%	39.57%	29.74%	30.99%
Budgeted Change in Fund Balance	(3,657,641)	(29,211,158)	(32,868,799)	(4,162,906)	(36,664,442)	(40,827,348)
Budget Amendment Use of Fund Balance						
BA#1 Revenue Adjustment	-	-	-		469,408	469,408
BA#1 Expense Adjustment	-	(204,200)	(204,200)		(2,468,933)	(2,468,933)
BA#2 Revenue Adjustment	-	-	-		102,000	102,000
BA#2 Expense Adjustment	-	763,950	763,950		(3,407,524)	(3,407,524)
BA#3 Revenue Adjustment	-	-	-		3,904,861	3,904,861
BA#3 Expense Adjustment	-	(3,046,220)	(3,046,220)		(3,809,861)	(3,809,861)
BA#4 Revenue Adjustment	-	-	-		-	-
BA#4 Expense Adjustment	-	(2,890,480)	(2,890,480)		-	-
BA#5 Revenue Adjustment	-	5,513,148	5,513,148		-	-
BA#5 Expense Adjustment	-	(32,816,722)	(32,816,722)		-	-
BA#6 Revenue Adjustment	-	-	-		-	-
BA#6 Expense Adjustment	-	-	-		-	-
Change in Revenue	-	-	-		-	-
Change in Expense	-	-	-		-	-
Fund Balance Budgeted Increase	-	-	-		-	-
<b>Adjusted Fund Balance</b>	<b>23,785,523</b>	<b>125,111,640</b>	<b>148,897,163</b>	<b>20,131,953</b>	<b>82,727,813</b>	<b>102,859,766</b>
<i>Adjusted Fund Balance Percent</i>	33.35%	33.35%	33.35%	32.79%	19.74%	21.41%
<b>Projected Revenue</b>	<b>71,320,043</b>	<b>375,142,791</b>	<b>446,462,834</b>	<b>61,397,384</b>	<b>419,006,975</b>	<b>480,404,359</b>

The proposal includes nineteen initiatives for Council review.

A summary spreadsheet outlining proposed budget changes is attached. The Administration requests this document be modified based on the decisions of the Council.

The opening budget is separated in eight different categories:

- A. New Budget Items
- B. Grants for Existing Staff Resources
- C. Grants for New Staff Resources
- D. Housekeeping Items
- E. Grants Requiring No New Staff Resources
- F. Donations
- G. Council Consent Agenda Grant Awards
- I. Council Added Items

**PUBLIC PROCESS:** Public Hearing

**Impact Fee Unallocated “Available to Spend” Balances and Refund Tracking**

The table below is current as of November 8, 2024. Impact fees must be encumbered or spent within six years of the City receiving them. Expired impact fees must be returned to the entity who paid them with interest over the intervening six years.

Type	Unallocated Cash “Available to Spend”	Next Refund Trigger Date	\$ Expiring in FY2027
Fire	\$437,203	More than two years away	-
Parks	\$3,931,722	August 2026	\$6,893,768
Police	\$1,515,483	More than two years away	-
Transportation	\$2,857,175	August 2026	\$2,691,888

*Note: Encumbrances are an administrative function when impact fees are held under a contract*

*Note: to expedite the processing of this staff report, staff has included the Administration’s descriptions from the transmittal for some of these items.*

**Section A: New Items**

**A-1: Rescope Vacancy Savings in Public Lands for Vehicles, Equipment and Events (\$285,800 one-time rescope of which \$188,700 goes to the Fleet Fund)**

The Administration is requesting the reallocation of \$285,800 from Public Lands personal services budget from attrition and vacancy savings generated from full-time positions through the first six months of the fiscal year. It is proposed that the funds be used for capital equipment purchases and an increase in contracted operations costs as follows:

1. **16-foot-Wide Area Mower \$138,500** – The transmittal indicates 36% of the department’s large area mowers are between 10-17 years old and need to be replaced; however, Fleet does not plan to replace them at this time because of lack of funding. They bought two mowers last year and would like to stagger future purchases to build a more dependable equipment pool.
2. **Utility Task Vehicle (UTV) \$23,000** – During a routine patrol along the northern section of the Jordan River Parkway, a newer member of the Park Ranger team drove a UTV to a portion of the trail that was too narrow for a u-turn. In attempting to make a “k” turn, the UTV ended up in the river. Although standard recovery procedures were followed, the UTV was damaged beyond repair and needs to be replaced.
  - *Policy Question:* The Council may wish to ask whether the park rangers will be provided additional training on UTV’s.
3. **Two Wide Area Mower Trailers \$27,200** – This is a request for two large trailers needed to transport the mowers from Public Lands to various locations throughout the City.

The Administration is requesting an additional amount of \$97,100 from personnel to operations for the following items:

4. **July Drone Shows \$50,000** – This is a request to increase the number of drones from 150 to 300 to be more in line with what other cities are providing. This increase would allow the city to enhance its productions and keep Salt Lake City's shows at Liberty Park and Jordan Park competitive.
5. **Restroom Septic Tank Pumping** – This is a \$30,000 request for septic tank pumping at Washington Park in Parley's Canyon. Invoices from the contractor were delayed such that the city is paying 2024 invoices in 2025. The increase in park reservations resulted in additional use and additional gallons needing to be pumped.
6. **Flatbed Electric Cart** – This is a request to use \$17,100 from personal services to operations to purchase a flatbed electric cart used for landscaping and tree watering. An existing electric cart was stolen from the Jordan Park greenhouse and damaged beyond repair.

**A-2: Request for Two New IMS Positions; 1 Full-time Cybersecurity Engineer I Position and transitioning one Part-time Graphic Design Position to a Full-Time position (\$85,242 from IMS Fund Balance then ongoing)**

The Information Management Services (IMS) Department is requesting funding and support for two positions: a cybersecurity engineer, and the conversion of an existing part time graphic design position to full time. The funding request is for a partial year of the cybersecurity position, with an ongoing annual cost estimate of \$173,483.60, which would be funded from the citywide allocations to IMS in FY26. **The department has requested a straw poll for the cybersecurity position.**

Funding for the graphic design position is expected to be absorbed by eliminating other part time positions, requiring no additional allocation in the FY25 budget. Staff has requested further information on what positions will be eliminated, as well as any negative impacts if the position was not added until the FY26 budget. That information will be provided to the Council as it becomes available. In recent budgets, the City has moved towards consolidating citywide media and engagement positions in the IMS Media and Engagement team, which continues to see an increasing workload demand.

Based on the Budget Amendment #2 vacancy report, IMS currently has only one vacant FTE position, with \$7,906 of vacancy savings available.

**A-3: Withdrawn Prior to Transmittal**

**A-4: Fleet Block Infrastructure Development and Anticipated 1-Acre Property Sale (\$3.9 million one-time from the Surplus Land Fund to CIP)**

This request would transfer \$3,900,000 from the Surplus Property Account to a CIP account for constructing public infrastructure in the Fleet Block. The transfer is linked to the anticipated sale of about a 1-acre parcel, which is expected to be ~\$3,900,000. \$1,370,916 will remain in the Surplus Property Account, and the property sale proceeds will backfill once the sale closes. The sale of the subject property includes requirements for new housing, including family-sized units and affordable at 80% AMI, as well as commercial space for non-profits and local businesses.

Once the funding is available in the CIP account, the administration expects the funds to cover the design and construction of midblock streets that will bisect the block. The administration anticipates the funds will cover the midblock streets and will be designed within the allocated funding. Additional infrastructure beyond what these funds provide will be requirements for the developer partners selected in the upcoming RFQ.

*Policy Question:*

- The Council may wish to ask the administration to expand on how it anticipates the sale of the subject property and the stated requirements align with its overall vision of the Fleet Block.

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**Section D: Housekeeping Items**  
**D-1: Withdrawn Prior to Transmittal**

**D-2: Salt Lake City Athletic Complex (\$220,412 one-time rescope from CIP)**

\$220,412 is being requested for upgrades to the Salt Lake City Sports Complex at 645 S. Guardsman Way. The funding is left over from the recent roof replacement, which was completed under budget. Amounts requested are the City's 50% share of the need, per the cost-sharing agreement with Salt Lake County.

- \$79,128 is requested for upgrading the ice control system, which maintains the ice temperature and consistency, and gives remote monitoring alerts.
- \$47,565 is requested for an ammonia vapor drive, which is a component of the refrigeration system that minimizes power spikes and improves efficiency. The existing component is 14 years old, exceeding the typical life expectancy of 10-12 years, and is failing.
- \$72,977 is requested to upgrade the controls that include an ammonia detection system that failed inspection. In 2024, after the failed inspection, the County decided to replace the controls.
- The remaining funding (approximately \$20,743) is proposed for studying and designing a remedy for a groundwater filtration issue in the facility, which is causing a persistent leak, water damage, and corrosion in utility spaces.

**D-3: Rescope Road Marking Maintenance Funds to Purchase a Utility Task Vehicle for Bike Lane Snow Plowing (\$35,000 rescope one-time to the Fleet Fund)**

The Public Services Department is requesting to reallocate \$35,000 from their road marking budget to the Fleet Fund for a new Utility Task Vehicle (UTV) for snow removal in protected bike lanes (PBLs). The department anticipates no reduction in the road marking service levels. PBLs are priority level one in the City's snow removal plan, and considered a previously underfunded asset. The UTV would also be used in the off seasons by the Traffic Markings and Signs maintenance crew.

*Staff Note: Items D-4 through D-7 are follow up housekeeping items. The Council received a presentation from the Transportation Division and approved the grant funding in Budget Amendment #2. The four items below would transfer the funding to the CIP fund for construction and ensure the funding does not lapse to Fund Balance at the end of fiscal year.*

**D-4: TTIF 200 South Transit Corridor Project (\$1,800,000 one-time to CIP Fund)**

This amendment will transfer budget from the Misc. Grants fund to the appropriate CIP fund in the amount of \$1,800,000 for the purpose of completing the 200 South Transit Corridor project. The 200 South Transit Corridor Technology Upgrades will evaluate bus transit operations on 200 South between roughly 600 west and University Street and identify strategies for improvement. The focus of the project will be on improving bus operations through upgrades to intersection controls, which will likely include a combination of transit signal priority (TSP), detection systems, cabinet/controller hardware, fiber optic communication, and connected vehicle (V2X) systems.

Salt Lake City has already made significant investments to rebuild the street to establish a Business Access and transit (BAT) lane and boarding islands; this project follows the initial roadway construction with focus on transit operations and technology upgrades to further enhance the transit capacity and safety of the 200 South Transit Corridor.

**D-5: TTIF 400 South Multi Use Trail (\$6,356,000 one-time to CIP Fund)**

This budget amendment is to move grant funding approved in BA #2 in the amount of \$6,356,000 to the appropriate CIP fund for the purpose of completing the 400 South multi use trail. UDOT and Salt Lake City are partnering to create a multi-use trail on the south side of 400 South from 900 West to 200 West, including the viaduct bridge over the railroad tracks. The corridor is an important east/west connector, and the project aims to maintain current vehicular capacity while establishing a safe dedicated corridor for people walking, biking and rolling. The trail will feature art to enhance the character of the surrounding area and make traveling along the trail an enjoyable experience.

**D-6: TTIF West Temple Bike Transit Connections (\$1,326,000 one-time to CIP Fund)**

This budget amendment will transfer grants funds approved in budget amendment #2 in the amount of \$1,326,000 to the appropriate CIP fund for the purpose of completing the West Temple Bike Transit Connections. West Temple Bike Transit Connections will add physically separated bike lanes, improve pedestrian crossings and narrow pedestrian crossing distances with a mix of curb extensions and refuge islands.

**D-7: TTIF Westpointe/Jordan Meadows Neighborhood Byway (\$900,000 one-time to CIP Fund)**

This budget amendment is to move the grant award approved in budget amendment #2 in the amount of \$900,000 to the appropriate CIP fund for the purpose of completing the Westpointe/Jordan Neighborhood Byway.

**D-8: Compliance Vehicle Replacement from Compliance Division’s Operational budget (\$35,000 one-time to the Fleet Fund)**

In September of 2024, a City employee was involved in an accident while driving one of the Compliance vehicles which led to the total loss of the vehicle. Police officers were unable to determine who was at fault. Since the accident, the division has been using one of the City’s loaner cars from Fleet. The Administration is requesting funding to replace the vehicle using funding from the Compliance Division’s budget to help maintain enforcement efficiency and capabilities.

**D-9: TTIF Bicycle Lanes Capitol Hill (\$406,102 one-time in the CIP Fund)**

This request would transfer \$406,102 from the UDOT grant award associated with **E-2: TTIF Bicycle Lanes Capitol Hill** to the appropriate CIP fund to repave Main Street from North Temple to 300 North with buffered or protected bike lanes in both directions. Note: the administrative transmittal states the project would repave Main Street from South Temple to 300 North, but staff has since clarified that it should instead list North Temple. The administration is also exploring a future project to work with UDOT to add protected bike lanes on Columbus Street from 300 North to the existing bike lanes on Victory Road.

It is not yet fully designed, but the project will likely remove travel lane(s) in either direction to provide enough space for cyclists. This portion of Main Street currently has four travel lanes (two lanes in both directions), and all roadways north of 300 North have one lane in each direction. The bicycle lanes are expected to provide a preferable alternative to biking on State Street.

*Policy Question:*

- The Council may wish to ask the administration to elaborate on its preferred street typology on this portion of Main Street and ask whether it could lead to increased traffic on State Street or any of the other surrounding neighborhood streets leading towards and from Capitol Hill.
- The Council may wish to ask how this project fits into the Capital Hill Livable Streets traffic calming project and potential impacts to State Street and other surrounding neighborhood streets.

**D-10: Streets Impact Fee Excess Capacity Reimbursement to the General Fund (\$3,904,861 one-time from the CIP Fund to the General Fund)**

This is a request for Excess Capacity Reimbursement to be paid out of Streets Impact Fees to the General Fund in the amount of \$3,904,861. It would also transfer these funds to streets impact fees to change the funding source of existing CIP project appropriations from streets impact funded to General Fund funded CIP Projects. These changes will allow the City to comply with the Impact Fee Act, the Impact Fee Facilities Plan, and to more efficiently utilize restrictive funding sources. The result of the eligibility of these funds has also resulted in the need to pay Streets Impact Fees interest of ~ \$50,218 from Streets Impact Fee Funds. This item helps the City avoid refunding impact fees.

**D-11: Budget Amendment No. 1 Item I-6 Reversal: Consultant Services to Assist with City Prosecutor’s Office Transition (\$95,000 one-time back to General Fund Balance)**

This amendment is to reverse a Council added amendment item from budget amendment number one that funded \$95,000 for consulting services to help with the Salt Lake City Prosecutor’s Office’s transition from working with the County Prosecutor’s Office to an independent office arrangement. Since the City’s Prosecutor’s Office is no longer moving from the County offices, the funding is no longer needed.

**Section E: Grants Requiring No Staff Resources**

**E-1: Great Salt Lake Watershed Property Acquisition (\$2,226,195 one-time grant award)**

This budget amendment recognizes the City’s funding availability from the Great Salt Lake Watershed Enhancement Trust in the amount of \$2,226,195 for a land purchase. If successfully acquired, the property will be preserved and restored for wetland conservation purposes as part of a broader Great Salt Lake Shoreline Preservation initiative. The City is negotiating the purchase and, per the agreement with the Great Salt Lake Watershed Enhancement Trust, has two years to contract. The City will not receive the grant award until it is under contract with the landowner.

*Staff notes:*

- The transmittal document incorrectly lists the National Audubon Society as the grantor. The grant is an award pursuant to the state-appropriated Great Salt Lake Watershed Enhancement Trust.
- The transmittal also states Salt Lake City will be the ultimate land manager of the property, but the administration has shared this has not yet been determined.

**E-2: TTIF Bicycle Lanes Capitol Hill (\$406,102 one-time Misc. Grant Fund)**

**Staff note: this item is associated with item D-9: TTIF Bicycle Lanes Capitol Hill. Please refer to D-9 for additional information.**

This budget amendment is to recognize the City's funding availability UDOT grant award in the amount of \$406,102 to repave Main Street from North Temple to 300 North with buffered or protected bike lanes in both directions. Note: the administrative transmittal states the project would repave Main Street from South Temple to 300 North, but staff has since clarified that it should instead name North Temple. The administration is also exploring a future project to work UDOT to add bike lanes on Columbus Street from 300 North to the existing bike lanes on Victory Road.

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## **Section F: Donations**

### **F-1: Donation to Create a Justice Bus as a Mobile Courtroom (\$63,675 one-time in Donation Fund)**

The Utah Bar Foundation has awarded the Justice Court a donation in the amount of \$63,674 to specifically purchase and outfit a transit cargo bus as a Justice bus. This donation will enhance and expand the Justice Court's previous request for a van, which purchase was on hold, pending the Council's approval of using the donation towards the Justice bus concept. (The Council previously approved \$62,000 for the Justice Court van.)

The Utah Bar Foundation introduced Ohio's Justice bus concept to the Justice Court. The City's Justice Court reached out to those running the program, visited their bus earlier this year and obtained the van specifications. According to the transmittal, the Justice bus would serve as a mobile justice court and resource center, providing the space, layout and equipment needed to better serve individuals residing at the resource centers, as well as provide support for outreach events coordinated by the Mayor's Office. The total cost for the purchase and the outfitting of the Justice bus is \$125,675. Policy Question: The Council may wish to ask for additional details.

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## **Section G: Grant Consent Agenda No. 4**

### **G-1: Know Your Neighbor Grant Extension (\$100,00 – Misc. Grant Fund)**

This is an extension of an existing grant that will provide an additional award of \$100,000 for a Volunteer Coordinator in the Salt Lake City Mayor's Office. The Know Your Neighbor grant was awarded to Salt Lake City in October of 2022 by the Department of Workforce Services. The original award was \$100,000 to pay for the salaries and benefits of a volunteer coordinator for one year. Each year since the original award date, the grant has been extended and Salt Lake City has been given an additional \$100,000 for the same purpose. This consent agenda item is to accept the extension for FY25 for \$100,000 to continue to pay for the salary and benefits of the Volunteer Coordinator housed in the Equity Office in the Mayor's office. The original Public Hearing was held October 18, 2022.

### **G-2: Community Wildfire Protection Plan Update from Defense Grant Funding (\$239,050 – Misc. Grant Fund)**

This is a subaward, awarded and administered by the Utah Division of Forestry, Fire and State Lands. The Salt Lake City Fire Department (SLCFD) will update its 2017 Community Wildfire Protection Plan (CWPP) using lessons learned from recent events, national and local, to develop a comprehensive mitigation strategy that expands the scope of the plan to include hazards and areas within the city that should be defined as a part of the Wildland Urban Interface (WUI). The current plan was developed with the accepted priorities and strategies in 2017. Since that time multiple wildfires around the country have challenged the traditional definition and understanding of the WUI. SLCFD will update its CWPP to identify and prioritize hazards WUI threats and hazards across the entire city. The updated CWPP is the first step in creating a more comprehensive and inclusive wildland fire mitigation plan that will help determine both short and long-term mitigation priorities and protective strategies to establish mitigation goals for existing and anticipated hazards and long-term goals to address hazards resulting from population growth and climate change.

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## **Section I: Council-Added Items**

### **I-1: Accelerating Treatments for Diseased Sycamore Trees (\$150,000 one-time from General Fund Balance)**

Council Member Dugan has requested this item to accelerate the pace of implementing treatments for diseased sycamore trees. The Urban Forestry Division is using \$100,000 from the tree maintenance budget to explore multiple types of treatments with different chemicals and application methods (e.g., spraying, injections, others). This funding would be used for the treatments found to be most effective. Some sycamore trees are fighting a fungal disease called anthracnose, bug infestations, and/or mildew. Sycamore trees can live for a few hundred years. Some of the sick trees are over a century old and large enough to provide multiple public benefits. There are an estimated 4,600 sycamore trees in the city. Precisely how many of those trees are sick is unknown. Further testing and assessments would be needed to determine the extent of the problem, treatment options, and costs. Residents have reported diseased trees in Liberty Park, the Avenues, Sugar House, and Yalecrest. This item is being proposed in Budget Amendment #3 because some treatments are most effective when applied before the spring growing season.

*Policy questions:*

- **One-time vs Ongoing Costs** – The Council may wish to ask the Administration whether diseased sycamore trees could need ongoing funding for treatments?

**ATTACHMENTS**

1. (None)

**ACRONYMS**

AMI – Area median income  
BAT – Business Access Transit  
CAFR – Comprehensive Annual Financial Report  
CIP – Capital Improvement Program  
CWPD – Community Wildfire Protection Plan  
FOF – Funding Our Future  
FTE – Full time Employee / Equivalent  
FY – Fiscal Year  
GF – General Fund  
IMS – Information Management Services  
RFQ – Request for Qualifications  
TTIF – Transit Transportation Investment Fund  
UDOT – Utah Department of Transportation  
UTV – Utah Task Vehicle  
WUI – Wildland Urban Interface

## ATTACHMENT 1

### Council Request: Tracking New Ongoing Costs to the General Fund

Council staff has provided the following list of potential new ongoing costs to the General Fund. Many of these are new FTE's approved during this fiscal year's budget amendments, noting that each new FTE increases the City's annual budget costs if positions are added to the staffing document. Note that some items in the table below are partially or fully funded by grants. If a grant continues to be awarded to the City in future years, then there may not be a cost to the General Fund but grant funding is not guaranteed year-over-year.

Budget Amendment	Item	Potential Cost to FY2026 Annual Budget	Full Time Employee (FTEs)	Notes
#1	Item A-1 Attorney's Office Organizational Structure Change	\$722,888	3 FTEs: 1 City Prosecutor 1 Senior City Attorney 1 Deputy Director of Administration	<b>City Prosecutor</b> \$178,278 for 9 months/\$237,704 annually <b>Senior City Attorney</b> Class 39 - \$157,635.74 for 8 months/\$236,454 annually <b>Deputy Director of Administration</b> Class 40 - \$186,547 for 9 months or \$248,730 annually.  At the time of publishing this staff report, the cost to lease office space is unknown. The cost could be more or less than the current budget under the soon to be terminated interlocal agreement with the District Attorney's Office.
#1	Item D-8	\$171,910	1 FTE: Capital Asset Planning Financial Analyst IV position	Inadvertently left out of the Mayor's Recommended FY2025 Budget. Position would be dedicated to impact fees compliance tracking and reporting for new state requirements. Impact fees fully reimburse the General Fund for the position's cost.
#1	Item E-1 Homeless Shelter Cities Mitigation Grant FY25	\$2,945,957 grant funding*	4 FTEs: 3 Officer positions 1 Sergeant position	*Amount of grant funding needed in order to fully cover the ongoing costs including the new FTEs.
	Costs currently paid for by the Homeless Shelter Cities Mitigation Grant in FY2024 that might be shifting to the General Fund in FY2025	\$662,760	For ongoing costs related to 15 existing FTEs; the grant funds a total of 23 FTEs	\$662,760 is needed for ongoing equipment for all 15 officers. The Administration is checking whether existing budgets could absorb some of these costs.
#2	Item A-2 Enhanced Security at Justice Court	\$200,000		A security report identified an issue needing to be addressed immediately.

Budget Amendment	Item	Potential Cost to FY2026 Annual Budget	Full Time Employee (FTEs)	Notes
#2	Item A-3 Community Oriented Policing Svcs or COPS Hiring Grant from U.S. Dept. of Justice for 2 new Sergeants & 10 new Officers FY 24-25	\$1,285,642 in FY2026	For ongoing costs related to hiring 2 new Sergeant FTEs and 10 new Officers in the Police Dept.	Ongoing costs include grant salary match plus vehicles, supplies & equipment. After the 48 month grant period ends, the estimated annual cost to retain the 12 police officers is \$2,071,325.
#2	Item A-4 Vehicles, Equipment & Related Police Officer costs not covered by the Homeless Shelter Cities State Mitigation Grant FY24-25	\$498,692 is ongoing	For ongoing costs related to the hiring of new officers	Ongoing costs include ongoing salary increases, supplies, body cameras, vehicles, and computers.
#1 & #2	D-7 Prosecutor's Office Changes since Budget Amendment #1	<b>(-\$280,279)</b> back to General Fund Balance	<u>1 FTE Removed</u> City Prosecutor FTE removed	Reverses a portion of budgetary impacts & actions outlined in BAM#1, Item A-1.
#3	A-2 IMS – Add 1 full-time Cybersecurity Engineer and convert 1 part-time Graphic Designer into full-time using funds from the elimination of additional part-time positions.	\$173,484 ongoing for Cybersecurity Engineer position	Adds 1 Cybersecurity Engineer Position  Adds .50 Graphic Design position	
<b>TOTAL</b>		<b>\$6,381,054</b>	<b>39 total FTEs of which 16 are New FTEs</b>	Note that of the total cost, \$4.1 million would be needed if the Homeless Shelter Cities State Mitigation grant is not available for FY2026