



CITY OF COLUMBIA, MISSOURI

PUBLIC COMMUNICATIONS OFFICE

June 27, 2013

MEMORANDUM FOR MIKE MATTHES AND CAROL RHODES

FROM: Toni Messina, Civic Relations Manager

SUBJECT: Council Memo Revisions

In the quest to continually improve administrative support for the City Council, there is interest in reviewing the content of the staff memos associated with Council bills, resolutions and reports. The overall goal is to convert information and data into useful knowledge. Within the last 18 months, we have streamlined the narrative portion of the memo; now, we're assessing content that provides context for decision-making:

- Existing data fields for fiscal impact and "vision" impact; and
- New fields for legislative history and alignment with the City's strategic plan.

Fiscal Note

Sec. 2-86 of the Code of Ordinances requires the City Manager to prepare a fiscal note for "All ordinances and resolutions of a legislative nature..." introduced before the City Council. The fiscal note format is not specified, but it must include the items listed below:

- Proposed cost for the next two years;
- Any duplication of an existing program;
- If there's a federal or state mandate;
- Any significant, direct fiscal impact on any other political subdivision or agency of the state; and
- The need for any new employees, physical facilities or capital spending.

Council adopted the fiscal note ordinance in 1979, around the same time that fiscal notes were starting to accompany state legislative proposals. Councilman Goodrich, the sponsor, said that it was a good idea "...because sometimes we get involved in something and we are not aware of what the cost may be down the line." City Manager Ray Beck said he did not think it would "overburden" staff.

Eliminating the fiscal note would require amending the Code and, in my opinion, there is no sound policy reason to do this. The Council memo, however, has two fields for fiscal impact: one is text and the other is a data field. There is no need to duplicate this information and, since even City staff have some concerns about the data field, describing the fiscal impact in narrative form...consistent with the requirements of Sec. 2-86...could be a simple solution, as shown in the example.

FISCAL IMPACT *[from Cosmo-Bethel Park Tennis Court Resurfacing memo – B145-13]*

The total project budget is \$54,000. It does not duplicate any existing program and is not a federal or state mandate. Columbia Public Schools will reimburse the City \$18,000 to repair the four courts owned by the school district. This is an annual maintenance cost with no need for new employees, physical facilities or capital spending.

If Council wants information that is not required by Sec. 2-86, it could be added to the narrative field. The key is clear, common understanding and consistent treatment of the data, regardless of format.

Vision Impact Note

On March 15, 2010, City Council members directed staff to implement the vision impact note and implementation task tracker. City Manager Bill Watkins issued a June 14, 2010 policy directing staff to carry out this work. The policy specified both form (an extension of the Council memo fiscal note) and content:

- Vision impact or not;
- If there is a vision impact, references to both the primary and secondary vision statements, goals and strategies; and
- The FY 2010 – 2011 implementation task number associated with the impact.

Since Council directed this activity, it should determine if it wants to continue the current practice, revise it or end the vision impact assessment. Again, the Council memo has both text and data fields for vision impact, and providing only a narrative reference to the vision might be a simple solution. The data field rolls (but not automatically) into the vision tracker system, which lists actions associated with the FY 2010 – 2011 implementation plan. This raises a question: if that plan has expired, is there a need to continue tracking legislative proposals associated with it? I would encourage Council to get input from the Columbia Vision Commission.

Legislative History

We do not consistently summarize legislative milestones associated with bills and resolutions, although we are more likely to mention it when a project has a long or controversial history. Other cities tend to handle in one of two ways:

- As narrative text in a Council memo, under a head such as "Previous Council and/or Committee Action," or

- As a field in an online form that is likely generated by an automated agenda system (see examples). These forms may have links to documents and video records.

Capturing legislative history, in my opinion, would be helpful for Council members and anyone researching its activity, including staff and the public. Things to consider include which milestones to capture (the list naturally gets longer over time) and a format that is easy for everyone to use. Since we already use its products to create Council agendas, I recommend checking with Granicus to see if it has an option for legislative history.

Strategic Plan Alignment

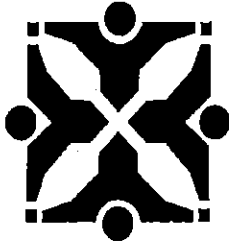
It has been suggested that a statement of strategic alignment replace the vision impact statement. If this would be helpful in assessing our annual strategic performance, and if we want to continually stress the plan's importance, it could be useful addition. If it is not high-priority information for Council members, it may not be necessary.

Please let me know your interest in further discussion or development.

Att:

Current Council memo form

Legislative history examples from other cities



Source:

Agenda Item No:

To: City Council
From: City Manager and Staff

Council Meeting Date:

Re:

EXECUTIVE SUMMARY:

DISCUSSION:

FISCAL IMPACT:

VISION IMPACT:

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

SUGGESTED COUNCIL ACTIONS:

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/ Agency?		Federal or State mandated?	
Amount of funds already appropriated	\$0.00	Duplicates/Expands an existing program?		Vision Implementation Impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?		Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		Resources Required		Vision Impact?	
One Time	\$0.00	Requires add'l FTE Personnel?		Primary Vision, Strategy and/or Goal Item #	
Operating/ Ongoing	\$0.00	Requires add'l facilities?		Secondary Vision, Strategy and/or Goal Item #	
		Requires add'l capital equipment?		Fiscal year implementation Task #	

AGENDA



Recommendation for Council Action (CMD)

Austin City Council		Item ID:	24931	Agenda Number	11.
Meeting Date:	June 20, 2013				
Department:	Contract Management				
Subject					
Authorize additional funding for PARID Aquatic Complex Improvements Design-Build Agreement, West Enfield Pool Complex construction phase services, with Design-Builder CHASCO CONSTRUCTORS, LTD., L.L.P., in the amount of \$2,526,593, plus \$379,007 owner contingency, for a total amount not to exceed \$2,905,600.					
Amount and Source of Funding					
Funding is available in the 2012-2013 Capital Budget of the Parks & Recreation Department.					
Fiscal Note					
A fiscal note is attached.					
Purchasing Language:					
Prior Council Action:	May 23, 2013 - Council authorized funding for unforeseen subsurface conditions and community design concerns for Bartholomew Pool Complex. March 22, 2012 - Council authorized funding and the negotiation and execution of amendments for the Bartholomew and West Enfield Pool Facilities Construction Work Packages and changes to the work for the Deep Eddy Pool Improvements. November 10, 2011 - Council authorized negotiation and execution of amendment for a Partial Guaranteed Maximum Price for the Deep Eddy Construction Work Package. June 24, 2010 - Council authorized negotiation and execution of a Design-Build Agreement with Chasco Constructors, LTD., L.L.C. for Design Phase Services. September 24, 2009 - Council authorized use of Design-Build Alternative Project Delivery Method.				
For More Information:	Robert Egan 974-7220; Vincent M. LeMond 974-5632; April Shaw 974-6716; Pelecia Shaw 974-6017.				
Boards and Commission Action:					
Related Items:					
MBE / WBE:	The Design-Build contract and approved Amendments have been awarded in compliance with Chapter 2-9A of the City Code (Minority Owned and Women Owned Business Enterprise				

Procurement Program

Additional Backup Information

The Austin Parks and Recreation Department (PAR) Aquatic Facilities Improvements Design-Build Project consists of design and construction improvements to Deep Eddy Municipal Pool, Bartholomew Municipal Pool, and West Enfield Neighborhood pool complexes, including bathhouses. The proposed improvements were initiated as are part of the 2006 Bond Program authorized by Austin voters on November 7, 2006. Deep Eddy Municipal Pool is substantially complete and Bartholomew Municipal Pool is currently under construction.

The third complex, West Enfield Neighborhood Pool, is located at 2000 Enfield Road. Built in 1934, this 145,000 gallon pool is considered a small neighborhood pool. It is used by swim teams, for lap swimming, swim lessons and recreational swimming. It is a one-story complex consisting of a pool, restroom facility, a storage area, and pump facility. The system is in poor condition but is currently functioning as intended. The pool is a poured-in-place concrete structure with lap lanes, gutter system, and a concrete pool deck. The existing mechanical system is a re-circulating pump system, which consists of a motor, pump, filters and valves. The entire existing pool shell, equipment facilities, and bathhouses will require demolition and replacement with consideration to all City of Austin's current codes and regulations. The new facility design has sought community involvement in its design while considering the extremely high traffic and with a sustainable life-cycle of fifty (50) years.

The Design-Builder is currently preparing its guaranteed maximum price proposal for the West Enfield Pool Complex. With Council's approval of \$2,526,593, the City will be able to expeditiously negotiate and execute construction phase services with construction expected to start in early September 2013 and completion expected in time for the 2014 swimming season.

This RCA also includes an additional 15% Owner contingency of \$379,007 which will be used for any possible changes in scope once construction commences, e.g. change conditions, etc.

MBE/WBE participation goals will be established for West Enfield construction and Chasco Constructors (D-B) will be required to meet the goals or perform good faith efforts as required by the MBE/WBE Procurement Program. Current Participation for the previous work is reported below.

This project is managed by Public Works.

Chasco Constructors, Ltd., L.L.P is located in Round Rock, TX.

City of Independence

AGENDA ITEM COVER SHEET

BILL NO. 13-064

Ord.No:

18119

Agenda Title:

13-064 - 2R. An ordinance adopting the Annual Operating and Capital Budgets of the City of Independence, Missouri, for the Fiscal Year July 1, 2013 - June 30, 2014, estimating the revenues for said Fiscal Year; appropriating sums for the purposes stated in said budget, establishing operating transfers, assigning fund balance allocations, establishing the authorized table of organization, and designating those who may make a requisition for encumbrances against appropriations.

Recommendations:

Staff recommends approval of the ordinance.

Executive Summary:

The City Manager's Proposed Budget for the 2013-14 fiscal year was submitted to the Mayor and City Council on May 13, 2013. Since that time additional budget review sessions have been conducted to review the details of the Proposed Budget. A Public Hearing was conducted on May 20 and continued on May 28, allowing for public input on the Proposed Budget.

Fiscal Impact:

The fiscal impact of this ordinance is to establish Operating Budget appropriations for the 2013-14 fiscal year in the amount of \$306,576,463; Capital Budget appropriations in the amount of \$21,317,558; Tax Increment Financing Capital Project appropriations in the amount of \$6,350,000; and making other budget assignments, transfers and adjustments, as necessary.

Department:

Finance

Contact Person:

Jim Harlow

Council Action:

First Reading

Council Action:

Accepted

Viewing Attachments Requires Adobe Acrobat. [Click here to download.](#)

Attachments / [click to download](#)

☐ [Adopting Budget Ordinance](#)

City of **KANSAS CITY****Quick Links****ARTICLE XV CODE OF ETHICS**[Board Application](#)[Business Session](#)[CID's Annual Report Form](#)[CIDs Report Web 5112](#)[Channel 2](#)[Charter & Code](#)[Charter 2006](#)[Domestic Partner Reg.](#)[Election Calendar](#)[Public Request Form](#)[Semi-Annual Docket, PDF](#)[Standing Rules](#)[Video on Demand](#)

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Legislation #: 130454**Introduction Date:** 6/6/2013**Type:** Resolution**Effective Date:** 6/6/2013**Sponsor:** COUNCILMEMBERS CIRCO,
SHARP AND JOHNSON**Title:** Urging the Governor of Missouri to veto Senate Bill No. 265 which was passed during the recent session of the Missouri General Assembly and directing the City Clerk to provide a copy hereof to the Governor, all members of the Kansas City legislative delegation to the Missouri General Assembly, and to the Missouri Municipal League.**Legislation History**

Date	Minutes	Description
6/5/2013		Filed by the Clerk's office
6/5/2013		Immediate Adoption of Resolution
6/6/2013		Adopted

View Attachments

File	Type	Size	Description
130454.pdf	Authenticated	2560K	Authenticated

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Urging the Governor of Missouri to veto Senate Bill No. 265 which was passed during the recent session of the Missouri General Assembly and directing the City Clerk to provide a copy hereof to the Governor, all members of the Kansas City legislative delegation to the Missouri General Assembly, and to the Missouri Municipal League.

WHEREAS, Agenda 21 was adopted by the United Nations at its 1992 Conference on Environment and Development and is a non-binding broad action plan for sustainability that, to date, has not been ratified by the United States and is not legal binding authority; and

WHEREAS, on May 22, 2013, the 97th General Assembly of the State of Missouri delivered Senate Bill No. 265 (â€œSB 265â€œ) to the Governorâ€™s office for approval or objection; and

WHEREAS, the language of SB 265 notes that the United Nations has accredited and enlisted numerous nongovernmental and intergovernmental organizations to assist in the implementation of its policies relative to Agenda 21 around the world and implies that such organizations would be subject to certain prohibitions; and

WHEREAS, the language of SB 265 purports to prohibit the State of Missouri and all political subdivisions from entering into any agreement with, expending any sum of money for, receiving funds from, contracting services from, or giving financial aid to those nongovernmental and intergovernmental organizations as defined in Agenda 21; and

WHEREAS, Agenda 21 fails to offer enumerated definitions of the terms nongovernmental organization, intergovernmental organization, accredited, or enlisted; and

WHEREAS, the language of SB 265 does not clearly specify which nongovernmental and intergovernmental organizations are encompassed by SB 265â€™s prohibitions; and

WHEREAS, pursuant to the non-binding text of Agenda 21, the United Nationsâ€™ Economic and Social Council would be involved in voluntary implementation of Agenda 21

**KANSAS CITY
MISSOURI**

and the list of non-governmental organizations who are in consultative status with the Economic and Social Council includes the International Association of Lions Clubs, Rotary International, Kiwanis International, Save the Children, the American Bar Association, the American Cancer Society, the American Planning Association, the Girl Scouts of the USA, the National Association of Realtors, the Salvation Army, United Way International, Big Brothers Big Sisters, the International Chamber of Commerce, the National Association of Home Builders of the US, the US Green Building Council, as well as numerous other professional, civic, environmental, and charitable/philanthropic organizations; and

WHEREAS, the City of Kansas City, Missouri (the "City") has a strong commitment to sustainability and the Mayor and City Council have stated a vision to employ innovative strategies to develop sustainable healthy communities where all prosper; and

WHEREAS, the City desires to pursue partnerships with various entities and organizations to promote social equity, economic vitality, and environmental quality when in the best interests of its taxpayers and citizens, some of which might be prohibited by SB 265; and

WHEREAS, SB 265 is an unnecessary restraint of the City's contracting or police powers directed to serving the health, safety and welfare of its residents and will likely have unknown and perhaps unintended consequences that would undermine the ability of the City to implement ongoing and future measures to be a more sustainable community, all to the detriment of its taxpayers and citizens; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF KANSAS CITY:

That the Mayor and Council of Kansas City hereby urge the Honorable Jay Nixon, Governor of the State of Missouri, to exercise his Constitutional authority to veto the recently passed SB 265 for the reasons contained in this Resolution.

BE IT FURTHER RESOLVED, that this Resolution be spread upon the Minutes of the Council in testimony thereof and that a copy hereof be provided by the City Clerk to Governor Jay Nixon, all members of the Kansas City legislative delegation to the Missouri General Assembly, and to the Missouri Municipal League.

COUNCIL ACTION
EXECUTIVE SUMMARY SHEET
CITY OF SAN DIEGO

DATE: 02/28/2013

ORIGINATING DEPARTMENT: Development Services Department

SUBJECT: 8th Update to the Land Development Code and Local Coastal Program and Related Provisions

COUNCIL DISTRICT(S): All

CONTACT/PHONE NUMBER: Amanda Lee/(619) 446-5367; MS 501

DESCRIPTIVE SUMMARY OF ITEM:

The 8th Update is a package of code amendments that are part of the City's code monitoring program to maintain a standardized code framework in accordance with the goals of the original Land Development Code. There are 55 issues included in the 8th Update, the most significant of which are intended to streamline permit approval for various land use approval types, including sidewalk cafes and educational facilities; and provide regulatory relief with respect to various parking regulations, including tandem parking, small commercial lots, and shared parking. The Council will also consider whether to require annual sidewalk cafe inspections and charge a cost recovery fee.

STAFF RECOMMENDATION:

Approve requested action.

EXECUTIVE SUMMARY OF ITEM BACKGROUND:

The 8th Update is part of the City's long term code monitoring program established with the adoption of the Land Development Code to help maintain a standardized code framework consistent with the goals of the Land Development Code to simplify development regulations, to make development regulations more objective, to make the code more adaptable, to eliminate redundancies and contradictions, and increase predictability in the application of development regulations.

There are 55 issues in the 8th Update, the most significant of which are intended to streamline permit approval for various land use approval types, including sidewalk cafes and educational facilities. The proposal also includes regulatory reform amendments related to tandem parking, parking for small commercial lots, and shared parking; and clarifies how the state's green building regulations would be modified to better meet local policies.

The majority of public input has been in regards to sidewalk cafes (Issue #13). The proposal includes three main changes with respect to sidewalk cafes including a reduced permit process (Process Two Neighborhood Use Permit to Process One), a reduced minimum width for the required clear path (8 feet to 5 feet), and an option for a sidewalk cafe with no barrier (one row of tables within 4 feet-6 inches of the building). No changes are proposed with respect to alcohol. If an owner wants to serve alcohol in their sidewalk cafe, then an alcohol license must be obtained from the Alcoholic Beverage and Control Board subject to their public input and approval process. Several recommendations were provided in support of the sidewalk cafe amendments including the Planning Commission, Community Planners Committee, Code

Monitoring Team, Technical Advisory Committee, Regional Chamber of Commerce, Small Business Advisory Board, Southeastern San Diego Community Planning Group, and Centre City Advisory Committee. Two votes in opposition to the sidewalk cafe regulations were provided by the La Jolla and Kensington-Talmadge planning groups.

Refer to Planning Commission Report (PC-13-019) for a more detailed analysis of the 55 issues included in the 8th Update. Following issuance of the Report, staff revised language for Issue #22 (Educational Facilities) in response to concerns expressed by the Industrial Environmental Association and commercial real estate development association. The proposed change will facilitate development of adult education facilities by removing the conditional use permit requirement for most schools and providing a process to approve them in prime industrial lands under limited circumstances consistent with the Economic Prosperity Element. This includes a new allowance for facilities that instruct adults in subject's incidental to manufacturing and industrial uses; and the creation of a new process for an applicant to request to locate an adult education facility in an existing building that is unsuitable for manufacturing or research & development uses (i.e. no loading docks or roll up doors and a ceiling height less than 14 feet).

On February 28, 2013, the Planning Commission voted 6-0 to recommend approval of the 8th Update, including the amended language for Issue #22 (Educational Facilities). With respect to sidewalk cafes (Issue #13), the Planning Commission recommended that if an annual fee is charged (i.e. for inspections) that it be as low as possible to achieve cost recovery. If adopted, the inspection fee would be commensurate with the current Development Services fee schedule adopted by the City Council 10/13/2009.

Following Planning Commission, Issue 37 was revised to meet state law. New non-residential development is required to reserve parking for carpools/zero emission vehicles, and to provide short term and long term bicycle parking. Projects less than 1,000 sq ft or valued less than \$200,000 are exempt.

FISCAL CONSIDERATIONS: Costs associated with implementation of the proposed amendments will be covered by project applicants.

EQUAL OPPORTUNITY CONTRACTING INFORMATION: This action does not authorize entering into any contract or agreement.

PREVIOUS COUNCIL and/or COMMITTEE ACTION: On April 24, 2013, the LU&H Council Committee was supportive of the proposal and forwarded the item with no recommendation.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS: Staff has conducted extensive public outreach. Drafts were posted to the City website and email blasted to a wide distribution to solicit input including community planning chairs, planning group members, interested members of the public, and the environmental agencies. Outreach also involved coordination with various Business Improvement Districts, Small Business Advisory Board, San Diego Regional Chamber of Commerce, San Diego County Bicycle Coalition, Move San Diego, California Restaurant Association, Alcoholic Beverage Control Board, and Port of San Diego.

Recommendations for approval were provided by the Planning Commission, Code Monitoring Team, Technical Advisory Committee, and Community Planners Committee.

KEY STAKEHOLDERS AND PROJECTED IMPACTS: The code amendments are intended to apply citywide. The amendments will improve predictability and consistency in application of development regulations, and will result in streamlined permit processes and lower permit processing costs that would primarily benefit project applicants, but also benefit the public as a whole. The regulatory reform amendments that address burdensome parking requirements are expected to facilitate small infill development and reduce housing costs.

Members of the California Restaurant Association and Business Improvement Districts will benefit from the sidewalk cafe amendments and significant reduction in permit costs. The sidewalk cafe amendments were supported by votes from the Planning Commission, Community Planners Committee, Code Monitoring Team, Technical Advisory Committee, Southeastern San Diego Community Planning Group, and Centre City Advisory Committee. Votes in opposition were taken by the La Jolla and Kensington-Talmadge planning groups.

The Update would also facilitate development of adult educational facilities by reducing the permit decision level/costs and creating a new process for approval in prime industrial lands under limited circumstances consistent with the adopted Economic Prosperity Element. The proposed amendment is supported by the Industrial Environmental Association and members of the NAIOP commercial real estate development association because it will continue to limit sensitive receptors and protect locations that are desirable for manufacturing and research and development in prime industrial lands, but will help occupy existing buildings that are not suitable for base sector manufacturing tenants and would otherwise end up vacant.

Westlake, Mike

Originating Department

Chadwick, Scott

Deputy Chief/Chief Operating Officer

City of St. Louis, MO

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Board Bills

Board Bills by Legislative Session

2013-2014 Legislative Session

Board Bill Summary

Board Bill#: 71

Title: Water Revenue Bonds

Summary: BOARD BILL #71 INTRODUCED BY ALDERMAN TERRY KENNEDY An ordinance recommended by the Board of Estimate and Apportionment authorizing and directing the issuance and sale of one or more series of Water Revenue Bonds (State of Missouri-Direct Loan Program), Series 2013 (the "Series 2013 Bonds") in an aggregate principal amount not to exceed \$10,000,000 in order to pay and reimburse The City of St. Louis, Missouri (the "City") for costs associated with the extension, improvement, purchase, acquisition, construction, and enlargement of the City's Waterworks System (as defined herein) for the general welfare, safety, and benefit of the citizens of the City; authorizing and directing the Mayor and the Comptroller to execute and deliver any or all of the Fourth Supplemental Indenture, the Purchase Agreement, the Escrow Agreement, and certain documents relating to the Direct Loan Program (as such terms are defined herein); authorizing the payment of certain costs of issuance of the Series 2013 Bonds; authorizing and directing the taking of other actions and approval and execution of other documents as necessary or desirable to carry out and comply with the intent hereof; and superseding provisions of prior ordinances of the City to the extent inconsistent with the terms hereof.

Sponsor: Terry Kennedy

Co-

Sponsors:

Committee: Ways and Means

Documents: [Introduced](#)

Actions: 05/23/2013 First Reading
06/21/2013 Second Reading

Effective Date: none

Ordinance
#: none

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