



Request for City Council Committee Action From the Department of Public Works

Date: March 19, 2013

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Subject: **Self-Managed Special Service District Policy**

Recommendation:

Approve the Self-Managed Special Service District Policy.

Previous Directives:

- February 26, 2013: Receive and file Draft Self-managed Special Service District Policy and direct staff to solicit input from CPED and Finance staff.
- January 15, 2013: Public Works staff directed to develop and recommend a policy regarding establishment and oversight of self-managed special service districts.

Prepared by: Michael D. Kennedy, P.E., Director, Transportation Maintenance & Repair

Approved by:

Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenters: Michael D. Kennedy, P.E., Director, Transportation Maintenance & Repair

Reviews: N/A

Financial Impact: No financial impact

Community Impact

Neighborhood Notification: N/A

City Goals: The City's infrastructure will be well-maintained; streets will be destinations.

Comprehensive Plan: N/A

Zoning Code: N/A

Background/Supporting Information

Council Direction

On January 15th, staff was directed to develop and recommend a policy regarding establishment and oversight of self-managed SSDs, including but not limited to consideration of the following:

- 1) Criteria to qualify as an entity to serve as sole source service provider for an SSD;
- 2) Whether to provide formal exemptions to the RFP process, contracting rules, and other relevant ordinances;
- 3) The structure and composition of self-managed SSD boards;
- 4) The level and mechanism of City oversight over self-managed SSDs; and
- 5) Any other relevant policies and procedures.

On February 26th staff was directed to consult with CPED staff and incorporate their feedback into the recommended policy, and to begin a conversation over potential changes in oversight to include staff outside Public Works.

Community Stakeholder Input

Business community stakeholders were provided a second opportunity to provide feedback on the policy at a public meeting held on March 7, 2013. Fifteen people, including business association administrators and current SSD advisory board members, attended this meeting, in addition to staff from CPED. Feedback gathered at the meeting primarily focused on governance models and board composition. In addition, internal staff meetings were held with CPED, Finance, and the City Coordinator.

Changes to Recommended Policy

Based on feedback received from stakeholders, a number of changes have been made to the recommended policy before the committee, including:

1. Addition of a second governance model.
2. Addition of an explicit list of ineligible services.
3. Inclusion of city staff from departments outside Public Works in development of policy implementation procedures.

Recommended Action

Public Works recommends adoption of the Self-Managed Special Service District Policy.

Cc: Susan L. Segal, City Attorney
Kevin Carpenter, Chief Financial Officer

Attachments:

Recommended Self-Managed Special Service District Policy
Report: *Policy Analysis Considerations for Self-managed Special Service Districts in Minneapolis*