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Request for City Council Committee Action From the City Coordinator's Office

Date: May 18, 2004
To: Ways & Means/Budget Committee
Referral to:

Subject: Automobile Allowance for the Director of Regulatory Services and Emergency Preparedness

Recommendation: That the City Council amend Petition No. 255715 passed by the City Council on February 21, 1992, to provide the Director of Regulatory Services and Emergency Preparedness the option of either being provided a marked City car or being granted a car allowance of \$200 per month.

Previous Directives:

Prepared by: Caroline Bachun, Assistant City Attorney Phone: (612) 673-2754

Approved by: John Moir
John Moir
City Coordinator

Presenter in Committee: John Moir, City Coordinator

<p>Financial Impact (Check those that apply)</p> <p><input checked="" type="checkbox"/> No financial impact - or - Action is within current department budget. (If checked, go directly to Background/Supporting Information)</p> <p><input type="checkbox"/> Action requires an appropriation increase to the Capital Budget</p> <p><input type="checkbox"/> Action requires an appropriation increase to the Operating Budget</p> <p><input type="checkbox"/> Action provides increased revenue for appropriation increase</p> <p><input type="checkbox"/> Action requires use of contingency or reserves</p> <p><input type="checkbox"/> Other financial impact (Explain):</p> <p><input type="checkbox"/> Request provided to the Budget Office when provided to the Committee Coordinator</p>

<p>Community Impact:</p> <p>Neighborhood Notification</p> <p>City Goals:</p> <p>Comprehensive Plan</p> <p>Zoning Code</p> <p>Other</p>

Background/Supporting Information

On February 21, 1992, the City Council passed Petition No. 255715. That petition provided for Charter Department Head benefits. According to the petition, if the City Council determines that the Charter position requires a City vehicle to carry out job responsibilities, the department head would have the option of either being provided a marked City car or being granted a car allowance of \$200 per month.

The Office of Emergency Preparedness was formerly under the jurisdiction of the Fire Chief, a Charter Department Head. However, through a reorganization, the Office of Emergency Preparedness will not be overseen by a Charter Department Head. The position in charge of emergency preparedness for the City, the Director of Regulatory Services and Emergency Preparedness, should be provided a marked City vehicle or an allowance to carry out the emergency preparedness duties.

Under the reorganization, the Director of Regulatory Services and Emergency Preparedness will have the direct responsibility for the organization, administration, and operations of the Office of Emergency Preparedness and will have supervisory responsibilities over the Office of Emergency Preparedness staff. The duties related to the Office of Emergency Preparedness include, but are not limited to:

- Providing liaison and coordination with Federal, State, County and Local jurisdictions relative to the management of civil defense activities.
- Ensuring implementation of Federal and State civil defense program requirements.
- Representing the Mayor and City Council in emergency preparedness communications
- Being responsible for emergency preparedness for the City of Minneapolis.
- Maintaining the Emergency Plan for the City of Minneapolis, coordinating City planning and preparing for disaster relief.
- Developing emergency response training.
- Developing and implementing emergency procedures in response to hazardous materials spills, fire demolition and snow emergencies.
- Being responsible for federal and state grant planning and administration for issues related to emergency preparedness.

The Director of Regulatory Services and Emergency Preparedness would use a vehicle to prepare for emergencies and to coordinate with federal, state, county and local jurisdictions during emergencies and should receive the option of either being provided a marked City car or being granted a car allowance of \$200 a month.