



**Request for City Council Committee Action
From the Department of
City Coordinator**

Date: October 19, 2005

To: Barbara Johnson, Chair
Ways and Means/Budget Committee

Submitted by: John Moir, City Coordinator _____

Approved by: John Moir, City Coordinator _____

Subject: Take Home Vehicle – Pilot Program

Recommendation: That the Ways & Means Committee recommends approval of a pilot program in Regulatory Services that allows a select group of City employees to take home a City owned vehicle.

Financial Impact (Check those that apply)

No financial impact (If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain): Cost savings as outlined below.

Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information

As outlined in the Minneapolis Code of Ordinances, Chapter 30.40 (c),

I am requesting authorization for the following Regulatory Services staff members to take their assigned city cars home after hours and on weekends on a continual basis.

Richard Broberg, Construction Services
Sylvia Gonzalez, Construction Services
James Newham, Construction Services
James Williams, Construction Services

Jody Etzler Waulters, Housing Services
Michael Karney, Housing Services
Sharon Larsen, Housing Services
Sarah Maxwell, Housing Services
Joshua Rudlong, Housing Services
Rod Thomas, Housing Services

Of the 100 Regulatory Services vehicles assigned for Inspections, 79 are assigned to an individual Inspector. The remaining 21 are shared/pooled and used by many Inspectors, Supervisors, and Managers.

The vehicles individually assigned to Inspectors serve as their mobile office for laptops, cell phones, other inspection-specific equipment, and paperwork.

This recommendation not only represents our department's commitment to lowering emissions in downtown and overall, it positively impacts downtown traffic congestion since most of our Inspectors are assigned in neighborhoods outside of the downtown area. The Construction Inspectors do not have assigned work place. They share computers in the St. Anthony Main Ramp and at the Currie Facility. The majority of their workday is spent in the field.

This recommendation is based on the following factors:

1. Building Trades Labor Agreement: Article 24 of the Minneapolis Building and Construction Trades collective bargaining agreement states: *Bona fide Minneapolis residents who drive Employer-owner vehicles as a condition of their employment may keep their Employer-owner vehicle over night and on weekends.* The Construction Services Inspectors listed above have exercised this privilege for several months and proven that the program is self regulating, cost effective, and positively impacts production time during working hours.
2. Cost savings associated with vehicle mileage, gas consumption, and productivity: Inspectors who have taken their vehicles home at night have planned their inspections geographically based on their residence and districts. The trades Inspectors have chosen districts in close proximity to their homes to minimize travel time/mileage on a daily basis. Additionally, since they do not begin their day downtown, and then travel to their districts, they have more time available

each day for inspections. There is time, dollars and emissions saved by eliminating and/or minimizing these daily trips to/from downtown. This proposal was also reviewed and recommended by the Environmental Coordinating Team as a means of minimizing emissions and downtown travel.

3. **Parking Savings and Improved Access:** The department (city) will not only save costs in parking, but reserved spots will be available both during the day for rent as well as evenings and for special events.
4. **City Residents:** All of these employees are city residents and therefore the vehicles would remain in the city limits.
5. **Performance Indicators:** All of the employees listed above have good performance records and have demonstrated their commitment to properly maintaining their assigned vehicles. Additionally, the Regulatory Services Department has monitoring tools for vehicle usage, time reporting, and inspections activity to ensure the program meets its goals and expectations.
6. **Improved Visibility:** Inspectors have noted that they have improved visibility in their neighborhoods. Problem identification and solving, as well as community development are also positive side effects of this plan.
7. **Accountability:** Employees have agreed to take the responsibility for the security of the vehicle when it is parked at their private residence. They also understand these vehicles are not to be used for personal use.

Based on the savings in parking, fuel consumption, and emissions, as well as the impact on downtown congestion, I strongly recommend the approval for these individuals to take their assigned city cars home overnight and on weekends. The department has developed a policy for management and accountability pilot program, which comply with city ordinance and state law.