



MEMORANDUM

TO: Marc Ott, City Manager

FROM: Ed Van Eenoo, Budget Officer

DATE: August 19, 2009

SUBJECT: Fiscal Memo

Item #41 on the August 20, 2009 Council Agenda is to approve a resolution directing the City Manager to work with and provide resources for the Recycling Ordinance Reform Sub-committee of the Solid Waste Advisory Commission to assist the Sub-committee as it considers revisions to the commercial and multi-family recycling ordinance; and directing the City Manager and Sub-committee to report to City Council.

While there is no anticipated financial impact, providing support to the Subcommittee will require in-house staff assistance from:

- 1 Solid Waste Services Sustainability Administrator
- 1 Solid Waste Services Program Manager
- 1 Law Department Attorney

Because the subcommittee is expected to meet bi-monthly for two hours at a time from September until the end of December, staff expects to spend a minimum of 16 hours per FTE (48 hours total) to attend meetings. Additionally, significant research and stakeholder communication is expected and will likely increase workload by approximately 5 hours per week per FTE (240 hours total). Total staff time expected to assist the subcommittee is 288 hours.