

PERSONNEL, AUDITS, AND HIRING and BUDGET, FINANCE, AND INNOVATION COMMITTEES REPORT relative to request for one Resolution Authority for one Senior Management Analyst II position for the Board of Public Works (BPW) to act as lead Grants Officer managing its grants management unit.

Recommendation for Council action:

DENY the request, as detailed in the May 12, 2023 Board of Public Works (BPW) report, for one Resolution Authority for a Senior Management Analyst II for Fiscal Years 2023-24 and 2024-25 to be a dedicated Grants Officer and the appropriation of \$300,000 from the Climate Equity Fund for this position.

Fiscal Impact Statement: The City Administrative Officer (CAO) reports that its recommendation will have no impact on the General Fund. Approval of the BPW request will have a \$178,540 impact on the General Fund in Fiscal Year 2024-25. Approval of the resolution authority for the Senior Management Analyst II for the current fiscal year will have a total cost of \$239,270 (\$166,954 direct costs and \$72,316 indirect costs).

Financial Policies Statement: The CAO reports that the recommendation contained in the September 14, 2023 CAO report, attached to the Council File, complies with the City Financial Policies. The request by the BPW is not in compliance with the City Financial Policies as it is using one-time prior-year monies to fund an ongoing position.

Community Impact Statement: None submitted.

Summary:

On June 6, 2023, the Personnel, Audits, and Hiring (PAH) Committee considered a May 12, 2023 BPW report relative to a request by the BPW for one Resolution Authority for one Senior Management Analyst II position for the BPW to act as lead Grants Officer managing its grants management unit. According to the BPW, in 2021 the City negotiated a new franchise agreement with the Southern California Gas Company (SCG) (Council File No. 21-1267). This updated agreement/ordinance includes significant increases in environmental stringency, such as required air quality monitoring and reporting at sites and increased fees. It also required SCG to pay a total of \$21 million in two installments into a newly created Climate Equity Fund to provide for mitigation measures in neighborhoods that suffer disproportionately from climate impacts.

The first payment of \$10.5 million was received in FY 2022-23 and Council adopted the creation of this new fund in October 2022 with an Ordinance effective date of November 9, 2022 (Transmittals 1-3 of the BPW report). Of this \$10.5 million first payment, \$300,000 has been set aside to hire a Grants Officer to research and apply for grants focused on climate mitigation, resilience, and environmental justice to ensure that the City receives its fair share of related state and federal funding opportunities. The BPW is requesting to fill this position as a Senior Management Analyst II (Class Code 91712), subject to

paygrade determination by the CAO, inasmuch as the higher paygrade is more competitive given today's labor market and challenges in recruitment, and most important compensation commensurate to the knowledge, skills, and abilities desired, including the level of work demands and complexities associated with the proposed function and lead role as Grants Officer. Many State and Federal grant funding opportunities are available, not including endowments and foundational grants, and unfortunately, many funds are left on the table (or unapplied for) due to lack of dedicated resources in this critical, revenue generating function of grants management. These opportunities include but not limited to the: Bipartisan Infrastructure Law (BIL) also referred to as the Infrastructure Investment and Jobs Act (IIJA) and the Inflation Reduction Act (IRA). After consideration and having provided an opportunity for public comment, the PAH Committee moved to continue the matter pending receipt of a CAO report.

Subsequently, on September 19, 2023, the PAH Committee considered this matter further with the addition of a September 14, 2023 CAO report. According the CAO, the 2022-23 City Budget, allocated \$300,000 from the Climate Equity Fund Program to hire a Grants Officer for a two-year term, dedicated to serving the Climate Emergency Mobilization Office (CEMO) and the Office of Petroleum and Natural Gas Administration and Safety (OPNG). The 2022-23 and 2023-24 Budgets included Resolution Authorities for one Senior Management Analyst I and one Management Analyst to support activities related to grants within the BPW. These positions are currently funded from sources other than the Climate Equity Fund and the positions perform other duties in addition to working on grants. As part of the 2023-24 budget development process, the BPW submitted a request to the Mayor for the creation of an additional Senior Management Analyst II position. The Board claims that this position would serve as a Grants Officer for CEMO and OPNG, while also overseeing the BPW's Grants Unit.

After a review of the request, the position authority was not included in the 2023-24 City Budget as the BPW has adequate technical expertise and staffing (Senior Management Analyst I and Management Analyst) to manage and apply for grants. The BPW's report lists many State and Federal Funding opportunities available to the Bureaus within the Department of Public Works. Most of the opportunities listed are related to work that the other Bureaus provide to the City. Each Bureau has staff designated to apply for and manage awarded grants as they have the technical expertise. A Senior Management Analyst II at the Board would not assist any other Bureau with grants.

The CAO also acts as the City's Grants Coordinator working with designated staff from all City Departments and Bureaus on all Notices of Funding Opportunities (NOFO) listed on the eCivis grant notification platform. The CAO notifies all City departments as grant opportunities arise and collects project proposals from all Departments, including the BPW, and submits consolidated requests for approval to the City Council and Mayor. This has resulted in overall grant approval streamlining on behalf of City Departments.

Denial of the BPW request will allow the \$300,000 in the Climate Equity to be used for other critical services such as additional air quality monitoring, additional climate vulnerability assessments, more air purifiers to give away, and heat mitigation home

improvement rebates. Approval of Resolution Authority for 2024-25 and re-appropriation of funds for 2024-25, should be considered in context with the approval of the 2024-25 Budget. After consideration and having provided an opportunity for public comment, the PAH Committee moved to recommend approval of the recommendation contained in the CAO report to deny the BPW's request.

Subsequently, on September 27, 2023, the Budget, Finance, and Innovation Committee also considered this matter and after consideration and having provided an opportunity for public comment, moved to concur with the PAH Committee. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

Personnel, Audits, and Hiring Committee

COUNCILMEMBER VOTE

McOSKER: YES
PADILLA: ABSENT
SOTO-MARTINEZ: YES

Budget, Finance, and Innovation Committee

COUNCILMEMBER VOTE

BLUMENFILELD: YES
HARRIS-DAWSON: YES
YAROSLAVSKY: YES
McOSKER: YES
RODRIGUEZ: ABSENT

ARL
9/27/23

-NOT OFFICIAL UNTIL COUNCIL ACTS-