

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

0590-00123-0014

Date: June 10, 2020

To: Budget and Finance Committee

From: Richard H. Llewellyn, Jr., City Administrative Officer 

Subject: **BOARD OF PUBLIC WORKS – ONE UNFUNDED MANAGEMENT ANALYST
TO SUPPORT GRANTS UNIT (BUDGET MOTION 14 – C.F. 20-0600-S14)**

RECOMMENDATION

Note and file this Motion.

DISCUSSION

Budget Motion Number 14 requests the 2020-21 Budget be amended to add resolution authority without funding for one Management Analyst in the Board of Public Works (Board) to support a Grants Unit in the Board Office.

The Board currently does not have dedicated staff to seek grant funding opportunities. The Board requested a Management Analyst for this purpose in its original budget request. The Mayor's Office denied this request. The Board proposed not filling this position until grants are awarded, yet they also said this position was necessary to seek out and apply for grants. The Board did not present a plan for targeting specific grants for specific purposes. Absent this information, it is not possible to determine the revenue potential from adding this position. Additionally, grants typically do not reimburse the costs of applying for grants or developing projects or scopes of work for grant applications.

The Board now indicates that the position will seek alternative sources of funds to implement various community beautification and tree management initiatives in preparation for the Olympics and City infrastructure improvements. The Board suggests a portion of the Management Analyst salary could be funded by grants in the future. Given the level of revenue uncertainty contained within the 2020-21 Budget and absent a more concrete plan from the Board, the expectation that yet to be identified grant funds can fund the requested positions is speculative. Further, there are no special funds eligible to support the costs of this position and it is unlikely the Board will have sufficient General Fund savings to fund the position in light of the salary reductions in the 2020-21 Budget. This position, therefore, is unfunded and is therefore not in compliance with the City's Financial Policies which state that the budget should not include unfunded positions.

Furthermore, it is unclear if the Board would be duplicating the efforts of another department or bureau (Sanitation, Street Services, and Engineering) and/or competing with project managers who are already developing projects and seeking grant funding.

In light of the City's current economic condition and the uncertainty of revenues in 2020-21, and the fact that this position is proposed to be unfunded, the action in this Motion is not recommended.

FISCAL IMPACT STATEMENT

The recommendation to note and file this Budget Motion will have no fiscal impact. If approved and funded, the total cost of the position is \$114,794 (\$82,030 direct cost and \$32,764 related cost).

FINANCIAL POLICY COMPLIANCE

The recommendation in this report complies with the City's Financial Policies. If the motion is approved and a position is added without funding, this action is not in compliance with the Financial Policies, which state that positions added in the budget should be funded.

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