



Legislation Text

File #: 19-916, Version: 1

MEMORANDUM

TO: The Honorable Tina Scott, Chair, Board of Supervisors

FROM: Carol J. Huchingson, County Administrative Officer

DATE: September 17, 2019

SUBJECT: Adopt Resolution Amending Resolution No. 2019-80 Establishing Position Allocations for Fiscal Year 2019-2020, Budget Unit 8695, Special Districts Administration

EXECUTIVE SUMMARY:

This request proposes to add one new classification, Grants Manager.

According to the Special Districts Administrator, Integrated Regional Water Management is providing over \$5 million dollars in grants to Lake County agencies for the upcoming funding cycle. Most of the money is for Special Districts, but some is for Hidden Valley and Callayomi Water District.

Special Districts will be administrator of all the grant funds and will receive somewhere approximately \$400,000 to administer the grants. It will require additional work and Special Districts will need dedicated staff. The Special Districts Administrator is requesting a full time, permanent Grant Manager position, hence the development of this new class. The Special Districts Administrator opines that the \$400,000 will provide the funding for over three years and the position will then pay for itself permanently.

Special Districts is currently missing opportunities because existing staffing levels are not sufficient to jump on grant opportunities when they pop up. With this position, Special Districts will be able to capture much more money for the infrastructure improvements in the County.

FISCAL IMPACT: ☒ None ☐ Budgeted ☐ Non-Budgeted

Estimated Cost:

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

FISCAL IMPACT (Narrative): None

STAFFING IMPACT (if applicable): The position will be filled from a competitive recruitment conducted by HR.

RECOMMENDED ACTION: Adopt Resolution Amending Resolution No. 2019-80 Establishing Position Allocations for Fiscal Year 2019-2020, Budget Unit 8695, Special Districts Administration.