

Meeting Date: 3/12/2013

Report Type: Consent

Report ID: 2013-00207



City Council Report

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Authorization for a Limited-Term Employee Position to administer the Cal-GRIP Grant for the Sacramento Ceasefire Project (G19001400)

Location: Citywide

Issue: A limited term .60 FTE Administrative Analyst is needed to manage the grant program instead of contracting a consultant and be fully reimbursed through the grant.

Recommendation: Pass a Resolution approving a .60 FTE Limited Term Administrative Analyst for the duration of the Cal-GRIP grant through December 31, 2014.

Contact: Lori Harder, Support Services Manager, (916) 808-5172, Parks and Recreation Department

Presenter: None

Department: Parks & Recreation Department

Division: Neighborhood Services

Dept ID: 19001511

Attachments:

1-Description/Analysis

2-Resolution

City Attorney Review

Approved as to Form
Sherly Patterson
3:16:14 PM 3/5/2013

City Treasurer Review

Reviewed for Impact on Cash and Debt
Janelle Gray
2/26/2013 12:06:17 PM

Approvals/Acknowledgements

Department Director or Designee: Jim Combs - 3/5/2013 11:09:34 AM



Description/Analysis

Issue Detail: On December 11, 2012, City Council accepted a grant award for the amount of \$455,000 on behalf of the City of Sacramento from the Board of State and Community Corrections (BSCC) to fund the Sacramento Ceasefire project (Resolution 2012-410). This action established a revenue project (G19001400) in the Department of Parks and Recreation (DPR), authorized staff to enter into an agreement with the Sacramento Employment and Training Agency to execute the grant, and authorized the City Manager to prepare a Request for Proposal for a consultant to manage the grant.

The scope of work for the grant consultant will require access to the City's financial system in order to avoid duplication of work and frequent meetings with City staff for this financial information. Therefore, it was determined that it would be preferable and more cost-effective to hire a limited-term employee. Council approval is needed to add a limited-term .60 FTE Administrative Analyst to manage the grant program in lieu of contracting a consultant. This position will provide needed flexibility and will be fully reimbursed through the grant. The grant period is two years, from January 1, 2013 through December 31, 2014.

Policy Considerations: The hiring of an Administrative Analyst to assist with the grant management is consistent with the Mayor's Gang Prevention Task Force Strategic Plan (#2012-00770). The Ceasefire strategy positively impacts neighborhood safety as identified in the City Manager's Performance Goals relating to programs for at-risk youth.

Economic Impacts: There are no economic impacts associated with this report.

Environmental Considerations: Not applicable

California Environmental Quality Act (CEQA): This action is not subject to the California Environmental Quality Act (CEQA) because it does not constitute a "project" as defined in section 15378 of the CEQA Guidelines (Title 14 Cal. Code Reg. § 15000 et seq.).

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: Approval will permit the Department of Parks and Recreation to effectively execute the BSCC Cal-GRIP grant and implement the Sacramento Ceasefire project to impact reductions in gang-related homicides and shootings in the City of Sacramento.

Financial Considerations: The total project cost is \$910,000 spread out over a two-year period. The project cost is made up of the \$455,000 grant award and a match of \$455,000. DPR will manage all activities related to the fiscal and program outcomes of the project. Grant funds of \$100,000 will be used to hire a limited term .60 FTE Administrative Analyst to manage the grant for the remainder of the two year grant period. There is no current or future impact to the General Fund or additional monetary requirement upon the City.

Emerging Small Business Development (ESBD): None



RESOLUTION NO. 2013-

Adopted by the Sacramento City Council

AUTHORIZING LIMITED-TERM EMPLOYEE POSITION FOR CALGRIP GRANT FOR THE SACRAMENTO CEASEFIRE PROJECT (G19001400)

BACKGROUND

- A. On December 11, 2012, the City Council accepted a grant award for the amount of \$455,000 from the Board of State and Community Corrections (BSCC) to fund the Sacramento Ceasefire project (Resolution 2012-410).
- B. The grant award covers the period January 1, 2013 – December 31, 2014.
- C. Resolution 2012-410 authorized the City Manager to prepare a Request for Proposals to contract with a consultant for grant management and project coordination up to \$100,000.
- D. Staff recommends that the grant management and project coordination be performed by a limited-term staff person rather than by a consultant for efficiency and cost savings.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1 The Fiscal Year budget 2012/13 is amended to add a .60 FTE Administrative Analyst limited term position in the Department of Parks and Recreation to be funded by the BSCC Cal GRIP grant for the remaining duration of the grant period to December 31, 2014.