



## Agenda Item

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**File #:** 22-1019

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**Requested Agenda Date:**

10/18/2022

**Requested Agenda Title:**

Budget Adjustment: Office of Regional Development Requests a Grade 15 - TL Position - Loan and Compliance Analyst, Funded with Incomes from Grant Programs.

**Requested Agenda Item Description:** This is a budget neutral adjustment. The Office of Regional Development manages multiple revolving loan funds through its grants programs.

In the past, there was a full-time position dedicated to managing the loans, following grant compliance, processing liens, and reconveyances. When the person left the position, the fiscal team tried to absorb the job duties, but over time this has proven to be inefficient and has left gaps in service delivery.

This request is to restart the Time limited position in loan servicing to manage the grant loan funds more effectively and open up opportunities to improve grant outreach and service delivery to the clients before the end of 2022. This position will be paid for through program income received from the management of the loans from the grant sponsors.

**Requested Action:** Discussion - Vote Needed

**Presenter(s) (with titles):** Hoa Nguyen, Budget and Policy Analyst, Council

**Time Needed:** Less than 5 MINS

**Is this Item Time-Sensitive and/or Requesting a Time-Certain?** No

**Requesting Staff Member:** Dina Blaes, Director Regional Development

**Are Supporting Documents Needed for this Agenda Item Request?** Yes