



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**May 4, 2021**

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**TOPIC:** Community Workforce Agreement Oversight Funding Appropriation

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**AGENDA TITLE**

Approve an Appropriation Adjustment to Recognize \$100,000 of Estimated Revenues in Fiscal Year 2020-21 from CIP Construction Permits

**RECOMMENDED ACTION**

Approve an appropriation adjustment to recognize an estimated \$100,000 of receipts from Capital Improvement Program (CIP) construction permit fees into the Public Works Agency, CIP Construction Projects Permits revenue account and appropriate the same amount into the Public Works Agency Services, Contract Services-PWA CIP Construction Permits expenditure account for consultant services to provide labor oversight on the Community Workforce Agreement for CIP construction projects.

**DISCUSSION**

In August 2017, the City of Santa Ana adopted a Community Workforce Agreement (CWA). The purpose of the CWA is to increase employment opportunities for residents of Santa Ana, and increase training and employment opportunities for the City's construction trade students through apprenticeships. A key goal of the CWA is for workers residing in Santa Ana, Orange County, or veterans, regardless of where they reside, to perform at least thirty percent of the total work hours on CIP construction projects under this agreement. In September 2020, the City hired a consultant, The Solis Group, to actively administer and enforce the obligations of the CWA, thereby ensuring the benefits envisioned for our local community materialize.

To facilitate the implementation of the CWA, a Capital Improvement Program Construction Permit was established in the FY 2020-21 Miscellaneous Fee Schedule. The permit fee ranges from a minimum of \$349.19 to 8.75 percent of the construction contract amount and will be used to administer the CWA program. When the Miscellaneous Fee Schedule was prepared, a specific account number had not been identified. This City Council action recognizes \$100,000 in FY 2020-21 permit fees into the revenue account No. 05317002-51708 and appropriates the same amount into the expenditure account No. 05317021-62340 for CWA administration expenditures. As the CWA program continues, staff will include estimated CWA permit revenues and expenditures in future budgets.

Approve an Appropriation Adjustment to Recognize Receipts  
May 4, 2021  
Page 2

**ENVIRONMENTAL IMPACT**

There is no environmental impact associated with the action.

**FISCAL IMPACT**

Upon approval of the appropriation adjustment, funds in the amount of \$100,000 will be available for expenditure in Fiscal Year 2020-21 in the Public Works Agency, CIP Construction Projects Permits revenue account (No. 05317002-51708) and appropriate the same amount into the Public Works Agency Services, Contract Services-PWA CIP Construction Permits expenditure account (No. 05317021-62340) to pay the City consultant providing the labor oversight on the Community Workforce Agreement.

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Kristine Ridge, City Manager