



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 19

**Agenda Date:** September 15, 2022

**In Control:** City Council A Session

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**DEPARTMENT:** Economic Development Department

**DEPARTMENT HEAD:** Brenda Hicks-Sorensen

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Funding agreement between the City of San Antonio and Harvard Kennedy School Taubman Center for State and Local Government (HKS Taubman Center) accepting \$75,000 for a one-year pilot fellowship program.

**SUMMARY:**

This ordinance approves a funding agreement between the City of San Antonio and Harvard Kennedy School Taubman Center for State and Local Government (HKS Taubman Center) accepting \$75,000 and appropriates \$75,000 to pay for one-year pilot fellowship program.

**BACKGROUND INFORMATION:**

As the 7th largest city in the United States and the 2nd largest city with a council-manager form of government, the City of San Antonio is a leader in municipal government with a track record for developing and participating in first of its kind programs such Pre-K 4 SA and SA: Ready to Work. Additionally, the city places a priority on talent development and invests in the recruitment, retention, and development of employees through programs such as the Management Fellows Program, Women's Leadership Mentoring Program, Management Development Institute (MDI) and Supervisory Excellence Training (SET) to name a few.

Due to its track record for being a leader in local government and its emphasis on professional development, the City of San Antonio Economic Development Department was approached by the HKS Taubman Center to participate as its first local municipality in a one-year pilot Fellowship program.

#### **ISSUE:**

This Fellow will be responsible for interpreting, formulating, and implementing policies and procedures at the direction of the Department's leadership team. Assignments will include budget and financial operations, development, implementation and oversight of economic development strategies, coordination and collaboration with community economic development partners, and development of policies and guidelines.

It is anticipated that the Fellow will start in the Fall 2022 and be involved in a variety of projects such as Small Business ARPA Funds Implementation, Strategic Plan Implementation, and Incentive Policy Updates. Additionally, as a one-year partnership pilot between the City of San Antonio and the HKS Taubman Center, the Fellow will participate in quarterly reports providing insight into the pilot program's successes and opportunities for improvement to Economic Development Department leadership and the HKS Taubman Center. At the end of the program, it is expected that the Fellow will participate in the experience of co-authoring a publication on the pilot program.

HKS Taubman is contributing \$75,000 and the City is providing \$25,000 for a total of \$100,000 for the one-year pilot fellowship program.

#### **ALTERNATIVES:**

The City could choose not to participate in this one-year pilot program with HKS Taubman Center and forego the opportunity to be the inaugural city in the HKS Taubman Center local government fellowship program.

#### **FISCAL IMPACT:**

Ordinance authorizing funding agreement with the Harvard Kennedy School Taubman Center for State and Local Government for a one-year pilot Fellowship program and accepts an amount of \$75,000 for the pilot. This would also appropriate \$75,000 in the FY 2023 General Fund Budget to be used by Economic Development Department for this pilot. Funding in the amount of \$25,000 is available from the FY 2023 General Fund Budget and combined with the \$75,000 funding from HKS, a total of \$100,000 will be used for the program personnel expenses.

#### **RECOMMENDATION:**

Staff recommends approval of this funding agreement to begin a one-year pilot program with HKS Taubman Center for a Fellowship.

