



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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REFER TO FILE

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

September 16, 2025

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

35 September 16, 2025

EDWARD YEN
EXECUTIVE OFFICER

Dear Supervisors:

SERVICE CONTRACT CIVICSPARK FELLOWSHIP PROGRAM (ALL SUPERVISORIAL DISTRICTS) (3-VOTES)

SUBJECT

Public Works is seeking Board approval to enter into agreements with the Public Health Institute, which currently administers the CivicSpark Fellowship Program, for Public Works to host CivicSpark Fellows. CivicSpark Fellows are recent college graduates or emerging professionals who serve for a specified term to help local governments increase their capacity to respond to community resilience needs. The Fellows will assist Public Works with various sustainability and resiliency projects and programs through outreach, education, planning, and policy support to reduce greenhouse gases and help combat climate change in Los Angeles County.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed actions are not a project under the California Environmental Quality Act for reasons stated in this Board letter.
2. Delegate authority to the Director of Public Works or his designee to enter into an agreement with the Public Health Institute for up to two Fellows and to provide funds of up to \$65,000 per Fellow for a total of \$130,000 in Fiscal Year 2025-26 to host the CivicSpark Fellows.

3. Delegate authority to the Director of Public Works or his designee to apply for and enter into agreements with the non-profit organization that administers the CivicSpark Fellowship Program to host up to two CivicSpark Fellows each year through Fiscal Year 2029-2030; and to provide funds of up to \$65,000 per Fellow, if necessary.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to authorize Public Works to host CivicSpark Fellows for the next five years, through Fiscal Year 2029-30. These Fellows will assist with various sustainability and resiliency projects and programs led by Public Works

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: North Star 2, Foster Vibrant and Resilient Communities, Focus Area Goal D, Sustainability, Strategy i, Climate Health, by enabling Public Works to pursue critical work related to developing sustainable, resilient, and equitable infrastructure and services. The recommended actions will allow the County to further various sustainability and resiliency projects and programs with the assistance of the Fellows thereby improving the environmental, economic, and social well-being of our communities by reducing greenhouse gases and combatting the impacts of climate change.

FISCAL IMPACT/FINANCING

Sufficient funding of up to \$130,000 to provide funds for two Fellows from the CivicSpark Fellowship Program for the first term is included in the Public Works Internal Service Fund (B04 – Services and Supplies) Fiscal Year 2025-26 budget. Funds for future years will be requested through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Public Works is tasked with implementing numerous State laws and regulations to reduce greenhouse gas emissions and improve the environment. For example, Senate Resolution 36 states California's commitment to the international climate effort and California Assembly Bill 1279 (California Climate Crisis Act) require the state to achieve carbon neutrality by 2045. The 2045 Climate Action Plan was developed by the Department of Regional Planning as a roadmap toward achieving carbon neutrality for unincorporated Los Angeles County and County Departments. In addition, the Board approved the Climate Ready Communities Initiative on April 18, 2024, which directed Public Works, with support from key Departments, to identify opportunities and investments that build resilience for people, communities, and infrastructure vulnerable to key climate risks, with a focus on advancing equity and environmental justice. The Fellows will assist Public Works with implementing the numerous State laws and regulations and various Countywide initiatives such as these.

In December 2020, the Board authorized the Director of Public Works to enter into a Memorandum of Understanding with the Local Government Commission, the non-profit organization that administered the CivicSpark Fellowship Program at that time, to host CivicSpark Fellows at Public Works. Since then, Public Works has maintained a long and successful relationship with the

CivicSpark Fellowship Program and has successfully hosted multiple CivicSpark Fellows. The continued success of this partnership has significantly enhanced Public Works' ability to access dedicated emerging professionals who bring critical expertise, fresh thinking, and real-world experience in sustainability, climate action, and community engagement. Due to the continued success of this partnership to date, Public Works plans to continue applying to host Fellows to assist in developing, expanding, and/or implementing various sustainability and resiliency projects and programs.

Over the past several years, the CivicSpark Fellowship Program has been administered by a number of different non-profit organizations, including the Local Government Commission, and is currently administered by the Public Health Institute.

Public Works is requesting delegated authority to enter into agreements with the organization designated to administer the CivicSpark Fellowship Program over the next five years, in the event that the current administrator, Public Health Institute, no longer administers the fellowship program.

A Memorandum of Understanding or other agreement with Public Health Institute, or other authorized non-profit, for each term will be reviewed and approved as to form by County Counsel prior to execution.

ENVIRONMENTAL DOCUMENTATION

The recommended actions are not subject to California Environmental Quality Act (CEQA) because they are activities that are excluded from the definition of a project by Section 21065 of the California Public Resources Code and Section 15378 (b) of the State CEQA Guidelines. The proposed actions to authorize the acceptance of awards to host Fellows is an administrative activity of government, which will not result in direct or indirect physical changes to the environment. We will return to the Board as necessary for consideration of appropriate environmental documentation prior to the approval of any activities that constitute a project under CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services, projects, or programs during the hosting of the Fellows.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Strategic Planning and Sustainability Office.

The Honorable Board of Supervisors

9/16/2025

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Pestrella". The signature is fluid and cursive, with the first name "Mark" written in a larger, more prominent script than the last name "Pestrella".

MARK PESTRELLA, PE

Director

MP:TJM:dn

c: Chief Executive Office (Christine Frias)
County Counsel
Executive Office