

**CITY OF CARSON
HOUSING AUTHORITY/
SUCCESSOR AGENCY/
CITY COUNCIL AGENDA**



**TUESDAY, JANUARY 17, 2023
701 E. Carson Street
Council Chambers**

5:00 PM

Lula Davis-Holmes, Mayor

Jawane Hilton, Mayor Pro Tem and District 1
Councilmember

Cedric L. Hicks, Sr., District 3 Councilmember

Jim Dear, District 2 Councilmember

Arleen Bocatija Rojas, District 4 Councilmember

Dr. Khaleah Bradshaw, City Clerk

Monica Cooper, City Treasurer

“In accordance with the Americans with Disabilities Act of 1990, if you require a disability related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City Clerk’s office at 310-952-1720 at least 48 hours prior to the meeting.” (Government Code Section 54954.2)

PUBLIC INFORMATION

The public may address the members of the City Council on any matters within the jurisdiction of the City Council or on any items on the agenda of the City Council during the designated public comment periods. There will be two Oral Communication sessions: one for Agendized Items (comment about items ON the agenda) and the other for non-Agendized items (comment about items NOT on the Agenda). The Oral Communications portion of the agenda is limited to a duration of one hour unless otherwise approved by the City Council. Comment time is normally 3 minutes depending on the number of speakers.

Because of the threat of COVID-19 (the “Coronavirus”) you are urged to take all appropriate health safety precautions. Wearing masks is not required but is highly recommended while inside Carson City Hall. Temperatures will be checked for those experiencing any symptoms of COVID-19, prior to entering the City Hall.

PUBLIC VIEWING AVAILABLE BY:

- Livestream on the City’s website: The meeting will be streamed live over the internet via: www.carsonca.gov or on Youtube: www.youtube.com/c/CityofCarsonCaliforniaOfficialYouTubePage

- Cable TV: Spectrum (Channel 35) and ATT (Channel 99)

IF YOU ARE NOT ABLE TO ATTEND THE MEETING IN-PERSON, PUBLIC COMMENTS CAN BE SUBMITTED BEFORE THE MEETING AT/VIA:

- **Email:** Public comments can be emailed to cityclerk@carsonca.gov. The cut-off time to submit any email communications is 3:00 p.m. on the day of the meeting.

- **Written:** Written comments can be dropped off at the City Clerk's Office or in the white box outside City Hall. The cut-off time to submit any written communications is 3:00 p.m. on the day of the meeting. Written comments dropped off at the City Clerk's Office or at the white box or any email received will not be read aloud at Council Meeting but will be circulated to the City Council and incorporated into the record.

CALL TO ORDER: CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY (5:00 pm)

ROLL CALL (CITY CLERK):

FLAG SALUTE:

INVOCATION:

CLOSED SESSION (Items 1 to 2)

REPORT ON ANY PUBLIC COMMENTS ON CLOSED SESSION ITEMS (CITY CLERK)

ANNOUNCEMENT OF CLOSED SESSION ITEMS (CITY ATTORNEY)

RECESS INTO CLOSED SESSION UNTIL 6:00 P.M. OR UNTIL THE END OF CLOSED SESSION, WHICHEVER OCCURS FIRST

**Item No. 1. [2023-0006](#) CONFERENCE WITH LEGAL COUNSEL -
ANTICIPATED LITIGATION (CITY COUNCIL)**

Recommendation: A closed session will be held, pursuant to Government Code Section 54956.9(d)(2) or (d)(3) and (e)(1), because there is a significant exposure to litigation in 1 case.

**Item No. 2. [2023-0031](#) CONFERENCE WITH LEGAL COUNSEL -
EXISTING LITIGATION (CITY COUNCIL)**

Recommendation: A closed session will be held, pursuant to Government Code Section 54956.9(D)(1), to confer with legal counsel regarding pending litigation to which the City is a party. The title of such litigation is as follows: City of Carson v. James H. Cloudman et al.; Los Angeles Superior Court Case No. 21CMCV00247.

RECONVENE TO OPEN SESSION AT 6:00 P.M. OR AT THE END OF CLOSED SESSION, WHICHEVER OCCURS FIRST**REPORT ON CLOSED SESSION ACTIONS (CITY ATTORNEY)****INTRODUCTIONS (MAYOR)**Item No. 3. [2023-0008](#)**PRESENTATIONS**Item No. 4. [2023-0020](#)**ORAL COMMUNICATIONS FOR MATTERS LISTED ON THE AGENDA (MEMBERS OF THE PUBLIC) (LIMITED TO ONE HOUR)**

The public may address the members of the City Council/Housing Authority/Successor Agency on any matters within the jurisdiction of the City Council/Housing Authority/Successor Agency or on any items on the agenda of the City Council/Housing Authority/Successor Agency, other than closed session matters, prior to any action taken on the agenda. Speakers are limited to no more than three minutes, speaking once. Oral communications will be limited to one (1) hour unless extended by order of the Mayor with approval of the City Council.

APPROVAL OF MINUTES:Item No. 5. [2022-1034](#)

APPROVAL OF THE FOLLOWING CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY MEETING MINUTES: DECEMBER 6, 2022 (REGULAR) AND DECEMBER 13, 2022 (ADJOURNED REGULAR)

Recommendation: Approve the minutes as listed.

Attachments: [2022 DEC 6 CC-CSA-CHA Reg Mtg Minutes \(FINAL\).pdf](#)
[2022 DEC 13 CC Adj Reg Mtg minutes \(FINAL\).pdf](#)

CONSENT: (Items 6 to 18)

ANY ITEM OR ITEMS MAY BE REMOVED FOR DISCUSSION.

These items are considered to be routine items of business and have, therefore, been placed on the CONSENT CALENDAR. For items remaining on the CONSENT CALENDAR, a single motion to ADOPT the recommended action is in order.

- Item No. 6. [2022-1011](#) Resolution No. 23-01-CHA, A RESOLUTION OF THE CARSON HOUSING AUTHORITY RATIFYING CLAIMS AND DEMANDS IN THE AMOUNT OF \$50,235.42, DEMAND CHECK NUMBERS HA-001925 through HA-001932

Attachments: [Exhibit 1 CHA Demand Reso# 23-01-CHA](#)

- Item No. 7. [2023-0005](#) Resolution No. 23-023, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON RATIFYING CLAIMS AND DEMANDS, AS FOLLOWS:

TOTAL OF \$8,813,315.39 FOR GENERAL DEMANDS, CHECK NUMBERS 165564 THROUGH 165892.

TOTAL OF \$15,075.00 FOR CO-OP AGREEMENT DEMANDS, CHECK NUMBERS 1268 THROUGH 1268, WHICH ARE COSTS ASSOCIATED WITH THE CONSTRUCTION OF CAPITAL PROJECTS WITHIN THE FORMER REDEVELOPMENT PROJECT AREA, USING BOND PROCEEDS TRANSFERRED FROM THE SUCCESOR AGENCY TO THE CITY.

Attachments: [Exhibit 1 Demand Reg File # 2023-0005 Reso# 23-023.pdf](#)
[Exhibit 1 Demand Reg File # 2023-0005 Reso# 23-023 CA-COOP](#)

- Item No. 8. [2022-1012](#) Resolution No. 23-01-CSA, A RESOLUTION OF THE CARSON SUCCESSOR AGENCY RATIFYING CLAIMS AND DEMANDS IN THE AMOUNT OF \$35,925.95, DEMAND CHECK NUMBERS SA-001880 THROUGH SA-001885

Attachments: [Exhibit 1 CSA Demand Reso #23-01-CSA](#)

- Item No. 9. [2023-0011](#) CONSIDER MONTHLY INVESTMENT AND CASH REPORT FOR THE CITY OF CARSON, CARSON HOUSING AUTHORITY, CARSON SUCCESSOR AGENCY-MONTH ENDING DECEMBER 31, 2022

Recommendation: RECEIVE and FILE.

Attachments: [Cash rpt Dec 2022](#)
[CITY OF CARSON PORTFOLIO RESERVES SUMMARY DEC 20](#)
[CITY OF CARSON PORTFOLIO RESERVES SUCCESSOR SUM](#)

Item No. 10. [2023-0014](#)**COVID-19 UPDATE (CITY COUNCIL)**

Recommendation: 1. RECEIVE and FILE.

Item No. 11. [2023-0002](#)

**CONSIDER ADOPTING A RESOLUTION
RE-AUTHORIZING THE MEETINGS OF THE
LEGISLATIVE BODIES OF THE CITY TO BE
CONDUCTED VIA REMOTE
TELECONFERENCING IN ACCORDANCE WITH
GOVERNMENT CODE SECTION 54953(E) FOR A
CONTINUED 30-DAY PERIOD (CITY COUNCIL,
SUCCESSOR AGENCY, HOUSING AUTHORITY)**

Recommendation: ADOPT Resolution No. 23-025, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, THE CARSON HOUSING AUTHORITY BOARD, AND THE CARSON SUCCESSOR AGENCY BOARD, MAKING FINDINGS RELATED TO THE CONTINUED EXISTENCE OF A STATE OF EMERGENCY DUE TO COVID-19 AND RE-AUTHORIZING THE MEETINGS OF THE LEGISLATIVE BODIES OF THE CITY OF CARSON, CARSON SUCCESSOR AGENCY AND CARSON HOUSING AUTHORITY TO BE CONDUCTED VIA REMOTE TELECONFERENCING IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e) FOR A CONTINUED 30-DAY PERIOD." (Exhibit No. 1)"

Attachments: [Exhibit No.1- Resolution No. 23-025](#)

Item No. 12. [2023-0018](#)**REVIEW AND CONSIDER APPROVAL OF THE REVISED CONFLICT OF INTEREST CODES FOR THE CITY OF CARSON, CARSON SUCCESSOR AGENCY, AND CARSON HOUSING AUTHORITY; AND CONSIDERATION OF RESOLUTIONS ADOPTING REVISIONS FOR THE CONFLICT OF INTEREST CODES FOR THE CITY OF CARSON, CARSON SUCCESSOR AGENCY, AND CARSON HOUSING AUTHORITY, RESPECTIVELY (RESOLUTION NOS. 23-030, 23-02-CSA AND 23-02-CHA)****Recommendation:**

TAKE the following actions:

1. COMPLETE the City Council's required biennial review of its own COI code and the COI codes for the Carson Successor Agency and Carson Housing Authority by affirming that its biennial review is completed; and

2. APPROVE the revised COI codes for the City of Carson, Carson Successor Agency and Carson Housing Authority, respectively, as follows:

a. City Council:

WAIVE further reading and ADOPT Resolution No. 23-030, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CONFLICT OF INTEREST CODE WHICH INCORPORATES BY REFERENCE THE CONFLICT OF INTEREST CODE PREPARED BY THE FAIR POLITICAL PRACTICES COMMISSION"

b. Successor Agency:

WAIVE further reading and ADOPT Resolution No. 23-02-CSA, "A RESOLUTION OF THE SUCCESSOR AGENCY TO THE CARSON REDEVELOPMENT AGENCY, CITY OF CARSON, CALIFORNIA, UPDATING AND REVISING THE CONFLICT OF INTEREST CODE WHICH INCORPORATES BY REFERENCE THE CONFLICT OF INTEREST CODE PREPARED BY THE FAIR POLITICAL PRACTICES COMMISSION"

c. Housing Authority:

WAIVE further reading and ADOPT Resolution No. 23-02-CHA, "A RESOLUTION OF THE CARSON HOUSING AUTHORITY, CITY OF CARSON, CALIFORNIA, UPDATING AND REVISING THE CONFLICT OF INTEREST CODE WHICH INCORPORATES BY REFERENCE THE CONFLICT OF INTEREST CODE PREPARED BY THE FAIR POLITICAL PRACTICES COMMISSION"

- Attachments:** [Exhibit 1 - City of Carson Conflict Code Resolution 23-030.pdf](#)
[Exhibit 2 - City of Carson SUCCESSOR AGENCY Conflict Code R](#)
[Exhibit 3 - City of Carson HOUSING AUTHORITY Conflict Code R](#)
[Exhibit 4 - FPPC 18730 Provisions-of-Conflict-of-Interest-Codes \(3](#)

Item No. 13. [2023-0016](#)

**CONSIDERATION OF MULTIPLE RESOLUTIONS
ADOPTING NEW AND AMENDING EXISTING JOB
SPECIFICATIONS AND SALARY ALLOCATIONS
AS PART OF PHASE II A RESTRUCTURING
PLAN (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT the following Resolutions:

1. RESOLUTION NO. 23-009 "A RESOLUTION OF THE CARSON CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING AN AMENDED JOB SPECIFICATION AND SALARY ALLOCATION FOR DEPUTY CITY CLERK"

2. RESOLUTION NO. 23-010 "A RESOLUTION OF THE CARSON CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING AN AMENDED JOB SPECIFICATION AND SALARY ALLOCATION FOR CITY ENGINEER"

3. RESOLUTION NO. 23-2012 "A RESOLUTION OF THE CARSON CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING A JOB SPECIFICATION AND SALARY ALLOCATION FOR SPECIAL PROJECTS MANAGER"

4. RESOLUTION NO. 22-198 "A RESOLUTION OF THE CARSON CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING A SALARY ALLOCATION FOR HUMAN RESOURCES MANAGER"

"

1.

- Attachments:** [Reso No 23-009 - Deputy City Clerk](#)
[DEPUTY CITY CLERK - Job Description](#)
[Reso No 23-010 - CITY ENGINEER](#)
[City Engineer Job Specifications](#)
[Reso No 23-012 - SPECIAL PROJECTS MANAGER](#)
[Special Projects Manager Job Specifications](#)
[Reso No 22-198 - Human Resources Manager](#)
[Human Resources Manager Job Specifications](#)

Item No. 14. [2023-1071](#)

CONSIDER AWARDING A CONTRACT SERVICES AGREEMENT TO DAVEY COACH SALES, INC. FOR BUS MAINTENANCE AND REPAIR SERVICES (CITY COUNCIL)

- Recommendation:** TAKE the following actions:
1. AWARD and APPROVE the proposed Contract Services Agreement with Davey Coach Sales, Inc. for a three-year term with a not-to-exceed contract sum of \$180,000 over the initial term, with the option for two (2) additional one-year extensions (Exhibit No. 1; "Agreement"), conditioned upon no bid protest being filed within the requisite protest period (five (5) business days from January 12, 2023) that results in any change to City's ability to award the Agreement to Davey Coach Sales, Inc.
 2. AUTHORIZE the Mayor to execute the Agreement, following approval as to form by the City Attorney.

- Attachments:** [Exhibit No. 1 - Draft Service Agreement](#)

Item No. 15. [2023-0033](#)

**CONSIDER RESOLUTION NO. 23-020,
"RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF CARSON, CALIFORNIA, APPROVING AN
ADDITIONAL APPROPRIATION OF \$500,000 OF
AMERICAN RESCUE PLAN ACT OF 2021 FUNDS
FOR USE TOWARD SMALL BUSINESS GRANT
PROGRAM" AND APPROVAL OF FORM OF
AMERICAN RESCUE PLAN ACT OF 2021
SUBRECIPIENT GRANT AGREEMENT**

- Recommendation:**
1. ADOPT RESOLUTION NO. 23-020, "RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, APPROVING AN ADDITIONAL APPROPRIATION OF \$500,000 OF AMERICAN RESCUE PLAN ACT OF 2021 FUNDS FOR USE TOWARD SMALL BUSINESS GRANT PROGRAM"; AND
 2. APPROVE form of American Rescue Plan Act of 2021 Subrecipient Grant Agreement; AND
 3. AUTHORIZE the City Manager to make minor changes to the grant eligibility criteria and to execute the individual American Rescue Plan Act of 2021 Subrecipient Grant Agreements following approval as to form by the City Attorney.
 4. ADOPT RESOLUTION NO. 23-020, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, APPROVING AN ADDITIONAL \$500,000 TO THE CURRENT \$1 MILLION APPROPRIATION OF THE ARPA-FUNDED SMALL BUSINESS GRANT PROGRAM"

- Attachments:**
- [Ex. 1 - Small Business Grant Program Guidelines](#)
 - [Ex. 2 - Resolution 23-020 Small Business Grant Program Addition:](#)
 - [Ex. 3 - American Rescue Plan Act of 2021 Subrecipient Grant Agr](#)
 - [Ex. 4 - SLFRF-Final-Rule-Overview](#)

Item No. 16. [2023-1072](#)

CONSIDER AN AGREEMENT WITH URM TECHNOLOGIES, INC., TO PROVIDE SCANNING SERVICES FOR CITY BUILDING PLANS AND RELATED DOCUMENTS FOR THE PERIOD OF JANUARY 18, 2023 THROUGH JANUARY 17, 2026, IN AN AMOUNT NOT-TO-EXCEED \$300,000.

Recommendation:

TAKE the following actions:

1. APPROVE the three-year agreement with URM Technologies, Inc. to provide document scanning services for the City of Carson, for the period of January 18, 2023 through January 17, 2026 in an amount not-to-exceed \$300,000.
2. AUTHORIZE the Mayor to execute the agreement, following approval as to form by the City Attorney.

Attachments:

[Proposed URM agreement - Ex. 1](#)

[Bid Register for RFP 22-031 - Ex. 2](#)

Item No. 17. [2022-961](#)

CONSIDER APPROVAL OF AMENDMENT TO PUBLIC WORKS AGREEMENT WITH CROSSTOWN ELECTRICAL & DATA, INC., APPROVAL AND RATIFICATION OF CHANGE ORDER NO. 1, AND APPROVAL OF RESOLUTION NO. 22-256, "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2022-23 BUDGET IN THE SPECIAL REVENUE FUNDS" PROVIDING FUNDS FOR ADDITIONAL WORK FOR PROJECT NO. 1628 - TRAFFIC SIGNAL INSTALLATION AT THE INTERSECTION OF TAJAUTA AVENUE AND DEL AMO BOULEVARD (CITY COUNCIL)

Recommendation: Take the following actions:

1. APPROVE and RATIFY executed Change Order No. 1 in the amount of \$130,884.27.
2. APPROVE the expenditure of construction contingency, if necessary, in the amount of \$19,115.73 for change orders such as the removal and remediation of contaminated soil, substructure conflicts, and other unforeseen construction work that may be required to complete this project as specified in the contract.
3. APPROVE Amendment No. 1 to Public Works Agreement with Crosstown Electrical & Data, Inc.
4. AUTHORIZE the Mayor to execute Amendment No. 1 following approval as to form by the City Attorney.
5. ADOPT Resolution No. 22-256 "A RESOLUTION OF THE CITY OF CARSON CITY COUNCIL AMENDING THE FISCAL YEAR 2022-23 BUDGET IN THE SPECIAL REVENUE FUNDS" appropriating \$150,000.00 from the Measure M account no. 281-80-820-904-8023 to cover the additional construction work needed to complete the project (Exhibit No. 2).
 - 1.

Attachments:

[Location Map.pdf](#)

[Reso 22-256 - Traffic Signal on Tajuata.docx](#)

[Construction Contract - C-21-076 - CROSSTOWN ELECTRIC #16](#)

[Change Order #1.pdf](#)

[Crosstown Electrical Amendment 1](#)

Item No. 18. [2023-0009](#)**CONSIDERATION TO ACCEPT THE PROJECT AS COMPLETE, PROJECT NO. 1413-4: CITY-WIDE ANNUAL RUBBERIZED SLURRY SEAL, AND CRACK SEAL PROGRAM (CITY COUNCIL)**

- Recommendation:** TAKE the following actions:
1. ACCEPT as complete Project No. 1413-4: City-wide Annual Rubberized Slurry Seal, and Crack Seal program
 2. AUTHORIZE staff to file a Notice of Completion.

Attachments: [Exhibit 1 - Project Location Map](#)

SPECIAL ORDERS OF THE DAY:

Public testimony is restricted to three minutes per speaker, speaking once (excepting applicants who are afforded a right of rebuttal, if desired), unless extended by order of the Mayor with the approval of the City Council.

DISCUSSION: (Items 19 to 20)**Item No. 19. [2023-1070](#)****CONSIDER QUARTERLY FINANCIAL STATUS REPORT ON THE CITY OF CARSON PROJECTS BEING FUNDED BY THE AMERICAN RESCUE PLAN ACT (ARPA).**

- Recommendation:** RECEIVE and FILE.

Attachments: [FY 22-23 ARPA SECOND QUARTER REPORT](#)
[EXHIBIT 2-Community Services ARPA List 1-5-23](#)

Item No. 20. [2023-0004](#)**CONSIDERATION OF ONLY LOCAL UNCONTESTED APPOINTMENTS TO THE CITY'S COMMISSIONS AND CITY'S BOARDS BY MAYOR AND CITY COUNCIL (CITY COUNCIL)**

- Recommendation:** TAKE the following actions:
1. CONSIDER and only APPOINT uncontested members to the City Commissions and City Boards; and
 2. DIRECT the City Clerk to notify all affected appointments of this action in writing;
 3. IF APPLICABLE, DIRECT the City Clerk to post and publish in accordance with the Maddy Act.

Attachments: [Exhibit 1 - January 17, 2023 Agenda Report.pdf](#)

ORDINANCE SECOND READING: (Item 21)

Item No. 21. [2023-0010](#)**SECOND READING OF AN ORDINANCE ADDING CHAPTER 18 (TOW SERVICE FRANCHISES) TO ARTICLE VI (TAXES AND LICENSES) OF THE CARSON MUNICIPAL CODE TO ESTABLISH TOWING REGULATIONS GOVERNING THE PROVISION OF NON-CONSENSUAL TOWING SERVICE (CITY COUNCIL)**

Recommendation: CONDUCT a Second Reading by title only and with further reading waived, ADOPT Ordinance No. 23-2301, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, ADDING CHAPTER 18 (TOW SERVICE FRANCHISES) TO ARTICLE VI (TAXES AND LICENSES) OF THE CARSON MUNICIPAL CODE".

Attachments: [Ordinance Number 23-2301](#)

MEMORIAL ADJOURNMENTS**ORAL COMMUNICATIONS FOR MATTERS NOT LISTED ON THE AGENDA (MEMBERS OF THE PUBLIC)**

The public may at this time address the members of the City Council/Housing Authority/Successor Agency on any matters within the jurisdiction of the City Council/Housing Authority/Successor Agency. No action may be taken on non-agendized items except as authorized by law. Speakers are requested to limit their comments to no more than three minutes each, speaking once.

COUNCIL MEMBER REQUESTS TO ADD ITEMS TO FUTURE AGENDAS**ORAL COMMUNICATIONS (COUNCIL MEMBERS)****ANNOUNCEMENT OF UNFINISHED OR CONTINUED CLOSED SESSION ITEMS (AS NECESSARY)****REPORT OF ACTIONS ON UNFINISHED OR CONTINUED CLOSED SESSION ITEMS****ADJOURNMENT**