

RESOLUTION NO. 21-120

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON,  
CALIFORNIA, APPROVING ASSISTANT CITY MANAGER-  
ECONOMIC DEVELOPMENT AND DIRECTOR OF PUBLIC WORKS  
RECOMMENDED REORGANIZATION OF THE REPORTING  
STRUCTURE OF THE PUBLIC WORKS DEPARTMENT

**WHEREAS**, the Director of Human Resources and Risk Management is authorized and directed under provisions of Sections 2797.1 and 2797.3 of the Carson Municipal Code to prepare and recommend position classification and compensation plans, after consultation with the affected Directors, which becomes effective upon approval by the City Council; and

**WHEREAS**, Rule III of the City of Carson Personnel Rules provides that modification to the classification plan, embodied in Resolution No. 77-111, shall be made only after the Director of Human Resources and Risk Management consults with the affected Directors and affected recognized employee organizations; and

**WHEREAS**, the ARTICLE V – OFFICERS AND EMPLOYEES, SECTION 500 of the City Charter, Administrative Departments, Section A, City Manager Administration, states that, the city manager is responsible for the organization, conduct and operation of the several offices and departments of the City consistent with this Charter, and the ordinances of the City as established by the city council. The city manager shall assure the efficient and effective operation of the City departments, shall review their operation, and when needed, shall recommend creation of additional departments, divisions, offices and agencies or their consolidation, alteration or abolition. Each department shall be headed by an officer as department head who shall be appointed by and may be suspended or removed by the city manager; and

**WHEREAS**, the Article V – OFFICERS AND EMPLOYEES, SECTION 500 of the City Charter, Administrative Departments, Section B, Council Approval of Organizational Structure, states that unless as otherwise provided in the Charter, the current organizational structure shall not be modified by the adoption of the Charter from that currently existing. Any reorganization or restructuring of a department recommended by City Manager must be approved by ordinance or resolution of the City Council. Upon recommendation by the City Manager, the City Council, by ordinance or resolution, may assign additional functions or duties to offices, departments or agencies so long as not inconsistent with this Charter. The City Manager shall recommend and the City Council shall provide for the number, titles, qualifications, powers, duties and compensation of all officers and employees.

**WHEREAS**, the Assistant City Manager-Economic Development and Director of Public Works have determined it is in the best interest of the Public Works Department to restaff the Department with an Operations Manager role with PE Certification, increase the in-house

Engineering staff to properly manage the City's current capital improvement project portfolio and decrease heavily dependent reliance on contracted engineering consultants; as well as redirect reporting relationships to provide project management and administrative support directly to the Engineering, Administrative/Operations, Landscape & Building Maintenance and Right of Way Divisions to enhance operational efficiencies; and

**WHEREAS**, the Assistant City Manager-Economic Development and Director of Public Works recommend changing the reporting structure of the Public Works Department in particular, to whom the Principal Administrative Analyst, Sustainability Administrators, Associate Civil Engineers and Senior Clerks directly report to; and

**WHEREAS**, the City of Carson desires to approve and fund the positions of **PUBLIC WORKS OPERATIONS MANAGER, SENIOR CIVIL ENGINEER, ASSOCIATE CIVIL ENGINEER AND CIVIL ENGINEERING ASSISTANT** which will require reallocation of funding within the Public Works Department; and

**WHEREAS**, the Director of Human Resources and Risk Management has consulted with the affected parties and has met and conferred with the representatives of the affected recognized employee organizations pursuant to its obligations under the MMBA, concerning the Public Works Reorganization; and

**WHEREAS**, upon the recommendation of the Assistant City Manager-Economic Development and Director of Public Works, the City Council now desires to approve the reorganization of the Public Works Department.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:**

**Section 1.** The above recitals are true and correct.

**Section 2.** The existing classification of Public Works Operations Manager is represented by the Association of Management Employees (AME). The existing classifications of Senior Civil Engineer, Associate Civil Engineer and Civil Engineering Assistant are represented by Carson Professionals and Supervisors Association (CPSA).

**Section 3.** One additional position shall be approved and funded for each of the following existing classifications: Public Works Operations Manager, Senior Civil Engineer, Associate Civil Engineer and Civil Engineering Assistant. Accordingly, the total headcount for each of these existing classifications shall be as follows – Public Works Operations Manager (1) Senior Civil Engineer (2), Associate Civil Engineer (2), and Civil Engineering Assistant (1). The additional positions have previously been budgeted.

**Section 4.** The Public Works Operations Manager will report directly to the Director of Public Works. The Sustainability Administrator-Utilities will report directly to the Public Works Operations Manager. The Sustainability Administrator-Non-Potable Water will report directly to the Senior Civil Engineer. The Senior Clerks will report directly to the Principal Civil Engineer/City Engineer, Public Works Operations Manager, Landscape & Building Maintenance Superintendent and Right of Way Operations & Maintenance Superintendent respectively.

**Section 5.** The City Council hereby adopts the Proposed Public Works Department Organization Chart, attached as Exhibit 2 to the staff report for this Resolution 21-120, reflecting the reorganization of the Public Works Department described in this resolution.

**Section 6.** This resolution shall be effective immediately upon its adoption.

**Section 7.** The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**PASSED, APPROVED and ADOPTED** this 7<sup>th</sup> day of September, 2021.

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**MAYOR LULA DAVIS-HOLMES**

**ATTEST:**

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**CHIEF DEPUTY CITY CLERK JOHN CARROLL**

**APPROVED AS TO FORM:**

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**CITY ATTORNEY**

STATE OF CALIFORNIA              )  
COUNTY OF LOS ANGELES      ) ss.  
CITY OF CARSON                      )

I, John Carroll, Chief Deputy City Clerk of the City of Carson, California, do hereby certify that the whole number of members is four; that the foregoing resolution, being Resolution No. 21-120 was duly and regularly adopted by said City at a regular meeting duly

and regularly held on the 7<sup>th</sup> day of September 2021, and that the same was passed and adopted by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

By: \_\_\_\_\_  
Chief Deputy City Clerk