

**RESOLUTION NO. 22-117**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, APPROVING CITY MANAGER RECOMMENDED DEPARTMENT REORGANIZATION AND RESTRUCTURING MODIFICATIONS RELATED TO THE ESTABLISHMENT OF A NEW CITY DEPARTMENT, TO BE KNOWN AS THE “INNOVATION, SUSTAINABILITY & PERFORMANCE MANAGEMENT DEPARTMENT”**

**WHEREAS**, ARTICLE V (OFFICERS AND EMPLOYEES), SECTION 500 (ADMINISTRATIVE DEPARTMENTS) of the City’s Charter, at subsection A (City Manager Administration), states, in part, “[t]he 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”; and

**WHEREAS**, Article V (OFFICERS AND EMPLOYEES), SECTION 500 (ADMINISTRATIVE DEPARTMENTS) of the City’s Charter, at subsection B (Council Approval of Organizational Structure), states, in part, “[a]ny 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”; and

**WHEREAS**, the City Manager, having reviewed the operation and structure of the City departments and divisions to ensure their efficient and effective operation, has recommended a departmental reorganization or restructuring that would include establishment of a new City Department, to be known as the “Information, Sustainability and Performance Management Department” (hereinafter, the “ISPM Department”) and associated departmental reorganization and restructuring modifications discussed below; and

**WHEREAS**, the ISPM Department will be headed by the newly-established Deputy City Manager position. The Deputy City Manager and ISPM Department’s role will be to ensure that the City’s operations and capital projects are on track with the use of data analytics and technology to meet those challenges. Three core topic areas for the department are Suitability, Open Data and Performance Management. The ISPM Department’s work is meant to promote government transparency and accountability while providing the most innovative and technologically savvy approach; and

**WHEREAS**, the “innovation” aspect of the ISPM Department refers to the intent that the

ISPM Department will take the lead in the development and implementation of the City's Strategic Plan with the goal of Effective and Sustainable Government through innovative practices and a culture of data-driven decision making, in addition to the ISPM Department's role of ensuring that the City's operations and capital projects are on track with the use of data analytics and technology to meet those challenges; and

**WHEREAS**, the "sustainability" aspect of the ISPM department will lead the development and implementation of the City's Climate Action Plan and promote climate equity in the City's projects and outreach efforts. The ISPM Department will provide leadership through direct action, catalyze positive action through collaborative engagement and policy development, and create measurable benefits for the City; and

**WHEREAS**, the "performance management" aspect of the ISPM Department is the active and strategic use of performance standards, measures, progress reports and ongoing quality improvement efforts to ensure the City achieves desired outcomes for its residents. At its core, performance management is about translating goals and projects into results. It is necessary to properly create and sustain an effective results-oriented culture. Some key outcomes for a performance management program are: (1) addressing departments' or programs' challenges; (2) moving from measuring and reporting towards managing and improving results; (3) supporting organizational commitment to improving performance; and (4) transforming the organization, its management, and the policy making process; and

**WHEREAS**, the City's current Public Information Office is comprised of a Public Information Administrator (which concurrently herewith is being reclassified to "Public Information Manager" via a separate resolution) and supporting Graphic Artist and Intern positions. The current Public Information Office reports to the City Manager and has been funded (until Fiscal Year 2022-23) as a part of the City Manager's office. However, as a part of this Resolution, the Council intends for the City's Public Information Office to be transferred into the ISPM Department, to function as a separate division within the Department and report to the Deputy City Manager; and

**WHEREAS**, the ISPM Department shall therefore be comprised of the following Divisions: (1) a newly-established Project Management Division; (2) a newly-established Innovation Division; (3) the City's Public Information Office, which is being transferred into the Department; and (4) a newly-created Sustainability Division; and

**WHEREAS**, upon the recommendation of the City Manager, the City Council now desires to approve the City department reorganization and restructuring related to the establishment of the ISPM Department as stated above.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** The foregoing recitals are true and correct and are incorporated herein by reference.

**SECTION 2.** The City Council hereby approves the formation and establishment of a new “Information, Sustainability and Performance Management Department,” (hereinafter, “ISPM Department”) to be headed by the Deputy City Manager position (which is being established via separate resolution adopted effective concurrently herewith), and to consist of the following divisions: (1) a newly-established Project Management Division; (2) a newly-established Innovation Division; (3) the City’s existing Public Information Office, which is hereby transferred into the ISPM Department; and (4) a newly-established Sustainability Division. Except as stated herein, the organization and reporting structure of the ISPM Department shall be determined by the Deputy City Manager, reporting to the City Manager.

**SECTION 3.** Should any provision, section, paragraph, sentence or word of this Resolution be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Resolution as hereby adopted shall remain in full force and effect.

**SECTION 4.** This Resolution shall be effective on July 1, 2022.

**SECTION 5.** In the event of any conflict between this Resolution and any prior City resolution relating to the subject matter hereof, this Resolution shall supersede and prevail over the prior resolution to the extent of the conflict.

**SECTION 6.** The City Clerk shall certify to the adoption of this Resolution and enter it into the book of original Resolutions.

[signatures on the following page]

PASSED, APPROVED AND ADOPTED this 5th day of July, 2022.

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Lula Davis-Holmes, Mayor

APPROVED AS TO FORM:

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Sunny K. Soltani, City Attorney

ATTEST:

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Dr. Khaleah K. Bradshaw, City Clerk

STATE OF CALIFORNIA        )  
COUNTY OF LOS ANGELES    ) SS:  
CITY OF CARSON                )

I, Khaleah Bradshaw, City Clerk of the City of Carson, do hereby certify that the foregoing Resolution, being Resolution No. 22-117, was passed and approved by the City Council of the City of Carson at its meeting held on July 5, 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Dr. Khaleah K. Bradshaw, City Clerk