

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



**TUESDAY, JULY 2, 2019
701 East Carson Street
Helen Kawagoe Council Chambers**

Albert Robles, Mayor

Cedric L. Hicks, Mayor Pro Tem
Jawane Hilton, Councilmember

Lula Davis-Holmes, Councilmember
Jim Dear, Councilmember

Donesia L. Gause, 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)

CALL TO ORDER: CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY

ROLL CALL:

CLOSED SESSION (5:00 P.M. - 6:00 P.M.) (Items 1-3)

ORAL COMMUNICATIONS – CLOSED SESSION ITEMS ONLY

ANNOUNCEMENT OF CLOSED SESSION ITEMS

RECESS INTO CLOSED SESSION UNTIL 6:00 P.M.

**Item No. 1. [2019-604](#) CONFERENCE WITH REAL PROPERTY
NEGOTIATOR (CITY COUNCIL)**

Recommendation: A closed session will be held, pursuant to Government Code Section 54956.8, to enable the City Council to consider negotiations with Charge Bliss, and to give direction to its negotiators, Sharon Landers, City Manager and John Raymond, Assistant City Manager regarding that certain real property known as 801 E. Carson Street for construction of solar collectors and battery storage under a lease agreement. The City's real property negotiator will seek direction from the City Council regarding the price and terms of payment for the property.

**Item No. 2. [2019-656](#) 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) & (e) (1), because there is a significant exposure to litigation in 1 case.

**Item No. 3. [2019-665](#) CONFERENCE WITH REAL PROPERTY
NEGOTIATOR (CITY COUNCIL)**

Recommendation: A closed session will be held, pursuant to Government Code Section 54956.8, to enable the City Council to consider negotiations with James Acevedo, President of Grapevine Development, with whom the City is negotiating, and to give direction to its negotiators, Sharon L. Landers, City Manager and John Raymond, Assistant City Manager, regarding that certain real property known as 20400 South Main Street. The City's real property negotiator will seek direction from the City Council regarding the price and terms of payment for the property.

RECONVENE TO OPEN SESSION AT 6:00 P.M.

REPORT ON CLOSED SESSION ACTIONS

FLAG SALUTE:

**Item No. 4. [2019-598](#) LUCAS DELIRIO, 2ND GRADE, ATTENDING ST.
PHILOMENA CATHOLIC SCHOOL**

INVOCATION:

**Item No. 5. [2019-663](#) PASTOR ELIZABETH GARCIA, MISSION EBEN EZER
FAMILY CHURCH**

INTRODUCTIONS

**Item No. 6. [2019-631](#) REPORT FROM CAPTAIN SKEEN OF CARSON
SHERIFF'S STATION**

**Item No. 7. [2019-628](#) RECOGNITION OF THE 2019 CITY WIDE SPELLING
BEE WINNERS**

**Item No. 8. [2019-579](#) PRESENTATION OF A PROCLAMATION IN
RECOGNITION OF "PARKS MAKE LIFE BETTER"**

Item No. 9. [2019-658](#) PRESENTATION OF CERTIFICATE TO THE CARSON CITIZENS CULTURAL ARTS FOUNDATION ACKNOWLEDGING THEIR SUPPORT OF THE 2019 JUNETEENTH CELEBRATION

Item No. 10. [2019-660](#) PRESENTATION OF PROCLAMATION ACKNOWLEDGING THE NATIONAL ORGANIZATION FOR WOMEN (NOW), FOUNDED ON JUNE 30, 1966

Item No. 11. [2019-661](#) PRESENTATION OF PROCLAMATION ACKNOWLEDGING THE FEDERAL VOTING RIGHTS ACT, SIGNED INTO LAW ON JULY 2, 1964

Item No. 12. [2019-662](#) PRESENTATION OF PROCLAMATION ACKNOWLEDGING AMERICAN INDEPENDENCE DAY ON JULY 4, 1776

INTRODUCTION OF CITY EMPLOYEES

Item No. 13. [2019-600](#) TIA DREW, PRINCIPAL ADMINISTRATIVE ANALYST FOR THE DEPARTMENT OF PUBLIC WORKS

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. 14. [2019-617](#) APPROVAL OF THE MARCH 27, 2019 CITY COUNCIL SPECIAL MEETING MINUTES AND APRIL 2, 2019 CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY REGULAR MEETING MINUTES

Recommendation: Approve the minutes as listed.

Attachments: [2019 MAR 27 CC Spec Mtg minutes \(FINAL\)](#)
[2019 APR 2 CC-CSA-CHA Reg Mtg minutes \(FINAL\)](#)

CONSENT: (Items 15-26)

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

- Item No. 15. [2019-649](#) Resolution No. 19-07-CHA, A RESOLUTION OF THE CARSON HOUSING AUTHORITY RATIFYING CLAIMS AND DEMANDS IN THE AMOUNT OF \$42,898.04, DEMAND CHECK NUMBERS HA-001779 through HA-001782

Attachments: [070219 CHA check listing](#)

- Item No. 16. [2019-650](#) Resolution No. 19-134, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON RATIFYING CLAIMS AND DEMANDS IN THE AMOUNT OF \$2,207,243.19, DEMAND CHECK NUMBERS 146485 THROUGH 176754

Attachments: [AP CK LISTING 6-10-19 TO 6-20-19 CM](#)

- Item No. 17. [2019-633](#) CONSIDER RESOLUTION NO. 19-130 APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019/20 (CITY COUNCIL)

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-130, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2019/20."

Attachments: [GANN Resolution 19-20](#)

Item No. 18. [2019-549](#) CONSIDERATION OF APPROVAL OF CONTRACT SERVICES AGREEMENT WITH GRANCIUS, INC., FOR LEGISTAR SOFTWARE, STREAMING MEDIA, AND VIDEO HOSTING SERVICES (CITY COUNCIL)

- Recommendation:** TAKE the following actions:
1. WAIVE the bidding requirements in Chapter 6 ("Purchasing System") of Title II of the Carson Municipal Code, pursuant to Carson Municipal Code Section 2611(e) ("Sole Source Purchasing"); and
 2. APPROVE the three-year contract services agreement with Granicus, Inc., for Legistar software, streaming media, and video hosting services in the amount of \$95,660.36 ("Agreement"); and
 3. AUTHORIZE the Mayor to execute the Agreement upon approval as to form by the City Attorney.

Attachments: [Exhibit No. 1 - Granicus Proposal](#)
[Exhibit No. 2 - Granicus Contract Services Agreement](#)

Item No. 19. [2019-630](#) CONSIDER APPROVING RESOLUTION NO. 19-133, "A RESOLUTION OF THE CITY COUNCIL OF CARSON, CALIFORNIA, APPROVING THE APPLICATION FOR STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS" (CITY COUNCIL)

- Recommendation:** TAKE the following actions:
1. WAIVE further reading and ADOPT Resolution No. 19-133, "A RESOLUTION OF THE CITY COUNCIL OF CARSON, CALIFORNIA, APPROVING THE APPLICATION FOR STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM GRANT FUNDS."
 2. APPROVE the addition of this project to the Five-Year Capital Improvement Program.

Sponsors: Community Services

Attachments: [Resolution No. 19-133](#)
[Aerial Photo of Site - Foisia Park](#)

Item No. 20. [2019-566](#) **CONSIDER AMENDMENT NO. 2 WITH THE PEOPLE ASSISTING THE HOMELESS (PATH) TO CONTINUE TO PROVIDE HOMELESS SERVICES WITHIN THE CITY OF CARSON (CITY COUNCIL AND HOUSING AUTHORITY)**

Recommendation:

TAKE the following actions:

1. APPROVE a one-year Amendment No 2 for the period of July 1, 2019 through June 30, 2020, in the amount of 31,000.00.
2. AUTHORIZE the City Manager to execute the amendment no. 2 to be approved to form by the City Attorney.
- 1.

Attachments:

[PATH Contract](#)

[Amendment No. 1](#)

[PATH EXHIBIT 2](#)

Item No. 21. [2019-642](#) CONSIDER RENEWAL OF EXCESS LIABILITY, EXCESS WORKERS COMPENSATION, PROPERTY, CYBER LIABILITY, VOLUNTEER ACCIDENT, CRIME INSURANCE AND PURCHASE OF FIDUCIARY LIABILITY INSURANCE FOR FY 2019/20 (CITY COUNCIL)

Recommendation:

TAKE the following actions:

1. APPROVE the CSAC-EIA GL1 Program to provide coverage for the city's Excess Liability Insurance for FY 2019/20, at an overall not-to-exceed cost of \$514,000.
2. APPROVE CSAC-EIA to provide coverage for the city's Excess Workers' Compensation Insurance for FY 2019/20, at an overall cost of \$119,985.
3. APPROVE Alliant Property Insurance Program ("APIP") to provide coverage for the city's Property Insurance, including terrorism, cyber and pollution for FY 2019/20, at an overall cost of \$84,906.
4. APPROVE CSAC-EIA to provide coverage for the city's Cyber Liability Insurance for FY 2019/20, at an overall cost of \$4,310.
5. APPROVE The Hartford Insurance Company to provide accident insurance coverage for the City's volunteers for FY 2019/20, at an overall cost of \$340.
6. APPROVE AIG National Union Fire Insurance Company to provide the city's crime coverage for FY 2019/20, at an overall cost of \$2,580.
7. APPROVE ACE American Insurance Company to provide Storage Tank Liability coverage for (3) tanks for FY 2019/20, at an overall cost of \$3,774.
8. APPROVE Hudson Insurance Company to provide Fiduciary Liability coverage for FY 2019/20, at an overall cost of \$5,862.

Attachments:

[Schedule of Coverages 2019-20 - Staff Report Attachment.pdf](#)

Item No. 22. [2019-643](#) CONSIDER AWARD OF GENERAL LIABILITY THIRD PARTY ADMINISTRATOR SERVICES TO ADMINSURE, INC. FOR FY 2019/20, FY 2020/21 AND FY 2021/22 (CITY COUNCIL)

Recommendation: Staff recommends that the City Council award a three-year contract for general liability Third Party Administrator services to Admisure, Inc. for the period of July 1, 2019 through June 30, 2022 with an option to extend the contract for an additional two-year period (in one-year increments) through June 30, 2024 and authorize the Mayor to execute the contract.

Attachments: [Sample Rating Sheet.pdf](#)
[Draft Agreement for Third Party Claims Administrator Service betw](#)

Item No. 23. [2019-652](#) CONSIDERATION OF RESOLUTION NO. 19-136, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATIONS FOR HUMAN RESOURCES ASSISTANT (CITY COUNCIL)

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-136, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING THE REVISED JOB CLASSIFICATION SPECIFICATION FOR HUMAN RESOURCES ASSISTANT."

Attachments: [Resolution No. 19-136](#)
[Human Resources Assistant Job Spec \(red-lined as of 6 26 19\)](#)
[Human Resouces Assistant Job Spec \(final as of 6 26 19\)](#)

- Item No. 24. [2019-653](#) **CONSIDERATION OF RESOLUTION NO. 19-137, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATIONS FOR EXECUTIVE ASSISTANT (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-137, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING THE REVISED JOB CLASSIFICATION SPECIFICATION FOR EXECUTIVE ASSISTANT."

Attachments: [Resolution No. 19-137](#)
 [Executive Assistant redlined](#)
 [Executive Assistant Final](#)

- Item No. 25. [2019-654](#) **CONSIDERATION OF RESOLUTION NO. 19-138, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATIONS FOR NETWORK ADMINISTRATOR (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-138, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING THE REVISED JOB CLASSIFICATION SPECIFICATION FOR NETWORK ADMINISTRATOR."

Attachments: [Resolution No. 19-138](#)
 [Network Administrator Job Spec red-lined](#)
 [Network Administrator Job Spec Final](#)

Item No. 26. [2019-521](#) CONSIDERATION OF RESOLUTION NO. 19-103, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATIONS FOR HUMAN SERVICES ASSISTANT COORDINATOR (CITY COUNCIL)

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-103, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING THE REVISED JOB CLASSIFICATION SPECIFICATION FOR HUMAN SERVICES ASSISTANT COORDINATOR."

Attachments: [Resolution No. 19-103](#)
[Human Services Assistant Coordinator Job Spec red-lined](#)
[Human Services Assistant Coordinator Job Spec red-lined](#)

SPECIAL ORDERS OF THE DAY: (None)

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 27-28)

Item No. 27. [2019-638](#) CONSIDER AWARD OF SERVICE CONTRACT FOR THE PRINTING OF THE COMMUNITY SERVICES GUIDE AND CARSON REPORT COMBINATION BOOK (CITY COUNCIL)

Recommendation: TAKE the following actions:

1. CONTINUE with a combination book that includes both publications and IMPROVE the current Community Services Guide and Carson Report to a Combination book with a new layout; and
2. AWARD a three-year contract to Advantage Printing Mailing Marketing (Advantage Mailing) to print twelve (12) issues of the Community Services Guide and Carson Report combination book, mailing preparation, and delivery for an estimated cost of \$170,898.24 with an option to extend for a three-year period; and
3. AUTHORIZE the Mayor to execute the contract after approval as to form by the City Attorney.

Attachments: [Exhibit 1 \(List of Prospective Vendors and Responsive Bids\).pdf](#)
[7-2-19 Costs of Printing](#)

Item No. 28. [2019-647](#) CONSIDER APPROVAL OF CONCEPTUAL DESIGN, SITEPLAN, AND RENDERING FOR "CONCEPT NO. 2" COMPLETED BY MICON CONSTRUCTION, INC. FOR PROJECT NO. 1550: DOLPHIN PARK ADA-COMPLIANT PLAYGROUND AREA FOR CHILDREN OF DIFFERING ABILITIES (CITY COUNCIL)

Recommendation: TAKE the following actions:

1. APPROVE conceptual design, site plan, and renderings for Concept No. 2 for Project No. 1550: Dolphin Park ADA-Compliant Playground Area for Children of Differing Abilities.
2. AUTHORIZE Micon Construction, Inc. and their sub-consultants, to develop working constructions drawings for the project.

Attachments: [Exh. No. 1 Location Map.pdf](#)
[Exh. No. 2 Community Meeting Photographs .pdf](#)
[Exh. No. 3 Winning Concept Option 2.pdf](#)
[Exh. No. 4 Non-Selected Options 1 and 2.pdf](#)
[Exh. No. 5 Option 4.pdf](#)

ORDINANCE SECOND READING: (None)

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)****RECESS TO CLOSED SESSION****RECONVENE TO OPEN SESSION****REPORT OF ACTIONS ON UNFINISHED OR CONTINUED CLOSED SESSION ITEMS****ADJOURNMENT**