

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



**TUESDAY, MAY 14, 2019
701 East Carson Street
Helen Kawagoe Council Chambers
10:00 A.M.**

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

**SPECIAL MEETING OF
CARSON CITY COUNCIL**

"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 prior to the meeting." (Government Code Section 54954.2)

CALL TO ORDER: CITY COUNCIL

ROLL CALL:

INTRODUCTIONS

- Item No. 1. [2019-471](#) **PRESENTATION OF PROCLAMATION IN
RECOGNITION OF SMALL BUSINESS WEEK, MAY
5-11**
- Item No. 2. [2019-442](#) **PRESENTATION OF PROCLAMATION IN
RECOGNITION OF TEACHER'S APPRECIATION
WEEK, MAY 6-10**
- Item No. 3. [2019-077](#) **PRESENTATION OF PROCLAMATION IN
RECOGNITION OF NATIONAL NURSES MONTH**

**ORAL COMMUNICATIONS FOR MATTERS LISTED ON THE AGENDA (MEMBERS OF
THE PUBLIC) (LIMITED TO ONE HOUR)**

CONSENT: (Items 4-15)

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. 4. [2019-480](#) **CONSIDERATION OF RESOLUTION NO. 19-099, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATION FOR ACCOUNTS PAYABLE SPECIALIST I (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-099, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING REVISED CLASSIFICATION SPECIFICATION FOR ACCOUNTS PAYABLE SPECIALIST I."

Attachments: [Ex 1 Reso 19-099 \(3\)](#)

- Item No. 5. [2019-482](#) **CONSIDERATION OF RESOLUTION NO. 19-100, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATION FOR WEB DEVELOPER (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-100, "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 WEB DEVELOPER."

Attachments: [Ex. 1 Reso 19-100](#)

- Item No. 6. [2019-483](#) **CONSIDERATION OF RESOLUTION NO. 19-101, 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. 19-101, "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 ADMINISTRATION."

Attachments: [Ex 1 Reso 19-101](#)

- Item No. 7. [2019-484](#) **CONSIDERATION OF RESOLUTION NO. 19-104, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATIONS FOR REGISTRATION, RESERVATIONS AND MARKETING COORDINATOR I, REGISTRATION, RESERVATIONS AND MARKETING COORDINATOR II, REGISTRATION, RESERVATIONS AND MARKETING COORDINATOR PART-TIME (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-104, "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 SPECIFICATIONS FOR REGISTRATION, RESERVATIONS AND MARKETING COORDINATOR I, REGISTRATION, RESERVATIONS AND MARKETING COORDINATOR II AND REGISTRATION, RESERVATIONS AND MARKETING COORDINATOR PART-TIME."

Attachments: [Ex 1 Reso 19-104](#)

- Item No. 8. [2019-485](#) **CONSIDERATION OF RESOLUTION NO. 19-106, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATIONS FOR EARLY CHILDHOOD INSTRUCTOR (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-106, "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 EARLY CHILDHOOD INSTRUCTOR."

Attachments: [Ex 1 Reso 19-106](#)

- Item No. 9. [2019-486](#) **CONSIDERATION OF RESOLUTION NO. 19-105, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED JOB CLASSIFICATION SPECIFICATIONS FOR ENGINEERING TECHNICIAN (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-105, "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 ENGINEERING TECHNICIAN."

Attachments: [Ex 1 Reso 19-105](#)

- Item No. 10. [2019-487](#) **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: [Ex 1 Reso 19-103](#)

Item No. 11. [2019-488](#) **CONSIDERATION OF RESOLUTION NO. 19-102, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, ADOPTING NEW OR REVISED CLASSIFICATION SPECIFICATIONS FOR HUMAN SERVICES SENIOR COORDINATOR (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-102, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING REVISED CLASSIFICATION SPECIFICATION FOR HUMAN SERVICES SENIOR COORDINATOR."

Attachments: [Ex 1 Reso 19-102](#)

Item No. 12. [2019-491](#) **CONSIDERATION OF RESOLUTION NO. 19-107, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING A NEW OR REVISED JOB CLASSIFICATION SPECIFICATION FOR EARLY CHILDHOOD DIRECTOR (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-107, "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 EARLY CHILDHOOD DIRECTOR."

Attachments: [Ex 1 Reso 19-107](#)

- Item No. 13. [2019-492](#) **CONSIDERATION OF RESOLUTION NO. 19-108, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 19-083, BY AMENDING THE FY 2018-2019 BUDGET BY DOWNGRADING THE SENIOR ACCOUNTANT JOB CLASSIFICATION TO ACCOUNTANT I WITHIN THE CITY TREASURER'S OFFICE (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-108, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY AMENDING THE FY 2018-2019 BUDGET BY DOWNGRADING THE SENIOR ACCOUNTANT JOB CLASSIFICATION TO ACCOUNTANT I WITHIN THE CITY TREASURER'S OFFICE AND AMENDING THE CLASSIFICATION PLAN, RESOLUTION 77-111, BY ADOPTING REVISED CLASSIFICATION SPECIFICATION FOR ACCOUNTANT."

Attachments: [Ex. 1 Reso 19-108](#)

- Item No. 14. [2019-493](#) **CONSIDERATION OF RESOLUTION NO. 19-083, AMENDING THE FY 2018-2019 BUDGET BY ELIMINATING THE COMPUTER SYSTEMS SUPPORT TECHNICIAN JOB CLASSIFICATION AND ADDING A SYSTEMS ADMINISTRATOR CLASSIFICATION WITHIN THE INFORMATION TECHNOLOGY DEPARTMENT (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 19-109, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ELIMINATING THE COMPUTER SYSTEMS SUPPORT TECHNICIAN JOB CLASSIFICATION AND ADDING THE SYSTEMS ADMINISTRATOR CLASSIFICATION IN THE INFORMATION TECHNOLOGY DEPARTMENT."

Attachments: [Ex 1 Reso 19-109](#)

Item No. 15. [2019-494](#) **CONSIDERATION OF RESOLUTION NO. 19-110, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING NEW OR REVISED CLASSIFICATION SPECIFICATIONS FOR THE SYSTEMS COORDINATOR (CITY COUNCIL)**

Recommendation: WAIVE further reading and ADOPT Resolution No. 18-079, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111. BY ADOPTING REVISED CLASSIFICATION SPECIFICATION FOR THE SYSTEMS COORDINATOR AND THE RECLASSIFICATION OF THE DIVISION SECRETARY - INFORMATION TECHNOLOGY."

Attachments: [Ex 1 Reso 19-110](#)

DISCUSSION: (Items 16-18)

Item No. 16. [2019-495](#) **STATUS REPORT ON THE EXISTING RECRUITMENT FROM THE CURRENT RECRUITMENT LIST FOR THE TWO VACANT SENIOR PLANNER POSITIONS (CITY COUNCIL)**

Recommendation: Receive and File.

Item No. 17. [2019-490](#) TERMINATE OR REVIEW AMENDMENT NO. 1 TO THE AGREEMENT WITH MDG ASSOCIATES, INC. TO PROVIDE CDBG GRANT-FUNDED PROGRAM ADMINISTRATION SERVICES (CITY COUNCIL)

Recommendation:

TAKE the following actions:

1. DIRECT staff to proceed with termination under Section 7.7, "Termination Prior to Completion of Term," of Amendment No. 1 to an Agreement with MDG Associates, Inc. to provide technical assistance services for the City's CDBG program, which adds a total of \$154,200 to the contract over 5 years.

or

2. DIRECT staff to prepare an Amendment to the Agreement on other terms.

or

3. AFFIRM the Amendment No. 1 to the Agreement and take no action.

Sponsors:

Community Services

Attachments:

[Ex. 1 - Contract Services Agreement with MDG, 2018-2021](#)

[Ex. 2 - MDG Contract Amendment No. 1, 2018-2021](#)

[Ex. 3 - MDG Budget Resolution No. 19-073](#)

Item No. 18. [2019-481](#) PROVIDE STATUS REPORT ON THE CITY CLERK'S PASSPORT AND VISA SERVICES

Recommendation:

RECEIVE AND FILE

ORAL COMMUNICATIONS (COUNCIL MEMBERS)

ADJOURNMENT