



**MINUTES**

**SPECIAL MEETING OF THE  
CARSON RECLAMATION AUTHORITY  
3:00 P.M.**

**CALL TO ORDER:** The meeting was called to order at 3:00 P.M. by Authority Chair Lula Davis-Holmes via Zoom teleconference.

**ROLL CALL:** Authority Secretary, Dr. Khaleah K. Bradshaw noted the roll:

**Authority Board Members Present via Zoom teleconference:**

Authority Chair Lula Davis-Holmes, Authority Vice Chair Cedric Hicks, Sr., Board Member Lillian Hopson, and Board Member Dianne Thomas

**Authority Board Members Absent:**

Board Member Ray Aldridge, Jr. (Joined at 3:05 P.M.)

**Also Present via Zoom teleconference telephone:**

John Raymond, Executive Director; Monica Cooper, Authority Treasurer; Danny Aleshire, Assistant Authority Counsel; David Roberts, Jr., City Manager; and Sylvia Rubio, Executive Assistant

**FLAG SALUTE:** - None.

**INVOCATION:**

Board Member Thomas gave the invocation.

**ORAL COMMUNICATIONS FOR MATTERS LISTED ON THE AGENDA (MEMBERS OF THE PUBLIC) – None.**

**DISCUSSION: (Item 1)**

**Item No. 1. 2022-1041 CONSIDER A SUPPLEMENTAL CONTRACTING AND STAFFING PLAN FOR THE CARSON RECLAMATION AUTHORITY TO TRANSITION FROM A COMPREHENSIVE DEVELOPMENT MANAGEMENT AGREEMENT**

Executive Director Raymond gave a staff report.

Discussion ensued regarding job experience and job descriptions.

(Authority Chair Davis-Holmes exited the meeting at 3:19 P.M.)

Board Member Thomas inquired about Mike Sullivan, On-Site Manager, his On-Site Assistant Daniella De La Torre, and contract term with WSP, Inc. Executive Director Raymond provided clarification.

Discussion ensued regarding contracts with consultants.

(Authority Chair Davis-Holmes rejoined the meeting at 3:28 P.M.)

Executive Director Raymond and Assistant Authority Counsel Aleshire noted their coordination with consultants on the terms of their agreements.

Board Member Thomas inquired about a timeline in place regarding staffing. Executive Director Raymond stated the City Council would need to approve the job descriptions which is anticipated for March or April and discussed staffing goals.

Authority Vice Chair Hicks, Sr. inquired how soon can staff be hired to alleviate Executive Director Raymond with the short time regarding RES and other matters which must be done expeditiously.

City Manager Roberts, Jr. stated staff will assist Executive Director Raymond with a Supplemental Questionnaire during the recruitment process and start contact with personnel recommendations who would be best fitted for the positions to be in place after City Council approval on January 17, 2023.

Authority Chair Davis-Holmes thanked City Manager Roberts, Jr. for relieving Executive Director Raymond from some of the duties and responsibilities that were assigned to him in Public Works.

Assistant Authority Counsel Aleshire clarified that the deadline with respect to terminating contract with RES and the Carson Reclamation Authority (CRA) acquiring RES' contracts is January 31, 2023 but have a 90-day extension period which can be requested by April, 30, 2023 to assume all contracts. In CRA's best interest after due diligence period ends, CAM-Carson will start paying some of the contractors who are working under RES but not pay RES.

Recommendation:                    1. PROVIDE direction to Staff on the proposed Supplemental Contracting and Staffing Plan.

ACTION:        It was moved to approve staff's recommendations as identified in the staff report as follows and come back with a timeline on motion of Davis-Holmes, seconded by Thomas.

1. Contracting separately with the current on-site manager and the on-site secretary to allow them to continue to perform their current duties;
2. Expanding the contract with the current O&M contractor, WSP, Inc. to provide the environmental advisory and design oversight services separate from their O&M services;
3. Adding three new City employees with specific skills to address the project management needs of the Authority;

4. Bidding the construction management of the Lenardo Road construction project through the City.

During discussion of the motion, Authority Vice Chair Hicks, Sr. inquired if CRA will need to meet after the January 17, 2023 City Council meeting regarding staffing. Executive Director Raymond stated it is not necessary to meet.

Board Member Aldridge, Jr. inquired about the next steps after hiring staff. Executive Director Raymond responded to his inquiry regarding the process.

The motion was unanimously carried by the following vote:

Ayes: Authority Chair Davis-Holmes, Authority Vice Chair Hicks, Sr., Board Member Aldridge, Jr., Board Member Hopson, and Board Member Thomas  
Noes: None  
Abstain: None  
Absent: None

**ORAL COMMUNICATIONS (MEMBERS OF THE PUBLIC) – None.**

**ORAL COMMUNICATIONS (AUTHORITY MEMBERS) – None.**

**ANNOUNCEMENT OF UNFINISHED OR CONTINUED CLOSED SESSION ITEMS (AS NECESSARY) – None.**

#### **ADJOURNMENT**

The meeting was adjourned at 4:02 P.M. by Authority Chair Davis-Holmes.

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Lula Davis-Holmes  
Authority Chair

ATTEST:

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Dr. Khaleah K. Bradshaw  
Authority Secretary

<b>APPROVED BY</b> <b>CARSON RECLAMATION AUTHORITY</b>	
<u>03-06-2023</u>	
Approved as Submitted.	DT/LH 5/0