



## STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** February 20, 2020

**Staff Contact:** Nancy Paulson, City Manager

**Agenda Title:** For Discussion Only: Presentation and discussion regarding the City Manager update on current City projects, activities and other items of interest to the Board of Supervisors and the community. (Nancy Paulson, npaulson@carson.org)

Staff Summary: The City Manager will present an update on current City projects, activities and other items of interest to the Board of Supervisors and the community. This will include an overview of Internal Finance Committee (IFC) and Community Development activities, as well as upcoming City events.

**Agenda Action:** Other / Presentation

**Time Requested:** 10 minutes

---

### Proposed Motion

N/A

### Board's Strategic Goal

Efficient Government

### Previous Action

N/A

### Background/Issues & Analysis

### Applicable Statute, Code, Policy, Rule or Regulation

N/A

### Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact:

### Alternatives

### Attachments:

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

# CITY MANAGER UPDATE

---

February 20, 2020

# Upcoming Events

---

- February 29, 2020 at 10:00am – Groundbreaking and Rigs for Kids  
South Carson Complete Streets Project – 2361 S. Carson St., Frontage Road
- February 27, 2020 at 8am – Board Retreat  
Silver Oak Golf Course - Executive Conference Center
- March 17-18, 2020 – Americans for the Arts  
Randy Cohen will be meeting with the various sectors of our community and giving presentations on the economic impact of the arts.

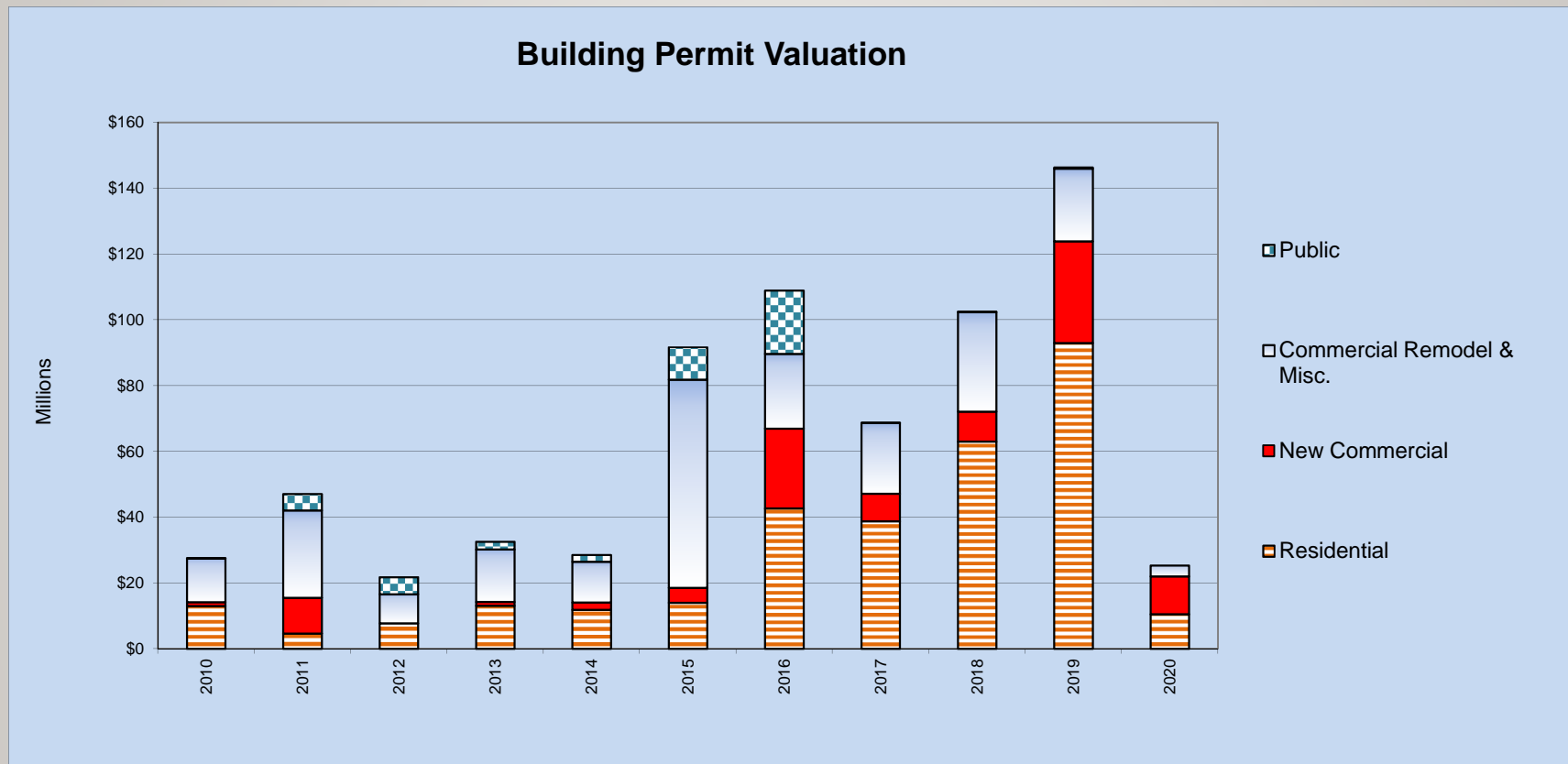




# Community Development

---

# BUILDING PERMIT ACTIVITY REPORT

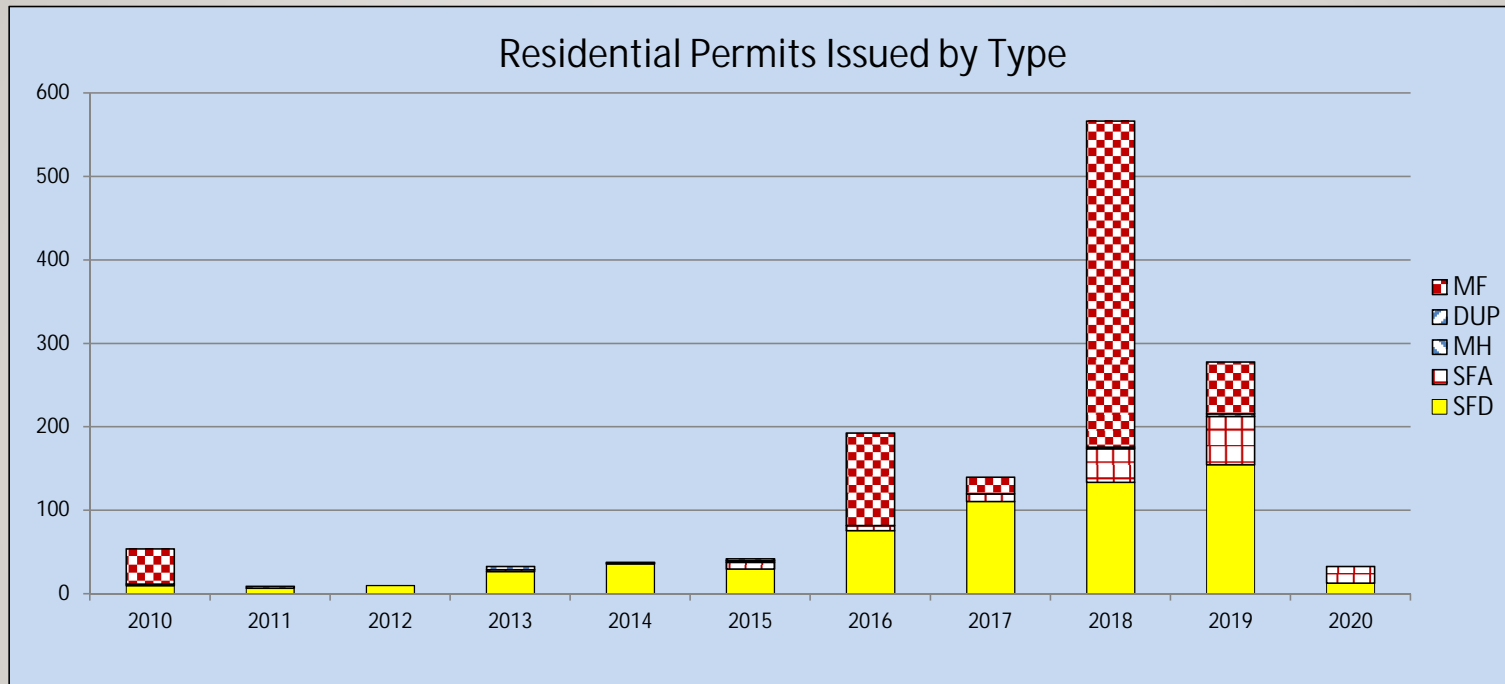


- January 2020 Total Permit Valuation: \$25.31 million
- 2020 Building Permit Valuation YTD total: \$25.31 million

Updated February 6, 2020

Community Development Department

## BUILDING PERMIT ACTIVITY REPORT



- 2020 YTD Total: 33 units
- January 2020 Total Housing Unit Permits:
  - 13 Single Family Detached
  - 20 Single Family Attached

SFD – Single Family Detached  
SFA – Single Family Attached  
MH – Manufactured Home  
DUP – Duplex  
MF – Multi-Family (3+ attached units)

Updated February 6, 2020

Community Development Department

# IFC Activity (October 9, 2019 – February 12, 2020)

## ➤ Salaries and Benefits:

### Parks

- Approved filling vacant Park Ranger position.
- Approved a job title change from Senior Park Planner to Parks Project Manager and filling the vacant position.
- Approved filling 2 vacant Park Maintenance Worker positions.

### Sheriff

- Approved filling vacant Public Safety Communications Operator position.
- Approved filling vacant Civil Division Manager position.
- Approved filling 2 vacant Deputy Sheriff positions.
- Approved filling vacant Sheriff Support Specialist position.
- Approved filling vacant Office Specialist position.
- Approved the temporary over-fill of a Public Safety Communications Operator position in anticipation of an employee retirement.



# IFC Activity (October 9, 2019 – February 12, 2020)

## ➤ Salaries and Benefits:

### Human Resources

- Approved filling HR Generalist position and the ability to hire above the entrance rate based on qualifications.

### Public Works

- Approved filling vacant Water Production Operator 4 position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Transit Coordinator position and the ability to hire above the entrance rate based on qualifications.
- Approved filling 2 vacant Water Meter Technician positions.
- Approved filling vacant Senior Water Distribution Technician position.
- Approved filling vacant Water Production Operator 2 position.
- Approved filling 2 vacant Water Distribution Technician positions.
- Approved filling vacant Wastewater Operator 1 position.
- Approved filling vacant Accounting Technician position.
- Approved filling vacant Water Production Operator 3 position.

# IFC Activity (October 9, 2019 – February 12, 2020)

## ➤ Salaries and Benefits:

### Fire

- Approved filling vacant Patient Care Technician position.
- Approved filling vacant Firefighter / Paramedic position.
- Approved moving employee from a Fire Inspector 1 to a 2 based on meeting education and certification requirements.

### Public Guardian

- Approved filling vacant Public Guardian Case Manager position.

### District Attorney

- Approved filling vacant Department Business Manager position.
- Approved filling vacant Victim Witness Coordinator position and the ability to hire above the entrance rate based on qualifications.

# IFC Activity (October 9, 2019 – February 12, 2020)

## ➤ Salaries and Benefits:

### Assessor

- Approved filling vacant Chief Property Appraiser position with a Property Appraiser and the ability to hire above the entrance rate based on qualifications.
- Approved equity adjustments for the current Property Appraisers (2) to resolve resulting salary inequities.

### Courts

- Approved filling vacant Judicial Clerk II position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Judicial Clerk I position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Judicial Assistant position and the ability to hire above the entrance rate based on qualifications.

# IFC Activity (October 9, 2019 – February 12, 2020)

## ➤ Salaries and Benefits:

### Finance

- Approved filling vacant Accounting Technician position.
- Approved filling vacant Accounting Clerk position.

### Juvenile

- Approved filling 3 vacant Youth Advisor positions.
- Approved the transfer of a Juvenile Probation Officer to a vacant Youth Advisor position.
- Approved filling vacant Juvenile Probation Officer position.
- Approved filling vacant Juvenile Cook position.

### Library

- Approved filling vacant Library Assistant position.



# IFC Activity (October 9, 2019 – February 12, 2020)

---

## ➤ Contract Workers

- Approved filling a temporary Community Health Worker (grant-funded) through Marathon.
- Approved filling a temporary Office Specialist position through Marathon for employee leave coverage.
- Approved filling a temporary Office Assistant position through Marathon to fulfill the Strategic Plan requirements funded by the Indigent Accident refund.
- Approved filling a temporary Street Technician Worker through Marathon.
- Approved filling a temporary Traffic Counter through Marathon.
- Approved filling a temporary Alternate Care Site Plan Developer (grant-funded) through Marathon.
- Approved filling a temporary Healthcare Coalition Clinical Advisor (grant-funded) through Marathon.
- Approved filling 2 temporary Wastewater workers through Marathon.

# IFC Activity (October 9, 2019 – February 12, 2020)

## ➤ General Fund Contingency:

- Approved funding Juvenile Services Behavioral Health Screening Software for mandated reporting - \$1,320
- Approved funding a part-time clerical position in the Information Technology Department - \$15,000.
- Approved funding the purchase of Archive Social-Risk Management and Analytics Suite software based on recommendation by the audit committee.
- Approved augmentation for up to \$90,000 to cover increases in food costs in the Sheriff's Office Detention Facility budget (Supplemental Request will be submitted for future years).

## ➤ Capital Projects Fund (Undesignated):

- Approved funding to replace the freezer at the Fuji Park Exhibit Hall - \$3,789.
- Approved funding to replace a JAC bus engine - \$23,327.
- Approved additional funding to replace 3 boilers at the Health Department - \$5,935.
- Approved funding for the replacement of a retiring K-9 - \$14,000.

Estimated Undesignated Balance - \$551,471