



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** August 15, 2019

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

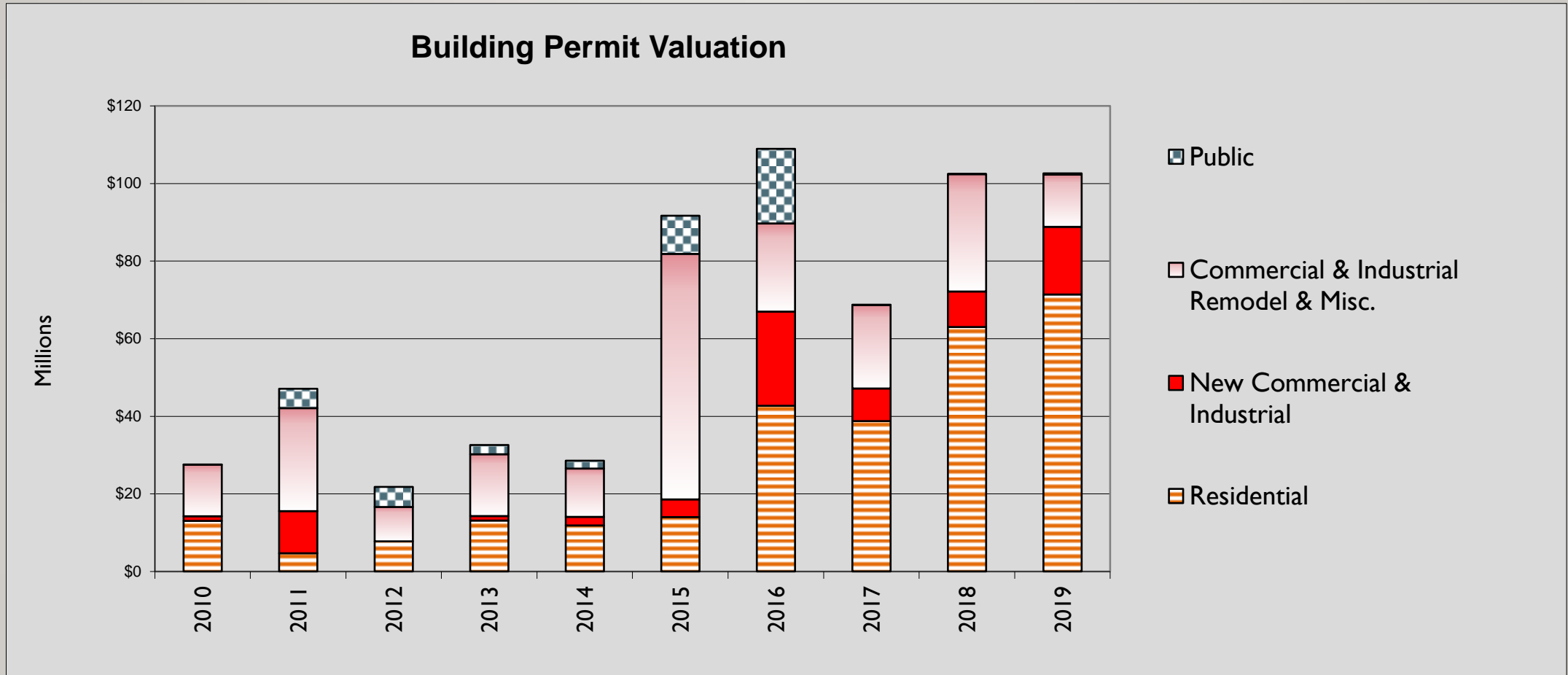
(Vote Recorded By)

CITY MANAGER UPDATE

August 15, 2019

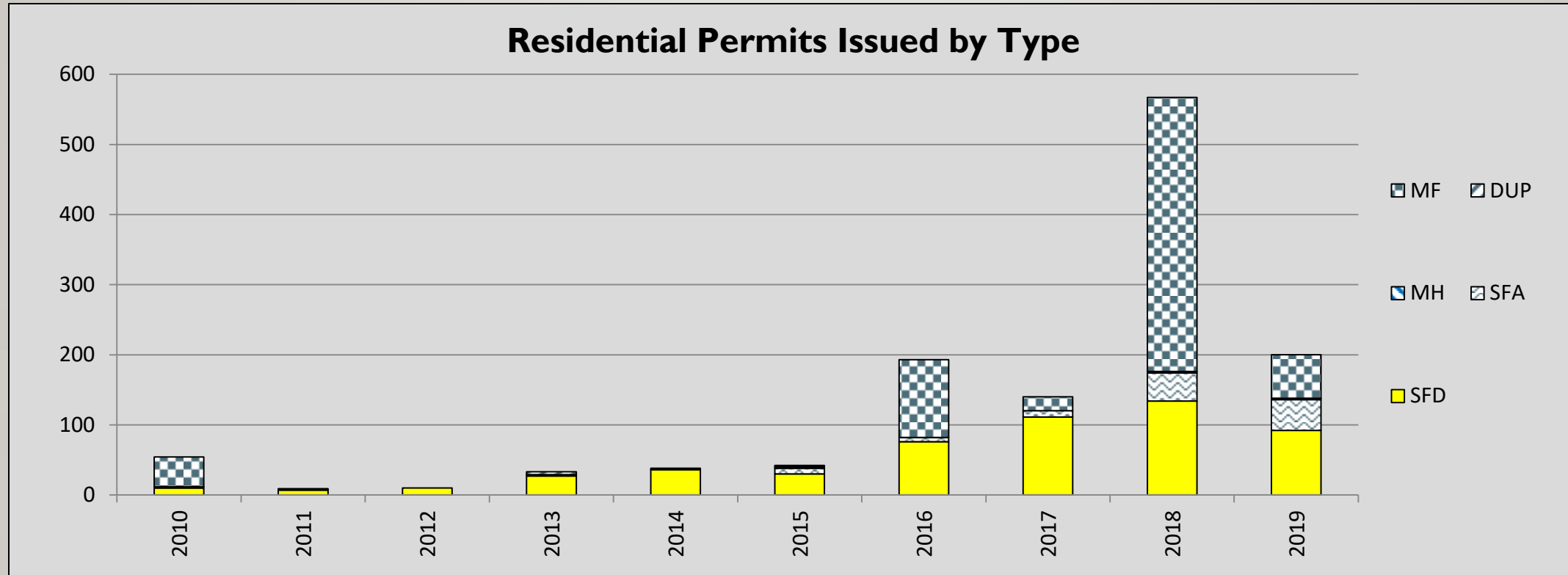
Community Development

BUILDING PERMIT ACTIVITY REPORT



- July 2019 Total Permit Valuation: \$8.1 million
- 2019 Building Permit Valuation YTD: \$102.6 million

BUILDING PERMIT ACTIVITY REPORT

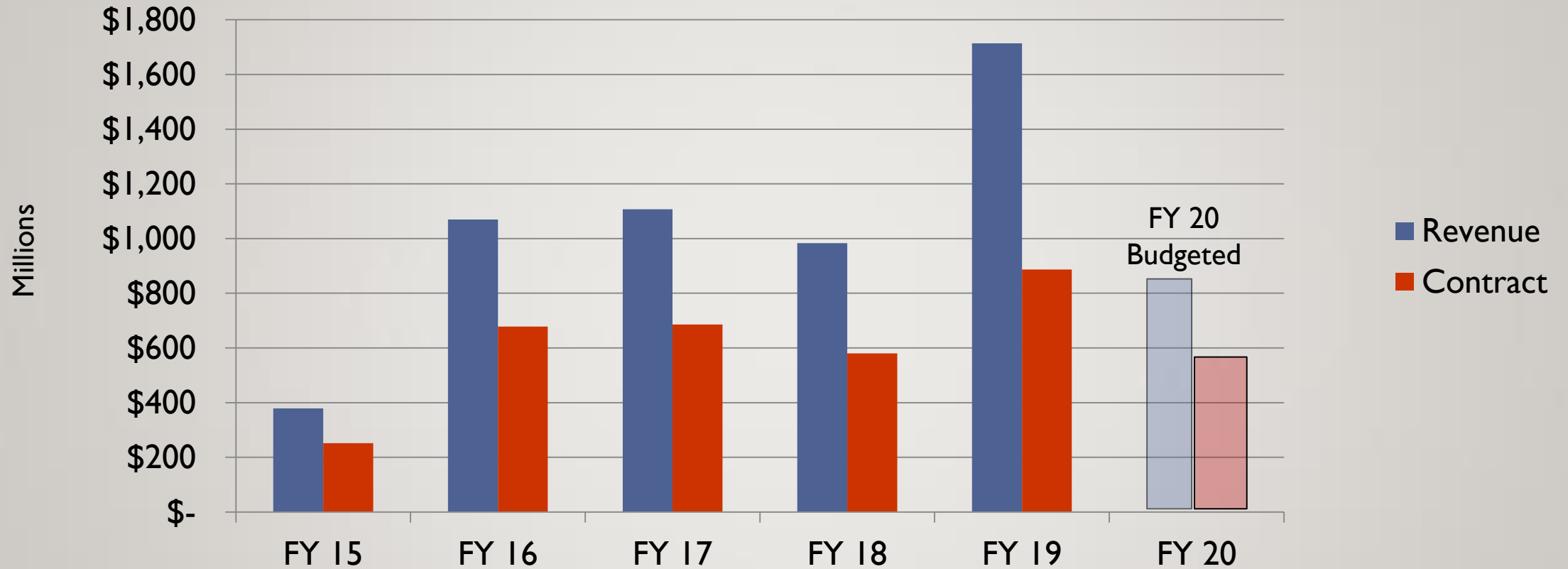


- Residential Permits issued through July 2019 : **201** units
- July 2019 Total Housing Unit Permits:
 - 21 Single Family Detached
 - 2 Single Family Attached
 - 2 Manufactured Home

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

BUILDING PERMIT REVENUE REPORT

Building Contract Services Revenues and Contract Fees



- FY 19 Actual Revenue: \$1,714,118
- FY 20 Budgeted Revenue: \$835,016

UNDER ZONING REVIEW [South Minnesota Street](#)

Abandonment of a Public Right-of-Way, specifically South Minnesota Street between West Second Street and West King Street.



Scheduled for review by the [Planning Commission on August 28, 2019](#).

UNDER ZONING REVIEW Highlands Wireless

Special Use Permit for a wireless telecommunications facility in the designated Skyline area on property zoned Conservation Reserve.



Scheduled for review by the [Planning Commission on August 28, 2019](#).

UNDER ZONING REVIEW | 150 East Roland Street

Tentative Subdivision Map and a Special Use Permit to construct a 51-unit condominium development on a 3-acre parcel property zoned Multi-Family Apartment.



Scheduled for review by the [Planning Commission on August 28, 2019](#).

UNDER ZONING REVIEW | Center Drive -Schulz Ranch Ph5 |

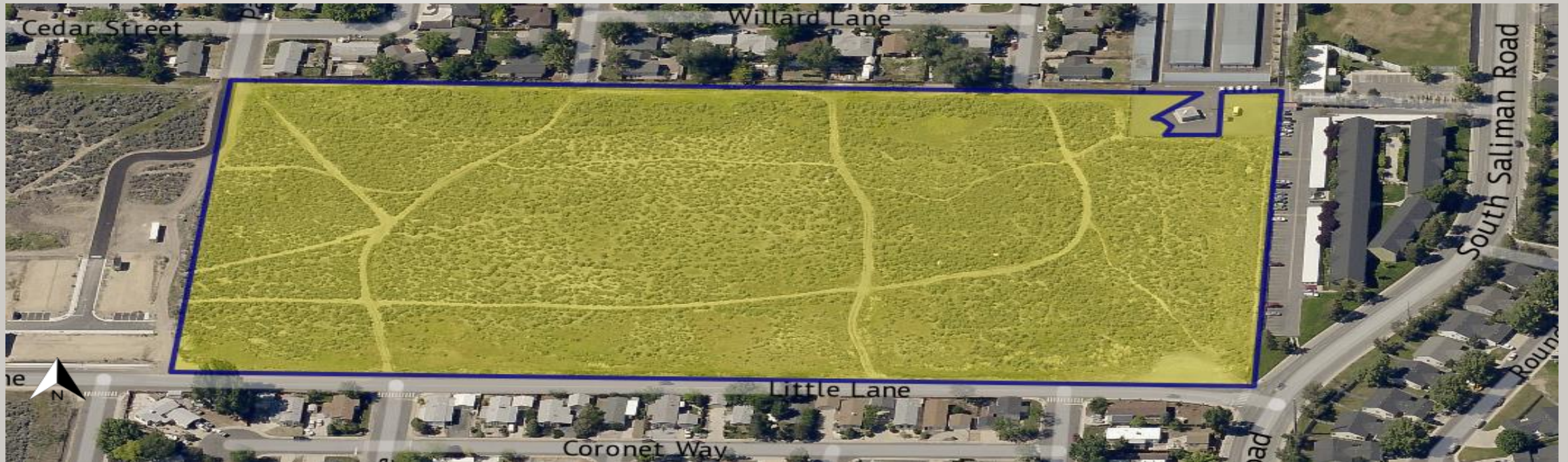
Tentative Subdivision Map to create 29 single family lots within the Schulz Ranch Specific Plan Area on property zoned Single Family 6,000 – Schulz Ranch Specific Plan Area.



Scheduled for review by the [Planning Commission on August 28, 2019](#).

UNDER ZONING REVIEW | [Little Lane and South Saliman Road](#) |

Tentative Subdivision Map to create a 149 lot single family residential subdivision on a 21.32 acre parcel and a Special Use Permit to allow for a maximum building height of 37 feet, 6.5 inches, zoned Multi-Family Duplex.



Approved by the [Planning Commission on July 31, 2019](#).

Scheduled for review by the Board of Supervisors to be determined pending updated map.

IFC Activity (May 8, 2019 – August 7, 2019)

➤ Salaries and Benefits:

Juvenile

- Approved filling vacant Juvenile Probation Officer position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Juvenile Detention Manager position.
- Approved filling 4 vacant Youth Advisor positions.
- Approved filling vacant Juvenile Detention Shift Supervisor position.

Community Development

- Approved filling vacant Business License Specialist position and the ability to hire above the entrance rate based on qualifications.

Information Technology

- Approved filling vacant Business Systems Analyst position.

IFC Activity (May 8, 2019 – August 7, 2019)

➤ Salaries and Benefits:

Public Works

- Approved filling vacant Wastewater Plant Mechanic position.
- Approved filling vacant Street Technician 3 position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Senior Water Distribution Technician position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Water Distribution Technician I position.
- Approved filling 2 vacant Wastewater Plant Mechanic positions and the ability to hire above the entrance rate based on qualifications.
- Approved filling 2 vacant Street Technician 3 positions with Street Technician I or 2.
- Approved filling vacant Document Control Specialist position.
- Approved filling vacant Building Maintenance Worker position.
- Approved filling vacant Fleet Services Foreman position.

IFC Activity (May 8, 2019 – August 7, 2019)

➤ Salaries and Benefits:

Public Works, (Continued)

- Approved filling vacant Fiscal Analyst position and the ability to hire above the entrance rate based on qualifications.
- Approved recommending to the Board of Supervisors revisions to the job description and adjusting the salary range from an S2 to a P4 for the Water Operations Supervisor position.
- Approved filling vacant Fleet Services Supervisor position and the ability to hire above the entrance rate based on qualifications.
- Approved filling vacant Wastewater Plant Operator 3 position with a Wastewater Plant Operator 1, 2, or 3.

Health

- Approved filling vacant Environmental Health Specialist position and the ability to hire above the entrance rate based on qualifications.

IFC Activity (May 8, 2019 – August 7, 2019)

➤ Salaries and Benefits:

Fire

- Approved filling vacant Driver / Operator position.
- Approved filling vacant Firefighter / Paramedic position.
- Approved filling vacant Firefighter position.
- Approved filling 2 vacant BLS Patient Care Technician positions.

Sheriff

- Approved filling 2 vacant Public Safety Communication Operator positions.
- Approved filling vacant Deputy Sheriff position.
- Approved recommending to the Board of Supervisors adding a Sheriff Support Specialist position in September 2019 for them to attend the required training for the implementation of the Pretrial Risk Assessment Program which must be implemented by October 1, 2020.
- Approved filling vacant Criminalist position.

IFC Activity (May 8, 2019 – August 7, 2019)

➤ Salaries and Benefits:

Clerk / Recorder

- Discussed presenting to the Board of Supervisors a cost neutral reorganization for the Clerk/Recorder's Office.
- Approved filling vacant Chief Deputy Recorder position.

Courts

- Approved filling vacant Judicial Clerk I – Collections position.

Parks

- Approved filling vacant Park Maintenance Worker position.

Public Guardian

- Approved filling vacant Public Guardian position.

IFC Activity (May 8, 2019 – August 7, 2019)

➤ Salaries and Benefits:

Library

- Approved filling vacant Senior Library Assistant position.
- Approved filling vacant Library Assistant position.

➤ General Fund Contingency:

- Approved funding an hourly position in the Assessor's Office to assist with the implementation of the new Devnet system - \$4,800.

➤ Capital Projects Fund (Undesignated):

- Approved funding to replace a Sheriff's Office vehicle damaged in an accident - \$39,789.
- Approved funding to repair the Mediburn 30 incinerator - \$8,325.

Estimated Undesignated Balance - \$552,063

IFC Activity (May 8, 2019 – August 7, 2019)

➤ 911 Surcharge Fund (Undesignated):

- Approved an augmentation for service, support and hardware for the Command Vehicle (Com 51) which is currently inoperable due to insufficient network connectivity and outdated equipment - \$20,536.
- Approved an augmentation for the addition of Rave Command View which would enable the communications center to receive video from 911 callers - \$4,000 annually.