



City of Carson Report to Redevelopment Agency

September 6, 2011
Unfinished Business

**SUBJECT: CONSIDERATION OF RECLASSIFICATION OF BUSINESS DEVELOPMENT
POSITION**

Submitted by Clifford W. Graves
Economic Development General Manager

Approved by Clifford W. Graves
Interim Executive Director

I. SUMMARY

On December 21, 2010, the Redevelopment Agency approved the proposed business development initiatives (Exhibit No. 1). On August 2, 2011, the Agency approved the proposed staffing plan but had questions regarding the reclassification of Dr. Fred Steinmann to Business Development Analyst (part-time) (Exhibit No. 2). The questions have been resolved, and the reclassification is presented for consideration. The staffing plan uses existing staff and does not add any positions.

II. RECOMMENDATION

AUTHORIZE the reclassification of Fred Steinmann from Administrative Intern III to Business Development Analyst (part-time).

III. ALTERNATIVES

1. AUTHORIZE entering into a contract for the position for one year.
2. TAKE another action the Agency deems appropriate.

IV. BACKGROUND

Fred Steinmann, DPPD, has been a part-time employee for almost four years providing primarily research support and strategic planning. He was responsible for last year's application to be named Los Angeles County's most business friendly city and just finished compiling this year's application. Last year was the city's first such application, and the city was a finalist. Dr. Steinmann generally works remotely, but these services are now needed in a greater quantity. The new redevelopment law, which is currently being challenged in court and would severely curtail redevelopment activities, does not allow any new staffing. The state's situation argues against a permanent position, so staff recommends adding a temporary position of business development analyst.

At the August 2 meeting, the question was raised about Dr. Steinmann's residence. In the past, the vast majority of his work has been research and writing, allowing him to normally work from his home office in Reno. The

question is if it is legal to have a city employee working out of state. The point is moot since he is about to relocate to Carson for the position. He has been interested in moving to the Carson area for some time due to the opportunities available in Carson and the frequently unpleasant climate in northern Nevada. He has provided a written notice of his intent to locate here upon the reclassification of the position and fully understands his duties would require him to be in the office normally. He is excited at the prospect and looking forward to working on the new business-to-business program and the virtual business incubator among other projects.

V. FISCAL IMPACT

For a full year, the total salary cost for the position would be up to \$83,000.00 plus any PERS costs. The position provides no other fringe benefits. Funds will be included in the FY 2011/12 proposed Redevelopment Agency budget.

VI. EXHIBITS

1. Minutes, December 21, 2010, Item No. 8. (pg. 3)
2. Minutes, August 2, 2011, Item No. 6. (pg. 4)

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Prepared by: Barry Waite, Business & Employment Development Manager

TO:Rev032811

Reviewed by:

City Clerk	<u>City Treasurer</u>
<u>Administrative Services</u>	<u>Development Services</u>
<u>Economic Development Services</u>	<u>Public Services</u>

Action taken by Redevelopment Agency

Date _____ Action _____

NEW BUSINESS DISCUSSION (Item 8)

**ITEM NO. (8) CONSIDERATION OF BUSINESS DEVELOPMENT EFFORTS FOR
EXISTING AND POTENTIAL BUSINESSES (ECONOMIC DEVELOPMENT)**

THIS IS A COMPANION AGENDA ITEM WITH COUNCIL ITEM NO. 20

Council Item No. 20 / Agency Item No. 8 were heard at 9:57 P.M.

Economic Development General Manager Graves summarized the staff report and recommendation.

(Council/Agency Member Gipson exited the meeting at 10:00 P.M.)

RECOMMENDATION for the Redevelopment Agency:

TAKE the following actions:

1. RECEIVE and FILE the report on activities.
2. APPROVE the proposed business development initiatives.
3. APPROVE entering into agreements with Patrick Martinez and Alejandra Gutierrez for an amount not-to-exceed \$30,000.00 each and AUTHORIZE the Chairman to execute the agreements following approval as to form by the Agency Counsel.
4. APPROVE the outreach program with California Manufacturing Technology Consulting.

ACTION: It was moved to receive and file the report and approve staff recommendation Nos. 2, 3, and 4 on motion of Dear and seconded by Santarina.

(Council/Agency Member Gipson reentered the meeting at 10:01 P.M.)

The motion was unanimously carried by the following vote:

Ayes: Mayor/Chairman Dear, Mayor Pro Tem/Vice Chairman Santarina, Council/Agency Member Davis Holmes, Council/Agency Member Gipson, and Council/Agency Member Ruiz-Raber

Noes: None

Abstain: None

Absent: None



**ITEM NO. (6) CONSIDERATION OF A BUSINESS ASSISTANCE STAFFING PLAN
(ECONOMIC DEVELOPMENT)**

RECOMMENDATION for the Redevelopment Agency:

TAKE the following actions:

1. APPROVE the proposed staffing plan.
2. APPROVE extending the existing agreement with Alejandra Gutierrez for an amount not to exceed \$42,000.00 and AUTHORIZE the Chairman to execute the agreement following approval as to form by the Agency Counsel.
3. AUTHORIZE the reclassification of Fred Steinmann from Administrative Intern III to Business Development Analyst (part-time).

ACTION: It was moved to approve staff recommendation No. 2 and to hold recommendation No. 3 on motion of Davis-Holmes and seconded by Ruiz-Raber.

Deputy Agency Attorney Soltani referred to the concerns raised by the Agency Members relative to staff recommendation No. 3 and reported that she would provide a written opinion to all members.

The motion was unanimously carried by the following vote:

Ayes: Chairman Dear, Vice Chairman Santarina, Agency Member Davis-Holmes, Agency Member Gipson, and Agency Member Ruiz-Raber
Noes: None
Abstain: None
Absent: None

