

**LONG BEACH CIVIL SERVICE COMMISSION
CHARLES HICKS JR., PRESIDENT
SPECIAL MEETING
OCTOBER 23, 2013**

The special meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, October 23, 2013, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Charles Hicks Jr., Larry Keller, Jonathan Gotz

MEMBERS EXCUSED: Jeanne Karatsu, Carolyn Smith Watts

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Marilyn Hall, Executive Assistant
Christina Checel, Senior Deputy City Attorney
Tara Haughton, Personnel Analyst, Human Resources

President Hicks presided.

COMMENTS FROM PUBLIC: Tara Haughton, Personnel Analyst, Human Resources, addressed the Commission regarding the order of layoff, which was considered as an emergency item at the October 16, 2013, Commission meeting. She informed the Commission that the order of layoff was never executed due to the agreement reached regarding the Federal Budget as services were resumed. She informed the Commission that the City Manager is requesting that the layoff be rescinded as no action was taken. The Secretary informed the Commission that as a result of its directive, an order of layoff had been prepared and staff would be bringing it to the Commission for approval and once approved, it would be up to the City Manager to execute the order of layoff. Christina Checel, Commission's Advisor, advised the Commission that staff could place the order of layoff on the agenda for Commission approval or Human Resources could submit a request to the Commission to rescind the request for the order of layoff.

**CONSIDERATION OF HEARING
OFFICER'S REPORT:**

**SUSPENSION APPEAL 03-S-1213 (Held over from
10/16/13)**

The Secretary presented a Hearing Office's Report prepared by James Goff, Attorney at Law, Objection to Hearing Officer's Report prepared by Michael Peters, Attorney at Law, and Opposition to Motion to Overturn Hearing Officer's

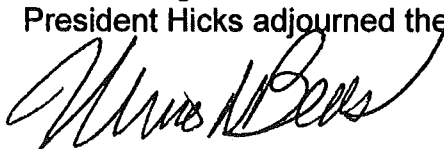
Report prepared by James E. Trott, Attorney at Law. President Hicks requested that this matter be considered in Closed Session, pursuant to Government Code 54957. It was moved by commissioner Gotz, seconded by Commissioner Keller and carried to consider this matter in Closed Session, pursuant to Government Code 54957. The motion carried by a unanimous roll call vote.

After discussion, it was moved by Commissioner Keller, seconded by Commissioner Gotz and carried to approve the hearing officer's report as prepared. The motion carried by a unanimous roll call vote.

President Hicks reconvened the regular meeting and announced the Commission's decision.

ADJOURNMENT:

There being no further business before the Commission, President Hicks adjourned the meeting.

A handwritten signature in black ink, appearing to read "Mario R. Beas", written in a cursive style.

MARIO R. BEAS
Secretary

MRB:meh

**LONG BEACH CIVIL SERVICE COMMISSION
CHARLES HICKS JR., PRESIDENT
DECEMBER 18, 2013**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, December 18, 2013, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: Carolyn Smith Watts, Jeanne Karatsu, Jonathan Gotz,
Larry Keller

MEMBER EXCUSED: Charles Hicks Jr.

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Melinda George, Deputy Director
Marilyn Hall, Executive Assistant
Christina Checel, Senior Deputy City Attorney
Salvador Ambriz, Personnel Analyst
Debbie McCluster, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Donna de Araujo, Personnel Analyst
Ken Walker, Personnel Operations Manager, Human
Resources

Vice President Keller presided.

MINUTES: It was moved by Commissioner Gotz, seconded by
Commissioner Smith Watts and carried that the minutes of
the regular meeting of December 4, 2013, be approved as
prepared. The motion carried by a unanimous roll call vote.

It was moved by Commissioner Smith Watts, seconded by
Commissioner Karatsu and carried that the Special Meeting
Minutes of November 27, 2013, be approved as prepared.

The Special Meeting Minutes of October 23, 2013 and
Consideration of Hearing Officer's Report Suspension
Appeal 03-S-1213 were held over due to lack of a quorum.

CONSENT CALENDAR (2-8): It was moved by Commissioner Smith Watts, seconded by
Commissioner Gotz and carried that the Consent Calendar
items be approved. The motion carried by a unanimous roll
call vote.

RECEIVED LM 12-18-13

EXAMINATION RESULTS:

Request to approve examination results.

Building Services Supervisor – 60 Applied, 18 Qualified
Fleet Services Supervisor – 16 Applied, 11 Qualified
Marina Agent – 229 Applied, 5 qualified
Petroleum Engineer (Established 12/10/13) – 6 Applied,
1 Qualified
Public Safety Dispatcher Lateral – 6 Applied, 6 Qualified
Survey Technician – 10 Applied, 8 Qualified
Transportation Planner – 98 Applied, 33 Qualified
Water Utility Supervisor – 21 Applied, 20 Qualified

The motion was made to approve request on Consent Calendar.

RETIREMENTS:

Request to receive and file retirements.

Jayne Mekis/Planner III/Development Services
Maurice Sinsley/Battalion Chief/Fire
Dudley Pratt/Fire Engineer/Fire
Ronald Schmidt/Maintenance Planner II/Harbor
Russell Montooth/Motor Sweeper Operator/Public Works
Susan Ramsey/Parking Meter Technician II/Public Works
Jacqueline Dean/Systems Technician III/Technology
Services
Manuel Moledo/Electrician/Water
Aurelio Pamintuan/Business Systems Specialist V/Water
James Coyle/Water Treatment Operator II/Water

On behalf of the Commission, the Secretary presented Certificates of Appreciation to Russell Montooth, Public Works (37 yrs., 2 mos.); Maria Dantema, Technology Services (28 yrs., 6 mos.); Jacqueline Dean, Technology Services (35 yrs., 4 mos.); and Manuel Moledo, Water (32 yrs., 3 mos.) for their years of service to the City and citizens of Long Beach. Representatives from their respective departments spoke on their behalf.

The motion was made to receive and file on Consent Calendar.

DISABILITY RETIREMENTS:

Request to receive and file disability retirements.

Shanda Dinsdale/Police Officer/Police
Timothy Hart/Police Officer/Police

The motion was made to receive and file on Consent Calendar.

RESIGNATIONS:

Request to receive and file resignations.

Jeremy Enders/Equipment Operator III/Harbor
John Murphy/Airport Operations Specialist II/Airport
Laura Bradburn/Combination Building Inspector
Aide I/Development Services

The motion was made to receive and file on Consent Calendar.

TRANSFERS:

Request to approve transfers.

Nancy Villasenor/Administrative Analyst III/Public Works to
Administrative Analyst III/Library
Maura Velasco/Administrative Analyst II/Police to
Administrative Analyst III/Financial Management
Tarsha Moses/Clerk Typist III/Harbor to Clerk Typist III/Fire

The motion was made to approve on Consent Calendar.

SCHEDULE FOR HEARINGS:

Request to approve hearing schedule.

Reduction Appeal (22-R-1213), February 19, 2014
Dismissal Appeal (38-D-1213), March 12, 2014
Dismissal Appeal (39-D-1213), March 19, 2014
Dismissal Appeal (40-D-1213), March 26, 2014
Suspension Appeal (42-S-1213), April 2, 2014
Suspension/Dismissal Appeal (01-S/D-1314), April 16, 2014

The motion was made to approve on Consent Calendar.

RESCHEDULE FOR HEARINGS:

Request to approve reschedule for hearings.

Dismissal Appeal (32-D-1213), January 15, 2014
Dismissal Appeal (33-D-1213), January 15, 2014
Suspension Appeal (15-S-1213), January 22, 2014 (HO)
Suspension Appeal (27-S-1213), January 29, 2014
Dismissal Appeal (36-D-1213), February 5, 2014
Suspension Appeal (21-S-1213), February 12, 2014

The motion was made to approve on Consent Calendar.

**REQUEST TO REAPPOINT
RESIGNED EMPLOYEE:**

JAIME YOUNG/WATER UTILITY MECHANIC

The Secretary presented communications from Kevin L. Wattier, General Manager of Water Department and Jaime Young, requesting Commission authorization to reappoint Jaime Young to his former classification of Water Utility Mechanic. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the request be approved, pursuant to Section 45 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO REAPPOINT
RESIGNED EMPLOYEE:**

KAY MARIE ANTHONY/NURSE PRACTITIONER

The Secretary presented communications from Jim McDonnell, Chief of Police and Kay Marie Anthony, requesting Commission authorization to reappoint Kay Marie Anthony to her former classification of Nurse Practitioner. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Gotz and carried that the request be approved, pursuant to Section 45 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote. Commissioner Smith Watts abstained from voting.

**REQUEST TO EXTEND
NON-CAREER HOURS:**

SARA SANSORES/CLERK TYPIST

The Secretary presented a communication from Margaret Huebner, Director of Human Resources, Harbor, requesting Commission approval to extend the non-career hours for Sara Sansores, Clerk Typist, for an additional 200 hours. After discussion, it was moved by Commissioner Gotz, seconded by Commissioner Smith Watts and carried that the non-career hours be extended for 200 hours, in accordance with Section 49 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO CREATE NEW
CLASSIFICATION AND ADOPT
CLASSIFICATION SPECIFICATION
AND DIVIDE DEVELOPMENT
PROJECT MANAGER AND
COMMUNITY DEVELOPMENT
ANALYST - PUBLIC WORKS
CLASSIFICATIONS:**

REAL ESTATE PROJECT COORDINATOR

The Secretary presented a communication from Deborah R. Mills, Director of Human Resources, requesting Commission approval to create the new classification for Real Estate Project Coordinator and adopt the classification specification and divide Development Project Manager and Community Development Analyst – Public Works

classifications. In addition, the Secretary presented a staff report prepared by Caprice McDonald, Personnel Analyst. The Secretary briefed the Commission regarding this request. Ken Walker, Manager, Personnel Operations, requested a modification to the request to adopt the classification and specification and defer action on dividing the positions. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried to approve the creation of the new classifications and adopt the classification specification for Real Estate Project Coordinator pursuant to Section 1101(d) of the City Charter. The motion carried by a unanimous roll call vote. It was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried to hold the request to divide the Development Project Manager and Community Development Analyst – Public Works classification. The motion carried by a unanimous roll call vote.

**RECOMMENDATION TO FILE
FOR EXAMINATION BY
DISMISSED EMPLOYEE:**

DEBORAH RODGERS

The Secretary presented a request to file for examination by dismissed employee from Deborah Rodgers. The Secretary briefed the Commission regarding this request. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Karatsu and carried to allow Ms. Rodgers to participate in the examination process for Port Security Systems Operator. The motion carried by the following roll call vote:

AYE: Jeanne Karatsu
Carolyn Smith Watts
Larry Keller

NAY: Jonathan Gotz

**APPEAL OF DISQUALIFICATION
FROM EXAMINATION:**

ASSISTANT ADMINISTRATIVE ANALYST

The Secretary presented a communication from Moria Khou, appealing his disqualification from the Assistant Administrative Analyst examination. In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Personnel Analyst. Ms. Ferrer briefed the Commission regarding the appeal. Mr. Khou was present and addressed the Commission. Dale Worsham, Financial Services Officer, Health and Human Services, was present

and spoke on Mr. Khou's behalf. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Gotz and carried to approve Mr. Khou's appeal and allow him to continue in the process for the Assistant Administrative Analyst examination. The motion carried by a unanimous roll call vote.

**COMMUNICATION REGARDING
UNFAIR HIRING PRACTICES:**

The Secretary presented a communication from Ollie Washington, regarding alleged unfair hiring practices in the Long Beach Police Department – Records Division. In addition, the Secretary provided an additional communication from Ms. Washington. The Secretary briefed the Commission regarding this communication and indicated that Ms. Washington was present to address the Commission. Ms. Washington addressed the Commission, stating her concerns regarding the recent hiring of Senior Records Clerk in the Police Department. The Secretary requested the Commission refer the matter to staff to investigate and report back to them. He stated that Christina Checél, Commission's Legal Advisor, would advise the Commission regarding matters over which it has jurisdiction. After discussion, it was moved by Commissioner Smith Watts, seconded by Commissioner Gotz and carried to refer the matter to staff to investigate and report back to the Commission. The motion carried by a unanimous roll call vote.

BULLETINS:

It was moved by Commissioner Gotz, seconded by Commissioner Smith Watts and carried that the following Job Opportunity Bulletins be approved. The motion carried by a unanimous roll call vote.

Customer Service Representative
Department Librarian
General Maintenance Assistant

**CONSIDERATION OF HEARING
OFFICER'S REPORT:**

SUSPENSION HEARING 24-S-1213

The Secretary presented a report prepared by Hearing Officer Linda Krieger, Attorney at Law, to the Commission, regarding the subject hearing which was conducted on November 8, 2013. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the hearing officer's report be approved as prepared. The motion carried by a unanimous roll call vote.

MANAGERS' REPORT:

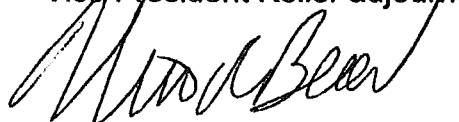
The Secretary thanked the Commission for its support over the years. He stated it has been a pleasure to serve the Commission, staff and operating departments. He thanked the Civil Service department staff for their support and the excellent work they completed. He also thanked Human Resources and departments for their support over the years.

COMMENTS FROM PUBLIC:

Stacey Lewis, Assistant Director of Human Resources, Harbor Department, informed the Commission that at its meeting of December 4, 2013, she made a statement regarding a request to extend expiring eligible list, unaware of a more recent request. She stated that she indicated that the Harbor Department had requested in October that the list for Administrative Analyst be extended for 90 days. However, it was brought to her attention that a second request was made to extend the list in December.

ADJOURNMENT:

There being no further business before the Commission, Vice President Keller adjourned the meeting.



MARIO R. BEAS
Secretary

MRB:meh

CITY OF LONG BEACH
PLANNING COMMISSION
MINUTES

THURSDAY, DECEMBER 19, 2013
333 W. OCEAN BOULEVARD
COUNCIL CHAMBER, 5:00 PM

Donita Van Horik, Chair
Alan Fox, Vice Chair



Becky Blair, Commissioner
Molly Campbell, Commissioner
Mark Christoffels, Commissioner
Phil Saumur, Commissioner
Melani Smith, Commissioner

FINISHED AGENDA AND MINUTES

CALL TO ORDER (5:03 PM)

At 5:03 p.m., Chair Van Horik called the meeting to order.

ROLL CALL (5:04 PM)

Commissioners Alan L. Fox, Phillip Joseph Saumur, Melani Smith, Donita Van
Present: Horik, Becky Blair, Mark Christoffels and Molly Campbell

Also present: Amy Bodek, Director of Development Services; Jeff Winklepleck, Acting Planning Administrator; Michael Mais, Assistant City Attorney; Steven Valdez, Planner; Scott Kinsey, Planner; Heidi Eidson, Bureau Secretary.

FLAG SALUTE (5:05 PM)

Commissioner Saumur led the flag salute.

MINUTES (5:05 PM)

13-071PL Recommendation to receive and file the Planning Commission minutes of December 5, 2013.

Amy Bodek, Director of Development Services, responded to a query from Chair Van Horik.

Commissioner Christoffels responded to a query from Chair Van Horik.

A motion was made by Commissioner Christoffels, seconded by Commissioner Blair, to approve the recommendation. The motion carried by the following vote:

Yes: 6 - Alan L. Fox, Phillip Joseph Saumur, Becky Blair, Donita Van Horik, Mark Christoffels and Molly Campbell

Absent: 1 - Melani Smith

DIRECTOR'S REPORT (5:06 PM)

Amy Bodek, Director of Development Services, provided the Director's Report.

SWEARING OF WITNESSES (5:07 PM)

Do you solemnly swear or affirm that the evidence you shall give in this Planning Commission Meeting shall be the truth, the whole truth, and nothing but the truth.

REGULAR AGENDA (5:08 PM)

1. 13-074PL Recommendation to find the proposed vacation of Solana Court between Anaheim Street and 14th Street and the proposed vacation of a portion of the unnamed east-west alley north of Anaheim Street between Pine Avenue and Pacific Avenue in conformance with the adopted goals and policies of the City's General Plan. (District 1) (Application No. 1309-15)

Jeff Winklepleck, Acting Planning Administrator, presented the staff report.

Jeff Winklepleck responded to queries from Commissioner Fox.

Jeff Winklepleck responded to a query from Chair Van Horik.

Chair Van Horik spoke.

Commissioner Campbell spoke.

Chair Van Horik spoke.

Commissioner Fox spoke.

A motion was made by Commissioner Campbell, seconded by Commissioner Blair, to approve the recommendation. The motion carried by the following vote:

Yes: 7 - Alan L. Fox, Phillip Joseph Saumur, Melani Smith, Becky Blair, Donita Van Horik, Mark Christoffels and Molly Campbell

see media

2. 13-072PL

Recommendation to approve a Conditional Use Permit (CUP) request to allow the sale of beer and wine for off-site consumption (Type 21 license) at an existing convenience store located at 1741 E. 7th Street within the Neighborhood Commercial and Residential (CNR) zone. (District 2) (Application No. 1308-09)

Amy Bodek, Director of Development Services, spoke.

A dialogue ensued between Commissioner Fox and Amy Bodek.

A motion was made by Commissioner Smith, seconded by Commissioner Campbell, to continue the item to a date uncertain.

Yes: 7 - Alan L. Fox, Phillip Joseph Saumur, Melani Smith, Becky Blair, Donita Van Horik, Mark Christoffels and Molly Campbell

see media

3. 13-073PL

Recommendation to approve a Standards Variance for a building height of 24 feet 3 inches to the midpoint of a sloped roof, with a height of 28 feet 1 inch to the top of roof ridge, and a height of 25 feet 8 inches to the top of a parapet wall/guardrail, and approve a Local Coastal Development Permit for the project, a single-family dwelling located at 334 Claremont Avenue in the R-1-S zoning district. (District 3) (Application No. 1308-14)

Jeff Winklepleck, Acting Planning Administrator, introduced Scott Kinsey, Project Planner, who presented the staff report.

Scott Kinsey responded to queries from Commissioner Christoffels.

Scott Kinsey responded to a query from Commissioner Saumur.

Scott Kinsey responded to queries from Commissioner Smith.

Jeff Winklepleck responded to queries from Chair Van Horik.

Jon Potts, applicant, spoke.

Amy Bodek, Director of Development Services, responded to a query from Chair Van Horik.

Jon Potts spoke.

A dialogue ensued between Commissioner Fox and Jon Potts.

Michael Kollin provided public comment.

Kathleen Brunner provided public comment.

Nancy Fuller provided public comment.

Bruce Baffert provided public comment.

Brad Pollack provided public comment.

Janet Terry provided public comment.

Jon Potts responded to comments made by the public.

Jeff Winklepleck responded to a query from Commissioner Christoffels.

A dialogue ensued between Commissioner Christoffels and Scott Kinsey.

Commissioner Saumur spoke.

Scott Kinsey responded to queries from Commissioner Campbell.

Chair Van Horik spoke.

Amy Bodek responded to a query from Chair Van Horik.

Amy Bodek spoke.

Scott Kinsey responded to a query from Amy Bodek.

Amy Bodek spoke.

Amy Bodek responded to a query from Chair Van Horik.

Chair Van Horik spoke.

Scott Kinsey responded to a query from Commissioner Blair.

Jeff Winklepleck spoke.

Commissioner Christoffels spoke.

Amy Bodek responded to comments made by Commissioner Christoffels.

Commissioner Fox spoke.

Jeff Winklepleck responded to queries from Commissioner Fox.

Commissioner Fox spoke.

Amy Bodek responded to comments made by Commissioner Fox.

Commissioner Blair spoke.

Commissioner Campbell spoke.

Scott Kinsey responded to a query from Commissioner Campbell.

Commissioner Smith spoke.

Scott Kinsey spoke.

Commissioner Smith spoke.

A dialogue ensued between Commissioner Smith and Amy Bodek.

Amy Bodek responded to a query from Commissioner Saumur.

Commissioner Saumur spoke.

Chair Van Horik spoke.

Amy Bodek responded to a query from Chair Van Horik.

Commissioner Blair spoke.

A motion was made by Commissioner Blair to approve the recommendation, but failed due to a lack of a second.

Commissioner Christoffels spoke.

A motion was made by Commissioner Christoffels, seconded by Commissioner Smith, to approve the first two variances and the Local Coastal Development Permit, with a denial of the third variance for the height of a parapet wall/guard rail.

Commissioner Christoffels responded to a query from Amy Bodek.

Michael Mais, Assistant City Attorney, responded to a query from Chair Van Horik.

Amy Bodek responded to queries from Commissioner Campbell.

Amy Bodek responded to queries from Commissioner Saumur.

Commissioner Christoffels spoke.

Michael Mais responded to queries from Commissioner Christoffels.

Amy Bodek responded to a query from Commissioner Blair.

(The Commission adjourned for a break)

(The Commission reconvened)

Jeff Winklepleck spoke.

Jon Potts spoke.

Chair Van Horik spoke.

Michael Mais responded to a query from Commissioner Christoffels.

Commissioner Christoffels responded to a query from Chair Van Horik.

Amy Bodek responded to a comment made by Commissioner Fox.

Michael Mais responded to a query from Commissioner Campbell.

Chair Van Horik spoke.

A motion was made by Commissioner Christoffels, seconded by Commissioner Smith, to approve the recommendation for the first two variance requests for building height of 24 feet 3 inches to the midpoint of a sloped roof, with a height of 28 feet 1 inch to the top of the roof ridge, and a Local Coastal Development Permit, with the applicant withdrawing the third variance request for a height of 25 feet 8 inches to the top of the parapet wall/guardrail. The motion carried by the following vote:

Yes: 5 - Melani Smith, Becky Blair, Donita Van Horik, Mark Christoffels and Molly Campbell

No: 2 - Alan L. Fox and Phillip Joseph Saumur

PUBLIC PARTICIPATION (7:08 PM)

Jina Nam provided public comment.

COMMENTS FROM THE PLANNING COMMISSION (7:10 PM)

A dialogue ensued between Commissioner Fox and Amy Bodek, Director of Development Services.

Chair Van Horik spoke.

ADJOURNMENT (7:13 PM)

At 7:13 p.m., Chair Van Horik adjourned the meeting.

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