

**LONG BEACH CIVIL SERVICE COMMISSION  
JEANNE KARATSU, PRESIDENT  
MARCH 11, 2009**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, March 11, 2009, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

**MEMBERS PRESENT:** Mary Islas, F. Phil Infelise, Ahmed Saafir, Jeanne Karatsu, Douglas Haubert

**MEMBER EXCUSED:**

**OTHERS PRESENT:** Mario R. Beas, Executive Director & Secretary  
Melinda George, Deputy Director  
Diane Dzodin, Administrative Officer  
Marilyn Hall, Executive Assistant  
Salvador Ambriz, Personnel Analyst  
Robert Pfingsthorn, Personnel Analyst  
Lourdes Ferrer, Personnel Analyst  
Donna de Araujo, Assistant Administrative Analyst  
Suzanne Mason, Director of Human Resources

**President Jeanne Karatsu presided.**

**MINUTES:** It was moved by Commissioner Haubert, seconded by Commissioner Islas and carried that the minutes of the regular meeting of March 4, 2009, be approved as prepared. The motion carried by a unanimous roll call vote.

**PROVISIONAL APPOINTMENT:** The Secretary presented a communication from Lisa Marin, Director of Human Resources, Harbor, requesting Commission authorization to appoint Donald Tarango, to the classification of Construction Inspector on a provisional basis. In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Personnel Analyst. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Saafir and carried that the request be granted in accordance with Civil Service Commission Policy 1.02 and Section 43 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**REQUEST TO EXTEND  
PROVISIONAL APPOINTMENT:**

**HOMER FLEWELLEN/CONSTRUCTION INSPECTOR**

The Secretary presented a staff report prepared by Lourdes Ferrer, Personnel Analyst, requesting Commission approval to extend the provisional appointment for Homer

Flewellen, Construction Inspector, Public Works for 150 days, until an eligible list is established. Commissioner Saafir questioned as to why staff has not been able to conduct examinations timely. The Secretary indicated that due to staff reduction, staff has to prioritize examinations and have not been able to conduct some examinations timely. Commissioner Saafir questioned if staff reduction is hindering staff from one of its core functions. After discussion, it was moved by Commissioner Infelise, seconded by Commissioner Islas and carried that the request to extend the provisional appointment for Homer Flwellen be approved in accordance with Section 49 of the Civil Service Rules and Regulations. The motion carried unanimously.

**REQUEST FOR SELECTIVE CERTIFICATION:**

The Secretary presented a communication from Cynthia Stafford, Personnel Services Officer, Public Works, requesting Commission authorization for the selective certification for individuals with Spanish/English bilingual skills from the Special Services Officer eligible list. In addition, the Secretary presented a staff report prepared by Sal Ambriz, Personnel Analyst. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the request be approved, pursuant to Section 28 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**PROTEST OF DISQUALIFICATION FROM EXAMINATION:**

**ADMINISTRATIVE AIDE**

The Secretary presented a communication from Michele York, requesting the Commission to reconsider her disqualification from the Administrative Aide examination, administered on March 6 & 9, 2009. In addition, the Secretary presented a staff report prepared by Rob Pfingsthorn, Personnel Analyst. Mr. Pfingsthorn briefed the Commission regarding this request. Ms. York was present and addressed the Commission regarding her request. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried to deny the request. The motion carried by a unanimous roll call vote.

**ORDER OF LAYOFF:**

The Secretary presented a communication from Patrick H. West, City Manager, requesting an Order of Layoff. The Secretary informed the Commission that at their direction staff would prepare the Order of Layoff. After discussion, it was moved by Commissioner Saafir, seconded by Commissioner Islas and carried to refer the Order of Layoff to staff to prepare the Order of Layoff. The motion carried by a unanimous roll call vote.

**COMMUNICATION:**

The Secretary presented a communication from Patrick H. West, City Manager, requesting the Commission to certify all names on an eligible list when a personnel requisition is received and suspend Civil Service Rule, Section 27. Suzanne Mason, Director of Human Resources, was present and addressed the Commission on behalf of the City Manager. Ms. Mason stated that due to the current financial challenges facing the City, the City Manager is trying to implement measures to downsize without having to lay off employees. She indicated that by suspending Civil Service Rule, Section 27, departments would have access to all names on an eligible list, which would allow for the movement of City employees to critical service positions, and still maintain vacancies. She stated that a hiring freeze, with the exception of critical positions, has been implemented by the City Manager. Christina Checél, Deputy City Attorney, informed the Commission that the City Attorney's office has not had an opportunity to review and render an opinion on the legality of suspending Civil Service Rule, Section 27, and would be getting back to the Commission with an opinion. The Secretary requested that the Commission refer the matter to staff to research and to obtain an opinion from the City Attorney's office. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Saafir and carried to refer the matter to staff to research and obtain an opinion from the City Attorney, for next week's agenda. The motion carried by a unanimous roll call vote.

**PROTEST OF EXAMINATION ITEMS: ENGINEERING AIDE**

The Secretary presented a staff report prepared by Donna de Araujo, Assistant Administrative Analyst, regarding the disposition of protested questions from the Engineering Aide examination, administered on February 27, 2009. Ms. de Araujo briefed the Commission regarding the protests. After discussion, it was moved by Commissioner Saafir,

seconded by Commissioner Islas and carried that the recommended disposition of the protested questions be approved and the affected persons be so notified. The motion carried unanimously. Commissioner Haubert was not present.

**BULLETIN:**

**PORT FINANCIAL ANALYST**

It was moved by Commissioner Saafir, seconded by Commissioner Islas and carried that the subject Job Opportunity Bulletin be approved. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

**EXAMINATION RESULTS:**

**ENGINEERING AIDE – 85 Applied, 42 Qualified**

It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the subject examination results be approved. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

**EXTENSION OF EXPIRING ELIGIBLE LISTS:**

It was moved by Commissioner Islas, seconded by Commissioner Saafir and carried that the following eligible lists be extended for an additional six months, with the exception of Fire Recruit, to be extended for one month. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

Business Systems Specialist (9/17/08, 10/1/08)  
Fire Recruit (1 month)  
Office Services Assistant  
Public Health Nutritionist  
Supervisor – Facility Maintenance

**RETIREMENT:**

**VERNON COOK/GARAGE SERVICE ATTENDANT II/WATER**

It was moved by Commissioner Infelise, seconded by Commissioner Saafir and carried that the subject retirement be received and filed. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

**RESIGNATIONS:**

It was moved by Commissioner Saafir, seconded by Commissioner Infelise and carried that the following resignations be received and filed. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

Steven Perry/Administrative Analyst II/Harbor  
Phyllis Sitt/Library Clerk I/Library

**TRANSFER:**

**GEORGETTE WITTMAN/PAYROLL/PERSONNEL ASSISTANT III/COMMUNITY DEVELOPMENT TO PAYROLL/PERSONNEL ASSISTANT III/FINANCIAL MANAGEMENT**

It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the subject transfer between departments be approved. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

**RESCHEDULE FOR HEARING:**

**SUSPENSION HEARING 15-S-78**

It was moved by Commissioner Saafir, seconded by Commissioner Infelise and carried that the subject hearing be rescheduled to April 29, 2009. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

**REQUEST TO RESCHEDULE HEARING TO HEARING OFFICER:**

**DISMISSAL HEARING 24-D-78**

The Secretary informed the Commission that the City Attorney office is requesting that the subject hearing be rescheduled to a hearing officer because of a conflict of interest with the City Attorney office advising the Commission. Christina Checél, Deputy City Attorney, informed the Commission that because of the conflict of interest, the City Attorney's Office cannot advise the Commission and was requesting a hearing officer based on the cost for outside counsel. Commissioner Haubert questioned if the rules allowed for hearing officers to hear dismissal appeals. The Secretary informed him that the rule does allow for the Commission to send any disciplinary hearing to a hearing officer. President Karatsu expressed the benefit to the employee to have the hearing heard before the Commission rather than one person making the decision. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise to

deny the request to send the hearing to a hearing officer. A subsequent motion was made by Commissioner Haubert to send the hearing to a hearing officer. The motion died due to lack of a second. The motion to deny the request to reschedule Dismissal Hearing 24-D-78 to a hearing officer was carried by the following roll call vote:

AYE: Ahmed Saafir  
Mary Islas  
F. Phil Infelise  
Jeanne Karatsu

NO: Douglas Haubert

**EMERGENCY ITEM:**

The Secretary informed the Commission that a request to file a late application for Fire Boat Operator had been received and requested that it be considered as an emergency item due to the time frame of the scheduled examination. It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried to consider the request to file late application as an emergency item, pursuant to Government Code Section 54956.5. The motion carried by a unanimous roll call vote.

The Secretary presented a communication from John Neill, Firefighter/Paramedic, requesting Commission approval to file a late application for the Fire Boat Operator examination. In addition, the Secretary presented a staff report prepared by Caprice McDonald, Personnel Analyst. Assistant Chief Tim Cady was present and addressed the Commission, informing it that Mr. Neill suffered an unexpected loss of an immediate family member, which delayed him obtaining an application in a timely manner. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried to approve Mr. Neill's request to participate in the Fire Boat Operator examination. The motion carried by a unanimous roll call vote. Commissioner Haubert was not present.

**RECESS:**

President Karatsu announced a five-minute recess.

**RECONVENE:**

President Karatsu reconvened the meeting at 9:15 a.m.

**MANAGERS' REPORT:**

Diane Dzodin, Administrative Officer, informed the Commission that her staff is preparing the order of layoff and she is working on the department's budget.

Melinda George, Deputy Director, informed the Commission that Caprice McDonald, Personnel Analyst, completed the Battalion Chief examination and the process went exceptionally well.

The Secretary informed the Commission that he and Ms. Dzodin attended a monthly meeting with Financial Management and non-City manager departments regarding the budget, and clarification on a memo received from the City Manager regarding cost savings to departments. He stated that the department's budget is to be submitted by March 26, 2009. In addition, he stated that the City Manager is asking for a 15% cut in budgets for City Manager departments and non-City Manager departments. He stated that he will place on the Commission's agenda for March 18 and 25, 2009, discussion and consideration of the 2009 budget cost savings and adoption of the 2010 budget. In addition, he stated that he will schedule an Executive Session with Suzanne Mason, Director of Human Resources for April 1, 2009, to discuss the furlough for City employees.

**ADJOURNMENT:**

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



MARIO R. BEAS  
Secretary

MRB:meh

**LONG BEACH CIVIL SERVICE COMMISSION  
JEANNE KARATSU, PRESIDENT  
MARCH 18, 2009**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, March 18, 2009, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

**MEMBERS PRESENT:** Mary Islas, F. Phil Infelise, Ahmed Saafir, Jeanne Karatsu, Douglas Haubert

**MEMBER EXCUSED:**

**OTHERS PRESENT:** Mario R. Beas, Executive Director & Secretary  
Melinda George, Deputy Director  
Diane Dzodin, Administrative Officer  
Marilyn Hall, Executive Assistant  
Salvador Ambriz, Personnel Analyst  
Caprice McDonald, Personnel Analyst  
Robert Pfingsthorn, Personnel Analyst  
Lourdes Ferrer, Personnel Analyst  
Donna de Araujo, Assistant Administrative Analyst  
Suzanne Mason, Director of Human Resources

**President Jeanne Karatsu presided.**

**MINUTES:** It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the minutes of the regular meeting of March 11, 2009, be approved as prepared. The motion carried by a unanimous roll call vote.

It was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that suspension hearing 21-S-78 minutes of February 11, 2009 and March 4, 2009, be approved as amended. The motion carried by a unanimous roll call vote. Commissioners Ahmed Saafir and Douglas Haubert abstained from voting.

**PROVISIONAL APPOINTMENTS:** The Secretary presented a communication from Lisa Marin, Director of Human Resources, Harbor, requesting Commission authorization to appoint Rose Siengsubcharti and Janna Watanabe, to the classification of Environmental Specialist Associate on a provisional basis. In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Personnel Analyst. After discussion, it was moved by Commissioner Haubert, seconded by Commissioner Islas and carried that the request be



granted in accordance with Civil Service Commission Policy 1.02 and Section 43 of the Civil Service Rules and Regulations. The motion carried by a unanimous roll call vote.

**COMMUNICATION:**

The Secretary presented a communication from Patrick H. West, City Manager, requesting the Commission to certify all names on an eligible list when a personnel requisition is received and suspend Civil Service Rule, Section 27, held over from the regular Commission meeting of March 11, 2009. In addition, the Secretary presented a City Attorney's Opinion, prepared by Christina Checel, Deputy City Attorney and a staff report prepared by him. Ms. Checel addressed the Commission, stating that the Commission rules do not allow for modification to Section 27 as requested by the City Manager, however, Section 115 of the Civil Service Rules and Regulations does allow the Commission to authorize exceptions to its rules for specifically stated circumstances, which do not include what the City Manger is requesting. However, Ms. Checel did state that if the Commission wished to honor the City Manager's request, the Commission could amend Section 115 to allow for this exception to the rule under additional limited circumstances such as a financial crisis. She stated that any amendment adopted by the Commission is subject to City Council approval. Suzanne Mason, Director of Human Resources, was present and addressed the Commission on behalf of the City Manager. Ms. Mason restated the City Manager's position for requesting the suspension of Section 27 of the Civil Service Rules and Regulations, in that in anticipation of major budget reductions and to avoid potentially laying off current City employees, the City Manager has limited departments to fill critical positions with current City employees. She stated due to the urgency of the request, Human Resources is willing to work with the Civil Service Department. Commissioner Saafir requested that Civil Service staff meet with the different employee associations for input on the requested rule change. Stacey Lewis, Assistant Director of Human Resources, Harbor Department, stated that she is in support of whatever the Commission decides regarding the matter, but questioned how the rule change would affect the Harbor Department's flexibility to hire for specialized classifications. Ms. Checel stated that if the Commission expanded Section 115 of its rules to allow for Commission discretion to suspend Section 27 would not

require an amendment, but would allow the Commission, in certain circumstances, to waive Section 27 at its discretion. The Commission would prepare the proposed language. After discussion, it was moved by Commissioner Infelise to deny the request to suspend Section 27 of the Civil Service Rules and Regulations. The motion died due to lack of a second. After further discussion, it was moved by Commissioner Saafir, seconded by Commissioner Islas and carried to fast track study this request, and Civil Service staff meet with employee associations to get input and bring back to the Commission to make a decision. The motion carried by a unanimous roll call vote.

**RECONSIDERATION OF FIRE  
RECRUIT JOB OPPORTUNITY  
BULLETIN:**

The Secretary presented a staff report, prepared by him, requesting the Commission to reconsider and cancel the Fire Recruit Job Opportunity Bulletin originally approved by the Commission on February 18, 2009. The Secretary briefed the Commission regarding this request. After discussion, it was moved by Commissioner Haubert, seconded by Commissioner Saafir and carried to reconsider and cancel the previous Job Opportunity Bulletin for Fire Recruit. The motion carried by a unanimous roll call vote.

**PROTEST OF WRITTEN  
EXAMINATION ITEM:**

**PARKING CONTROL CHECKER**

The Secretary informed the Commission that no protests were received for this item. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried to withdraw this item. The motion carried unanimously.

**CHANGE IN EXAM PLAN:**

**SENIOR ANIMAL CONTROL OFFICER**

The Secretary presented a staff report prepared by Sal Ambriz, Personnel Analyst, requesting that the examination plan for Senior Animal Control Officer be changed from an appraisal interview weighted 100% to a review of applications, weighted 100%. Mr. Ambriz briefed the Commission regarding this request. After discussion, it was moved by Commissioner Islas, seconded by Commissioner Infelise and carried that the change in examination plan be approved. The motion carried by a unanimous roll call vote.

**EXAMINATION RESULTS:**

It was moved by Commissioner Haubert, seconded by Commissioner Infelise and carried that the following examination results be approved. The motion carried by a unanimous roll call vote.

Battalion Chief – 9 Applied, 7 Qualified  
Civil Engineering Assistant – 73 Applied, 72 Qualified  
Microbiologist – 1 Applied, 1 Qualified  
Parking Control Checker – 686 Applied, 301 Qualified  
Senior Animal Control Officer – 8 Applied, 1 Qualified  
Systems Technician – 116 Applied, 72 Qualified  
Water Treatment Operator – 39 Applied, 3 Qualified

**EXTENSION OF EXPIRING ELIGIBLE LISTS:**

It was moved by Commissioner Saafir, seconded by Commissioner Haubert and carried that the following eligible lists be extended for an additional six months, with the exception of Housing Specialist, to be extended for two months. The motion carried by a unanimous roll call vote.

Housing Specialist (2 months)  
Maintenance Assistant  
Senior Traffic Engineer  
Terminal Services Representative  
Water Treatment Operator

**RETIREMENTS:**

It was moved by Commissioner Haubert, seconded by Commissioner Saafir and carried that the following retirements be received and filed. The motion carried by a unanimous roll call vote.

Robert Ho/Microbiologist II/Health  
Margaret Martin/Clerk Typist II/Police

**RESIGNATIONS:**

It was moved by Commissioner Infelise, seconded by Commissioner Saafir and carried that the following resignations be received and filed. The motion carried by a unanimous roll call vote.

Kim Hamring/General Maintenance Assistant/Harbor  
George Coutts/Ambulance Operator/Fire

**RESCHEDULE FOR HEARING:**

**SUSPENSION HEARING 18-R-78**

It was moved by Commissioner Islas, seconded by Commissioner Haubert and carried that the subject hearing be rescheduled to April 1, 2009. The motion carried by a unanimous roll call vote.

**MANAGERS' REPORT:**

Diane Dzodin, Administrative Officer, informed the Commission that she and Melinda George, Deputy Director, went to the Health Department on Thursday, March 12, 2009, to speak with classified employees affected by the order of layoff, and answer any questions they might have. Ken Walker, Manager, Personnel Operations, Human Resources conducted the meeting. The employee association was also present.

Melinda George, Deputy Director, acknowledged Caprice McDonald, Personnel Analyst, for the excellent job she did in the administration of the Battalion Chief examination. She also thanked Sal Ambriz, Personnel Analyst, who is the backup analyst.

The Secretary thanked staff for the information provided for the Civil Service Department 2008 Year-End-Report, which was sent to the Commission on Friday.

**COMMENTS FROM PUBLIC:**

Caprice McDonald, Personnel Analyst, thanked staff for their assistance with the Battalion Chief examination.

**RECESS:**

President Karatsu announced a ten-minute recess.

**RECONVENE:  
DISCUSSION AND  
CONSIDERATION OF CIVIL  
SERVICE DEPARTMENT  
BUDGET FY 09/10 & FY 10/11:**

President Karatsu reconvened the meeting at 9:25 a.m. The Secretary provided the Commission with copies of proposals for discussion and consideration for the Civil Service Department budgets for FY 08/09 and FY 10/11. He provided an overview of the potential savings to the budgets for both fiscal years, with several options for the Commission to consider. He explained the cost factors for each option. He stated that he was seeking Commission direction as to the target savings it wishes to realize. Commissioner Haubert suggested a 3% target savings. Commissioner Saafir expressed concern regarding how the proposals to the budgets would affect staff's ability to perform its core functions and suggested a 1% savings. After discussion, it was moved by Commissioner Saafir, seconded by Commissioner Islas to target how Civil Service can effectively meet requirement of 1% reduction in its budget. Commissioner Haubert made a substitute motion to target a 3% reduction, and if an adjustment is needed, then reduce the budget as needed. The motion died due to lack of a second. The motion to target a 1% reduction was approved by the following roll call vote:

AYE: Ahmed Saafir  
Mary Islas  
F. Phil Infelise  
Jeanne Karatsu

NO: Douglas Haubert

**ADJOURNMENT:**

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



MARIO R. BEAS  
Secretary

MRB:meh

**CITY OF LONG BEACH  
DEPARTMENT OF PARKS, RECREATION AND MARINE  
PARKS AND RECREATION COMMISSION MINUTES  
FEBRUARY 19, 2009**

**I. CALL TO ORDER**

The Parks and Recreation Commission meeting was called to order by Drew Satariano, President, at 9:03 a.m., at the El Dorado Park West Community Center, in the Senior Center Library. Phil Hester, Director of Parks, Recreation and Marine, took roll call and confirmed a quorum.

**Present:** Drew Satariano, President  
Brett Waterfield, Vice President  
Simon George  
Albert Guerra  
Harry Saltzgaver  
Sarah Sangmeister

**Absent:** None

**Staff:** Phil Hester, Director of Parks, Recreation and Marine  
Sandra Gonzalez, Manager of Planning and Development  
Ramon Arevalo, Acting Manager of Maintenance Operations  
JC Squires, Manager of Business Operations  
Dave Ashman, Manager of Special Events and Filming  
Sherri Nixon-Joiner, General Superintendent, Community Recreation Services  
Bill Greco, Supervisor, Park Rangers  
Robin Black, Executive Assistant to the Director

**Guests:** Diane Wiley, Partners of Parks  
Summer Hanson, Children's Day

**II. APPROVAL OF MINUTES – JANUARY 15, 2009**

**It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the January 15, 2009 Parks and Recreation Commission minutes. The motion carried unanimously.**

### **III. SPECIAL EVENTS AND FILMING BUREAU PRESENTATION**

Mr. Dave Ashman introduced his staff: Jenna Estes, Christopher Purnell, Tasha Day, Jason Kintner, Jacque Sweeting, Emily Scott, Andy Witherspoon, John Hill, and Bill Mallery. Mr. Ashman then played a DVD on events and films shot in Long Beach. He also distributed a handout listing their bureau organization and a description of events and filming. He said that their office permits anything taking place on public property. Mr. Ashman said that they are working with the Technology Services Department on their website, which will have a calendar of events in Long Beach.

Mr. Hester stated that they are working on good neighbor policies and they try to be invisible so the filming does not disturb the neighbors.

Commissioner Sangmeister stated that she recently attended the L.A. EDC Economic Conference about Los Angeles County and she has some statistics that she will give to Mr. Ashman that he should have, because the comments speak about the entertainment industry in Los Angeles County. The charts are frightening, showing the filming days going down drastically in Los Angeles County, with filming in Long Beach going up.

Ms. Tasha Day described the 30-mile zone, wherein when filming takes place within a 30 mile radius of a certain point in Hollywood, the filming industry does not have to pay per diem, overnight housing, etc. Long Beach falls into that zone. She explained that the Office of Special Events and Filming is film friendly with their one-stop shop for permitting and explained that if permits are too expensive, it drives the film industry away.

Mr. Hester said that the Office of Special Events and Filming is trying to minimize the other ancillary costs such as for Police, Fire and Public Works. They are trying to use retired or part time staff to try and keep the costs down. They are also trying to use the park rangers as opposed to using a police officer, who are more expensive.

Commissioner Saltzgaver said that he was going to wait until the Park Safety Committee to report, but though it was appropriate to mention this topic now. He said that the Park Safety Committee met this morning and the relationship between the police and the rangers and the police and the Special Events and Filming Bureau was the primary topic. We are aware of the current friction in the rank and file. It is our intention to make it known that we are aware of that friction and to pressure where we can pressure to have the command of the entire City, in particular the Police Department, to address the issue. It is time in this economy for everyone

to play on the same team. We are interested in helping to facilitate that any way we can.

Commissioner Guerra wanted to make sure that it is easy for the average person to get a permit for a block party, etc.

Mr. Ashman said they would discuss that in the Committee meeting.

#### IV. **COMMISSION ACTION ITEMS**

##### **#09-0201**

Recommendation to authorize the Director, or his or her management designee to execute the Personal Services and Instruction Agreements and amend Attachment "A" of the agreements as needed.

**It was moved by Commissioner Saltzgaver and seconded by Vice President Waterfield to approve the recommendation to authorize the Director, or his or her management designee to execute the Personal Services and Instruction Agreements and amend Attachment "A" of the agreements as needed. The motion carried unanimously.**

##### **#09-0202**

Recommendation to approve the placement and installation of a memorial bench at the Downtown Shoreline Marina above Gangway L, in memory of Lawrence Paul Dow, Jr.

**It was moved by Commissioner Saltzgaver and seconded by Commissioner George to approve the recommendation to approve the placement and installation of a memorial bench at the Downtown Shoreline Marina above Gangway L, in memory of Lawrence Paul Dow, Jr. The motion carried unanimously.**

President Satariano stated that item VIII, the Partners of Parks Report, would be taken next.



**VIII. UNFINISHED BUSINESS**

- A. Partners of Parks Report – Diane Wiley
- Municipal Band Gala

Ms. Diane Wiley distributed Municipal Band Gala flyers. She said that they have also placed ads in the Gazettes, Long Beach Business Journal and the Press Telegram.

Mr. Hester said that they have been discussing an August 22<sup>nd</sup> end of the year Municipal Band concert at Blair Field.

Ms. Wiley said that the proceeds from the Gala would go toward the 2009 Municipal Band season. She said that they are also putting together tee-shirts and sweatshirts to sell.

Commissioner Guerra suggested that this event be played up as an endowment fund for the band.

Ms. Wiley said that it takes some time to legally set up an endowment fund, so she really can't endorse that.

President Satariano said he would go back to the regular order of the agenda.

**V. COMMITTEE STATUS REPORTS**

- A. EXECUTIVE COMMITTEE  
President Satariano, Chair

President Satariano stated that they met and discussed the agenda.

- B. FINANCE AND APPEALS COMMITTEE  
President Satariano, Chair

President Satariano said that the Committee met and discussed cuts. He said that the report was included in the packet.

Mr. Hester said that the City is still struggling with issues on the general fund side. He briefed the Commission on the budget and said that there would be a City Council budget meeting on March 3, at 3:30 p.m.

Commissioner Sangmeister asked if it would be a good idea for the Commissioners to attend?

Mr. Hester responded that it would be a good idea, but there would probably be no need to speak.

President Satariano encouraged the Parks and Recreation Commissioners to attend the March 3 City Council budget meeting.

C. **PARK SAFETY COMMITTEE**  
Commissioner Saltzgaver, Chair

Commissioner Saltzgaver stated that the Committee met this morning and discussed the Police Department issue with the Park Rangers. He said that the Department now has five full-time rangers who are relegated to El Dorado Park and occasionally to Heartwell Park. The rangers work from 9:00 a.m. to 7:00 p.m., seven days a week. He said they are concerned about requests from the Police Dispatchers calling the Park Rangers to service at parks they do not work at any more. Commissioner Saltzgaver said that in the Committee meeting he requested that the Department Safety Officer inspect the non-supervised playgrounds for broken and unsafe equipment.

Commissioner Guerra said that we are just trying to save the City money.

President Satariano said that the Commission is upset about this issue and don't know what to do. The Special Events and Filming Bureau is trying to save money and make money. We cannot let this go on.

Commissioner Saltzgaver said that the report is included in the packet and the statistics show that the information is cut in half with the reduction of the Park Rangers. He said that he would attempt to set up a meeting with the Mayor and include President Satariano.

Mr. Hester suggested that he might want to include Councilmember DeLong, who is chair of the Budget Oversight Committee.

D.     **MARKETING AND CUSTOMER SERVICE COMMITTEE**  
Commissioner Guerra, Chair

Commissioner Guerra said that the Committee met.

E.     **CAPITAL IMPROVEMENT AND INFRASTRUCTURE COMMITTEE**  
Vice President Waterfield, Chair

Vice President Waterfield stated that the Committee would meet next Thursday.

F.     **SPECIAL EVENTS AND RECREATION COMMITTEE**  
Commissioner Guerra, Chair

Commissioner Guerra said that they met and discussed the Police issue also.

Commissioner Saltzgaver asked for a formulation of the appeals procedure.

Mr. Squires responded that a draft was being reviewed by staff and would be brought to the Parks and Recreation Commission.

**VI.    DIRECTOR'S REPORT TO COMMISSION**

A.     Recommendation to receive and file the Director's Monthly Highlights Report for January 2009.

President Satariano asked for any comments or questions on the monthly report.

Commissioner Saltzgaver commented about the Livingston Park photos on the front of the report. He said that getting the park rebuild was a pain and is now beautiful and heavily used.

President Satariano and Mr. Hester commended Anna Mendiola for her work on the project.

**It was moved by Commissioner Saltzgaver and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.**

**VII. CORRESPONDENCE**

President Satariano said that there was no correspondence.

**IX. NEW BUSINESS**

- A. Recommendation to approve proposed improvements to Lincoln Park through the creation of the Lincoln Park Dog Park, and, as proposed, meets a recreational need in the city through an appropriately designed site.

President Satariano said that he first heard about this at the Councilmember's State of the District speech.

Commissioner Saltzgaver asked if there was a neighborhood agreement with Maintenance Operations to take care of this park.

Mr. Hester responded that the maintenance of this park would be funded with Civic Center funds and the Department's contractor would maintain this park. He said that the turf would remain in place. There is no organization in place to watch over this dog park, as there is with the other two dog parks. The City Council office may find a group, as there is a lot of interest in the area for a dog park. Meetings with the homeless organization have taken place, so the homeless would not be taken by surprise.

**It was moved by Commissioner Saltzgaver and seconded by Commissioner George to approve the recommendation to approve proposed improvements to Lincoln Park through the creation of the Lincoln Park Dog Park, and, as proposed, meets a recreational need in the city through an appropriately designed site. The motion carried with Commissioner Sangmeister abstaining.**

- B. Recommendation to receive and file the Park Impact Fee Report for Fiscal Year 2008.

Mr. Hester stated that the Park Impact Fees received are down significantly.

Ms. Summer Hanson said it might be a good idea to put donation boxes in parks to help with maintaining the parks. She didn't know how secure they would be though.

President Satariano thanked Ms. Hanson for her comment.

**It was moved by Commissioner Saltzgaver and seconded by Commissioner George to approve the recommendation to receive and file the Park Impact Fee Report for Fiscal Year 2008. The motion carried unanimously.**

- C. Recommendation to receive and file the Policy Concerning Youth League Light Payment Program.

President Satariano stated that this policy was discussed and approved by the Special Events and Recreation Committee.

Commissioner Saltzgaver asked if this policy has been run by the leagues?

Ms. Nixon-Joiner responded yes, and the leagues are fine with this.

**It was moved by Commissioner Saltzgaver and seconded by Commissioner George to approve the recommendation to receive and file the Policy Concerning Youth League Light Payment Program. The motion carried unanimously.**

## X. **COMMENTS**

### A. AUDIENCE

President Satariano asked for comments from the audience.

Ms. Summer Hanson distributed flyers for the Children's Day event. She said that last year Senators Alan Lowenthal and Betty Karnette did a resolution for a state-wide Children's Day. Congresswoman Laura Richardson is working on this in Congress.

President Satariano said that the Parks and Recreation Commission supports Children's Day.

Ms. Hanson said that she would like to invite the Department's contract teachers to have a space to show what they do in their classes.

Mr. Hester stated that perhaps the Department could get a booth and advertise the recreation classes.

President Satariano thanked Ms. Hanson for coming in.

**B. STAFF**

President Satariano asked for comments from the staff. There were none.

**C. COMMISSIONERS**

President Satariano asked for comments from the Commissioners. There were none.

**X. NEXT MEETING**

President Satariano stated that the next meeting would be held at 9:00 a.m., on Thursday, March 19, 2009, at MacArthur Park (Homeland), in the Community Center, 1321 East Anaheim Street, Long Beach.

**XI. ADJOURNMENT**

President Satariano adjourned the meeting at 11:10 a.m.

Respectfully submitted,



Robin Black  
Executive Assistant to the Director

c: Phil T. Hester, Director of Parks, Recreation and Marine

MINUTES  
 REGULAR MEETING OF THE BOARD OF WATER COMMISSIONERS  
 LONG BEACH, CALIFORNIA  
 MARCH 5, 2009

The Board of Water Commissioners of the City of Long Beach met in the Board Room of the Administration Building, 1800 E. Wardlow Road, Long Beach, California, on March 5, 2009.

The meeting was called to order at 9:15 a.m. by President Allen.

PRESENT:	John Allen	Commissioner
	Paul Blanco	Commissioner
	William B. Townsend	Commissioner
	Charles Parkin	Principal Deputy City Attorney
	Kevin L. Wattier	General Manager
	Sandra L. Fox	Secretary to the Board of Water Commissioners
	Robert C. Cheng	Deputy General Manager – Operations
	B. Anatole Falagan	Deputy General Manager – Business
	Ryan J. Alsop	Director, Government & Public Affairs
	Isaac Pai	Director of Engineering
	Eric Leung	Director of Water Resources
	Matthew P. Lyons	Director, Planning & Conservation
	Paul T. Fujita	Director of Finance
	Robert Verceles	Division Engineer
	Matt Veeh	Management Assistant
	Melissa L. Keyes	Administrative Analyst III/Special Projects Coordinator
	Ken Bott	Administrative Officer
	Greg Sorensen	Administrative Analyst III
	Dynna Long	Office Administrator
	Victor Grgas	Property Services Bureau Manager
	James Rabe	Keyser Marston Associates
ABSENT:	Frank Clarke	Commissioner (EXCUSED)
	Suzanne Dallman	Commissioner (EXCUSED)

**1. PLEDGE OF ALLEGIANCE**

B. Anatole Falagan led the Board and audience in the Pledge of Allegiance.

## 2. APPROVAL OF MINUTES

February 19, 2009

Upon motion by Commissioner Blanco, seconded by Commissioner Townsend and unanimously carried, the minutes of the Meeting of February 19, 2009 were unanimously approved.

## 3. PUBLIC COMMENT

President Allen opened the public comment period. As there were no requests to address the Board on non-agenda items, the public comment period was closed.

## 4. PRESIDENT'S REPORT

- **John D. S. Allen, President, Board of Water Commissioners**

President Allen reported on the recent trip (attended by himself and several LBWD managers) to Washington, DC to attend legislative meetings and the Association of California Water Agencies (ACWA) winter conference. He advised it was a very successful trip and noted these highlights: 1) asked for FY09 project request funding (\$1.05 million), it appears to be moving forward; 2) also noted request for \$1.5 million for FY10; 3) met with staff and representatives regarding various legislative topics.

President Allen reported that during the meeting with Representative Napolitano she specifically inquired about the possibility of LBWD incorporating solar energy as part of the future desalination project.

President Allen noted Commissioner Clarke's absence from the Board meeting due to illness, and advised he would request he be excused under New Business later in the meeting.

He reviewed the cubby item from Friends of the Delta advertising their open house scheduled for March 12, 2009, 1:00 P.M. – 4:00 P.M. being held to receive input on the Bay Delta Conservation Plan.

President Allen commented on the recent *Los Angeles Times* article that did not accurately portray the current California water crisis. He inquired if the Board should send a letter of rebuttal to the *LA Times*. Commissioner Townsend advised this letter should be sent. Mr. Wattier noted that Metropolitan Water District Director, Suja Lowenthal, had suggested she would like to co-author this type of correspondence. Staff advised they would work with President Allen and Director Lowenthal to finalize this correspondence and send it to the *LA Times*.

President Allen appointed Commissioner Townsend as Acting Secretary for the Board meeting of March 5, 2009 in the absence of Secretary Clarke.



**5. GENERAL MANAGER'S REPORT**  
**Kevin L. Wattier, General Manager**

SALMON BIOLOGICAL OPINION

Mr. Wattier reported a 90-day extension had been granted for completion of the salmon biological opinion that could further restrict pumping in the Bay Delta.

DISTRIBUTION OF BUDGET STUDY SESSION CALENDAR

Mr. Falagan provided an overview of the upcoming budget review process, and distributed a study session calendar.

**6. CONSENT CALENDAR**

It was moved by Commissioner Blanco and seconded by Commissioner Townsend to approve Consent Calendar item 6a.

Commissioner Townsend inquired why the bid had come in so much lower than the engineering estimate. Mr. Pai responded that the economic climate had affected recent bids.

President Allen called for the question and a vote. This Consent Calendar item was unanimously approved.

**6a. Adopt Specifications WD-14-07 for the Large Water Valve Replacement Projects and Authorize the General Manager to Sign a Construction Contract with T.B.U., Inc., in the Amount of \$354,450**

A communication was presented to the Board from Isaac Pai, which is on file at the Long Beach Water Department.

**7. Approve the Water Availability Assessment Prepared for the Golden Shore Mixed Use Development Pursuant to California Water Code Section 10910(g)(1)**

- **Matthew P. Lyons, Director of Planning & Conservation**

Mr. Lyons reviewed the proposed development. He noted the following:

- The two development options considered (he noted expected water consumption based on dwelling units).
- Explained the need for a Water Supply Assessment (based on State legislation)
- Noted the results of the assessment. Advised supply already considered part of the LBWD Urban Water Management Plan.

Commissioner Townsend inquired about the timeframe for the development. Mr. Lyons advised he had not been given that specific information.

It was moved by Commissioner Blanco, seconded by Commissioner Townsend to approve the Water Availability Assessment prepared for the Golden Shore Mixed Use Development pursuant to California Water Code Section 10910(g)(1),

President Allen called for public comment regarding Agenda item 7. Hearing none, President Allen called for a Roll Call Vote.

A roll call vote was taken as follows:

AYES:	COMMISSIONERS:	<u>PAUL BLANCO, WILLIAM TOWNSEND,</u> <u>JOHN ALLEN</u>
NOES:	COMMISSIONERS:	<u>NONE</u>
ABSENT:	COMMISSIONERS:	<u>CLARKE, DALLMAN</u>
ABSTAIN:	COMMISSIONERS:	<u>NONE</u>

Motion carried unanimously.

**8. Authorize the General Manager to Execute a Memorandum of Understanding (MOU) with the Department of Public Works of the City of Long Beach to Relocate the Existing Waterline for the Proposed Temple Avenue Bridge Repair Project Located at Temple Avenue and Interstate 405**

- **Isaac Pai, Director of Engineering**

Mr. Pai reviewed the project requirements. He also reviewed the cost breakdown for the project between the City and the LBWD.

It was moved by Commissioner Blanco, seconded by Commissioner Townsend to authorize the General Manager to Execute a Memorandum of Understanding (MOU) with the Department of Public Works of the City of Long Beach to Relocate the Existing Waterline for the Proposed Temple Avenue Bridge Repair Project Located at Temple Avenue and Interstate 405.

President Allen called for public comment regarding Agenda item 8. Hearing none, President Allen called the vote. The motion carried unanimously.

**9. Drought Update**

- **B. Anatole Falagan, Deputy General Manager - Business**

Mr. Falagan provided an update on imported water supply conditions, a summary of annual demands and the estimated conservation response, plus a precipitation outlook and timeline of upcoming important events. He summarized information on Colorado River and State Water Project resources and noted that Long Beach had

experienced record low water consumption when compared to the 10 year historical average. He reviewed the timeline, noting the impending dates for Metropolitan notification and implementation of its Water Supply Allocation Plan.

Mr. Wattier commented on the presentation and noted this is a time of tremendous volatility and uncertainty. He reported that the SWP allocation will drive many aspects about MWD's water supply; budget and rates. He reported he expects the SWP allocation will increase to 20% from 15%, but noted this all depends on future precipitation levels.

President Allen inquired what a possible 35% MWD rate increase would mean for Long Beach. Both Mr. Falagan and Mr. Wattier responded. Mr. Wattier advised that the rule of thumb is to take the MWD rate and divide by four to get possible proposed rate increase to be passed on for LBWD.

#### **10. Asset Management Program Update**

- **B. Anatole Falagan, Deputy General Manager - Business**

Mr. Falagan provided a briefing on the LBWD Property Management Program which included: 1) All active leases, amendments, MOUs and parcel maps are now OCR documents and posted on LBWD Intranet site and City of Long Beach (CLB) FileNet site; 2) The LBWD properties map (GIS) has been updated to reflect LBWD leases, LBWD owned properties, and well and pump sites on properties owned by the LBWD and/or CLB; 3) One-page fact sheets have been created for LBWD leases which include map of property; pictures of site; data on acreage; parcel number; term of lease; rent adjustment due date and miscellaneous contact information; uses of property and property description; 4) Hard copies of leasing documents have been collated and are being organized in a new, easy to search filing system.

**11. LEGISLATIVE ISSUES/ACTIONS/BILLS**

- **Ryan J. Alsop, Director, Government & Public Affairs**

Mr. Alsop provided the following report:

- Reported that during the recent legislative trip to Washington, DC made with President Allen they had met with legislative representatives and their staff members to discuss Title 16 project funding and chemical security issues.
- He noted the House had passed the FY09 Omnibus bill last week, and noted the Senate was scheduled to approve a Continuing Resolution by Friday before continuing to work on approving the FY09 Omnibus bill.
- He reported staff continues to track State pending legislation items.
- Reported on possible ballot initiatives for May 2009 special election.
- He reviewed Governor's most recent drought proclamation made on February 27, 2009.
- He reported there are several water bonds currently being marked up. There was discussion regarding a proposed fee to water agencies – Water Resource Investment Plan (WRIP) to support and implement these bonds.

**12. NEW BUSINESS**

President Allen requested a motion be made to excuse Commissioner Clarke from the March 5, 2009 meeting.

It was moved by Commissioner Townsend, seconded by Commissioner Blanco, and unanimously approved to excuse Commissioner Clarke from the March 5, 2009 board meeting.

**13. CLOSED SESSION pursuant to California Government Code Section 54956.8 CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**Property:** Renegotiation of Water Department leases WDL-96 and WDL-112. Lease WDL-96, 3621 Kilroy Airport Way, Long Beach, CA 90806, referred to as Parcel 9, P.M. 16960 (APN 7149-014-928) consisting of approximately 176,701 square feet, and Lease WDL-112, 3800 Spring Street, Long Beach, CA 90806, referred to as Parcel 10, P.M. 16960 (APN 7149-014-927) consisting of approximately 127,386 square feet.

**Long Beach Water Department Negotiator:** Victor Grgas

**Negotiating Parties:** Kilroy Realty L.P., Delaware Limited Partnership (tenant)

**Under Negotiation:** Price and terms

President Allen called for public comment regarding the closed session topic. Hearing none he adjourned the Board to the closed session.


The Board adjourned to the closed session at 10:35 a.m.

The Board reconvened at 11:26 a.m.


President Allen reported no action had been taken during the closed session.

**14. ADJOURNMENT**

There being no further business to come before the Board, President Allen adjourned the meeting at 11:29 a.m. to the next regular meeting of the Water Commission to be held March 19, 2009, in the Board Room of the Administration Building, 1800 E. Wardlow, in Long Beach, California.

  
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William B. Townsend, Acting Secretary

Attest:

  
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John D. S. Allen President