

**CITY OF LONG BEACH  
CIVIL SERVICE COMMISSION  
MINUTES**

**WEDNESDAY, NOVEMBER 4, 2015  
1800 EAST WARDLOW ROAD  
LONG BEACH CA 90807, 9:00 AM**

Robin Perry, President  
Rick McGilton-McGlamery, Vice President



Phyllis Arias, Commissioner  
Charles Hicks Jr., Commissioner  
Carolyn M. Smith Watts, Commissioner

Kandice Taylor-Sherwood,  
Executive Director

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## **FINISHED AGENDA & MINUTES**

### **ROLL CALL**

**Commissioners** Charles Hicks, Carolyn M. Smith Watts, Rick  
**Present:** McGilton-McGlamery, Robin Perry and Phyllis Arias

Kandice Taylor-Sherwood, Executive Director & Secretary  
Crystal Slaten, Recruitment & Selection Officer  
Robert Pflingsthor, Administrative Officer  
Caprice McDonald, Special Projects Officer  
Marilyn Hall, Executive Assistant  
Gary Anderson, Principal Deputy City Attorney  
Lourdes Ferrer, Administrative Analyst  
Debbie McCluster, Personnel Analyst  
Donna de Araujo, Personnel Analyst  
Sheree Valdoria, Personnel Analyst  
Shellie Goings, Personnel Analyst  
Dana Anderson, Personnel Analyst, Human Resources  
Ken Bott, Administrative Officer, Water

### **FLAG SALUTE**

1. 15-200CS

**Recommendation to approve minutes:**

*Regular Minutes of October 21, 2015*

*Dismissal Hearing 37-D-1213 Minutes of October 7 & 14, 2015*

**A motion was made by Hicks, seconded by Vice President McGilton-McGlamery, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

**A motion was made by Vice President McGilton-McGlamery, seconded by Hicks, to approve recommendation for Dismissal Appeal 37-D-1213 minutes of October 7 & 14, 2015. Commissioner Smith-Watts abstained from voting as she was not present for the hearing. The motion carried by the following vote:**

**Yes:** 4 - Charles Hicks, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

**Abstain:** 1 - Carolyn M. Smith Watts

**CONSENT CALENDAR 2-4:**

Passed the Consent Calendar

**A motion was made by Vice President McGilton-McGlamery, seconded by Smith Watts, to approve Consent Calendar Items. The motion carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

2. 15-201CS

**Recommendation to approve examination results:**

*Animal Services Operations Supervisor (Established 10/26/15)*

*37 Applied, 2 Qualified*

*Customer Services Supervisor (Established 10/23/15)*

*177 Applied, 13 Qualified*

*Permit Technician (Established 10/16/15) - 174 Applied, 8 Qualified*

*Senior Scheduler (Established 10/26/15) - 4 Applied, 4 Qualified*

**A motion was made to approve recommendation on the Consent Calendar.**

3. 15-202CS

**Recommendation to receive and file bulletins:**

*Airport Operations Specialist*

*Community Information Specialist*

*Criminalist*

*Library Clerk*

**A motion was made to approve recommendation on the Consent Calendar.**

4. 15-203CS

**Recommendation to receive and file resignations:**

*Larashanda Wheeler/Public Safety Dispatcher I/Police*

*(4 mos., 13 days)*

*Istvan Szabo/Maintenance Assistant II/Parks, Recreation and*

*Marine (6 mos., 27 days)*

*Dewahn J. Brooks/Refuse Supervisor/Public Works*

*(18 yrs., 2 mos.)*

*Jose A. Rangel/Refuse Operator/Public Works (3 weeks)*

**A motion was made to approve recommendation on the Consent Calendar.**

**REGULAR AGENDA**

5. 15-204CS

**RECOMMENDATION FOR SELECTIVE CERTIFICATION -**

Customer Service Representative

*Communication from Sandra Aguilar, Personnel Officer, Long Beach Gas & Oil Department*

The Secretary briefed the Commission regarding this request.

**A motion was made by Commissioner Arias, seconded by Smith Watts, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

6. 15-205CS

**RECOMMENDATION FOR SELECTIVE CERTIFICATION - Clerk**

Typist

*Communication from Christopher J. Garner, General Manager, Long Beach Water Department*

The Secretary briefed the Commission regarding this request.

**A motion was made by Vice President McGilton-McGlamery, seconded by Commissioner Arias, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

7. 15-206CS

**RECOMMENDATION TO APPROVE REVISED CLASSIFICATION SPECIFICATION - Criminalist**

a. Communication from Alex Basquez, Director of Human Resources

b. Staff report prepared by Shellie Goings, Personnel Analyst

The Secretary briefed the Commission regarding this request.

**A motion was made by Hicks, seconded by Commissioner Arias, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

8. 15-207CS

**RECOMMENDATION FOR TEMPORARY REASSIGNMENT FOR  
REHABILITATION - *Efren Virgen, Refuse Operator to Customer  
Service Representative***

- a. Communication from Russ Ficker, Administrative Officer, Public Works
- b. Staff report prepared by Donna de Araujo, Personnel Analyst

The Secretary briefed the Commission regarding this request.

**A motion was made by Commissioner Arias, seconded by Hicks, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

9. 15-208CS

**RECOMMENDATION TO APPROVE PROTEST OF  
EXAMINATION ITEM(S) - Fire Captain**

*Staff Report prepared by Lourdes Ferrer, Administrative Analyst*

Ms. Ferrer briefed the Commission regarding this item.

**A motion was made by Hicks, seconded by Vice President McGilton-McGlamery, to approve recommendation. The motion carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick McGilton-McGlamery, Robin Perry and Phyllis Arias

10. 15-209CS

**RECOMMENDATION TO APPROVE EXTENSION OF EXPIRING  
ELIGIBLE LISTS (6 months)**

*Staff report prepared by Kandice Taylor-Sherwood, Executive  
Director*

Accounting Clerk  
Accounting Technician  
Civil Engineer  
Construction Inspector (1 month)  
Department Librarian  
Fire Recruit (3 months)  
Geographic Information Systems Technician  
Microbiologist  
Personnel Analyst  
Public Safety Dispatcher  
Recycling Specialist  
Senior Mechanical Inspector  
Traffic Engineering Associate

The Secretary briefed the Commission regarding this request.

**A motion was made by Smith Watts, seconded by Vice President  
McGilton-McGlamery, to approve recommendation. The motion  
carried by the following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick  
McGilton-McGlamery, Robin Perry and Phyllis Arias

11. 15-210CS

**RECOMMENDATION TO APPROVE BULLETIN - Refuse  
Operator**

*Staff report prepared by Kandice Taylor-Sherwood, Executive  
Director*

The Secretary briefed the Commission regarding this request.

**A motion was made by Commissioner Arias, seconded by Smith  
Watts, to approve recommendation. The motion carried by the  
following vote:**

**Yes:** 5 - Charles Hicks, Carolyn M. Smith Watts, Rick  
McGilton-McGlamery, Robin Perry and Phyllis Arias

## NEW BUSINESS

Commissioner Perry questioned Civil Service staff as to why candidates are dropping out of the recruitment process and not showing up to their interviews.

Commissioner Hicks suggested that staff should administer in-depth exit interviews, which could possibly limit resignations from public safety positions within the City.

The Secretary informed the Commission that she and Ms. Slaten met with Public Safety representatives regarding pending retirements and filling those vacancies right away. She also stated that she met with Alex Basquez, Director of Human Resources, and Cynthia Stafford, Deputy Director of Human Resources, regarding exit interviews and being proactive in conducting interviews to gather retention data.

**MANAGERS' REPORT**

**Recruitment & Selection**

**Special Projects**

**Administration Support Services**

**Executive Director**

Ms. Slaten informed the Commission that Deborah McCluster, Personnel Analyst and Rathsara Gunasekara, Administrative Analyst will be attending a Career Day at California State University, Long Beach today. Shellie Goings, Personnel Analyst, and Sheree Valdoria, Personnel Analyst will be attending the Vets Fest at Houghton Park in Long Beach on Saturday. Ms. Slaten also informed the Commission that she and Kandice have met with public safety representatives regarding the 'Day in the Life of a Police Officer' video.

Commissioner Hicks suggested that staff do a video on A Day in the Life of a Civil Service, Water, and/or Harbor Commissioner.

Ms. McDonald informed the Commission that she is working on a job page, which would allow Human Resources to upload Unclassified positions on the page so that the public will have access to all positions within the City.

Mr. Pflingstorn informed the Commission that Barbara Curtis has been managing our social media, which has increased in Twitter, LinkedIn, Facebook, and Instagram followers.

The Secretary informed the Commission that a Civil Service newsletter is forecoming, stating that it will be a casual letter of Civil Service annual reports, highlighting the results of three surveys (agencies who provided raters for interviews, candidates, and Subject Matter Experts/Administrative Officers) to provide feedback on our processes. The newsletter will also highlight things we are doing as a department (metrics, goals for next year). She acknowledged and thanked Lydia Trujillo, Clerk Typist, for her assistance with the initial design of the newsletter.

**COMMENTS FROM PUBLIC – The Civil Service Commission will hear from members of the public on matters within the Commission's jurisdiction.**

**ADJOURNMENT**



NOTE:

If written language translation of the Commission agenda and minutes for non-English speaking persons is desired, please make your request by phone to the City Clerk Department at (562) 570-6101, 72 hours prior to the Commission meeting.

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Si desea obtener la traducción lingüística escrita de la agenda y las actas de la Comisión para las personas que no hablan inglés, realice su pedido por teléfono al Departamento de la Secretaría Municipal al (562) 570-6101, 72 horas antes de la reunión de la Comisión.

បើលោកអ្នកមិនចេះនិយាយភាសាអង់គ្លេស ហើយត្រូវការរបៀបវារៈនៃកិច្ចប្រជុំគណៈកម្មាធិការ និងរបាយការណ៍នៃកិច្ចប្រជុំគណៈកម្មាធិការ ជាសំណៅប្រែសម្រួលលាយលក្ខណ៍អក្សរទៅជាភាសារបស់លោកអ្នក នោះសូមស្នើសុំមកនាយកដ្ឋានសៀវភៅសាលាក្រុង តាមទូរស័ព្ទលេខ (562) 570-6101 អោយបាន 72 ម៉ោងមុនកិច្ចប្រជុំគណៈកម្មាធិការត្រូវប្រារព្ធធ្វើឡើង។

CITY OF LONG BEACH  
PLANNING COMMISSION  
MINUTES

THURSDAY, OCTOBER 15, 2015  
333 W. OCEAN BOULEVARD  
COUNCIL CHAMBER, 5:00 PM

Mark Christoffels, Chair  
Donita Van Horik, Vice Chair  
Ron Cruz, Commissioner



Alan Fox, Commissioner  
Andy Perez, Commissioner  
Jane Templin, Commissioner  
Erick Verduzco-Vega, Commissioner

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## FINISHED AGENDA AND MINUTES

### CALL TO ORDER (5:02 PM)

At 5:02 p.m., Chair Christoffels called the meeting to order.

### ROLL CALL (5:02 PM)

Also present: Amy Bodek, Director of Development Services; Linda Tatum, Planning Bureau Manager; Jeff Winklepleck, Current Planning Officer; Michael Mais, Assistant City Attorney; Mark Hungerford, Planner; Steven Valdez, Planner; Jorge Ramirez, Planner; Scott Kinsey, Planner; Craig Chalfant, Planner; Heidi Eidson, Bureau Secretary.

**Commissioners** Ron Cruz, Alan Fox, Alan Fox, Andy Perez, Jane Templin, Erick  
**Present:** Verduzco-Vega, Donita Van Horik and Mark Christoffels

### FLAG SALUTE (5:03 PM)

Commissioner Fox led the flag salute.

### MINUTES (5:03 PM)

15-061PL Recommendation to receive and file the Planning Commission minutes of October 1, 2015.

**A motion was made by Commissioner Templin, seconded by Commissioner Cruz, to approve the recommendation. The motion carried by the following vote:**

**Yes:** 6 - Ron Cruz, Alan Fox, Andy Perez, Jane Templin, Donita Van Horik and Mark Christoffels

**Abstain:** 1 - Erick Verduzco-Vega

**DIRECTOR'S REPORT (5:04 PM)**

Linda Tatum, Planning Bureau Manager, presented the Director's Report.

Commissioner Van Horik spoke.

Linda Tatum responded to a query from Commissioner Van Horik.

**SWEARING OF WITNESSES (5:05 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 (5:05 PM)**

1. 15-060PL Recommendation to approve a Conditional Use Permit (CUP) request to allow the establishment and operation of a tattoo parlor located at 743 Pine Avenue in the Downtown Planned Development District (PD-30) and accept Categorical Exemption 15-110. (District 1) (Application No. 1507-42)

Jeff Winklepleck, Current Planning Officer, introduced Mark Hungerford, Project Planner, who presented the staff report.

Joseph Kasher, applicant, spoke.

Commissioner Templin spoke.

Joseph Kasher responded to a query from Commissioner Templin.

Erica Noriega provided public comment.

Commissioner Perez spoke.

Commissioner Van Horik spoke.

Mark Hungerford responded to a query from Commissioner Van Horik.

Commissioner Verduzco-Vega spoke.

Jeff Winklepleck responded to a query from Commissioner Verduzco-Vega.

Michael Mais, Assistant City Attorney, spoke.

Commissioner Cruz spoke.

Mark Hungerford responded to a query from Commissioner Cruz.

Commissioner Van Horik spoke.

**A motion was made by Commissioner Templin, seconded by Commissioner Verduzco-Vega, to approve the recommendation. The motion carried by the following vote:**

**Yes:** 7 - Ron Cruz, Alan Fox, Andy Perez, Jane Templin, Erick Verduzco-Vega, Donita Van Horik and Mark Christoffels

2. 15-057PL

Recommendation to approve a Site Plan Review and Local Coastal Development Permit for the proposed adaptive reuse of an existing office building, commonly known as the Verizon Building, providing 86 dwelling units within the existing nine-story building and approximately 4,597 square feet of retail space, including the construction of 8 new residential dwelling units added above the existing nine-story building, located at 200 W. Ocean Boulevard in Planned Development Area 6, Subarea 4 (Downtown Shoreline), and accept Categorical Exemption 15-145. (District 2) (Application No. 1503-22)

Jeff Winklepleck, Current Planning Officer, introduced Steven Valdez, Project Planner, who presented the staff report.

Chair Christoffels spoke.

A dialogue ensued between Chair Christoffels and Jeff Winklepleck.

Commissioner Fox spoke.

Jeff Winklepleck responded to a query from Commissioner Fox.

Commissioner Templin spoke.

Steven Valdez responded to queries from Commissioner Templin.

Commissioner Verduzco-Vega spoke.

Jeff Winklepleck responded to a query from Commissioner Verduzco-Vega.

Commissioner Cruz spoke.

Jeff Winklepleck responded to a query from Commissioner Cruz.

Jan Van Dijs, applicant, spoke.

Commissioner Templin spoke.

Jan Van Dijs responded to queries from Commissioner Templin.

Commissioner Van Horik spoke.

A dialogue ensued between Commissioner Van Horik and Jan Van Dijs.

Amy Bodek, Director of Development Services, spoke.

A dialogue ensued between Commissioner Van Horik and Amy Bodek.

**A motion was made by Vice Chair Van Horik, seconded by Commissioner Perez, to approve recommendation. The motion carried by the following vote:**

**Yes: 7 - Ron Cruz, Alan Fox, Andy Perez, Jane Templin, Erick Verduzco-Vega, Donita Van Horik and Mark Christoffels**

3. 15-063PL

Recommendation to approve a Conditional Use Permit (CUP) request to allow the sale of beer, wine and distilled spirits for off-site consumption (Type 21 License) along with a Local Coastal Development Permit and accept Categorical Exemption 15-138 for a new convenience store within an existing commercial building, located at 5764 E. 2nd Street, Suite 150, within the Commercial Neighborhood Pedestrian (CNP) zone. (District 3) (Application No. 1506-05)

Jeff Winklepleck, Current Planning Officer, introduced Jorge Ramirez, Project Planner, who presented the staff report.

Commissioner Templin spoke.

Jorge Ramirez responded to queries from Commissioner Templin.

Commissioner Verduzco-Vega spoke.

Jorge Ramirez responded to a query from Commissioner Verduzco-Vega.

Jorge Ramirez responded to a query from Chair Christoffels.

Commissioner Cruz spoke.

Jorge Ramirez responded to a query from Commissioner Cruz.

George Younan, applicant, spoke.

George Younan responded to a query from Chair Christoffels.

Commissioner Van Horik spoke.

A dialogue ensued between Commissioner Van Horik and George Younan.

George Younan spoke.

Commissioner Perez spoke.

George Younan responded to a query from Commissioner Perez.

Commissioner Perez spoke.

Chair Christoffels spoke.

Linda Tatum, Planning Bureau Manager, responded to queries from Chair Christoffels and Commissioner Perez.

Commissioner Van Horik spoke.

A dialogue ensued between Commissioner Van Horik and George Younan.

Commissioner Templin spoke.

Commissioner Perez spoke.

Commissioner Templin spoke.

Jeff Winklepleck responded to a query from Commissioner Templin.

Commissioner Perez spoke.

Jeff Winklepleck responded to a query from Commissioner Perez.

Chair Christoffels spoke.

Commissioner Perez spoke.

Jeff Winklepleck spoke.

George Younan responded to queries from the Commission.

Jeff Winklepleck spoke.

George Younan responded to a query from Jeff Winklepleck.

Commissioner Verduzco-Vega spoke.

Jorge Ramirez responded to a query from Commissioner Verduzco-Vega.

Commissioner Van Horik spoke.

A dialogue ensued between Commissioner Van Horik and George Younan.

Commissioner Cruz spoke.

Jorge Ramirez responded to a query from Commissioner Cruz.

Commissioner Verduzco-Vega spoke.

George Younan responded to a query from Commissioner Verduzco-Vega.

Commissioner Templin spoke.

Commissioner Verduzco-Vega spoke.

Commissioner Fox spoke.

A dialogue ensued between Chair Christoffels and Commissioner Fox.

Commissioner Van Horik spoke.

George Younan spoke.

Commissioners Van Horik and Perez accepted the friendly amendment made by Commissioner Fox to their motion.

Chair Christoffels spoke.

**A motion was made by Vice Chair Van Horik, seconded by Commissioner Perez, to approve the recommendation with an amendment to Condition No. 24 limiting the number of deliveries to no more than an average of one per day. The motion carried by the following vote:**

**Yes:** 7 - Ron Cruz, Alan Fox, Andy Perez, Jane Templin, Erick Verduzco-Vega, Donita Van Horik and Mark Christoffels

4. 15-062PL

Recommendation to receive supporting documentation into the record, conclude the public hearing, and recommend that the City Council certify EIR 01-15, and that the City Council approve the following: a General Plan Amendment from Land Use District (LUD) #11 - Open Space/Parks to LUD #3A - Townhomes, a Zoning Code Amendment to create the Planned Unit Development (PUD) Zoning District, a Zone Change from "I" (Institutional) to "RP-13" (PUD with 13 dwelling units per acre), a Vesting Tentative Tract Map and Site Plan Review for a new 131-single-family home subdivision (Riverwalk), and a Development Agreement (associated with various off-site improvements), at 4747 Daisy Avenue. (District 8) (Application No. 1406-12A)

Chair Christoffels swore in late arriving members of the audience wishing to speak.

Jeff Winklepleck, Current Planning Officer, introduced Scott Kinsey, Project Planner, who presented the staff report.

Craig Chalfant, Project Planner, presented the Environmental Report for the project.

Scott Kinsey spoke.

Chair Christoffels spoke.

A dialogue ensued between Chair Christoffels and Michael Mais, Assistant City Attorney.

Commissioner Van Horik spoke.

Linda Tatum, Planning Bureau Manager, responded to queries from Commissioner Van Horik.

Commissioner Fox spoke.



Linda Tatum responded to queries from Commissioner Fox.

Amy Bodek, Director of Development Services, responded to a query from Commissioner Fox.

Commissioner Templin spoke.

Linda Tatum responded to queries from Commissioner Templin.

Ed Galigher, representing the applicant, Integral Communities, spoke.

Commissioner Perez spoke.

Kenneth Kern provided public comment.

Edward Giles provided public comment.

Carol Biri provided public comment.

Dodie Soto provided public comment.

Louis Cosley provided public comment.

Don Hobson provided public comment.

Carmen Valdes provided public comment.

Tina Conant provided public comment.

Tami Bennett provided public comment.

Richard Riva provided public comment.

Janice DeJohn provided public comment.

Ethel Sloan provided public comment.

Alma Ong provided public comment.

Josette Sangria provided public comment.

Na Ohm provided public comment.

Laurie Angel provided public comment.

Rae Gabelich provided public comment.

Ron Harron provided public comment.

Lenetta Williams provided public comment.

Michael Dribble provided public comment.

Ed Galigher responded to public comments.

Commissioner Perez spoke.

Ed Galigher responded to comments made by Commissioner Perez.

Commissioner Templin spoke.

Ed Galigher responded to queries from Commissioner Templin.

Commissioner Verduzco-Vega spoke.

Ed Galigher responded to queries from Commissioner Verduzco-Vega.

Commissioner Van Horik spoke.

A dialogue ensued between Commissioner Van Horik and Scott Kinsey.

Commissioner Fox spoke.

Commissioner Templin spoke.

Linda Tatum responded to a query from Commissioner Templin.

Commissioner Verduzco-Vega spoke.

Eric Widstrand, City Traffic Engineer, responded to a query from Commissioner Verduzco-Vega.

Chair Christoffels spoke.

Scott Kinsey responded to a query from Chair Christoffels.

Commissioner Van Horik spoke.

Scott Kinsey responded to a query from Commissioner Van Horik.

Commissioner Van Horik spoke.

Commissioner Cruz spoke.

Linda Tatum responded to a query from Commissioner Cruz.

Chair Christoffels spoke.

Linda Tatum responded to a query from Chair Christoffels.

**A motion was made by Commissioner Templin, seconded by Commissioner Perez, to approve the recommendation with an amendment to add a condition requiring a construction management plan. The motion carried by the following vote:**

**Yes:** 5 - Ron Cruz, Alan Fox, Andy Perez, Jane Templin and Erick Verduzco-Vega

**No:** 2 - Donita Van Horik and Mark Christoffels

#### **PUBLIC PARTICIPATION (8:14 PM)**

Kenneth Kern provided public comment.

#### **COMMENTS FROM THE PLANNING COMMISSION (8:16 PM)**

Commissioner Templin spoke.

Commissioner Fox spoke.

A dialogue ensued between Commissioner Fox and Linda Tatum, Planning Bureau Manager.

Commissioner Verduzco-Vega spoke.

Linda Tatum responded to a query from Commissioner Verduzco-Vega.

#### **ADJOURNMENT (8:20 PM)**

At 8:20 p.m., Chair Christoffels adjourned the meeting.

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