

LONG BEACH CIVIL SERVICE COMMISSION
F. PHIL INFELISE, PRESIDENT
December 1, 2010

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, December 1, 2010, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: F. Phil Infelise, Jeanne Karatsu, Carolyn Smith Watts
Gerald Good

MEMBER EXCUSED: Charles Hicks Jr.

OTHERS PRESENT: Mario R. Beas, Executive Director & Secretary
Melinda George, Deputy Director
Diane Dzodin, Administrative Officer
Sharon Hamilton, Acting Executive Assistant
Salvador Ambriz, Personnel Analyst
Robert Pflingsthor, Personnel Analyst
Lourdes Ferrer, Personnel Analyst
Donna de Araujo, Assistant Administrative Analyst
Ken Walker, Personnel Operations Manager, Human Resources

President F. Phil Infelise presided.

MINUTES: It was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the minutes of the regular meeting of November 17, 2010, be approved as prepared. The motion carried by a unanimous roll call vote.

It was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the Suspension Appeal 19-S-89 hearing minutes of November 10, 2010, be approved as prepared. The motion carried by a unanimous roll call vote.

CONSENT CALENDAR (2-5): It was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the Consent Calendar items be approved. The motion carried by a unanimous roll call vote.

EXAMINATION RESULTS: Request to approve examination results

Deputy Fire Marshal – 5 Applied, 4 Qualified
Senior Civil Engineer – 9 Applied, 8 Qualified

The motion was made to approve request on Consent Calendar.

EXTENSION OF EXPIRING ELIGIBLE LISTS:

Request to extend the following eligible lists for an additional six months, with the exception of Storekeeper, to be extended for three months.

Department Librarian
General Librarian
General Maintenance Assistant
Mechanical Equipment Stock Clerk
Petroleum Engineering Associate
Police Recruit
Public Health Nutritionist (6/02/10 & 6/09/10)
Senior Electrical Inspector
Storekeeper (**3 months**)
Supervisor – Facilities Maintenance
Survey Technician

The motion was made to approve request on Consent Calendar.

RETIREMENTS:

Request to receive and file retirements.

Ruben Trujillo/Forensic Specialist II/Police
Peggy Chambers/Buyer II/Financial Management

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

RESIGNATIONS:

Request to receive and file resignations.

Elaine Taylor/Payroll/Personnel Assistant III/Harbor
Anne Nicholls/Communications Center Supervisor/Police

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

PROVISIONAL APPOINTMENT:

The Secretary presented a communication from Christopher J. Garner, Director, Long Beach Gas and Oil, requesting Commission authorization to appoint Annie Mei Leyretana, to the classification of Engineering Technician on a provisional basis. In addition, the Secretary presented a staff report prepared by Caprice McDonald, Personnel Analyst. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts 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.

**CANCELLATION OF CSC MEETINGS
OF DECEMBER 22 & 29, 2010:**

It was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the Civil Service Commission meetings of December 22 & 29, 2010, be cancelled due to lack of a quorum. The motion carried by a unanimous roll call vote.

MANAGERS' REPORT:

Diane Dzodin, Administrative Officer, thanked the Commission and Mario Beas, Executive Director, for the great working opportunity in the Civil Service Department.

President Infelise presented Diane with a pen and clock set in recognition of her 12 years of excellent service to the citizens of Long Beach.

EMERGENCY ITEM:

Motion by Commissioner Good, seconded by Commissioner Smith Watts to consider an emergency item pursuant to Government Code 54956.5. The motion carried by a unanimous roll call vote.

Secretary requested approval to schedule the following Appeal Hearings:

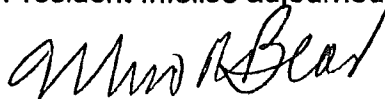
Suspension Appeal 13-S-910 – Suggested Date December 8, 2010

Suspension Appeal 11-S-910 – Suggested Date December 15, 2010

Motion by Commissioner Good, seconded by Commissioner Smith Watts to approve the scheduling of the Suspension Appeals listed above. The motion carried by a unanimous roll call vote.

ADJOURNMENT:

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



MARIO R. BEAS
Secretary

MRB:meh



City of Long Beach
Working Together to Serve

Memorandum

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2010 NOV 23 PM 2: 58

CIVIL SERVICE DEPT.

Agenda Item No.

5

C. Stafford

Date: November 23, 2010
To: Civil Service Commission
From: Cynthia A. Stafford, Personnel Officer, Department of Public Works
Subject: **TEMPORARY REASSIGNMENT FOR TRAINING OF ROMAN ARRONA, GARAGE SERVICE ATTENDANT TO MECHANICAL EQUIPMENT STOCK CLERK**

The Department of Public Works is requesting the temporary reassignment of Roman Arrona, Garage Service Attendant, Fleet Services Bureau, to the position of Mechanical Equipment Stock Clerk, Fleet Services Bureau, for the purpose of training and development in accordance with Article VI, Section 63(3) of the Civil Service Rules and Regulations.

The Fleet Services Bureau's Administration and Operations Division has one vacant Mechanical Equipment Stock Clerk position, the result of a retirement. Requisition PW11-005, to fill this vacancy through a Reassignment for Training, is on file in the Civil Service Department.

The Bureau has included a proposed training plan outline for Mr. Arrona's reassignment should the Commission approve this request. If he is successful in the program, the Bureau anticipates requesting Mr. Arrona be placed in a second year of Reassignment for Training in order to meet the requirement to file for the Mechanical Equipment Stock Clerk examination.

Mr. Arrona understands the Reassignment for Training is temporary and does not guarantee permanent placement in the Mechanical Equipment Stock Clerk classification.

If you have any questions, please contact me at (562) 570-4686.

CAS

1 **DATE:** December 8, 2010

2 **TO:** Civil Service Commission

3 **FROM:** Lourdes Ferrer, Personnel Analyst 

4 **SUBJECT: REQUEST FOR REASSIGNMENT FOR TRAINING — ROMAN**
5 **ARRONA – GARAGE SERVICE ATTENDANT TO MECHANICAL**
6 **EQUIPMENT STOCK CLERK**

7 Correspondence has been received from Cynthia Stafford, Personnel Officer, Public
8 Works Department requesting Civil Service Commission authorization to temporarily
9 reassign Mr. Roman Arrona, a current Garage Service Attendant, for the purpose of
10 training and development to the classification of Mechanical Equipment Stock Clerk.
11 Staff has reviewed this request and recommends Commission approval of a one-year
12 reassignment for training in accordance with Article VI, Section 63(3) of the Civil
13 Service Rules and Regulations and Policy 1.20 of the Civil Service Commission
14 Policies and Procedures.

15
16 **Facts for Consideration:**

- 17 • If this Reassignment for Training is approved, the staff of the Administration and
18 Operations Division in the Department of Public Works plan to provide Mr. Arrona
19 with one-on-one training on the duties and responsibilities of the Mechanical
20 Equipment Stock Clerk classification. Monthly individual evaluations and trainings
21 will be held that will include one-to-one progress reviews with Mr. Arrona. In
22 addition, the division plans to provide continuous job training to include regular work
23 at the customer service window as well as assisting technicians with parts order
24 requisitions.
25

- 1 • The Training Plan submitted by the Department of Public Works describes the goals
2 and objectives, training methods, and criteria necessary to measure the satisfactory
3 training plan within the next year.
- 4 • If approved, the department anticipates that this Reassignment for Training request
5 will in fact require an additional second year of training at the completion of the first
6 year; this will allow Mr. Arrona to complete two-years of experience in automotive or
7 mechanical equipment parts procurement, stocking and inventory control. The
8 Department of Public Works will be required to seek Civil Service Commission
9 approval and to submit a new request at the end of the one year program.
- 10 • In order to be considered for permanent appointment as a Mechanical Equipment
11 Stock Clerk, Mr. Arrona will need to successfully participate in an examination for
12 Mechanical Equipment Stock Clerk and be reachable on the eligible list.
- 13 • Mr. Arrona has been apprised of the terms and conditions of his temporary training
14 assignment and, by his signature, agrees to abide by them.

15
16 Based on the information provided, staff recommends approval in accordance with
17 Article VI, Section 63(3) of the Civil Service Rules and Regulations and Policy 1.20 of
18 the Civil Service Commission Policies and Procedures.

19
20 Staff has informed the Public Works Department that this request will be on today's
21 agenda and representatives will be present to respond to any questions.

22
23
24 LF- Reassignment for Training (PW: ARRONA)
25



City of Long Beach
Working Together to Serve

Memorandum

Agenda Item No.

Date: December 1, 2010
To: Civil Service Commission
From: Claudia Lewis, Administrative Officer, Long Beach Airport
Subject: REVISED Request to Extend Non-Career Hours – Phillip Charles,
Maintenance Assistant I Non-Career

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2010 DEC -3 AM 9:13
CIVIL SERVICE DEPT.

of 6

The Long Beach Airport respectfully requests the Civil Service Commission extend the Non-Career hours of Phillip Charles, Maintenance Assistant (MA) I Non-Career, in accordance with Article V, Section 49 of the Civil Service Rules & Regulations.

Mr. Charles was hired as a MA I Non-Career on January 20, 2009 in the Long Beach Airport's Building Services section. As of November 9, he has used 1,404.3 of his allotted 1,600 hours.

Building maintenance at the Long Beach Airport is performed by MA I-IIs. Unbudgeted MA I Non-Careers are used when staffing is low due to vacations, injuries, and/or vacancies. During this holiday season, there are several employees using vacation time. Mr. Charles will be filling in for employees on scheduled vacations.

Mr. Charles provides crucial maintenance support to the Airport. As such, the Long Beach Airport requests the Commission grant an extension of his Non-Career hours.

If you have any questions, please contact me at extension 82612.

1 **DATE:** December 8, 2010
2 **TO:** Civil Service Commission
3 **FROM:** Sal Ambriz, Personnel Analyst *SA*
4 **SUBJECT: REQUEST TO EXTEND NON-CAREER HOURS –**
5 **PHILLIP CHARLES – MAINTENANCE ASSISTANT**

7 Correspondence has been received from Claudia Lewis, Administrative Officer, Long
8 Beach Airport, requesting Civil Service Commission approval to extend the non-career
9 appointment of Phillip Charles, currently employed as a non-career Maintenance
10 Assistant at the Long Beach Airport. Staff has reviewed the request and recommends
11 Commission approval in accordance with Article V, Section 49 of the Civil Service Rules
12 and Regulations.

13 **Facts for Consideration:**

- 14 • Mr. Charles began employment with the City as a Maintenance Assistant non-career
15 on January 20, 2010 in the Long Beach Airport Building Services section.
- 16 • Mr. Charles currently provides building maintenance at the Long Beach Airport when
17 staffing is low due to vacations, injuries, and/or vacancies, especially during the
18 holiday season as stated in Ms. Lewis' memorandum.
- 19 • Non-career appointments are made to fill seasonal positions or to temporarily fill
20 vacant positions and are not to exceed 1,600 hours in any twelve (12) month period.
21 Mr. Charles anniversary date is January 20, 2011 and, as of November 19, 2010, Mr.
22 Charles has used 1,447 hours. The department requests that Mr. Charles non-career
23 hours be extended by 300 hours prior to his anniversary date. Once his anniversary
24 date of January 20, 2011 is reached, Mr. Charles will be eligible for another 1600
25 hour non-career appointment.

- Section 49 of the Civil Service Rules and Regulations allows an appointing authority to request an extension of a non-career employee's appointment if the extension is deemed necessary in order for the appointing department to function and/or provided that permanent appointments to those positions, which are in fact, permanent, are being pursued. The Long Beach Airport staff maintains that this position performs an essential function and is pursuing a permanent appointment.

Given the above, staff recommends Commission approval of this request. A representative from the Long Beach Airport will be present to respond to any questions from the Commission.

SA

Staffreport12082010extenoncareerhours

STREET MAINTENANCE SUPERVISOR

Job Number: 10

SALARY RANGE:

Grades I - II: \$1,672.72 to \$2,512.48 Biweekly
\$3,637.00 to \$5,462.00 Monthly

Applications available: 7:30 a.m. to 4:30 p.m.,
December 10, 2010 through December 24, 2010.
Completed applications must be received in the Civil
Service Department by 4:30 p.m., December 24,
2010. Postmarks will not be accepted. Online
applications are encouraged.

REQUIREMENTS TO FILE: Open to current classified City employees who have served a total of three (3) or more years in the classification(s) of Construction Inspector, Equipment Operator, Senior Equipment Operator, Traffic Painter, Cement Finisher and/or Traffic Signal Technician, including one (1) year in a lead or supervisory capacity.

Knowledge of the following: practices, methods, materials, and equipment used in the reconstruction, repair, and maintenance of streets, sidewalks, curbs, and surface facilities; storm water systems inspections; and pertinent City ordinances, rules, regulations, and codes.

The ability to communicate effectively orally, keep neat and accurate records of material estimates and labor needs, enforce safety regulations and supervise.

Knowledge of desktop computer systems and applications.

Willingness to work irregular hours including evenings, weekends and holidays and respond to emergency callbacks.

Proof of a valid motor vehicle operator's license, including a current DMV driving record, is required at time of appointment and must be presented at the time of the selection interview. A valid Class B motor vehicle operator license is required within six months of appointment.

EXAMPLES OF DUTIES: Under direction, supervises the reconstruction, maintenance and repair of City streets, alleys, sidewalks, curbs, and other paved surface areas and investigates complaints; plans, lays out, assigns, supervises and inspects the work of several crews engaged in grading, paving, patching, and resurfacing streets, alleys, and parking lots, performing graffiti abatement, and constructing and repairing sidewalks, curbs, gutters, aprons, and allied City construction work; inspects work performed by contract crews, including asphalt planning, grading, paving and resurfacing operations; establishes and controls operating procedures and work standards; develops and maintains safe working practices and enforces safety regulations; estimates material and labor needs; ensures that crews are properly supplied with materials, tools, and equipment; selects, trains, and evaluates subordinates; keeps records and prepares routine reports; and performs other duties as required.

EXAMINATION WEIGHTS:

Application.....Qualifying
Appraisal Interview.....100%

A minimum rating of 70 must be attained in order to pass the examination. Based on the number of applications accepted, the selection procedure may be changed to include a qualifying occupational written test. In the event a revision is necessary, the affected persons will be notified. Seniority Credit in accordance with Article III, Section 14 of the Civil Service Rules and Regulations, will be added to the final examination scores of those who qualify. For examination purposes, Seniority Credit will be based upon whole years of classified service completed by the close of filing.

The appraisal interview is tentatively scheduled for January 11, 2010. If you have not received notification by December 29, 2010 contact the Civil Service Department at (562) 570-6202 or by email at civilservice@longbeach.gov.

This information is available in an alternative format by request at (562) 570-6202.

**LONG BEACH CIVIL SERVICE COMMISSION
F. PHIL INFELISE, PRESIDENT
DECEMBER 8, 2010**

The regular meeting of the Civil Service Commission was held at 8:00 a.m., Wednesday, December 8, 2010, in the Board Room of the Commission, 333 West Ocean Boulevard, Seventh Floor, Long Beach, California.

MEMBERS PRESENT: F. Phil Infelise, Jeanne Karatsu, Carolyn Smith Watts
Charles Hicks Jr., Gerald Good

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
Ken Walker, Personnel Operations Manager, Human Resources

President F. Phil Infelise presided.

MINUTES: It was moved by Commissioner Smith Watts, seconded by Commissioner Good and carried that the minutes of the regular meeting of December 1, 2010, be approved as prepared. The motion carried by a unanimous roll call vote. Commissioner Hicks abstained from voting as he was not present.

CONSENT CALENDAR (2-4): It was moved by Commissioner Hicks, seconded by Commissioner Good and carried that the Consent Calendar items be approved. The motion carried by a unanimous roll call vote.

EXAMINATION RESULTS: Request to approve examination results.

Deputy Fire Marshal – 5 Applied, 4 Qualified
Registered Nurse – 8 Applied, 8 Qualified

The motion was made to approve request on Consent Calendar.

RETIREMENTS:

Request to receive and file retirements.

John Landstrom/Communications Center Supervisor/Fire
Timothy Wilkinson/Firefighter/Fire
Nenitar Aragon/Clerk Typist III/Police
James Bisetti/Police Sergeant/Police
Jose Carrillo/Police Officer/Police
Steven Smith/Police Officer/Police
Benjamin Norvell/Garage Service Attendant I/Public Works
Jeffery Porch/Street Maintenance Supervisor I/Public
Works

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

RESCHEDULE FOR HEARING:

Request to approve reschedule for hearing.

Suspension Appeal 13-S-910, December 15, 2010

The motion was made to approve the reschedule for hearing.

REQUEST FOR TEMPORARY REASSIGNMENT FOR TRAINING:

**ROMAN ARRONA/GARAGE SERVICE ATTENDANT
PUBLIC WORKS TO MECHANICAL EQUIPMENT
STOCK CLERK**

The Secretary presented a communication from Cynthia Stafford, Personnel Officer, Public Works, requesting Commission authorization to temporarily reassign Roman Arrona, Garage Service Attendant to the classification of Mechanical Equipment Stock Clerk for training. In addition, the Secretary presented a staff report prepared by Lourdes Ferrer, Personnel Analyst. Commissioner Hicks expressed his concerns regarding the reassignment for training, stating that it gives the employee an advantage over other job applicants competing for the examination. The Secretary informed the Commission that the reassignment for training was established to provide training for an employee wishing to move up the career ladder within the City, by allowing him to gain the necessary skills for the classification to meet the minimum requirements to file for an examination. He stated that the employee is not guaranteed a position, but must compete in the examination process and qualify in order to be permanently placed in the position. President Infelise, stated that it's a means of training and encouraging

employees to promote within the City. Ms. Stafford answered questions of the Commission. After discussion, it was moved by Commissioner Good, seconded by Commissioner Smith Watts and carried that the request for reassignment for training be approved, pursuant to Section 63(3) of the Civil Service Rules and Regulations. The motion carried by the following roll call vote:

AYE: Jeanne Karatsu
Carolyn Smith Watts
Gerald Good
F. Phil Infelise

NAY: Charles Hicks Jr.

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

**PHILLIP CHARLES/MAINTENANCE ASSISTANT/
AIRPORT**

The Secretary presented a communication from Claudia Lewis, Administrative Officer, Airport, requesting Commission approval to extend the non-career hours for Phillip Charles, Maintenance Assistant. In addition, the Secretary presented a staff report prepared by Sal Ambriz, Personnel Analyst. It was moved by Commissioner Hicks, seconded by Commissioner Smith Watts and carried to discuss the item. Commissioner Good addressed his concerns regarding non-career employees taking the place of permanent employees. Ms. Lewis was present and answered Commission questions regarding this request. Ken Walker, Manager, Personnel Operations, Human Resources also addressed the Commission. After discussion, it was moved by Commissioner Karatsu, seconded by Commissioner Smith Watts and carried that the non-career hours for Phillip Charles, Maintenance Assistant, be extended for 300 hours, in accordance with Section 49 of the Civil Service Rules and Regulations. Commissioner Good requested an appointment be made with the City Manager to discuss non-career employment. The motion carried by a unanimous roll call vote.

BULLETIN:

STREET MAINTENANCE SUPERVISOR

It was moved by Commissioner Hicks, seconded by Commissioner Karatsu and carried that the subject Job Opportunity Bulletin be approved. The motion carried by a unanimous roll call vote.

12/8/10

Page #3

MANAGERS' REPORT:

The Secretary informed the Commission that Rob Pfingsthorn, Personnel Analyst, has been assigned to assist with some of Ms. Dzodin's duties along with his regular assignments, and will be getting higher class pay when performing those duties. His work will focus on the budget. He stated that three staff members, Rob Pfingsthorn, Caprice McDonald and Lourdes Ferrer, Personnel Analysts, recently received budget related training.

Rob Pfingsthorn, Personnel Analyst, informed the Commission that he attended an Estimates to Close (ETC) training on the budget this week, and will be attending more training.

Melinda George, Deputy Director, thanked staff for assisting the City Prosecutor's office in receiving job applications on its behalf. She also stated that she, along with staff members, would be meeting with the Police Chief on Friday to review the current testing process for the Police Recruit examination.

The Secretary stated that the Police Chief is screening the Police Recruit video scenario examination in our office on Friday.

The Secretary informed the Commission that he is working on information for the Commission workshop in January. He also informed the Commission that he has a meeting scheduled with Debbie Mills, Director of Human Resources, to discuss her comments on the Rehire Report.

NEW BUSINESS:

The Commission requested the Secretary provide it with job descriptions for Civil Service Department employees, with the duties and responsibilities, to help determine the direction of the Commission.

Commissioner Good made a request to suspend the process of preparing staff reports for agenda items, stating that it would free up analyst time to complete other necessary tasks. He also stated that departments should provide all information in requests to the Commission.

Margaret Heubner, Director of Human Resources, Harbor Department, stated that she does not see a problem with

the elimination of staff reports and the departments providing all pertinent information as long as there is some type of format established.

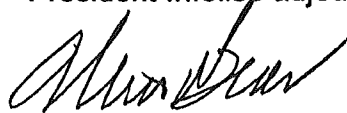
Commissioner Hicks requested that a workshop be scheduled with department heads to discuss their philosophy determining employee discipline. He also suggested a review of current tests being administered for some of the greater used classifications to determine if the examinations are up to date.

President Infelise reminded the Commission to keep in mind the size of staff when requesting additional information.

Karen Owens, Manager, Personnel Operations, Police, informed the Commission that Civil Service Department meets with department subject matter experts when conducting examinations to determine what should be eliminated or changed.

ADJOURNMENT:

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



MARIO R. BEAS
Secretary

MRB:meh

**CITY OF LONG BEACH
DEPARTMENT OF PARKS, RECREATION AND MARINE
PARKS AND RECREATION COMMISSION MINUTES
NOVEMBER 18, 2010**

I. CALL TO ORDER

The Parks and Recreation Commission meeting was called to order by Brett Waterfield, President, at 9:00 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: Brett Waterfield, President
Sarah Sangmeister, Vice President
Ron Antonette
Simon George
Albert Guerra
Harry Saltzgaver

Absent: Drew Satariano

Staff: Phil Hester, Director of Parks, Recreation and Marine
Ramon Arevalo, Manager, Maintenance Operations
Sandra Gonzalez, Manager, Planning and Development
Gladys Kaiser, Acting Manager, Community Recreation Services
JC Squires, Manager, Business Operations
Alan Kosoff, Administrative Analyst
Mark Sandoval, Manager of Marinas and Beaches
Robin Black, Executive Assistant to the Director

Guests: P.G. Herman, LBO & Community Activist
Barbara Long, Aquarium of the Pacific
Chris Carr, Aquarium of the Pacific
Richard Madiera, Sister Cities

**It was moved by Commissioner Guerra and seconded by
Commissioner Antonette to excuse Commissioner Drew
Satariano. The motion carried unanimously.**

II. APPROVAL OF MINUTES – October 21, 2010

It was moved by Commissioner Guerra and seconded by Vice President Sangmeister to approve the October 21, 2010 Parks and Recreation Commission minutes. The motion carried unanimously.

III. COMMISSION ACTION ITEMS

#10-1101

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.

President Waterfield stated that there are no agreements this month.

#10-1102

Recommendation to authorize the Director of Parks, Recreation and Marine to execute all documents necessary to issue a facility use permit to Kim Ball, an individual doing business as Deliberate Movement, for the provision and operation of an outdoor group fitness program at Recreation Park for a term of two years, with three one-year renewal options, at the discretion of the Director or his designee beginning December 1, 2010.

Commissioner Guerra asked if there are other groups at this park also?

Ms. Gladys Kaiser responded there are a number of groups, but they are not in conflict with this group.

Mr. Squires said that Alan Kosoff and the contract team has been going out on Saturdays and identifying unpermitted groups. There is plenty of space for all to participate. The more permitted agencies that we get into other parks, the easier it will be to identify those who do not have permits and push them out of the parks.

President Waterfield stated that a lot of groups are operating without a permit, so it is good to get these under control.

Vice President Sangmeister asked, when we go through the permitting process, do we check with Business Licensing to see if groups have a business license?

Mr. Squires responded that we check their insurance and business license before we sign the contract.

It was moved by Commissioner Antonette and seconded by Vice President Sangmeister to approve the recommendation. The motion carried unanimously.

#10-1103

Recommendation to authorize the Director of Parks, Recreation and Marine to execute all documents necessary to issue a revocable permit to Sister Cities of Long Beach, Inc., for the use of the interior of the Recreation Park band shell, located at 4901 East 7th Street, Long Beach, for the administration of an office/archive and related activities for the Sister Cities Program, on a month-to-month tenancy at the discretion of the Director.

Commissioner Saltzgaver asked the square footage of the building?

Mr. Hester responded that there are two levels and it is very small.

Mr. Ramon Arevalo responded that the first floor is about 100 square feet and the second level is about 150 square feet.

Mr. Hester stated that Mr. Richard Madiera, who is with the Sister Cities organization and also the Sochi Sister City, is here. On the south side of Recreation Park, Sochi was one of the first Sister Cities we worked with to put in a friendship area. On the north side of 7th Street and Federation, Yokkaichi has a Sister City garden area. We have been working with them to move their other sister city area at Lincoln Park to this Recreation Park area. There is another Sister City group interesting in moving up here also, because of the visibility and being able to work together with the other groups. We discussed with Mr. Madiera the capability of being able to take advantage of the band shell building. It does have a small office and a restroom. It used to be used for our gang intervention program, but has been vacant for some time. It was vandalized. Moving them in puts visibility there. They have done work on the interior and would like to use it for a library. It would only be open to the public by appointment. Several of the Sister Cities have libraries. With the band shell, they could do productions. It would be nice to have people there to watch the area.

Commissioner Guerra asked if those events would be for-profit?

Mr. Madiera said they would be open to the public. A theater company from Whittier wants to do a production on Anna Karenina there. It would be hard to have a for-profit event there.

President Waterfield asked if we estimate any other programs in that band shell?

Mr. Hester responded that if others need to use it, the Sister Cities organization agreed they would work with them for backstage access.

Mr. Madiera stated that there is repair work that needs to be done on the exterior and we would like to get a grant from the Navy Heritage Foundation to help out.

Commissioner Saltzgaver asked if this would be for all of the Sister Cities?

Mr. Madiera responded that they have all been invited. Yokkaichi has a library already set up downtown in the main library. Qingdao has a library set up in an office. Izmir and possibly Manta are interested. They have all been invited. We have been doing this since 1986. I have an enormous collection of memorabilia and books and they would all be available by appointment.

Commissioner Guerra asked about security?

Mr. Madiera responded that there are bars on all the windows and there is a steel gate to the front door. The back doors that open up to the band shell have been nailed shut and are pretty beat up. We would like to put up some quality doors there. The building was vandalized and we are fixing it up.

Mr. Hester stated that we have an agreement with Malibu Tile, which has an operation at Drake Park. They are required to provide to a certain amount of tile to the Department. We could contact them to have them donate tile to fix some of the areas. We previously got a grant from Navy Heritage to replace arbors, but were not able to get that done and had to turn that money back to them. There is a history with them.

Commissioner Guerra asked if there is any fire suppression in the building, because of the library that will be there?

Mr. Madiera responded no, we have not considered it. This is a 1924 landmark building.

Commissioner Guerra said that might be a consideration when looking for a grant.

Mr. Madiera said we are concerned about the electrical too.

Ms. Herman said she could look at Sherwin Williams for a donation of paint for them.

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

IV. **COMMITTEE STATUS REPORTS**

A. EXECUTIVE COMMITTEE President Waterfield, Chair

President Waterfield said the Committee met and discussed the agenda. They did ask for an update on the director's search and he asked Mr. Hester to fill everyone in.

Mr. Hester responded they will do interviews on November 29. They are still working on the final list. There will be two teams, one community group and one professional group. President Waterfield will be invited to be in the community group, if he hasn't been asked already. We suggested representatives from the Commission on Youth and Children, Senior Citizens Advisory Commission, Marine Advisory Commission, and a couple other people. I don't know that they have finalized that. They were interested in about 10 to 12 applicants, but they were concerned that was too many and were looking to reduce that. They are planning on having interviews on Monday and then interviews by department heads on Tuesday, who would interview the top three to five to make a recommendation to the City Manager.

President Waterfield said that we briefly talked about the possibility of revisiting the El Dorado Park master plan, considering possible changes in the park.

Mr. Hester said we are having discussions about that. The Councilwoman is interested in that. We have talked to Dennis Eschen about the feasibility of him taking the lead on working through a process. This would be a big project and we would need to outreach to the entire city. Dennis understands that.

Vice President Sangmeister asked where the next meeting would be held?

Mr. Hester responded it would be held at Admiral Kidd Park. They should be pretty close to completion by that time and parking will be available.

B. FINANCE AND APPEALS COMMITTEE
Commissioner Satariano, Chair

Commissioner Saltzgaver said the Committee did not meet. The financials are in the packet.

Mr. Squires said it is a little early in the year. There were some challenges this year, which we discussed. The management team has been meeting to make sure we are on track with the budget. Financial Management still has not closed the FY 10 year. They may close on Friday. After that, we will have final report to give to you. We did close under budget. The team worked well and did an outstanding job.

C. PARK SAFETY COMMITTEE
Commissioner Saltzgaver, Chair

Commissioner Saltzgaver said the Committee met this morning. They were given a staffing update on the rangers. There have been some illnesses and the Office of Special Events and Filming moved to the City Manager's office. We are down to one ranger assigned by MOU to Special Events. We are able to schedule a sergeant, when he is not scheduled at the Special Events Office. The Department has added three more automatic defibrillator units. They are trying to get them throughout the city. In conjunction with that, they are doing a department-wide update of CPR training and defibrillator and first aid training. They have also been doing operation immunize, just in case there is some biological event where the City would have to do mass inoculations. They placed contained units in a few parks for mass inoculations and did an exercise at Silverado Park and gave flu shots as the inoculations. Over 1,300 people received free flu shots from the Health Department. We also asked about Oktoberfest and it got great reviews. They had no problems at all. They were over-staffed on safety.

Mr. Hester stated that we are moving forth with camera use. There are now cameras at Bixby Park and staff can view the area from inside the building. We are working with Technology Services on a model to put into community centers. We have been having issues at the El Dorado golf course parking lot and would put a camera system in the parking lot there. Mark Sandoval is working with them on the possibility of putting a camera system in the Rainbow Harbor and marina area. We are pushing forward and hopefully we can come up with some kind of a model to use in community centers and redevelopment areas to use redevelopment funds. The Police Chief is on top of this.

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

Commissioner Guerra said the Committee did not meet.

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

Vice President Sangmeister said the Committee met this morning because it was cancelled last month. She asked that Ms. Gonzalez give an update.

Ms. Gonzalez said we have great news. The Department received two grants, \$2.2 million for Orizaba Park and \$770,000 for a new park, Craftsman Park, which is in a highly needed area. She said she received a call from the State that they want to do a site visit on December 15, to discuss a \$7 million grant we submitted for the nature center rehabilitation. We will contact the Commissioners also, if you are interested in going on the site visit. On the Prop 84 grants, there were 480 applicants to the State. They only gave out 62 grants, so we are lucky. At this week's City Council meeting, Colorado Lagoon option 4a passed. There were two other items approved at that City Council meeting, the Rancho Los Cerritos entryway was approved and the Bluff project was awarded.

Mr. Hester said there are a lot of projects coming up first of year and staff will be working with the City Council offices on events for those.

Commissioner Saltzgaver said it is important to note that that Orizaba Park will be totally closed.

Mr. Hester said signs would go up directing people to the Freeman facility. After Orizaba is done, we will close Freeman.

President Waterfield said Homeland is close to being complete.

Mr. Hester said the Seaside mural is starting today. Potentially there will be an opening in January. The Pacific Electric right-of-way is coming along. There will be a lot in January and February.

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

President Waterfield said the Committee did not meet.

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

- A. Recommendation to receive and file the Director's Monthly Highlights Report for October 2010.

It was moved by Vice President Sangmeister and seconded by Commissioner Guerra to approve the recommendation. The motion carried unanimously.

VI. **CORRESPONDENCE**

President Waterfield said no correspondence was received.

VII. **UNFINISHED BUSINESS**

President Waterfield said that there was no unfinished business.

VIII. **NEW BUSINESS**

- A. Recommendation to receive and file the Aquarium of the Pacific's Campus Master Plan update; and, approve the proposed Seawater Intake System Project and recommend to the City Council Approval of a Right of Entry Permit for the Construction in Shoreline Park.

Mr. Hester stated that as part of their contract, the Aquarium needs to report back to the Parks and Recreation Commission.

Ms. Barbara Long introduced Chris Carr, the manager of life support systems. We are a City park. We are a 501c3 that operates it and we raise all the money for all of our major Campus Master Plan projects. Ms. Long gave an update on their Campus Master Plan with a PowerPoint presentation, showing what the building would look like in 2016 or 2017. She described the front wing that they will add. She mentioned they are the fourth highest attended aquarium in the nation, but the sixth largest in size. She stated that there are days they have 12,000 attendees in the aquarium. The Campus Master Plan are these big multi-million dollar projects that we are going to donors and government sources to obtain the funding, completely separate from our operating funds. She described the Molina Animal Care facility. She explained the green and platinum building and then described the front expansion. Ms. Long stated that they planned the inside of the Aquarium first and then planned the outside. She described the design of the expansion and that there would be an LCD image on the front of the building. Ms. Long said we are also going to try and remove the limitation of the Local Coastal Plan, to be able to enlarge the square footage. They are committed to keeping a picnic area for school children and families and the Coastal Commission is requiring shade by trees only, no structures. Ms. Long described the new area where they would put a 220-seat theater.

Ms. Sandra Gonzalez asked if the Aquarium has a development group that looks for sponsorships?

Ms. Long responded that they have a board and sponsors. She mentioned that Betty White just gave them \$100,000, in addition to other sponsorships. The front area will include a development office. Their first priority will be to raise money for operations, some of which will be government money. Ms. Long stated we will have about two or three staff people and then the board looking for sponsorships and grants.

Mr. Hester asked if the display would be like what is in Las Vegas?

Ms. Long responded that being LCD, you have to shine light on it for it to emit an image.

Ms. P.G. Herman said there were some concerns about the LCD digital display and disturbing the residents, but this was approved?

Ms. Long responded yes, it was approved. What was in the staff report was LED, but this is LCD, and it was approved. It does not give up light, like LED does. She likened it to a Kindle, which you can only read if you have an outside light shining on it.

Ms. Long then stated that for years they have been trying to change their saltwater intake system.

Mr. Chris Carr stated they have 1.2 million gallons of salt water at the Aquarium.

Ms. Long said that most coastal aquariums have an open system, where they just have a pipe somewhere out in the ocean, pump in water, treat it, and it then goes into their aquariums. It was determined that the Aquarium of the Pacific needed to have a closed system back in 1996, when the Aquarium was built. This proposed intake system will allow us to do even more water changes, so we don't have to worry about the budget. We are reducing our costs also. Right now, we depend on a small, sole-source operator. That is not a strong business model. Right now, the water is trucked to the Aquarium by way of diesel trucks, going through downtown Long Beach. Ms. Long said the saltwater intake system would be better for the city's environment, so water wouldn't have to be trucked in by diesel trucks. She said it would also be better for the Aquarium's cost. We are proposing to pump in water from under a pier off Lighthouse Park. It is a small capacity of water needed, as compared to most intake systems. She described the various permits needed for the project. Ms. Long then went over the funding.

Mr. Mark Sandoval asked if the pipe would go under the sidewalk?

Ms. Long responded that they plan to dig a trench right along the sidewalk. They will need to get a lot of permits. We are making sure we are keeping a strong guest experience, making sure we are green, and making sure our cost stays low. She asked the Commission to approve the project and right of entry to do the construction.

Commissioner Antonette reiterated, so it would pay for itself within two years?

Ms. Long responded yes, we will still need to use seawater, but not very much.

Mr. Hester stated that Department staff met with Ms. Long to make sure there was no impact on the park. This project will save the Aquarium money. They will still have to truck in water during storm season.

Commissioner Guerra asked when they opened the Aquarium years ago, wouldn't it have been easier to have thrown a hose in the water from the beginning?

Vice President Sangmeister responded that the board and Warren Iliff strongly felt that the filtration systems that they had back then would not have worked. Water was barged from Catalina for the first year. The water quality locally was not good.

Mr. Hester stated that water from outside the breakwater was needed because of the quality. Now they are able to treat the water.

Ms. Long said the company that does barge the seawater asked us to reduce our usage, as we are not a large customer.

Mr. Hester stated that the Aquarium is trying to reduce their dependence on only one source of water.

Commissioner Saltzgaver said that originally, the water inside the breakwater would not have sustained the fish and that filtration system was not capable of filtering.

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

Mr. Hester asked if some of the Commissioners have not had a chance to go behind the scenes, could they do that?

Ms. Long responded absolutely, and meet in the watershed classroom.

Mr. Hester said we could have a meeting there and then do a tour after.

- B. Recommend to the Housing and Neighborhood Committee, and the full City Council, that a community garden be created at the site of the undeveloped Molina Park, located at 1640 West 20th Street, and that the site be renamed "Mary Molina Community Garden."

Mr. Hester stated that this item was referred from the City Council on Tuesday. The Molina family donated this property to the City some time ago. This is in the first District, and is almost across the street from Admiral Kidd Park. Since there is a park nearby, the thought was to develop this into a community garden. The family would like it named after their mother, Mary Molina.

President Waterfield asked if the Department would maintain the gardens?

Mr. Hester responded that we have been meeting with Long Beach Organic and we have resources to help do the development. It would be maintained jointly between the Department and Long Beach Organic. The surrounding community is very excited about having a community garden nearby.

Ms. Herman stated that Councilmember Garcia is very interested in this. She is working with his staff member Jerry Caliguiri. They need more green space in that area. She said that Long Beach Organic was started by Charlie Moore about 15 years ago. She stated that she is not on their board, she is their liaison. They are a non-profit 501c3, and they manage two gardens on City property, Wild Oats and Grace Park. The rest are on properties that are privately owned. This is a nice piece of property. We are used to starting community gardens on more blighted property. As a result of these gardens, we are able to work with police and Code Enforcement and get those neighborhoods cleaned up. Long Beach Organic has liability insurance. People pay an annual membership of \$20 and \$25 every six months for their plot. They are responsible for maintaining their own plots. We will be partnering with a lot of other groups, such as the Police Department and Fire Department.

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

IX. COMMENTS

A. AUDIENCE

President Waterfield asked for comments from the audience. There were none.

B. STAFF

President Waterfield asked for comments from staff.

Mr. Hester reminded the Commissioners about the Orizaba Park opening and the Youth Fishing Derby this Saturday. Mr. Hester stated that the Department is working closely with the Water Department. They refinanced some bonds and we will try and put some projects through. We will be removing turf on medians and replace with low water-use planting and modified irrigation on those medians. Ramon Arevalo will be making a presentation to the Water Board on this project. Most of the problem areas are in the 5th Council District, where there are no irrigation or turf areas on the medians. There is going to have to be a strong community outreach when we take out turf. This is a potential for major water savings and the Water Department will help us with additional funding. There are also medians in North Long Beach that are heavy water users. The Department has been working with the Water Department on a new rate for reclaimed water, called an interruptible rate, where if they need to do major work or have problems we are okay with them turning the water off for a period of time. This will save us some money.

Mr. Squires said applications for new rate are due tomorrow. They were submitted last night and accepted on-line by the Water Department. We are projecting for the current year to save \$182,000 in reclaimed water costs, and up to about \$236,000 in the next fiscal year. We went to them with a request for help. They came up with this idea pretty quickly this summer. In putting this program together, they couldn't limit it just to us, so they opened this up to all their reclaimed users.

Commissioner Saltzgaver asked if this included golf courses?

Mr. Squires responded yes. American Golf is a reclaimed water user. Their number is somewhere between \$120,000 and \$160,000 a year. We have also used this in discussions with American Golf, to help get some concessions on the maintenance side. On the water bond, which is really a grant, we get \$2.50 for every square foot of turf we remove and Ramon is working on that.

Ms. Kaiser stated there are several events tomorrow. Staff is assisting with the Bixby Park cleanup tomorrow. Staff is also helping with the WANA breakfast tomorrow at Veterans Park, a pancake breakfast to help support the Daisy Lane Parade. Also, at MacArthur Park they are having a Cambodian cultural arts program. Staff continues to help meet the needs of the community. Next week the schools are out the entire week. So, we made some changes to our schedule and will be offering our holiday hours extended on Monday, Tuesday, and Wednesday for kids to come and enjoy our programs.

Mr. Arevalo stated that the holiday trees are in the bay. We tested all the trees and made sure they will light up on Thanksgiving night.

Mr. Squires stated that there was a community meeting on the Silverado Park skate plaza last Saturday. That went very well. We are in negotiations right now with the install company. It looks like we will be installing those skate elements the first week of December, with a potential opening on December 4.

Mr. Hester stated this is the equipment we took from the 14th Street Park. We are planning a small skate park at Orizaba Park also. Enclosed in your packet was a profile of the Long Beach Commission on Youth and Children. There are good statistics in here.

Commissioner Antonette asked for an update on Oktoberfest.

Mr. Squires said given the rain, it went well. There were 7,500 paid attendants. They were excited with the results and have asked to come back next year.

Ms. Kaiser said this was our first alcohol event and alcohol was not a problem. I took my family and it was a good family event. The kids really enjoyed the rides and games.

Mr. Squires stated that we got a lot of feedback that it was a good price value. Most of the feedback was very positive. With a little more advertising it will grow in the future. With concerns for the environmental group, they were all given access to come in and wander around. A booth was given to the Audubon Society to hand out information. We had a videographer out there who took video and testimony. We had an inch and a half of rain during that time. Maintenance Operations is out there with the developer to fix broken sprinkler lines, etc. The group has stepped right up with their checkbook to fix everything. They have every intention to come back for a long-term event.

Mr. Hester said a few people complained and the operator met with them. He counteracted their accusations, which were not correct. There were no other negatives. Damage was because of the rain. We will be briefing the Council office. There were no problems. The Rangers and Police were there the whole time. The group is looking at other types of family oriented events, during the end of summer.

Mr. Squires said they are interested in holding a large barbecue event and a Christmas lights demonstration to drive through ending up in Santa 's village.

C. COMMISSIONERS

President Waterfield asked for comments from the Commissioners.

Commissioner Antonette said he was encouraged by the City Council's action to create a buffer zone that included parks for the marijuana distributors.

Mr. Hester said we should be more involved with things like that in the future. It only makes sense that if you have schools that you add parks.

Vice President Sangmeister said that she spoke to a number of Councilmembers on this issue and thanked staff. She was happy that Council took the position they did.

Commissioner Saltzgaver said he wished we had talked about marijuana dispensaries at a Commission meeting. He also asked if Jane's shop did the Youth Commission report?

Mr. Hester responded he didn't think so, but he would find out.

Ms. Kaiser said she thought they did the layout. It just went out to print.

Commissioner Saltzgaver said this is an award-winning brochure.

Mr. Hester said since we haven't received any fallout about the no smoking in parks. We are moving forward with signage at appropriate places when we replace signs. It will be on our website, etc.

Ms. Herman asked if no smoking includes parking lots?

Mr. Hester responded yes, but they are okay as long as they keep the windows rolled up.

X. NEXT MEETING

President Waterfield stated that the next meeting would be held at 9:00 a.m., on Thursday, December 16, 2010, at Admiral Kidd Park, in the Community Center, 2125 Santa Fe Avenue, Long Beach, California.

XI. ADJOURNMENT

President Waterfield adjourned the meeting at 10:55 a.m.

Respectfully submitted,



Robin Black
Executive Assistant to the Director

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

Charles Durnin, Chair
Donita Van Horik, Vice-Chair



Becky Blair, Commissioner
Alan Fox, Commissioner
Leslie Gentile, Commissioner
Phil Saumur, Commissioner
Melani Smith, Commissioner

FINAL AGENDA AND MINUTES

CALL TO ORDER (5:13 PM)

see media

At 5:13 p.m., Vice Chair Van Horik called the meeting to order.

ROLL CALL (5:13 PM)

Boardmembers Phillip Joseph Saumur, Leslie Fernald Gentile, Melani Smith,
Present: Donita Van Horik and Becky Blair

Boardmembers Alan L. Fox and Charles Durnin

Absent:

Also present: Amy Bodek, Director of Development Services; Jill Griffiths, Advance Planning Officer; Michael Mais, Assistant City Attorney; Jorge Ramirez, Planner; Angie Zetterquist, Planner; Heidi Eidson, Bureau Secretary.

FLAG SALUTE (5:14 PM)

see media

Commissioner Gentile led the flag salute.

MINUTES (5:14 PM)

see media

see media

10-065PL

Recommendation to receive and file the Planning Commission minutes of October 21, 2010.

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

Yes: 4 - Phillip Joseph Saumur, Leslie Fernald Gentile, Melani Smith and Becky Blair

Abstain: 1 - Donita Van Horik

Absent: 2 - Alan L. Fox and Charles Durnin

DIRECTOR'S REPORT (5:15 PM)

see media

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

Vice Chair Van Horik spoke.

PUBLIC PARTICIPATION (5:19 PM)

see media

There was no public comment given at this time.

SWEARING OF WITNESSES (5:19 PM)

see media

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 (5:20 PM)

see media

see media

1. 10-066PL Recommendation to approve a Conditional Use Permit request to legalize an existing check cashing business located within a convenience store at 1732 W. Willow Street. (District 7) (Application No. 1008-13)

Jill Griffiths, Advance Planning Officer, introduced Jorge Ramirez, Project Planner, who presented the staff report.

Jorge Ramirez responded to a query from Commissioner Saumur.

Arturo Hernandez, applicant, spoke.

Arturo Hernandez responded to a query from Vice Chair Van Horik.

Arturo Hernandez responded to queries from Commissioner Saumur.

Jorge Ramirez responded to a query from Vice Chair Van Horik.

A dialogue ensued between Commissioner Saumur, Vice Chair Van Horik and Amy Bodek, Director of Development Services.

A motion was made by Commissioner Saumur, seconded by Commissioner Blair, to approve the recommendation with an amendment to add a condition requiring the applicant to slurry seal and restripe the parking lot. The motion carried by the following vote:

Yes: 5 - Phillip Joseph Saumur, Leslie Fernald Gentile, Melani Smith, Donita Van Horik and Becky Blair

Absent: 2 - Alan L. Fox and Charles Durnin

see media

2. 10-067PL

Recommendation to approve a Conditional Use Permit request to legalize an existing check cashing business located within a convenience store at 225 W. Anaheim Street. (District 1) (Application No. 1008-12)

Jill Griffiths, Advance Planning Officer, introduced Jorge Ramirez, Project Planner, who presented the staff report.

Arturo Hernandez, applicant, spoke.

A dialogue ensued between Commissioner Smith and Arturo Hernandez.

Amy Bodek, Director of Development Services, spoke.

Vice Chair Van Horik spoke.

A motion was made by Commissioner Blair, seconded by Commissioner Gentile, to approve the recommendation with an amendment to add a condition requiring the applicant to slurry seal and restripe the parking lot. The motion carried by the following vote:

Yes: 5 - Phillip Joseph Saumur, Leslie Fernald Gentile, Melani Smith, Donita Van Horik and Becky Blair

Absent: 2 - Alan L. Fox and Charles Durnin

STUDY SESSION (5:42 PM)

see media

see media

10-069PL

Recommendation to conduct a study session regarding a carwash and retail building at 4201 E. Willow Street.

Jill Griffiths, Advance Planning Officer, introduced Angie Zetterquist, Project Planner, who presented the study session.

Nikki Jazvec, applicant's representative, discussed the site plan and landscape plan.

Nikki Jazvec responded to a query from Commissioner Saumur.

Bobbek Varuksar, applicant's representative, responded to queries from Commissioner Saumur.

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

Commissioner Smith spoke.

Bobbek Varuksar responded to a query from Commissioner Smith.

Nikki Jazvec responded to a query from Commissioner Smith.

Angie Zetterquist responded to a query from Commissioner Smith.

Bobbek Varuksar responded to comments made by Commissioner Smith.

Commissioner Gentile spoke.

Angie Zetterquist responded to a query from Commissioner Gentile.

Bobbek Varuksar responded to a query from Commissioner Gentile.

Commissioner Gentile spoke.

Angie Zetterquist responded to queries from Commissioner Gentile.

Commissioner Gentile spoke.

A dialogue ensued between Bobbek Varuksar and Commissioner Gentile.

Nikki Jazvec responded to a query from Commissioner Blair.

Commissioner Blair spoke.

Nikki Jazvec responded to queries from Commissioner Saumur.

Amy Bodek responded to a query from Commissioner Saumur.

Amy Bodek spoke.

Bobbek Varuksar responded to a query from Vice Chair Van Horik.

Vice Chair Van Horik spoke.

Bobbek Varuksar responded to comments made by Vice Chair Van Horik and Commission Saumur.

A dialogue ensued between Bobbek Varuksar and Commissioner Gentile.

A dialogue ensued between Commissioner Smith and Commissioner Gentile.

Bobbek Varuksar responded to a query from Commissioner Blair.

Andrew Kim, representing the property owner, responded to a query from Jill Griffiths.

Jill Griffiths spoke.

Vice Chair Van Horik spoke.

Bobbek Varuksar spoke.

Commissioner Gentile spoke.

Andrew Kim responded to comments from Commissioner Gentile.

Amy Bodek responded to a query from Commissioner Gentile.

Andrew Kim spoke.

COMMENTS FROM THE PLANNING COMMISSION (6:50 PM)

[see media](#)

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

Amy Bodek responded to queries from Commissioner Blair.

Commissioner Saumur spoke.

Amy Bodek responded to queries from Vice Chair Van Horik.

ADJOURNMENT (6:59 PM)

At 6:59 p.m., Vice Chair Van Horik adjourned the meeting.

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