

CITY OF LONG BEACH  
CIVIL SERVICE COMMISSION  
MINUTES

WEDNESDAY, APRIL 1, 2015  
333 W. OCEAN BLVD., 7TH FLOOR  
CIVIL SERVICE BOARD ROOM, 8:00 AM

Lawrence Keller, President  
Robin Perry, Vice President



Charles Hicks Jr., Commissioner  
Rick McGilton-McGlamery, Commissioner  
Carolyn M. Smith Watts, Commissioner

Kandice Taylor-Sherwood,  
Executive Director

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## FINISHED AGENDA AND MINUTES

### ROLL CALL

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

Kandice Taylor-Sherwood, Executive Director & Secretary  
Melinda George, Deputy Director  
Marilyn Hall, Executive Assistant  
Gary Anderson, Deputy City Attorney  
Salvador Ambriz, Personnel Analyst  
Debbie McCluster, Personnel Analyst  
Caprice McDonald, Personnel Analyst  
Robert Pfingsthorn, Personnel Analyst  
Lourdes Ferrer, Personnel Analyst  
Donna de Araujo, Personnel Analyst  
Nani Blyleven, Administrative Analyst, Human Resources

1. 15-062CS      **Recommendation to approve minutes:**  
*Regular Meeting of March 18, 2015*  
*Dismissal Hearing 15-D-1314 Minutes of March 4, 11 & 18, 2015*

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

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

**A motion was made by Commissioner Hicks, seconded by Commissioner Smith Watts, to approve recommendation for Dismissal Hearing 15-D-1314 Minutes of March 4, 11 & 18, 2015. Commissioners Perry and McGilton-McGlamery abstained from voting as they were not present. The motion carried by the following vote:**

**Yes:** 3 - Lawrence Keller, Charles Hicks and Carolyn M. Smith Watts

**Abstain:** 2 - Robin Perry and Rick McGilton-McGlamery

**CONSENT CALENDAR (2-8):**

Passed the Consent Calendar

**A motion was made by Commissioner Hicks, seconded by Vice President Perry, to approve Consent Calendar Items. The motion carried by the following vote:**

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

**2. 15-063CS**

**Recommendation to approve examination results:**

*Building Maintenance Engineer (Established 3/20/15) -*

*17 Applied, 2 Qualified*

*Commercial Diver (Established 3/19/15) - 90 Applied, 36 Qualified*

*Supervisor Commercial Diving (Established 3/26/15) - 34 Applied, 13 Qualified*

*Marine Safety Captain - 5 Applied, 2 Qualified*

*Police Sergeant - 85 Applied, 46 Qualified*

*Senior Civil Engineer (Established 3/9/15) - 78 Applied, 48 Qualified*

*Senior Mechanical Engineer (Test 2) (Established 2/27/15) - 36 Applied, 7 Qualified*

*Senior Mechanical Engineer (Test 3) (Established 3/23/15) - 4 Applied, 2 Qualified*

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

3. 15-064CS      **Recommendation to receive and file bulletins:**

*Mechanical Engineering Associate  
Permit Technician  
Personnel Analyst  
Refuse Supervisor*

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

4. 15-065CS      **Recommendation to receive and file retirements:**

*Kenneth Turner/Police Officer/Police (24 yrs., 10 mos.)  
Victoria Bunoan/Assistant Administrative Analyst I/Human  
Resources (15 yrs., 3 mos.)*

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

5. 15-066CS      **Recommendation to receive and file resignations:**

*Helenda Tan/Public Safety Dispatcher II/Police (4 mos., 15 days)  
Helen Kong/Accounting Clerk II/Public Works (3 yrs., 9 mos.)*

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

6. 15-067CS      **Recommendation to approve transfers:**

*Aida Honey/Administrative Analyst II/Public Works to Administrative  
Analyst III/Health  
William Greco/Supervising Park Ranger/Parks, Recreation &  
Marine to Supervising Park Ranger/Police  
Federico Guzman Jr., Park Ranger II/Parks Recreation & Marine to  
Park Ranger II/Police  
Carlos Ortiz/Park Ranger I/Parks Recreation & Marine to Park  
Ranger I/Police*

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

7. 15-068CS      **Recommendation to approve schedule for hearings:**  
*Reduction Appeal 22-R-1314, Suggested Date May 20, 2015*  
*Reduction Appeal 23-R-1314, Suggested Date May 20, 2015*  
*Dismissal Appeal 25-D-1314, Suggested Date June 3, 2015*  
*Suspension Appeal 26-S-1314, Suggested Date June 17, 2015*  
*Dismissal Appeal 04-D-1415, Suggested Date June 24, 2015*  
*Suspension Appeal 05-S-1415, Suggested Date July 8, 2015*  
*Reduction Appeal 06-R-1415, Suggested Date July 22, 2015*  
*Dismissal Appeal 07-D-1415, Suggested Date July 29, 2015*  
*Reduction Appeal 09-R-1415, Suggested Date August 26, 2015*  
*Disability Retirement Appeal 03-DR-1415, Suggested Date*  
*August 27, 2015*

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

8. 15-069CS      **Recommendation to approve reschedule for hearing:**  
*Reduction Appeal 20-R-1314, Suggested Dates May 6 & 13, 2015*

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

#### **REGULAR AGENDA**

9. 15-070CS      **RECOMMENDATION FOR PROVISIONAL APPOINTMENTS-**  
*Louise DuBois, Rebecca Johnson and Alfredo Magana, Senior*  
*Animal Control Officers*  
*Communication from George Chapjian, Director of Parks,*  
*Recreation & Marine*

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

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

- 10. 15-071CS           RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD - Cherise Smith, Port Security Systems Operator**  
*Communication from Margaret Huebner, Director of Human Resources, Harbor*

The Secretary briefed the Commission regarding this request.

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

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

- 11. 15-072CS           RECOMMENDATION TO APPROVE PROTEST OF EXAMINATION ITEM(S) - Traffic Signal Technician**  
*Staff report prepared by Donna de Araujo, Personnel Analyst*

The Secretary informed the Commission that no protests were received and this item is being withdrawn.

**This CS-Agenda Item was withdrawn.**

- 12. 15-073CS           RECOMMENDATION TO EXTEND ARTICLE VIII, SECTION 115(3) OF THE CIVIL SERVICE RULES AND REGULATIONS**  
*Staff report prepared by Kandice Taylor-Sherwood, Executive Director*

The Secretary briefed the Commission regarding this request.

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

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

**13. 15-074CS           RECOMMENDATION TO APPROVE EXTENSION OF EXPIRING  
ELIGIBLE LISTS (6 months)**

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

Business Systems Specialist

Civil Engineer

Civil Engineering Associate

Combination Building Inspector Aide

Customer Service Representative (1 months, Retroactive  
to 3/11/15)

Equipment Mechanic (9 months, Retroactive to 1/2/15)

Senior Civil Engineer

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

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

**14. 15-075CS           RECOMMENDATION TO APPROVE PROPOSED CIVIL SERVICE  
DEPARTMENT BUDGET - (FY Year 15-16)**

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

The Secretary briefed the Commission regarding the proposed Civil Service  
budget for Fiscal Year 2016.

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

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

## **MANAGERS' REPORT**

Ms. George acknowledged Caprice McDonald, Personnel Analyst and staff that assisted her in the administration of the Police Sergeant examination and Sal Ambriz, Personnel Analyst for the Marine Safety Sergeant examination.

The Secretary introduced Manuel Casiano, as the new staff member in Civil Service Department, working at the Public Counter and Sandra Aguilar, newly appointed Administrative Office for Long Beach Gas and Oil to the Commission.

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

Crystal Slaten, Administrator - Police Personnel, thanked Caprice McDonald and Civil Service staff for the excellent work they did in the administration of the Police Sergeant examination.

Caprice McDonald thanked staff for their assistance in the administration of the Police Sergeant examination.

## **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.

Kung ang nakasulat na pagsasalin-wika ng adyenda at mga katitikan ng Komisyon ay hinahangad para sa mga taong hindi nagsasalita ng Ingles mangyaring gawin ang iyong kahilingan sa pamamagitan ng telepono sa Kagawaran ng Klerk ng Lunsod sa (562) 570-6101, 72 pitong oras bago ang pulong ng Komisyon.

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

**CITY OF LONG BEACH  
PLANNING COMMISSION  
MINUTES**

**THURSDAY, APRIL 2, 2015  
333 W. OCEAN BOULEVARD  
COUNCIL CHAMBER, 5:00 PM**

Alan Fox, Chair  
Mark Christoffels, Vice Chair



Molly Campbell, Commissioner  
Donita Van Horik, Commissioner  
Jane Templin, Commissioner  
Andy Perez, Commissioner  
Erick Verduzco-Vega, Commissioner

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## **FINISHED AGENDA AND MINUTES**

### **CALL TO ORDER (5:05 PM)**

At 5:05 p.m., Chair Fox called the meeting to order.

### **ROLL CALL (5:05 PM)**

Also present: Amy Bodek, Director of Development Services; Linda Tatum, Planning Bureau Manager; Jeff Winklepleck, Current Planning Officer; Michael Mais, Assistant City Attorney; Gina Casillas, Planner; Ira Brown, Planner; Heidi Eidson, Bureau Secretary.

**Commissioners** Andy Perez, Donita Van Horik, Jane Templin, Mark Christoffels,  
**Present:** Molly Campbell and Alan Fox

**Commissioners** Erick Verduzco-Vega  
**Absent:**

### **FLAG SALUTE (5:05 PM)**

Commissioner Perez led the flag salute.

### **MINUTES (5:06 PM)**

15-011PL Recommendation to receive and file the Planning Commission minutes of March 5, 2015.

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

**A motion was made by Vice Chair Christoffels, seconded by Chair Fox, to approve the recommendation. The motion carried by the following vote:**

**Yes:** 3 - Andy Perez, Mark Christoffels and Alan Fox

**Abstain:** 3 - Donita Van Horik, Jane Templin and Molly Campbell

**Absent:** 1 - Erick Verduzco-Vega

15-015PL

Recommendation to receive and file the Planning Commission minutes of March 19, 2015.

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

**Yes:** 3 - Donita Van Horik, Jane Templin and Alan Fox

**Abstain:** 3 - Andy Perez, Mark Christoffels and Molly Campbell

**Absent:** 1 - Erick Verduzco-Vega

#### **DIRECTOR'S REPORT (5:10 PM)**

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

Amy Bodek, Director of Development Services, spoke.

#### **SWEARING OF WITNESSES (5:12 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 (5:12 PM)**

1. 15-016PL Recommendation to adopt findings as directed by the Planning Commission on March 5, 2015, to support the approval of a Conditional Use Permit (CUP) request to allow the sale of beer and wine for off-site consumption (Type 20 license) at an existing Walgreen's located at 5400 Cherry Avenue within the Light Industrial (IL) zone and accept Categorical Exemption 14-142. (District 8) (Application No. 1411-09)

Jeff Winklepleck, Current Planning Officer, introduced Michael Mais, Assistant City Attorney, who spoke.

Chair Fox spoke.

Linda Tatum, Planning Bureau Manager, responded to a query from Michael Mais.

Commissioners Van Horik and Campbell responded to a query from Chair Fox.

Michael Mais responded to a query from Commissioner Van Horik.

Chair Fox spoke.

**A motion was made by Commissioner Van Horik, seconded by Commissioner Campbell, to continue the item to April 16, 2015. The motion carried by the following vote:**

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

**Absent:** 1 - Erick Verduzco-Vega

2. 15-013PL

Recommendation to recommend that the City Council add the definitions of "supportive housing," "target population," "transitional planning," and "single room occupancy"; and revise the definition of family to Chapter 21 (Zoning) of the Long Beach Municipal Code and accept Categorical Exemption CE 14-135. (Citywide)

Jeff Winklepleck, Current Planning Officer, introduced Ira Brown, Project Planner, who presented the staff report.

Commissioner Christoffels spoke.

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

Jeff Winklepleck responded to queries from Commissioner Christoffels.

Commissioner Van Horik spoke.

Jeff Winklepleck responded to a query from Commissioner Van Horik.

Commissioner Van Horik spoke.

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

Amy Bodek, Director of Development Services, spoke.

Linda Tatum responded to queries from Commissioner Van Horik.

Commissioner Templin spoke.

Jeff Winklepleck responded to queries from Commissioner Templin.

Commissioner Campbell spoke.

Jeff Winklepleck responded to a query from Commissioner Campbell.

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

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

**Absent:** 1 - Erick Verduzco-Vega

**PUBLIC PARTICIPATION (5:36 PM)**

Chair Fox spoke.

There were no comments from the public.

**COMMENTS FROM THE PLANNING COMMISSION (5:36 PM)**

Commissioner Templin spoke.

Michael Mais, Assistant City Attorney, responded to a query from Commissioner Templin.

Jeff Winklepleck, Current Planning Officer, responded to a query from Commissioner Templin.

Michael Mais spoke.

Michael Mais responded to a query from Chair Fox.

Commissioner Campbell spoke.

Commissioner Van Horik spoke.

Michael Mais responded to comments from Commissioner Van Horik.

Commissioner Van Horik spoke.

**ADJOURNMENT (5:43 PM)**

At 5:43 p.m., Chair Fox adjourned the meeting.

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