

**CITY OF HERMOSA BEACH**

**Civil Service Board**

**Meeting Minutes**



**July 15, 2024  
4:00 p.m.  
Council Chambers  
1315 Valley Drive  
Hermosa Beach, CA 90254**

**Members Present:** Board Member Douglas Collins, Board Member Bob Wolfe,  
Board Member Vanessa Zimmer

**Members Absent:** Board Member Lynda Castro, Board Member Kate Jones

**1. CALL TO ORDER**

The City of Hermosa Beach Civil Service Board Special Meeting met in-person on Monday, July 15, 2024. The meeting was called to order by Civil Service Board Member Collins at 4:25 p.m.

**2. PLEDGE OF ALLEGIANCE**

Member Wolfe led the Board in the Pledge of Allegiance.

**3. ROLL CALL**

A quorum was announced.

**4. ANNOUNCEMENTS—CIVIL SERVICE BOARD**

None.

**5. PUBLIC COMMENT**

No Public Comments to report.

**6. MATTERS FOR COMMISSION CONSIDERATION**

**6.a REQUEST FOR APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF JUNE 18, 2024 - 24-AS-012**

**Moved by:** Board Member Bob Wolfe

**Seconded by:** Board Memembr Vanessa Zimmer

To approve the action minutes of the Special meeting of June 18, 2024 as amended. The motion carried by the following vote:

Ayes (3): Board Member Douglas Collins, Board Member Bob Wolfe, and Board Memebr Vanessa Zimmer

Absent (2): Board Member Lynda Castro, and Board Member Kate Jones

**Motion Carried**

**6.b REQUEST TO APPROVE REVISIONS TO CLASS SPECIFICATION FOR ASSOCIATE PLANNER - 24-AS-007**

**Moved by:** Board Memebr Vanessa Zimmer

**Seconded by:** Board Member Bob Wolfe

To approve the revisions to the class specification for Associate Planner. The motion carried by the following vote:

Ayes (3): Board Member Douglas Collins, Board Member Bob Wolfe, and Board Memebr Vanessa Zimmer

Absent (2): Board Member Lynda Castro, and Board Member Kate Jones

**Motion Carried**

**6.c REQUEST TO APPROVE REVISIONS TO CLASS SPECIFICATION FOR SENIOR RECREATION SUPERVISOR - 24-AS-011**

**Moved by:** Board Member Bob Wolfe

**Seconded by:** Board Memebr Vanessa Zimmer

To approve the revisions to the class specification for Senior Recreation Supervisor. The motion carried by the following vote:

Ayes (3): Board Member Douglas Collins, Board Member Bob Wolfe, and Board Memebr Vanessa Zimmer

Absent (2): Board Member Lynda Castro, and Board Member Kate Jones

**Motion Carried**

**7. PUBLIC COMMENT**

Vanessa Godinez introduced the Interim Human Resources Manager, Cyndi Stafford. The Civil Service Board thanked Vanessa Godinez for her service to the City and her support of the Civil Service Board.

**8. ADJOURNMENT**

**Moved by:** Board Memebr Vanessa Zimmer

**Seconded by:** Board Member Bob Wolfe

To adjourn the meeting at 4:27 pm. The motion carried by the following vote.

Ayes (3): Board Member Douglas Collins, Board Member Bob Wolfe, and Board Memebr Vanessa Zimmer

Absent (2): Board Member Lynda Castro, and Board Member Kate Jones

**Motion Carried**

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Chair

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City Clerk