



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Tuesday, December 27, 2022
11:00AM

MINUTES

CALL TO ORDER

Chair Dan Archibeque called the Civil Service Commission Meeting to order at 11:00 AM.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner

Commission Members Absent: Erick Javaneau

Administrative and Civil Service Staff Members Present: Robert Jagger, Counsel for the Commission; Marisa Pacheco, Human Resource Director; and Manuel Alcala, Civil Service Administrator.

AMENDMENTS TO THE AGENDA: None

READING AND APPROVAL OF MINUTES

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to dispense with the reading and approve the minutes for the December 13, 2022 regular meetings as distributed.

Roll Call: Ayes: Archibeque, Bonner. Motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve all items set forth in the consent agenda.

Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.

REGULAR AGENDA

1. Submission of the eligible list for Fleet Superintendent.

Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Fleet Superintendent.

Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.

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REGULAR AGENDA (CONTINUED)

2. Submission of the eligible list for Municipal Records and Technical Coordinator.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Municipal Records and Technical Coordinator.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
3. Submission of the eligible list for Planner.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Planner.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
4. Submission of the eligible list for Police Payroll Technician.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Police Payroll Technician.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
5. Submission of the eligible list for Traffic Signs & Marking Specialist.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Traffic Signs & Marking Specialist.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.
6. Submission of the eligible list for Wastewater Utility Worker.
Commission Action: Mr. Archibeque seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Wastewater Utility Worker.
Roll Call: Ayes- Archibeque, Bonner. Motion carried unanimously.

ADMINISTRATIVE ITEMS

1. The next regular meeting of the Civil Service Commission was scheduled for Wednesday, January 11, 2023, at 11:00 AM. The meeting will be held in City Council Chambers, 1 City Hall Place (3rd floor).

ADJOURNED – 11:12 AM


Commission Chair