



CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE
Thursday, December 18, 2025
11:00AM

MINUTES

CALL TO ORDER

Commission Chair Dan Archibeque called the meeting to order at 11:00 AM.

ROLL CALL

Commission Members Present: Dan Archibeque, Sharon Bonner, Steven Rodriguez.

Administrative and Civil Service Staff Members Present: Laura Portis, Counsel for the Commission, Serena Knox, HR Analyst II, Mathew Vigil, HR Analyst II, and Karen Willson, Civil Service Administrator.

AMENDMENTS TO THE AGENDA: No

READING AND APPROVAL OF MINUTES:

Commission Action: Mr. Rodriguez, seconded by Ms. Bonner, moved to dispense with the reading and approve the minutes for the November 20, 2025, meeting as distributed.

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

REGULAR AGENDA

1. Review the appeal submitted by Joseph Devendorf, relating to the rejection of their application for the PD Community Engagement Manager exam.

Commission Action: Mr. Rodriguez seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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

2. Review the appeal submitted by Weston Grinstead, relating to the removal of their name from the Firefighter eligible list.

Commission Action: Mr. Rodriguez seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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

3. Review the appeal submitted by James Moore, relating to the removal of their name from the Accounting Technician IV eligible list.

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Commission Action: Mr. Rodriguez seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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

4. Review the appeal submitted by Ramon Rivera, relating to the rejection of their application for the Police Patrol Officer exam.

Commission Action: Mr. Rodriguez seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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

5. Review the appeal submitted by Malachi Sandoval, relating to the removal of their name from the Police Patrol Officer (entry level) eligible list.

Commission Action: Mr. Rodriguez seconded by Ms. Bonner, moved to approve the recommendation of the Civil Service Administrator and the appeal was rejected, as set forth in the staff report. The staff report and the Commission's review of the background information has been made part of the record in this matter.

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

6. Submission of the eligible list for Administrative Technician/Planning.

Commission Action: Mr. Rodriguez seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Administrative Technician/Planning.

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

7. Submission of the eligible list for Deputy Director of Public Works.

Commission Action: Mr. Rodriguez seconded by Ms. Bonner, moved to approve and certify the eligible list for the class title of Deputy Director of Public Works.

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

8. Submission of the eligible list for Park Caretaker II/Irrigation

Commission Action: Mr. Rodriguez seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Park Caretaker II/Irrigation.

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

9. Submission of the eligible list for Police Patrol Officer (entry level).

Commission Action: Mr. Rodriguez seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Police Patrol Officer (entry level).

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

10. Submission of the eligible list for Wastewater Treatment Plant Maintenance Mechanic.

Commission Action: Mr. Rodriguez seconded by Ms. Bonner moved to approve and certify the eligible list for the class title of Wastewater Treatment Plant Maintenance Mechanic.

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

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ADMINISTRATIVE ITEMS

1. The date for the next regularly scheduled meeting will be January 15, 2026.

ADJOURN - 11:26 A.M.


Commission Chair