



**CIVIL SERVICE COMMISSION MEETING
CITY COUNCIL CHAMBERS – CITY HALL
#1 CITY HALL PLACE**

**THURSDAY, APRIL 17, 2025
11:00 AM**

Individuals Requiring Special Accommodations Should Notify the City's ADA Coordinator at (719) 553-2295 by Noon on the Friday Preceding the Meeting.

Agenda

CALL TO ORDER

ROLL CALL

AMENDMENTS TO THE AGENDA

READING AND APPROVAL OF MINUTES:

1. Regular meeting of March 20, 2025

Commission Action:

CONSENT AGENDA

The following items are considered routine by the Civil Service Commission and will be passed and approved by one motion. There will be no separate discussion of these items unless a Commissioner so requests; in which event, the item shall be removed and considered as a regular item.

Commission Action: Approve/disapprove all items on the Consent Agenda.

1. Receive and file the following status reports on current recruitments:
 - a **Administrative Technician** - The closed recruitment began on March 21, 2025 and ended on April 4, 2025. We received 5 applications and 4 were approved as of the date this agenda was prepared. The Rule 23 appeal period will end on May 1, 2025.
 - b **Community Service Officer** - The open recruitment began on March 24, 2025 and ended on April 14, 2025. We received 107 applications and 74 were approved for the exam. The exam is scheduled for April 29, 2025.
 - c **Emergency Services Dispatcher** - The open recruitment began on February 11, 2025 and ended on March 11, 2025. We received 138 applications and 103 were approved for the exam. The exam was administered on March 25, 2025. The eligible list will be presented to the Commission for certification during this meeting.
 - d **Fire Engineer** - The closed recruitment began on March 6, 2025 and ended on March 20, 2025. We received 15 applications and 15 were approved for the exam. The exam was administered on April 1, 2025. The rule 23 appeal period ended on April

15, 2025.

- e **Parks Maintenance Mechanic** - The closed recruitment began on April 7, 2025 and ends on April 21, 2025. We received 2 applications and 2 were approved for the exam as of the date the agenda was prepared. The exam is scheduled for May 12, 2025.
 - f **Police Patrol Officer - Entry** - The open recruitment began on March 9, 2025 and ended on March 30, 2025. We received 60 applications and 36 were approved for the exam. The exam was administered on April 15, 2025. The eligible list will be presented to the Commission for certification during this meeting. An updated recruitment began on April 6, 2025 and will end on April 27, 2025. We received 24 applications and 5 were approved for the exam at the time this agenda was prepared. The exam is scheduled for May 13 2025.
 - g **Police Patrol Officer - LEA** - The open recruitment began on March 9, 2025 and ended on March 30, 2025. We received 1 approved application. The Commission approved a T&E exam. The T&E examination was administered on April 3, 2025. The eligible list will be presented to the Commission for certification during this meeting. An updated recruitment began on April 6, 2025 and will end on April 27, 2025. We received 0 applications at the time this agenda was prepared. The exam is scheduled for May 13 2025.
 - h **Police Patrol Officer - POST** - The open recruitment began on March 9, 2025 and ended on March 30, 2025. We received 2 approved applications. The Commission approved a T&E exam. The T&E examination was administered on April 3, 2025. The eligible list will be presented to the Commission for certification during this meeting. An updated recruitment began on April 6, 2025 and will end on April 27, 2025. We received 0 applications at the time this agenda was prepared. The exam is scheduled for May 13 2025.
 - i **Probation Officer** - The open recruitment began on April 8, 2025 and ends on April 29, 2025. We received 32 applications and 8 were approved for the exam. The exam is scheduled for May 14, 2025.
 - j **Senior Tax Auditor** - The closed recruitment began on March 6, 2025 and ends on March 20, 2025. We received 1 approved application as of the date this agenda was prepared. The Commission approved a T&E exam. The T&E examination was administered on April 26, 2025. The eligible list will be presented to the Commission for certification during this meeting.
 - k **Tax Auditor I** - The open recruitment began on March 20, 2025 and ended on April 10, 2025. We received 22 applications and 16 were approved for the exam. The exam is scheduled for April 29, 2025.
 - l **Tax Compliance Technician** - The open recruitment began on March 13, 2025 and ended on April 3, 2025. We received 37 applications and 12 were approved for the exam. The exam is scheduled for April 22, 2025.
 - m **Water Reclamation Worker** - The open recruitment began on April 1, 2025 and ends on April 22, 2025. We received 20 applications and 9 were approved for the exam at the time the agenda was prepared. The exam is scheduled for May 12, 2025.
2. Appeal decision letters.
- n **CDGB/Home & Housing Administrator**. Ratify the Commission letter to Roger

Rael regarding rejection of their appeal for the removal of their name from the CDGB/Home & Housing Administrator eligibility list.

- o **Police Patrol Officer.** Ratify the Commission letter to Jayson Gomez, Jonathan Haynes, Jhaeden Hugo, Amber Kliesen, Lee Rinehart, and Malik Wilson regarding rejection of their appeal for the removal of their name from the Police Patrol Officer eligibility list.
3. Removals from the eligible list.
- p **Administrative Technician** - Ratify the Commission letters to Maria Mondragon-Vigil, regarding the removal of their names from the Administrative Technician eligible list.
 - q **Code Enforcement Officer** - Ratify the Commission letters to Thomas Kelly, Stephenia Mattson, regarding the removal of their names from the Code Enforcement Officer eligible list.
 - r **Community Service Officer** - Ratify the Commission letters to Theresa Bachicha, Richard Esquibel, Nicole White, regarding the removal of their names from the Community Service Officer eligible list.
 - s **Fleet Mechanic** - Ratify the Commission letter to Sebastian Ursua, regarding the removal of their name from the Fleet Mechanic eligible list.
 - t **Planner** - Ratify the Commission letters to Jack Greenstein, Alan McKisson, Michaela Steefel, regarding the removal of their names from the Planner eligible list.
 - u **Police Patrol Officer.** Ratify the Commission letters to Noah Ackerman, Jose Arebalo, Jesse Bridges, Justin Christie, Daniel Dancer, Damian Duggan, Noah Dykman, David Encinias, Jared Hamby, Michah Milligan, Ashley Montoya, Dominique Mower, Harrison Olmstead, Carlos Perez, Terrell Roberson, Eric Sanchez, Cheryl Scutti, regarding the removal of their names from the Police Patrol Officer eligible list.
 - v **Water Reclamation Worker** - Ratify the Commission letters to Tanum Haley, Justin Martinez, regarding the removal of their names from the Wastewater Reclamation Worker eligible list.
4. Ratify the Commission's decision to conduct a Training and Experience exam for Senior Tax Auditor and Administrative Technician.

REGULAR AGENDA

1. Review the appeal submitted by Jose Arebalo, relating to the removal of their name from the Police Patrol Officer Eligible list.
Commission Action: Sustain, reject, or set for formal hearing
2. Review the appeal submitted by Brendan Morris , relating to the removal of their name from the Police Patrol Officer Eligible list.
Commission Action: Sustain, reject, or set for formal hearing
3. Review the appeal submitted by Irasema Najera relating to the rejection of their application to the Administrative Technician exam.
Commission Action: Sustain, reject, or set for formal hearing
4. Submission of the eligible list for Emergency Services Dispatcher.
Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (Entry Level).

5. Submission of the eligible list for Police Patrol Officer (Entry Level-2503).

Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (Entry Level).

6. Submission of the eligible list for Police Patrol Officer (LEA-2503).

Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (Entry Level).

7. Submission of the eligible list for Police Patrol Officer (POST-2503).

Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (Entry Level).

8. Submission of the eligible list for Senior Tax Auditor.

Commission Action: Approve and certify the eligible list for the class title of Police Patrol Officer (Entry Level).

9. Hearing for Anita Lucero related to the candidate selection for the Lead Court Technician position.

Commission Action: sustain or reject

ADMINISTRATIVE ITEMS

1. Recruitment Proposal/Procedure for Civil Service Administrator

ADJOURN