



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

**THURSDAY, MAY 15, 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 April 17, 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 3 were approved for the T&E. The T&E was completed on 04/17/2025. The eligible list will be presented to the Commission for certification during this meeting.
 - b **Airport Operations/Maintenance Worker** - The open recruitment began on April 22, 2025 and ended on May 13, 2025. We received 38 applications and 6 were approved at the time this agenda was prepared. The exam is scheduled for May 27, 2025.
 - c **Community Service Officer** - The open recruitment began on March 24, 2025, and ended on April 14, 2025. We received 107 applications and 76 were approved for the exam. The exam was administered on April 29, 2025. The eligible list will be presented to the Commission for certification during this meeting.
 - d **Deputy Fire Chief**- The open recruitment began on May 5, 2025 and ended on May

26, 2025. We received 1 applications and 0 were approved for the exam at the time this agenda was prepared. The exam is scheduled for June 10, 2025.

- e **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 eligible list will be presented to the Commission for certification during this meeting.
- f **Parks Maintenance Mechanic -** The closed recruitment began on April 7, 2025 and ended on April 21, 2025. We received 4 applications and 4 were approved for the exam. The Commission approved a T&E exam. The T&E exam was administered on April 25, 2025. The Rule 23 appeal period ended on May 9, 2025. The eligible list will be presented to the Commission for certification during this meeting.
- g **Police Patrol Officer - Entry -** The open recruitment began on April 6, 2025 and ended on April 27, 2025. We received 49 applications and 35 were approved for the exam. The exam was administered on May 13, 2025. The eligible list will be presented to the Commission for certification during this meeting. An updated recruitment began on May 04, 2025, and ends on May 25, 2025. We received 16 applications at the time this agenda was prepared. The exam is scheduled for June 10, 2025.
- h **Police Patrol Officer - LEA -** The open recruitment began on April 6, 2025, and ended on April 27, 2025. We received 2 applications and 2 were approved for the exam. The Commission approved a T&E exam. The T&E examination was administered on 04-29-2025. The eligible list will be presented to the Commission for certification during this meeting. An updated recruitment began on May 4, 2025 and will end on May 25, 2025. We received 0 applications at the time this agenda was prepared. The exam is scheduled for June 10, 2025.
- i **Police Patrol Officer - POST -** The open recruitment began on April 6, 2025, and ended on April 27, 2025. We received 7 applications and 5 were approved for the exam. The Commission approved a T&E exam. The T&E examination was administered on April 29, 2025. The eligible list will be presented to the Commission for certification during this meeting. An updated recruitment began on May 4, 2025 and will end on May 25, 2025. We received 1 applications at the time this agenda was prepared. The exam is scheduled for June 10, 2025.
- j **Probation Officer -** The open recruitment began on April 8, 2025 and ended on April 29, 2025. We received 98 applications and 63 were approved for the exam. The exam was administered on May 14, 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 was administered on April 29, 2025. The eligible list will be presented to the Commission for certification during this meeting.
- 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 was administered on April 22, 2025. The eligible list will be presented to the Commission for certification during this meeting.
- m **Water Reclamation Worker -** The open recruitment began on April 1, 2025 and ended on April 22, 2025. We received 34 applications and 19 were approved for the

exam. The exam was administered on May 12, 2025. The eligible list will be presented to the Commission for certification during this meeting.

2. Appeal Decision letters.
 - a **Administrative Technician.** Ratify the Commission letter to Irasema Najera regarding rejection of their appeal for the removal of their name from the Administrative Technician Position eligibility list.
 - b **Police Patrol Officer.** Ratify the Commission letter to Jose Arebalo regarding the removal of their name from the Police Patrol Officer eligible list.
 - c **Police Patrol Officer.** Ratify the Commission letter to Brendan Morris regarding rejection of their application from the Police Patrol Officer examination
3. Removals from the eligible list.
 - a **Airport Operations/Maintenance Worker** - Ratify the Commission letters to Tyler DeFelice, Colin Dolan, LeRoy Miller Jr., Darin Smith, regarding the removal of their names from the Airport Operations/Maintenance Worker eligible list.
 - b **Civil Engineer / Wastewater** - Ratify the Commission letters to Thomas Andreas regarding the removal of their names from the Civil Engineer - Wastewater eligible list.
 - c **Community Service Officer** - Ratify the Commission letter to Caleb Gust, regarding the removal of their name from the Community Service Officer eligible list.
 - d **Police Patrol Officer.** Ratify the Commission letters to Samuel Anderson, Francisco Gloria, Jesus Torres-Valdovinos, regarding the removal of their names from the Police Patrol Officer eligible list.
 - e **Tax Compliance Technician.** Ratify the Commission letters to Janine Aguero, Kimberly Johnson, and Demetira Montoya regarding the removal of their names from the Tax Compliance Technician eligible list.
4. Ratify the Commission's decision to conduct a Training and Experience exam for Administrative Technician and Parks Maintenance Mechanic.

REGULAR AGENDA

1. Review the appeal submitted by Alexis Romero, relating to the rejection of their application for the Administrative Technician exam.
Commission Action: Sustain, reject, or set for formal hearing
2. Review the appeal submitted by Reid Baron, Brodie Block, Isaiah Chaparro, Brian Garcia, Jacob Hogan, and Paulina Morales relating to the content of the Fire Engineer Exam.
Commission Action: Sustain, reject, or set for formal hearing
3. Review the appeal submitted by Francisco Gloria relating to the removal of their name from the Police Patrol Officer eligibility list.
Commission Action: Sustain, reject, or set for formal hearing
4. Review the appeal submitted by Christopher Gutierrez relating to the rejection of their application from the Police Patrol Officer exam.
Commission Action: Sustain, reject, or set for formal hearing
5. Review the appeal submitted by Christopher Gutierrez relating to the rejection of their

application from the Probation Officer exam.

Commission Action: Sustain, reject, or set for formal hearing

6. Submission of the eligible list for Administrative Technician.

Commission Action: Approve and certify the eligible list for the class title of Administrative Technician.

7. Submission of the eligible list for Community Service Officer.

Commission Action: Approve and certify the eligible list for the class title of Community Service Officer.

8. Submission of the eligible list for Fire Engineer.

Commission Action: Approve and certify the eligible list for the class title of Fire Engineer.

9. Submission of the eligible list for Parks Maintenance Mechanic.

Commission Action: Approve and certify the eligible list for the class title of Parks Maintenance Mechanic.

10. Submission of the eligible list for Police Patrol Officer (Entry Level-2504).

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

11. Submission of the eligible list for Police Patrol Officer (LEA-2504).

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

12. Submission of the eligible list for Police Patrol Officer (POST-2504).

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

13. Submission of the eligible list for Probation Officer.

Commission Action: Approve and certify the eligible list for the class title of Probation Officer.

14. Submission of the eligible list for Tax Auditor I.

Commission Action: Approve and certify the eligible list for the class title of Tax Auditor I.

15. Submission of the eligible list for Tax Compliance Technician

Commission Action: Approve and certify the eligible list for the class title of Tax Compliance Technician.

16. Submission of the eligible list for Water Reclamation Worker.

Commission Action: Approve and certify the eligible list for the class title of Water Reclamation Worker.

ADMINISTRATIVE ITEMS

1. Process Proposal - Review and discussion of the proposal for a recruitment process for the Civil Service Administrator.

ADJOURN

