



Joel Greer, Mayor  
Carol Webb, City Administrator  
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**Civil Service Commission  
November 18, 2025**

**Minutes**

**Commissioners** Nancy Harris, Chair  
**Present:** Chris Bennett, Commissioner  
Kiyoko Kieffer, Commissioner  
**Absent:**

**Other Staff Present:** Chris Cross, Fire Chief

The Civil Service Commission met in person according to posted notices on November 18, 2025. Chair Harris called the meeting to order at 12:02 PM.

**Item #1 – Approve minutes for October 23, 2025**

Harris moved to approve the minutes as presented, second by Bennett Motion carried 3-0.

**Item #2 – Park Maintenance Worker – Testing Process**

Petermeier presented – The process will not change from the process approved a few months back – candidates will complete an application and then an interview will be conducted. Harris moved to approve the process as presented, second by Kieffer. Motion carried 3-0.

**Item #3 – Fire Lieutenant – Promotional Testing Process**

Chief Cross presented – The approved process was followed consisting of a panel interview, Chief interview, tactical presentation to outside assessors and personnel written exercises graded by outside assessors. All five candidates were presented on a ranked list to the Commission. Bennett moved to approve the list as presented, second by Kieffer. Motion carried 3-0.

The Commission meeting adjourned at 12:10 PM.

Respectfully submitted,

Jill Petermeier, HR Director

**City Council**

Gary Thompson, Jeff Schneider, Mark Mitchell  
Mike Ladehoff, Barry Kell, Greg Nichols, Melisa Fonseca