



CITY OF SIGNAL HILL

2175 Cherry Avenue • Signal Hill, California 90755-3799

THE CITY OF SIGNAL HILL
WELCOMES YOU TO A REGULAR
CIVIL SERVICE COMMISSION MEETING
August 05, 2026

The City of Signal Hill appreciates your attendance. Public interest provides the Commission with valuable information regarding issues of the community. Meetings are held on the first Wednesday of every month.

Meetings begin at 5:30 pm. There is a public comment period at the beginning of the regular meeting, as well as the opportunity to comment on each agenda item as it arises. Any meeting may be adjourned to a time and place stated in the order of adjournment.

The agenda is posted 72 hours prior to each meeting on the City's website and outside of City Hall. The agenda and related reports are also available for review online at www.cityofsignalhill.org.

To participate:

- In-person Participation: Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, California.
- To make a general public comment or comment on a specific agenda item, you may also submit your comment, limited to 250 words or less, to the Commission Secretary at pahumada@cityofsignalhill.org not later than 4:30 p.m. on Wednesday, August 5, 2026. Written comments will be provided electronically to the Civil Service Commission and attached to the meeting minutes. Written comments will not be read into the record.

Civil Service Commissioner Members are compensated \$75.00 per meeting.

(1) **CALL TO ORDER – 5:30 P.M.**

(2) **ROLL CALL**

CHAIR GHEBREZGHI
VICE CHAIR PHILLIPS
COMMISSIONER ARZATE
COMMISSIONER GENGENBACHER

COMMISSIONER GRIGGS

(3) PLEDGE OF ALLEGIANCE

The Chair will lead the audience in reciting the Pledge of Allegiance.

(4) PUBLIC BUSINESS FROM THE FLOOR

Matters of public interest not on the agenda may be addressed; however, State law prohibits the Commission from acting upon items not posted on the agenda 72 hours before a meeting.

(5) COMMUNITY ANNOUNCEMENTS

(6) DISCUSSION ITEM(S)

(a) APPOINTMENT OF TEMPORARY HUMAN RESOURCES MANAGER

(7) CONSENT CALENDAR

The following Consent Calendar items are expected to be routine and non-controversial. Items will be acted upon by the Commission at one time without discussion. Any item may be removed by a Commissioner or member of the audience for discussion.

(a) APPROVAL OF MEETING MINUTES

(b) CERTIFICATION OF ELIGIBILITY LIST - DISPATCHER JAILER 2025-0047

(c) CERTIFICATION OF ELIGIBILITY LIST - WATER SYSTEMS SUPERVISOR
2025-0033

(8) COMMISSION NEW BUSINESS

CHAIR GHEBREZGHI
VICE CHAIR PHILLIPS
COMMISSIONER ARZATE
COMMISSIONER GENGENBACHER
COMMISSIONER GRIGGS

(9) ADJOURNMENT

Tonight's meeting will be adjourned to a special meeting of the Civil Service Commission to be held on Wednesday, August 26, 2026, 4:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

PUBLIC PARTICIPATION

If you need special assistance beyond what is normally provided to participate in City meetings, the City will attempt to accommodate you in every reasonable manner. Please call the City Clerk's Office at (562) 989-7305 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.

AFFIDAVIT OF POSTING

I, Yvette Aguilar, Deputy City Manager, do hereby certify that the foregoing agenda was posted at City Hall in advance of this meeting.



STAFF REPORT

8/5/2026

AGENDA ITEM

TO:

**HONORABLE CHAIR
AND MEMBERS OF THE CIVIL SERVICE COMMISSION**

FROM:

**YVETTE E. AGUILAR
DEPUTY CITY MANAGER**

SUBJECT:

APPOINTMENT OF TEMPORARY HUMAN RESOURCES MANAGER

Summary:

On June 30, 2026, the former Human Resources Manager informed the City of her resignation effective Thursday, July 23, 2026. Upon notification of resignation, management took immediate steps to ensure continuity of services for critical operational functions of the Administration Department and to provide direct oversight of day-to-day operations of the Human Resources Division. The City engaged the services of a professional recruitment firm, Raftelis, to initiate the search for a permanent Human Resources Manager. The job recruitment opened on Monday, July 27, 2026.

To fill the temporary gap while the City actively recruits for a permanent Human Resources Manager, the City appointed Human Resources professional Mr. Patrick Matson to the position of part-time, Temporary Human Resources Manager. Mr. Matson's term is for a period not to exceed six (6) months, unless extended by the City Manager for a maximum of an additional six (6) months. Mr. Matson has more than 18 years of experience in municipal government, serving in various capacities including senior management analyst, Human Resources and Risk Manager, and most recently serving in executive leadership as Director of Human Resources.

Per the City of Signal Hill Municipal Code, Section 2.80.150 - Temporary Appointments, the City is formally notifying the Civil Service Commission of the appointment.

Strategic Plan Goal(s):

Goal No. 5: High-Functioning Government: Strengthen internal communication, recruitment, retention, systems, and processes to increase the effectiveness and efficiency of city services.

8/5/2026

Recommendation:

Receive and file.



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STAFF REPORT

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8/5/2026

AGENDA ITEM

**TO: HONORABLE CHAIR
AND MEMBERS OF THE CIVIL SERVICE COMMISSION**

**FROM: YVETTE AGUILAR
DEPUTY CITY MANAGER**

SUBJECT: APPROVAL OF MEETING MINUTES

Summary:

Regular Meeting of July 1, 2026.

Recommendation:

Approve the regular meeting minutes of July 1, 2026.



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MINUTES OF A REGULAR MEETING SIGNAL HILL CIVIL SERVICE COMMISSION July 01, 2026

A Regular Meeting of the Signal Hill Civil Service Commission was held in-person in the Council Chamber on July 1, 2026.

(1) **CALL TO ORDER – 5:30 P.M.**

(2) **ROLL CALL**

PRESENT: CHAIR AYDA GHEBREZGHI
COMMISSIONER MARIA GENGENBACHER
COMMISSIONER RONALD GRIGGS

ABSENT: VICE CHAIR DIANA PHILLIPS
COMMISSIONER JENNIFER ARZATE

(3) **PLEDGE OF ALLEGIANCE**

Chair Ghebrezghi led the Pledge of Allegiance.

(4) **PUBLIC BUSINESS FROM THE FLOOR**

(5) **COMMUNITY ANNOUNCEMENTS**

(6) **CONSENT CALENDAR**

APPROVAL OF MEETING MINUTES

CERTIFICATION OF ELIGIBILITY LIST - POLICE RECRUIT 2025-0034

CERTIFICATION OF ELIGIBILITY LIST - POLICE RECRUIT 2025-0041

CERTIFICATION OF ELIGIBILITY LIST - POLICE RECRUIT 2025-0044

CERTIFICATION OF ELIGIBILITY LIST - POLICE OFFICER LATERAL
2025-0045

CERTIFICATION OF ELIGIBILITY LIST - RECREATION COORDINATOR
2025-0038

It was moved by COMMISSIONER GRIGGS and seconded by COMMISSIONER GENENBACHER, to approve the Consent Calendar.

(7) **COMMISSION NEW BUSINESS**

CHAIR GHEBREZGHI - NONE
VICE CHAIR PHILIPS - ABSENT
COMMISSIONER ARZATE - ABSENT
COMMISSIONER GENENBACHER - NONE
COMMISSIONER GRIGGS - NONE

(8) **ADJOURNMENT**

It was moved by COMMISSIONER GENENBACHER and seconded by COMMISSIONER GRIGGS to adjourn tonight's meeting to the next special meeting of the Signal Hill Civil Service Commission to be held on July 20, 2026, at 4:00 p.m., in the Council Chamber of City Hall, 2175 Cherry Avenue, Signal Hill, CA 90755.

AFFIDAVIT OF POSTING

CHAIR GHEBREZGHI adjourned the meeting at 5:34 p.m.

AYDA GHEBREZGHI
CHAIR

Attest:

YVETTE AGUILAR
DEPUTY CITY MANAGER



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8/5/2026

AGENDA ITEM

TO:

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FROM:

**YVETTE AGUILAR
DEPUTY CITY MANAGER**

SUBJECT:

CERTIFICATION OF ELIGIBILITY LIST - DISPATCHER JAILER 2025-0047

Summary:

The Dispatcher Jailer 2025-0047 recruitment has concluded, and staff present the Eligibility List for Commission certification.

Recommendation:

Approve.



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8/5/2026

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TO:
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FROM:
**YVETTE AGUILAR
DEPUTY CITY MANAGER**

SUBJECT:
CERTIFICATION OF ELIGIBILITY LIST - WATER SYSTEMS SUPERVISOR 2025-0033

Summary:

The Water Systems Supervisor 2025-0033 recruitment has concluded, and staff present the Eligibility List for Commission certification.

Recommendation:

Approve.