

City of Sacramento
Civil Service Board Report
915 I Street Sacramento, CA 95814
www.cityofsacramento.org

File ID: 2026-00690

3/16/2026

Appeal of the Disqualification of Reyes Ayon from the Senior Code Enforcement Officer Recruitment

File ID: 2026-00690

Location: Citywide

Recommendation: Pass a **Motion:** 1) waiving formal rules for conducting the hearing pursuant to Civil Service Board Rule 4(11)(c)(7); and 2) adopting the Director's findings, determinations, and decision of disqualification in the appeal of Reyes Ayon for the Senior Code Enforcement Officer Recruitment pursuant to Civil Service Board Rule 4.11(c)(6).

Contact: Ambrosia Allen, Personnel Analyst, (916) 808-7065
alallen@cityofsacramento.org, Human Resources Department

Presenter: None

Attachments:

- 1-Description/Analysis
- 2-Job Announcement
- 3-Applicant's Application
- 4-Notice of Disqualification
- 5-Appeal from Applicant

Description/Analysis

Issue Detail:

BACKGROUND

A job announcement for Senior Code Enforcement Officer posted effective December 21, 2025 (Attachment 2). On January 3, 2026, Reyes Ayon submitted a timely application (Attachment 3) for the posting. On January 6, 2026, Appellant Ayon received a notice of disqualification (Attachment 4) stating they were not successful in the examination process.

ISSUE RAISED BY APPELLANT

On January 14, 2026, Appellant Ayon submitted an appeal response (Attachment 5) to the disqualification and cited Civil Service Board (CSB) Rule 4.10(c)(1): Erroneous interpretation or application of the qualification standards prescribed for the classification. Appellant Ayon's appeal

states in part:

“The Training and Experience (T&E) Examination required applicants to self-select experience duration in several core competency areas, including conflict resolution, investigative work, public communication of complex regulations, evidence-related procedures, and staff guidance. I believe my responses did not fully reflect my cumulative and overlapping experience in these areas.

My educational background includes an Associate of Arts degree in Criminal Justice and a degree in Sociology, providing formal training in law enforcement principles, regulatory compliance, investigations, evidence handling, conflict resolution, and working effectively with diverse communities...

Additionally, my experience includes applying documentation and evidence guidelines for enforcement actions and providing instruction and functional guidance to newer or lower-level staff in the course of daily operations. While these duties may not have occurred as isolated functions, they collectively demonstrate progressive responsibility consistent with the Senior Code Enforcement Officer classification.

Because the T&E examination format did not allow for explanation of cumulative or overlapping experience across multiple competency areas, I respectfully believe the application of the qualification standards may not have accurately reflected my total qualifying experience”.

CITY’S RESPONSE TO APPEAL

The City contends the qualification and evaluation standards prescribed for the classification were correctly applied to Appellant Ayon in alignment with the standards stated in the job posting and in the administration of the examination. The City responds as follows:

- I. For clarification, given the rule cited by Appellant Ayon in their appeal, their education and experience were not evaluated for minimum qualifications. Appellant Ayon was disqualified from the recruitment process for failing to achieve a passing score on the examination (Attachment 4). This disqualification is consistent with Civil Service Board (CSB) Rule 4.3(a), which states:

“The Director has the authority to disqualify applicants, candidates or eligibles consistent with the provisions of these rules. The following shall constitute grounds for disqualification of an applicant, candidate or eligible: (a) Failure to meet any of the requirements or qualifications established for the examination, as published in the announcement.”

Candidates who successfully pass the Training and Experience (T&E) examination and are

ranked within the top three reachable ranks are placed on the eligible list. Those applications are then forwarded to the hiring department for further consideration. Human Resources evaluates applications for minimum qualifications only for those candidates selected by the hiring department for interview consideration.

- II. Consistent with Civil Service Board (CSB) Rules and established examination administration protocols, the Human Resources Department collaborated with subject matter experts possessing direct knowledge of the duties, requirements, and responsibilities associated with the classification to develop the examination. The resulting Training and Experience (T&E) examination was specifically designed to evaluate each applicant's training and experience in relation to the knowledge, skills, and abilities (KSAs) identified as most critical for successful performance in the classification, as defined in the classification specification. The published job announcement (Attachment 2) clearly outlined both the minimum qualification standards and the examination process for this recruitment.

Appellant Ayon requests reconsideration of their T&E responses based on their cumulative education, training, and professional experience. However, T&E examinations are scored using a standardized rating methodology developed in advance and applied consistently to all candidates. Responses are evaluated only against the predetermined criteria for the knowledge, skills, and abilities being tested.

The examination is not used to determine whether an applicant meets the minimum qualifications, nor does it award credit for all qualifying experience. Minimum qualifications establish baseline eligibility and are reviewed as a separate step in the process. The examination instead measures the depth and relevance of an applicant's training and experience as it relates to the most critical KSAs. Because all candidates must be scored using the same established criteria, the examination cannot be re-scored based on a general review of cumulative qualifications.

Because Appellant Ayon did not achieve a passing score on the examination their minimum qualifications were not evaluated.

- III. Consistent with Civil Service Board (CSB) rules, City practices, and exam administration protocol the minimum pass point for the examination was established during the examination development process (CSB Rule 4.9(a)):

"The Director shall set minimum qualifying ratings for each phase of the examination and shall provide that all candidates failing to achieve such rating in any phase shall be disqualified from any further participation in the examination. The Director shall set minimum qualifying ratings in accordance with the Director's normal practices which shall be in compliance with state and federal law."

IV. Pursuant to CSB Rule 5.3(e), due to Appellant Ayon's failure to meet the qualifications established for the examination, the City is unable to certify Appellant Ayon for placement on the eligibility list:

"Open lists. These lists consist of eligibles who have successfully competed in an examination open to any person."

V. The same evaluation standards prescribed for the classification were applied to all applicants.

As such, the Director of Human Resources recommends that the Board adopt the Director's findings, determination, and decision of disqualification pursuant to Civil Service Board Rule 4.11(c)(6).

Policy Considerations: Civil Service Board Rule 4.3 Disqualification (a) Failure to meet any of the requirements or qualifications established for the examination, as published in the announcement. Appeals for disqualification shall be heard by the Board unless the Board requests and receives permission from the City Council to utilize the services of a hearing officer. (Civil Service Board Rule 4.11). When the Board hears the appeal itself, the Board may waive the formal rules of procedure in the interest of justice in individual cases and may adopt its own findings, determinations, and decision for adoption and incorporation into the official Board minutes. (Civil Service Board Rules 4.11(c)(6) and (c)(7)).

Economic Impacts: Not applicable.

Environmental Considerations: The recommendation does not constitute a "project" as defined by the CEQA Guidelines as the recommendation is a continuing administrative or maintenance activity and an organizational or administrative activity of the City that will not result in a direct or indirect physical change in the environment. (CEQA Guidelines sections 15378(b)(2) and 15378(b)(5)).

Sustainability: Not applicable.

Commission/Committee Action: None.

Rationale for Recommendation: The City strives to ensure the qualification and evaluation standards prescribed for recruitment processes and practices are correctly and consistently applied to all applicants. Based on Appellant Ayon's examination results, Appellant Ayon did not obtain a passing score on the examination for this classification.

Financial Considerations: Not applicable.

Local Business Enterprise (LBE): Not applicable.

City of Sacramento
Senior Code Enforcement Officer

SALARY	\$32.77 - \$46.12 Hourly \$2,621.89 - \$3,689.27 Biweekly \$5,680.77 - \$7,993.42 Monthly \$68,169.25 - \$95,920.98 Annually	LOCATION	Sacramento, CA
JOB TYPE	Full-Time Career	JOB NUMBER	015066-25-CDD-2
DEPARTMENT	Community Development	DIVISION	Neighborhood Code Compliance
OPENING DATE	12/21/2025	CLOSING DATE	1/4/2026 11:59 PM Pacific

THE POSITION

With supervisor approval, incumbents may be eligible for intermittent remote work; however, they must physically reside within the Sacramento region or have the ability to regularly report to a City of Sacramento physical worksite with little notice.

IDEAL CANDIDATE STATEMENT

The ideal candidate will have strong knowledge of City and State cannabis laws, regulatory requirements, and permitting processes. They will have experience interpreting complex code language and providing clear guidance to applicants, businesses, and support staff on cannabis-related compliance matters. This position serves as the lead in the field, working directly with officers, reviewing complex cases, and ensuring consistent application of regulations and procedures. The candidate will be able demonstrate sound judgment, professionalism, and the ability to manage complex cases in a fast-paced, evolving regulatory environment while providing clear direction and field support to staff.

To supervise and participate in the office and field work involving either the inspection and enforcement of nuisance, zoning, weed, junk and debris, and other related codes, ordinances, and abatement regulations and/or involving the inspection and enforcement of environmental health codes and ordinances related to pest infestation, noise, and smoke.

SUPERVISION RECEIVED AND EXERCISED

Direction is provided by a higher-level management personnel. Responsibilities require the direct and indirect supervision of field and office personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

TYPICAL DUTIES

- Review the work of subordinate personnel involved in the inspection and enforcement of City codes, ordinances, and regulations.
- Direct, supervise, and participate in the implementation of the comprehensive nuisance abatement and/or environmental health programs.
- Plan, schedule, and assign work to subordinate personnel.
- Perform the more difficult field and follow-up investigations.
- Issue infraction/misdemeanor citations for violations of City and State codes relating to nuisance, zoning, pest infestation, noise, smoke, junk and debris, abandoned/inoperative vehicles, oversized trucks in residential districts, and parking (outside central City).

- Supervise and participate in the investigation of possible violations; photograph evidence, contact responsible persons, and compose letters; perform follow-up investigations to see that remedial action has been taken.
- Prepare memos and reports on nuisance, environmental, vehicle, and litter abatement cases.
- Prepare codes violation cases for public hearings or court proceedings; attend hearings as necessary for case prosecution.
- Confer and coordinate with other agencies and City departments on the investigation and disposition of code violations and the abatement thereof.
- Compile information on a variety of nuisance abatement matters.
- Respond to public inquires regarding nuisance abatement; attend public meetings for dissemination of information.
- Train subordinate personnel.
- Efficiently and effectively utilize computer hardware/software in daily activities.
- Other related duties may also be performed; not all duties listed are necessarily performed by each individual holding this classification.

QUALIFICATIONS

Knowledge of:

- Investigative principles and practices.
- Rules of evidence, courtroom demeanor and testimony, and laws of search, arrest, and seizure procedures.
- Municipal court operations and procedures.
- Principles and practices of supervision and training.
- California vehicles and penal codes.
- City codes, ordinances, and regulations.

Ability to:

- Analyze and compile technical information on nuisance investigations and violations.
- Apply rules of evidence, orally and in writing.
- Deal effectively with City employees and the general public.
- Supervise and train subordinate personnel.

EXPERIENCE AND EDUCATION

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Five years of experience EITHER in the enforcement of zoning, nuisance, and related codes, ordinances, and regulations; OR, in the enforcement of environmental health codes, ordinances, and regulations related to pest infestation, smoke, and noise.

Education:

Assignments involving environmental health require State certification as a Public Health Vector Control Certified Technician (Limited).

PROOF OF EDUCATION

Should education be used to qualify for this position, then proof of education such as, but not limited to, university/college transcripts and degrees should be submitted with your application and **will be required at the time of appointment**. Unofficial documents and/or copies are acceptable.

An applicant with a college degree obtained outside the United States must have education records evaluated by a credentials evaluation service. **Evaluation of education records will be due at time of appointment.**

PROOF OF CERTIFICATION

Should certification and/or license be used to qualify for this position, then proof of said certification and/or license should be submitted with your application and **will be required at the time of appointment**.

SPECIAL QUALIFICATIONS

Driver License

A valid California Class C Driver License is required at the time of appointment. Loss of the Class C License is cause for discipline. Individual cases that do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

THE SELECTION PROCEDURE

Please note, the City of Sacramento's preferred method of communication with applicants is via e-mail. As such, please ensure you verify the e-mail address on your application, and check your e-mail frequently, including your spam and junk folders. All e-mail notifications can also be accessed through the governmentjobs.com applicant inbox.

1. Application: (Pass/Fail) – All applicants must complete and submit **online** a City of Sacramento employment application by the final filing deadline:

- Employment applications must be submitted online; paper applications will not be accepted.
- Employment applications will be considered incomplete and will be disqualified:
 - If applicants do not list current and/or past job-related experience in the duties area of the "Work Experience" section. **Note: Qualifying experience is based on full-time experience (40 hours per week). Qualifying experience is calculated to the full-time equivalent (pro-rated if less than 40 hours/week).**
 - If "see resume" is noted in the "Work Experience" section; a resume will not substitute for the information required in the "Work Experience" section.
- Proof of education such as, but not limited to, university/college transcripts and degrees should be submitted online with your application. Proof of education **will be required at time of appointment**.
- Proof of certification and/or license should be submitted online with your application. Proof of certification and/or license **will be required at time of appointment**.
- Position/job titles will not be considered in determining eligibility for meeting the minimum qualifications for this position.
- If you're requesting Veteran's credit, a copy of your DD214 must be submitted online with your application or emailed to the Employment Office by the final filing deadline. Information regarding the use of Veteran's credit can be found in the Civil Service Board rules under rule 4.9C. ([Download PDF reader](#)).
- Applicants are responsible for attaching a copy of their DD214 to each position for which they apply.

2. Training and Experience Exam: (Weighted 100%) – The questions located at the end of the application are the Training and Experience (T&E) Exam. Responses to the T&E questions will be rated and scored. This exam will evaluate the relevance, level, and progression of a candidate's education, training and experience. The exam score will determine your ranking on the eligible list for this job. When completing the T&E questions, please note:

- Responses to the T&E questions must be submitted online; paper questionnaires will not be accepted.
- A resume will not substitute for the information required in the T&E questions.

3. Eligibility: Candidates who pass the Training and Experience Test will be placed on the eligible list. The hiring department may contact candidates for interview at any time during the life of the one-year list. Candidate's eligibility expires one year from the date of notification of a passing score for the **Senior Code Enforcement Officer** examination.

4. Screening Committee: (Pass/Fail)– All candidates that pass the examination and are in one of the top three ranks will have their application forwarded to the hiring department for review. The hiring department will select the most competitive applications for further consideration. Human Resources will only evaluate employment applications for the minimum qualifications, as stated on the job announcement, for applications selected by the hiring department.

5. Conditional Hire: Upon receipt of a conditional offer, the selected candidate must complete and pass Live Scan/fingerprinting. If applicable, candidates may also need to pass a pre-employment medical exam, controlled substance and/or alcohol test, and possess any required licensure or certification prior to receiving a start date from the Department. Failure to meet these prerequisites will be grounds for withdrawal of your conditional offer of employment.

QUESTIONS: For questions concerning this job announcement and the application process:

- Please visit <https://www.governmentjobs.com/Home/ApplicationGuide> for a comprehensive, step-by-step guide to the application process.
- For technical support between 6 AM - 5 PM PT, contact Live Applicant Support at (855) 524-5627.
- Visit the City of Sacramento Human Resources Department website at <https://www.cityofsacramento.gov/HR/employment>;
- Send an email to employment@cityofsacramento.org; or
- Call the Human Resources Department at (916) 808-5726

Employer

City of Sacramento

Address

915 I Street
Historic City Hall
Sacramento, California, 95814-2604

Phone

(916) 808-5726

Website

<http://portal.cityofsacramento.org/HR>

Senior Code Enforcement Officer Supplemental Questionnaire

*QUESTION 1

APPLICATION: I understand my application must meet the minimum qualifications for consideration of employment with the City of Sacramento. The experience I list in the duties area of the "Work Experience" section of the employment application will be used to determine if I meet the minimum qualifications as stated on the job announcement. A resume, responses to the supplemental questions requiring a narrative response, employment history listed elsewhere in the application or attachments will not substitute for the information required in the "Work Experience" section of the employment application. **Position/job titles will not be considered in determining eligibility for meeting the minimum qualifications for this position. Note: Qualifying experience is based on full-time experience (40 hours per week). Qualifying experience is calculated to the full-time equivalent (pro-rated if less than 40 hours/week).** Please refer to the City of Sacramento's Applicant Resources Page for Screening Instructions: <https://www.cityofsacramento.gov/HR/employment>

☐ Yes

*QUESTION 2

PROOF OF EDUCATION: To qualify for this classification you may use any combination of education and/or experience as listed to provide required knowledge, skills, and abilities. I understand proof of education such as, but not limited to, university/college transcripts and degrees should be submitted with my application and **will be required at the time of appointment** if I am using education to qualify for this position. Please refer to the City of Sacramento's Proof of Education Requirements (<https://www.cityofsacramento.gov/HR/employment>) for information on accepted documentation.

☐ Yes

*QUESTION 3

EDUCATION CONFIRMATION: If I am using education to qualify for this position, I attest I possess or will possess the following level of education by time of appointment if I am selected for this position.

- ☐ No units from an accredited college or university
- ☐ Less than 30 semester or 45 quarter units from an accredited college or university
- ☐ 30 semester or 45 quarter units from an accredited college or university
- ☐ 60 semester or 90 quarter units from an accredited college or university
- ☐ Associates Degree
- ☐ 90 semester or 135 quarter units from an accredited college or university
- ☐ Bachelors Degree
- ☐ Masters Degree
- ☐ Doctorate

***QUESTION 4**

PROOF OF CERTIFICATION: I understand proof of certification, should be submitted with my application and will be required at the time of appointment.

- ☐ Yes

***QUESTION 5**

CERTIFICATION CONFIRMATION: I attest I possess or will possess a State certification as a Public Health Vector Control Certified Technician by time of appointment if I am selected for assignments involving environmental health.

- ☐ Yes
- ☐ No

***QUESTION 6**

DRIVER'S LICENSE CONFIRMATION: I attest I possess or will possess a valid California Class C Driver's License by the time of appointment if I am selected for this position.

- ☐ Yes
- ☐ No

***QUESTION 7**

TRAINING AND EXPERIENCE EXAMINATION: The following questions are the Training and Experience (T&E) Examination. In addition to the City of Sacramento employment application, applicants must complete and submit online responses to the T&E questions. This exam will evaluate the relevance, level, and progression of a candidate's education, training and experience. Therefore, your responses to the T&E Exam questions should be thorough and complete because the exam score will determine your ranking on the eligible list for this job. In accordance with the City of Sacramento's Racial and Gender Equity Action Plan (RGEAP), this examination contains non-binary names and pronouns. For additional information regarding the City's RGEAP, please copy and paste the following link into a web browser: <https://www.cityofsacramento.gov/content/dam/portal/hr/Divisions/ode/workforce-equity-documents/Full-RGEAP.pdf> I understand and agree to the above instructions.

- ☐ Yes

***QUESTION 8**

Select the one option that best describes your experience resolving conflicts and de-escalating situations both with colleagues and with the public.

- ☐ Seven years or more
- ☐ At least six years, but less than seven years
- ☐ At least five years, but less than six years
- ☐ At least four years, but less than five years
- ☐ Less than four years

***QUESTION 9**

Select the one option that best describes your experience conducting investigations involving violations of Federal, State, and Local codes, ordinances, and/or regulations.

- ☐ Seven years or more
- ☐ At least six years, but less than seven years
- ☐ At least five years, but less than six years
- ☐ At least four years, but less than five years
- ☐ Less than four years

***QUESTION 10**

Select the one option that best describes your experience explaining complex codes, ordinances, rules, or laws to citizens, colleagues, and/or other members of a community, or organization.

- ☐ Seven years or more
- ☐ At least six years, but less than seven years
- ☐ At least five years, but less than six years
- ☐ At least four years, but less than five years
- ☐ Less than four years

***QUESTION 11**

Select the one option that best describes your experience implementing guidelines and rules related to evidence for hearings or court cases.

- ☐ Seven years or more
- ☐ At least six years, but less than seven years
- ☐ At least five years, but less than six years
- ☐ At least four years, but less than five years
- ☐ Less than four years

***QUESTION 12**

Select the one option that best describes your experience providing instruction and oversight to new or lower-level personnel.

- ☐ Seven years or more
- ☐ At least six years, but less than seven years
- ☐ At least five years, but less than six years
- ☐ At least four years, but less than five years
- ☐ Less than four years

*** Required Question**

EMPLOYMENT APPLICATION



CITY OF SACRAMENTO
915 I Street, Historic City Hall
Sacramento, California, 95814-2604
(916) 808-5726
<http://portal.cityofsacramento.org/HR>

Ayon, Reyes - Person ID: [REDACTED]
015066-25-CDD-2 SENIOR CODE ENFORCEMENT
OFFICER

Received: 1/3/26, 8:03 PM
For Official Use Only:
QUAL: _____
DNQ: _____
☐ Experience
☐ Training
☐ Other: _____

PERSONAL INFORMATION

POSITION TITLE: SENIOR CODE ENFORCEMENT OFFICER		EXAM ID#: 015066-25-CDD-2
NAME: (Last, First, Middle) Ayon, Reyes		SOCIAL SECURITY NUMBER: XXX-XX-
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED] Email [REDACTED]
DRIVER'S LICENSE: ☐ Yes ☐ No	DRIVER'S LICENSE: State: CA Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? ☐ Yes ☐ No
What is your highest level of education? Bachelor's Degree		

PREFERENCES

WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Full Time
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends, On Call (as needed)

EDUCATION

DATES:	SCHOOL NAME: C. K. McClatchy High School	
LOCATION:(City, State) undefined, undefined	DID YOU GRADUATE? ☐ Yes ☐ No	DEGREE RECEIVED: High School Diploma
DATES:	SCHOOL NAME: Sacramento City College	
LOCATION:(City, State) undefined, undefined	DID YOU GRADUATE? ☐ Yes ☐ No	DEGREE RECEIVED: Associate's
MAJOR: Sociology		UNITS COMPLETED: 92 - Semester
DATES:	SCHOOL NAME: California State University Sacramento	
LOCATION:(City, State) undefined, undefined	DID YOU GRADUATE? ☐ Yes ☐ No	DEGREE RECEIVED: Bachelor's
MAJOR: Sociology		UNITS COMPLETED: 53 - Semester
DATES:	SCHOOL NAME: Sacramento City College	
LOCATION:(City, State) undefined, undefined	DID YOU GRADUATE? ☐ Yes ☐ No	DEGREE RECEIVED: Associate's
MAJOR: Administration of Justice		UNITS COMPLETED: 92 - Semester

WORK EXPERIENCE

DATES: From 2/2022 To Present	EMPLOYER: City of Sacramento	POSITION TITLE: Code Enforcement Officer
ADDRESS: [REDACTED]		COMPANY URL: https://www.cityofsacramento.gov/
SUPERVISOR: [REDACTED]	MAY WE CONTACT THIS EMPLOYER? ☐ Yes ☐ No	
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED:	
DUTIES: Collected and analyzed case data, maintaining detailed records to support departmental decision-making and compliance monitoring. Prepared clear, accurate reports documenting inspections, violations, and enforcement actions for internal review and legal purposes. Coordinated with multiple city departments, community organizations, and external stakeholders to ensure timely resolution of cases and compliance with city codes. Managed multiple concurrent cases and administrative tasks, prioritizing workloads and meeting deadlines consistently. Conducted detailed investigations, inspections, and compliance reviews, documenting findings and preparing accurate case reports used for administrative decisions.		
DATES: From 5/2017 To 12/2018	EMPLOYER: Sacramento City College	POSITION TITLE: Resident Expert, Student Equity and Success
ADDRESS: [REDACTED]		
PHONE NUMBER: [REDACTED]	[REDACTED]	[REDACTED]
HOURS PER WEEK: 40	# OF EMPLOYEES SUPERVISED:	

DUTIES:

-Fill requisition forms, setting up for events throughout the year, investigate available services, connecting students and non-students to different resources around campus, prepare memos and reports, radio usage, general clerical work (word processing and type both in English and Spanish, filling, photocopying, and uploading documents), calculated and updated funds using excel.

REASON FOR LEAVING:

I was transferring to Sacramento State University the following semester.

CERTIFICATES AND LICENSES**TYPE:**

Certified Code Enforcement Officer

LICENSE NUMBER:

[REDACTED]

ISSUING AGENCY:

California Association of Code Enforcement Officers

TYPE:

[REDACTED]

LICENSE NUMBER:

[REDACTED]

ISSUING AGENCY:

SACRAMENTO REGIONAL PUBLIC SAFETY TRAINING CENTER

SKILLS**OFFICE SKILLS:**

Typing: 62

Data Entry: 0

OTHER SKILLS:**LANGUAGE(S):**

English : Speak , Read , Write

Spanish : Speak , Read , Write

ADDITIONAL INFORMATION**Volunteer Experience**

GREENING NORTH FRANKLIN- LA FAMILIA COUNSELING CENTER

02-2023

REFERENCES**REFERENCE TYPE:**

Professional

NAME:

[REDACTED]

POSITION:

Code Enforcement Officer

ADDRESS: (Street, City, State, Zip/Postal Code)

[REDACTED]

REFERENCE TYPE:

Personal

NAME:

[REDACTED]

POSITION:**ADDRESS: (Street, City, State, Zip/Postal Code)**

[REDACTED]

EMAIL ADDRESS:

[REDACTED]

REFERENCE TYPE:

Professional

NAME:

[REDACTED]

POSITION:

Code Enforcement Manager

ADDRESS: (Street, City, State, Zip/Postal Code)

[REDACTED]

EMAIL ADDRESS:

[REDACTED]

REFERENCE TYPE:

Professional

NAME:

[REDACTED]

POSITION:

Project Manager

ADDRESS: (Street, City, State, Zip/Postal Code)

[REDACTED]

EMAIL ADDRESS:

[REDACTED]

PHONE NUMBER:

[REDACTED]

Agency-Wide Questions

- Are you currently employed by the City of Sacramento? (Please Note: City employees are still required to indicate job-related experience, including their city job-related experience in the "Work Experience" section of this application.)
Yes
- If 'No' to Question #1, have you ever been employed by the City of Sacramento?
NO
- If 'Yes' to Question #2, state which department(s) and date(s) you left. If 'No' or you are currently employed with the City, please enter N/A.
N/A
- Do you have a high school diploma or equivalent?
Yes
- Please tell us how you heard about this job opening:
GovernmentJobs.com
- If you selected "other," please specify how you heard about this job. This can include community organization, event, professional organization, social media or website, or any option not listed in the question above. Be specific. If you did not select "other," write N/A.
n/a
- I understand that if the position for which I am applying requires proof of Education, Certification, and/or License I must provide documented proof at the time of appointment.
Yes
I understand that I must list current and/or past job-related experience in the duties area of the "Work Experience" section of the employment application. The experience I list will be used to determine if I meet the minimum qualifications as stated on the job announcement. Applications that do not list current and/or past job-related experience will be considered incomplete and will be rejected; omitted information cannot be considered or assumed. A resume, responses to the supplemental questions, or employment history listed elsewhere in the application or attachments will not substitute for the information required in the "Work Experience" section of the employment application. Note: Qualifying experience is based on full-time experience (40 hours per week). Qualifying experience is calculated to the full-time equivalent (pro-rated if less than 40 hours/week). Internships and/or volunteer experience, whether paid or unpaid, will be counted as qualifying experience, but must be listed in the Work Experience section of the employment application.
- I certify that all statements in this application are true and complete. I agree and understand that any misstatements or omissions of materials facts herein will cause forfeiture on my part of all rights to employment by the City of Sacramento. I understand that if I do not meet the announced requirements, I will be eliminated from the examination. I hereby authorize the City to verify the accuracy of the information I have provided on this application.

- Yes
10. I authorize any duly accredited representative of the City of Sacramento to obtain copies of all records relating to my driver's license from the California Department of Motor Vehicles and from any other state in which I have been licensed to drive.
- Yes
11. I authorize any duly accredited representative of the City of Sacramento to obtain any information relating to my activities from prior and current employers and others. This information may include, but not be limited to, achievement, performance, attendance, personal history, and disciplinary information. I direct prior and current employers to release such information upon request to the duly accredited representative of the City of Sacramento regardless of any agreement I may have had with you previously to the contrary. I release any individual, including records custodians, from all liability for damages that may result to me on account of compliance or any attempts to comply with this authorization.
- Yes
12. I understand my application must be submitted in English in order to be considered for employment.
- Yes
13. I understand the City of Sacramento may use text messaging as a method of communication with applicants and I must opt in to receive text message communication through my governmentjobs.com account. Furthermore, I understand if I opt out of receiving text messaging through my governmentjobs.com account, I may forfeit my ability to receive pertinent information regarding the application process. ***Message and Data rates may apply.
- Yes
14. I understand if I opted in to receiving text messages via my governmentjobs.com account, the City of Sacramento will contact me via text messaging on the number(s) provided in my application regarding employment opportunities, the examination process, and/or the on-boarding process. ***Message and Data rates may apply.
- Yes
15. I attest the name(s) listed on the attached document(s) and/or Educational/Certification/Licensure documentation I am required to provide at the time of appointment the are the same person as listed on this application.
- Yes
16. Are you in a familial, cohabitant, or amorous relationship with any current employee of the City of Sacramento? Examples of these relationships include: spouse, domestic partner, parent, child, sibling, uncle, aunt, nephew, niece, first cousin, grandparent, great-grandparent, grandchild, or great-grandchild. Relations may be by blood, marriage, adoption, or domestic partnership, including in-law, step- and half-relationships. (If yes, please answer the next question)
- NO
17. Please list name of relative, relationship and department that your relative works in. (If not applicable, please type N/A)
- N/A
18. The City of Sacramento is committed to a fair and equitable recruitment process. As part of our efforts to maintain consistency and transparency, please acknowledge that you understand the City does not provide individualized feedback to candidates regarding the interview or selection process.
- Yes, I understand the City of Sacramento does not provide feedback to candidates regarding the interview or selection process.
19. California Senate Bill 1100 (SB1100) may impact the driver's license requirements for future job opportunities within our organization. I acknowledge and understand that if I am appointed to future opportunities within the City, the driver's license requirements may differ from the current position I am applying to and that I will be required to meet those specific requirements at the time of appointment.
- Yes
20. I understand the attachment(s) submitted with my application do not automatically qualify me for an incentive or allowance. Furthermore, I understand I must submit the required supporting document(s) directly to my respective department personnel, who will review my eligibility and initiate an incentive or allowance pursuant to the applicable Labor Agreement or Unrepresented Resolution. Incentive and allowance eligibility requirements can be found in the respective Labor Agreement or Unrepresented Resolution posted on the City of Sacramento's website; please copy and paste the following URL into your browser: <https://www.cityofsacramento.gov/HR/labor-agreements>
- Yes

Job Specific Supplemental Questions

- APPLICATION:** I understand my application must meet the minimum qualifications for consideration of employment with the City of Sacramento. The experience I list in the duties area of the "Work Experience" section of the employment application will be used to determine if I meet the minimum qualifications as stated on the job announcement. A resume, responses to the supplemental questions requiring a narrative response, employment history listed elsewhere in the application or attachments will not substitute for the information required in the "Work Experience" section of the employment application. Position/job titles will not be considered in determining eligibility for meeting the minimum qualifications for this position. Note: Qualifying experience is based on full-time experience (40 hours per week). Qualifying experience is calculated to the full-time equivalent (pro-rated if less than 40 hours/week). Please refer to the City of Sacramento's Applicant Resources Page for Screening Instructions: <https://www.cityofsacramento.gov/HR/employment>
- Yes
1. **PROOF OF EDUCATION:** To qualify for this classification you may use any combination of education and/or experience as listed to provide required knowledge, skills, and abilities. I understand proof of education such as, but not limited to, university/college transcripts and degrees should be submitted with my application and will be required at the time of appointment if I am using education to qualify for this position. Please refer to the City of Sacramento's Proof of Education Requirements (<https://www.cityofsacramento.gov/HR/employment>) for information on accepted documentation.
- Yes
2. **EDUCATION CONFIRMATION:** If I am using education to qualify for this position, I attest I possess or will possess the following level of education by time of appointment if I am selected for this position.
- Bachelors Degree
3. **PROOF OF CERTIFICATION:** I understand proof of certification, should be submitted with my application and will be required at the time of appointment.
- Yes
4. **CERTIFICATION CONFIRMATION:** I attest I possess or will possess a State certification as a Public Health Vector Control Certified Technician by time of appointment if I am selected for assignments involving environmental health.
- Yes
5. **DRIVER'S LICENSE CONFIRMATION:** I attest I possess or will possess a valid California Class C Driver's License by the time of appointment if I am selected for this position.
- Yes
6. **TRAINING AND EXPERIENCE EXAMINATION:** The following questions are the Training and Experience (T&E) Examination. In addition to the City of Sacramento employment application, applicants must complete and submit online responses to the T&E questions. This exam will evaluate the relevance, level, and progression of a candidate's education, training and experience. Therefore, your responses to the T&E Exam questions should be thorough and complete because the exam score will determine your ranking on the eligible list for this job. In accordance with the City of Sacramento's Racial and Gender Equity Action Plan (RGEAP), this examination contains non-binary names and pronouns. For additional information regarding the City's RGEAP, please copy and paste the following link into a web browser: <https://www.cityofsacramento.gov/content/dam/portal/hr/Divisions/ode/workforce-equity-documents/Full-RGEAP.pdf> I understand and agree to the above instructions.
- Yes
7. Select the one option that best describes your experience resolving conflicts and de-escalating situations both with colleagues and with the public.
- Less than four years
8. Select the one option that best describes your experience conducting investigations involving violations of Federal, State, and Local codes, ordinances, and/or regulations.
- Less than four years
9. Select the one option that best describes your experience explaining complex codes, ordinances, rules, or laws to citizens, colleagues, and/or other members of a community, or organization.
- Less than four years
- 10.

11. **Select the one option that best describes your experience implementing guidelines and rules related to evidence for hearings or court cases.**
Less than four years
12. **Select the one option that best describes your experience providing instruction and oversight to new or lower-level personnel.**
Less than four years
-

The following terms were accepted by the applicant upon submitting the online application:

I CERTIFY that all statements in this application are true and complete. I agree and understand that any misstatements or omissions of material facts herein will cause forfeiture on my part of all rights to employment by the City of Sacramento. I understand that if I do not meet the announced requirements, I will be eliminated from the examination process, and that applications must be received by the City Employment Office at Historic City Hall, 915 I Street, Plaza Level, Sacramento, CA 95814, by 11:59 p.m. on the final filing date specified on the Job Announcement. I hereby authorize the City to verify the accuracy of the information I have provided on this application. I understand that applications that do not list related job experience in the "Work Experience" section will be considered incomplete and will be rejected.

AUTHORIZATION TO RELEASE EMPLOYMENT RECORDS AND OTHER INFORMATION

I authorize any duly accredited representative of the City of Sacramento to obtain any information relating to my activities from prior and current employers and others. This information may include, but not limited to, achievement, performance, attendance, personal history, and disciplinary information. I direct prior and current employers to release such information upon request to the duly accredited representative of the City of Sacramento regardless of any agreement I may have had with you previously to the contrary. I release any individual, including records custodians, from all liability for damages that may result to me on account of compliance or any attempts to comply with this authorization.

This application was submitted by Reyes Ayon on 1/3/26, 8:03 PM

Sacramento City College

UPON RECOMMENDATION OF THE FACULTY
AND UNDER AUTHORIZATION GRANTED BY THE BOARD OF GOVERNORS OF THE
CALIFORNIA COMMUNITY COLLEGES HEREBY CONFERS UPON

REYES AYON JR

THE DEGREE
ASSOCIATE IN SCIENCE
ADMINISTRATION OF JUSTICE - TRANSFER

With all rights, benefits, and privileges thereto pertaining
Given this twenty second day of May, two thousand and nineteen.

Michael Portman
PRESIDENT OF THE COLLEGE



John R. Kelly
PRESIDENT, BOARD OF TRUSTEES

Lisa King
CHANCELLOR, LOS RIOS COMMUNITY COLLEGE DISTRICT

Sacramento City College

UPON RECOMMENDATION OF THE FACULTY
AND UNDER AUTHORIZATION GRANTED BY THE BOARD OF GOVERNORS OF THE
CALIFORNIA COMMUNITY COLLEGES HEREBY CONFERS UPON

REYES AYON JR

THE DEGREE
ASSOCIATE IN ARTS
SOCIOLOGY - TRANSFER

With all rights, benefits, and privileges thereto pertaining
Given this twenty second day of May, two thousand and nineteen.

Michael Saterian
PRESIDENT OF THE COLLEGE



John D. Hight
PRESIDENT, BOARD OF TRUSTEES

Lisa R. King
CHANCELLOR, LOS RIOS COMMUNITY COLLEGE DISTRICT

The Trustees of

The California State University

on recommendation of the faculty of the

College of Social Sciences and Interdisciplinary Studies

California State University, Sacramento

have conferred upon

Reyes Agon, Jr.

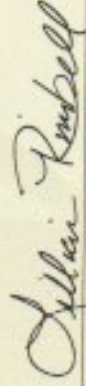
in recognition of the fulfillment of the requirements, the degree of

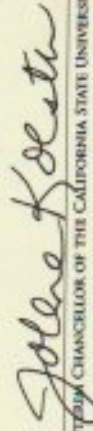
Bachelor of Arts
Sociology

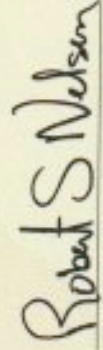
with all the rights, privileges, and honors thereto pertaining.
Given at Sacramento this third day of January, two thousand twenty-two.




GOVERNOR OF CALIFORNIA AND PRESIDENT OF THE TRUSTEES


CHAIR OF THE BOARD OF TRUSTEES


DEPUTY CHANCELLOR OF THE CALIFORNIA STATE UNIVERSITY


PRESIDENT OF THE UNIVERSITY

REYES AYON



📍 Sacramento, CA

Community-focused Code Enforcement Officer with nearly four years of experience balancing enforcement, education, and compliance within a municipal setting. Experienced in handling sensitive cases, conducting investigations, applying de-escalation techniques, and working effectively with diverse populations. Supported by academic training in Sociology and Criminal Justice, with demonstrated judgment, professionalism, and commitment to consistent and fair code enforcement.

SKILLS

- Code Enforcement & Regulatory Compliance
- Investigations & Case Management
- Report Writing & Documentation
- Conflict Resolution & De-escalation
- Leadership & Mentoring
- Interdepartmental Coordination
- Public Communication & Customer Engagement
- Inspection & Compliance Auditing

LANGUAGES

Spanish | Native

EXPERIENCE

CODE ENFORCEMENT OFFICER

City of Sacramento

Feb 2022 – Present

Sacramento, CA

- Conduct investigations of violations of Local codes, ordinances, and regulations, ensuring compliance and documenting findings for administrative hearings and legal review.
- Conducted independent cannabis compliance inspections during senior officer absence, reviewing facilities for adherence to local and state regulations, documenting violations, and coordinating corrective actions with the Office of Cannabis Management.
- Prepare detailed reports, notices, and case documentation to support enforcement actions, hearings, and interdepartmental records.
- Engage property owners, tenants, and business operators to explain regulations, resolve conflicts, and promote voluntary compliance.
- Coordinate with law enforcement, fire, and other city departments to address multi-agency compliance issues.
- Apply de-escalation techniques and professional judgment to manage sensitive, high-risk, or non-compliant situations safely.
- Mentor and provide guidance to newer staff during field operations and documentation processes, fostering consistency and knowledge transfer.

EDUCATION

BACHELOR OF ARTS in SOCIOLOGY

Sacramento State University, CA

Jan 2021

ASSOCIATES OF ARTS in ADMINISTRATION OF JUSTICE

Sacramento City College, CA

May 2019

ASSOCIATES OF ARTS in SOCIOLOGY

Sacramento City College, CA

May 2019

COMMUNITY SERVICE

Community Board Member

Greening North Franklin La Familia

Jan 2022 – Present

Sacramento, CA

Church Volunteer

St. Rose Parish

Mar 2020 – Present

Sacramento, California



January 6, 2026

Reyes Ayon


Dear Reyes Ayon,

We are sorry to inform you that you were not successful in the examination process for Senior Code Enforcement Officer, Exam No. 015066-25-CDD-2.

Thank you for your interest in employment with the City of Sacramento. We hope you will continue to apply for other positions for which you may be qualified. Please be sure to log onto the City of Sacramento website at <https://www.cityofsacramento.gov/HR/employment>

APPEAL PROCESS FOR CIVIL SERVICE EXAMINATIONS

Pursuant to Civil Service Board (CSB) Rule 4.10 (c), candidates who fail any part of the application or examination process may appeal in writing to the CSB within fifteen (15) calendar days after the date of this notice. The following are the grounds for appeal:

- (1) Erroneous interpretation of application of qualification standards prescribed for classification: or
- (2) Improper procedure in the administration of the test: or
- (3) Discrimination based on race, color, religion, national origin, political beliefs, sex, physical handicap, marital status, pregnancy, age, or sexual orientation.

A written appeal must state the grounds for appeal, the supporting facts, and the remedy requested. Appeals must be submitted to employment@cityofsacramento.org within fifteen (15) calendar days after the date of this notice.

Sincerely,

Alexandra Lopez
Human Resources Department
915 I Street, Sacramento, California 95814-2604
Call: (916) 808-5726
Email: employment@cityofsacramento.org
Website: <https://www.cityofsacramento.gov/HR>

Follow us on social media

LinkedIn: <https://www.linkedin.com/showcase/human-resources-department-city-of-sacramento/about/?viewAsMember=true>
Facebook: <https://www.facebook.com/CityofSacramentoHR/>
Instagram: https://www.instagram.com/thecityofsac_hr/?hl=en

Stay informed about City career opportunities

Review Applicant Resources:

<https://www.cityofsacramento.gov/HR/employment>

Sign up for job interest cards:

<https://www.cityofsacramento.gov/content/dam/portal/hr/Divisions/ECD/JobInterestCard.pdf>

If you do not want to receive emails please click on the following : [Unsubscribe from Emails](#)

From: [Employment](#)
To: [REDACTED]
Date: Tuesday, January 20, 2026 11:35:00 AM
Attachments: [image001.png](#)
[image003.png](#)

Hello,

This email is to confirm we are in receipt of your appeal. Your appeal will be presented to the Civil Service Board at the March meeting, scheduled for March 16, 2026. You will receive additional meeting details closer to the meeting date from Human Resources Administration.

Please be aware, written appeals are heard by the Civil Service Board in a public meeting and on the public record. Written appeals, application materials, and correspondence will be posted publicly online as part of the meeting agenda.

Thank you,

Ambrosia Allen

Employment Services

City of Sacramento | Human Resources

915 I Street · Plaza Level · Sacramento, CA 95814

Phone: (916) 808-5726 Email: employment@cityofsacramento.org

Have questions? Visit our new Employment Services [FAQ Page](#) on Nexus for quick answers!

Workforce Equity Goal: To Reflect the City to Better Serve the City

Have you viewed the City's [Racial and Gender Equity Action Plan](#)?

Connect with us:  [Facebook](#)  [Instagram](#)  [LinkedIn](#)

E-mail correspondence with the City of Sacramento, and attachments, if any, may be subject to the California Public Records Act, and as such may be subject to public disclosure unless otherwise exempt under the Act.

From: Reyes Ayon Jr [REDACTED]
Sent: Wednesday, January 14, 2026 5:45 PM
To: Employment <employment@cityofsacramento.org>
Subject: Civil Service Examination Appeal – Senior Code Enforcement Officer (Exam No. 015066-25-CDD-2)

Dear Civil Service Board,

Please find attached my written appeal regarding my examination results for the Senior Code Enforcement Officer position (Exam No. 015066-25-CDD-2). I respectfully request a review and reconsideration of my Training and Experience Examination responses.

Thank you very much for your time and consideration. Please let me know if any additional information is required.

Sincerely,
Reyes Ayon

A black rectangular redaction box covering the signature area.

Dear Civil Service Board,

I am submitting this written appeal pursuant to Civil Service Board Rule 4.10(c) regarding my examination results for the Senior Code Enforcement Officer position, Exam No. 015066-25-CDD-2.

Grounds for Appeal:

Erroneous interpretation or application of the qualification standards prescribed for the classification.

Supporting Facts:

The Training and Experience (T&E) Examination required applicants to self-select experience duration in several core competency areas, including conflict resolution, investigative work, public communication of complex regulations, evidence-related procedures, and staff guidance. I believe my responses did not fully reflect my cumulative and overlapping experience in these areas.

My educational background includes an Associate of Arts degree in Criminal Justice and a degree in Sociology, providing formal training in law enforcement principles, regulatory compliance, investigations, evidence handling, conflict resolution, and working effectively with diverse communities.

In my professional role as a Code Officer, I have routinely resolved conflicts and de-escalated situations with members of the public and colleagues, conducted investigations involving violations of municipal codes and regulations, and explained complex code requirements to community members and stakeholders. I also have direct experience performing cannabis-related inspections, during which I applied cannabis regulations, conducted compliance reviews, documented findings, and coordinated with internal staff and regulated entities. These responsibilities have been performed concurrently over multiple years as part of my regular assignment.

Additionally, my experience includes applying documentation and evidence guidelines for enforcement actions and providing instruction and functional guidance to newer or lower-level staff in the course of daily operations. While these duties may not have occurred as isolated functions, they collectively demonstrate progressive responsibility consistent with the Senior Code Enforcement Officer classification.

Because the T&E examination format did not allow for explanation of cumulative or overlapping experience across multiple competency areas, I respectfully believe the application of the qualification standards may not have accurately reflected my total qualifying experience.

Remedy Requested:

I respectfully request a review and reconsideration of my Training and Experience Examination responses to determine whether my cumulative education, training, and professional

experience, including cannabis-related inspections, meet the qualification standards and warrant placement on the eligible list for the Senior Code Enforcement Officer position.

Thank you for your time and consideration. I appreciate the opportunity to submit this appeal and am available to provide additional clarification if requested.

Sincerely,
Reyes Ayon

A large black rectangular redaction box covering the signature area.