



**NOTICE OF  
REGULAR CIVIL SERVICE COMMISSION MEETING**

Urbana City Building  
Executive Conference Room (2<sup>nd</sup> floor)  
400 South Vine Street  
Urbana, Illinois

**Wednesday, February 27, 2013 at 10:00 a.m.**

**AGENDA**

1. Call to order and roll call.
2. Approval of minutes: Jan. 30, 2013.
3. Additions to agenda.
4. Public comment.

*Each person wishing to speak before the Civil Service Commission on any matter shall approach the Civil Service Commission, give name and address, and limit comments to 5 minutes. State law generally precludes the Civil Service Commission from acting upon any topic initially presented during oral communications. Your information may be received, placed on the next agenda or referred to the Chief Examiner.*

5. Action Items.
  - A. Revisions to Arbor Supervisor Job Description.
  - B. Decertify Police Services Representative register.
6. Informational Items.
  - A. Discuss changes to Fire Fighter job description
  - B. Staff Report
7. Other Business
8. Adjournment.

Vacellia Clark  
Chief Examiner



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In compliance with the Americans with Disabilities Act (ADA): Persons with a disability may request a reasonable accommodation by contacting Todd Rent, the City of Urbana's ADA Coordinator, in person or in writing at 400 S. Vine Street, Urbana, Illinois 61801; by telephone at 217-384-2466 or TTY 217-384-2447; or by email at [terent@urbanaininois.us](mailto:terent@urbanaininois.us). Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

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Posted at the City Building at 10:10 a.m. on 2/25/2013.