

**NOTICE OF REGULAR MEETING
OF THE CIVIL SERVICE COMMISSION**

Urbana City Building
City Council Chambers
400 South Vine Street
Urbana, Illinois

PURSUANT TO THE OPEN MEETINGS ACT, notice is hereby given that the Civil Service Commission of the City of Urbana will hold a regular meeting at 4:00 p.m. on Wednesday, August 30, 2023, in the City Council Chambers, 400 South Vine Street, Urbana, Illinois.

AGENDA

1. Call to order and roll call
2. Approval of minutes: July 26, 2023
3. Public comment
4. Action Items
 - A. Request to modify classifications:
 1. Landscape/Arbor Maintenance Worker
 2. Landscape Technician
 3. Arbor Technician
 - B. Request to add classifications:
 1. Landscape Technician II
 2. Arbor Technician II
 3. Landscape/Arbor Crew Leader
 - C. Request to modify classifications:
 1. Financial Services Specialist
 2. Financial Services Coordinator
 - D. Request to modify classification:
 1. Executive Assistant
 - E. Request to modify classifications:
 1. Network Administrator
 - F. Request to supplements lists of candidates:
 1. Financial Services Coordinator
 2. Police Services Representative
 - G. Request to modify Civil Service Rule 6.1 – Minimum Qualifications
5. Informational and Discussion Items
6. Adjournment



In compliance with the Americans with Disabilities Act (ADA): Persons with a disability may request a reasonable accommodation by contacting 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 by email at HRO@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.

I hereby certify that the agenda for the above stated meeting(s) was posted at the Urbana City Building, 400 S. Vine St., on Monday, August 28, 2023.

Femi Fletcher

Attest: Femi Fletcher, Human Resources Manager