

**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, November 29, 2023, in the City Council Chambers, 400 South Vine Street, Urbana, Illinois.

**AGENDA**

1. Call to order and roll call
2. Approval of minutes: September 27, 2023
3. Public comment
4. Action Items
  - A. Request to modify classification: Electrician I
  - B. Request to modify classification: Traffic Signal Technician I
  - C. Request to add classification: Electrician II
  - D. Request to add classification: Traffic Signal Technician II
  - E. Request to modify classification: Fire Prevention and Education Officer
  - F. Request to modify classification: Assistant City Engineer
  - G. Request to supplement lists of candidates: Executive Assistant
5. Informational and Discussion Items
6. Adjournment



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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](mailto: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.

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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, September 25, 2023.

*Femi Fletcher*

Attest: Femi Fletcher, Human Resources Manager

