



## NOTICE OF RESCHEDULED MEETING OF THE CIVIL SERVICE COMMISSION

PURSUANT TO THE OPEN MEETINGS ACT, notice is hereby given that the regularly scheduled meeting of the City of Urbana Civil Service Commission set for Wednesday, Oct. 31, 2018 at 4:00 p.m. has been rescheduled to **Friday, Nov. 9, 2018 at 4:00 p.m. in the Executive Conference Room (2<sup>nd</sup> floor), 400 South Vine Street, Urbana, Illinois.**

### AGENDA

1. Call to order and roll call.
2. Approval of minutes: September 26, 2018
3. Public comment
4. Action Items
  - A. Request to approve job description for Adult & Youth Services Librarian (UFL).
  - B. Request to modify minimum qualifications for Fleet Supervisor.
5. Informational Items
6. Other Business
7. Adjournment

Todd Rent  
Human Resources Director/Civil Service 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 the City of Urbana's ADA Coordinator, in person or in writing at 400 S. Vine Street, Urbana, Illinois 61801; by telephone at 217-384-2451; 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 Wednesday, November 7, 2018.

*Elizabeth Borman*

Attest: Elizabeth Borman, Asst. Human Resources Mgr.