



**CIVIL SERVICE COMMISSION
MEETING AGENDA**
Tuesday, December 02, 2025 at 4:00 PM
Commission Chambers, 300 Municipal Drive,
Madeira Beach, FL 33708

This Meeting will be televised on Spectrum Channel 640 and YouTube Streamed on the City's Website.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

Public participation is encouraged. If you are addressing the Civil Service Commission, step to the podium and state your name and address for the record. Please limit your comments to three (3) minutes and do not include any topic on the agenda. Public comment on agenda items will be allowed when they come up.

4. APPROVAL OF MINUTES

A. 08-05-2025, Civil Service Commission Meeting Minutes

B. 10-14-2025, Civil Service Commission Meeting Minutes

5. HR REPORT

6. NEW BUSINESS

A. Appointment of Chair

B. Appointment of Vice Chair

C. Establishing 2026 Quarterly Meeting Schedule

D. Exit Interview for Voluntary Resignations

E. New Job Description Format by Gehring Group

F. Salary Recommendation - Board of Commissioners

7. OLD BUSINESS

8. CIVIL SERVICE COMMISSION - 2025 PROGRESS REPORT

A. 2025 Progress Report

9. NEXT MEETING

There is no upcoming meeting scheduled at this time.

10. ADJOURNMENT

One or more Elected or Appointed Officials may be in attendance.

Any person who decides to appeal any decision of the Civil Service Commission with respect to any matter considered at this meeting will need a record of the proceedings and for such purposes may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The law does not require the minutes to be transcribed verbatim; therefore, the applicant must make the necessary arrangements with a private reporter or private reporting firm and bear the resulting expense. In accordance with the Americans with Disability Act and F.S. 286.26; any person with a disability requiring reasonable accommodation to participate in this meeting should call City Clerk Clara VanBlargan at 727-391-9951, Ext. 231 or 232 for email a written request to cvanblargan@madeirabeachfl.gov.