

CIVIL SERVICE COMMISSION AGENDA ITEM REQUEST FORM



To request that an item be on the Civil Service Commission agenda, please complete this form and include required supporting documents. Civil Service Staff will notify you if and when the item will appear on the agenda.

Date Submitted:

Completed requests can be sent to civilservice@auroragov.org or faxed to 303-326-8944

Item Topic:

Submitted by:

Department/Organization:

Contact Phone:

Email Address:

Name, title, and contact info. of individual who will present the item:

Estimated time needed to present the item:

Select the type of agenda item:

Agenda Item (Requires a vote)

Discussion (No vote required)

Rule Change

Report/Request

For CSC Staff Use only
Approved for meeting on:

Returned to requester for the following reason(s):

Not approved

State how the item title is to appear on the agenda:

Briefly summarize the topic and/or point of view:

List attachments (*supporting documents) to be distributed with the agenda:

Indicate if there will be need for audio/visual equipment, change of venue, and/or anticipated attendance by special interest groups: