



Commissioner Ozell L. Birks  
Commissioner Melvin Bruce Lee  
Commissioner Donita Randles  
Commissioner Deanna Mendez  
Commissioner Edward Perkins

Demond Spraberry, Interim City Manager  
Amy L. Anderson, City Secretary  
Angela Locuste, Civil Svc. Director

## **Agenda**

### **Regular Civil Service Commission Meeting**

### **May 13, 2026 - 10:00 AM**

Notice is hereby given that on May 13, 2026, the Civil Service Commission of the City of Forest Hill will hold a Regular Meeting at 10:00 AM, in the City of Forest Hill Council Chambers, 3219 California Parkway, Forest Hill, Texas, 76119, for the purpose of considering the following items:

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this agenda.

#### **1. Call to Order**

#### **2. Consent Agenda**

All matters listed under Consent Agenda are considered to be routine and will be enacted by one motion. There will not be separate discussion of these items unless a Member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- a) Consider approval of meeting minutes for the January 14, 2026 meeting.

#### **3. Deliberation Agenda**

- a) Discuss and consider approval to reassign and reclassify the position of Fire Marshall.
- b) Discuss and consider a revision to the Local Civil Service Rules, Section 3.04, Disqualification of an Applicant, to allow the disqualification of an applicant during the hiring process if they fail the oral interview for the Police Department or Fire Department.
- c) Discuss and consider a revision to the Local Civil Service Rules, Section 3.07, Selection from Eligibility List, If no current vacancies are available, the Police and/or Fire Department may extend a conditional job offer to an applicant as an alternate candidate based on the applicant's ranking on the eligibility list.
- d) Discuss and consider a revision to the Local Civil Service Rules, Section 4.11, Promotional Probationary Period, any employee promoted to the rank of Police Department Corporal or Fire Department Driver or above shall serve a promotional probationary period of six (6) months beginning on the official date of swearing-in to the new rank. An employee who fails to satisfactorily perform the duties and responsibilities of the promoted rank during the probationary period may be returned to their previous rank.

- e) Discuss and consider a revision to the Local Civil Service Rules, Section 4.13, Administrative Internal Affairs Investigations and Eligibility Lists, a candidate who is currently the subject of an active administrative internal affairs investigation may be bypassed for appointment or promotion during the pendency of the investigation; however, the candidate shall not be removed from the eligibility list solely based on the existence of the investigation unless otherwise disqualified under applicable Civil Service law, department policy, or final disciplinary findings.
- f) Discuss and consider a request for a variance to the two-year minimum rank requirement for Engineers to be eligible to take the promotional exam for Lieutenant.

#### 4. Adjournment

##### Certificate

I, Amy L. Anderson, City Secretary, do hereby certify that a copy of the May 13, 2026 Civil Service Commission agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the [City's website](#), in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING: May 7, 2026

TIME OF POSTING: 4:15 p.m.

Amy L. Anderson, TRMC, CMC  
City Secretary

##### NOTICE OF POSSIBLE QUORUM

Notice is hereby given that a possible quorum of the Forest Hill City Council may attend this meeting. While there may be an incidental discussion of City business, the City Council will not be deliberating as a governing body of the City of Forest Hill. Any discussion of public business is purely incidental. No action will be taken by the governing body.

##### NOTICE OF ACCOMMODATION

The Forest Hill City Hall is wheelchair accessible. Access to the building and special parking is available at the Main Entrance at the north end of the building. Spanish language interpreters, deaf interpreters, Braille copies, or any other special needs will be provided to any person requesting a special service with at least 48 hours notice. Please call the City Secretary's office at 817-568-3040 or [aanderson@foresthilltx.org](mailto:aanderson@foresthilltx.org).