

Heritage Ohio Main Street Program Monthly Report

Report only those items completed in your project area.
 Heritage Ohio 846-½ East Main Street Columbus, Ohio 43205

Month	Main Street	Contact
October 2010	Main Street Kent	Mary Gilbert

DESIGN

Completed Façade Renovations (include any work completed on building storefronts)

Building Name or Address	Amount Invested	Source of Funds	Year
None			

Other Completed Building Rehabilitation Projects

(include completed work other than façade, on buildings)

Building Name or Address	Amount Invested	Source of Funds	Year
425 Franklin Avenue – installation of water meter for new business – Sultan Foods	N/A	Private	
407 East Main Street – installation of blower for The Exchange	N/A	Private	

Other Completed New Construction

(include completed new construction other than façade, on buildings)

Building Name or Address	Amount Invested	Source of Funds	Year
None			

Buildings Sold (list any property transfers in your project area)

Building Name or Address	Amount Sold	Amount of B.O.B. Sale
118 South Depcyster St.	\$300,000	\$135,000
123 North Water St.	\$250,000	\$98,000

Public Improvements Completed Affecting District (list only permanent improvements)

Project Name	Cost of Project	Source of Funds
None		

ECONOMIC RESTRUCTURING

New Businesses Opened in District *(FTE = Full Time Employee; PTE = Part Time Employee)*

Name and Address	Type of Business	New FTE	New PTE
Sultan Foods	Eatery	N/A	N/A
Silver & Scents	Retail	1	0
H.O.M.E. Markets	Retail/Food	0	3

Businesses Closed/Moved Out of District

Name and Address	Type of Business	FTE Lost	PTE Lost
Rehab Vintage	Retail	0	2
Main Street Snack Shop	Retail/Food	0	3

Businesses Expanded in District

Name and Address	Type of Business	New FTE	New PTE
Off the Wagon	Retail	0	0
Last Exit Books	Retail	0	0

New Housing Completed in District

Address	Units Created	Completion Cost	Family Rent
None			

PROMOTION

District Promotions Completed *(please indicate type of promotion fr = retail; SE = special event; I = image)*

Event	Sponsors	Cost	Revenue
KSU Homecoming Parade	KSU, Local volunteers	SE	N/A
Family Friendly Halloween	Main Street Kent, KSU volunteers	SE	\$1600

ORGANIZATION

Training Sessions Attended

Total Number of Trainings Attended	FTE Managers (N)	Volunteers (N)
None		

Volunteer Hours

Donor/Job	Hours
Total Volunteer Hours Donated	334 Hours
Total Hours Volunteered to Heritage Ohio	0 Hours

Fundraising Efforts

Event/Project	Source and Amount
None	

Membership Efforts

Total New Members	Total Membership Amount Collected
None	

Commentary

Commentary by Committee

<p>Design: The Design Committee continued to work on the Sculpture Mile, the final report for the Adopt-A-Spot program and discussion and research regarding a Wayfinding program.</p>	<p>Promotion: The Promotion Committee focused on plans for KSU Homecoming Parade and the Family Friendly Halloween Event – both events were very well attended.</p>
<p>Organization: The organization committee did not meet this month.</p>	<p>Economic Restructuring: The Economic Restructuring Committee did not meet during the month of October.</p>

Program Commentary *(list critical issues, challenges, and successes of the past month)*

<p>The Main Street Kent Board of Directors completed their annual Strategic Planning Session to discuss plans for 2011. Staff worked on the following projects this month: the Family Friendly Halloween event, the KSU Homecoming, presentation and discussion with Kent City Council regarding their continued investment in Main Street Kent, Heritage Festival follow-up meeting, social media training and continued discussion on short-term and long-term solutions to downtown parking.</p>

Suggestions for Heritage Ohio Staff *(list suggestions on services or training topics; new resources; questions)*

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Heritage Ohio Main Street Program Monthly Report

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Heritage Ohio 846-½ East Main Street Columbus, Ohio 43205

Month and Year	District / Neighborhood	Reporter
November 2010	Main Street Kent	Mary Gilbert

DESIGN

Completed Façade Renovations *(include any work completed on building storefronts)*

Building Name or Address	Amount Invested	Source of Funds	FISCAL YEAR
None			

Other Completed Building Rehabilitation Projects

(include completed work other than façade, on buildings)

Building Name or Address	Amount Invested	Source of Funds	FISCAL YEAR
None			

Other Completed New Construction

(include completed new construction other than façade, on buildings)

Building Name or Address	Amount Invested	Source of Funds	FISCAL YEAR
None			

Buildings Sold *(list any property transfers in your project area)*

Building Name or Address	Amount Sold	Number of Units Sold	FISCAL YEAR
None			

Public Improvements Completed Affecting District *(list only permanent improvements)*

Project Description	Cost of Project	FISCAL YEAR
None		

ECONOMIC RESTRUCTURING

New Businesses Opened in District *(FTE = Full Time Employee; PTE = Part Time Employee)*

Name and Address	Type of Business	FTE	PTE
None			

Businesses Closed/Moved Out of District

Name and Address	Type of Business	FTE	PTE
None			

Businesses Expanded in District

Name and Address	Type of Business	New FTE	New PTE
None			

New Housing Completed in District

Address	Of Units Created	Completion Date	Monthly Rent
None			

PROMOTION

District Promotions Completed *(please indicate type of promotion {R = retail; SE = special event; I = image})*

Event	Sponsor(s)	Type	Impact
KSU Folk Festival Round Town & other related events	Kent State University, Kent Stage, local downtown businesses	SE	N/A

ORGANIZATION

Training Sessions Attended

Total Number of Trainings Attended	AVS Manager(s)	Volunteer(s)
Heritage Ohio Entrepreneurship Training – Nelsonville, OH	1	0

Volunteer Hours

Donated Hours	Total Hours
Total Volunteer Hours Donated	122 Hours

Total Hours Volunteered to Heritage Ohio	0 Hours
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Fundraising Efforts

Event/Project	Volunteers and Amount
None	

Membership Efforts

Total New Members	Total Members (including all)
None	

Commentary

Commentary by Committee

<p>Design: The Design Committee did not meet in November. Staff continued to meet with KSU officials regarding the Sculpture Mile Dedication and continued researching Wayfinding options.</p>	<p>Promotion: The Promotion Committee did not meet in November. Staff began working with the Chamber to prepare for the Festival of Lights.</p>
<p>Organization: The Organization committee did not meet during the month of November. Staff continued to work with the Tannery to maintain the new website.</p>	<p>Economic Restructuring: The ER Committee met in conjunction with the Chamber Economic Committee to discuss continued downtown development plans and to plan for 2011. A small group of volunteers met to discuss assistance for existing downtown businesses.</p>

Program Commentary *(list critical issues, challenges, and successes of the past month)*

<p>Staff worked on the following projects this month: Planning for the Festival of Lights, continued promotion of downtown businesses through social media and e-mail blasts, planning for sculpture mile dedication, parking subcommittee, research on wayfinding, website issues and plans for 2011. The Folk Festival Round Town event, sponsored by Kent State and local downtown business owners was very successful and very well attended.</p>

Suggestions for Heritage Ohio Staff *(list suggestions on services or training topics; new resources; questions)*

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Month and Year	Project Name	Contact Name
December 2010	Main Street Kent	Mary Gilbert

DESIGN

Completed Façade Renovations (include any work completed on building storefronts)

Building Name or Address	Amount Invested	Source of Funds	TAX Credit
425 Franklin Ave – New Sign for Sultan Foods	N/A	Private	

Other Completed Building Rehabilitation Projects

(include completed work other than façade, on buildings)

Building Name or Address	Amount Invested	Source of Funds	TAX Credit
238 East Main Street –Repairs per Fire Department	N/A	Private	

Other Completed New Construction

(include completed new construction other than façade, on buildings)

Building Name or Address	Amount Invested	Source of Funds	TAX Credit
None			

Buildings Sold (list any property transfers in your project area)

Building Name or Address	Amount of Sale	Amount of Pledged Sale
237 East Main Street – new home of Kent Historical Society	\$275,000	N/A

Public Improvements Completed Affecting District (list only permanent improvements)

Project Description	Cost of Project	Source of Funds
None		

ECONOMIC RESTRUCTURING

New Businesses Opened in District *(FTE = Full Time Employee; PTE = Part Time Employee)*

Name and Address	Type of Business	FTE	PTE
None			

Businesses Closed/Moved Out of District

Name and Address	Type of Business	FTE	PTE
None			

Businesses Expanded in District

Name and Address	Type of Business	FTE	PTE
None			

New Housing Completed in District

Address	Q1 End of Period	Completion Date	Monthly Rent
None			

PROMOTION

District Promotions Completed *(please indicate type of promotion (R = retail; SE = special event; I = image))*

Event	Location	Type	Total Cost
Festival of Lights	Kent Area Chamber of Commerce, Main Street Kent	SE	N/A
Indoor Winter Haymaker Farmer's Market	Haymaker Farmer's Market, Williams, Welser, Kratcoski Law Firm	SE	N/A

ORGANIZATION

Training Sessions Attended

Total Number of Trainings Attended	MS Managerial	Admitted (N)
None		

Volunteer Hours

Donated Hours	
Total Volunteer Hours Donated	48 Hours

Total Hours Volunteered to Heritage Ohio	0 Hours
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Fundraising Efforts

Event/Project	Hours and Amount
None	

Membership Efforts

Total New Members	Total Membership Income Collected/pledged
None	

Commentary

Commentary by Committee

Design: The Design Committee did not meet in December.	Promotion: The Promotion Committee chairs and the Executive Director met to discuss plans for 2011.
Organization: The Organization Committee did not meet in December. The chair of the committee continued to work on the website.	Economic Restructuring: The Economic Restructuring Committee did not meet in December.

Program Commentary *(list critical issues, challenges, and successes of the past month)*

The highlight of December was the Groundbreaking for Acorn Alley II. This continued redevelopment of downtown sponsored by Ron Burbick will include several new cateries and stores, expansion of Acorn Alley to Erie Street, open space including an oriental garden and potential office and residential space and is expected to open in the summer of 2011. Kent City Council approved a 5 year commitment to Main Street Kent and the Main Street Board of Directors signed a 5-year contract with the Executive Director. Staff worked on the following projects this month: the Festival of Lights, downtown lighting, wayfinding research, plans for 2011, and continued discussion of short-term and long-term solutions to downtown parking.

Suggestions for Heritage Ohio Staff *(list suggestions on services or training topics; new resources; questions)*

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**City of Kent
Income Tax Division**

December 31, 2010

Income Tax Receipts Comparisons - RESTATED - (NET of Refunds)

Monthly Receipts

Total receipts for the month of December, 2010	\$904,915
Total receipts for the month of December, 2009	\$852,239
Total receipts for the month of December, 2008	\$905,196

Year-to-date Receipts and Percent of Total Annual Receipts Collected

	<u>Year-to-date Actual</u>	<u>Percent of Annual</u>
Total receipts January 1 through December 31, 2010	\$10,453,032	99.99%
Total receipts January 1 through December 31, 2009	\$10,482,215	100.00%
Total receipts January 1 through December 31, 2008	\$10,712,803	100.00%

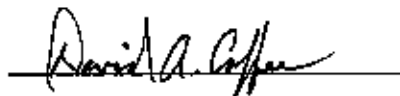
Year-to-date Receipts Through December 31, 2010 - Budget vs. Actual

<u>Year</u>	<u>Annual Budgeted Receipts</u>	<u>Revised Budgeted Receipts</u>	<u>Year-to-date Actual Receipts</u>	<u>Percent Collected</u>	<u>Percent Remaining</u>
2010	\$10,500,000	\$10,454,250	\$10,453,032	99.99%	0.01%

Comparisons of Total Annual Receipts for Previous Five Years

<u>Year</u>	<u>Total Receipts</u>	<u>Percent Change From Prior Year</u>
2005	\$10,188,261	6.33%
2006	\$10,151,202	-0.36%
2007	\$10,540,992	3.84%
2008	\$10,712,803	1.63%
2009	\$10,482,215	-2.15%

Submitted by



, Director of Budget and Finance

2010 CITY OF KENT, OHIO
Comparison of Income Tax Receipts
for Month Ended December 31, 2010

Month	Monthly Receipts			Comparisons	
	2008	2009	2010	Amount	Percent Change
January	\$ 1,012,461	\$ 731,968	\$ 952,296	\$ 220,328	30.10%
February	782,239	1,083,705	785,233	(298,472)	-27.54%
March	852,617	845,720	809,613	(36,107)	-4.27%
April	1,207,724	993,055	1,026,687	33,632	3.39%
May	749,292	988,003	877,364	(110,639)	-11.20%
June	848,840	867,634	798,635	(68,999)	-7.95%
July	921,824	824,083	828,960	4,877	0.59%
August	757,111	858,853	865,224	6,371	0.74%
September	827,748	729,239	762,176	32,937	4.52%
October	960,601	886,840	961,274	74,434	8.39%
November	887,150	820,876	880,655	59,779	7.28%
December	905,196	852,239	904,915	52,676	6.18%
Totals	\$ 10,712,803	\$ 10,482,215	\$ 10,453,032	-29,183	-0.28%

Month	Year-to-Date Receipts			Comparisons	
	2008	2009	2010	Amount	Percent Change
January	\$ 1,012,461	\$ 731,968	\$ 952,296	\$ 220,328	30.10%
February	1,794,700	1,815,673	1,737,529	(78,144)	-4.30%
March	2,647,317	2,661,393	2,547,142	(114,251)	-4.29%
April	3,855,041	3,654,448	3,573,829	(80,619)	-2.21%
May	4,604,333	4,642,451	4,451,193	(191,258)	-4.12%
June	5,453,173	5,510,085	5,249,828	(260,257)	-4.72%
July	6,374,997	6,334,168	6,078,788	(255,380)	-4.03%
August	7,132,108	7,193,021	6,944,012	(249,009)	-3.46%
September	7,959,856	7,922,260	7,706,188	(216,072)	-2.73%
October	8,920,457	8,809,100	8,667,462	(141,638)	-1.61%
November	9,807,607	9,629,976	9,548,117	(81,859)	-0.85%
December	10,712,803	10,482,215	10,453,032	(29,183)	-0.28%
Totals	\$ 10,712,803	\$ 10,482,215	\$ 10,453,032	(29,183)	-0.28%

2010 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
for Month Ended December 31, 2010

Month	Monthly Receipts			Comparisons	
	2008	2009	2010	Amount	Percent Change
January	\$ 328,155	\$ 344,562	\$ 422,779	\$ 78,217	22.70%
February	304,739	346,921	328,502	(18,419)	-5.31%
March	359,268	344,275	349,936	5,661	1.64%
April	324,465	346,865	350,591	3,726	1.07%
May	321,356	340,901	348,819	7,918	2.32%
June	321,029	335,596	345,261	9,665	2.88%
July	304,548	320,155	334,650	14,495	4.53%
August	320,946	366,601	381,241	14,640	3.99%
September	306,590	287,150	291,775	4,625	1.61%
October	341,832	348,108	370,956	22,848	6.56%
November	342,612	353,917	370,551	16,634	4.70%
December	343,999	355,737	372,404	16,667	4.69%
Totals	\$ 3,919,539	\$ 4,090,788	\$ 4,267,465	\$ 176,677	4.32%

Month	Year-to-Date Receipts			Comparisons	
	2008	2009	2010	Amount	Percent Change
January	\$ 328,155	\$ 344,562	\$ 422,779	\$ 78,217	22.70%
February	632,894	691,483	751,281	59,798	8.65%
March	992,162	1,035,758	1,101,217	65,459	6.32%
April	1,316,627	1,382,623	1,451,808	69,185	5.00%
May	1,637,983	1,723,524	1,800,627	77,103	4.47%
June	1,959,012	2,059,120	2,145,888	86,768	4.21%
July	2,263,560	2,379,275	2,480,538	101,263	4.26%
August	2,584,506	2,745,876	2,861,779	115,903	4.22%
September	2,891,096	3,033,026	3,153,554	120,528	3.97%
October	3,232,928	3,381,134	3,524,510	143,376	4.24%
November	3,575,540	3,735,051	3,895,061	160,010	4.28%
December	3,919,539	4,090,788	4,267,465	176,677	4.32%
Totals	\$ 3,919,539	\$ 4,090,788	\$ 4,267,465	\$ 176,677	4.32%

2010 CITY OF KENT, OHIO
Comparison of Income Tax Receipts from Kent State University
for Month Ended December 31, 2010

Comparisons of Total Annual Receipts for Previous Five Years

<u>Year</u>	<u>Total Receipts</u>	<u>Percent Change</u>
2005	\$ 3,452,767	2.42%
2006	\$ 3,542,080	2.59%
2007	\$ 3,707,931	4.68%
2008	\$ 3,919,539	5.71%
2009	\$ 4,090,788	4.37%



CIVIL SERVICE COMMISSION

CITY OF KENT
221 EAST SUMMIT STREET
KENT, OHIO 44240

TELEPHONE: (330) 878-8101
OR (330) 876-7556
FAX: (330) 876-7540

January 14, 2011

**Mr. David A. Ruller, City Manager
City of Kent**

Dear Mr. Ruller:

Attached please find the Civil Service Commission's Activity Report for 2010. The report breaks down the various activities in which the Commission was involved.

Should you have any questions regarding the report, please feel free to contact me.

Sincerely,

**Ronald F. Heineking, Chairperson
Civil Service Commission
City of Kent**

**CITY OF KENT
CIVIL SERVICE COMMISSION
ACTIVITY REPORT
2010**

**Appointment Certifications – 20
Examinations Administered – 11**

January 2010

**Civil Service Commission Regular Meeting – held on January 11, 2010.
Civil Service Commission Special Meeting – held on January 26, 2010.**

**The Civil Service Commission voted and selected the following officers:
Commissioner Heineking shall serve as Chairperson; Commissioner Loomis
shall serve as Co-Chairperson; and Commissioner Bossar shall serve
as Member.**

Amendment to the Commission's Rule II, Section 19 of its Rules and Regulations

**The Commission unanimously voted to amend Rule II, Section 9 of its
Rules and Regulations. The amended Rule eliminated the word
“address” in the third sentence of Section 19.**

Job Description Revisions

**Water Reclamation Chief Operator – Job Description Revision – Approved
on January 11, 2010.
Administrative Assistant to Police Chief – Job Description
Revision – Approved on January 26, 2010.**

Personnel Matters

**Ms. Melanie Tichy – Appointed to the position of Part-time
Clerk/Dispatcher in the Kent Police Department – on January 19, 2010.
Ms. Cheryl Burg – Administrative Assistant to Police Chief – Retirement
effective May 13, 2010.**

Eligibility List Request

**Establish Administrative Assistant to Police Chief Eligibility
List Request – Approved on January 26, 2010.**

Classification Change (January 2010, continued)

Mr. Johnthon White – Chief Operator – Classification was changed to Plant Operator on January 4, 2010.

Mr. White was Appointed as Interim Chief Operator at the Water Reclamation Treatment Facility also on January 4, 2010.

Mr. William Schesventer – Promoted to Chief Operator classification at the Water Treatment Facility on January 25, 2010.

March 2010

Civil Service Commission Regular Meeting – held on March 8, 2010.

Kent City School District

Ms. Dianne Roberts, Secretary I at Holden School, submitted her notification of retirement – effective July 1, 2010.

Mr. Steve Brace, Transportation Mechanic, retired effective February 19, 2010.

Request to establish a Mechanic Eligibility List was approved.

Examination Scheduled

The Administrative Assistant to Police Chief Written Examination was administered on March 6, 2010.

April 2010

Civil Service Commission Regular Meeting – held on April 12, 2010.

Kent City School District

Mechanic – Unassembled Examination – Applications accepted March 11, 2010 through March 26, 2010.

Mechanic Eligibility List – posted on April 2, 2010.

and top ten eligibles certified to Mr. James Soyars, Director, Business Services, Kent City Schools on April 6, 2010.

Eligibility Lists Certified (April 2010 continued)

Administrative Assistant to Police Chief Eligibility List – posted on March 12, 2010 and top ten eligible candidates certified to Safety Director Lillich on same date.

Water Reclamation Plant Operator Eligibility List posted on December 21, 2009 and top ten eligible candidates certified to Service Director Roberts on March 12, 2010.

Personnel Matters

Ms. Rhonda Burkhart, Account Clerk in the Central Maintenance Division - terminated effective February 18, 2010.

Account Clerk Mickey Peoples – transferred from Budget and Finance to Central Maintenance Division via the AFSCME bidding system on March 29, 2010.

Service Worker Kevin Howard in the Central Maintenance Division resigned effective April 5, 2010.

May 2010

Civil Service Commission Regular Meeting – held on May 10, 2010

Examination Vendors Selected and Examinations Scheduled

The Ohio Fire Chiefs' Association was selected as the vendor to administer the City's entry-level Firefighter-Paramedic Written Examination.

The Police Officer Written Examination Announcement was posted on May 3, 2010 and the I/O Solutions written examination will be administered on June 26, 2010.

The promotional Police Chief assessment center will be administered by the Ohio Association of Chiefs of Police.

A date will be set at a later time.

Classification Change

Water Treatment Plant Operator Matthew Benson transferred to the position of Service Worker at the Central Maintenance Division on April 26, 2010.

Eligibility List Request (May 2010 continued)

Water Treatment Plant Operator Eligibility List Request was approved.

July 2010

Civil Service Commission Regular Meeting -- held on July 12, 2010

Kent City School District

Mr. Gregory DeVos was appointed to the position of Mechanic effective July 6, 2010.

Ms. Karen Feldman (Secretary) to be transferred from Walls School to Holden School effective August 1, 2010.

Ms. Jodi Wages (Secretary) to be transferred from the Personnel Office to Walls School effective August 1, 2010.

Mr. Ken Howes transferred from Roosevelt Custodian I to Roosevelt Lead Custodian effective June 7, 2010.

Mr. Bryan Seckinger transferred from Roosevelt Lead Custodian to Central School Custodian II effective April 26, 2010.

Request from Mr. Soyars to establish a Secretary II Eligibility List was approved by the Commission.

Examination Administered

The City's Firefighter-Paramedic Written Examination was administered by the Ohio Fire Chiefs' Association on July 10, 2010.

Personnel Appointment

Ms. Patricia Long was appointed to the position of Administrative Assistant to the Police Chief on June 1, 2010.

Eligibility List Certification (July 2010 continued)

**The Police Officer Eligibility List was posted on July 6, 2010.
The Police Officer Physical Fitness Test was scheduled
to be administered on August 2, 2010.**

August 2010

**Civil Service Commission Regular Meeting – held on August 17, 2010
Commissioner Jacqueline W. Loomis – Resignation from
the Commission – effective August 1, 2010
Commissioner Bossar – selected as Co-Chairperson
of the Commission – effective August 17, 2010
Letter of Appreciation to Commissioner Loomis
to be forwarded by Commissioners
Heineking and Bossar**

Kent City School District

**Secretary II Written Examination – administered on August 7, 2010.
Part II of Secretary II Examination – the Typing Test – scheduled to be
administered on August 28, 2010.**

Eligibility List Revision

**City's July 21, 2010 Firefighter-Paramedic Eligibility List
Revised and Posted on July 27, 2010.**

Examination Administered and Eligibility List Revised

**Police Officer Physical Fitness Test – administered on August 2, 2010.
Police Officer Eligibility List – posted on August 12, 2010.**

City Employee Resignation

**Part-time Clerk-Dispatcher Melanie Tichy – resignation to be
effective on August 29, 2010.**

Eligibility List Certification

Water Treatment Plant Operator Eligibility List – posted on July 26, 2010.

October 2010

Civil Service Commission Regular Meeting – held on October 11, 2010.

Kent City School District

Secretary II Eligibility List – posted on August 31, 2010

**Ms. Amy Keller appointed from above eligibility list
to the position of Secretary II in the Assistant Superintendent's Office
on September 29, 2010.**

**Ms. Helen Burdette, Attendance Secretary at Roosevelt High School
submitted her notification of retirement effective December 1, 2010.**

Ms. Linda Lees, Custodian, resigned effective September 13, 2010.

Ms. Penney Craig, Account Clerk I, resigned effective October 4, 2010.

**Ms. Traci Monroe appointed to Stanton and Central Schools
as Custodian effective October 4, 2010.**

Mr. William Milton, Head Custodian at Davey, died on August 24, 2010.

**Mr. Kenneth Howes – moved to Roosevelt High School as Lead Custodian
on June 7, 2010.**

City Employee Retirement

**Ms. Sheryl Banks, Laboratory Technician, Health Department,
Notification of Retirement – effective December 31, 2010.**

Job Description Revision

Laboratory Technician Job Description Revision – Approved.

Eligibility List Request

Laboratory Technician Eligibility List Request – Approved.

Promotional Examination

**Promotional Police Chief Assessment Center – Administered by
the Ohio Association of Chiefs of Police to two internal
Police Captain candidates on October 2, 2010.**

Police Chief Eligibility List – posted on October 11, 2010.

Personnel Appointments (October 2010 continued)

Mr. Mitch DeLuke was appointed to the position of Water Plant Operator on September 7, 2010.

Mr. John Ellison was appointed to the position of Water Plant Operator on September 8, 2010.

November 2010

Civil Service Commission Regular Meeting – held on November 8, 2010.

Examination Administered

Laboratory Technician (Health Department) Written Examination Job Announcement posted on October 25, 2010 and Written Examination scheduled to be administered on November 18, 2010. administered on November 18, 2010.

City Employee Resignation and Retirement

**Detention Officer Michael Finklestein – Resigned effective October 24, 2010.
Lt. James R. Stein, Chief of the Detective Bureau, Retirement Notification – effective January 23, 2011.**

December 2010

Eligible Candidates Certified for City Promotional Appointments

Captain Michelle Lee – Certified to Safety Director Lillich for promotional appointment to the position of Police Chief.

Lieutenant James Cole – Certified to Safety Director Lillich for promotional appointment to the position of Police Captain.

Sergeants James Prusha, Robert Treharn, and George Wheeler II – Certified to Safety Director Lillich for promotional appointment to the position of Police Lieutenant.

Officers Jennifer Ennemoser, Michael Lewis, and Richard Soika - Certified to Safety Director Lillich for promotional appointment to the position of Police Sergeant.