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NEWS RELEASE

Tom Grant, Special Projects Director, announces his retirement and City's Administration Department Reorganizes

City Manager Janice Casteel announced today that Tom Grant, Special Projects Director, will be retiring at the end of the year. Tom has served as Special Projects Director since August 2008, Public Works Director from July 2004 through August 2008, and was the city's long-time traffic engineer (since 1979) and has affectionately been called "Captain Traffic" by his coworkers.

The reorganization of the Administration Department includes the following and will result in a current year savings of \$18,500:

- eliminating the Special Projects Director position
- merging of the Purchasing Director and Assistant City Manager position which has been vacant since July 2007
- merging of the Purchasing Assistant/Buyer position with the H/R Assistant/Payroll Administrator position
- expanding the part-time Safety Coordinator position to a full-time Wellness, Safety and Risk Manager

Casteel also announced the promotion of Melinda Carroll to Assistant City Manager. As Assistant City Manager, Melinda will assume the City Manager's duties during the absence of the City Manager and will continue in the role of Purchasing Director for the City of Cleveland. In addition to assisting the City Manager she will be responsible for budget oversight and management of special projects and will be responsible for communication programs to keep media, the general public, city employees, and the city council informed. Melinda has been with the city 25 years. Kim Spence, H/R Assistant and Payroll Administrator has been promoted to Wellness, Safety and Risk Manager. She currently serves as the city's training coordinator and fitness instructor. In her new role, she will be responsible for administering the city's wellness, safety and risk program that includes claims administration, risk mitigation and loss prevention; development of wellness and safety programs for employees, and establishment of safety work

policies to insure safety of employees and the public. Kim has been with the city for 22 years and has served as Deputy Clerk and Secretary to the City Manager prior to her position as H/R Assistant and Payroll Administrator. The city's part-time Safety Coordinator position has been eliminated with this reorganization. Cathy Long, Purchasing Assistant/Buyer will be assuming the duties of H/R Assistant and Payroll Administrator. Cathy has been with the city for 10 years and has served as Central Receptionist prior to her position as Purchasing Assistant.

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Office of the City Manager