



CITY OF LIMA, OHIO 7

CIVIL SERVICE BOARD

202 E. HIGH STREET – 2ND FLOOR
LIMA, OHIO 45801
PHONE: (419) 223-7271

05/08/2024

Lima City Council
50 Town Square
Lima, OH 45801

Re: Vehicle Immobilization Officer

Dear Council:

Please be advised that the Lima Civil Service Board, at the May 2, 2024 regular meeting approved a request from the Human Resource Director to amend the classification specifications and the classification title for the Vehicle Enforcement Officer in the Lima Police Department. The Lima Police Department requested to amend the title of the classification from *Vehicle Enforcement Officer* to *Vehicle Immobilization Officer*. The classification has been amended to reflect updated functions and duties of the position.

Attached is the amended classification specification.

The Board recommends that Council amend title in the *Authorized Employment Positions; Section 246.11* Police Department.

Sincerely,

Approved By:

Debra Vobbe
Civil Service Director/Secretary

Sharetta T. Smith, JD, MBA
Mayor