



Office of the Mayor

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Urbana City Council Members Lynne C. Barnes, Brandon Bowersox, Danielle Chynoweth, Robert Lewis, Dennis Roberts, Charlie Smyth, and Heather Stevenson

Dear Council Members,

I am pleased to recommend for your approval the appointment of Todd E. Rent as Human Relations Officer.

My recommendation is based on a careful consideration of his qualifications as well as exhaustive reviews by panels of citizens, city department heads, and City Council members.

Todd has an impressive work history and a demonstrated ability to function professionally and effectively as the City's Human Relations Officer. His professional abilities include excellent investigative and complaint analysis, extensive knowledge of employment law, consensus building and conflict resolution skills, exceptional written and verbal communication skills, along with excellent interpersonal skills. Todd's personal and professional references indicate he has a high level of personal and professional integrity which was evident during the interview process.

It is with great pleasure I am recommending to the Council the appointment of Todd E. Rent to the position of Human Relations Officer

Sincerely,

Laurel