



City of Groveport
Human Resources Report to the Mayor and City Council
August 10th, 2026

Human Resources – Annie Short, Personnel Director and Shannon Waters, HR Generalist

- Recruiting:
 - Seasonal Golf Grounds Maintenance Worker
 - Lifeguard
 - Front Desk Attendant
 - Swim Instructor
 - Engineer – continuous posting and interviews
 - Assistant Finance Director
- Hiring:
 - Maintenance Worker (Parks) – 1 new hire
 - Lifeguard – 1 new hires
- Projects:
 - Start 2027 budget early for Maternity Leave
 - Training Shannon and Preparing for Maternity Leave
 - Policy and Procedures Handbook with Lexipol – Approved by Council
 - Policy and Procedures Handbook with Lexipol – preparing for roll out
 - Policy and Procedures Handbook with Lexipol – preparing for manager meetings
 - Cyber Security Training Compliance Final Stages for Rollout with IT

Please feel free to contact me if you have any questions.

Thank you,

Annie Short

Personnel Director