

**RESOLUTION UPDATING CIVIL SERVICE JOB TITLE FOR
EMPLOYEE TYLER TODD**

RESOLUTION 26 -

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EMPLOYEE TYLER TODD**

The following Resolution was duly presented for consideration by the Town Board:

WHEREAS, the Town Board approved creation of the position of Assistant Director of Parks and Recreation by Resolution 26-45 on March 18, 2026, and;

WHEREAS, Tyler Todd, Parks and Recreation Department, has been a faithful Town of Lansing employee employed as an MEO & Laborer, and who meets the qualifications and currently holds responsibilities and duties consistent with the Civil Service title of Assistant Director of Parks and Recreation. Upon due consideration and deliberation by the Town of Lansing Town Board, now therefore be it RESOLVED as follows:

1. Effective April 16, 2026, Tyler Todd is hereby appointed as the Assistant Director of Parks and Recreation, with the same Town perquisites and benefits as is available to all employees of the Town and to such position. This position is in the competitive class and currently being reviewed for acceptance into the New York Hiring for Emergency Limited Placement Statewide (NY HELPS) program, which would temporarily waive the civil service examination requirement. At such time as the NY HELPS program concludes, this appointment will convert to a traditional competitive classification.
2. This appointment will be a full-time appointment, at 40 hours per week.
3. There will be no change in 2026 to the current salary rate for this appointment.
4. The probationary period for this appointment is hereby waived as Tyler Todd has been performing the duties and responsibilities of this position effectively and consistently since July 8, 2024.
5. The appropriate Town officer be and hereby is authorized to make such changes to the Town's employment and civil service rosters and file required civil service forms to place into immediate effect such changes and these resolutions, including by the filing of form MSD 428, if required.