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The University of Toledo

Finding Aid

➤ TOLEDO MAYORAL AND CITY COUNCIL PAPERS, [1920]-1998◀

MSS-061

**Size:** ¼ linear feet

**Provenance:**

**Access:** open

**Related Collections:**

**Processing Note:** none

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**Completed by:**

Toledo Mayors' Records retain the original order in which the files were arranged.  
Record groups are divided by mayoral term:

<u>Year</u>	<u>Mayor</u>	<u>Party Affiliation</u>
1951-1952	Czelusta, Ollie	Republican
1952-1953	Roulet, Lloyd	Republican
1954-1957	Czelusta, Ollie	Republican
1957-1959	Yager, John	Democrat
1959-1961	Damas, Michael	Democrat
1961-1967	Potter, John	Republican
1967-1971	Ensign,	Democrat
1971-1976	Kessler	Democrat
1977-1982	DeGood, Douglas	Democrat

Each term is then divided according to individual years in the term:

Czelusta      1951 files  
                  1952 files

Each year is then divided into two major groups of records, interoffice and subject files. Interoffice files include materials related to the City Council and the six departments of the Toledo city government. These departments include: Finance, Health, Law, Public Safety, Public Service, and Welfare. Subject files primarily contain constituent correspondence and files on special projects that fell outside the direct functions of the government. Within each annual series there may be files or materials from previous years which were carried forward into the next year or term. Two indexes were created to compensate for this organizational problem, an index to interoffice files, and a subject file index. These research aids are arranged alphabetically, and are found at the end of this finding aid.

#### INFO ABOUT OFFICE OF MAYOR

Mayors and Vice-Mayors were elected by the nine members of city Council from 1934 to 1963, when this decision was placed in the hands of the general municipal electorate. The election of 1965 was the first decided by a popular vote since 1934.

OLLIE CZELUSTA  
Biographical Sketch

Ollie (Aloysius Charles) Czelusta served as the mayor of Toledo for three terms; one in 1951-1952, and two consecutive terms from 1954 to 1958. Ollie was born in 1896 to John and Josephine Czelusta, second generation Poles. He attended St. Hedwig's School and St. John's High School as a youth in Toledo, and went on to attend St. John's University as a student of law. Czelusta worked for the Willys-Overland company of Toledo, fought in France during World War I, then returned to Toledo to pick up his educational career at St. John's.

Czelusta's political career began with a 1920 defeat in the race for a seat on the Ohio state legislature. He subsequently served as assistant law director and police prosecutor for the City of Toledo. In 1935 Czelusta vied for a seat on the City Council and lost, then won a position on that body in 1937. He served on the Council from that time until 1951, when he was elected mayor by his peers on the City Council.

Scope and Content

Mayor Czelusta's interoffice files include materials from the City Council, the Finance Department, the Health Department, the Departments of Public Safety and Public Service, and the municipal Welfare Department.

Finance Department files provide information on municipal taxes, including the City Manager's report on city income tax for 1951 and correspondence regarding the payroll tax, as well as the Financial Auditor's Annual Report for 1951. The general financial file contains summaries, reports, and correspondence on financial issues. Two files from the Health Department are comprised of constituent complaints and monthly reports from December 1950 to August 1951.

The Department of Public Safety was broken down into several divisions. Noteworthy files include the Inspection Division's annual progress report for 1950, correspondence and constituent complaints to the Police Department about narcotics and other issues, and correspondence regarding parking, truck traffic, and street lighting to the Traffic Division.

Files from the Public Service Department include information on a wide variety of topics from several divisions within the department. The two general files on the department contain materials on the annexation of land to the city and on the Community Traction Company, the city's mass transit service. Two files also deal with the Toledo Municipal Airport. They incorporate information on the federal airport act, correspondence to the Department of Commerce, and publications on planning airports in general. Two files from the Engineering Division deal with the natural gas shortage and the Interstate Highway Program. Three files are devoted to street maintenance. They consist primarily of constituent correspondence on street repair, paving, and lighting. Files from the Water Division include reports, correspondence regarding fluoridation, and materials from the Port Commission. Other files from the Department of Public Service provide information on the expansion of the city's sewage treatment works, electric usage, a proposal for the

North End Bridge, and the Municipal Garage.

Welfare Department files incorporate meeting minutes and correspondence from the Recreation Division, constituent correspondence on tree removal and pruning from the Forestry Division, and a proposal for a beach park from the Parks Division.

These interoffice files outline the major issues in Ollie Czelusta's first term as mayor and help clarify his role in municipal administration.

OLLIE CZELUSTA (1951-1952, 1954-1956)

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
		<u>Interoffice files, 1951</u>
1	1	City Council, 1951
1	2	Finance Auditor, 1951
1	3	Finance General, 1951
1	4	Finance Licenses and Assessments, 1951
1	5	Finance Payroll tax, 1951
1	6	Finance Payroll tax inquiries, 1951
1	7	Health General, 1950-1951
1	8	Health Reports, 1951
1	9	Health Toledo Health Center, 1950-1951
1	10	Public Safety Director, 1951
1	11	Public Safety Fire, 1950
1	12	Public Safety Inspection, 1950
1	13	Public Safety Inspection Smoke and Dust, 1950-1951
1	14	Public Safety Police, 1951
1	15	Public Safety Traffic, 1951
1	16	Public Safety Traffic Toledo Safety Council, 1950-1951
1	17	Public Service General Annexation, 1951
1	18	Public Service General Community Traction Company, 1951
1	19	Public Service Airport, 1951
1	20	Public Service Airport Planning, 1945-1946
1	21	Public Service Auditorium & Markets, 1951
1	22	Public Service Bridges Proposed North End Bridge, 1951-1952
1	23	Public Service Electric, 1950
1	24	Public Service Division of Motor Equipment -Municipal Garage, 1951
1	25	Public Service Engineering (see also Parks), 1951
1	26	Public Service Engineering Interstate Highway Program, 1949-1951
1	27	Public Service Gas [1920?], 1951
1	28	Public Service Sewage Treatment Works, 1951
1	29	Public Service Streets, 1951
1	30	Public Service Streets Weed Cutting, 1951
1	31	Public Service Streets Lighting, Dumps, Garbage, 1951
1	32	Public Service Water, 1951
1	33	Public Service Water Port Commission, 1951
1	34	Welfare Director, 1950-1951
1	35	Welfare Recreation, 1950-1951
1	36	Welfare Cemetery, 1951
1	37	Welfare Forestry, 1951
1	38	Welfare Parks, 1951

1		<u>Subject Files</u>
1	39	A, 1951
1	40	American Heritage Foundation, 1951
1	41	American Municipal Association, 1951
1	42	American Red Cross, 1951
1	43	Aquarama, 1951
1	44	B, 1950
1	45	C, 1951
1	46	Cerebral Palsy Association, 1951
1	47	Charter Revision, 1951
1	48	City Manager Government, 1951

OLLIE CZELUSTA (1951-1952, 1954-1956)

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
1		(subject files, conc.'s)
1	49	Clean-up -- Paint-up -- Fix-up Week, 1951
1	50	D, 1951
1	51	Defense and Disaster Committee, 1950-1952
1	52	Defense, Civil - Meetings, 1951-1952
1	53	Defense, Civil Progress Reports, 1951
1	54	Defense, Civil <u>Toledo Courier</u> , 1951
1	55	Defense, Civil Bonds, 1951
1	56	E, 1951
1	57	Employ the Physically Handicapped, 1951
1	58	F, 1951
1	59	Fair Employment Practices Committee, 1951
1	60	Federal Communications Commission, 1951-1952
1	61	Fishing - "Better Fishing, Incorporated," 1948-1950
2	1	G, 1951
2	2	Greater Toledo Community Chest, 1951
2	3	H, 1951
2	4	Housing, 1951
2	5	Industrial Commission of Ohio, [1952]
2	6	Infantile Paralysis - March of Dimes, 1951
2	7	Invitations - (incoming) accepted, 1951
2	8	Invitations - (incoming) declined, 1951
2	9	Invitations - (outgoing) conventions, 1951
2	10	J-K, 1951
2	11	L, 1951
2	12	Labor / Management Citizen's Committee, 1951
2	13	Legislation, 1951
2	14	M-N, 1951
2	15	O, 1951
2	16	Ohio Municipalities, Association of, 1951
2	17	Ohio Planning Conference, 1951
2	18	Ohio Program Commission, 1950-1951
2	19	P, 1951
2	20	Personnel - Job evaluation report for 1951
2	21	Planning, 1951
2	22	Pray for Peace, 1951
2	23	Price Stabilization Agency, 1951
2	24	Proclamations, 1951
2	25	R, 1951
2	26	Relief, 1951
2	27	Rent Control, [1951]
2	28	Requisitions, 1951
2	29	S, 1948-1951
2	30	T, 1951
2	31	Telegrams, 1951

2	32	Toledo Chamber of Commerce, 1951
2	33	Toledo Truck Terminal, 1951
2	34	U, 1951
2	35	United States Conference of Mayors, 1950-1951
2	36	University of Toledo, 1951
2	37	V-Z, 1950-1951
2	38	Zoning Board of Appeals, 1951

LLOYD ROULET  
Biographical Sketch

Lloyd (Emerson) Roulet was born 15 September 1891 in Toledo, Ohio. He attended Sherman and Central High Schools as a youth, and eventually went on to operate the Roulet Jewelry Company.

Roulet served the City of Toledo in a variety of capacities. He was a councilman from 1940 to 1941, Vice-Mayor in 1942, and mayor for a total of four terms: 1943-1947 and 1942-53. Between his two stints as mayor, Roulet again served on the Council (1948-1949) and as Vice-Mayor (1950-1951).

An important issue during Roulet's period of civic service was the establishment of the Toledo Municipal Airport.

Scope and Content

Interoffice files from Lloyd Roulet's term of office consist primarily of correspondence regarding departments and divisions as noted in the box folder list. There are, however, a few notable exceptions to that generalization.

City Council files, for example, include materials gathered and created by the Committee for Investigation of Charges made by Fred C. Young, then a councilman. Included is a report on disputed right-of-way purchases made by the City of Toledo. This report was prepared by Arnold V. Finch, then City Manager.

Finance Department files include correspondence, summaries, and reports for 1951 and 1952. Board of Health monthly reports date from 1952 to 1953.

Materials from the Department of Public Safety include correspondence with the director of Public Safety, constituent correspondence to the Inspection and Police divisions, and materials on parking, safety measures, speeding and police conduct from the Traffic division. One file also contains materials on a department store strike, including correspondence regarding activities at Lasalle's department store.

Files from the Department of Public Service include correspondence to and from the various divisions, reports, and resolutions. One notable file on the Port Commission contains an article titled "The Administration of a Port Authority" by Austin J. Tobin.

Welfare Department files include correspondence and reports on a proposal for a conservancy ordinance and a resolution regarding park fees.

The body of interoffice files from 1953 is considerably smaller than that of 1952. There are, however, many significant items in these files. Finance department files include a copy of the state auditor's report, general summaries and reports, and an article titled "Nature over Art: No More Local Finance," by Rowland Egger. Department of Public Safety files include reports and correspondence regarding the murder of Jung Fook Yee

(October 1953), parking, garbage pickup, and the appropriation of property by the Toledo / Lucas County Planning Commission, as well as the financing of the Toledo Municipal Airport.

LLOYD ROULET (1952-1953)

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
		<u>Interoffice files</u>
3	1	Personal Travel expenses, 1952
3	2	City Council Committee for Investigation of Charges made by Fred C.Young,1952
3	3	City Council Committees,1952
3	4	Finance General, 1951-1952
3	5	Finance State Examiner,1952
3	6	Finance Income tax,1952
3	7	Finance Purchasing and Supplies,1952,
3	8	Health, Board of; 1952-1953
3	9	Public Safety Director,1952
3	10	Public Safety Police and Fire Pension Board,1952
3	11	Public Safety Inspection,1952
3	12	Public Safety Police,1952
3	13	Public Safety Department Store Strike,1952
3	14	Public Safety Traffic,1952
3	15	Public Service Auditorium,1952
3	16	Public Service Community Traction Company,1952
3	17	Public Service Sewers,1952
3	18	Public Service Division of Motor Equipment (Municipal Garage),1952
3	19	Public Service Gas,1952
3	20	Public Service Engineering,1952
3	21	Public Service Engineering Purchase, Sale of City Property,1952
3	22	Public Service Streets,1952
3	23	Public Service Dumps,1952
3	24	Public Service Water,1952
3	25	Public Service Water Port Commission,1952
3	26	Public Service Water St. Lawrence Seaway,1952
3	27	Welfare Director,1952
3	28	Welfare Forestry,1952
3	29	Welfare Parks,1952
		<u>Subject files</u>
3	30	A,1952
3	31	American Red Cross,1952
3	32	Armed Forces Day,1952
3	33	B,1952
3	34	Bureau of the Census, 1950-1952
3	35	C,1952
3	36	City Manager Government,1952
3	37	Community Relations, Board of; 1951-1952
3	38	Community Relations, Board of - Minutes,1952
3	39	D,1952
3	40	Defense (Civil) - General,1952

3	41	Defense (Civil) Annual Report,1952
3	42	Defense - (Civil) - <u>Toledo Courier</u> ,1952
3	43	E-G,1952
3	44	Greater Toledo Community Chest,1952
3	45	H-I,1952
3	46	Invitations (incoming) - accepted,1952
3	47	Invitations (incoming) - declined,1952
3	48	Invitations (outgoing) - conventions,1952
<u>Box</u>	<u>Folder</u>	<u>File Description</u>
		(subject files, conc.'s)
3	49	J-L,1952
3	50	Larry's Dictation:(labor management?), 1951-1952
3	51	Labor Management Citizen's Committee,1952
3	52	M,1952
3	53	Municipal League of Toledo,1952
3	54	N-O,1952
3	55	Operation Democracy,1952
3	56	Ohio Association of Municipalities,1952
3	57	Ohio Municipal League,1952
3	58	P,1952
3	59	Planning Commission,1952
3	60	Personnel,1952
3	61	Proclamations,1952
3	62	R,1952
3	63	Rent Control,1952
3	64	Relief Reports,1952
3	65	S,1952
3	66	"Sky Watch",1952
3	67	Separation of Army Personnel [Korean War],1952
3	68	T,1952
3	69	Telegrams,1952
3	70	Toledo Chamber of Commerce,1952
3	71	U,1952
3	72	University of Toledo,1952
3	73	United States Council of Mayors,1952
3	74	United States Council of Mayors - Meeting in New York, NY,1952
3	75	V-Z,1952
3	76	Zoning,1952
		<u>Interoffice files</u>
3	77	City Council,1953
3	78	Finance State Auditor's Report,1953
3	79	Finance General,1953
3	80	Finance City Income Tax,1953
3	81	Health, Board of,1953
3	82	Public Safety Police and Fire Pension Board,1953
3	83	Public Safety Inspection,1953
3	84	Public Safety Police,1953

3	85	Public Safety Traffic,1953
3	86	Public Service Community Traction Company,1953
3	87	Public Service Streets,1953
3	88	Public Service Airport, 1952 - 1954
3	89	Public Service Engineering,1953
3	90	Public Service Water,1953
3	91	Public Service Water Port Commission,1953
3	92	Welfare Forestry and Parks,1953

Subject files

4	1	A, 1953
4	2	American Red Cross, 1953
4	3	Attorney General - Meeting in Washington, 1953
4	4	B, 1953
4	5	B-I-E (Business - Industry - Education) Day, 1953
4	5	C, 1953
4	6	Community Relations, Board of 1953
4	7	D, 1953
4	8	Defense, Civil, 1953
4	9	E-G, 1953
4	10	Galvin, William (Councilman), 1953
4	11	Greek Royalty, visit of, 1953
4	12	H, 1953
4	13	Housing, 1952-1953
4	14	Invitations, (incoming) - accepted, 1953
4	15	Invitations, (incoming) - declined, 1953
4	16	Invitations, (outgoing) - conferences, 1953
4	17	J-L, 1953
4	18	Labor-Management Committee - Minutes, 1953
4	19	Labor-Management Committee - reorganization, 1952-1953
4	20	Lucas County Ohio Sesquicentennial Committee, 1953
4	21	M-O, 1953
4	22	Ohio Municipal League, 1953
4	23	P, 1953
4	24	Peters, Ralph (Councilman), 1953
4	25	Plan Commission, Toledo-Lucas County, 1953
4	26	Planning, Neighborhood, 1946-1949
4	27	Planning, Neighborhood (publications from Planning, Neighborhood file) 1946-1949
4	28	Personnel Director, 1953
4	29	Proclamations, 1953
4	30	R, 1953
4	31	Rent, 1953
4	32	S, 1953
4	33	Separation of Army Personnel (Korean War), 1953
4	34	T, 1953
4	35	Telegrams, 1953
4	36	Toledo Mud Hens, 1953
4	37	Toledo Chamber of Commerce, 1953
4	38	U, 1953
4	39	United States Conference of Mayors - Montreal, Quebec, 1953
4	40	United States Conference of Mayors - Bulletins, 1953
4	41	University of Toledo, 1953
4	42	Volunteer Bureau, 1953
4	43	W-Z, 1953
4	44	Young, Fred. C. (Councilman), 1953



Ollie Czelusta  
Scope and Content

Boxes five through eight contain materials related to Ollie Czelusta's second term of office, from 1954 to 1957. City Council files for 1954 incorporate information on that year's interviews for the position of city manager, councilmen's salary increase, and council committees, as well as the presentation of a municipal service award to Gustavus Ohlinger (see also MSS-013). Files regarding the Finance Department's activities in 1954 include materials on the city auditor, income tax, and supply purchases. Operating revenue reports from the Finance Department incorporate summaries of general fund taxes, departmental revenue, non-revenue receipts, and other income for the city. A single file representing the Health Department contains correspondence from 1954 and monthly reports from May, June, September, and December of that year. The Department of Public Safety files are composed primarily of correspondence regarding the director of that department, inspection, and traffic. Files from the Department of Public Service include several sub-divisions. General files are concerned with the annexation of Washington Township and the formation of a study committee for the Community Traction Company. Specific sub-divisions concern the dedication of the Toledo Express Airport, the Market Auditorium, the Engineering Division and the Sewage Division. The file from the Gas Division deals with the debate over the Ferguson Bill (SR 3178), a proposal to revise the valuation of natural gas reserves. Other files from the department deal with constituent complaints about paving and trash collection (Streets-Garbage-Dumping file), fluoridation of city water, the Port Commission, and the extension of the St. Lawrence Seaway. Public Welfare materials conclude the interoffice files, and deal primarily with municipal parks.

Interoffice files reveal, to a certain extent, the organization of the Toledo city government, as well as the mayor's role in municipal administration. For example, files on the dedication of the municipal airport and the Ferguson bill are fairly complete, but no files exist from the Law Department.

Alphabetical files are comprised primarily of constituent correspondence, but also include subject files. Topics include: the American Red Cross, the Greater Toledo Community Chest, invitations received and extended by the mayor's office, Proclamations, the Ohio Municipal League, and the University of Toledo (which was administered by the City Council at the time).

Files for calendar year 1955 are organized in the same manner as those of previous years. Interoffice files, however, incorporate an additional sub-field of "personal" materials. These files include congratulatory letters on Czelusta's re-election and copies of his thank-you letters. Czelusta also kept copies of his speeches in this sub-field, among them a talk on the annexation of Adams Township, as well as radio and television appearances and campaign speeches. City Council files include information on committee appointments and a file on the Financial Policy Payroll Income Tax Committee. Finance Department files comprise materials on the proposed city income tax and operating revenue reports for 1954 and 1955. A file from the Health Department is made up primarily of citizen complaints. Public Safety Department files include correspondence

from the director of the department, constituent correspondence on trash burning from the Fire Division, and citizen complaints on police conduct. The Traffic Division of the Public Safety Department includes constituent correspondence on parking and signage, as well as Safety Council materials from 1953 and 1954. Files from the Public Service Department incorporate materials on charity activities at the municipal auditorium, federal airport legislation, the Detroit-Toledo Expressway, the condition of city streets, and water fluoridation. Welfare Department files include correspondence and other materials on seasonal employment with this department, care of trees on city property, and Wilson Park.

Alphabetical files for 1955, like those of previous years, contain correspondence as well as subject files. Subject files include materials on "Clean-up -- Fix-up -- Paint-up Week," a proposal to abolish the city manager form of government in Toledo, Civil Defense files, reports from the Division of Poor Relief, and materials from the United States Conference of Mayors.

Mayor's papers from 1956 seem to contain more content-oriented material than files from other years in Czelusta's terms of office. City Council files include lists of committees and their membership, correspondence regarding the Administrative Study Committee, meeting minutes of the Charter Revision Commission and Committee (1955-1956), and Financial Policy Committee announcements and correspondence (1955-1956). A tax rate summary, the 1955 City of Toledo Auditor's Financial Report, and correspondence regarding the city income tax comprise the Finance Department files. The file on the Department of Health consists primarily of constituent complaints, as do the files from the Department of Public Safety. Constituent concerns included the inspection of sidewalks, "penny arcades," and signage. One significant division within the Department of Public Service is the series of airport files. These materials provide information on the use of the Toledo airport by the Air Force, revenues and expenditures, parking, sale of airport land, and other fiscal policies regarding the airport. Another important file in this sub-group contains information on the Harris-Fulbright Bill, which proposed to raise gas prices. This file includes a paper opposing the bill written by Anthony J. Celebrezze, then mayor of Cleveland. Public water service was also an important topic during this period. Specific concerns included fluoridation, Senate Bill 102 (which created the Port Authority), and the impact of the St. Lawrence Seaway on local employment prospects.

Interoffice files from 1957 consist primarily of correspondence among and about the various departments. Materials related to the Finance Department include a national survey of license fees; ordinances, articles, clippings, and correspondence on the licensing of budget service companies in Toledo, and an ordinance regarding the city income tax. The single Health Department file provides information on departmental employees.

Documents from the Department of Public Safety consist primarily of correspondence from the Police, and Traffic divisions, but also include reports and plans from the division of Inspection. Files from the Department of Public Service are concerned with the Craig Memorial Bridge and the National Rivers and Harbors conference. Welfare Department files provide information about Crane Creek Park, an outbreak of Dutch elm disease in Toledo, and the fountain at the Civic Center. Unfortunately, the file on the Long-Range Recreation Planning Study consists almost exclusively of thank-you letters to committee members.

Interoffice files

5	1	City Council	General,1954
5	2	City Council	List of Boards and Commissions,1954
5	3	City Council	Service Awards,1954
5	4	Finance	Auditor,1954
5	5	Finance	City Income Tax,1954
5	6	Finance	Operating Revenue Reports, 1953-1954
5	7	Finance	Purchases and supplies,1954
5	8	Health	Monthly reports,1954
5	9	Public Safety	Director,1954
5	10	Public Safety	Inspection,1954
5	11	Public Safety	Traffic,1954
5	12	Public Service General	Annexation,1954
5	13	Public Service General	Community Traction Company,1954
5	14	Public Service Airport	,1954
5	15	Public Service Auditorium	,1954
5	16	Public Service Engineering	,1954
5	17	Public Service Gas	,1954
5	18	Public Service Sewage	,1954
5	19	Public Service Streets	Garbage - Dumping,1954
5	20	Public Service Water	General,1954
5	21	Public Service Water	Port Commission,1954
5	22	Public Service Water	St Lawrence Seaway,1954
5	23	Welfare	Parks,1954

Subject files

5	24	A,1954
5	25	American Heritage Foundation,1954
5	26	American Red Cross,1954
5	27	B,1954
5	28	C,1954
5	29	Coffee-less Day,1954
5	30	Community Relations, Board of (minutes),1954
5	31	D,1954
5	32	Defense (Civil),1954
5	33	Defense (Civil) - <u>Toledo Courier</u> , January - April 1954
5	34	E,1954
5	35	F,1954
5	36	Flower Festival, Toledo Garden and,1954
5	37	G,1954
5	38	Greater Toledo Community Chest, 1953
5	39	Greater Toledo Military Committee, 1952
5	40	H,1954
5	41	I,1954
5	42	Invitations (incoming) - accepted,1954
5	43	Invitations (incoming) - declined,1954
5	44	Invitations (outgoing),1954

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
5		(subject files, conc.'s)
5	45	L,1954
5	46	M,1954
5	47	N,1954
5	48	O,1954
5	49	Ohio Municipal League - <u>Ohio Cities and Villages</u> , February - August 1954
5	50	P,1954
5	51	Personnel,1954
5	52	Planning,1954
5	53	Proclamations,1954
5	54	R,1954
5	55	Relief Reports,1954
5	56	Rentals,1954
5	57	Resolutions,1954
5	58	S,1954
5	59	Separation of Army Personnel,1954
5	60	T,1954
5	61	Telegrams,1954
5	62	Telephone,1954
5	63	Toledo Chamber of Commerce,1954
5	64	Toledo Hospital Building Fund Campaign,1954
5	65	Turkey, Proposed visit of President of,1954
5	66	U,1954
5	67	United Nations Week,1954
5	68	United States Conference of Mayors - bulletins,1954
5	69	United States Savings Bonds,1954
5	70	University of Toledo,1954
5	71	V - Z,1954
		<u>Interoffice files</u>
6	1	Personal Correspondence,1955
6	2	Personal Speeches, 1954-1957
6	3	Personal Travel, 1954
6	4	City Council General,1955
6	5	City Council Financial Policy Payroll Income Tax Committee,1955
6	6	Finance City Income Tax,1955
6	7	Finance Operating Revenue Reports1954-1955
6	8	Health,1955
6	9	Public Safety Director,1955
6	10	Public Safety Fire,1955
6	11	Public Safety Police,1955
6	12	Public Safety Traffic General,1955
6	13	Public Safety Traffic Safety Council, 1954

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
6		(Interoffice files)
6	14	Public Service Auditorium,1955
6	15	Public Service Airport,1955
6	16	Public Service Engineering General,1955
6	17	Public Service Engineering Expressway,1955
6	18	Public Service Streets,1955
6	19	Public Service Water General,1955
6	20	Public Service Water Port Legislation,1955
6	21	Welfare Director,1955
6	22	Welfare Forestry,1955
6	23	Welfare Parks,1955
		<u>Subject Files</u>
6	24	A,1955
6	25	American Red Cross,1955
6	26	B,1955
6	27	C,1955
6	28	Citizens Advisory Committee on Charter Amendment,1955
6	29	Clean-up -- Fix-up -- Paint-up Week,1955
6	30	City Manager - Proposal to Abolish this Form of Government in Toledo,1955
6	31	Community Relations board - minutes,1955
6	32	D,1955
6	33	Defense (Civil) - Organization and Appointments,1955
6	34	Defense (Civil) - Ordinances and Memoranda,1955
6	35	Defense (Civil) - Correspondence,1955
6	36	E,1955
6	37	F,1955
6	38	Freedom, Crusade for,1955
6	39	G,1955
6	40	H,1955
6	41	Housing,1955
6	42	I,1955
6	43	Invitations (incoming) - accepted, 1 of 2,1955
6	44	Invitations (incoming) - accepted, 2 of 2,1955
6	45	Invitations (incoming) - declined,1955
6	46	Invitations (outgoing) - conventions,1955
6	47	J,1955
6	48	K,1955
6	49	L,1955
6	50	M,1955
6	51	N,1955
6	52	O,1955
6	53	Ohio Municipal League,1955
6	54	P,1955
6	55	Personnel,1955
6	56	Planning,1955

6	57	Proclamations,1955
6	58	Q,1955

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
6		(subject files)
6	59	R,1955
6	60	Relief Reports - Division of Poor Relief,1955
6	61	Rents,1955
6	62	S,1955
6	63	T,1955
6	64	Toledo Chamber of Commerce,1955
6	65	Telegrams,1955
6	66	United States Conference of Mayors (New York, NY),1955
6	67	United Nations Day,1955
6	68	University of Toledo,1955
6	69	W - Z ,1955
		<u>Interoffice files</u>
7	1	City Council Committees,1956
7	2	City Council Administrative Study Committee,1956
7	3	City Council Charter Revision Commission and Committee, 1955-1956
7	4	City Council Financial Policy Committee,1956
7	5	Finance Auditor,1956
7	6	Finance City Income tax,1956
7	7	Health,1956
7	8	Public Safety Director,1956
7	9	Public Safety Inspection,1956
7	10	Public Safety Police,1956
7	11	Public Safety Traffic,1956
7	12	Public Service General Community Traction Company,1956
7	13	Public Service Airport General,1956
7	14	Public Service Airport Czelusta private file, 1954-1956
7	15	Public Service Bridges,1956
7	16	Public Service Engineering -General,1956
7	17	Public Service Engineering -Sale - exchange - lease of city property,1956
7	18	Public Service Gas, 1955-1956,1956
7	19	Public Service Streets Sewers,1956
7	20	Public Service Water General,1956
7	21	Public Service Water Organization, membership of Toledo-Lucas Co. Commission,1956
Port		
7	22	Public Service Water St. Lawrence Seaway, 1955-1956
7	23	Welfare Forest Cemetary,1956
7	24	Welfare Forestry,1956
7	25	Welfare Recreation,1956

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
7		<u>Subject files</u>
7	26	A,1956
7	27	American Municipal Association, 1955-1957
7	28	American Municipal Association - convention, St. Louis MO,1956
7	29	American Red Cross,1956
7	30	B,1956
7	31	C,1956
7	32	Charter Study Committee, 1955-1956
7	33	D - F,1956
7	34	G,1956
7	35	Gross, William J. - Assistant to City Manager,1956
7	36	H,1956
7	37	Housing, American Council To Improve Our Neighborhoods, Inc.
(ACTION)		
		“Our Living Future”,1956
7	38	I,1956
7	39	Invitations (incoming) - accepted,1956
7	40	Invitations (incoming) - declined,1956
7	41	Invitations (outgoing) - conventions,1956
7	42	J - K,1956
7	43	L,1956
7	44	Legislation,1956
7	45	M,1956
7	46	Municipal League, Toledo,1956
7	47	N,1956
7	48	O,1956
7	49	Ohio Municipal League,1956
7	50	P,1956
7	51	Planning,1956
7	52	Personnel,1956
7	53	Proclamations,1956
7	54	R,1956
7	55	Relief,1956
7	56	S,1956
7	57	T,1956
7	58	Telegrams,1956
7	59	U,1956
7	60	United States Conference of Mayors - Washington, D.C.,1956
7	61	United States Conference of Mayors - Canada,1956
7	62	University of Toledo,1956
7	63	V - Z,1956

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
		<b>1957 Files, unless otherwise noted</b>
		<u>Inter office files</u>
8	1	Finance Licenses and Assessments,1957
8	2	Finance Budget Service Companies, 1956-1958
8	3	Finance Mr. Rink's Report to Council on Financial Problems,1957
8	4	Finance Income tax, 1951, 1957
8	5	Health, [1957]
8	6	Public Safety Inspection, 1956-1957
8	7	Public Safety Police, 1956
8	8	Public Safety Traffic,1957
8	9	Public Service Civic Center,1957
8	10	Public Service Bridges,1957
8	11	Public Service Engineering,1957
8	12	Public Service Streets,1957
8	13	Public Service Water,1957
8	14	Welfare Parks, 1956, 1957
8	15	Welfare Civic Center,1957
8	16	Welfare Forestry,1957
8	17	Welfare Long-Range Recreation Planning Study,1957
		<u>Subject Files</u>
8	18	American Red Cross,1957
8	19	B-C,1957
8	20	Community Relations, Board of - (Mayor Czelusta's private file), 1955-1957
8	21	D, 1955-1957
8	22	Defense, Civil - (Mayor's private file), 1954-1957
8	23	Defense, Civil - (Publications from Mayor's private file), 1954-1957
8	24	E-G,1957
8	25	Greater Community Chest,1957
8	26	H,1957
8	27	Industrial Development Council, 1954-1957
8	28	Invitations - (incoming) accepted,1957
8	29	Invitations - (incoming) declined,1957
8	30	Invitations - (outgoing) conventions,1957
8	31	J-O,1957
8	32	Ohio Municipal League (Mayor president in 1957)
8	33	P,1957
8	34	Proclamations, 1956-1957
8	35	R,1957
8	36	Relief,1957
8	37	S-T,1957
8	38	Toledo Area Study Committee, 1954-1957
8	39	Telegram,1957s
8	40	Toledo Chamber of Commerce,1957

8	41	U,1957
8	42	University of Toledo,1957
8	43	United States Conference of Mayors Meeting in New York City,1957
8	44	United States Conference of Mayors and Canadian Federation of Mayors Murray Bay, Quebec,1957
Meeting		
8	45	W-Z,1957

JOHN YAGER  
Biographical Sketch

John W. Yager was born in Toledo, Ohio September 16, 1920. He attended Longfellow Elementary School and DeVilbiss High School as a youth. In 1942 Yager received the B.A. from the University of Michigan, then joined the Marines and served as an officer in the South Pacific during World War II. Upon his return to the United States, Yager resumed his education, earning the LL.D. from the University of Michigan in 1948.

Yager also served in the armed forces during the Korean Conflict, and was awarded the Bronze Star for his "outstanding administrative work." Upon his discharge in 1952, Yager was employed as a general counsel for the Toledo Legal Aid Society, then joined his father's law firm in 1953. The elder Yager was an avid supporter of the city manager form of municipal government, and served as the first president of the City Manager League of Toledo. In 1954, John Yager became the chairman of a citizen's committee for a levy to finance the Lucas County Children's Home, then gained a seat on City Council on his first attempt in 1955. He served as the chairman of the Metropolitan Planning Committee during his term as Councilman.

Scope and Content

Mayor Yager's interoffice files

JOHN YAGER

<u>Box</u>	<u>Folder</u>	<u>File Description</u>
		1958 Files
		<u>Interoffice files</u>
9	1	Council Resumption of meetings in Mayor's office, 1957
9	2	Finance Budget Hearings, 1957-1958
9	3	Finance Income tax, 1958
9	4	Finance 1.9 mill levy, 1958
9	5	Finance Payroll tax increase, 1958
9	6	Finance Special 2.0 mill levy Committee, 1958
9	7	Finance Treasury, 1958
9	8	Health, Board of Minutes, 1958
9	9	Health Alcoholic Clinic, 1948-1957
9	10	Public Safety Fire, 1958
9	11	Public Safety Inspection, 1958
9	12	Public Safety Police, 1958
9	13	Public Safety Police Department Store Strike, 1957
9	14	Public Safety Traffic, 1958
9	15	Public Service Civic Auditorium, 1958
9	16	Public Service Civic Center, 1958
9	17	Public Service Garbage and Refuse personnel, 1957-1958
9	18	Public Service Motor Equipment and Municipal Garage, 1958
9	19	Public Service Sewerage, 1958
9	20	Public Service Airport, 1957-1958
9	21	Public Service Engineering, 1958
9	22	Public Service Engineering Fassett Street Bridge, 1958
9	23	Public Service Engineering Craig Memorial Bridge, 1958
9	24	Public Service Gas, 1957-1958
9	25	Public Service Streets, 1958
9	26	Public Service Water, 1958
9	27	Welfare Forestry, 1958
9	28	Welfare Parks, 1958
9	29	A, 1958
9	30	All-American City contest, 1958
9	31	American Municipal Association, 1958
9	32	B, 1958
9	33	Bingo, 1 of 2, 1958
9	34	Bingo, 2 of 2, 1958
9	35	C, 1958
9	36	D, 1958
9	37	DiSalle, Michael Recognition Dinner, 1 of 2, 1958
9	38	DiSalle, Michael Recognition Dinner, 2 of 2, 1958
9	39	E-F, 1958
9	40	England, Queen of -Invitation to Toledo, 1958
9	41	Federal Building, 1958
9	42	G, 1958

9	43	Greater Toledo Community Chest, 1958
9	44	H-I, 1958
9	45	Invitations - (incoming) accepted, 1958
9	46	Invitations - (incoming) declined, 1958
9	47	Invitations - (outgoing) conventions, 1958

9	48	J-L, 1958
9	49	League of Women Voters of Toledo, Ohio: "They Represent You," 1958
9	50	Legislation, 1958
9	51	M, 1958
9	52	N, 1958
9	53	National Municipal League Conference, Colorado Springs, 1958
9	54	P, 1958
9	55	Planning, 1958
9	56	Payroll, 1958
9	57	Personnel Blue Cross, 1958
9	58	Personnel General, 1958
9	59	Proclamations, 1958
10	1	R, 1958
10	2	Right to Work Law, 1958
10	3	Relief, 1958
10	4	S, 1958
10	5	T, 1958
10	6	Toledo Chamber of Commerce, 1958
10	7	Toledo Convention Bureau, 1958
10	8	Unemployment, 1958
10	9	United States Conference of Mayors, 1958
10	10	University of Toledo, 1958
10	11	United States and Canadian Conference of Mayors, Victoria, BC, 1958
10	12	V-W, 1958
10	13	Whitmer High School Inquiries, 1958
10	14	X-Z, 1958
		1959 Files
		Interoffice
10	15	Personal - Expense Accounts, 1959
10	16	Finance Income tax, 1959
10	17	Finance Budget, 1959
10	18	Finance Licenses and Assessments, 1959
10	19	Finance State Examiner Report for 1958
10	20	Health, 1959
10	21	Law, 1959
10	22	Public Safety Fire, 1959
10	23	Public Safety Inspection, 1959
10	24	Public Safety Police, 1959
10	25	Public Safety Police Dog Barking Ordinance
10	26	Public Safety Traffic, 1959
10	27	Public Service Bridges, 1959
10	28	Public Service Engineering Sale, Purchase, and Exchange of City 1959
		Property,
10	29	Public Service Garbage, 1959
10	30	Public Service Gas, 1959
10	31	Public Service Radio/TV Scripts (WSPD), 1959
10	32	Public Service Resume of Weekly Engagements, 1958-1959

10	33	Public Service Sewerage, 1959
10	34	Public Service Streets, 1959
10	35	Public Service Water, 1959
10	36	Public Service Water Lake Water Diversion, 1959
10	37	Welfare Director, 1959
10	38	Welfare Forestry, 1959
10	39	Welfare Parks, 1959

Subject files

10	40	A, 1959
10	41	American Municipal Association meeting, Denver CO, 1959
10	42	American Municipal Conference on Citizenship, Washington, D.C., 1959
10	43	Ashley, Thomas L. (Congressman), 1958-1960
10	44	B-C, 1959
10	45	City Manager Government, 1958-1959
10	46	D, 1959
10	47	Damas, Michael - Personal, 1959
10	48	DiSalle, Michael (Governor), 1959
10	49	E-G, 1959
10	50	Garvin, Jim, 1959
10	51	H-I, 1959
10	52	Invitations - (incoming) accepted, 1959
10	53	Invitations - (incoming) declined, 1959
10	54	Invitations - (outgoing) conventions, 1959
10	55	J-L, 1959
10	56	Legislation, 1959
10	57	Lucas County Charter Commission, 1959
10	58	M-O, 1959
10	59	Ohio Welfare Council, 1959
10	60	P, 1959
10	61	Proclamations, 1959
10	62	Public Relations Office, 1959
10	63	R, 1959
10	64	Relief, 1959
10	65	Rink, Russell W. (City Manager), 1957-1958
10	66	S-T, 1959
10	67	Toledo Chamber of Commerce, 1959
10	68	U, 1959
10	69	University of Toledo, 1959
10	70	United States conference of Mayors, 1959
10	71	V-Z, 1959
10	72	Youth Government Day, 1958-1959

MICHAEL DAMAS  
Biographical Sketch

Michael (Joseph) Damas was born 8 November 1913 to Mr. and Mrs. Joseph Damas, Lebanese immigrants to Toledo. The youngest of seven children, Michael attended Lagrange Elementary and Waite High Schools, and eventually moved on the University of Toledo.

Damas traveled extensively as a young adult, both for leisure and while serving in the military. He took an extended trip to Sao Paulo, Brazil to visit an uncle and served three and one-half years in the African-Italian theater during World War II. Damas took advantage of military leave time to visit Jerusalem, Bethlehem, Jericho, and the Dead Sea shrines, as well as Egypt and Syria.

Shortly after his return to the United States in 1947, Damas married Rose Ann Farris. Immediately following the war, Damas was employed as the business administrator of Willys-Overland's Diagnostic Clinic, established by the CIO. (His strong union ties are documented in the collection through the publications he received.)

Box	Folder	File Description
		1960 Files
		<u>Interoffice Files</u>
11	1	City Council 1958-1959
11	2	Finance Budget, 1960
11	3	Finance Income Tax, 1960
11	4	Finance Report from Auditor of State, 1959
11	5	Health, 1959-1960
11	6	Health Pigeon Control, 1960
11	7	Law, 1960
11	8	Public Safety Inspection, 1959-1960
11	9	Public Safety Fire & Police Annual Reports, 1959-1960
11	10	Public Safety Police, 1960
11	11	Public Safety Traffic, 1960
11	12	Public Safety Traffic School Crossing and Advisory Committee, 1959
148-		
11	13	Public Safety Traffic Underground Garage -Downtown Park, 1959
11	14	Public Service Auditorium and Market, 1960
11	15	Public Service Airport, 1960
11	16	Public Service Airport Airline Crash at Toledo Express, 1960
11	17	Public Service Bridges Proposed South-End Bridge, 1957-1959
11	18	Public Service Engineering, 1960
11	19	Public Service Engineering Expressway, 1957
11	20	Public Service Engineering Sale, Purchase, and Exchange of City Property, 1960
11	21	Public Service Gas, 1960
11	22	Public Service Division of Motor Equipment Annual Reports, 1959-1960
11	23	Public Service Sewerage, 1960
11	24	Public Service Streets, 1960
11	25	Public Service Water, 1954, 1960
11	26	Welfare Citizens Advisory Aquatics Committee, 1955
11	27	Welfare Civic Center, 1960
11	28	Welfare Forestry, 1960
11	29	Welfare Parks Small-Boat Marina in North Toledo, 1960
		<u>Alphabetical Files</u>
11	30	A, 1960
11	31	American Municipal Association Congress -New York City, 1960
11	32	American Municipal Association, 1958-1960
11	33	American Red Cross, 1960
11	34	B-C, 1960
11	35	Charter Amendment & Popular election of Mayor proposals, 1959
11	36	Community Relations Board Annual Reports, 1960-1961
11	37	D-G, 1960
11	38	Greater Toledo Regional Council, 1959

11	39	H, 1960
12	1	Invitations - (incoming) accepted, 1960
12	2	Invitations - (incoming) declined (1 of 2), 1960
12	3	Invitations - (incoming) declined (2 of 2), 1960
12	4	J-L, 1960
12	5	Legislation, 1960
12	6	Municipal League of Toledo, 1960
12	7	M-P, 1960
12	8	Planning, 1960
12	9	Personnel, 1960

Box	Folder	File Description
12	10	Proclamations (1 of 2), 1960
12	11	Proclamations (2 of 2), 1960
12	12	R, 1960
12	13	Relief, 1960
12	14	Mr. Rink's Resignation, 1960
12	15	S-T, 1960
12	16	Sinking Fund Commission Report, 1959
12	17	Toledo Choral Society, 1958
12	18	Toledo Convention Bureau Meetings, 1960
12	19	Toledo Labor-Management Citizens' Committee Annual Report, 1959
12	20	Toledo, Spain (Association of Two Toledos), 1959-1962
12	21	University of Toledo, , 1960
12	22	U, 1960
12	23	United Appeal Drive, 1960
12	24	V-W, 1960
12	25	Youth Government Day, 1960
<b>1961 Files, unless otherwise noted</b>		
<u>Interoffice Files</u>		
12	26	City Council
12	27	City Council City Manager, 1961
12	28	City Council Certificates of Merit, 1961
12	29	Finance City Auditor, 1960
12	30	Finance License and Assessments, 1960
12	31	Finance Proposed Increase in Payroll Tax , 1961
12	32	Finance Treasury, 1961
12	33	Health, , 1961
12	34	Law, 1961
12	35	Public Safety Director, 1961
12	36	Public Safety Fire, 1960-1961
12	37	Public Safety Division of Inspection, 1961
12	38	Public Safety Police, 1961
12	39	Public Safety Traffic, 1961
12	40	Public Service Airport, 1961
12	41	Public Service Engineering, 1961
12	42	Public Service Garbage Collection, 1961
12	43	Public Service Gas, 1961
12	44	Public Service Sewers, 1961
12	45	Public Service Streets, 1961
12	46	Public Service Water Port Authority, 1956-1961
13	1	Welfare Director, 1961
13	2	Welfare Commission of Publicity and Efficiency, 1961
13	3	Welfare Division of Forestry, 1961
13	4	Welfare Parks, 1961
13	5	Welfare Parks Sunningdale Golf Course, 1960-1961

13	6	Welfare Recreation, 1945-61
13	7	Personal, 1960-1961
13	8	1960 Personal Expense Accounts, 1960-1961
13	9	1960 Personal Invocation Letters, 1960-1961
13	10	1960 Personal Speeches, 1960-1961

Box	Folder	File Description
		Subject Files
13	11	A, 1961
13	12	American Municipal Association, 1961
13	13	Annexation, 1956
13	14	Annexation, 1957
13	15	Annexation, 1958
13	16	Annexation, 1959
13	17	Annexation, 1960
13	18	Annexation, 1961
13	19	Ashley, Thomas L. (Congressman), 1961
13	20	B, 1961
13	21	Board of Community Relations, 1951-1961
13	22	C-G, 1961
13	23	Greater Toledo Development Corporation, 1961
13	24	H, 1961
13	25	Housing - Open Occupancy, 1961
13	26	I, 1961
13	27	Industrial Survey of Toledo and Toledo Metropolitan Area, 1958-1961
13	28	Invitations (incoming) accepted, 1961
13	29	Invitations (incoming) declined, 1961
13	30	Invitations (outgoing) conventions, 1961
13	31	J, 1961
13	32	Juvenile Study by U.S. Senate Subcommittee, 1960-1961
13	33	K-L, 1961
13	34	Labor-Management Citizen's Committee, 1953-1960
13	35	Legislation, 1961
13	36	M, 1961
13	37	McClure, Wilbur (Program), 1961
13	38	Malls in Toledo, 1959-1961
13	39	N-O, 1961
13	40	Ohio Municipal League, 1958-1961
14	1	P, 1961
14	2	Personnel, 1960-1961
14	3	Personnel City Manager's Office - Hospitalization, 1940-1952
14	4	Personnel Retirement, 1944-1958
14	5	Personnel Service Award Pins, 1960
14	6	Proclamations, 1961
14	7	Public Utilities, Department of (Proposed Creation), 1961
14	8	R, 1961
14	9	Relief, 1960-1961
14	10	S, 1961
14	11	Society of Industrial Realtors Day, 1961
14	12	T, 1961
14	13	Toledo Area Development Committee, 1961
14	14	Toledo Humane Society, 1961
14	15	Toledo-Lucas County Plan Commissions, 1961 (1 of 2)

14	16	Toledo-Lucas County Plan Commissions, 1961 (2 of 2)
14	17	Toledo Orchestra, 1952-1961
14	18	V, 1961
14	19	United States Conference of Mayors - Annual Meeting, 1960-1961
14	20	Urban Renewal, 1954-1961
14	21	V, 1961

Box	Folder	File Description
14	22	WSPD Television and Radio Editorials , 1960-1961 (1 of 2)
14	23	WSPD Television and Radio Editorials , 1960-1961 (2 of 2)
14	24	W, 1954-1961
14	25	Youth Government Day [1961]
14	26	Zoning, 1959-1961
14	27	Zoo, 1948-1958
14	28	X-Z, 1961
14	29	Publications Government , 1961
14	30	Publications Labor-Union, 1962
14	31	Publications Municipal Organization (Toledo), 1952, 1955, 1959
14	32	Publications Pennsylvania and New York Central Railroads - Merger, 1962
14	33	Publications Miscellaneous, [1961]

JOHN POTTER  
(all files alphabetical)

Box	Folder	File Description Subject Files
15	1	A, 1962
15	2	Airport, 1962
15	3	Air & Water Pollution, 1961-1962
15	4	American Municipal Association, 1961-1962
15	5	Annexation, 1962
15	6	Auditor, 1961-1962
15	7	Autolite, 1962
15	8	B, 1962
15	9	Budget, 1962
15	10	C, 1962
15	11	City Manager, 1962
15	12	Civil Service, 1952-1962
15	13	Clerk of Council, 1962
15	14	Community Relations (Miscellaneous), 1962
15	15	Community Traction, 1961-1962
15	16	Council, 1962-1963
15	17	Council Committees, 1962
15	18	D,