



Department of Employee Relations

Tom Barrett
Mayor

Maria Monteagudo
Director

Michael Brady
Employee Benefits Director

Troy M. Hamblin
Labor Negotiator

MEMORANDUM

TO: Tobie Black, Staff Assistant
Finance and Personnel Committee
Office of the City Clerk

FROM: Andrea Knickerbocker 
Human Resources Manager
Department of Employee Relations

Date: September 9, 2010

Re: Administrative Correction to the Positions Ordinance

The Finance Committee approved File Number 091647 on May 19, 2010 which included a Job Evaluation Report for a new position in the Department of Administration-Community Development Grants Administration. The footnote designation letters "(B) (X) (Y)" were inadvertently not included for the new position of Business Services Specialist-NSP. Please amend the Positions Ordinance as follows:

In the Positions Ordinance, under Department of Administration – Community Development Grants Administration Division, add the footnote designation "(B) (X) (Y)" to the position of "Business Services Specialist-NSP."