

September 10, 2003

Ref: 03023

Mr. Anthony Zielinski
Council Administration Manger
Common Council-City Clerk
City Hall - Room 204

Subject: 2003 Position Ordinance Change for Health Department

Dear Mr. Zielinski:

In an effort to help reduce the city's reliance upon city owned fleet vehicles, the Health Department will be eliminating the use of DPW/City cars for a variety of employees in 2003. This will require that the Positions Ordinance be amended to allow mileage reimbursement for two senior level managers and one Health Project Assistant in the Health Department. The 2003 Positions Ordinance would need to be amended as follows:

Caption/Position Title

HEALTH DEPARTMENT

CONSUMER ENVIRONMENTAL HEALTH DIVISION

Add footnote designation "(X)" to one position of Consumer Environmental Health Manager (Y)

DISEASE CONTROL AND PREVENTION DIVISION

Add footnote designation "(X)" to one position of Disease Control and Prevention Manager (Y) and one position of Health Project Assistant

Conversation with your office revealed that a communication file would be opened at the September 10, 2003 meeting of the Common Council regarding this matter. It is intended that this letter consist of the communication to open that file. If there is anything further that the Budget Office is required to do to ensure that this necessary change is taken up by the Common Council, please notify me at extension 3741.

Sincerely,

Joseph J. Czarnecki
Budget and Management Director

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