



Department of Administration  
Budget and Management Division

**Tom Barrett**  
Mayor

**Sharon Robinson**  
Administration Director

**Mark Nicolini**  
Budget and Management Director

November 9, 2016

Ref: CCFN 160987  
SF16019

MEMORANDUM

TO: Chris Lee, Staff Assistant  
Finance and Personnel  
Office of the City Clerk

FROM: Crystal Ivy, DOA-Budget & Mgmt. Division

SUBJECT: Administrative Correction to the 2016 Positions Ordinance

Please make the following correction to the 2016 Positions Ordinance to correct an error that was made in the creation of that document.

Caption/Position Title

Add

Delete

DEPARTMENT OF ADMINISTRATION  
OFFICE OF THE DIRECTOR

Small Business Development Manager (A)(Y)		1
Business Analyst-Sr. (A)(Y)		2
Contract Compliance Officer (Y)		1

**Insert:**

SMALL BUSINESS DEVELOPMENT PROGRAM

Small Business Development Manager (A)(Y)	1
Business Analyst-Sr. (A)(Y)	2
Contract Compliance Officer (Y)	1

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position ord\16poa2.doc

