



Department of Administration
Budget and Management Division

Tom Barrett
Mayor

Sharon Robinson
Director

Mark Nicolini
Budget and Management Director

October 4, 2007

Ref: 07023

MEMORANDUM

TO: Terry MacDonald, Staff Assistant
Finance and Personnel
Office of the City Clerk

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

SUBJECT: Correction to the 2007 Positions Ordinance

The budget office has been made aware of an error in the 2007 positions ordinance. This error occurred during the creation of the 2004 positions ordinance, and has been carried through to the present.

During the 2004 budget process, DPW-Operations Division requested reclassification of the Auxiliary Clerk Dispatcher II position. In anticipation of that occurring, the new position titles were inserted into the 2004 positions ordinance. The Department of Employee Relations never issued a report and the reclassification did not occur, but the incorrect titles remained in the positions ordinance.

Please make the following change to the 2007 positions ordinance to correct this error.

<u>Caption/Position Title</u>	<u>Add</u>	<u>Delete</u>
<u>DEPARTMENT OF PUBLIC WORKS</u>		
<u>OPERATIONS DIVISION</u>		
<u>FIELD OPERATIONS-DISPATCH SECTION</u>		
<u>AUXILIARY POSITIONS</u>		
Clerk Dispatcher II		3
Communications Assistant III	2	
Communications Assistant IV	1	

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