

Reply to Common Council File No. 020310  
From DOA-Budget and Management Division

January 29, 2003

Ref: 03034 (1)

Common Council File No. 020310 is a communication from the Department of Employee Relations relative to classification studies approved at the January 21, 2003 City Service Commission meeting.

**Department of Public Works – Water Works**

Reclassify one position of Water Maintenance Scheduler, Salary Grade 005 and one position of Program Assistant I, Pay Range 460, to Program Assistant II, Pay Range 530. The fiscal impact of these changes is savings of \$4,653 in 2003.

**Municipal Court**

Classify two new positions as Administrative Specialist, Salary Grade 002. Eliminate one position of Administrative Specialist Sr., Salary Grade 004, one position of Administrative Assistant III, Pay Range 530 and one position of Office Assistant II, Pay Range 410.

Reclassify one position of Office Assistant II, Pay Range 410 to Court Services Assistant III, Pay Range 425. The fiscal impact of these changes is savings of \$28,804 in 2003.

**Office of the Comptroller**

Classify one new position created in the 2003 Budget as Accounting Program Assistant III, Pay Range 475.

**Milwaukee Public Library**

Classify one new position created in the 2003 Budget as Management Librarian, Salary Grade 007.

**The total fiscal impact of this file is savings of \$33,457 for 2003.**

**RECOMMENDATION: WE DEFER TO THE RECOMMENDATIONS PROVIDED BY DER. IF THE COMMITTEE WISHES TO APPROVE THESE CHANGES, THE ATTACHED REPORTS CONTAIN THE NECESSARY POSITIONS AND SALARY ORDINANCE CHANGES.**

  
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