



Department of City Development

City Plan Commission
Neighborhood Improvement
Development Corporation
Redevelopment Authority

Rocky Marcoux
Commissioner

Martha L. Brown
Deputy Commissioner

February 29, 2012

Mr. James Owczarski
Deputy City Clerk
Milwaukee Common Council
City Hall, Room 205
200 East Wells Street
Milwaukee, WI 53202

RE: Communication File Regarding Changes to the 2012 Positions Ordinance

Dear Mr. Owczarski:

On February 8, 2012, the Department of City Development requested an amendment to the 2012 Positions Ordinance to create a position related to the management of the City's In Rem properties. However, the request to create a Real Estate Specialist I was made before the Department of Employee Relations (DER) completed the classification study for the position.

Upon review of the requested position's duties and responsibilities, the Department of Employee Relations has determined that the appropriate classification is a Program Assistant II. This classification study was approved by the Civil Service Commission at their Tuesday, February 28, 2012 meeting, and will be before the Finance and Personnel Committee on March 9, 2012.

The Department of City Development supports DER's classification of this position as a Program Assistant II and requests that the 2012 Positions Ordinance be amended to create this position title.

Sincerely,

Rocky Marcoux
Commissioner