

Reply to Common Council File No. 141776  
From DOA-Budget and Management Division

March 20, 2015

Ref: 15019

Common Council File 141776 amends the positions ordinance to add two positions to support management of city-owned properties through programs in the Strong Neighborhoods Plan.

The file creates the following positions:

Add one additional Electrical Inspector II to DNS. This position is needed to conduct electrical inspections for various housing rehabilitation programs, including the Code Compliance Loan program, in a timely manner. This additional position is needed to expedite projects as part of the Strong Neighborhoods Plan in a timely manner and to avoid delays in other electrical inspections.

Add one additional Program Assistant II to DCD. This position is needed to support the department's management of city real estate. The duties will include coordinating work with other staff and contractors as well as serving as the contact for tenants and other administrative tasks associated with the implementation of programs in the Strong Neighborhoods Plan.

The positions are requested to manage the increased workload that has resulted from an increase in the city's property inventory due to foreclosure. The city owned inventory at the end of February 2015 was 1,172. The number of properties at risk of foreclosure in 2015 exceeds 1,400. These positions will increase the departments' ability to assess and secure properties once they come into city ownership, which decreases the risk of vandalism and costs associated with marketing the properties for sale.

The positions will be funded in 2015 by reallocating existing resources, including salary savings, and carryover. No increases to department allocations are requested.

**RECOMMENDATION: APPROVE COMMON COUNCIL FILE NUMBER 141776.**

  
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Budget & Policy Specialist

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