



**Department of Administration  
Budget and Management Division**

**Tom Barrett**  
Mayor

**Sharon Robinson**  
Administration Director

**Mark Nicolini**  
Budget and Management Director

November 11, 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

The Business Operations Division in the Department of Administration has changed its name to Purchasing Division per CC File 151595, adopted by the Common Council March 1, 2016.

Please update the 2016 Positions Ordinance to reflect this change.

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