



DEPARTMENT OF DEVELOPMENT
John F. Stibal

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March 13, 2013

Mayor Dan Devine and
Members of the Common Council
City Hall
West Allis, WI 53214

Re: Communication from Department of Development Relative to Mini Re-organization Plan

Dear Honorable Mayor and Members of the Common Council:

The Department of Development would like to re-classify the part-time Clerk III position to be that of part-time Principal Secretary thus creating two part-time Principal Secretary positions while maintaining our reduction of staff by one half of a person.

The Department of Development would also like to fill the Planner II position from within our department staff by promoting our current Planner I employee.

Funding for these changes is provided within the departments existing budget.

Sincerely,

A handwritten signature in cursive script that reads "John F. Stibal".

John Stibal
Director, Department of Development

JS/gj