

ORDINANCE NO. **11759**  
(New Series)

JAN 7 1976

AN ORDINANCE AMENDING ORDINANCE NO. 11650 (NEW SERIES), AS AMENDED, ENTITLED "AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 1975-76 AND APPROPRIATING THE NECESSARY MONEY TO OPERATE THE CITY OF SAN DIEGO FOR SAID FISCAL YEAR," BY AMENDING DOCUMENT NO. 750397, AS ADOPTED AND AMENDED THEREIN, RELATING TO TRANSFER OF PERSONNEL FROM THE POSITION AND SALARY SCHEDULE FOR THE COUNCILMANIC ADMINISTRATION DEPARTMENT, DEPARTMENT 02.11, FUND 100, TO THE POSITION AND SALARY SCHEDULE OF THE COUNCILMANIC DEPARTMENT OF THE DEPUTY MAYOR; AUTHORIZING THE CITY MANAGER AND THE AUDITOR AND CONTROLLER TO MAKE ALL NECESSARY BUDGETARY AND PROGRAM ADJUSTMENTS TO EFFECT SAID TRANSFER.

WHEREAS, the role of the unclassified Principal Assistant to the City Council has been reduced considerably due to the formation of separate departments of the Council for administrative purposes; and

WHEREAS, each administrative department of the Council is presently authorized Council assistants and secretarial staff to coordinate and administer the operation for the various departments; and

WHEREAS, a review by the Personnel Director of the job specifications and duties required in lieu of the Councilmanic Administration Department indicates a classified position of Administrative Aide 1 as an Office Manager is all that is needed to perform office liaison; and

WHEREAS, said Office Manager would be further supported by an Intermediate Steno, an Intermediate Typist and a Junior Typist to perform the miscellaneous stenographic and clerical functions as may be required from time to time; and

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01149

MAY 8 1978

WHEREAS, said Office Manager would operate under the control and direction of the Deputy Mayor for the harmonious and economical administrative requirements of the entire Council and the costs associated therewith would be reflected in the operating budget of the Deputy Mayor as a separate program; and

WHEREAS, such concept of operation would be significantly less expensive and more efficient; NOW, THEREFORE,

BE IT ORDAINED, by the Council of The City of San Diego, as follows:

Section 1. That Ordinance No. 11650 (New Series), as amended, entitled "AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 1975-76 AND APPROPRIATING THE NECESSARY MONEY TO OPERATE THE CITY OF SAN DIEGO FOR SAID FISCAL YEAR," be and the same is hereby amended to amend that portion of the Position and Salary Schedule for Fund 100, Department 02.11 and the Councilmanic Department for the Deputy Mayor as follows:

<u>Delete from 02.11</u>	<u>Position Years</u>
Principal Assistant to Council	1.0
Intermediate Stenographer	2.0
Intermediate Typist	1.0
<u>Add to Deputy Mayor Council Department</u>	
Administrative Aide 1	1.0
Intermediate Stenographer	1.0
Intermediate Typist	1.0
Junior Typist	1.0

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MAY 8 1978

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**11759**

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Section 2. That the City Manager and Auditor and Comptroller be and they are hereby fully authorized to make all budgetary and program adjustments necessary to establish a Council Administration Division within the budget of the Deputy Mayor.

Section 3. This ordinance shall take effect and be in force on the thirtieth day from and after its passage.

APPROVED: JOHN W. WITT, City Attorney

By

  
\_\_\_\_\_  
Jack Katz  
Chief Deputy City Attorney

JK:k:011,120  
12-22-75  
Or.Dept.: Deputy Mayor Johnson

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**MAY 8 1978**

Passed and adopted by the Council of The City of San Diego on JAN 7 1976,  
 by the following vote:

Councilmen	Yeas	Nays	Excused	Absent
Gil Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maureen F. O'Connor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Hubbard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floyd L. Morrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Gade	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jess D. Haro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

PETE WILSON  
 Mayor of The City of San Diego, California.

EDWARD NIELSEN  
 City Clerk of The City of San Diego, California.

(Seal)

By Kathleen Martiny, Deputy.

I HEREBY CERTIFY that the foregoing ordinance was not finally passed until twelve calendar days had elapsed between the day of its introduction and the day of its final passage, to wit, on

DEC 24 1975

JAN 7 1976

, and on \_\_\_\_\_

~~I FURTHER CERTIFY that said ordinance was read in full prior to its final passage.~~

I FURTHER CERTIFY that the reading of said ordinance in full was dispensed with by a vote of not less than a majority of the members elected to the Council, and that there was available for the consideration of each member of the Council and the public prior to the day of its passage a written or printed copy of said ordinance.

EDWARD NIELSEN  
 City Clerk of The City of San Diego, California.

By Kathleen Martiny, Deputy.

RECEIVED  
 CITY CLERK'S OFFICE  
 4 49 PM 67  
 1975 DEC 29 PM 4:44  
 SAN DIEGO, CALIF.

(Seal)

MICROFILMED  
 MAY 8 1978

Office of the City Clerk, San Diego, California

Ordinance Number 11759 Adopted JAN 7 1976

01152

ATTORNEY(S)

San Diego, City of  
12th Floor City Admin. Bldg.  
San Diego, Ca. 92101  
Attn: Martinez

CERTIFICATE OF PUBLICATION

No.

IN THE MATTER OF

AMENDING ORDINANCE NO. 11650, etc.

ORDINANCE NO. 11759

AN ORDINANCE AMENDING ORDINANCE NO. 11650 (NEW SERIES), AS AMENDED, ENTITLED "AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 1975-76 AND APPROPRIATING THE NECESSARY MONEY TO OPERATE THE CITY OF SAN DIEGO FOR SAID FISCAL YEAR," BY AMENDING DOCUMENT NO. 750397, AS ADOPTED AND AMENDED HEREIN, RELATING TO TRANSFER OF PERSONNEL FROM THE POSITION AND SALARY SCHEDULE FOR THE COUNCILMANIC ADMINISTRATION DEPARTMENT, DEPARTMENT 02.11, FUND 100, TO THE POSITION AND SALARY SCHEDULE OF THE COUNCILMANIC DEPARTMENT OF THE DEPUTY MAYOR; AUTHORIZING THE CITY MANAGER AND THE AUDITOR AND COMPTROLLER TO MAKE ALL NECESSARY BUDGETARY AND PROGRAM ADJUSTMENTS TO EFFECT SAID TRANSFER;

WHEREAS, the role of the unclassified Principal Assistant to the City Council has been reduced considerably due to the formation of separate departments of the Council for administrative purposes; and

WHEREAS, each administrative department of the Council is presently authorized Council assistants and secretarial staff to coordinate and administer the operation for the various departments; and

WHEREAS, a review by the Personnel Director of the job specifications and duties required in lieu of the Councilmanic Administration Department indicates a classified position of Administrative Aide I as an Office Manager is all that is needed to perform office liaison; and

WHEREAS, said Office Manager would be further supported by an Intermediate Steno, an Intermediate Typist and a Junior Typist to perform the miscellaneous stenographic and clerical functions as may be required from time to time; and

WHEREAS, said Office Manager would operate under the control and direction of the Deputy Mayor for the harmonious and economical administrative requirements of the entire Council and the costs associated therewith would be reflected in the operating budget of the Deputy Mayor as a separate program; and

WHEREAS, such concept of operation would be significantly less expensive and more efficient; NOW, THEREFORE,

BE IT ORDAINED, by the Council of The City of San Diego, as follows:

Section 1. That Ordinance No. 11650 (New Series), as amended, entitled "AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 1975-76 AND APPROPRIATING THE NECESSARY MONEY TO OPERATE THE CITY OF SAN DIEGO FOR SAID FISCAL YEAR", be and the same is hereby amended to amend that portion of the Position and Salary Schedule for Fund 100, Department 02.11 and the Councilmanic Department for the Deputy Mayor as follows:

Delete from 02.11	Position	Years
Principal Assistant to Council		1.0
Intermediate Stenographer		2.0
Intermediate Typist		1.0
Add to Deputy Mayor Council Department		
Administrative Aide I		1.0
Intermediate Stenographer		1.0
Intermediate Typist		1.0
Junior Typist		1.0

Section 2. That the City Manager and Auditor and Comptroller be and they are hereby fully authorized to make all budgetary and program adjustments necessary to establish a Council Administration Division within the budget of the Deputy Mayor.

Section 3. This ordinance shall take effect and be in force on the thirtieth day from and after its passage.

Introduced on December 24, 1975.  
Passed and adopted by the Council of The City of San Diego on January 7, 1976.

AUTHENTICATED BY:  
PETE WILSON,  
Mayor of The City of San Diego, California.  
EDWARD NIELSEN,  
City Clerk of The City of San Diego, California.  
By KATHLEEN MARTINEZ,  
Deputy.

(SEAL)  
Pub. Jan. 22, 1976 LS 8413

PATRICIA M. APPLESTILL

1, hereby certify that San Diego Daily Transcript is a daily newspaper of general circulation within the provisions of the Government Code of the State of California, printed and published in the City of San Diego, County of San Diego, State of California; that I am the principal clerk of said newspaper; and the

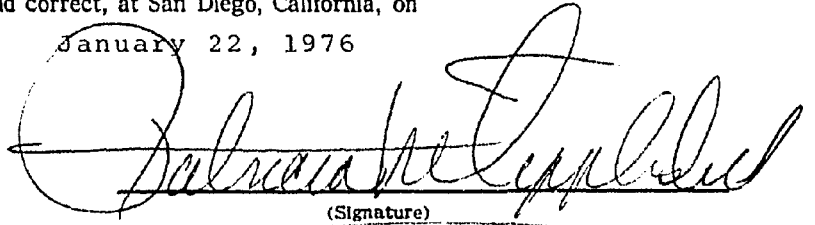
ORDINANCE NO. 11759

is a true and correct copy of which this certificate is annexed and was published in said newspaper on

January 22, 1976

I certify under penalty of perjury that the foregoing is true and correct, at San Diego, California, on

January 22, 1976

  
(Signature)

Pages - 13 @ 4.84 = 62.92

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7/ 12 1/2 @ 4.84 60.50 - 3 ✓