

(O-99-87)

ORDINANCE NUMBER O- 18625 (NEW SERIES)

ADOPTED ON FEB 02 1999

AN ORDINANCE AMENDING ORDINANCE NO. O-18551 (NEW SERIES), AS AMENDED, ENTITLED "AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 1998-99 AND APPROPRIATING THE NECESSARY MONEY TO OPERATE THE CITY OF SAN DIEGO FOR SAID FISCAL YEAR" BY AMENDING DOCUMENT NO. OO-18551 TO ADD THE POSITION OF PROGRAM MANAGER IN THE WATER DEPARTMENT'S REAL ESTATE PROGRAM AND EXEMPTING SAID POSITION FROM THE CLASSIFIED SERVICE.

WHEREAS, the Water Department recently established a Real Estate Program to provide for a more coordinated approach to the acquisition, use, and management of its real estate; and

WHEREAS, as a result of this, the Water Department is requesting that a Program Manager position be created to manage the Real Estate Program, and that this position be exempted from the Classified Service; and

WHEREAS, this position will be part of the Water Department Director's Executive Team and will be responsible for providing management direction for the Water Department's Real Estate Program, including the development of a comprehensive Watershed Management Plan; and

WHEREAS, the Civil Service Commission has reviewed the justification for the position on November 12, 1998 and has commented favorably thereon in its memo to the Mayor and Council dated November 18, 1998; and

WHEREAS, it is necessary to amend the annual appropriation ordinance to add said position to the Water Department; NOW, THEREFORE,

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

Section 1. That Ordinance No. O-18551 as amended, entitled "AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 1998-99 AND APPROPRIATING THE NECESSARY MONEY TO OPERATE THE CITY OF SAN DIEGO FOR SAID FISCAL YEAR" be and the same is hereby amended by amending Document No. OO-18551 by adding the position of PROGRAM MANAGER to the budget of the Water Department's Real Estate Program.

Section 2. That pursuant to section 117(a)17 of the City Charter, after having been reviewed and commented upon favorably by the Civil Service Commission on November 12, 1998 as meeting the Charter criterion for exemption from the classified service, and after having considered and reviewed the report thereon from the Civil Service Commission to the Mayor and Council dated November 18, 1998 attached hereto as Attachment A, the position of PROGRAM MANAGER in the Water Department's Real Estate Program be and is hereby exempted from the classified service and declared to be in the unclassified service of The City of San Diego.

Section 3. That a full reading of this ordinance is dispensed with prior to its final passage, a written or printed copy having been available to the City Council and the public a day prior to its final passage.

Section 4. This ordinance is declared to take effect and be in force immediately upon its passage after two public hearings pursuant to the authority contained in sections 16, 17 and 71 of the Charter of The City of San Diego.

APPROVED: CASEY GWINN, City Attorney

By Stuart H. Swett
Stuart H. Swett
Deputy City Attorney

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Or.Dept.:Water
O-99-87
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CITY OF SAN DIEGO
MEMORANDUM

Received 11/24/98

RECEIVED

NOV 30 1998

Office of Human Resources
City of San Diego Water Department

DATE: November 18, 1998
TO: Honorable Mayor and Council
FROM: Rich Snapper, Personnel Director
SUBJECT: Exemption of a Program Manager position from the Classified Service

On November 12, 1998, the Civil Service Commission reviewed a request of the Water Department Director to exempt a Program Manager position from the Classified Service. This position will be responsible for managing the newly created Real Estate Program, and for providing direction for the acquisition, use, and sale of Water Department's real estate. The position will work closely with both the Water Department and the City Council and its committees to develop a comprehensive Watershed Management Plan.

Charter Section 117 states that the Unclassified Service shall include "managerial employees having significant responsibilities for formulating and administering department policies and programs. Each such position shall be exempted from the Classified Service by ordinance, upon the initiation of the appropriate appointing authority and after receiving the advisory review and comment of the Civil Service Commission and approval of the City Council."

Upon review of the duties and responsibilities of this position, the Commission finds that it meets the intent of Charter Section 117. If additional information would be of assistance in your consideration of this matter, staff is available to respond with details as necessary.



Rich Snapper

RS:HD:wp

Attachment

cc: Larry Gardner, Water Department Manager ✓
Financial Management Department

H:ExemptMemo PM Water

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ATTACHMENT A

RECEIVED

CITY OF SAN DIEGO
MEMORANDUM

OCT 12 1998

Office of Human Resources
City of San Diego Water Department

DATE: October 8, 1998
TO: Civil Service Commission via Rich Snapper, Personnel Director
FROM: Larry Gardner, Water Department Director
SUBJECT: Exemption from Classified Service - Program Manager,
Water Department Real Estate Program

Background

The City of San Diego owns a substantive amount of real estate to support a water system which is both elaborate and spread out across the City and County of San Diego. These land holdings allow for the storage and delivery of water to City residents and for recreational opportunities for its citizens. In order to meet the needs of the City's growing communities it is necessary to expand the City's water system and to acquire property to do so. Therefore, the department has recently established a Real Estate Program to provide for a more coordinated approach to the acquisition, use, and management of its real estate. The goals of the program are as follows: 1) to centralize the flow of all Water Department real estate issues; 2) to adopt a strategic plan for the use of the Water Department's real estate assets by December 1999; and 3) to generate \$2.5 million in lease revenue and \$2 million in sales revenue for Fiscal Year 1999.

Request

Charter Section 117 states that the Unclassified Service shall include "managerial employees having significant responsibilities for formulating and administering department policies and programs. Each such position shall be exempt from the Classified Service by ordinance, upon the initiation of the appropriate appointing authority and after receiving advisory review and comment of the Civil Service Commission and the approval of the City Council."

In accordance with this, the Water Department is requesting the exemption of a newly created Program Manager position from the Classified Service. This position will be part of the Water Department Director's Executive Team and will report directly to the Water Department Director. Duties will include:

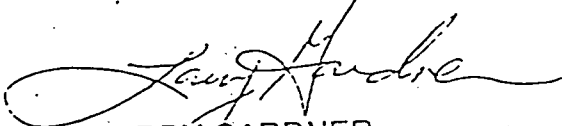
- providing direction for the Water Department's Real Estate Program, including the development of a comprehensive Watershed Management Plan;

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Water Dept Real Estate Program Manager
October 8, 1998
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- acting as Water Department Liaison on all watershed management real estate matters;
- reviewing all matters involving the use of department real estate and administration of watershed related issues;
- reviewing and preparing reports to the City Council and its committees involving department real estate and watershed related issues; and,
- reviewing proposed actions that affect leaseholds, acquisition and sale of property with the Real Estate Assets Director.

If you should have any questions regarding this request, please contact me at 236-6750. Thank you for your consideration.



LARRY GARDNER
Water Department Director

PM

cc: George Loveland, Deputy City Manager
Bob Collins, Water Department Real Estate Program Manager
Employee File

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