

ORDINANCE NUMBER O- 19275 (New Series)

ADOPTED ON APR 26 2004

AN ORDINANCE EXEMPTING A PROGRAM
COORDINATOR POSITION IN THE SAN DIEGO CITY
EMPLOYEES' RETIREMENT SYSTEM FROM THE
CLASSIFIED SERVICE

WHEREAS, on March 4, 2004, the Civil Service Commission reviewed a request from the Retirement Administrator for the San Diego City Employees' Retirement System (SDCERS) to exempt a Program Coordinator position from the classified service; and

WHEREAS, the employee in the position will be responsible for developing and implementing policies and written procedures on the SDCERS long-range strategic plan and Business Plan, including enhancing staff training and improving internal and external communications; and

WHEREAS, the Civil Service Commission has reviewed the justification for the position and has commented favorably thereon as reflected in a memorandum to the Mayor and Council from the Personnel Director dated March 9, 2004; NOW, THEREFORE,

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

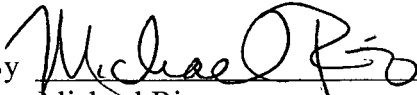
Section 1. That pursuant to section 117(a)17 of the City Charter, after having been reviewed and commented upon favorably by the Civil Service Commission on March 4, 2004, as meeting the Charter criterion for exemption from the classified service, and after having considered and reviewed the report thereon from the Personnel Director to the Mayor and Council dated March 9, 2004, attached hereto as Attachment A, a position of

Program Coordinator in the SDCERS is hereby exempted from the classified service and declared to be in the unclassified service of the City of San Diego.

Section 2. 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 3. This ordinance shall take effect and be in force on the thirtieth day from and after its passage.

APPROVED: CASEY GWINN, City Attorney

By  _____
Michael Rivo
Deputy City Attorney

MR:lb
03/17/04
Or.Dept.: Retirement
O-2004-117

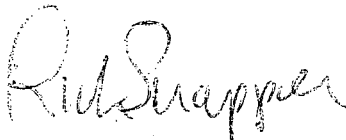
**CITY OF SAN DIEGO
MEMORANDUM**

DATE: March 9, 2004
TO: Honorable Mayor and Council
FROM: Rich Snapper, Personnel Director
SUBJECT: Exemption of a Program Coordinator Position from the Classified Service

On March 4, 2004, the Civil Service Commission reviewed a request of the Retirement Administrator to exempt a Program Coordinator Position from the Classified Service. The position will be responsible for developing and implementing policies and written procedures on the SDCERS long-range strategic plan and Business Plan, including enhancing staff training and improving internal and external communications.

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 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
Personnel Director

RS:PH:wp

Attachment

L:\Class\Exempt Pro Coord Pos, City Ret, 03-09-04