

#59
08/02/2022

(O-2023-10)

ORDINANCE NUMBER O- 21517 (NEW SERIES)

DATE OF FINAL PASSAGE AUG 09 2022

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
SAN DIEGO EXEMPTING TWO PROGRAM MANAGER
POSITIONS AND FORTY-SIX COUNCIL REPRESENTATIVE
I POSITIONS FROM THE CLASSIFIED SERVICE
REQUESTED BY THE COUNCIL ADMINISTRATION
OFFICE.

WHEREAS, on July 7, 2022, the Civil Service Commission of the City of San Diego (City) reviewed a request from the Council Administration Office (Department) to exempt two Program Manager positions and forty-six Council Representative I positions from the Classified Service; and

WHEREAS, the Program Manager positions will be responsible for reviewing current policy, procedures, and Municipal Codes sections related to City Council (Council) Committees and recommending revisions to and/or developing new policies and procedures; administering, managing, and reviewing items for docketing; and managing public process and participation; and

WHEREAS, forty-five Council Representative I positions will be responsible for providing administrative support to the Council Offices. These positions will provide constituent services to include handling citizen inquiries and complaints; interpreting administrative policies and procedures for government officials, Council staff, community organizations, and the public; coordinating and scheduling meetings and appointments with City staff, government agencies, and the public; performing policy development for their respective Councilmember's agenda; and representing their Councilmember at community events and meetings; and

WHEREAS, one Council Representative I position will assist all Council Offices, the Office of the Independent Budget Analyst, and the Department with the preparation and

administration of their budget; monitor budgets for expenditures and potential shortfalls; and assist with payroll, new hires, and benefit orientation for employees in each department; and

WHEREAS, San Diego City Charter (Charter) section 117 states the Unclassified Service shall include “[m]anagerial employees having significant responsibilities for formulating or administering departmental 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 the approval of the City Council”; and

WHEREAS, upon review of the duties and responsibilities of the positions, as described by the Department, the Civil Service Commission found that they meet the intent of Charter section 117 to exempt the positions from the Classified Service; and

WHEREAS, the finding by the Civil Service Commission is set forth in the memorandum dated July 8, 2022 to the Honorable Council President and members of the Council, prepared on behalf of the Civil Service Commission by the Personnel Director, on file in the Office of the City Clerk as Document No. OO- 21517 ; NOW, THEREFORE,

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

Section 1. That pursuant to Charter section 117, the Council exempts from the Classified Service the two Program Manager positions and the forty-six Council Representative I positions described by the Department.

Section 2. That a full reading of this ordinance is dispensed with prior to passage, a written copy having been made available to the Council and the public prior to the day of its passage.

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

APPROVED: MARA W. ELLIOTT, City Attorney

By /s/Miguel Merrell
Miguel Merrell
Deputy City Attorney

MM:jvg
July 11, 2022
Or.Dept: Council Administration
Doc. No.: 3026413

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of AUG 02 2022.

ELIZABETH S. MALAND
City Clerk

By Connie Patterson
Deputy City Clerk

Approved: 8/8/22
(date)

Todd Gloria
TODD GLORIA, Mayor

Vetoed: _____
(date)

TODD GLORIA, Mayor

(Note: The date of final passage is August 9, 2022, which represents the day this ordinance was returned to the Office of the City Clerk with the Mayor's signature of approval.)

Passed by the Council of The City of San Diego on AUG 02 2022, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Joe LaCava	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Whitburn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Montgomery Steppe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marni von Wilpert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Raul A. Campillo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivian Moreno	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sean Elo-Rivera	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage AUG 09 2022.

AUTHENTICATED BY: TODD GLORIA
Mayor of The City of San Diego, California.

(Seal) ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.
By Connie Patterson 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 JUL 19 2022, and on AUG 09 2022.

I FURTHER CERTIFY that said ordinance was read in full prior to passage or that such reading was dispensed with by a vote of five members of the Council, and that a written copy of the ordinance was made available to each member of the Council and the public prior to the day of its passage.

(Seal) ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.
By Connie Patterson Deputy

Office of the City Clerk, San Diego, California
Ordinance Number O- 21517