

ORDINANCE NUMBER O- 21585 (NEW SERIES)

DATE OF FINAL PASSAGE DEC 09 2022

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
SAN DIEGO EXEMPTING TWO PROGRAM COORDINATOR
POSITIONS IN THE PLANNING DEPARTMENT FROM THE
CLASSIFIED SERVICE.

WHEREAS, on November 3, 2022, the Civil Service Commission of the City of San Diego (City) reviewed a request from the Planning Department (Department) to exempt two Program Coordinator positions from the Classified Service; and

WHEREAS, the first Program Coordinator position will oversee the implementation of Council Policy 600-24 and ensure community planning groups are accessible and inclusive. This position will assist community planning groups with forming and complying with the City's terms and conditions for their applications by creating bylaws, operating procedures, and a Community Participation and Representation Plan; develop policies for community planning group applications; create an application process and associated scoring criteria for community planning groups to apply for Council recognition and make advisory recommendations on land use matters; coordinate the implementation of equitable community outreach to promote the opportunities to serve on a Community Planning Group to local residents; and oversee the creation of a new program for business and operational support that helps new or established community planning groups comply with new requirements detailed in Council Policy 600-24; and

WHEREAS, the second Program Coordinator position will oversee the procurement, development, testing, and implementation of systems and applications needed to record community planning group membership, elections, documents, and activities. This position will develop a centralized platform to store and access documents; manage training programs for

IT solutions, integration, and technical trainings; record and digitize community planning group input on CIP needs as discussed in Council Policy 000-32; develop an internal Department IT strategic plan to address policies and procedures related to the procurement and administration of new or upgraded solutions; oversee the Department's mapping program; coordinate policy, program development efforts, and the use of workflow process documentation and policy to improve compliance, risk, user experience, and efficiency; and create data governance standards and policies; 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 Program Coordinator positions, as described by the Department, the Civil Service Commission found 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 November 4, 2022 to the Honorable Council President and members of the City Council (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-21585; and

WHEREAS, the Office of the City Attorney has drafted this ordinance based on the information provided by City staff, with the understanding that this information is complete, true, and accurate; 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 Coordinator positions in the Department whose duties and responsibilities were reviewed by the Civil Service Commission, as described in the memorandum on file in the Office of the City Clerk as Document No. OO- 21585.

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
November 8, 2022
Or.Dept: Planning Department
Doc. No.: 3138223

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of DEC 06 2022.

ELIZABETH S. MALAND
City Clerk

By Kristel Medina
Deputy City Clerk

Approved: 12/9/22
(date)

Todd Gloria
TODD GLORIA, Mayor

Vetoed: _____
(date)

TODD GLORIA, Mayor

DEC 06 2022

Passed by the Council of The City of San Diego on _____, 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marni von Wilpert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 DEC 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 Kristell Medina, 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

NOV 15 2022, and on DEC 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 Kristell Medina, Deputy

<p>Office of the City Clerk, San Diego, California</p> <p style="text-align: right;">21585</p> <p>Ordinance Number O-_____</p>
