

#56  
03/12/2024

(O-2024-52)

ORDINANCE NUMBER O- 21780 (NEW SERIES)

DATE OF FINAL PASSAGE MAR 19 2024

AN ORDINANCE OF THE COUNCIL OF THE CITY OF  
SAN DIEGO EXEMPTING A PROGRAM COORDINATOR  
POSITION IN THE DEPARTMENT OF FINANCE FROM THE  
CLASSIFIED SERVICE.

WHEREAS, on December 7, 2023, the Civil Service Commission of the City of San Diego reviewed a request from the Department of Finance (Department) to exempt a Program Coordinator position from the Classified Service; and

WHEREAS, the Program Coordinator position will oversee the Citywide business processes for payroll from an information technology application management role. This position will serve as the Business Process Coordinator for the Payroll module in the City's SAP system, which is used to process payroll checks and record and manage accounting data within SAP; implement process improvements and maintain documentation of Citywide processes, procedures, and process narratives; propose new policy and financial requirements for the module; and review internal controls and authorization requests for security access; 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 position, as described by the Department, the Civil Service Commission found it meets the intent of Charter section 117 to exempt the position from the Classified Service; and

WHEREAS, the finding by the Civil Service Commission is set forth in the memorandum dated December 8, 2023, 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-21780; 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 Program Coordinator position 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-21780.

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   
Miguel Merrell  
Deputy City Attorney

MM:jvg  
December 18, 2023  
Or.Dept: Department of Finance  
Doc. No. 3508515

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of MAR 12 2024.

DIANA J.S. FUENTES  
City Clerk

By Connie Patterson  
Deputy City Clerk

Approved: 3/19/24  
(date)

Todd Gloria  
TODD GLORIA, Mayor

Vetoed: \_\_\_\_\_  
(date)

\_\_\_\_\_  
TODD GLORIA, Mayor

Passed by the Council of The City of San Diego on MAR 12 2024, 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"/>
District 4 - vacant	<input 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"/>
Kent Lee	<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 type="checkbox"/>	<input checked="" 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 MAR 19 2024.

AUTHENTICATED BY:

TODD GLORIA  
Mayor of The City of San Diego, California.

(Seal)

DIANA J.S. FUENTES  
City Clerk of The City of San Diego, California.

By Linda Irwin, Deputy  
For Connie Patterson

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

FEB 27 2024, and on MAR 19 2024.

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)

DIANA J.S. FUENTES  
City Clerk of The City of San Diego, California.

By Linda Irwin, Deputy  
For Connie Patterson

Office of the City Clerk, San Diego, California

Ordinance Number O-21780