

ORDINANCE NUMBER O- 21677 (NEW SERIES)

DATE OF FINAL PASSAGE JUL 14 2023

AN ORDINANCE OF THE COUNCIL OF THE CITY OF SAN DIEGO EXEMPTING AN ASSISTANT TO THE DEVELOPMENT SERVICES DIRECTOR AND THREE PROGRAM COORDINATOR POSITIONS IN THE DEVELOPMENT SERVICES DEPARTMENT FROM THE CLASSIFIED SERVICE.

WHEREAS, on September 1 and October 6, 2022, and April 7, 2023, the Civil Service Commission of the City of San Diego (City) reviewed requests from the Development Services Department (Department) to exempt an Assistant to the Development Services Director and three Program Coordinator positions from the Classified Service; and

WHEREAS, the Assistant to the Development Services Director position will review Department policies, procedures and operations, identify issues and sources of potential difficulties, and make recommendations for improvement; analyze proposed internal City reforms, evaluate impact on Department operations, and draft policy and procedural changes as required; manage confidential materials pertaining to permit negotiations and appeal hearings from permit applicants for policy and operational decisions; coordinate equal employment opportunity investigations and property-rights disciplinary appeals; serve as a member of the executive team on a variety of committees and task forces; and manage and update the Department's records retention policy and meet and greet policy for customers; and

WHEREAS, two Program Coordinator positions will manage the Department's data analytics efforts. These positions will develop procedures for data collection and reporting; implement quality assurance and control measures for data inputs and controls to increase data accuracy and meet legal obligations; develop policies and procedures that can decrease permit

processing times and streamline the permitting process; and create initiatives related to data analytics to meet the Department's strategic plan; and

WHEREAS, one Program Coordinator position will assist an Assistant Deputy Director position in managing the enforcement of the Sidewalk Vendor Ordinance (SVO). This position will develop and implement policies and procedures for inspections; review and approve a variety of enforcement remedies to include civil penalty notices and orders, administrative citations, notices of violation, and hearing packets; and develop policies and procedures to address violations of the SVO; 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 Assistant to the Development Services Director and three 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 findings by the Civil Service Commission are set forth in the memorandums dated September 2 and October 7, 2022, and April 10, 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- 21677 ; 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:

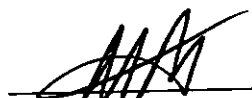
Section 1. That pursuant to Charter section 117, the Council exempts from the Classified Service the Assistant to the Development Services Director and three Program Coordinator positions in the Department whose duties and responsibilities were reviewed by the Civil Service Commission, as described in the memorandums on file in the Office of the City Clerk as Document No. OO- 21677.

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  
May 24, 2023  
Or.Dept: Developmental Services  
Doc. No.: 3316308

I hereby certify that the foregoing Ordinance was passed by the Council of the City of San Diego, at this meeting of JUL 11 2023.

DIANA J.S. FUENTES  
City Clerk

By   
Deputy City Clerk

Approved: 7/14/23  
(date)

  
TODD GLORIA, Mayor

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

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

Passed by the Council of The City of San Diego on JUL 11 2023, 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"/>
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 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 JUL 14 2023

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 [Signature], Deputy  
for Krystell Medina

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 JUN 20 2023, and on JUL 14 2023.

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 [Signature], Deputy  
for Krystell Medina

Office of the City Clerk, San Diego, California  
Ordinance Number O- 21677