



## Legislation Text

---

**File #:** 2021-0356, **Version:** 1

---

**DATE:** November 9, 2021

**SUBJECT:**

**RESOLUTION AMENDING THE SAN DIEGO UNIFIED PORT DISTRICT (DISTRICT) DIRECTORY OF CLASSIFICATION SPECIFICATIONS FOR FISCAL YEAR 2021/2022**

**EXECUTIVE SUMMARY:**

This agenda item requests the Board of Port Commissioners (Board) adopt a resolution amending the Directory of Classification Specifications for Fiscal Year (FY) 2020/2021.

**RECOMMENDATION:**

Adopt a Resolution Amending the San Diego Unified Port District (District) Directory of Classification Specifications for Fiscal Year (FY) 2020/2021.

**FISCAL IMPACT:**

This agenda item has no fiscal impact.

**COMPASS STRATEGIC GOALS:**

This agenda item supports the following Strategic Goal(s).

- A Port that the public understands and trusts.
- A Port with an innovative and motivated workforce.

**DISCUSSION:**

The Directory of Classification Specifications (Directory) contains a list of all the job descriptions in the District. The Directory for FY 2021/2022 was adopted by the Board at its June 15, 2021 meeting, and amended at the September 14, 2021 meeting.

The changes in this item update classification specifications only, which serve as job descriptions for the District. These updates do not change the existing personnel budget currently allocated in the FY2021/2022 budget.

The District has negotiated new classification classifications and updates to existing job descriptions with Teamsters Local 911. District staff has also identified updates to unrepresented classification specifications to better reflect current duties, as well as minor administrative changes.

The following new classifications are added to the Directory:

Class Title	Class Number	Unclassified/ Classified	FLSA Exempt/ Non-Exempt	Range
Labor Relations Analyst	B950-UE21	Unclassified	Exempt	110
Landscape Supervisor	F697-CER21	Classified	Exempt	78.3
Landscape Technician I	F696-CNR21	Classified	Non-Exempt	66.9

The following existing classifications are amended in job title and/or duties:

Class Title	Class Number	Unclassified/ Classified	FLSA Exempt/ Non-Exempt	Range
Accountant	B243-CN21	Classified	Non-Exempt	109
Landscape Technician II (previously Gardener)	F666-CNR21	Classified	Non-Exempt	68.9
Lead Landscape Technician (previously Lead Gardener)	F654-CNR03	Classified	Non-Exempt	71.8
Police Records Assistant	D400-CN21	Classified	Non-Exempt	104
Senior Accountant	B245-CE21	Classified	Exempt	112

The updated Directory is included as Attachment A. Copies of the new revised Classification Specifications reflecting the proposed changes are included as Attachment B.

Board action is required to modify existing classifications. Staff recommends the Board adopt a resolution amending the San Diego Unified Port District Directory of Classification Specifications for Fiscal Year 2021/2022.

### General Counsel's Comments:

The Office of the General Counsel has reviewed the agenda sheet and the attachments thereto, as presented to it, and approves the same as to form and legality.

### Environmental Review:

The proposed Board action, including without limitation, resolution amending the directory of classification specifications, does not constitute a "project" under the definition set forth in California Environmental Quality Act (CEQA) Guidelines Section 15378 because it will not have a potential to result in a direct or indirect physical change in the environment and is, therefore, not subject to CEQA. No further action under CEQA is required.

The proposed Board action complies with Section 35 of the Port Act, which allows the Board to do all acts necessary and convenient for the exercise of its powers. The Port Act was enacted by the California Legislature and is consistent with the Public Trust Doctrine. Consequently, the proposed Board action is consistent with the Public Trust Doctrine.

The proposed Board action does not allow for “development,” as defined in Section 30106 of the California Coastal Act, or “new development,” pursuant to Section 1.a. of the District’s Coastal Development Permit Regulations. Therefore, issuance of a Coastal Development Permit or exclusion is not required.

**Diversity, Equity, and Inclusion Program:**

This agenda sheet has no direct DEI impact.

**PREPARED BY:**

Eric Lawrence  
Senior Benefits & Compensation Analyst, Human Resources

**Attachment(s):**

Attachment A: Directory of Classification Specifications, 2021-2022

Attachment B: Updated Classification Specifications