

City and County of San Francisco



Department of Human Resources

Gavin Newsom  
Mayor

Micki Callahan  
Human Resources Director

**NOTICE OF FINAL ACTION TAKEN BY THE  
HUMAN RESOURCES DIRECTOR**

Date September 5, 2008

Re: **Notice of Proposed Classification Actions – MCCP Final Notice No. 7 FY 2008/2009 (copy attached)**

In the absence of requests to meet addressed to the Human Resources Director, the classification actions contained in the above referenced notice became effective September 5, 2008.

Micki Callahan  
Human Resources Director

by:

A handwritten signature in black ink, appearing to read "Kerry Ko", written over a horizontal line.

Kerry Ko  
Deputy Director  
Human Resources

cc: All Employee Organizations  
All Departmental Personnel Officers  
John Leon, DHR  
Linda Cosico, DHR  
Micki Callahan, DHR  
Steve Ponder, ERD  
Christina Fong, ERD  
Rich David, ERD  
Carmela Villasica, ERD  
Anita Sanchez, CSC  
Harvey Rose, Budget Analyst  
Tinhha Luong, CON  
Ron Bladow, MTA  
Johnny Zabala, CON  
RAS Team Leader(s)  
DHR Support Services  
File



# NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY THE HUMAN RESOURCES DIRECTOR

The following actions are being posted in accordance with Rule 109. In the absence of requests to meet addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

**ALLOCATE THE FOLLOWING POSITION(S):**

**Notice No:** 7  
**Fiscal Year:** 2008/2009  
**Posting Date:** 8/29/2008

| ITEM # | DEPT/<br>DIVISION | # OF<br>POSITIONS | BUDGETED<br>CLASS/ SALARY<br>GRADE        | PROPOSED<br>CLASS                         |
|--------|-------------------|-------------------|---|---|
| 1      | WTR               | 1                 | 0922 Manager I<br>\$3,126.00 B \$3,989.00 | 0922 Manager I<br>\$3,126.00 B \$3,989.00 |

**Working Title:** *Right of Way Manager*

**Reporting relationships of subject position(s):** **MCCP File Number: 47-005**

**Reports To:** 3486 *Watershed Forester*

**Supervises:** 3 7470 *Watershed Keeper*

**Other Job Codes Considered:**

**Position Summary:**

Position functions as the Right of Way Manager and oversees the Right of Way (ROW) program which entails 200 miles of ROW lands owned in fee or controlled in easement contained in Alameda, Santa Clara and San Mateo counties. Additionally, position works closely with PUC staff to implement the Hetch Hetchy Capital Improvement Program and coordinates with local, state and federal government agencies relative to impacts on City natural resources. Position is involved with major, controversial and politically sensitive projects requiring facilitation to insure compliance with local state and federal jurisdictions related to natural resources, and regional watersheds. Position initiates and oversees the development, administration and improvement of natural resources and strategies for enhancing water supply quality and protecting the City's land and water rights. Position is liaison and has frequent contacts with all cities and pertinent regional government agencies in the South Bay. Position meets regularly groups interested in the Water System Improvement Project to provide information regarding the impact of the project in their respective areas.

**For additional information regarding the above proposed action, please contact Thomas Burns at (415) 557-4881.**

Request to meet on an item should be addressed to the Human Resources Director, 44 Gough Street, San Francisco, CA 94103. All requests must be received in writing no later than close of business seven (7) calendar days from the posting date. FAX'd copies will be accepted as timely with original to follow. Copies of this notice may be obtained from the Information Center, 1st floor, 44 Gough Street.

Appeal procedures for affected employees, the Municipal Executives' Association and the International Federation of Professional and Technical Engineers, Local 21, AFL-CIO are in accordance with separate agreements.

cc: All Employee Organizations  
All Departmental Personnel Officers  
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Anita Sanchez, CSC  
Harvey Rose, Budget Analyst  
Carmela Villasica, ERD

Linda Cosico, HRD  
Tinhha Luong, PPSD

Chistina Fong, ERD  
MSS Team Leaders  
HRD Support Services

MSS File  
MCCP File

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\_\_\_\_\_ (contact person @ dept)

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**Posting No:** 7  
**Fiscal Year:** 2008/2009  
**Posted Date:** August 29, 2008

***GRANT STATUS AS FOLLOWS:***

| <b>Item #</b> | <b>From</b>   | <b>To</b>      |
|---------------|---------------|----------------|
| 1             | 3426 Forester | 0922 Manager I |

Grant Permanent Status in Job Code 0922 Manager I to Jane Herman PCS employee in Job Code 3426 Forester, retroactive to 03/27/1998.

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