

ITEM 3

* POLICY ON CONTRACTS NOT REQUIRING CIVIL SERVICE
COMMISSION APPROVAL

Policy: The Civil Service Commission hereby establishes a policy that the contract positions listed on Attachment A, do not need to come before the Commission for approval, prior to being signed by the City Manager. All positions will be qualification based and hired pursuant to an appropriate competitive recruitment process. All prior inconsistent policies adopted by the Commission are hereby repealed. This policy is based on the following determinations made by the Commission.

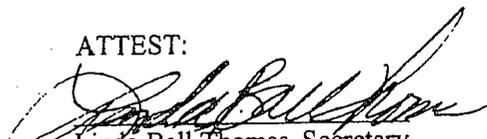
1. The contracts are for positions for which no similar civil service positions exist, therefore, the contractors are not performing duties and functions currently performed by civil service employees; or
2. The contracts are temporary in nature; or
3. The contracts are seasonal in nature; or
4. The contracts are for part-time positions; or
5. The contracts are for independent contractors who serve as instructors for classes or recreational programs on a seasonal and temporary basis; or
6. The contracts are required for reasons of economy, efficiency and immediate and temporary need, and such contracts are necessary for the terms set forth in Attachment A, and for which no similar civil service position exists; or
7. The contracts are for state or federal grant funded positions, and only for the term of the applicable grant;

Passed and Approved on this 23rd day of March, 2006.



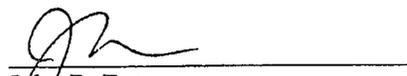
William J. Ellis, Chair
Civil Service Commission

ATTEST:



Linda Ball Thomas, Secretary
Civil Service Commission

APPROVED AS TO FORM



John R. Batoon
Assistant City Attorney

ATTACHMENT A

1. Appointments to administrative support positions made by the City Manager for employees working in the office of the Mayor and City Council, and the City Manager's office. Such contracts shall be for no longer than the term of office of the respective official, and in the case of the City Manager for no longer than the term of the City Manager's contract.
2. Grant funded positions for the term of the applicable grant.
3. Professional positions for the Information Technology Department, Department of Economic Development, and Community Development Department.
4. Professional positions at the Zoo, and contracts to hire all other positions upon the effective date of a management services agreement between the City and a nonprofit organization. All current Zoo employees shall remain as classified employees under the jurisdiction of the Commission.
5. Independent contracts for plumbing inspection services by licensed plumbers.
6. Personal Services and Independent contracts for seasonal Parks and Recreation positions, for contractors providing seasonal instruction or coaching services for the Parks and Recreation Department. Such contracts shall not exceed one year.
7. Interns hired on a temporary basis, including, but not limited to, interns in work-study programs with accredited educational institutions, or other academic programs. Interns who are students must be currently enrolled and in good standing.
8. Positions in the Metropolitan Planning Organization.
9. Contracts for independent contractors who serve as instructors for classes, on a seasonal and temporary basis.