

RESOLUTION NUMBER R- 290921

ADOPTED ON NOV 10 1998

RESOLUTION ADOPTING THE REVISED  
CONFLICT OF INTEREST CODE FOR THE  
COMMUNITY & ECONOMIC DEVELOPMENT  
DEPARTMENT.

WHEREAS, by Resolution R-288132 adopted on December 2, 1996, the City Council approved the Community & Economic Development Department's Conflict of Interest Code, which was revised and updated following the required City-wide biennial review of all conflict of interest codes for which the City Council serves as code reviewing body; and

WHEREAS, Government Code section 87306 requires agencies to amend their conflict of interest codes whenever an amendment is necessitated by changed circumstances, including the creation of new positions which must be designated and relevant changes in the duties assigned to existing positions; and

WHEREAS, the Community & Economic Development Department has proposed changes to Appendix A and Appendix B of that department's conflict of interest code to accurately reflect designated positions and appropriate disclosure categories; NOW, THEREFORE,

BE IT RESOLVED that the Community & Economic Development Department's proposed changes to Appendix A and Appendix B of that department's conflict of interest code are hereby approved and are incorporated into its conflict of interest code.

BE IT FURTHER RESOLVED that revised Appendix A and Appendix B to the

Community & Economic Development Department's Conflict of Interest Code be placed on file in the Office of the City Clerk as Document No. RR- 290921.

BE IT FURTHER RESOLVED that the revised Conflict of Interest Code for the Community & Economic Development Department become effective upon the date of adoption of this resolution.

APPROVED: CASEY GWINN, City Attorney

By *Lisa A. Foster*  
Lisa A. Foster  
Deputy City Attorney

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APPENDIX A

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT

DESIGNATED POSITIONS, DUTIES AND CATEGORIES

| POSITION   | DUTIES  | CATEGORY |
|--|---|----------|
| Community and Economic Development Manager           | Policy guidance for overall department; Sets priorities for departmental projects; Reviews major projects; Supervises major division heads; And interfaces with City Council, Planning Commission and other boards and commissions.   | 1        |
| City Planner   | Advises City Manager and Planning Commission on long range planning issues; Manages preparation and implementation of General Plans, urban design and major project planning; And interfaces with professional organizations on urban design projects with City-wide significance.  | 1        |
| Economic Development & Redevelopment Agency Manager  | Policy guidance for economic development, redevelopment, business expansion and retention, office of small business and trade and technology issues; Sets priorities and reviews major economic development, redevelopment, small business and trade and technology projects.   | 1        |
| Support Service/Community Services Manager           | Departmental financial officer responsible for fiscal policy guidance and budgetary, information systems, expenditure, purchasing and contracting decisions; Additionally, policy guidance and oversight for Community Development Block Grant administration and social service, child care, disabled services, youth and homeless programs. | 1        |
| Neighborhood Code Compliance Director                | Policy guidance for the operating programs of Neighborhood Code Compliance; Including code writing, code interpretation and enforcement policy  | 1        |
| Deputy Executive Director for Redevelopment Projects | Policy guidance, major project review and priority setting for the Redevelopment Agency.  | 1        |

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FILED NOV 10 1998

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SAN DIEGO, CALIFORNIA

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|--|--|---|
| Housing and Code Enforcement Deputy Director | Administers the work programs of the Neighborhood Code Division; Including code interpretation, enforcement policy interpretation, and code writing.   | 1 |
| Assistant Deputy Director                    | Policy guidance for Trade and Technology and Bi-national affairs in Economic Development.  | 1 |
| Private Development Manager                  | Directs, reviews and implements the community and/or land use planning effort. Sets priorities and reviews major projects for the land use planning process, facilities financing and transportation planning.                                 | 1 |
| Zoning Investigations Program Manager        | Code writing; Code and policy interpretation; And enforcement policy formulation.  | 1 |
| Graffiti Control Program Manager             | Plans, directs and coordinates a comprehensive citywide graffiti control program with education, enforcement and abatement components.   | 1 |
| Arts and Culture Program Manager             | Policy guidance and Board support to the Commission for Arts and Culture.  | 1 |
| Human Relations Manager                      | Policy guidance and Board support to the Human Relations Commission (HRC).   | 1 |
| Community Service Center's Program Manager   | Policy guidance, management and implementation of Community Service Center initiative.   | 1 |
| Community Planning and Development Manager   | Policy guidance for community and land-use planning, facilities financing and transportation planning issues; Sets priorities and reviews major projects for the community planning process, facilities financing and transportation planning. | 2 |
| Long Range Planning Manager                  | Policy guidance for long range planning, urban design and special projects; Sets priorities and reviews major long range planning, urban design, Multiple Species Conservation Program and special projects.                                   | 2 |
| General Plan Manager                         | Policy guidance and administration of the General Plan.  | 2 |

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| Community Service Center Managers                      | Manage individual Community Service Centers; Duties include community collaboration, interaction with City officials, provision of City services.  | 2 |
| Child Care Coordinator                                 | Policy guidance and coordination for citywide child care issues and programs.  | 2 |
| Disabled Services Coordinator                          | Policy guidance and coordination for citywide disabled persons programs and issues; Responsible for Americans with Disabilities Act compliance.  | 2 |
| Homeless Coordinator                                   | Policy guidance and coordination for citywide homeless programs and issues.  | 2 |
| Community Development Block Grant Administrator (CDBG) | Policy guidance and administration of CDBG funds.  | 2 |
| Youth Coordinator                                      | Policy guidance and coordination for citywide youth programs and issues.   | 2 |
| Facilities Financing Manager                           | Policy guidance and management of the Facilities Financing Program; Manages the assessment and disbursement of Facilities Benefit Assessment and Developer Impact Fees.                    | 2 |
| Assistant Human Relations Manager                      | Assists the HRC Manager with policy guidance and Board support.  | 2 |
| Code Enforcement Engineer                              | Plan Checking; Code writing; Code and policy interpretation; And Enforcement policy formation.   | 2 |
| Senior Building Inspector                              | Code writing; Code interpretation; Policy recommendations and application; Enforcement remedy application; Recommendations regarding penalties and enforcement actions to decision makers. | 2 |
| Associate Planner/ Enforcement Specialist              | Code interpretation; Policy recommendations and application; Enforcement remedy application; Recommendations regarding penalties and enforcement actions to decision makers.               | 2 |
| Weed and Seed Program Manager                          | Policy guidance and coordination of the citywide Weed and Seed Program.  | 2 |

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|--|---|---|
| Principal Planners/Program Managers                | Directs, reviews and implements the community and/or land use planning effort.  | 2 |
| Senior Traffic Engineer                            | Plans, directs and supervises the Transportation Planning section; Including the review of transportation elements, phasing plans and traffic studies.  | 2 |
| NTC Reuse Project Director                         | Plan, direct and supervise the NTC Reuse conversion effort; This includes completion of the reuse plan and negotiating with the federal government to convey the base to the City and implement the reuse plan. | 2 |
| Senior Civil Engineer/ Naval Training Center Reuse | Recommends on the usability, conversion to civilian systems, feasibility of acquisition, and new construction of facilities planned for NTC reuse.  | 2 |
| Grant Administrator                                | Policy guidance and administration of grants.   | 2 |
| Supervising Project Manager - Facilities Financing | Directs, reviews, and supervises implementation of assessments and disbursements of the Facilities Benefit Assessment and Developer Impact Fees.  | 2 |
| Consultants  | Determined by contract. Disclosure will be as required. See Appendix B.   | 3 |
| Hearing Officers                                   | Preside at administrative hearings to ensure due process is afforded; Review appropriateness of penalties and administrative actions; Issue subpoenas; And issue binding administrative enforcement orders.     | 4 |

APPENDIX B  
COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT  
CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES

**CATEGORY 1:**

- a. Investments and business positions in any business entity located in or doing business with the City of San Diego.
- b. Income and gifts from sources located in or doing business with the City of San Diego.
- c. Interests in real property located in the City of San Diego, including property located within a two-mile radius of any property owned or used by the City.

**CATEGORY 2:**

- a. Investments and business positions in any firm or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.
- b. Income and gifts from any person or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.
- c. Interests in real property owned or used by any person or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.

**CATEGORY 3:**

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Assistant City Manager, the Community and Economic Development Manager or designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. That determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

**CATEGORY 4:**

All real property interests within the jurisdiction of the City of San Diego. Jurisdiction includes property within a two mile radius of the City limits.

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# CERTIFICATION

The foregoing amendment to the Conflict of Interest Code was prepared by the City of San Diego Community and Economic Development Department after a fair opportunity was offered to the members of the Community and Economic Development Department to present their views.

7/19/98  
(Date)

J. A. Allen  
(Signature)