

RESOLUTION NUMBER R- 290922

ADOPTED ON NOV 10 1998

RESOLUTION ADOPTING THE REVISED CONFLICT OF
INTEREST CODE FOR THE EMPLOYEE RELATIONS &
SPECIAL PROJECTS BUSINESS CENTER.

WHEREAS, by Resolution R-288175 adopted on December 9, 1996, the City Council approved the Employee Relations & Special Projects Business Center'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 Employee Relations & Special Projects Business Center has proposed changes to Appendix A and Appendix B of that office's conflict of interest code to accurately reflect designated positions and appropriate disclosure categories; NOW, THEREFORE,

BE IT RESOLVED that the Employee Relations & Special Projects Business Center's proposed changes to Appendix A and Appendix B of that office'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 Employee Relations & Special Projects Business Center's Conflict of Interest Code be placed on

file in the Office of the City Clerk as Document No. RR- 290922

BE IT FURTHER RESOLVED that the revised Conflict of Interest Code for the Employee Relations & Special Projects Business Center 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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Or.Dept:Empl. Rel. & Spec. Proj.
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Employee Relations & Special Projects Business Center

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APPENDIX A - DESIGNATED POSITIONS

<u>Position</u>	<u>Duties</u>	<u>Category</u>
Business Center Manager	Manages all aspects of the business center.	1
Program Manager, Management Assistant	A management development position that assists the City Manager, Assistant City Manager, and Business Center Managers by providing research assistance, preparing and reviewing reports, and drafting correspondence; undertaking special assignments; sitting on boards and committees as required; and acting as a liaison between the Manager's Office, the Mayor and City Council, and the community.	2
Senior Public Information Officer	Performs City public information duties; supervises the City Information Center; prepares and distributes press releases, articles for publication, and brochures; and acts as a liaison with other public information officers and the news media.	2
Special Events Administrator	Generates and negotiates events which produce revenues for the City; provides specialized expertise for major City-sponsored events; monitors the one-stop permit process set forth in the Special Events Ordinance, including applications, departmental routing, permit approvals, and coordinates with other agencies; and manages the City Store.	2
Development Officer, Endowment Officer	Seeks gifts of funds, buildings, land and other items of market and historical value from private individuals, corporations, foundation and trusts; and works closely with other City programs to educate the community on funding requirements for City programs.	2

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Stadium Manager, Assistant Stadium Manager	Oversees and directs the operation of the Stadium, which includes: conducting lease and rental negotiations; administering contracts; performing promotional activities; supervising maintenance forces; and coordinating event preparation.	2
Senior Management Analyst	Assists the City Manager, Assistant City Manager, and Business Center Managers by providing research assistance, preparing reports, and undertaking special assignments.	2
Consultants		3

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APPENDIX B - 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. 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.
- c. 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.

Category 3:

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

The department director, assistant department director, program or projects managers, or supervisors 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 described 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. The department director's, assistant director's, program or project manager's, or supervisor's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

CERTIFICATION

The foregoing amendment to the Conflict of Interest Code was prepared by the City of San Diego Employee Relations and Special Projects Business Center after a fair opportunity was offered to the members of the Employee Relations and Special Projects Business Center to present their views.



Date



Chief Executive Officer