

(R-99-230)

RESOLUTION NUMBER R- 290927

ADOPTED ON NOV 10 1998

RESOLUTION ADOPTING THE REVISED
CONFLICT OF INTEREST CODE FOR THE
TRANSPORTATION DEPARTMENT.

WHEREAS, by Resolution R-288133 adopted on December 2, 1996, the City Council approved the Transportation 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 87306.5 requires biennial review of local conflict of interest codes every even-numbered year; 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

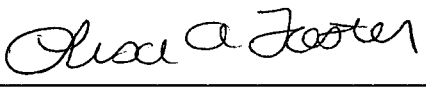
WHEREAS, the Transportation Department has proposed changes to Appendix A and Appendix B of that department's conflict of interest code to accurately reflect designated positions and appropriate disclosure categories; NOW, THEREFORE,

BE IT RESOLVED that the Transportation 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
Transportation Department's Conflict of Interest Code be placed on file in the Office of the City
Clerk as Document No. RR- 290927

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

APPROVED: CASEY GWINN, City Attorney

By 
Lisa A. Foster
Deputy City Attorney

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TRANSPORTATION DEPARTMENT
Appendix A
Designated Positions, Duties and Categories

Position	Duties	Category
Management		
Transportation Director	Approves major (+\$2,500) purchases of equipment, vehicles, supplies or services relating to departmental needs, including consultants, as described for department.	1
Street Division		
Deputy Director	Schedules, administers and manages division responsibilities in area of repair, maintenance and operation of new and existing street improvements including expenditure of budgeted and non-budgeted funds in the General Fund.	1
Supervising Management Analyst	Schedules, administers and manages division responsibilities in area of repair, maintenance and operation of new and existing street improvements including expenditure of budgeted and non-budgeted funds in the General Fund.	2
Associate Management Analyst	Analyzes needs for and recommend purchase of equipment, supplies or services relating to divisional needs, including consultants as described for department.	2
Administrative Aide II (2)	Analyzes needs for and recommends purchase of equipment, supplies or services relating to divisional needs, including consultants as described for department.	2
Public Works Superintendents	Represents the City in meetings with citizen groups, architects, engineers, contractors, City departments and other governmental agencies; supervises the preparation of, or approves all documents, plans, specifications, bidding procedures and contract awards; is responsible for contract payments and contract management.	2

DOCUMENT NO. PH-290927

NOV 10 1998

FILED

OFFICE OF THE CITY CLERK
SAN DIEGO, CALIFORNIA

R 290927

TRANSPORTATION DEPARTMENT
Appendix A
Designated Positions, Duties and Categories

Position	Duties	Category
Street Division		
Associate Engineer-Civil	Represents the City in meetings with citizen Groups, architects, engineers, contractors, City departments and other governmental agencies; supervises the preparation of, or approves all documents, plans, specifications, bidding procedures and contract awards; is responsible for contract payments and contract management.	2
Project Officer I	Represents the City in meeting with citizen groups, architects, engineers, contractors, City departments and other governmental agencies; supervises the preparation of, or approves all documents, plans, specifications, bidding procedures and contract awards; is responsible for contract payments and contract management.	2
Urban Forester	Represents the City in meetings with citizen Groups, architects, engineers, contractors, City departments and other governmental agencies; supervises the preparation of, or approves all documents, plans, specifications, bidding procedures and contract awards; is responsible for contract payments and contract management.	2
Principal Utility Supervisor	Analyzes needs for and recommend purchase of equipment, supplies or services relating to divisional needs, including consultants as described for department.	2
Senior Utility Supervisor	Performs supervisory duties of City Forces and support services; reviews, approves, and expends funds; purchases material, supplies and items necessary in day-to-day operations of the division.	2
Tree Maintenance Supervisor	Performs supervisory duties of City Forces and support services; reviews, approves, and expends funds; purchases material, supplies and items necessary in day-to-day operations of the division.	2

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Information Systems Analyst III	Reviews and evaluates requests to automate manual procedures; defines user requirements, prepares cost/benefit analysis for new systems to be developed; justifies and prioritizes new systems development for software and hardware; provides technical interpretation to Department staff and private vendors, including consultants as described for department; prepares, monitors, and analyzes the departments data processing budget.	2
Assistant Electrical Engineer	Recommends and approves specifications for major purchases of electrical equipment for the division, including purchases of electrical equipment for the division's Capital Outlay Program. Assists in the determination of where street lights are placed.	2
Senior Electrical Supervisor	Performs supervisory duties of City Forces and support services; reviews materials, supplies and items necessary day to day operations in the electrical field.	2
Senior Engineer	Consultant agreements, construction inspection, material approval, subdivision approval, contract payment, project management assessment spreads.	2
Equipment Division		
Deputy Director Equipment Division	Approves and makes recommendations regarding the purchase and lease of motive equipment, also recommends selection of consulting firms.	1
Associate Mechanical Engineer	Makes recommendations on Equipment Division's needs, makes detailed analysis of bids, writes bid specifications for purchase of all City motive equipment except Police and Fire.	2

TRANSPORTATION DEPARTMENT
Appendix A
Designated Positions, Duties and Categories

Position	Duties	Category
Associate Management Analyst	Analyzes needs for, and recommends purchase of equipment, supplies or services relating to divisional needs, including consultants as described for department.	2
Assistant Mechanical Engineer	Makes recommendations of Equipment Division's needs, makes detailed analysis of bids, writes bid specifications for purchase of all City motive equipment except Police and Fire.	2
Senior Equipment Repair Supervisor	Makes recommendations for suppliers (tires, batteries, shop tools, and equipment) for tool specifications and classes; recommends approval or disapproval of bids.	2
Auto Parts Buyer	Purchases or places orders with a number of pre-approved suppliers for automotive, construction and mechanical equipment parts, selects appropriate vendor based price, urgency of requirement and availability.	2
Consultants		3
Parking Management		
Deputy Director	Direct parking enforcement and parking citations processing units; represent City regarding parking issues with public and other agencies.	1
Traffic Engineering		
Deputy Director	Contract preparation, consultant management, contract administration and payment, material approval, subdivision approval, redevelopment management.	1

TRANSPORTATION DEPARTMENT
Appendix A
Designated Positions, Duties and Categories

Position	Duties	Category
Senior Engineer	Consultant agreements, construction inspection, material approval, subdivision approval, contract payment, project management, assessment spreads.	2

TRANSPORTATION DEPARTMENT

Appendix B

Disclosure Categories

Category Description

- 1 Investments and business positions in any business entity located in or doing business with the City.

Income and gifts from sources located in or doing business with the City.

Interests in real property located in the City, including property located within a two-mile radius of any property owned or used by the City.

- 2 Investments and business positions in a 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 that is granted authority by the City to use City facilities.

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 that is granted authority by the City to use City facilities.

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 that is granted authority by the City to use City facilities.

- 3 Consultants shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations: The Department Director or Deputy Director may determine in writing that a particular consultant, although a designated position is hired is limited in scope and thus is not required to fully comply with the disclosure requirement 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, or Deputy Director's determination is a public record and shall be maintained for public inspection in the same manner and location as the Conflict of Interest Code.

CERTIFICATION

The foregoing amendment to the Conflict of Interest Code was prepared by the City of San Diego TRANSPORTATION DEPARTMENT board) after a fair opportunity was offered to the members of the department to present their views.

10-26-97 (date)  (signature of executive officer)

NOTE TO LIAISONS: The certification is attached to the amended code, following the appendices.