

RESOLUTION NUMBER 297304

ADOPTED ON NOV 18 2002

RESOLUTION ADOPTING THE REVISED
CONFLICT OF INTEREST CODE FOR THE
"CITY ADMINISTRATION - GENERAL"

WHEREAS, by Resolution No. R-294178, adopted on November 20, 2000, the City Council adopted the newly created City Administration - General's Conflict of Interest Code; and

WHEREAS, Government Code section 87306.5 requires biennial review of local agency 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

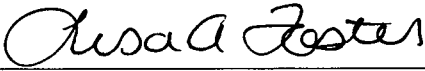
WHEREAS, the City Administration - General has proposed changes to Appendix A and Appendix B of that office's conflict of interest code to accurately reflect designated positions and appropriate disclosure categories; NOW, THEREFORE,

BE IT RESOLVED that the City Administration - General 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 City Administration - General's Conflict of Interest Code be placed on file in the Office of the City Clerk as Document No. RR-297304.

BE IT FURTHER RESOLVED that the revised Conflict of Interest Code for the "City Administration - General," become effective upon the date of adoption of this resolution.

APPROVED: CASEY GWINN, City Attorney

By 
Lisa A. Foster
Deputy City Attorney

LAF:jab
09/19/2002
Or.Dept:Atty.
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CITY ADMINISTRATION - GENERAL

APPENDIX A Designated Positions

<u>Position</u>	<u>Duties/Responsibilities</u>	<u>Category</u>
Assistant City Manager	Assists City Manager with administration of the affairs of the City and other duties of the City Manager.	1
Business Center Manager*	Manages all aspects of a business center.*	1
Senior Deputy City Manager and Deputy City Managers	Assists the City Manager and Assistant City Manager as required.	1
Program Manager, CRB	Serves as Executive Director to the Citizens' Review Board on Police Practices (CRB).	1
Program Manager/Management Assistant	Assists the City Manager, Assistant City Manager, Business Center Managers and Deputy City 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.	3
Council Liaison/Management Assistant	Assists the City Manager, Assistant City Manager, and Business Center Managers by acting as a liaison between the Manager's Office, the Mayor and City Council, and the community.	3
Arts & Culture Program Manager	Provides policy guidance and Board support to the Commission for Arts and Culture.	2
Human Relations Manager	Provides policy guidance and Board support to the Human Relations Commission (HRC).	2
Assistant Human Relations Manager	Assists the HRC Manager with policy guidance and Board support.	3
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.	3
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 liaison with other public information officers and the news media.	3
Consultant	Performs consultant services for the purpose of advising and assisting the City officials designated in the City Administration-General conflict of interest code.	†

*The following positions are designated in the conflict of interest codes for the business center noted:
 Business Center Manager - Employee Relations and Special Projects
 Business Center Manager - Financial, Organization Development & Management Services
 Business Center Manager - Fire & Life Safety Services
 Business Center Manager - Police

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APPENDIX B Disclosure Categories

- Category 1
- a. All reportable investments and business positions in any firm or business entity that supplies goods or services to The City of San Diego, or is granted authority by The City of San Diego to use City facilities.
 - b. All reportable investments, business positions, and income from sources located in or doing business in The City of San Diego.
 - c. All reportable 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.
 - d. All reportable interests in real property owned or used by any person or business entity that supplies goods or services to The City of San Diego, that is a tenant of The City of San Diego, or is granted authority by The City of San Diego to use City facilities.
 - e. All reportable income, including gifts, from any person or business entity that supplies goods or services to The City of San Diego, that is a tenant of The City of San Diego, or is granted authority by The City of San Diego to use City facilities.
- Category 2
- 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 3
- 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.

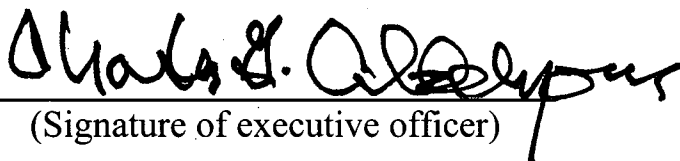
† Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Assistant City Manager or Business Center Manager or Deputy City Manager 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 determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

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CERTIFICATION

The foregoing amendment to the Conflict of Interest Code was prepared by the City of San Diego, Office of the City Clerk, for the "City Administration-General" code, after a fair opportunity was offered to the members of the "City Administration-General" code to present their views.



(Signature of executive officer)

August 8, 2002

Date

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