

RESOLUTION NUMBER R-297315

ADOPTED ON NOV 18 2002

RESOLUTION ADOPTING A CONFLICT OF
INTEREST CODE FOR THE NEW HUMAN
RESOURCES DEPARTMENT.

WHEREAS, Government Code sections 87300 and 87302 require local agencies to adopt conflict of interest codes designating positions which involve the making or participation in making of decisions which may foreseeably have a material effect on financial interests, and for each position, the financial interests which are reportable; and

WHEREAS, as a part of organizational changes, the Human Resources Department was newly created; and

WHEREAS, the City Manager and City Attorney therefore recommend that a Conflict of Interest Code be adopted for the new Human Resources Department; and

WHEREAS, the City Council concurs in this recommendation; NOW, THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego that a Conflict of Interest Code for the Human Resources Department is hereby adopted, consisting of standard language embodied in title 2, section 18730 of the California Code of Regulations, and any amendments to that regulation duly adopted by the Fair Political Practices Commission, Appendix A showing designated positions and their duties, and Appendix B showing the disclosure categories.

BE IT FURTHER RESOLVED, that a copy of the new Human Resources Department's Conflict of Interest Code as adopted be placed on file with the Office of the City Clerk as Document No. RR- **297315**.


BE IT FURTHER RESOLVED, that the persons whose positions are designated in the new Human Resources Department's Conflict of Interest Code shall file their statements of economic interest with the City Clerk.

BE IT FURTHER RESOLVED, that the statements of economic interest filed by designated persons be retained by the Office of the City Clerk and be made available for public inspection and reproduction.

BE IT FURTHER RESOLVED, that this Conflict of Interest Code for the new Human Resources Department will supercede the portion of certain managerial positions which were previously designated in other codes, but whose inclusion in those other codes is no longer appropriate due to restructuring and/or reorganization.

BE IT FURTHER RESOLVED, that the Conflict of Interest Code for the new Human Resources Department become effective upon the date of adoption of this resolution.

APPROVED: CASEY GWINN, City Attorney

By 
Lisa A. Foster
Deputy City Attorney

LAF:jab
9/27/2002
Or.Dept:Gen.Srvs.Dept.
R-2003-451
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Appendix A
HUMAN RESOURCES DEPARTMENT
August 2002
(See Appendix B for Category details)

Position	Duties	Category
Human Resources Director	Directs Human Resources Department and administers the Annual Budget, Career Development Program, Diversity Commitment, Equal Employment Opportunity (EEO) Program, Labor Relations and Organization Effectiveness Program.	1
Program Manager	Directs work programs, coordinates projects, and provides assistance and staff to management, committees and task forces.	2
Labor Relations Officer	Works with labor unions and management to foster harmonious labor management relations.	2
Organization Effectiveness Specialist	Plans, conducts and administers organizational development studies and training programs; coordinates the development of strategies and solutions to personnel and management problems Citywide; and assists in implementing new programs/procedures.	3
Consultants	Refer to Disclosure Category section (Appendix B) for Consultants.	4

Appendix B

HUMAN RESOURCES DEPARTMENT DISCLOSURE CATEGORIES AUGUST 2002

(See Appendix A for Cross-References)

- 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

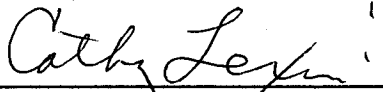
Category 4

- a. Consultants shall be included in the list of designated employees for the Human Resources Department and shall disclose pursuant to the broadest category in the code subject to the following limitation:

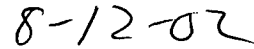
The Deputy City Manager, Department Directors and Deputy Directors determine in writing that a particular consultant, although a “designated position”, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in 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.

CERTIFICATION

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



(Signature of executive officer)



Date