

RESOLUTION NUMBER R 297316

ADOPTED ON NOV 18 2002

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

WHEREAS, by Resolution No. R-294187, adopted on November 20, 2000, the City Council approved the Library 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 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 Library Department 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 Library Department'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 Library Department's Conflict of Interest Code be placed on file in the Office of the City Clerk as Document No. RR- 297316.

BE IT FURTHER RESOLVED that the revised Conflict of Interest Code for the Library Department becomes 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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10/01/2002
Or.Dept:Library
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**City of San Diego
Library Department**

**CONFLICT OF INTEREST CODE
DESIGNATED POSITIONS**

APPENDIX A

<u>POSITION</u>	<u>DUTIES</u>	<u>CATEGORY</u>
Director	Administration of the Library Department.	1 - 4
Assistant to the Director	Assist with the administration of the Library Department and complete special projects.	1 - 4
Deputy Director	Administer the programs and budget of the Branch Libraries, Central Library or Technical Services Division.	1 - 4
Director of Development	Administer the Library's Development Office.	1 - 4
Associate Director of Development	Assist with administering the Library's Development Office.	1 - 4
Senior Management Analyst	Supervise and administer the Administrative Section. Analyze cost and budgetary data. Verify proper disbursements and expenditures.	4
CIP Analyst	Administer the Library's Capital Improvements Program.	1 - 4
Consultants	The Department Director, Assistant to the Director or Deputy Director 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. The Department Director's, Assistant to the Director's or Deputy Director'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.	5

City of San Diego
Library Department

CONFLICT OF INTEREST CODE
DISCLOSURE CATEGORY

APPENDIX B

CATEGORY

DESCRIPTION

- 1 Investments and business positions in business entities which engage in:
a) commercial property development and construction of libraries or library sites within the City of San Diego, or b) the acquisition or sale of real property that has been identified by the Library Department of the City of San Diego as a potential library site.
- 2 Sources of income including gifts from persons and business entities which engage in: a) commercial property development and construction of libraries or library sites within the City of San Diego, or b) the acquisition or sale of real property that has been identified by the Library Department of the City of San Diego as a potential library site.
- 3 All interests in real property within the City of San Diego, except for a personal residence, that has been identified by the Library Department as a potential library site, or is within 2 miles of said property.
- 4 Investments and business positions in business entities, and sources of income including gifts from persons and business entities which provide services, supplies, materials, machinery or equipment of the type utilized by the Library Department of the City of San Diego.
- 5 The Department Director, Assistant to the Director, or Deputy Directors 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. The Department Director's, Assistant to the Director's or Deputy Director'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 Library Department after a fair opportunity was offered to the members of the Library Department to present their views.

8/2/02

(Date)

Anna Tatar

(Signature of Executive Officer)