

RESOLUTION NUMBER R- 297333

ADOPTED ON NOV 18 2002

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

WHEREAS, by Resolution No. R-294199, adopted on November 20, 2000, 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 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 Transportation 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 Transportation 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 Transportation Department's Conflict of Interest Code be placed on file in the Office of the City Clerk as Document No. RR- 297333.

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  
Lisa A. Foster  
Deputy City Attorney

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09/27/2002  
Or.Dept: Trans.  
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# TRANSPORTATION DEPARTMENT

## CONFLICT OF INTEREST CODE DESIGNATED POSITIONS

### APPENDIX A

<u>POSITION</u>	<u>DUTIES</u>	<u>CATEGORY</u>
Director	Administers the Transportation Department	1
Deputy Director	Administers and manages the Division. Approves and/or recommends financial decisions regarding construction and/or engineering contracts, procurement of materials and equipment; negotiates and/or administers agency contracts; administers grants; prepares operations, maintenance and capital improvements budgets.	1
Assistant Deputy Director	Assist Deputy Director in administering contracts; procurement of materials and equipment; administration of program contracts, grants and budgeting.	1
Consultant	Performs program management consultant services for the Transportation Department to advise and assist the Director	3
Supervising Management Analyst	Supervises, analyses and administers revenue plan data, cost and budgetary data, grant and loan requests, or agency contracts and payments.	2
Project Officer I	Represents the City in meeting with citizen groups, architects, engineers, contractors, other City departments and other governmental agencies; supervises the preparation of, and/or approves all documents, plans, specifications, bidding procedures and contract awards; responsible for contract payments and management.	2
Information System 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 department's data processing budget.	2
Horticulturist	Assists in developing City policies and ordinances on street tree plantings and removals; provides staff support and acts as the City Managers liaison to the Tree Advisory Board; develops requirements and specifications for tree trimming and removal contracts; supervises contractor's work; researches and evaluates methods of reducing or preventing damage to public improvements by trees and other plantings; develops tree planting programs that include obtaining grant funding, recruitment of volunteers; reviews locations to determine best method to retain trees while protecting the public improvements (e.g. sidewalks & curbs).	2
Parking Operations Program Manager	Responsible for the planning, policy formulation and evaluation, and administering the City's Parking Operations including parking enforcement and the meter operation. Make recommendations on parking policies associated w/Municipal Ordinance and the CA Vehicle Code.	2
Public Works Superintendent	Represents the City in meeting with citizen groups, architects, engineers, contractors, other City departments and other governmental agencies; supervises the preparation of, and/or approves all documents, plans, specifications, bidding procedures and contract awards; responsible for contract payments and management.	2
Senior Engineer	Reviews and evaluates consultant agreements, inspects construction sites, approves procurement of materials, approves subdivision, contract payment, project management, assessment spreads.	2

# TRANSPORTATION DEPARTMENT

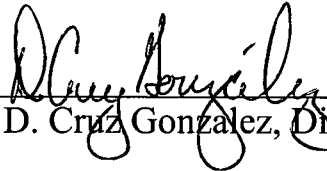
## CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES

### APPENDIX B

<u>CATEGORY</u>	<u>SCHEDULE</u>	<u>DESCRIPTION</u>
1	All	<p>Investments and business positions in any business entity located in or doing business with the City.</p> <p>Income and gifts from sources located in or doing business with the City.</p> <p>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.</p>
2	As Required	<p>All 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.</p> <p>All 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.</p> <p>All interests in real property owned or used by any person or business entity that supplies goods or services to 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.</p>
3	As Required	<p>Consultants shall disclose pursuant to the broadest disclosure category in the code subject to the following limitations:</p> <p>The Department 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 described in the 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 retained for public inspection in the same manner and location as the conflict of interest code.</p>

# CERTIFICATION

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

  
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D. Cruz Gonzalez, Director

August 8, 2002  
Date

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