

CITY OF OAKLAND



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May 17, 2011

Honorable President Larry Reid and Members of the City Council
City Hall, 2nd Floor
Oakland, California

FILED
OFFICE OF THE CITY CLERK
OAKLAND
11 MAY - 5 PM 3:37

Honorable President Larry Reid and Members of the City Council:

Subject: ***Ordinance to Amend the City of Oakland's Conflict of Interest Code (Ordinance number 11562 C.M.S., as amended, Oakland Municipal Code Chapter 3.16.)***

Attached please find a proposed amendment to the City of Oakland's Conflict of Interest Code. The Political Reform Act, Government Code Section 87306.5, requires every local government agency to review its conflict of interest code and report to its code reviewing body whether it is necessary either to amend the code or to report that no amendment is necessary. The City Council is the code reviewing body for the City's Conflict of Interest Code.

The City Attorney has reviewed the City of Oakland's Conflict of Interest Code and determined that amendments are necessary. The code requires amending in the areas shown below.

- 1) Include new positions that must be designated.
- 2) Make changes to the positions assigned.
- 3) Revise the titles of existing positions.
- 4) Delete titles of positions that have been abolished.

Honorable President Larry Reid
and Members of the City Council
May 17, 2011
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The following departmental changes were made since the last amendment and have been included in this proposed code amendment:

1. The Design and Construction Division was moved from the Community and Economic Development Agency to the Public Works Agency on July 1, 2010.

Attached for your review and consideration is an ordinance that amends the Conflict of Interest Code (Oakland Municipal Code Chapter 3.16).

This office recommends that you adopt the attached ordinance.

Respectfully submitted,




JOHN A. RUSSO
City Attorney

MM/afm

Attorney Assigned:
Mark Morodomi, Supervising Deputy City Attorney
Staff Person:
Arlette Flores-Medina, Open Government Coordinator

FILED
OFFICE OF THE CITY CLERK
OAKLAND

Approved as to Form and Legality


City Attorney

INTRODUCED BY COUNCIL MEMBER 11 MAY 5 PM 3:37

ORDINANCE NO. _____ C.M.S.

**AN ORDINANCE AMENDING THE CITY OF OAKLAND'S
CONFLICT OF INTEREST CODE (ORDINANCE NUMBER 11562
C.M.S ADOPTED MARCH 23, 1993, AS AMENDED, OAKLAND
MUNICIPAL CODE CHAPTER 3.16) ENACTING A CONFLICT
OF INTEREST CODE FOR CITY OF OAKLAND EMPLOYEES,
MEMBERS OF BOARDS AND COMMISSIONS, AND
CONSULTANT POSITIONS TO UPDATE THE DESIGNATION
OF POSITIONS COVERED BY THE CODE**

WHEREAS, pursuant to the State of California Political Reform Act, the City of Oakland enacted Ordinance Number 11562 C.M.S. on March 23, 1993, enacting a conflict of interest code for City of Oakland employees, members of boards and commissions, and consultant positions;

WHEREAS, the Political Reform Act requires that every two (2) years in even numbered years, the code reviewing body review its conflict of interest code to determine whether it contains properly designated positions including employee positions, members of boards and commissions, and consultant positions; and

WHEREAS, the City Attorney recommends that City of Oakland Conflict of Interest Code, Oakland Municipal Code Chapter 3.16, be amended to include new positions which must be designated, make changes to the positions designated, revise titles of existing positions, departments, boards and commissions and delete titles of positions that have been abolished; and

WHEREAS, City of Oakland departments, boards, commissions and consultants have been notified that the Code has been reviewed; now therefore be it ordained:

Now Therefore the City Council of the City of Oakland does ordain as follows:

SECTION 1. Oakland Municipal Code (O.M.C.) Chapter 3.16.030 Appendix A is hereby amended to add, delete, or modify the designated positions as set forth below (additions are indicated by underscoring and deletions are indicated by strike-through-type; designated positions not cited or not shown in underscoring or strike-through type are not changed).

APPENDIX A FOR CHAPTER 3.16

City of Oakland Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Agency Directors

Date: December 17, 1996

First Revision: February 2, 2010

Second Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
<u>Director, Community and Economic Development Agency</u>	1
Director, Department of Contracting and Purchasing	1
Director, Department of Human Resources Management	1
Director, Department of Human Services	1
Director, Department of Information Technology	1
Director, Department of Library Services	1
Director, Department of Parks and Recreation	1
Director, Finance and Management Agency	1
Director, Fire Department	1
Director, Museum Services	1
Director, Police Services Agency	1
Director, Public Works Agency	1
Consultants*	1

*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 limitations:

The City Auditor or his or her designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Auditor or his or her designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: City Administrator

Date: March 4, 1993
 First Revision: July 27, 1999
 Second Revision: December 12, 2000
 Third Revision: December 17, 2002
 Fourth Revision: March 1, 2005
 Fifth Revision: February 6, 2007
 Sixth Revision: February 2, 2010
Seventh Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
Accountant II	1
Accountant III	1
ADA Project Coordinator	1
Administrative Analyst II	1
Administrative Assistant II	1
Administrative Assistant to the City Manager	1
Administrative Assistant to the Mayor	1
Administrative Assistant	1
Administrative Services Manager I	1
Administrative Services Manager II	1
Assistant Budget Analyst	1
Assistant City Administrator	1
Assistant to the City Administrator	1
Budget and Grants Administrator	1
Budget and Operations Analyst III	1
Budget Director	1
Cable Television Operations Technician	1
Cable Television Station Manager	1
Cable TV Operations Chief Engineer	1
Cable TV Producer	1
Citizens Police Review Board Executive Director	1
City Administrative Analyst	4
City Administrator Analyst	1
City Administrator's Public Safety Liaison	1
Complaint Investigator	1
Deputy City Administrator	1
Employment Services Supervisor	1
Equal Opportunity Specialist	1
Executive Assistant to the Assistant City Administrator	1
Executive Assistant to the City Administrator	1
Executive Assistant	1
Executive Director to Public Ethics Commission	1
Financial Analyst	1
Manager, Affirmative Action	1
Policy Analyst	1
Principal Financial Analyst	1
Program Analyst I	1
Program Analyst II	1

Program Analyst III	1
Program Manager III	1
Public Information Officer II	1
Consultants*	1

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The City Administrator or his designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Administrator or his designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: City Attorney

Date: March 4, 1993

First Revision: December 13, 1994

Second Revision: December 12, 2000

Third Revision: December 17, 2002

Fourth Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
Agency Administrative Manager	1
Assistant City Attorney	1
Claims Investigator III	1
Deputy City Attorney I	1
Deputy City Attorney II	1
Deputy City Attorney III	1
Deputy City Attorney IV	1
Deputy City Attorney V	1
Information Systems Administrator	1
Legal Administrative Services Manager	1
Legal Communications Officer	1
<u>Neighborhood Law Corps Attorney (Exempt Limited Duration)</u>	1
Open Government Coordinator	1
Special Counsel	1
Consultants*	1

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The City Attorney or his or her designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Attorney or his or her designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: City Auditor

Date: March 4, 1993

First Revision: December 15, 1998

Second Revision: December 12, 2000

Third Revision: December 17, 2002

Fourth Revision: March 1, 2005

Fifth Revision: February 2, 2010

JOB TITLE	DISCLOSURE CATEGORY
Assistant City Auditor	1
City Auditor	1
Executive Assistant to the City Auditor	1
Performance Audit Manager	1
Performance Auditor	1
Performance Auditor, Senior	1
Receptionist to the City Auditor	1
Consultants*	1

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The City Auditor or his or her designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Auditor or his or her designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: City Council

Date: March 4, 1993
First Revision: December 15, 1998
Second Revision: February 6, 2007
Third Revision: February 2, 2010
Fourth Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
City Council Constituent Liaison	1
City Council Policy Analyst	1
City Council PSE 14	1
City Council PSE 51	1
Executive Assistant to City Council	1
Legislative-Analyst	4
Consultants*	1

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The City Council or its designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Council or its designee'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

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Community and Economic
 Development Agency**

Date: March 4, 1993
 First Revision: December 15, 1998
 Second Revision: April 13, 1999
 Third Revision: December 12, 2000
 Fourth Revision: December 17, 2002
 Fifth Revision: March 1, 2005
 Sixth Revision: February 6, 2007
 Seventh Revision: February 2, 2010
Eighth Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
<u>Administration</u>	
Administrative Services Manager I	1
Administrative Services Manager II	1
Management Assistant	1
Manager, Agency Administrative	1
Principal Financial Analyst	1
<u>Planning & Zoning</u>	
	+
Deputy-Director, City-Planner	1
Deputy Director, Community and Economic Development	+
Management-Assistant	1
Planner II	1
Planner II, Design Review	1
Planner III	1
Planner III	1
Planner III, Historical Preservation	+
Planner-III, Historical-Preservation-(Part-Time)	1
<u>Planner III, PPT (AP370)</u>	1
Planner IV	+
Planner-IV, Design-Review	+
Planner-IV, PPT	1
<u>Planner V (AP 279)</u>	+
Program-Analyst-III	+
Project-Manager	+
Project-Manager-III	+
Transportation-Planner, Senior	1
Zoning Manager	

Design and Construction

Architectural Associate	1
Assistant Director, Public Works	1
Budget and Grants Administrator	1
Capital Improvement Program Manager	1
Capital Improvement Project Coordinator	1
City Land Surveyor	1
Construction Inspector Supervisor	1
Construction Inspector Supervisor II	1
Engineer, Civil	1
Environmental Program Specialist	1
Pavement Manager Supervisor	1
Principal Civil Engineer (Field)	1
Program Analyst III	1
Program Manager	1
Project Manager	1
Project Manager II	1
Project Manager III	1
Supervising Civil Engineer (Office)	1
Supervising Transportation Engineer	1
Support Services Supervisor	1
Transportation Engineer	1
Transportation Planner, Senior	1
Watershed Program Supervisor	1

Building Services

Administrative Analyst II	
Assistant Civil Engineer II (Office)	1
<u>Assistant Engineer II (Office) (ET 113)</u>	1
Civil Engineer (Office)	1
Director, Building Services	1
Engineer, Civil, Supervising (Office)	1
Engineering Technician II (Office)	1
Management Assistant	2
Management Assistant (AP 235)	1
Manager, Inspection Services	1
Office Manager	1
Permit Technician II	1
Planner I	1
Planner III	1
Planner IV	1
Principal Civil Engineer	1
Principal Supervising Inspector	1
<u>Principal Inspection Supervisor (IS122)</u>	1
Process Coordinator III	1
Processor Coordinator II	1
Senior Construction Inspector (Office)	1
Specialty/Combination Inspector	1
Specialty/Combination Inspector, Senior	1

Economic Development

Administrative Analyst I	1
Development/Redevelopment Program Manager	1
<u>Employment Services Supervisor (PP118)</u>	<u>1</u>
<u>Loan Servicing Administrator (SC 176)</u>	<u>1</u>
<u>Loan Servicing Specialist (AP 234)</u>	<u>1</u>
Management Assistant	1
Program Analyst II (Workforce Development)	1
<u>Project Manager III (EM212)</u>	<u>1</u>
<u>Urban Economist Analyst II (AP 346)</u>	<u>1</u>
Urban Economic Analyst III	1
Urban Economic Analyst IV	1
Urban Economic Coordinator	1

Redevelopment

Administrative Analyst II	1
Development/Redevelopment Program Manager	1
Loan-Servicing-Administrator	+
Manager, Real Estate Services	1
Program Analyst II	1
<u>Program Analyst II, PPT (AP358)</u>	<u>1</u>
Program Analyst III	1
<u>Project Manager III (EM212)</u>	<u>1</u>
<u>Public Information Officer II (AP299)</u>	<u>1</u>
Real Estate Agent	1
Real Estate Agent, Supervisor	1
Urban Economic Analyst II	1
Urban-Economic-Analyst-II-(Part-Time)	+
Urban Economic Analyst III	1
Urban Economic Analyst IV	1
Urban Economic Coordinator	1
Urban Economic Analyst III PPT	1
Deputy Director Community and Economic Development	1
Administrative Services Manager II	1
Marketing-Manager	+
Marketing-Specialist	+
Special Events Coordinator	1
Film Coordinator	1
Assistant-Film-Coordinator	+
Graphic Design Specialist	1
Cultural-Arts-Program-Coordinator	+

Housing & Community Development

Administrative Analyst II	1
Community Development Program Coordinator	1
Community-Housing-Services-Manager	±
Deputy Director Housing	1
Development/Redevelopment Program Manager	1
Hearing Officer	1
Home Management Counselor III	1
Housing Development Coordinator III	1
Housing Development Coordinator IV	1
Loan Servicing Administrator	1
Loan Servicing Specialist	1
Management Assistant	1
Monitoring & Evaluation Supervisor	1
Mortgage Advisor	1
Mortgage-Loan-Supervisor	±
Program Analyst II (Rent Adjustment)	1
Program Analyst III	1
Project Manager II	1
Urban-Economic-Analyst-II	±
Urban-Economic-Coordinator	±
Consultants*	1

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The City Administrator or his or her designee may determine in writing that a particular consultant although a “designated position,” is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The City Administrator or his or her designee’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.

** The Design and Construction Division was moved from the Community and Economic Development Agency to the Public Works Agency on July 1, 2010.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Finance and Management Agency

Date: March 4, 1993

Revised: December 13, 1994

Second Revision: December 17, 1996

Third Revision: December 15, 1998

Fourth Revision: December 12, 2000

Fifth Revision: December 17, 2002

Sixth Revision: March 1, 2005

Seventh Revision: February 2, 2010

JOB TITLE	DISCLOSURE CATEGORY
Administrative Services Manager II	2
Agency Administrative Manager	1
Assistant Controller	1
Controller	1
Financial Analyst	1
Parking Manager	1
Principal Financial Analyst	1
Revenue Analyst	4
Revenue Audit Supervisor	4
Revenue Collections Officer	4
Revenue Collections Supervisor	4
Revenue Manager	1
Revenue Operations Supervisor	4
Risk Manager	1
Storekeeper III	1
Tax Auditor II	4
Tax Enforcement Officer II	1
Tax Enforcement Officer III	1
Tax Representative II	4
Treasury Analyst	4
Treasury Manager	1
Consultants*	1

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City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Fire Department

Date: March 4, 1993
 Revised: December 17, 1996
 Second Revision: December 15, 1998
 Third Revision: December 12, 2000
 Fourth Revision: March 1, 2005
 Fifth Revision: February 6, 2007
 Sixth Revision: February 2, 2010
Seventh Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
Accountant II	1
Accountant III	1
Administrative Services Manager I	1
Arson Investigator	1
Assistant Chief of Fire	1
Assistant Fire Marshal (Civilian)	1
Assistant Fire Marshal (Sworn)	1
<u>Assistant to the Director</u>	<u>1</u>
Assistant to the Director (Administration Manager)	16
Battalion Chief	2
Captain of Fire (Support Services Officers)	1
Captain-Fire Communication Officer	2
Captain-Safety Officer	2
Chief Financial Officer	1
Deputy Fire Chief	1
Division Manager/Chief	1
<u>Emergency Planning Coordinator</u>	<u>2</u>
<u>Emergency Planning Coordinator, Senior</u>	<u>1</u>
Emergency Services Coordinator (Medical)	1
Emergency Services Manager (OES)	1
Emergency Services Manager, Assistant	1
Fire Marshal (Deputy)	1
Fire Prevention Inspector (Civilian)	1
Fire Protection Engineer/Plan Check Engineer	1
Fire Suppression District Inspector	1
Hazardous Materials Inspector II	1
Hazardous Materials Program Supervisor	1
Management Assistant	1
Office Manager	1

Payroll Personnel Clerk III	1
Support Services Officer	1
Consultants*	1

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City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Library Services

Date: March 4, 1993
 Revised: December 13, 1994
 Second Revision: December 17, 1996
 Third Revision: December 15, 1998
 Fourth Revision: February 6, 2007
 Fifth Revision: February 2, 2010
Sixth Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
<u>Account Clerk II</u>	1
<u>Account Clerk III</u>	1
<u>Accountant II</u>	1
Administrative Librarian	1
Administrative Services Manager II (Program Manager)	1
<u>Curator of History</u>	1
Deputy Director of Housing (Deputy Director)	1
Development Specialist III	1
<u>Executive Assistant</u>	1
<u>Librarian, Senior (Acquisition Unit)</u>	1
<u>Librarian Assistant, Senior (Acquisition Unit)</u>	1
Library-Automation-Supervisor	1
Library-Program-Coordinator	1
<u>Management Assistant</u>	1
<u>Museum Project Coordinator</u>	1
<u>Office Manager</u>	1
<u>Payroll Personnel Clerk II</u>	1
Supervising Librarian	1
Consultants*	1

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The City Administrator or his designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Administrator or his designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Office of Parks and Recreation

Date: March 4, 1993
Revised: December 13, 1994
Second Revision: December 17, 1996
Third Revision: December 15, 1998
Fourth Revision: December 17, 2002
Fifth Revision: March 1, 2005
Sixth Revision: February 6, 2007
Seventh Revision: February 2, 2010

JOB TITLE	DISCLOSURE CATEGORY
Administrative Services Manager II	1
Assistant to the Director	1
Recreation General Supervisor	1
Consultants*	1

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The City Administrator or his designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Administrator or his designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Public Works Agency**

Date: March 4, 1993
 Revised: December 13, 1994
 Second Revision: December 17, 1996
 Third Revision: December 15, 1998
 Fourth Revision: December 12, 2000
 Fifth Revision: December 17, 2002
 Sixth Revision: November 4, 2003
 Seventh Revision: March 1, 2005
 Eighth Revision: February 6, 2007
 Ninth Revision: February 2, 2010
 Tenth Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
Administrative Service Manager I	1
Administrative Services Manager II	1
Agency Administrative Manager	1
<u>Architectural Associate (Field) (ET104)</u>	1
Assistant Director of Public Works	1
Budget and Operations Analyst III	1
Building Services Manager	1
<u>Capital Improvement Project Coordinator (SC112)</u>	1
<u>City Land Surveyor (TR115)</u>	1
Clean Community Supervisor	1
Construction and Maintenance Supervisor I	6
<u>Construction Inspector Supervisor (Field) (SC 125)</u>	1
<u>Construction Inspector Supervisor II (SC 244)</u>	1
Electrical Engineer II	1
Electrical Engineer III	1
Electrical Services Manager	1
Energy Engineer III	1
<u>Engineer, Civil (Field)</u>	1
<u>Engineer Civil (Office)</u>	1
Environmental Program Specialist	1
Environmental Programs Supervisor	1
Environmental Services Manager	1
Equipment Services Manager	1
Equipment Services Superintendent	1
<u>Equipment Supervisor</u>	1
Facilities Complex Manager	6
Fleet Specialist	1
Park Supervisor II	1
<u>Principal Civil Engineer (ET 117)</u>	1
Program Analyst II	1
<u>Program Analyst III (SC 204)</u>	1
<u>Project Manager II</u>	1
<u>Project Manager III (EM 212)</u>	1
Public Works Operations Manager	1
Public Works Supervisor II	1
Recycling Specialist, Senior	1
<u>Supervising Civil Engineer (Field) (ET 118)</u>	1
<u>Supervising Civil Engineer (Office) (ET 119)</u>	1
<u>Transportation Engineer (ET 122)</u>	1

<u>Transportation Engineer (ET 122)</u>	<u>1</u>
<u>Supervising Transportation Engineer (ET 121)</u>	<u>1</u>
Solid Waste Recycling Program Supervisor	1
Support Services Supervisor	1
Training and Public Service Administrator	1
<u>Transportation Planner, Senior</u>	<u>1</u>
Tree Supervisor II	1
Watershed Program Supervisor	1
Consultants*	1

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The City Administrator or his designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Administrator or his designee'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.

** The Design and Construction Division was moved from the Community and Economic Development Agency to the Public Works Agency on July 1, 2010.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: City Clerk

Date: March 4, 1993
First Revision: December 15, 1998
Second Revision: December 17, 1996
Third Revision: April 22, 1997
Fourth Revision: December 12, 2000
Fifth Revision: December 17, 2002
Sixth Revision: March 1, 2005
Seventh Revision: February 6, 2007
Eighth Revision: February 2, 2010

JOB TITLE	DISCLOSURE CATEGORY
Assistant City Clerk	1
City Clerk	1
City Wide Records Manager	1
Management Assistant	1
Consultants*	1

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The City Administrator or his or her designee may determine in writing that a particular consultant although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Administrator or his or her designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Department of Human Services

Date: March 4, 1993

First Revision: December 15, 1998

Second Revision: April 13, 1999

Third Revision: December 12, 2000

Fourth Revision: December 17, 2002

Fifth Revision: March 1, 2005

Sixth Revision: February 6, 2007

Seventh Revision: February 2, 2010

Eighth Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
Case Manager II	4, 11
Children and Youth Services Manager	i
Community Housing Services Manager	1
Early Childhood and Family Services Manager	1
Executive Assistant	4, 5, 10, 11
Head Start Program Coordinator	4, 5, 10, 11
Head Start Program Supervisor	1
HHS Planner I	1
<u>Housing Development Coordinator III</u>	<u>4, 13</u>
Manager, Aging and Adult Services	1
Manager, Senior Services	4, 13, 14
Nurse Case Manager	4, 11
Policy and Planning Manager	1
Senior Services Administrator	4, 11, 13, 14
Senior Services Supervisor	4, 11, 13, 14
Supervising Case Manager	4, 11
Consultants*	1

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The City Administrator or his or her designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The City Administrator or his or her designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Police Services Agency

Date: March 4, 1993
 First Revision: October 28, 1997
 Second Revision: February 12, 1998
 Third Revision: December 12, 2000
 Fourth Revision: December 17, 2002
 Fifth Revision: March 1, 2005
 Fifth Revision: February 6, 2007
 Sixth Revision: February 2, 2010
Seventh Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
Alcohol Beverage Action Team Regulators	1
<u>Assistant to the Director (Legislative Analyst)</u>	1
Assistance Chief of Police	1
<u>Captain of Police (Commander, Youth and Family Services Division)</u>	1
<u>Captain of Police (Commander Special Operations Division)</u>	1
<u>Captain of Police (Patrol Area I)</u>	1
<u>Captain of Police (Patrol Area II)</u>	1
<u>Captain of Police (Patrol Area III)</u>	1
Chief of Staff	1
Commander, Criminal Investigations Division	1
Commander, Office of the Inspector General	1
Commander, Special Operations Group	1
Commander, Traffic Division	1
Commander, Training Division	1
Commercial Vehicle Enforcement Officer(s)	1
Commercial Vehicle Enforcement Supervisor	1
Deputy Chief, Bureau of Field Operations	1
Deputy Chief, Bureau of Investigations	1
Deputy Chief, Bureau of Services	1
<u>Deputy Director of Police</u>	1
Director, Animal Services Section	1
Director, Office of Administrative Support	1
Fleet and Tow Coordinator	1
Manager, Budget and Accounting Division	1
Manager, Fiscal Services	1
Manager, Records Division	1
Patrol-Area-Captains	1
Sergeant of Police, Technology Unit Supervisor	1
Special Events Coordinator(s) (SAC)	1
Taxi Detail Regulator(s)	1
Consultants*	1

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City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Office of the Mayor

Date: March 4, 1993

First Revision: April 13, 1999

Second Revision: December 12, 2000

Third Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
<u>Administrative Assistant to the Mayor</u>	1
<u>PSE-14 (Community Services Coordinator)</u>	1
<u>PSE-51 (Office Manager)</u>	1
<u>PSE-51 (Press Officer)</u>	1
<u>PSE-51 (Senior Advisor to the Mayor)</u>	1
<u>Community Services Director</u>	1
<u>Deputy Mayor for Community and Governmental Relations</u>	1
<u>Deputy Mayor for Policy and Program</u>	1
<u>Mayor's Communications Director</u>	1
<u>Senior Policy Advisor for Economic Development</u>	1
<u>Senior Policy Advisor for Intergovernmental Relations</u>	1
<u>Senior Policy Advisor for Public Safety</u>	1
<u>Special Assistant</u>	1
<u>Consultants*</u>	1

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The Mayor or his designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written documentation shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Mayor or his designee'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.

City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Museum Services

Date: February 6, 2007

First Revision: February 2, 2010

Second Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
<u>Chief, Conservator</u>	1
Chief, Curator of Art	1
Chief, Curator of Education	1
<u>Chief, Curator of History</u>	1
Chief, Curator of Natural Science	1
Deputy Director	1
Executive Assistant	1
Consultants*	

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City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Department of Contracting and Purchasing

Date: February 2, 2010

First Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
Administrative Analyst I	1
Administrative Analyst II	1
Administrative Services Manager I	1
Assistant Contract Compliance Officer	1
Business Analyst III	1
Buyers	1
Employment Services Supervisor	1
Contract Compliance & Employment Services Supervisor	1
Contract Compliance Officer	1
Contract Compliance Officer, Senior	1
Field Representative	1
Job Developer	1
Local Employment Supervisor	1
Program Analyst II	1
Purchasing Supervisor	1
Senior Contract Compliance Officer	1
Support Services Supervisor	1
Consultants*	1

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City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Department of Information Technology

Date: February 2, 2010

Second Revision: June 7, 2011

JOB TITLE	DISCLOSURE CATEGORY
<u>Assistant to the Director</u>	1
<u>Administrative Analyst II</u>	1
<u>Accountant II</u>	1
Information Systems Manager	1
Network Architect	1
Project Manager	1
Project Manager II	1
Project Manager III	1
Supervisor, Computer Operations	1
Supervisor, Electronics	1
Supervisor, Information Systems	1
Supervisor, Reprographics	1
Supervisor, Telecommunications	1
<u>System-Analyst-II</u>	1
<u>Telecommunication Electrician, Sr.</u>	1
<u>Consultants*</u>	1

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City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Department of Human Resources Management

Date: June 7, 2011

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
<u>Human Resources Manager (EM 186)</u>	<u>1</u>
<u>Administrative Services Manager II (EM 100)</u>	<u>1</u>
<u>Consultants*</u>	<u>1</u>

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City of Oakland
Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Boards and Commissions

Date: March 4, 1993
 First Revision: December 13, 1994
 Second Revision: December 17, 1996
 Third Revision: April 22, 1997
 Fourth Revision; July 27, 1999
 Fifth Revision: April 11, 200
 Sixth Revision: December 12, 2000
 Seventh Revision: December 17, 2002
 Eighth Revision: March 1, 2005
 Ninth Revision: February 6, 2007
 Tenth Revision: February 2, 2010
 Eleventh Revision: June 7, 2011

JOB TITLE

DISCLOSURE CATEGORY

Broadway/MacArthur/San Pablo Redevelopment Project Area Committee	1
Budget Advisory Committee	1
Business Tax Board of Review	1
Central City East Redevelopment Area Project Area Committee	1
Central East Oakland Community Development District Board	1
Central Oakland Community Development District Board	1
Children's Fairyland Board of Trustees	1
Children's Fund Planning and Oversight Committee	1
Citizen's Police Review Board	1
Civil Service Board	1
Commission on Aging	1
Commission on Persons with Disabilities	1
Community Action Partnership Board	1
Community Policing Advisory Board	1
Cultural Affairs Commission	1
Downtown Oakland Senior Center Advisory Council	1
Earthquake-Damage-Abatement-Board	1
East Oakland Senior Center Advisory Council	1
Eastlake/San Antonio/Chinatown Community Development District Board	1
Elmhurst community Development District Board	1
Fruitvale/San Antonio Community Development District Board	1
Head Start Advisory Panel	1
Housing and Residential Rent and Relocation Board	1
Landmarks Preservation Advisory Board	1
<u>Library Advisory Commission</u>	<u>5</u>
<u>Measure Z Community Oversight Committee</u>	<u>2</u>
North Oakland Community Development District Board	1
North Oakland Senior Center Advisory Council	1
Oakland Fund for Children and Youth Planning and Oversight Committee	1
Oakland Housing Authority Board of Commissioners	1
Oakland Municipal Employees Retirement System	1
<u>Paramount Theater of the Arts Board</u>	<u>2</u>
Parks and Recreation Advisory Commission	1
Police and Fire Retirement System Board	1
Public Ethics Commission	1
<u>Public Art Advisory Committee</u>	<u>1</u>
Violence Prevention and Oversight Committee (Measure Y)	1

West Oakland Redevelopment Area Project Area Committee	1
West Oakland Senior Center Advisory Council	1
Western Oakland Community Development District Board	1
<u>Wildfire Prevention Assessment</u>	<u>3</u>
Workforce Investment Board	1
Consultants*	1

Please note that only a business entity or any parent, subsidiary or otherwise related business entity that has an interest in real property in the City of Oakland, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the filing of any statement is to be reported. Also only real property located in the jurisdiction is to be reported. Finally, income, including a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the filing of any statement is to be reported.

*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 limitations:

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APPENDIX B

MASTER LIST OF DISCLOSURE CATEGORIES

SPECIFICATION SHEET

REPORTABLE INVESTMENTS, INTERESTS IN REAL PROPERTY AND INCOME

PROPOSED CONFLICT OF INTEREST CODE

CITY OF OAKLAND

"Unit" as used in this text means the particular department, board, commission, office or other entity using the disclosure category.

"Used by" for a board or commission under Disclosure Category 4, refers to investments and business positions in business entities, and sources of income from entities providing supplies, services, equipment or machinery of the type used by the unit(s) to whom the board or commission provides advice.

Please note that only a business entity or any parent, subsidiary or otherwise related business entity that has an interest in real property in the City of Oakland, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the filing of any statement is to be reported. Also only real property located in the jurisdiction is to be reported. Finally, income, including a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the filing of any statement is to be reported.

Disclosure Category

1. All investments and business positions in business entities, sources of income and interests in real property.
2. Investments and business positions in business entities, and all sources of income.
3. Interests in real property.
4. Investments and business positions in business entities, and sources of income from entities providing supplies, services, equipment or machinery of the type used by the designated employee's unit.
5. Investments and business positions in and income from entities, which are book outlets, vendors or providers of business services.
6. Investment and business positions in business entities, and income from sources engaged in construction supplies, building supplies or material supplies.
7. Investments and business positions in business entities, and income from sources engaged in construction or development.
8. Investments and business positions in business entities, and income from sources engaged in the construction of public works projects.
9. Investments and business positions in business entities, and income from business entities of the type to provide bids, supplies, vehicles and equipment.
10. Investments and business positions in business entities, and source of income, which provide services and supplies of the type used in training activities.
11. Investments and business positions in, and income from business entities engaged in providing medical service or facilities of the type used by the City.

12. Investments and business positions in, and income from business entities supplying or manufacturing electronic equipment, supplies or services of the type utilized by the designee's unit.
13. Investments and business positions in, and income from business entities providing supplies, services equipment or machinery of the type used by the City.
14. Investments and business positions in, and income from employment agencies or entities, which provide employment or pre-employment services. Services include, but are not limited to, provision of temporary employees, testing, training, consulting, job classification studies and salary surveys.
15. Investments and business positions in, and income from business entities, which are of the type to provide any of the various types of employee insurance coverage or actuarial services.
16. Investments and business positions in business entities, and income from sources, which supply or manufacture fire fighting equipment or supplies.
17. investments and business positions in, and income from business entities which within the last twelve months have contracted, or in the future foreseeably may contract with the Oakland Housing Authority to provide services, supplies, materials, machinery or equipment to the Oakland Housing Authority.
18. Income from any source which within the last twelve months has contracted, or in the future may foreseeably contract with the Oakland Housing Authority to provide services, supplies, materials, machinery or equipment to the Oakland Housing Authority.

IN COUNCIL, OAKLAND, CALIFORNIA _____

PASSED BY THE FOLLOWING VOTE:

BROOKS, BRUNNER, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, SCHAAF AND
PRESIDENT REID

AYES

NOES

ABSENT

ABSTENTION

ATTEST _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
Of the City of Oakland, California