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CITY OF OAKLAND



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City Attorney

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January 19, 2010

Honorable President Jane Brunner and Members of the City Council
City Hall, 2nd Floor
Oakland, California

Honorable President Jane Brunner 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 Jane Brunner
and Members of the City Council
January 19, 2010
Page Two

The following departmental changes were made since the last amendment and have been included in this proposed code amendment:

1. The Marketing Division was transferred from the City Administrator to the Community and Economic Development Agency
2. The Design and Construction Division was created in the Community and Economic Development Agency
3. The Department of Contracting and Purchasing was created and added to the Code
4. The Department of Human Resources Management was created and added to the Code
5. The Department of Information Technology was created and added to the Code

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/ma

Attorney Assigned:
Mark Morodomi, Deputy City Attorney
Staff Person:
Michelle Abney, Open Government Coordinator

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.

NOTICE AND DIGEST

This Ordinance would amend the City of Oakland Conflict of Interest Code, Ordinance No. 11562 C.M.S., adopted March 23, 1993, as amended, enacting a conflict of interest code for employees, members of boards and commissions and consultants positions.

INTRODUCED BY COUNCILMEMBER



CITY ATTORNEY

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:

Section 1:

Appendix A (Designated Positions) is amended to read as follows:

1. Agency Directors

ADD: Director, Department of Information Technology; Disclosure Category 1; Director, Department of Contracting and Purchasing; Disclosure Category 1; Director, Department of Human Resources Management; Disclosure Category 1; Director, Department of Parks and Recreation; Disclosure Category 1; Director, Department of Library Services; Disclosure Category 1; Director, Department of Human Services; Disclosure Category 1; Director, Museum Services, Disclosure Category 1; Director, Public Works Agency, Disclosure Category 1; Director, Fire Department, Disclosure Category 1; Director, Police Services Agency, Disclosure Category 1; Director, Finance and Management Agency, Disclosure Category 1.

DELETE: Director, Life Enrichment Agency, Disclosure Category 1.

2. City Auditor

ADD: Assistant City Auditor, Disclosure Category 1; Performance Auditor, Disclosure Category 1; Performance Auditor, Senior, Disclosure Category 1; Performance Audit Manager, Disclosure Category 1.

DELETE: Assistant to the City Auditor, Disclosure Category 1; Deputy Auditor I, Disclosure Category 1; Deputy Auditor II, Disclosure Category 1; Deputy Auditor III, Disclosure Category 1; Survey Manager, Disclosure Category 1; Volunteer Coordinator, Disclosure Category 1.

3. City Council

ADD: Legislative Analyst, Disclosure Category 1.

DELETE: Project Manager II, Disclosure Category 1.

4. City Administrator

ADD: City Administrative Analyst, Disclosure Category 4.

DELETE: Assistant Contract Compliance Officer, Disclosure Category 1; Assistant Film Coordinator, Disclosure Category 1; Contract and Employment Services Manager, Disclosure Category 1; Contract Compliance Officer, Disclosure Category 1; Contract Compliance Supervisor, Disclosure Category 1; Film Coordinator, Disclosure Category 1; Special Events Coordinator, Disclosure Category 1; Webmaster, Disclosure Category 1; Cultural Arts Program Coordinator, Disclosure Category 1.

Note: *The Marketing Division was transferred from the City Administrator to the Community and Economic Development Agency. (See Ordinance No. 12947 C.M.S., passed on June 30, 2009)*

5. Finance and Management Agency

DELETE: Agency Director (Finance and Management), Disclosure Category 1; Assistant Treasury Manager, Disclosure Category 4; Business Analyst III, Disclosure Category 1; Management Assistant, Disclosure Category 4; Buyers, Disclosure Category 1; Chief Technology Officer, Disclosure Category 1; Director of Personnel Management, Disclosure Category 1; Human Resource Manager, Disclosure Category 1; Network Architect, Disclosure Category 1; Project Manager II, Disclosure Category 1; Project Manager III, Disclosure Category 1; Project Manager, Disclosure Category 1; Purchasing Supervisor, Disclosure Category 1; Supervisor, Computer Operations, Disclosure Category 1; Supervisor, Electronics, Disclosure Category 1; Supervisor, Information Systems, Disclosure Category 1; Supervisor Reprographics, Disclosure Category 1; Supervisor Telecommunications, Disclosure Category 1; Systems Analyst III, Disclosure Category 1.

Note: *The Office of Personnel Resource Management was transferred from the Finance and Management Agency and renamed the Department of Human Resources Management.*

6. Fire Department

ADD: Assistant Chief of Fire, Disclosure Category 1; Accountant II, Disclosure Category 1; Accountant III, Disclosure Category 1; Management Assistant, Disclosure Category 1; Fire Suppression District Inspector, Disclosure Category 1; Payroll Personnel Clerk III, Disclosure Category 1; Emergency Services Manager, Assistant, Disclosure Category 1; Captain of Fire (Support Services Officer), Disclosure Category 1.

DELETE: Director of Fire Department (Fire Chief), Disclosure Category 1; Public Information Officer, Disclosure Category 1.

7. Library Services

ADD: Development Specialist III, Disclosure Category 1.

DELETE: Director of Library Services, Disclosure Category 1.

8. Office of Parks and Recreation

DELETE: Director, Disclosure Category 1.

9. Public Works Agency

ADD: Budget and Operations Analyst III, Disclosure Category 1; Clean Community Supervisor, Disclosure Category 1; Facilities Complex Manager, Disclosure Category 6; Park Supervisor II, Disclosure Category 1; Public Works Operations Manager, Disclosure Category 1; Recycling Specialist, Senior, Disclosure Category 1; Solid Waste/Recycling Program Supervisor, Disclosure Category 1; Stationary Engineer, Chief, Disclosure Category 1; Program Analyst II, Disclosure Category 1; Electrical Engineer II, Disclosure Category 1.

DELETE: Director, Disclosure Category 1; Architectural Associate, Disclosure Category 3, 4, 6, 7, 8, 9; Assistant City Architect, Disclosure Category 1; Assistant Facilities/Complex Manager, Disclosure Category 6; Assistant Engineer I, Disclosure Category 1; Assistant Engineer II, Disclosure Category 3, 4, 6, 7, 8; Budget and Grants Administrator, Disclosure Category 1; Capital Improvements Program Manager, Disclosure Category 1; Capital Improvements Project Coordinator, Disclosure Category 1; City Land Surveyor, Disclosure Category 1; Civil Engineer, Disclosure Category 1; Facilities/Complex Manager, Disclosure Category 1; Construction and Maintenance Supervisor II, Disclosure Category 6; Construction Inspection Supervisor, Disclosure Category 3, 4, 6, 7, 8, 9; Information Systems Administrator, Disclosure Category 1; Operations Manager, Disclosure Category 1; Parks Services Manager, Disclosure Category 1; Pavement Management Supervisor, Disclosure Category 3, 4, 6, 7, 8, 9; Principal Civil Engineer, Disclosure Category 1; Program Manager II, Disclosure Category 1; Program Manager, Disclosure Category 1; Recycling Specialist, Disclosure Category 1; Senior Construction Inspector, Disclosure Category 3, 4, 6, 7, 8, 9; Solid Waste Recycling Supervisor, Disclosure Category 1; Supervising Civil Engineer, Disclosure Category 1; Supervising Transportation Engineer, Disclosure Category 1; Transportation Engineer, Disclosure Category 1; Watershed Program Supervisor, Disclosure Category 1.

10. Office of City Clerk

ADD: City Wide Records Manager, Disclosure Category 1.

11. Department of Human Services

DELETE: Director Human Services, Disclosure Category 1;

12. Community and Economic Development Agency

ADD: Management Assistant (AP235), Disclosure Category 1; Zoning Manager (EM208), Disclosure Category 1; Planner IV, Design Review (AP278), Disclosure Category 1; Planner IV, PPT (AP203), Disclosure Category 1; Deputy Director, Community & Economic Development (EM220), Disclosure Category 1; Planner III (AP274), Disclosure Category 1; Urban Economic Analyst III, PPT (AP368), Disclosure Category 1; Deputy Director, Community & Economic Development (EM220), Disclosure Category 1; Administrative Services Manager II (EM100), Disclosure Category 1; Project Manager II (EM211), Disclosure Category 1; Program Analyst III (SC204), Disclosure Category 1; Assistant Director, Public Works (EM110), Disclosure Category 1; Budget & Grants Administrator (AF040), Disclosure Category 1; Architectural Associate (Field) (ET104), Disclosure Category 1; Capital Improvement Project Coordinator (SC112), Disclosure Category 1; City Land Surveyor (TR115), Disclosure Category 1; Construction Inspector Supervisor (Field) (SC125), Disclosure Category 1; Construction Inspector Supervisor II (SC244), Disclosure Category 1; Engineer, Civil (Office) (ET116), Disclosure Category 1; Principal Civil Engineer (ET117), Disclosure Category 1; Supervising Civil Engineer (Field) (ET118), Disclosure Category 1; Supervising Civil Engineer (Office) (ET119), Disclosure Category 1; Transportation Engineer (ET122), Disclosure Category 1; Supervising Transportation Engineer (ET121), Disclosure Category 1; Environmental Program Specialist (PP122), Disclosure Category 1; Capital Improvement Program Manager (MA107), Disclosure Category 1; Pavement Manager Supervisor (TR171), Disclosure Category 1; Program Analyst III (SC204), Disclosure Category 1; Program Manager (EM216), Disclosure Category 1; Project Manager II (EM211), Disclosure Category 1; Project Manager III (EM212), Disclosure Category 1; Support Services Supervisor (SC225), Disclosure Category 1; Transportation Planner, Senior (TR187), Disclosure Category 1; Watershed Program Supervisor (SC243), Disclosure Category 1; Marketing Manager, Disclosure Category 1; Marketing Specialist, Disclosure Category 1; Special Events Coordinator, Disclosure Category 1; Film Coordinator, Disclosure Category 1; Assistant Film Coordinator, Disclosure Category 1; Graphic Design Specialist, Disclosure Category 1; Cultural Arts Program Coordinator, Disclosure Category 1.

DELETE: Microcomputer System Specialist II (AP243), Disclosure Category 1; Program Manager, (EM216), Disclosure Category 1; Deputy Director, Program Planning & Development (AP177), Disclosure Category 1; Administrative Services Manager II (EM100), Disclosure Category 1; Program Analyst III (SC204), Disclosure Category 1; Administrative Analyst II (AP106), Disclosure Category 1; Assistant to Director (EM118), Disclosure Category 1; Director of Development/Redevelopment (EM230), Disclosure Category 1; Employment Services Supervisor (PP118),

Disclosure Category 1; Administrative Services Manager I (MA103), Disclosure Category 1; Director of Redevelopment & Economic Development (EM231), Disclosure Category 1; Director, Building & Planning (EM145), Disclosure Category 1; Planner IV (AP277), Disclosure Category 1; Project Manager (EM216), Disclosure Category 1.

Note: *Design and Construction Division was created by Ordinance No. 12815 C.M.S., passed on July 3, 2007; and is hereby added to this Code. The Marketing Division was transferred from the City Administrator to the Community and Economic Development Agency by Ordinance No. 12947 C.M.S., passed on June 30, 2009.*

13. Office of the City Attorney

No Changes

14. Police Services Agency

ADD: Assistant Chief of Police, Disclosure Category 1; Patrol Area Captains, Disclosure Category 1.

DELETE: Chief of Police, Disclosure Category 1; Manager, Identification and Property Section, Disclosure Category 1; Sergeant of Police, Special Assistant, Disclosure Category 1; Commander, Strategic Area Command, Disclosure Category 1.

15. Office of the Mayor

No Changes

16. Museum Services

DELETE: Director Museum Services, Disclosure Category 1.

17. Department of Contracting and Purchasing

ADD: Administrative Analyst I, Disclosure Category 1; Administrative Analyst II, Disclosure Category 1; Administrative Services Manager I, Disclosure Category 1; Assistant Contract Compliance Officer, Disclosure Category 1; Business Analyst III, Disclosure Category 1; Buyers, Disclosure Category 1; Contract Compliance & Employment Services Supervisor, Disclosure Category 1; Contract Compliance Officer, Disclosure Category 1; Field Representative, Disclosure Category 1; Job Developer, Disclosure Category 1; Local Employment Supervisor, Disclosure Category 1; Program Analyst II, Disclosure Category 1; Purchasing Supervisor, Disclosure Category 1; Senior Contract Compliance Officer, Disclosure Category 1; Support Services Supervisor, Disclosure Category 1.

Note: *The Department of Contract and Purchasing was created by Ordinance No. 12815 C.M.S., passed on July 3, 2007 and is hereby added to this Code.*

18. Department of Information Technology

ADD: Information Systems Manager, Disclosure Category 1; Network Architect, Disclosure Category 1; Project Manager II, Disclosure Category 1; Project Manager III, Disclosure Category 1; Project Manager, Disclosure Category 1; Supervisor, Computer Operations, Disclosure Category 1; Supervisor, Electronics, Disclosure Category 1; Supervisor, Information Systems, Disclosure Category 1; Supervisor, Reprographics, Disclosure Category 1; Supervisor, Telecommunications, Disclosure Category 1; System Analyst II, Disclosure Category 1.

DELETE: Systems Analyst III, Disclosure Category 1; Chief Technology Officer, Disclosure Category 1.

Note: *The Department of Information Technology was created by Ordinance No. 12815 C.M.S., passed on July 7, 2007 and is hereby added to this Code.*

19. Department of Human Resources Management

ADD: Human Resource Manager, Disclosure Category 1.

DELETE: Director of Personnel Management, Disclosure Category 1.

Note: *The Department of Human Resources Management was created by Ordinance No. 12947 C.M.S., passed on June 30, 2009 and is hereby added to this Code.*

The revisions to Appendix A is attached and designated as revised on Tuesday, February 2, 2010.

Section 2:

1. Appendix B (Boards and Commissions) is amended to read as follows:

Boards and Commissions

ADD: Violence Prevention Oversight Committee (Measure Y), Disclosure Category 1; Community Action Partnership Board, Disclosure Category 1; Children's Fund Planning and Oversight Committee, Disclosure Category 1; Budget Advisory Committee, Disclosure Category 1.

DELETE: Community Action Agency Administering Board, Disclosure Category 1; Citizens Budget Advisory Board, Disclosure Category 1;

The revisions to Appendix B are attached and designated as revised Tuesday, February 2, 2010.

CITY COUNCIL, OAKLAND, CALIFORNIA, _____, 2010

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, AND

PRESIDENT BRUNNER

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____

LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California

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

JOB TITLE

DISCLOSURE CATEGORY

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 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.

APPENDIX A FOR CHAPTER 3.16

**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

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
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

*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.

APPENDIX A FOR CHAPTER 3.16

**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

<u>JOB TITLE</u>	<u>DSCLOSURE CATEGORY</u>
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	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 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

APPENDIX A FOR CHAPTER 3.16

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

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

*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 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.

APPENDIX A FOR CHAPTER 3.16

**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

*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 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.

APPENDIX A FOR CHAPTER 3.16

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

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
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
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
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

*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 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.

APPENDIX A FOR CHAPTER 3.16

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

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
Administrative Librarian	1
Administrative Services Manager II (Program Manager)	1
Deputy Director of Housing (Deputy Director)	1
Development Specialist III	1
Library Automation Supervisor	1
Library Program Coordinator	1
Supervising Librarian	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 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.

APPENDIX A FOR CHAPTER 3.16
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

*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 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.

APPENDIX A FOR CHAPTER 3.16

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

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
Administrative Service Manager I	1
Administrative Services Manager II	1
Agency Administrative Manager	1
Assistant Director of Public Works	1
Budget and Operations Analyst III	1
Building Services Manager	1
Clean Community Supervisor	1
Construction and Maintenance Supervisor I	6
Electrical Engineer II	1
Electrical Engineer III	1
Electrical Services Manager	1
Energy Engineer III	1
Environmental Programs Specialist	1
Environmental Programs Supervisor	1
Environmental Services Manager	1
Equipment Services Manager	1
Equipment Services Superintendent	1
Facilities Complex Manager	6
Fleet Specialist	1
Park Supervisor II	1
Program Analyst II	1
Public Works Operations Manager	1
Public Works Supervisor II	1
Recycling Specialist, Senior	1

Solid Waste Recycling Program Supervisor	1
Support Services Supervisor	1
Training and Public Service Administrator	1
Tree Supervisor II	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 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 extent of disclosure requirements.

APPENDIX A FOR CHAPTER 3.16

**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

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
Assistant City Clerk	1
City Clerk	1
City Wide Records Manager	1
Management Assistant	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 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.

APPENDIX A FOR CHAPTER 3.16

**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

JOB TITLE

DISCLOSURE CATEGORY

Case Manager II	4, 11
Children and Youth Services Manager	1
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
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

*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 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.

APPENDIX A FOR CHAPTER 3.16

**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**

JOB TITLE

DISCLOSURE CATEGORY

Administration

Administrative Services Manager I	1
Administrative Services Manager II	1
Management Assistant	1
Manager, Agency Administrative	1
Principal Financial Analyst	1

Planning & Zoning

Deputy Director, City Planner	1
Deputy Director, Community and Economic Development	1
Management Assistant	1
Planner II	1
Planner II, Design Review	1
Planner III	1
Planner III	1
Planner III, Historical Preservation	1
Planner III, Historical Preservation (Part-Time)	1
Planner IV	1
Planner IV, Design Review	1
Planner IV, PPT	1
Program Analyst III	1
Project Manager	1
Project Manager III	1
Transportation Planner, Senior	1
Zoning Manger	1

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	1
Assistant Civil Engineer II (Office)	1
Civil Engineer (Office)	1
Director, Building Services	1
Engineer, Civil, Supervising (Office)	1
Engineering Technician II (Office)	1
Management Assistant	2
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
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
Management Assistant 1
Program Analyst II (Workforce Development) 1
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 1
Manager, Real Estate Services 1
Program Analyst II 1
Program Analyst III 1
Real Estate Agent 1
Real Estate Agent, Supervisor 1
Urban Economic Analyst II 1
Urban Economic Analyst II (Part-Time) 1
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 1
Marketing Specialist 1
Special Events Coordinator 1
Film Coordinator 1
Assistant Film Coordinator 1
Graphic Design Specialist 1
Cultural Arts Program Coordinator 1
1

Housing & Community Development

Administrative Analyst II	1
Community Development Program Coordinator	1
Community Housing Services Manager	1
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	1
Program Analyst II (Rent Adjustment)	1
Program Analyst III	1
Project Manager II	1
Urban Economic Analyst II	1
Urban Economic Coordinator	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 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.

APPENDIX A FOR CHAPTER 3.16

**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

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
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
Open Government Coordinator	1
Special Counsel	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 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.

APPENDIX A FOR CHAPTER 3.16

**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

JOB TITLE

DISCLOSURE CATEGORY

Alcohol Beverage Action Team Regulators	1
Assistance Chief of Police	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
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

*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 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.

APPENDIX A FOR CHAPTER 3.16

**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

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
Administrative Assistant to the Mayor	1
PSE 14 (Community Services Coordinator)	1
PSE 51 (Office Manager)	1
PSE 51 (Press Officer)	1
PSE 51 (Senior Advisor to the Mayor)	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 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.

APPENDIX A FOR CHAPTER 3.16

**City of Oakland
Conflict of Interest Code**

LIST OF DESIGNATED POSITIONS

Department: Museum Services

Date: February 6, 2007

First Revision: February 2, 2010

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

*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 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.

APPENDIX A FOR CHAPTER 3.16

**City of Oakland
Conflict of Interest Code**

LIST OF DESIGNATED POSITIONS

Department: Department of Contracting and Purchasing

Date: February 2, 2010

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
Administrative Analyst I	1
Administrative Analyst II	1
Administrative Services Manager I	1
Assistant Contract Compliance Officer	1
Business Analyst III	1
Buyers	1
Contract Compliance & Employment Services Supervisor	1
Contract Compliance Officer	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 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 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.

APPENDIX A FOR CHAPTER 3.16

City of Oakland Conflict of Interest Code

LIST OF DESIGNATED POSITIONS

Department: Department of Information Technology Date: February 2, 2010

<u>JOB TITLE</u>	<u>DISCLOSURE CATEGORY</u>
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
System Analyst II	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 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.

APPENDIX B FOR CHAPTER 3.16

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

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
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
Parks and Recreation Advisory Commission	1
Police and Fire Retirement System Board	1
Public Ethics Commission	1
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
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:

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.

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.