

**GOVERNMENT AFFAIRS DEPARTMENT  
CONFLICT OF INTEREST CODE**

APPENDIX A  
DESIGNATED POSITIONS, DUTIES AND CATEGORIES

<b>Position</b>	<b>Duties</b>	<b>Category</b>
<b>Director of Government Affairs</b>	Responsible for the relationships with the State and Federal governments; for supervision of consultants, contractors, and lobbyists; and for monitoring and advocating for City priorities in Sacramento and Washington, D.C. Represents the City, where appropriate, in Intergovernmental matters.	<b>1</b>
<b>Deputy Director Government Affairs</b>	Develops and implements local, state, and federal policy priorities for the City. Helps coordinate presentations of the Mayor's policies to City Council and the public. Assists City departments in developing, implementing and presenting the policies and priorities to the Council and the public. Represents the City, where appropriate, on policy matters.	<b>1</b>
<b>Program Manager</b>	Develops and manages policy priorities for the City by monitoring all relevant local, state and federal policy. Works closely with key state and federal offices, government representatives, and other stakeholders to advance the state and federal priorities of the City. Manages policy matters for the City by advising the Mayor's Office and Councilmembers and by representing the City in matters which may include water, immigration, and grants, as well as other policy issues.	<b>1</b>
<b>Program Coordinator</b>	Develops and manages policy priorities for the City by monitoring all relevant local, state, and federal policy. Coordinates policy matters by the City by advising the Mayor's Office and Councilmembers and by representing the City in matters which may include water, immigration, and grants, as well as other policy issues.	<b>1</b>
<b>Consultant/New Positions</b>	Consultants/new positions 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 limitation:	<b>2</b>

The Department Director may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Department Director determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

**Contractor**

**Sacramento Representation:**

2

Maintains regular contact with the Legislature (with emphasis on our local delegation) and executive agencies of state government; prepares legislation and amendments; presents testimony to legislative committees; and advocates City positions to individual members of the Legislature and state administrative agencies. The Sacramento representation conducts or assists in negotiations with state agencies and identifies grant opportunities.

**Contractor**

**Washington, D.C. Representation:**

2

Maintains regular contact with the Congress (with emphasis on our local delegation) and with all federal executive departments; works with federal agencies in developing administrative regulations beneficial to program activities in the City; and assists in negotiations with federal agencies relating to program funding. The Washington D.C. representation reviews and regularly reports on all federal activity which may impact the City.

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**APPENDIX B  
DISCLOSURE CATEGORIES**

**CATEGORY 1:**

- a. All reportable investments and business positions in any firm or business entity that supplies goods or services to the City of San Diego, or is granted authority by the City of San Diego to use City facilities.
- b. All reportable investments, business positions, and income from sources located in or doing business in the City of San Diego.
- c. All reportable interests in real property located in the City of San Diego, including property located within a two-mile radius of any property owned or used by the City.

**CATEGORY 2:**

Consultants and new positions 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 limitation:

The Department Director may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Department Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.