

APPENDIX A

CITY PLANNING AND COMMUNITY INVESTMENTS
 DESIGNATED POSITION, DUTIES AND CATEGORIES

POSITION	DUTIES	CATEGORY
Director	Oversees overall direction and operations of the City Planning and Community Investment Department. Advises Mayor, Council and Planning Commission on City long range planning issues; public facilities financing fees, economic development and redevelopment; Interfaces with professional organizations on urban design. Design, plan, assign and supervise the work of managerial and professional employees.	1
Deputy Director	Sets priorities and provides direction to the Multiple Species Conservation Program, Mobility Management, Park Planning, Support Services, Facilities Financing and special projects.	1
Deputy Director	Policy guidance for community and land-use planning issues; Sets priorities and reviews major projects for the community planning process.	1
Economic Development Deputy Director	Manage, administer and direct the implementation of Economic Development programs and activities including: business expansion, attraction and retention, business finance; Office of Small Business business ombuds assistance, enterprise zones, Maintenance Assessment Districts and the Downtown PBID; and other special district/zones and miscellaneous special economic development projects.	1
Redevelopment Deputy Director	Policy guidance, management and coordination of City Redevelopment, as well as overall administration of San Diego Redevelopment; interfaces with City Council/Agency Board and Committees.	1
Fiscal Manager	Manages and directs the fiscal, payroll and support services sections.	2
Facilities Financing Manager	Policy guidance and management of the Facilities Financing Program; Manages the assessment and disbursement of Facilities Benefit Assessment and Developer Impact Fees.	2
Grant Coordinator	Serves as the department's grant coordinator and liaison.	2
Project Officer II	Plans, directs and negotiates for park projects citywide: Supervise Park Planning section which includes making recommendation to decision-makers..	2

Principal Planners/ Program Manager (Planning)	Directs, reviews and implements the community and/or land use planning effort; policy formulation; writing reports which include making recommendations to decision-makers.	2
Senior Traffic Engineer	Plans, directs and supervises the Mobility Management Section; which goals are to reduce traffic congestion and enhance mobility in the City.	2
Supervising Project Manager-Facilities Financing	Directs, reviews and supervises implementation of assessments and disbursements of the Facilities Benefit Assessment and Developer Impact Fees.	2
Project Manager-Facilities Financing	Reviews process of payments of contracts or payments of credits towards reimbursement agreements.	2
Community Development Specialist IV	Serves as departments Redevelopment Liaison, works to troubleshoot projects/issues between City Planning and Community Investment, Redevelopment and Development Services Departments.	2
Community Development Coordinator	Supervise work of a professional staff engaged in the implementation and administration of redevelopment or economic development programs and projects; meet with the Mayor's Office and Departments Directors to recommend management policies and procedures relative to redevelopment or economic development programs and meet with other City departments, agencies, contractors, and community representatives to determine and coordinate financing and project objectives.	2
Redevelopment Project Manager (CDS IV)	Manage and oversee activities of Redevelopment Project areas, implementation of Redevelopment DDA/OPA, coordinate area PAC meetings, prepare staff recommendations to Agency Board.	2
Redevelopment Supervising Management Analyst	Plan, assign and supervise work in redevelopment budget preparation procedures, redevelopment long-range financial planning, directs the compilation of data for expenses, revenue, and activity reports to management.	2
Economic Development Program Manager	Plan, direct and coordinate the preparation and implementation of major economic development programs; serve as liaison officer.	2
Planning Project Manager	Works with Grant coordinator, obtains funding, oversees project, coordinates work with consultants, other departments and agencies.	2
Senior Planner	Works with Historical Resources Board, seek to preserve the historical structures and character of their neighborhoods. Work with Grant coordinator, obtains funding, oversees project and coordinates the work with consultants.	2

ISA IV/MIS GIS Supervisor	Directs and manages the MIS and GIS support staff. Liaison between department and San Diego Data Processing Corporation or private vendors of automated systems.	2
Consultants	Serves as consultants for policy guidance for Community and Land-Use planning issues. Coordinates input between various groups which include making recommendations to decision-makers. Economic and Redevelopment consultants determined by contract. Disclosure will be as required. See Appendix B.	3

**CITY PLANNING AND COMMUNITY INVESTMENT
CONFLICT OF INTEREST CODE**

**APPENDIX B
DISCLOSURE CATEGORIES**

CATEGORY 1:

Investments and business positions in any business entity located in or doing business with the City of San Diego.

Income and gifts from sources located in or doing business with the City of San Diego.

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:

Investments and business positions in any firm or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.

Interests in real property owned or used by any person or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding, or is granted authority by the City to use City facilities.

Income and gifts from any person or business entity that supplies goods or services to the City, that is a tenant of the City, that is an adverse party to the City in a legal proceeding or is granted authority by the City to use City facilities.

For purposes of this category, “any person or business entity” means any construction firm, building supply firm, real estate or land development firm, architectural or engineering firm, land use data services firm, property information retrieval firm, geological services firm, or financial institution doing business in or with the City of San Diego, or having the potential of doing business with the City of San Diego.

DISCLOSURE BY CONSULTANTS

CATEGORY 3:

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 limitation:

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