

**NEIGHBORHOOD SERVICES  
CONFLICT OF INTEREST CODE**

**APPENDIX A  
DESIGNATED POSITIONS, DUTIES  
AND CATEGORIES**

<i><u>POSITION</u></i>	<i><u>DUTIES</u></i>	<i><u>CATEGORY</u></i>
Chief of Homelessness Strategies & Housing Liaison	Develops and implements programs and policies in coordination with the City Council, Housing Commission, County of San Diego, the Regional Task Force on the Homeless, and other local, state and federal partners and stakeholders to address and reduce homelessness in the City of San Diego.	1
Senior Adviser, Homelessness Coordination	Assists the Chief of Homelessness Strategies & Housing Liaison in developing and implementing programs and policies in coordination with the City Council, Housing Commission, County of San Diego, the Regional Task Force on the Homeless, and other local, state and federal partners and stakeholders to address and reduce homelessness in the City of San Diego.	1
Consultants/New Positions	<p>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:</p> <p>The Assistant Chief Operating Officer or Deputy Chief Operating Officer 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 fully comply with the disclosure requirements described in this section. Such written 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 Assistant Chief Operating Officer’s or Deputy Chief Operating Officer’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.</p>	3

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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.
- d. All reportable interests in real property owned or used by any person or business entity that supplies goods or services to the City of San Diego, that is a tenant of the City of San Diego, or is granted authority by the City of San Diego to use City facilities.
- e. All reportable income, including gifts, from any person or business entity that supplies goods or services to the City of San Diego, that is a tenant of the City of San Diego, or is granted authority by the City of San Diego to use City facilities.

**CATEGORY 2:**

- a. 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.
- b. 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.
- c. 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.

**CATEGORY 3:**

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 Assistant Chief Operating Officer or Deputy Chief Operating Officer 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 fully comply with the disclosure requirements described in this section. Such written 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 Assistant Chief Operating Officer’s or Deputy Chief Operating Officer’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.