



Office of the City Manager

CONSENT CALENDAR

October 26, 2021

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Mark Numainville, City Clerk

Subject: Revised Conflict of Interest Code

RECOMMENDATION

Adopt a Resolution adopting a revised Conflict of Interest Code for the City of Berkeley and rescinding Resolution No. 69,152–N.S.

FISCAL IMPACTS OF RECOMMENDATION

None.

CURRENT SITUATION AND EFFECTS

The Political Reform Act requires all cities to adopt and promulgate a Conflict of Interest Code (Code) which specifies designated positions subject to financial disclosure and provides for specific levels of financial disclosure. It also requires amendments to the Code within designated time periods to reflect changed circumstances, including the creation of new positions which must be designated and relevant changes in duties assigned to existing positions (Government Code Sections 87100, et seq.).

Revisions to the Code were made in consultation with the City Attorney's Office and Department Directors. A redlined version of the Code provides all the additions and deletions (Attachment 2).

Department appendices have been updated to reflect changes in department organization, including the addition of newly established classifications and the deletion of classifications which have been abolished. The following departments have updated disclosure appendices: City Manager; Finance; Health, Housing, and Community Services; Parks, Recreation and Waterfront; Planning and Development; Public Works; and the Rent Stabilization Board. A new appendix has been added for the Office of the Director of Police Accountability. Appendices for the now-defunct Police Review Commission and Oversight Board to the Berkeley Successor Agency, as well as that of the Measure O Bond Oversight Committee, whose functions have been merged with the Housing Advisory Commission, have been removed, and new disclosure appendices have been added for the Police Accountability Board, Reimagining Public Safety Task Force, and the Independent Redistricting Commission.

BACKGROUND

The City of Berkeley's first Conflict of Interest Code was adopted on October 1, 1982 by Resolution No. 51,425–N.S. and has been amended as necessary over time to reflect changes in regulations, departmental organizational structure, designated positions within departments, and commissions. A revised Code was last adopted by the City Council on October 29, 2019 by Resolution No. 69,152–N.S.

The Code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure categories assigned to these positions require the disclosure of all investments, business positions, interests in real property and sources of income, which may foreseeably be affected materially by the decisions made by those designated positions. The Code includes all other provisions required by Government Code Section 87302 and incorporates by reference FPPC Regulation 2 Cal. Admin. Code Section 18730.

The City began allowing employees to complete their Statement of Economic Interests (Form 700) filings electronically in 2009 while still requiring that signed hard copies be submitted; fully electronic filing was certified by the State and became mandatory in 2015. In response to requests from board and commission members, electronic filing was implemented on a voluntary basis for commissioner filings beginning January 1, 2020, and over 99% of commissioners have chosen to participate. This has resulted in more on-time filings, fewer amendment requests, and a large reduction in staff time and paper usage.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

Implementation of electronic filing of Form 700s has saved a substantial amount of paper and vehicle trips to 2180 Milvia Street.

RATIONALE FOR RECOMMENDATION

The City is required by state law to adopt a Conflict of Interest Code. Ongoing revisions are necessary to ensure that the Code accurately reflects the designated positions outlined in each department's organizational structure.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Mark Numainville, City Clerk, (510) 981-6900

Attachments:

1: Resolution

Exhibit A: Conflict of Interest Code – Department Appendices

Exhibit B: Conflict of Interest Code – Commission Appendices

Exhibit C: Conflict of Interest Code – Consultant Appendix

Exhibit D: Conflict of Interest Code – Index

2: Conflict of Interest Code – Revisions Highlighted with Strikeout and Underline

RESOLUTION NO. ##,###-N.S.

ADOPTING A REVISED CONFLICT OF INTEREST CODE FOR THE CITY OF
BERKELEY AND RESCINDING RESOLUTION NO. 69,152–N.S.

WHEREAS, the Political Reform Act, Government Code Sections 81000, et seq., requires every state or local government agency to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, state law as specified in the Political Reform Act (the Act) requires the City Council as the code-reviewing body to direct the review of its conflict of interest code; and

WHEREAS, the Act further requires that such direction must occur by July 1 of each even numbered year; and

WHEREAS, the Act additionally requires the submission of a revised conflict of interest code for approval by the code-reviewing body or the notification of said body that no changes are necessary; and;

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Adm. Code Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments to the Political Reform Act; and

WHEREAS, the City of Berkeley may incorporate in its Conflict of Interest Code, by reference, regulation, 2 Cal. Adm. Code Section 18730; and

WHEREAS, on October 1, 1982, the City Council of the City of Berkeley adopted Resolution No. 51,425–N.S., Conflict of Interest Code, for the City of Berkeley; and

WHEREAS, the Code has been amended over time to incorporate changes in regulations, departmental organizational structure, changes in job classifications, and the addition and deletion of certain boards and commissions; and

WHEREAS, Resolution No. 69,152–N.S, adopted October 29, 2019, City of Berkeley's Conflict of Interest Code, requires minor amendments to reflect the current organizational structure of departments, their designated positions and level of disclosure; and

WHEREAS, the Council has determined that the attached Conflict of Interest Code accurately sets forth the current organizational structure of departments, their designated positions, and the respective categories of financial interests which should be made reportable and those boards and commissions which should be designated and the respective categories of financial interests which should be made reportable by their members; and

WHEREAS, state law allows the City to accept Form 700 electronically and designate the electronic filing as the filing of record, and the City has the ability to accept and process electronic filings.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Berkeley as follows:

Section 1. That Resolution No. 69,152–N.S. is hereby rescinded.

Section 2. That the City of Berkeley Conflict of Interest Code is hereby adopted, as attached, and includes the following:

(a) With the additions noted below, the terms of 2 Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and made a part of the Conflict of Interest Code of the City of Berkeley except that: (1) the term "investment" shall apply to financial interests in non-profit organizations as well as business entities; (2) the term "interest in real property" includes interests in berths at the Berkeley Marina regardless of when they expire; (3) the terms "non-profit organization" and "business entity" are limited to the jurisdiction in the same manner as the term "investment," i.e., they apply only if the non-profit organization, the business entity, or any parent, subsidiary or otherwise related entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business in the jurisdiction at any time during the two years prior to the time any statement or other action is required under this Code.

(b) Designated Positions with Reporting Requirements.

Elected officials, legislative assistants, members of boards and commissions appointed by the City Council, consultants and City employees holding designated positions shall be considered designated positions subject to reporting requirements under the Conflict of Interest Code, and shall disclose financial interests as set forth in the appendices listing individual disclosure categories.

Section 3. Filing of Statements

Persons holding designated positions shall file Statements of Economic Interests with the City of Berkeley on Fair Political Practices Commission forms, in conformance with the individual disclosure categories and State guidelines, when requested by the City Clerk. The City Clerk will retain custody of the statements and make the statements available for public inspection and reproduction. City Employees and Legislative Assistants in designated positions shall file electronic Statements of Economic Interests (e-file). The electronic filing will be the filing of record for City Employees and Legislative Assistants. City Commissioners may file in paper or file electronic Statements of Economic Interests (e-file). Statements filed electronically by Commissioners will be the filing of record.

Section 4. Late Filings and Failure to File Statements

Any violation of any provision of this Code is subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code Sections 81000 et seq. The following additional regulations shall apply to City of Berkeley (a) employees, (b) legislative assistants, (c) members of boards and commissions appointed by the City Council or by an existing City commission, and (d) consultants:

a. City Employees:

If a City employee fails to e-file an Assuming Office or Annual Statement of Economic Interests within thirty days after the City Clerk has given specific written notice of non-filing, they shall be suspended without pay until such time as the required disclosure form has been e-filed. The employee's supervisor shall comply with the provisions of the appropriate Memorandum of Understanding or City of Berkeley Personnel Rules and Regulations in imposing such suspension, in addition, the City Clerk shall impose late filing fees in accordance with Government Code Section 91013 and 91013.5. Prior to resuming active employment with the City of Berkeley, all outstanding statements must be filed and any outstanding fine, payable under Government Code Section 91013, shall be paid. No person shall resume active employment with the City of Berkeley if there are outstanding statements or fines.

b. Legislative Assistants

If a legislative assistant fails to e-file an Assuming or Annual Statement of Economic Interests within thirty days after the City Clerk has given specific written notice of non-filing, the legislative assistant shall be terminated until such time as the required disclosure form has been e-filed, in addition, the City Clerk shall impose late filing fees in accordance with Government Code Sections 91013 and 91013.5. Prior to being reappointed by a Councilmember, all outstanding statements must be filed and any outstanding fine, payable under Government Code Section 91013, shall be paid. No person shall resume employment as a legislative assistant if there are outstanding statements or fines.

c. Members of Boards and Commissions:

If a member of any non-elected board or commission specified in the Code fails to file an Assuming Office Statement of Economic Interests within thirty days after their date of appointment, the commissioner's term shall expire. Similarly, if an Annual Statement of Economic Interests is not filed within thirty days after the City Clerk has given specific written notice of non-filing, the member's term on the commission shall expire. The City Clerk shall notify the commissioner that their term has expired and the appointing councilmember that a vacancy exists on the commission; in addition, the City Clerk shall impose late filing fees in accordance with Government Code Sections 91013 and 91013.5.

If the commissioner has not taken the Oath of Office and not attended any meetings, the commissioner is deemed not to have accepted the appointment and is not subject to filing obligations.

Prior to being reappointed to any commission, all outstanding filings for all commission appointments must be filed and any outstanding fines, payable under Government Code Section 91013, shall be paid. No person shall be appointed to any commission if there are outstanding statements or fines; and no person shall be appointed to any commission for a period of one year if terminated from any commission more than once for failure to file statements.

d. Consultants:

If a consultant, as defined in 2 Cal. Code Regs. Section 18701, fails to file any Statement of Economic Interests within thirty days after the City Clerk has given specific written notice of non-filing, they shall be advised by the City's project manager that no further payments shall be made by the City of Berkeley under the contract until such statement has been received by the City Clerk. The City Clerk shall also impose late filing fees in accordance with Government Code Sections 91013 and 91013.5.

Section 5. Interest and Positions in Non-Profit Organizations - Disclosure and Disqualification

Whenever a disclosure category requires disclosure of specific financial interests or positions in business entities, disclosure of the equivalent financial interests or positions in non-profit organizations is required. Disqualification shall be required as to a disclosed interest or position in a non-profit organization whenever disqualification would have been required as a result of an equivalent financial interest or position in a business entity.

Section 6. Revisions to the City's Conflict of Interest Code

The City Clerk will review the City's Conflict of Interest Code on an annual basis and if changes are required will submit a revised code for Council approval, or if no changes are necessary so notify the City Council, by the applicable deadline specified in the Political Reform Act.

AUDITOR'S DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|--|------------------------------|
| City Auditor | 1 |
| Audit Manager | 1 |
| Auditor II | 1 |
| Auditor I | 1 |
| Deputy City Auditor for Payroll Management | 1 |
| Senior Auditor | 1 |

Disclosure Categories

Category 1

All designated employees shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

CITY ATTORNEY'S OFFICE APPENDIX

Designated Employees

Disclosure Categories

Administration

| | |
|-----------------------------------|---|
| City Attorney | 1 |
| Assistant City Attorney | 1 |
| Deputy City Attorney I, II, & III | 1 |
| Paralegal | 1 |

Disclosure Categories

Category 1

All designated employees shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

CITY CLERK DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|------------------------------|------------------------------|
| City Clerk | 1 |
| Deputy City Clerk | 1 |
| Assistant City Clerk | 1 |
| Assistant Management Analyst | 1 |

Disclosure Categories

Category 1

All designated employees assigned to this category shall disclose all business entities, and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

CITY MANAGER'S DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|------------------------------------|------------------------------|
| Administration | |
| City Manager | 1 |
| Deputy City Manager | 1 |
| Assistant City Manager | 1 |
| Assistant to the City Manager | 1 |
| Administrative Hearing Examiner | 1 |
| Senior Management Analyst | 1 |
| Associate Management Analyst | 1 |
| Assistant Management Analyst | 1 |
| Community Services Specialist II | 2 |
| Digital Communications Coordinator | 1 |
| Health Services Program Specialist | 3 |
| Animal Care Services | |
| Animal Services Manager | 1 |
| Registered Veterinary Technician | 1 |
| Code Enforcement Group | |
| Code Enforcement Supervisor | 1 |
| Code Enforcement Officer | 1 |

EXHIBIT A-4

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**City Manager’s Department Appendix
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| Designated Employees | Disclosure Categories |
|---|------------------------------|
| Office of Economic Development | |
| Manager of Economic Development | 1 |
| Economic Development Project Coordinator | 1 |
| Community Development Project Coordinator | 1 |
| Assistant Management Analyst | 1 |
| Civic Arts Coordinator | 1 |
| Office of Budget and Fiscal Management | |
| Budget Manager | 1 |
| Senior Management Analyst | 1 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities, and non-profit organizations in which they have an investment or in which they are a director officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by the division or program to which the designated employee is assigned.

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**City Manager's Department Appendix
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Disclosure Categories (Continued)

Category 3

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by any division or program in the Department of Health, Housing and Community Services.

FINANCE DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|-------------------------------------|------------------------------|
| Administration | |
| Director of Finance | 1 |
| Systems Accountant | 1 |
| Senior Systems Analyst | 1 |
| Accounting Division | |
| Accounting Manager | 1 |
| Senior Accountant | 2 |
| Treasury Division | |
| Revenue Development Supervisor | 1 |
| Revenue Development Specialist II | 1 |
| Treasury Manager | 1 |
| Revenue Collections Division | |
| Revenue Collection Manager | 1 |
| General Services Division | |
| General Services Manager | 1 |
| Senior Buyer | 1 |
| Buyer | 1 |
| Contract Administrator | 1 |

EXHIBIT A-5

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Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) is a financial institution or is otherwise eligible under state law to have city funds, including pension, retirement and deferred compensation funds, deposited with it or invested in it;
- (b) is of the type which has provided services, including but not limited to professional advice on investment, bond, tax or legal matters, to the Finance Department within the previous two years;
- (c) is subject to a City of Berkeley licensing requirement; or
- (d) provides real property sales or management services or owns or operates real property of the type leased or purchased by the City of Berkeley within the previous two years.

EXHIBIT A-5

FIRE AND EMERGENCY SERVICES DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|--|------------------------------|
| Fire - Office of the Chief | |
| Fire Chief | 1 |
| Fire Captain I/II | 2, 3 |
| Administrative & Fiscal Services Manager | 1 |
| Associate Management Analyst | 3 |
| Training | |
| Assistant Fire Chief | 1 |
| Fire Captain I/II | 2, 3 |
| Paramedic Supervisor | 2, 3 |
| Operations | |
| Deputy Fire Chief | 1 |
| Assistant Fire Chief | 1 |
| Battalion Chief | 1 |
| Fire Captain I/II | 2, 3 |
| Fire Prevention | |
| Fire Marshal | 1 |
| Deputy Fire Marshal | 1 |
| Fire Prevention Inspectors | 2 |

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**Fire and Emergency Services Department Appendix
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Designated Employees

Disclosure Categories

Fire Prevention (Continued)

| | |
|-------------------------------------|------|
| Fire and Life Safety Plans Examiner | 2,4 |
| Assistant Management Analyst | 2, 4 |

**Special Operations Division
Office of Emergency Services/Emergency Medical Services**

| | |
|--------------------------------|---|
| Assistant Fire Chief | 1 |
| Emergency Services Coordinator | 4 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property, and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose any interest in commercial, industrial, or institutional real property; in residential rental property consisting of three or more units; or any other property subject to fire inspection. In addition, designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) owns, manages, or operates real property of the type subject to fire inspection; or
- (b) is in the building and construction industry, including but not limited to architects, developers, contractors, sub-contractors, materials suppliers or consultants.

EXHIBIT A-6

**Fire and Emergency Services Department Appendix
Page 3**

Disclosure Categories (Continued)

Category 3

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells, leases or otherwise provides goods, equipment, or services of the type utilized by the Fire and Emergency Services Department.

Category 4

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells, leases or otherwise provides goods, equipment or services of the type utilized by the division or program of the Fire and Emergency Services Department to which the designated employee is assigned.

HEALTH, HOUSING AND COMMUNITY SERVICES DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|----------------------|-----------------------|
|----------------------|-----------------------|

Office of the Director

| | |
|---|---------|
| Administrative & Fiscal Services Manager | 1 |
| Associate Management Analyst | 2 |
| Director of Health, Housing & Community Services | 1 |
| Deputy Director of Health, Housing & Community Services | 1 |
| Senior Management Analyst | 2 |
| Public Health Program Physician/Deputy Health Officer | 1, 6 |
| Community Services Specialist III | 4, 6, 8 |
| Community Services Specialist I | 4, 6 |
| Health Officer | 1 |
| Senior Health Services Program Specialist | 4, 6 |
| Senior Health Management Analyst | 4, 6 |
| Supervising Public Health Nurse | 4, 6 |
| Health Services Program Specialist | 3 |
| Accounting Office Specialist Supervisor | 4 |
| Epidemiologist | 8 |

Aging Services Division

| | |
|-----------------------------------|------|
| Manager of Aging Services | 1 |
| Mental Health Clinical Supervisor | 4, 6 |
| Senior Citizen Center Director | 4, 6 |

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Designated Employees **Disclosure Categories**

Aging Services Division (Continued)

| | |
|---|------|
| Senior Health Services Program Specialist | 4, 6 |
| Transportation Services Coordinator | 4, 6 |

Housing and Community Services Division

| | |
|--|---|
| Associate Management Analyst | 6 |
| Associate Planner | 8 |
| Community Development Project Coordinator | 1 |
| Manager of Housing and Community Services | 1 |
| Community Services Specialist II, III | 8 |
| Senior Community Development Project Coordinator | 1 |
| Homeless Services Coordinator | 8 |
| Senior Management Analyst | 2 |
| Building Inspector I (Certified) | 1 |

Environmental Health

| | |
|--|---|
| Environmental Health Supervisor | 1 |
| Manager of Environmental Health | 1 |
| Registered Environmental Health Specialist | 8 |
| Senior Environmental Health Specialist | 1 |
| Vector Control Technician | 8 |

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**Health, Housing and Community Services Department Appendix
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| Designated Employees | Disclosure Categories |
|---|------------------------------|
| Mental Health | |
| Community Services Specialist II | 4 |
| Health Services Program Specialist | 2 |
| Manager of Mental Health Services | 1 |
| Assistant Manager of Mental Health Services | 1 |
| Mental Health Clinical Supervisor | 4, 6 |
| Mental Health Program Supervisor | 2 |
| Supervising Psychiatrist | 1 |
| Supervising Mental Health Nurse | 4, 6 |
| Public Health | |
| Manager of Public Health Services | 1 |
| Health Nutrition Program Coordinator | 4, 6 |
| Health Services Supervisor | 1 |
| Senior Health Services Program Specialist | 4, 6 |
| Supervising Public Health Nurse | 4, 6 |
| Health Services Program Specialist | 3 |
| Epidemiologist | 8 |
| Community Services Specialist III | 4, 6 |
| Community Services Specialist I | 4, 8 |

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**Health, Housing and Community Services Department Appendix
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Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by any division or program in the Department of Health, Housing and Community Services.

Category 3

Designated employees assigned to this category shall disclose any interest in real property located within a Berkeley target area or neighborhood strategy area. In addition they shall also disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non- profit organization or source of income is:

- a) a building contractor or subcontractor of the type performing work under Berkeley Housing Rehabilitation Programs; or
- b) is from individuals who have applied for or received housing rehabilitation assistance from the City of Berkeley within the previous two years.

Category 4

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by the division or program in the Department of Health, Housing and Community Services to which the designated employee is assigned.

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Health, Housing and Community Services Department Appendix Page 5

Category 5

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- a) manufactures, distributes, sells installs or otherwise markets equipment for energy conservation or alternative energy development; or
- b) provides services, including but not limited to design, repair, advocacy or consultation services, in the areas of energy conservation or alternative energy development.

Category 6

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment, or in which they are a director, officer, partner, trustee, employee or hold any position of management and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which receives funds under contract with the City of Berkeley to:

- a) Serve the social welfare needs of the people of Berkeley; or
- b) Provide health services, including but not limited to emergency services, obstetric, gynecological or maternity care, care for chronic or communicable diseases, and mental health; or
- c) Provide services to the aging; or
- d) Lease, own, or operate real property of the type suitable for the program or services under the supervision of the designated employee; or of the type suitable to be leased, owned, or operated by the City of Berkeley for health programs under the supervision of the designated employee.

Category 7

Designated employees assigned to this category shall disclose any interest in real property consisting in whole or in part of residential rental property. In addition, they shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of

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**Health, Housing and Community Services Department Appendix
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Category 7 (Continued)

management; and income, including gifts, loans and travel payments; if the business entity or source of income has an interest in, operates or manages residential rental property.

Category 8

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- a) is of the type whose contracts with the City of Berkeley are monitored by the Department of Health, Housing and Community Services or which receives funds under contract with the City of Berkeley to serve the social welfare needs of the people of the Berkeley; or
- b) is of the type which manufactures, distributes, sells or otherwise provides goods or services of the type utilized by the designated employee's division of the Department of Health, Housing and Community Services

Category 9

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment, or in which they are a director, officer, partner, trustee, employee or hold any position of management; any interest in real property within one-fourth mile of any Berkeley Senior Center and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which receives funds under contract with the City of Berkeley to:

- a) Serve the social welfare needs of the people of Berkeley; or
- b) Provide health services, including but not limited to emergency services, care for chronic or communicable diseases, and mental health; or
- c) Provide services to the aging; or
- d) Lease, own, or operate real property of the type suitable for the program or services under the supervision of the designated employee; or of the type suitable to be leased, owned, or operated by the City of Berkeley for community services programs under the supervision of the designated employee.

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HUMAN RESOURCES DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|---|------------------------------|
| Director of Human Resources | 1 |
| Human Resources Manager | 1 |
| Equal Employment, Opportunity & Diversity Officer | 1 |
| Employee Relations Manager | 1 |
| Occupational Health and Safety Officer | 2, 3 |
| Occupational Health and Safety Specialist | 3 |
| Senior Human Resources Analyst | 2, 3 |
| Training Officer | 2 |
| Worker's Compensation Analyst | 3 |
| Benefits | |
| Associate Human Resources Analyst | 3 |

Disclosure Categories

Category 1

Designated employees in this category shall disclose all business entities and non-profit organizations in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property and all sources of income, including gifts, loans and travel payments.

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**Human Resources Department Appendix
Page 2**

Disclosure Categories (Continued)

Category 2

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) is a labor union; or
- (b) is of the type which has provided the Human Resources Department within the previous two years with testing materials or services, or with services of any other kind including but not limited to consultant services or medical examination services; or
- (c) provides training, organizational development or facilitator services.

Category 3

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which provides insurance of any kind, including but not limited to workers' compensation, health, life or liability insurance or related services.

DEPARTMENT OF INFORMATION TECHNOLOGY APPENDIX

| Designated Employees | Disclosure Categories |
|---------------------------------------|------------------------------|
| Director of Information Technology | 1 |
| Senior Management Analyst | 1 |
| Senior Systems Analyst | 1 |
| Senior Information Systems Specialist | 1 |
| Customer Service Manager | 1 |
| Information Systems Manager | 1 |
| Application Programmer Analyst II | 1 |
| Information Security Manager | 1 |
| Database Administrator | 1 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities, and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

LIBRARY DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|-----------------------------|------------------------------|
|-----------------------------|------------------------------|

Administration Services

| | |
|--|---|
| Director of Library Services | 1 |
| Deputy Director of Library Services | 1 |
| Administrative & Fiscal Services Manager | 1 |

Circulation Services Division

| | |
|------------------------------|---|
| Circulation Services Manager | 1 |
|------------------------------|---|

Children's/Neighborhood Services Division

| | |
|--------------------------|---|
| Library Services Manager | 1 |
|--------------------------|---|

Technical Services & Information Technology

| | |
|---|---|
| Library Information Systems Administrator | 1 |
| Library Services Manager | 1 |

Maintenance Division

| | |
|--|---|
| Senior Building Maintenance Supervisor | 1 |
|--|---|

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

EXHIBIT A-10

MAYOR AND COUNCIL DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|--|------------------------------|
| Mayor | 1 |
| City Councilmembers | 1 |
| Chief of Staff | 1 |
| Assistant to the Mayor | 1 |
| Legislative Assistant/Administrative Assistant | 1 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

EXHIBIT A-11

OFFICE OF THE DIRECTOR OF POLICE ACCOUNTABILITY APPENDIX

Designated Employees

Disclosure Categories

Police Accountability Commission Staff

| | |
|---------------------------------------|---|
| Director of Police Accountability | 1 |
| Police Review Commission Officer | 1 |
| Police Review Commission Investigator | 1 |

Disclosure Category

Category 1

Designated employees assigned to this category shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization, or source of income:

- (a) manufactures, distributes, sells or otherwise markets weapons, ammunition, or other law enforcement equipment;
- (b) is of the type which offers law enforcement training courses considered by the Police Accountability Board and Office of the Director of Police Accountability; or
- (c) is a member of the Berkeley Police Department.

EXHIBIT A-12

PARKS, RECREATION & WATERFRONT DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|--|------------------------------|
| Office of the Director | |
| Director of Parks, Recreation and Waterfront | 1 |
| Deputy Director | 1 |
| Senior Management Analyst | 1 |
| Associate Civil Engineer | 1 |
| Supervising Civil Engineer | 1 |
| Capital Improvement Programs Manager | 1 |
| Assistant Civil Engineer (Registered) | 1 |
| Parks Division | |
| Parks Superintendent | 1 |
| Senior Forestry Supervisor | 2, 3 |
| Senior Landscape Gardener Supervisor | 2, 3 |
| Building Maintenance Supervisor | 2, 3 |
| Senior Building Maintenance Supervisor | 2, 3 |
| Recreation Division | |
| Recreation and Youth Services Manager | 1 |
| Camp Manager | 2, 3, 4 |
| Recreation Program Supervisor | 1 |
| Aquatics Facilities Supervisor | 3 |
| Recreation Coordinator | 3 |

EXHIBIT A-13

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**Parks, Recreation and Waterfront Department Appendix
Page 2**

Designated Employees

Disclosure Categories

Recreation Division (Continued)

| | |
|----------------------|---|
| Aquatics Coordinator | 3 |
|----------------------|---|

Waterfront Division

| | |
|--------------------|---|
| Waterfront Manager | 1 |
|--------------------|---|

| | |
|--------------|------|
| Harbormaster | 3, 5 |
|--------------|------|

| | |
|-----------------------|------|
| Waterfront Supervisor | 2, 5 |
|-----------------------|------|

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which manufactures, distributes, sells, leases or otherwise provides the Parks, Recreation & Waterfront Department with:

(a) goods of any kind, including but not limited to heavy equipment, vehicles, machinery, tools, fuel products or other equipment; or

(b) services of any kind, including but not limited to building or construction services and consultant services.

EXHIBIT A-13

**Parks, Recreation and Waterfront Department Appendix
Page 3**

Disclosure Categories (Continued)

Category 3

Designated employees assigned to this category, shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells, leases or otherwise provides goods, equipment, machinery, supplies or services of the type used by the division or program of the Parks, Recreation & Waterfront Department to which the designated employee is assigned.

Category 4

Designated employees assigned to this category shall disclose all interests in real property. In addition, they shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) owns, operates or manages real property; or
- (b) is a utility; or
- (c) is in the building or construction industry, including but not limited to architects, engineers, building construction contractors or subcontractors, materials suppliers, or consultants.

Category 5

Designated employees assigned to this category shall disclose:

- (a) all interests in real property located on or within one-fourth mile of the Berkeley Waterfront, including any leasehold interest in berths at the Berkeley Marina; and
- (b) any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee or employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:
 - (i) is located on the Berkeley Waterfront;

**Parks, Recreation and Waterfront Department Appendix
Page 4**

Disclosure Categories

Category 5 (Continued)

- (ii) has an interest in real property on the Berkeley Waterfront; or does business, has done business within the previous two years, plans to do business on the Berkeley Waterfront, including but not limited to architects, engineers, real estate developers, building contractors, lawyers and others involved in projects or proposals on the Berkeley Waterfront.

PLANNING AND DEVELOPMENT DEPARTMENT APPENDIX

Designated Employees **Disclosure Categories**

Office of the Director / Administration

| | |
|--|------|
| Director of Planning and Development | 1 |
| Administrative and Fiscal Services Manager | 1 |
| Associate Management Analyst | 1 |
| Assistant Management Analyst | 1 |
| Community Services Specialist II | 2, 4 |

Permit Service Center

| | |
|---------------------------|------|
| Permit Center Coordinator | 1 |
| Senior Permit Specialist | 2, 4 |
| Permit Specialist | 2, 4 |

Land Use Planning Division

| | |
|---------------------------|---|
| Land Use Planning Manager | 1 |
| Principal Planner | 1 |
| Senior Planner | 1 |
| Associate Planner | 1 |
| Assistant Planner | 1 |
| Planning Technician | 1 |

Building and Safety Division

| | |
|---------------------------------------|---|
| Building and Safety Manager | 1 |
| Assistant Building and Safety Manager | 1 |

EXHIBIT A-14

**Planning and Development Department Appendix
Page 2**

| Designated Employees | Disclosure Categories |
|---|------------------------------|
| Building and Safety Division (Continued) | |
| Resilient Buildings Program Manager | 1 |
| Supervising Building Inspector | 2, 4 |
| Senior Building Inspector | 2, 4 |
| Building Inspector I & II (Certified) | 2, 4 |
| Building Plans Engineer | 2, 4 |
| Senior Building Plans Engineer | 2, 4 |
| Building Plans Examiner | 2, 4 |
| Senior Building Plans Examiner | 2, 4 |
| Community Services Specialist I & II | 2, 4 |
| Toxics Management Division | |
| Hazardous Materials Manager | 1 |
| Hazardous Materials Specialist I & II | 3 |
| Office of Energy and Sustainable Development | |
| Energy Program Manager | 1 |
| Associate Management Analyst | 2, 4 |
| Community Services Specialist I, II, & III | 2, 4 |
| Housing Code Enforcement | |
| Assistant Management Analyst | 1 |
| Housing Inspector | 1 |

EXHIBIT A-14

**Planning and Development Department Appendix
Page 3**

Designated Employees

Disclosure Categories

Housing Code Enforcement (Continued)

| | |
|-------------------------------|---|
| Housing Inspector (Certified) | 1 |
| Housing Inspector Supervisor | 1 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose all interests in real property. In addition, they shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income has an interest in real property or is in the building and construction industry, including but not limited to architects, developers, contractors, sub-contractors, materials suppliers or consultants.

Category 3

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) produces, uses, collects or disposes of hazardous and toxic materials; or
- (b) provides consulting services in the areas of source reduction and recycling, and the management, treatment and disposal of hazardous wastes and materials.

**Planning and Development Department Appendix
Page 4**

Disclosure Categories (Continued)

Category 4

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) manufactures, distributes, sells installs or otherwise markets equipment for energy conservation or alternative energy development; or
- (b) provides services, including but not limited to design, repair, advocacy or consultation services, in the areas of energy conservation or alternative energy development.

POLICE DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|--|------------------------------|
| Chief of Police | 1 |
| Administrative & Fiscal Services Manager | 1 |
| Police Captain | 1 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

PUBLIC WORKS DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|---|------------------------------|
| Office of the Director | |
| Director of Public Works | 1 |
| Deputy Director of Public Works | 1 |
| Senior Management Analyst | 2 |
| Associate Management Analyst | 2 |
| Administrative & Fiscal Services Manager | 1 |
| Assistant Management Analyst | 2 |
| Disability Services Specialist | 2, 4 |
| Community Development Project Coordinator | 1, 4 |
| Public Works Operations Manager | 1, 4 |
| Solid (Zero) Waste and Recycling Manager | 1, 5 |
| Occupational Health and Safety Officer | 2, 3 |
| Engineering Division | |
| Manager of Engineering | 1, 4 |
| Assistant Management Analyst | 3 |
| Associate Civil Engineer | 2, 4 |
| Engineering Inspector | 2, 6 |
| Senior Engineering Inspector | 2, 6 |
| Chief of Party | 2 |
| Assistant Public Works Engineer | 2 |
| Junior Public Works Engineer | 2 |

EXHIBIT A-16

**Public Works Department Appendix
Page 2**

Designated Employees

Disclosure Categories

Engineering Division (Continued)

| | |
|---------------------------------------|---------|
| Assistant Civil Engineer (Registered) | 2, 4 |
| Supervising Civil Engineer | 1, 4, 6 |
| Senior Drafting Technician | 2, 4 |
| Building Inspector | 1, 6 |
| Senior Building Inspector | 2, 6 |
| Environmental Compliance Specialist | 2, 4 |

Transportation Division

| | |
|-----------------------------------|------|
| Deputy Director of Public Works | 1 |
| Principal Planner | 1 |
| Senior Planner | 1 |
| Associate Planner | 1 |
| Assistant Planner | 2, 4 |
| Parking Services Manager | 2 |
| Supervising Traffic Engineer | 1, 4 |
| Associate Transportation Engineer | 2, 4 |
| Assistant Transportation Engineer | 2, 4 |
| Associate Civil Engineer | 2, 4 |
| Assistant Management Analyst | 2 |
| Traffic Maintenance Supervisor | 2 |

EXHIBIT A-16

**Public Works Department Appendix
Page 3**

Designated Employees

Disclosure Categories

Transportation Division (Continued)

| | |
|---|---|
| Parking Meter Maintenance and Collection Supervisor | 2 |
| Senior Public Works Supervisor | 3 |

Zero Waste Division

| | |
|--|---------|
| Solid (Zero) Waste and Recycling Manager | 1, 5 |
| Senior Solid (Zero) Waste Supervisor | 2 |
| Recycling Program Manager | 3, 5 |
| Solid (Zero) Waste Supervisor | 3, 5 |
| Public Works (Zero Waste) Operations Manager | 1, 4, 5 |
| Environmental Compliance Specialist | 1 |
| Field Representative | 2 |
| Associate Management Analyst | 2 |

Facilities Management Division

| | |
|--|------|
| Environmental Compliance Specialist | 3, 7 |
| Facilities Maintenance Superintendent | 2, 6 |
| Senior Building Maintenance Supervisor | 3, 6 |
| Building Maintenance Supervisor | 3, 6 |
| Senior Electrical Supervisor | 1, 4 |
| Lead Communications Technician | 1 |

EXHIBIT A-16

**Public Works Department Appendix
Page 4**

Designated Employees

Disclosure Categories

Equipment Maintenance

| | |
|--------------------------------------|------|
| Equipment Maintenance Superintendent | 2, 4 |
| Senior Equipment Supervisor | 3 |

Streets Division

| | |
|---|------|
| Public Works Maintenance Superintendent | 2 |
| Senior Public Works Supervisor | 3 |
| Assistant Management Analyst | 2, 4 |
| Public Works Supervisor | 3 |
| Sewer Maintenance Assistant Supervisor | 3 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which manufactures, distributes, sells, leases or otherwise provides goods or services of the type used by any division or program of the Public Works Department.

**Public Works Department Appendix
Page 5**

Disclosure Categories (Continued)

Category 3

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells, leases or otherwise provides goods, equipment, machinery, supplies or services of the type used by the division or program of the Public Works Department to which the designated employee is assigned.

Category 4

Designated employees assigned to this category shall disclose all interests in real property. In addition, they shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) owns, operates or manages real property; or
- (b) is a utility; or
- (c) is in the building or construction industry, including but not limited to architects, engineers, building construction contractors or subcontractors, materials suppliers, or consultants.

Category 5

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which:

- (a) collects or hauls solid waste;
- (b) builds or operates any solid waste disposal facility, transfer or processing station or resource recovery facility;
- (c) engages in solid waste recycling activities; or

**Public Works Department Appendix
Page 6**

Disclosure Categories

Category 5 (Continued)

- (d) acts as a consultant to entities or organizations engaged in the above activities.

Category 6

Designated employees assigned to this category shall disclose any interest in real property located in an area of Berkeley in which the utility lines have not been undergrounded. In addition, they shall disclose business entities, or non-profit organizations, in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity or source of income is a public utility company which does any work related to the provision of utility services, is a construction company or subcontractor of such company or has an interest in real property in an area of Berkeley in which the utility lines have not been undergrounded.

Category 7

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) produces, uses, collects, stores, or disposes of hazardous or toxic materials; or
- (b) provides consulting services in the areas of source reduction or recycling, or the management, treatment or disposal of hazardous wastes or materials.

RENT STABILIZATION BOARD APPENDIX

| Designated Officials | Disclosure Categories |
|-------------------------------|------------------------------|
| Commissioners (Board Members) | 1, 2, 3 |

| Designated Employees | Disclosure Categories |
|-----------------------------------|------------------------------|
| Executive Director | 1, 2, 3 |
| Deputy Director | 1, 2, 3 |
| Assistant Management Analyst | 2, 3 |
| Associate Management Analyst | 2, 3 |
| Senior Management Analyst | 2, 3 |
| Community Services Specialist II | 2, 3 |
| Community Services Specialist III | 2, 3 |
| Senior Hearing Examiner | 2, 3 |
| Hearing Examiners | 2, 3 |
| General Counsel | 1, 2, 3 |
| Staff Attorneys II & III | 1, 2, 3 |
| Senior Planner | 2, 3 |
| Associate Planner | 2, 3 |

EXHIBIT A-17

RENT STABILIZATION BOARD APPENDIX

Page 2

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose:

- (a) All investment and interest in, and all sources of income from real property including but not limited to ownership, sale, management, transfer or exchange.
- (b) All investments in and sources of income, including gifts, loans and travel payments from entities which own, sell, manage, transfer or exchange real property.
- (c) Any management position including but not limited to a director, officer, partner or trustee in any business entity or non-profit organization subject to or potentially affected by the regulatory authority of the Rent Board.
- (d) The assuming office statement shall disclose all interests and dealings in real property, including but not limited to ownership, sale, management, transfer or exchange, and interests in entities whose primary purpose is the ownership, sale, management, transfer or exchange of real property, during the previous three years.

Category 2

Designated employees assigned to this category shall disclose:

- (a) All investments and interests in and all sources of income from real property, including but not limited to ownership, sale, management, transfer or exchange, subject to the regulatory authority of the Rent Board.
- (b) All investments and business positions in and sources of income, including gifts, loans and travel payments from entities which own, sell, manage, transfer or exchange real property, subject to the regulatory authority of the Rent Board.

Category 3

Designated employees assigned to this category shall disclose investments and business positions in business entities, non-profit organizations and sources of income, including gifts, loans and travel payments of the type which, within the past two years, have contracted with the City of Berkeley to provide services, supplies, materials, machinery or equipment to the Board.

EXHIBIT A-17

RETIRED ANNUITANT APPENDIX

Designated Employees

Disclosure Categories

Retired Annuitants who perform the same or substantially all the same duties for the City that would otherwise be performed by an individual holding a designated position in the City's Conflict of Interest Code.

*

Disclosure Categories

*Disclosure required at the same level as the comparable designated position identified elsewhere in this Code.

ANIMAL CARE COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- a) provides services, goods, or equipment related to the care, treatment or control of animals; or
- b) does business, has done business within the previous two years, or plans to do business with any city owned animal shelter, including but not limited to architects, engineers, building contractors, lawyers and others involved in projects or proposals connected with the building or modification of any City owned animal shelter.

EXHIBIT B-1

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BERKELEY ENERGY COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee, or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income is of the type which:

- (1) is engaged in the building construction trades;
- (2) manufactures, distributes, sells, installs, or otherwise markets equipment for energy conservation or alternative energy development; or
- (3) provides services, including but not limited to design, repair, advocacy, financial, or consultation services, in the areas of energy conservation or alternative energy development.

BOARD OF LIBRARY TRUSTEES APPENDIX

Designated Officials

Members of the Board

Disclosure Category

Members of the Board shall disclose any interest in real property within a 1/2 mile of any Berkeley municipal library. In addition, members of the Board shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel-payments; if the business entity, non-profit organization, or source of income is of the type which:

- (a) manufactures, repairs, distributes, sells, leases or otherwise markets library materials and equipment including, but not limited to, books, periodicals, art slides or prints, records, and cataloguing equipment or systems; or
- (b) has contracted with the Berkeley Library Department within the previous two years to provide any other kinds of goods or services to the Department.

EXHIBIT B-3

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CANNABIS COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose:

- (1) All interests in real property located in the City of Berkeley; and
- (2) Any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization or source of income is of the type which:
 - a) manufactures, distributes, sells, installs, or otherwise markets equipment or supplies for cultivation or consumption of the plant Cannabis sativa L. or any of its derivatives; or
 - b) operates any cannabis business or organization, including collectives and dispensaries; or
 - c) engages in activities or provides services that involve planting, cultivating, harvesting, transporting, dispensing, delivering, selling at retail or wholesale, manufacturing, compounding, converting, processing, preparing, storing, packaging, or testing, any part of the plant Cannabis sativa L. or any of its derivatives.

EXHIBIT B-4

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CHILDREN, YOUTH, AND RECREATION COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All Members of the Commission shall disclose:

- (a) all interests in business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization or source of income is related to the work in the field of early childhood development, education, childcare, recreational programs and activities, and

- (b) all interests in real property within $\frac{1}{4}$ mile of any Berkeley park, mini-park or municipal recreation facility or within $\frac{1}{4}$ mile of any open space suitable for development into a park or mini-park.

CIVIC ARTS COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities, and non-profit organizations in which they have an investment, or in which they are a director, officer, partner, employee, or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (1) has applied for, is receiving, or within the previous two years has received, funds through the City to advance the Arts in Berkeley;
- (2) has profited from the creation, production, sale, or display of any artistic endeavor;
or
- (3) has provided services, goods, or equipment to artistic endeavors.

EXHIBIT B-6

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COMMISSION ON AGING APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization or source of income has applied for, is receiving or within the previous two years has received funds through the City of Berkeley to provide services to the aging. In addition, members of the Commission shall disclose any interest in real property located within 1/4 mile of any of the Berkeley Senior Centers.

COMMISSION ON DISABILITY APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities and non-profit organizations in which they hold an investment or in which they are a director, officer, partner, trustee, employee or have any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income within the previous two years has provided services, goods, or equipment to disabled persons.

EXHIBIT B-8

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COMMISSION ON LABOR APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (1) is a union or other organization which represents or has sought to represent employees or management in collective bargaining; or
- (2) has applied for, is receiving, or within the previous two years has received funds through the City of Berkeley to provide services to organizations whose purpose is to serve the legal rights and economic interests of labor.

COMMUNITY ENVIRONMENTAL ADVISORY COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (a) produces, uses, collects or disposes of hazardous and toxic materials; or
- (b) provides consulting services in the areas of source reduction and recycling, and the management, treatment and dispersal of hazardous wastes and materials.

COMMUNITY HEALTH COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities or non-profit organizations in which they have an investment or are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity or non-profit organization provides goods or services relating in any way to the provision, administration or financing of health care or health planning, education and information.

DESIGN REVIEW COMMITTEE APPENDIX

Designated Officials

Members of the Committee

Disclosure Category

All members of the committee shall disclose any interest in real property consisting in whole or in part of a building located in any commercially zoned area in the City of Berkeley. In addition, members of the Committee shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income has an interest in real property consisting in whole or in part of a building located in a commercially zoned area; derives income from the sale of construction supply materials; or performs construction services or renovation services including landscaping, architectural, and interior decorating.

DISASTER AND FIRE SAFETY COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose all interests in real property located in the City of Berkeley.

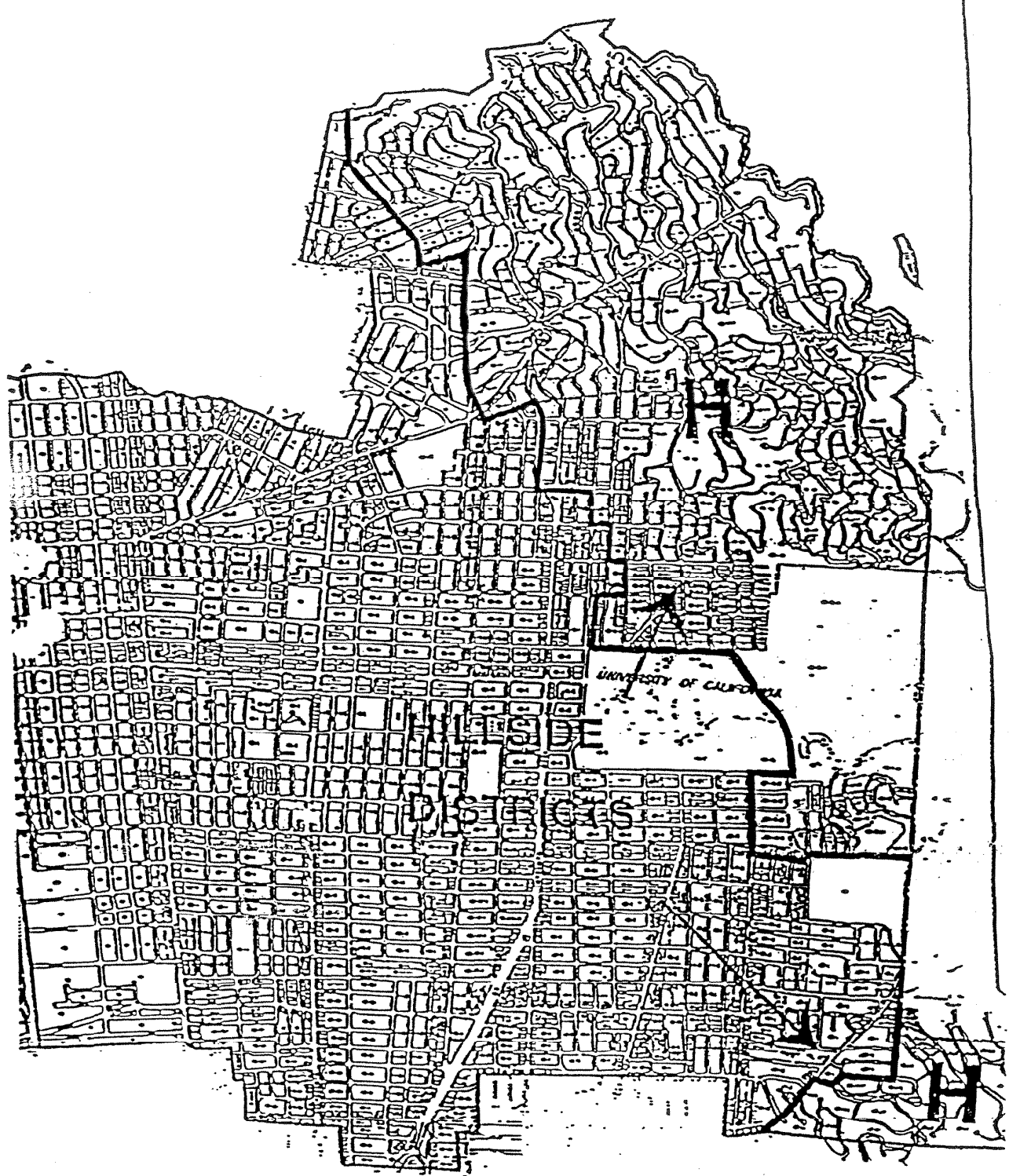
In addition, members of the Commission shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee, or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income is of the type which:

- a) manufactures, distributes, sells, leases, or otherwise provides goods or services that may be used in planning, preparing for or responding to a disaster or emergency as defined in BMC Ch. 2.88.020;
- b) provides consulting services in the areas of disaster management or disaster preparedness;
- c) offers disaster preparedness, fire service, or emergency medical services training courses;
- d) acts as a consultant to organizations engaged in fire inspection, fire prevention, code enforcement, chipper and debris removal, landscaping or any other fire preparedness service.
- e) provides architectural, engineering or construction work in the areas of seismic retrofitting, upgrades or disaster recovery.

EXHIBIT B-13

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ATTACHMENT A TO DISASTER AND FIRE SAFETY COMMISSION

**ELMWOOD BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD APPENDIX**

Designated Officials

Members of the Board

Disclosure Category

All members of the Board shall disclose all interests in real property located in or within one mile of the Elmwood Business Improvement District as defined in Attachment A to this Appendix, and any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income; if the business entity, non-profit organization, or source of income is:

- (a) located in or within one mile of the Elmwood Business Improvement District;
- (b) has an interest in real property located in or within one mile of the Elmwood Business Improvement District; or
- (c) does business, has done business within the previous two years, or plans to do business in or within one mile of the Elmwood Business Improvement District, including but not limited to architects, engineers, real estate developers, building contractors, lawyers and others involved in projects or proposals located in or within one mile of the Elmwood Business Improvement District.

EXHIBIT B-14

ATTACHMENT A

**ELMWOOD BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD APPENDIX**

7.84.030 Boundaries of district.

The boundaries of the District are as specified in this section and in the District's Boundary Map attached to the ordinance codified in this chapter and on file with the office of the City Clerk.

Western Boundary. A line connecting the western edge of all parcels fronting on the western side of College Avenue in the C-E zoning district from 2832 College to 2992 College but including the City-owned Elmwood parking lot that is accessed from Russell Street, and addresses on Ashby from 2629 to 2648. The parcels along the western boundary are as follows:

Assessor's Book 053:

Block 1695: Parcels 11, 12-1, and 12-2.

Assessor's Book 052:

Block 1568: Parcels 3, 4-1, 5-1, 5-2, 6-2, 7, 9, 11-1, 12-1, 49, 50, 51, 52, 53, 55, and 56.

Block 1573: Parcels 2, 4-1, 6, 14, 15, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, and 103.

Eastern Boundary. A line connecting the eastern edge of all parcels fronting on the eastern side of College Avenue from 2887 College Avenue to 2999 College Avenue and 2701 Webster Street. The parcels along the eastern boundary are as follows:

Assessor's Book 053:

Block 1696: Parcel 15.

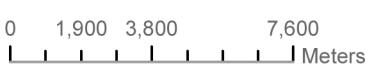
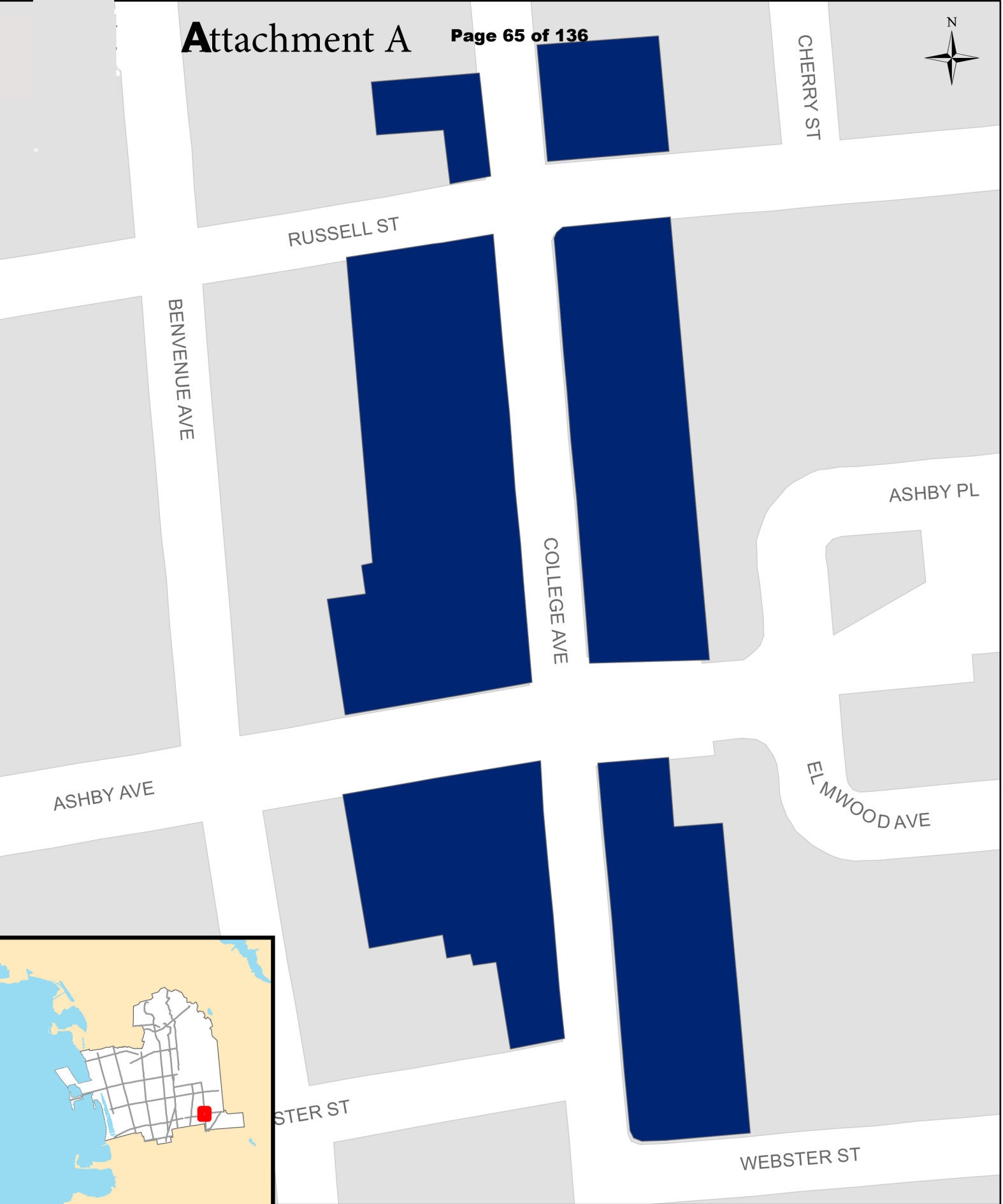
Assessor's Book 052:

Block 1567: Parcels: 16, 17, 18, 19, 20, 21, 22, 23, 24, 62, 63, 64, 66, 67, 68, 87, 88, 89, 90, and 91.

Southern Boundary. Webster Street.

Northern Boundary. A line connecting the northern edge of parcel 053-1695-011 (2832 College) on the western side of College and the northern edge of parcel 053-1696-015 (2887 College) on the eastern side of College. (Ord. 7317-NS § 3 (part), 2013)

EXHIBIT B-14



ELMWOOD BUSINESS IMPROVEMENT DISTRICT

September 10, 2013

FAIR CAMPAIGN PRACTICES COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income is required to file campaign reports under the Berkeley Election Reform Act of 1974, or acts as a consultant on campaign matters.

HOMELESS COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the commission shall disclose all interests in real property located in the City of Berkeley.

In addition, members of the commission shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (1) is engaged in serving the social welfare needs of the homeless in the City of Berkeley;
- (2) owns or manages real property in Berkeley; or
- (3) derives income from the sale of construction supply materials, or performs construction services or renovation services, including landscaping, architectural, and interior decorating.

HOMELESS SERVICES PANEL OF EXPERTS

Designated Officials

Members of the Commission

Disclosure Category

All members of the commission shall disclose all interests in real property located in the City of Berkeley.

In addition, members of the commission shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (1) is engaged in serving the housing or social welfare needs of the homeless in the City of Berkeley;
- (2) owns or manages real property in Berkeley; or
- (3) derives income from the sale of construction materials, or performs construction or renovation services, including landscaping, architectural, and interior decorating.

EXHIBIT B-17

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HOUSING ADVISORY COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Board shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments..

HUMAN WELFARE AND COMMUNITY ACTION COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities and non-profit organizations in which they have an investment or are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization or source of income is of the type which receives funds under contract with the City of Berkeley to serve the social welfare needs of the people of Berkeley.

INDEPENDENT REDISTRICTING COMMISSION

Designated Officials

Members of the Commission

Disclosure Categories

Members of the Commission shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

EXHIBIT B-20

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JOINT POWERS FINANCING AUTHORITY APPENDIX

Designated Officials

Members of the Authority

Disclosure Category

Members of the Authority shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

**JOINT SUBCOMMITTEE ON THE IMPLEMENTATION OF STATE HOUSING LAWS
APPENDIX**

Designated Officials

Members of the Commission

Disclosure Category

All members of the Board shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

LANDMARKS PRESERVATION COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose any interest in real property located in the City of Berkeley consisting in whole or in part of a building more than 40 years old. In addition, members of the Commission shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income has an interest in real property located in the City of Berkeley consisting in whole or in part of a building more than 40 years old.

LOAN ADMINISTRATION BOARD APPENDIX

Designated Officials

Members of the Board

Disclosure Category

All members of the Board shall disclose all business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

MENTAL HEALTH COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities and non-profit organizations in which they have an investment or are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income is of the type which has received mental health funds administered by the City of Berkeley.

In addition, members of the Commission shall disclose any interest in real property located within 1/4 mile of any clinical mental health site operated by the City of Berkeley or supported in whole or in part by funds administered by the City of Berkeley.

PARKS AND WATERFRONT COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All Members of the Commission shall disclose:

- (a) all interest in real property within $\frac{1}{4}$ mile of any Berkeley park, mini-park or municipal recreation facility or within $\frac{1}{4}$ mile of any open space suitable for development into a park or mini-park; and
- (b) any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income is engaged in park design, construction, maintenance or renovation or in the manufacture, distribution or repair of park, recreation or playground equipment; and
- (c) all interests in real property located on or within $\frac{1}{4}$ mile of the Berkeley Waterfront, including any leasehold interest in berths at the Berkeley Marina; and
- (d) any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization or source of income:
 - i. is located on the Berkeley Waterfront;
 - ii. has an interest in real property on the Waterfront; or
 - iii. does business, has done business within the previous two years, or plans to do business on the Berkeley Waterfront, including but not limited to architects, engineers, real estate developers, building contractors, lawyers and others involved in projects or proposals on the Berkeley Waterfront.

EXHIBIT B-26

PEACE AND JUSTICE COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities, non-profit organizations, and financial institutions in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (1) has applied for, is receiving or within the previous two years has received funds through the City of Berkeley to serve the goal of creating a world community in which the relations between people are based on equality and respect for human rights, or the abhorrence of exploitation and oppression;
- (2) has profited from the manufacture, sale, development, or testing of any weapon, or any device, substance, chemical, or geological agent, which is designed or used principally as a means of individual or mass destruction; or
- (3) is from individuals who control or serve as directors of financial institutions.

EXHIBIT B-27

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PERSONNEL BOARD APPENDIX

Designated Officials

Members of the Board

Disclosure Category

All members of the Board shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or the source of income is:

- (1) a union or other organization which represents or has sought to represent employees in collective bargaining; or
- (2) a health plan, an insurance company, or a financial institution offering services of the type made available as fringe benefits to unrepresented employees of the City of Berkeley.

PLANNING COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

POLICE ACCOUNTABILITY BOARD APPENDIX

Designated Officials

Members of the Board

Disclosure Category

All members of the Board shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (a) manufactures, distributes, sells or otherwise markets weapons, ammunition, or other law enforcement equipment;
- (b) is of the type which offers law enforcement training courses considered by the Commission; or
- (c) is a member of the Berkeley Police Department.

EXHIBIT B-30

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PUBLIC WORKS COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all sources of income, including gifts, loans, and travel payments; and all interests in real property located in the City of Berkeley.

EXHIBIT B-31

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REIMAGINING PUBLIC SAFETY TASK FORCE

Designated Officials

Members of the Task Force

Disclosure Categories

All members of the Task Force shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

EXHIBIT B-32

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**SOLANO AVENUE BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD APPENDIX**

Designated Officials

Board Members

Disclosure Category

All members of the Board shall disclose all interests in real property located on or within one mile of the Solano Avenue Business Improvement District as defined in Attachment A to this Appendix, and any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income; if the business entity, non-profit organization, or source of income is:

- (a) located in or within one mile of the Solano Avenue Business Improvement District;
- (b) has an interest in real property located in or within one mile of the Solano Avenue Business Improvement District; or
- (c) does business, has done business within the previous two years, or plans to do business in or within one mile of the Solano Avenue Business Improvement District, including but not limited to architects, engineers, real estate developers, building contractors, lawyers and others involved in projects or proposals located in or within one mile of the Solano Avenue Business Improvement District.

EXHIBIT B-33

ATTACHMENT A

SOLANO AVENUE BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD APPENDIX

Boundaries of the Solano Avenue Business Improvement District

ZONE A

Includes all businesses on real estate parcels with frontage on Solano Avenue or in the C-SO zone between The Alameda and the Berkeley/Albany line.

Northern Boundary:

A line connecting the northern edges of all parcels fronting on the northern side of Solano Avenue or in the C-SO zone from the Albany Town Line to The Alameda. The parcels along the northern boundary are as follows:

Assessor's Map 62:

Block 2848: Parcels 13 and 14

Block 2870: Parcels 16,17-2, 18,19 and 20

Block 2872: Parcels 17,18,19, 20, 21, 22, 23, 24, 25 and 26

Block 2871: Parcels 7-2, 10, 11, 12-1, 15-1, 16-1, 19, 20, 21 and 22

Assessor's Map 61:

Block 2602: Parcels 2, 3-1, 3-2, 4, 5, 5-1, 6, 8, 9, 33-1, 35-4, 37, 38, 40-1, 43-1,44-1, 45, 46, 47, 48, 49, 50 and 51

Eastern Boundary

The western edge of The Alameda

Southern Boundary

1. A line connecting the southern edges of all parcels fronting on the southern side of Solano Avenue or in the C-SO zone from The Alameda to the Albany Town Line. The parcels along the southern boundary are as follows:

Assessor's Map 61

Block 2603: Parcels 1,3-3 and 4

Block 2611: Parcels 1-2, 4, 25-3, 25-4 and 28-1

Block 2612: Parcels 1 and 2

Block 2613: Parcels 1-1, 5-1 and 6

Block 2614: Parcels 1, 2, 3, 4 and 22 through 28

2. The northern edge of Solano Avenue from Tulare Avenue to a point approximately 100 feet west of Neilson Street.

EXHIBIT B-33

ATTACHMENT A

SOLANO AVENUE BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD APPENDIX

Western Boundary

The Albany Town Line

ZONE B

Includes all businesses within the boundaries of the District on parcels not fronting on Solano Avenue between The Alameda and the Berkeley/Albany line or in the C-SO zone. The boundaries of the Zone B areas are as follows:

Area 1

A line around the three parcels immediately south of Zone A on the western edge of The Alameda. This area includes the following parcels:

Assessor's Map 61

Block 2603: Parcels 5, 6, and 7

Area 2

A line around the block enclosed by the eastern edge of The Alameda, the southern edge of Solano Avenue, the western edge of Contra Costa Avenue and the northern Edge of Los Angeles Avenue. This area includes the following parcels:

Assessor's Map 61

Block 2575: Parcels 40-1, 41, 42, 43 and 44

Area 3

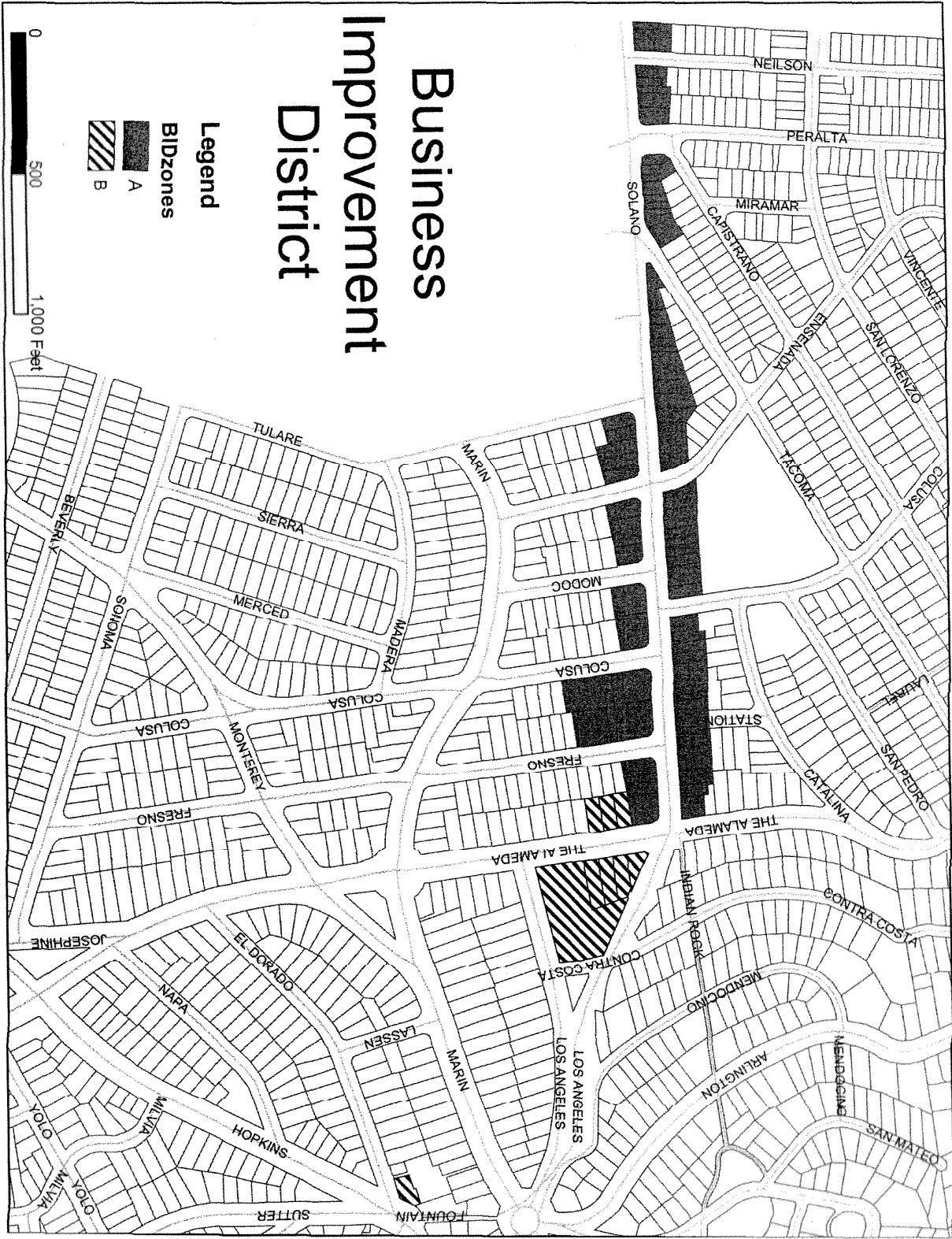
A line around Parcel 3-7, Block 2571, Assessor's Map 61

Business Improvement District

Legend

BIDzones

- A 
- B 



SUCCESSOR AGENCY APPENDIX

| Designated Officials and Employees | Disclosure Categories |
|---|------------------------------|
| Members of the Successor Agency | 1 |
| Staff of the Agency | 1 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans and travel payments.

SUGAR-SWEETENED BEVERAGE PRODUCT PANEL OF EXPERTS APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization or source of income:

- (1) provides services related to youth food and nutrition programs or school-based food and nutrition programs;
- (2) provides childhood nutrition education;
- (3) provides health care services that address diabetes, weight or other conditions that result from consumption of sugar; or
- (4) conducts public health research related to categories 1, 2 or 3 above.

Members of the Commission shall also disclose employment by or income from Berkeley Unified School District.

EXHIBIT B-35

G:\CLERK\CONFLICT CODE\Code Updates\2021 Code\Report\Exhibit B\B-35 Sugar Sweetened Beverage Product Panel of Experts.docx
10/21

**SUPPLEMENTAL RETIREMENT AND INCOME PLAN
“SRIP” COMMITTEE APPENDIX**

Designated Employees

Supplemental Retirement and Income Plan “SRIP” Committee Members and Alternates

Disclosure Category

All Supplemental Retirement and Income Plan “SRIP” Committee members shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

TRANSPORTATION COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

All members of the Commission shall disclose:

- (a) all interests in real property located in the City of Berkeley;
- (b) all business entities or non-profit organizations, in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and
- (c) all income, including gifts, loans, and travel payments; from (a) or (b) above, or from an individual who has an interest in real property located in the City of Berkeley or who owns or operates a business entity or non-profit organization.

ZERO WASTE COMMISSION APPENDIX

Designated Officials

Members of the Commission

Disclosure Category

Members of the Commission shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income is of the type which:

- (a) collects or hauls solid waste;
- (b) builds or operates any solid waste disposal facility, transfer or processing station or resource recovery facility;
- (c) engages in solid waste recycling activities; or
- (d) acts as a consultant to entities or organizations engaged in the above activities.

ZONING ADJUSTMENTS BOARD APPENDIX

Designated Officials

Members of the Board

Disclosure Categories

All members of the Board shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

CONSULTANTS APPENDIX¹

Designated Employees

Disclosure Categories

Consultants who make (not just recommend) governmental decisions, such as whether to approve a rate, rule, or regulation, whether to issue, deny, suspend, or revoke any permit, license, application, certificate or similar authorization, adopt or grant City approval to a plan, design, report, study, or adopt or grant City approval of policies, standards, or guidelines for the City or any subdivision thereof

1

Consultants who act in a staff capacity with the City, and in that capacity perform the same or substantially all the same duties for the City that would otherwise be performed by an individual holding a designated position in the City's Conflict of Interest Code.

Disclosure required at the same level as the comparable designated position identified elsewhere in this Code.

Category 1

Designated consultants assigned to this category shall disclose:

- (a) All business entities or non-profit corporations in which they are a director, officer, partner, trustee, employee or hold a position of management; interests in real property, investments; and income, including gifts, loans and travel payments.²
- (b) When the consultant is a corporation or partnership, only individuals from the firm that participate in City decisions or act in a staff capacity must file disclosure statements.

¹ Only consultants who make a governmental decision or act in a staff capacity as defined in 2 Cal. Code Regs. Section 18701, as amended from time to time, shall be subject to economic disclosure requirements.

² Consultants who make governmental decisions shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation:

The chief executive officer 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 the 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 chief executive 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.

EXHIBIT C

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

DEPARTMENTS

| <u>EXHIBIT</u> | <u>DEPARTMENT</u> |
|----------------|--|
| A-1 | Auditor's Department Appendix |
| A-2 | City Attorney's Office Appendix |
| A-3 | City Clerk Department Appendix |
| A-4 | City Manager's Department Appendix |
| A-5 | Finance Department Appendix |
| A-6 | Fire and Emergency Services Department Appendix |
| A-7 | Health, Housing and Community Services Department Appendix |
| A-8 | Human Resources Department Appendix |
| A-9 | Information Technology Department Appendix |
| A-10 | Library Department Appendix |
| A-11 | Mayor and Council Department Appendix |
| A-12 | Office of the Director of Police Accountability Appendix |
| A-13 | Parks, Recreation & Waterfront Department Appendix |
| A-14 | Planning and Development Department Appendix |
| A-15 | Police Department Appendix |
| A-16 | Public Works Department Appendix |
| A-17 | Rent Stabilization Board Appendix |
| A-18 | Retired Annuitant Appendix |

EXHIBIT D

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

BOARDS AND COMMISSIONS

| <u>EXHIBIT</u> | <u>COMMISSION</u> |
|----------------|--|
| B-1 | Animal Care Commission Appendix |
| B-2 | Berkeley Energy Commission Appendix |
| B-3 | Board of Library Trustees Appendix |
| B-4 | Cannabis Commission |
| B-5 | Children, Youth, and Recreation Commission Appendix |
| B-6 | Civic Arts Commission Appendix |
| B-7 | Commission on Aging Appendix |
| B-8 | Commission on Disability Appendix |
| B-9 | Commission on Labor Appendix |
| B-10 | Community Environmental Advisory Commission Appendix |
| B-11 | Community Health Commission Appendix |
| B-12 | Design Review Committee Appendix |
| B-13 | Disaster and Fire Safety Commission Appendix |
| B-14 | Elmwood Business Improvement District Advisory Board |
| B-15 | Fair Campaign Practices Commission Appendix |
| B-16 | Homeless Commission Appendix |
| B-17 | Homeless Services Panel of Experts |
| B-18 | Housing Advisory Commission Appendix |

EXHIBIT D

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

BOARDS AND COMMISSIONS cont'd

| <u>EXHIBIT</u> | <u>COMMISSION</u> |
|----------------|---|
| B-19 | Human Welfare and Community Action Commission Appendix |
| B-20 | Independent Redistricting Commission Appendix |
| B-21 | Joint Powers Financing Authority Appendix |
| B-22 | Joint Subcommittee on the Implementation of State Housing Laws |
| B-23 | Landmarks Preservation Commission Appendix |
| B-24 | Loan Administration Board Appendix |
| B-25 | Mental Health Commission Appendix |
| B-26 | Parks and Waterfront Commission Appendix |
| B-27 | Peace and Justice Commission Appendix |
| B-28 | Personnel Board Appendix |
| B-29 | Planning Commission Appendix |
| B-30 | Police Accountability Board Appendix |
| B-31 | Public Works Commission Appendix |
| B-32 | Reimagining Public Safety Task Force Appendix |
| B-33 | Solano Avenue Business Improvement District Advisory Board Appendix |
| B-34 | Successor Agency Appendix |
| B-35 | Sugar-Sweetened Beverage Product Panel of Experts |

EXHIBIT D

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

BOARDS AND COMMISSIONS cont'd

| <u>EXHIBIT</u> | <u>COMMISSION</u> |
|----------------|--|
| B-36 | Supplemental Retirement and Income Plan (SRIP) Committee Appendix |
| B-37 | Transportation Commission Appendix |
| B-38 | Zero Waste Commission Appendix |
| B-39 | Zoning Adjustments Board Appendix |

EXHIBIT D

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

CONSULTANTS

C

Appendix applies to all Consultants

EXHIBIT D

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CITY MANAGER'S DEPARTMENT APPENDIX

Designated Employees

Disclosure Categories

Administration

| | |
|---|-----------------------|
| City Manager | 1 |
| Deputy City Manager | 1 |
| Assistant City Manager | 1 |
| Assistant to the City Manager | 1 |
| Administrative Hearing Examiner | 1 |
| Senior Management Analyst | 1 |
| Associate Management Analyst | 1 |
| Assistant Management Analyst | 1 |
| Community Services Specialist III | 4 <u>2</u> |
| Digital Communications Coordinator | 1 |
| <u>Health Services Program Specialist</u> | <u>3</u> |

Animal Care Services

| | |
|----------------------------------|---|
| Animal Services Manager | 1 |
| Registered Veterinary Technician | 1 |

Code Enforcement Group

| | |
|-----------------------------|---|
| Code Enforcement Supervisor | 1 |
| Code Enforcement Officer | 1 |

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**City Manager’s Department Appendix
Page 2**

Designated Employees

Disclosure Categories

Office of Economic Development

| | |
|---|---|
| Manager of Economic Development | 1 |
| Economic Development Project Coordinator | 1 |
| Community Development Project Coordinator | 1 |
| Assistant Management Analyst | 1 |
| Civic Arts Coordinator | 1 |

Office of Budget and Fiscal Management

| | |
|---------------------------|---|
| Budget Manager | 1 |
| Senior Management Analyst | 1 |

~~**Police Review Commission Staff**~~

| | |
|--|--------------|
| Police Review Commission Officer | 3 |
| Police Review Commission Investigator | 3 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities, and non-profit organizations in which they have an investment or in which they are a director officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization

EXHIBIT A-4

or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by the division or program to which the designated employee is assigned.

Category 3

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by any division or program in the Department of Health, Housing and Community Services.

Category 3

~~Designated employees assigned to this category shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization, or source of income:~~

- ~~(a) ——— manufactures, distributes, sells or otherwise markets weapons, ammunition, or other law enforcement equipment;~~
- ~~(b) ——— is of the type which offers law enforcement training courses considered by the Police Review Commission; or~~
- ~~(c) ——— is a member of the Berkeley Police Department.~~

Category 4

~~Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments, business entities, and non-profit organizations whose sources of income is in the music, theater, dance or fine arts communities, including individual artists, arts organizations and other groups promoting the arts.~~

EXHIBIT A-4

FINANCE DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|-------------------------------------|-----------------------|
| Administration | |
| Director of Finance | 1 |
| Systems Accountant | 1 |
| Senior Systems Analyst | 1 |
| Accounting Division | |
| Accounting Manager | 1 |
| Senior Accountant | 2 |
| Treasury Division | |
| Revenue Development Supervisor | 1 |
| Revenue Development Specialist II | 1 |
| Treasury Manager | 1 |
| Revenue Collections Division | |
| Revenue Collection Manager | 1 |
| General Services Division | |
| General Services Manager | 1 |
| Senior Buyer | 1 |
| Buyer | 1 |
| <u>Contract Administrator</u> | <u>1</u> |

EXHIBIT A-5

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**Finance Department Appendix
Page 2**

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) is a financial institution or is otherwise eligible under state law to have city funds, including pension, retirement and deferred compensation funds, deposited with it or invested in it;
- (b) is of the type which has provided services, including but not limited to professional advice on investment, bond, tax or legal matters, to the Finance Department within the previous two years;
- (c) is subject to a City of Berkeley licensing requirement; or
- (d) provides real property sales or management services or owns or operates real property of the type leased or purchased by the City of Berkeley within the previous two years.

EXHIBIT A-5

HEALTH, HOUSING AND COMMUNITY SERVICES DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|----------------------|-----------------------|
|----------------------|-----------------------|

Office of the Director

| | |
|--|----------------|
| Administrative & Fiscal Services Manager | 1 |
| Associate Management Analyst | 2 |
| Director of Health, Housing & Community Services | 1 |
| Deputy Director of Health, Housing & Community Services | 1 |
| Senior Management Analyst | 2 |
| <u>Public Health Program Physician/Deputy Health Officer</u> | <u>1, 6</u> |
| <u>Community Services Specialist III</u> | <u>4, 6, 8</u> |
| <u>Community Services Specialist I</u> | <u>4, 6</u> |
| <u>Health Officer</u> | <u>1</u> |
| <u>Senior Health Services Program Specialist</u> | <u>4, 6</u> |
| <u>Senior Health Management Analyst</u> | <u>4, 6</u> |
| <u>Supervising Public Health Nurse</u> | <u>4, 6</u> |
| <u>Health Services Program Specialist</u> | <u>3</u> |
| <u>Accounting Office Specialist Supervisor</u> | <u>4</u> |
| <u>Epidemiologist</u> | <u>8</u> |

Aging Services Division

| | |
|-----------------------------------|------|
| Manager of Aging Services | 1 |
| Mental Health Clinical Supervisor | 4, 6 |
| Senior Citizen Center Director | 4, 6 |

EXHIBIT A-7

**Health, Housing and Community Services Department Appendix
Page 2**

Designated Employees

Disclosure Categories

Aging Services Division (Continued)

| | |
|---|------|
| Senior Health Services Program Specialist | 4, 6 |
| Transportation Services Coordinator | 4, 6 |

Housing and Community Services Division

| | |
|--|-----------------|
| Associate Management Analyst | 6 |
| Associate Planner | 8 |
| Community Development Project Coordinator | 1 |
| Manager of Housing and Community Services | 1 |
| Community Services Specialist I | 4, 8 |
| Community Services Specialist II, III | 8 |
| Employment Program Administrator | 1 |
| Senior Community Development Project Coordinator | 1 |
| Homeless Services Coordinator | 8 |
| Senior Management Analyst | 2 |
| Building Inspector I (Certified) | 1 |

Environmental Health

| | |
|--|---|
| Environmental Health Supervisor | 1 |
| Manager of Environmental Health | 1 |
| Registered Environmental Health Specialist | 8 |
| Senior Environmental Health Specialist | 1 |
| Vector Control Technician | 8 |

EXHIBIT A-7

Health, Housing and Community Services Department Appendix Page 3

Designated Employees Disclosure Categories

Mental Health

| | |
|---|-------------|
| Community Services Specialist II | 4 |
| Health Services Program Specialist | 2 |
| Manager of Mental Health Services | 1 |
| Assistant Manager of Mental Health Services | 1 |
| Mental Health Clinical Supervisor | 4, 6 |
| Mental Health Program Supervisor | 2 |
| Supervising Psychiatrist | 1 |
| <u>Supervising Mental Health Nurse</u> | <u>4, 6</u> |

Public Health

| | |
|---|-----------------|
| Manager of Public Health Services | 1 |
| Health Nutrition Program Coordinator | 4, 6 |
| Health Officer | 1 |
| Health Services Supervisor | 1 |
| Senior Health Services Program Specialist | 4, 6 |
| Supervising Public Health Nurse | 4, 6 |
| Health Services Program Specialist | 3 |
| Senior Health Management Analyst | 4, 6 |
| Epidemiologist | 8 |
| <u>Community Services Specialist III</u> | <u>4, 6</u> |
| <u>Community Services Specialist I</u> | <u>4, 8</u> |

EXHIBIT A-7

Health, Housing and Community Services Department Appendix Page 4

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by any division or program in the Department of Health, Housing and Community Services.

Category 3

Designated employees assigned to this category shall disclose any interest in real property located within a Berkeley target area or neighborhood strategy area. In addition they shall also disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non- profit organization or source of income is:

- a) a building contractor or subcontractor of the type performing work under Berkeley Housing Rehabilitation Programs; or
- b) is from individuals who have applied for or received housing rehabilitation assistance from the City of Berkeley within the previous two years.

Category 4

Designated employees assigned to this category shall disclose business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells or otherwise provides goods or services of the type utilized by the division or program in the Department of Health, Housing and Community Services to which the designated employee is assigned.

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Health, Housing and Community Services Department Appendix Page 5

Category 5

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- a) manufactures, distributes, sells installs or otherwise markets equipment for energy conservation or alternative energy development; or
- b) provides services, including but not limited to design, repair, advocacy or consultation services, in the areas of energy conservation or alternative energy development.

Category 6

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment, or in which they are a director, officer, partner, trustee, employee or hold any position of management and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which receives funds under contract with the City of Berkeley to:

- a) Serve the social welfare needs of the people of Berkeley; or
- b) Provide health services, including but not limited to emergency services, obstetric, gynecological or maternity care, care for chronic or communicable diseases, and mental health; or
- c) Provide services to the aging; or
- d) Lease, own, or operate real property of the type suitable for the program or services under the supervision of the designated employee; or of the type suitable to be leased, owned, or operated by the City of Berkeley for health programs under the supervision of the designated employee.

Category 7

Designated employees assigned to this category shall disclose any interest in real property consisting in whole or in part of residential rental property. In addition, they shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of

EXHIBIT A-7

Health, Housing and Community Services Department Appendix
Page 6
Category 7 (Continued)

management; and income, including gifts, loans and travel payments; if the business entity or source of income has an interest in, operates or manages residential rental property.

Category 8

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- a) is of the type whose contracts with the City of Berkeley are monitored by the Department of Health, Housing and Community Services or which receives funds under contract with the City of Berkeley to serve the social welfare needs of the people of the Berkeley; or
- b) is of the type which manufactures, distributes, sells or otherwise provides goods or services of the type utilized by the designated employee's division of the Department of Health, Housing and Community Services

Category 9

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment, or in which they are a director, officer, partner, trustee, employee or hold any position of management; any interest in real property within one-fourth mile of any Berkeley Senior Center and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which receives funds under contract with the City of Berkeley to:

- a) Serve the social welfare needs of the people of Berkeley; or
- b) Provide health services, including but not limited to emergency services, care for chronic or communicable diseases, and mental health; or
- c) Provide services to the aging; or
- d) Lease, own, or operate real property of the type suitable for the program or services under the supervision of the designated employee; or of the type suitable to be leased, owned, or operated by the City of Berkeley for community services programs under the supervision of the designated employee.

EXHIBIT A-7

HUMAN RESOURCES DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|---|-----------------------|
| Director of Human Resources | 1 |
| <u>Human Resources Manager</u> | <u>1</u> |
| Equal Employment, Opportunity & Diversity Officer | 1 |
| Employee Relations Manager | 1 |
| Occupational Health and Safety Officer | 2, 3 |
| Occupational Health and Safety Specialist | 3 |
| Senior Human Resources Analyst | 2, 3 |
| Training Officer | 2 |
| Worker's Compensation Analyst | 3 |
| Benefits | |
| Associate Human Resources Analyst | 3 |

Disclosure Categories**Category 1**

Designated employees in this category shall disclose all business entities and non-profit organizations in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property and all sources of income, including gifts, loans and travel payments.

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**Human Resources Department Appendix
Page 2**

Disclosure Categories (Continued)

Category 2

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) is a labor union; or
- (b) is of the type which has provided the Human Resources Department within the previous two years with testing materials or services, or with services of any other kind including but not limited to consultant services or medical examination services; or
- (c) provides training, organizational development or facilitator services.

Category 3

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which provides insurance of any kind, including but not limited to workers' compensation, health, life or liability insurance or related services.

OFFICE OF THE DIRECTOR OF POLICE ACCOUNTABILITY APPENDIX

Designated Employees

Disclosure Categories

Police Accountability Commission Staff

| | |
|---------------------------------------|---|
| Director of Police Accountability | 1 |
| Police Review Commission Officer | 1 |
| Police Review Commission Investigator | 1 |

Disclosure Category

Category 1

Designated employees assigned to this category shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization, or source of income:

- (a) manufactures, distributes, sells or otherwise markets weapons, ammunition, or other law enforcement equipment;
- (b) is of the type which offers law enforcement training courses considered by the Police Accountability Board and Office of the Director of Police Accountability; or
- (c) is a member of the Berkeley Police Department.

EXHIBIT A-12

PARKS, RECREATION & WATERFRONT DEPARTMENT APPENDIX

Designated Employees Disclosure Categories

Office of the Director

| | |
|--|----------|
| Director of Parks, Recreation and Waterfront | 1 |
| Deputy Director | 1 |
| Senior Management Analyst | 1 |
| Associate Civil Engineer | 1 |
| Supervising Civil Engineer | 1 |
| Capital Improvement Programs Manager | 1 |
| <u>Assistant Civil Engineer (Registered)</u> | <u>1</u> |

Parks Division

| | |
|--|------|
| Parks Superintendent | 1 |
| Senior Forestry Supervisor | 2, 3 |
| Senior Landscape Gardener Supervisor | 2, 3 |
| Building Maintenance Supervisor | 2, 3 |
| Senior Building Maintenance Supervisor | 2, 3 |

Recreation Division

| | |
|---------------------------------------|---------|
| Recreation and Youth Services Manager | 1 |
| Camp Manager | 2, 3, 4 |
| Recreation Program Supervisor | 1 |
| Aquatics Facilities Supervisor | 3 |

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**Parks, Recreation and Waterfront Department Appendix
Page 2**

Designated Employees

Disclosure Categories

Recreation Division (Continued)

| | |
|------------------------|---|
| Recreation Coordinator | 3 |
| Aquatics Coordinator | 3 |

Waterfront Division

| | |
|-----------------------|------|
| Waterfront Manager | 1 |
| Harbormaster | 3, 5 |
| Waterfront Supervisor | 2, 5 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which manufactures, distributes, sells, leases or otherwise provides the Parks, Recreation & Waterfront Department with:

- (a) goods of any kind, including but not limited to heavy equipment, vehicles, machinery, tools, fuel products or other equipment; or
- (b) services of any kind, including but not limited to building or construction services and consultant services.

EXHIBIT A-4213

**Parks, Recreation and Waterfront Department Appendix
Page 3**

Disclosure Categories (Continued)

Category 3

Designated employees assigned to this category, shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells, leases or otherwise provides goods, equipment, machinery, supplies or services of the type used by the division or program of the Parks, Recreation & Waterfront Department to which the designated employee is assigned.

Category 4

Designated employees assigned to this category shall disclose all interests in real property. In addition, they shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) owns, operates or manages real property; or
- (b) is a utility; or
- (c) is in the building or construction industry, including but not limited to architects, engineers, building construction contractors or subcontractors, materials suppliers, or consultants.

Category 5

Designated employees assigned to this category shall disclose:

- (a) all interests in real property located on or within one-fourth mile of the Berkeley Waterfront, including any leasehold interest in berths at the Berkeley Marina; and
- (b) any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee or employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:
 - (i) is located on the Berkeley Waterfront;

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**Parks, Recreation and Waterfront Department Appendix
Page 4**

Disclosure Categories

Category 5 (Continued)

- (ii) has an interest in real property on the Berkeley Waterfront; or does business, has done business within the previous two years, plans to do business on the Berkeley Waterfront, including but not limited to architects, engineers, real estate developers, building contractors, lawyers and others involved in projects or proposals on the Berkeley Waterfront.

PUBLIC WORKS DEPARTMENT APPENDIX

| Designated Employees | Disclosure Categories |
|----------------------|-----------------------|
|----------------------|-----------------------|

Office of the Director

| | |
|---|-------------|
| Director of Public Works | 1 |
| Deputy Director <u>of Public Works</u> | 1 |
| Senior Management Analyst | 2 |
| Associate Management Analyst | 2 |
| Administrative & Fiscal Services Manager | 1 |
| Assistant Management Analyst | 2 |
| Disability Services Specialist | 2, 4 |
| Community Development Project Coordinator | 1, 4 |
| Public Works Operations Manager | 1, 4 |
| Solid (Zero) Waste and Recycling Manager | 1, 5 |
| <u>Occupational Health and Safety Officer</u> | <u>2, 3</u> |

Engineering Division

| | |
|-------------------------------------|-------------|
| Manager of Engineering | 1, 4 |
| Assistant Management Analyst | 3 |
| Associate Civil Engineer | 2, 4 |
| Engineering Inspector | 2, 6 |
| <u>Senior Engineering Inspector</u> | <u>2, 6</u> |
| Chief of Party | 2 |
| Assistant Public Works Engineer | 2 |

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**Public Works Department Appendix
Page 2**

Designated Employees **Disclosure Categories**

Engineering Division (Continued)

| | |
|---------------------------------------|---------|
| Junior Public Works Engineer | 2 |
| Assistant Civil Engineer (Registered) | 2, 4 |
| Supervising Civil Engineer | 1, 4, 6 |
| Senior Drafting Technician | 2, 4 |
| Building Inspector | 1, 6 |
| Senior Building Inspector | 2, 6 |
| Environmental Compliance Specialist | 2, 4 |

Transportation Division

| | |
|---|--------------|
| Transportation Manager | 1 |
| Deputy Director of Public Works | 1 |
| Principal Planner | 1 |
| Senior Planner | 1 |
| Associate Planner | 1 |
| Assistant Planner | 2, 4 |
| Parking Services Manager | 2 |
| Supervising Traffic Engineer | 1, 4 |
| Associate Traffic <u>Transportation</u> Engineer | 2, 4 |
| Assistant Traffic <u>Transportation</u> Engineer | 2, 4 |
| Associate Civil Engineer | 2, 4 |
| Assistant Management Analyst | 2 |

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**Public Works Department Appendix
Page 3**

Designated Employees **Disclosure Categories**

Transportation Division (Continued)

Traffic Maintenance Supervisor 2

Parking Meter Maintenance and Collection Supervisor 2

Senior Public Works Supervisor **3**

Zero Waste Division

Solid (Zero) Waste and Recycling Manager 1, 5

Senior Solid (Zero) Waste Supervisor 2

Recycling Program Manager 3, 5

Solid (Zero) Waste Supervisor 3, 5

Public Works (Zero Waste) Operations Manager 1, 4, 5

Environmental Compliance Specialist 1

Field Representative 2

Associate Management Analyst **2**

Facilities Management Division

Environmental Compliance Specialist 3, 7

Facilities Maintenance Superintendent 2, 6

Senior Building Maintenance Supervisor 3, 6

Building Maintenance Supervisor 3, 6

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**Public Works Department Appendix
Page 4**

Designated Employees **Disclosure Categories**

Facilities Management Division (Continued)

| | |
|--------------------------------|------|
| Senior Electrical Supervisor | 1, 4 |
| Lead Communications Technician | 1 |

Equipment Maintenance

| | |
|--------------------------------------|------|
| Equipment Maintenance Superintendent | 2, 4 |
| Senior Equipment Supervisor | 3 |

Streets Division

| | |
|---|------|
| Public Works Maintenance Superintendent | 2 |
| Senior Public Works Supervisor | 3 |
| Assistant Management Analyst | 2, 4 |
| Public Works Supervisor | 3 |
| Sewer Maintenance Assistant Supervisor | 3 |

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose all business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property; and all sources of income, including gifts, loans and travel payments.

Category 2

Designated employees assigned to this category shall disclose entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including

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**Public Works Department Appendix
Page 5**

Disclosure Categories

Category 2 (Continued)

gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which manufactures, distributes, sells, leases or otherwise provides goods or services of the type used by any division or program of the Public Works Department.

Category 3

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income manufactures, distributes, sells, leases or otherwise provides goods, equipment, machinery, supplies or services of the type used by the division or program of the Public Works Department to which the designated employee is assigned.

Category 4

Designated employees assigned to this category shall disclose all interests in real property. In addition, they shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) owns, operates or manages real property; or
- (b) is a utility; or
- (c) is in the building or construction industry, including but not limited to architects, engineers, building construction contractors or subcontractors, materials suppliers, or consultants.

Category 5

Designated employees assigned to this category shall disclose business entities or non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity, non-profit organization or source of income is of the type which:

- (a) collects or hauls solid waste;

EXHIBIT A-16

**Public Works Department Appendix
Page 6**

Disclosure Categories

Category 5 (Continued)

- (b) builds or operates any solid waste disposal facility, transfer or processing station or resource recovery facility;
- (c) engages in solid waste recycling activities; or
- (d) acts as a consultant to entities or organizations engaged in the above activities.

Category 6

Designated employees assigned to this category shall disclose any interest in real property located in an area of Berkeley in which the utility lines have not been undergrounded. In addition, they shall disclose business entities, or non-profit organizations, in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans and travel payments; if the business entity or source of income is a public utility company which does any work related to the provision of utility services, is a construction company or subcontractor of such company or has an interest in real property in an area of Berkeley in which the utility lines have not been undergrounded.

Category 7

Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income including gifts, loans and travel payments; if the business entity, non-profit organization or source of income:

- (a) produces, uses, collects, stores, or disposes of hazardous or toxic materials; or
- (b) provides consulting services in the areas of source reduction or recycling, or the management, treatment or disposal of hazardous wastes or materials.

EXHIBIT A-16

RENT STABILIZATION BOARD APPENDIX

Designated Officials**Disclosure Categories**

Commissioners (Board Members)

1, 2, 3

Designated Employees**Disclosure Categories**

Executive Director

1, 2, 3

Deputy Director

1, 2, 3

Assistant Management Analyst

2, 3

Associate Management Analyst

2, 3

Senior Management Analyst

2, 3

~~Administrative Staff Assistant~~~~2, 3~~~~Community Services Specialist I~~~~2, 3~~

Community Services Specialist II

2, 3

Community Services Specialist III

2, 3

Senior Hearing Examiner

2, 3

Hearing Examiners

2, 3

~~Chief General~~ Counsel

1, 2, 3

Staff Attorneys I, II & III

1, 2, 3

Senior Planner

2, 3

Associate Planner

2, 3

~~Assistant Planner~~~~2, 3~~**EXHIBIT A-4617**G:\CLERK\CONFLICT CODE\Code Updates\2021 Code\Report\Track Changes\Department Appendices\A-17
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RENT STABILIZATION BOARD APPENDIX

Page 2

Disclosure Categories

Category 1

Designated employees assigned to this category shall disclose:

- (a) All investment and interest in, and all sources of income from real property including but not limited to ownership, sale, management, transfer or exchange.
- (b) All investments in and sources of income, including gifts, loans and travel payments from entities which own, sell, manage, transfer or exchange real property.
- (c) Any management position including but not limited to a director, officer, partner or trustee in any business entity or non-profit organization subject to or potentially affected by the regulatory authority of the Rent Board.
- (d) The assuming office statement shall disclose all interests and dealings in real property, including but not limited to ownership, sale, management, transfer or exchange, and interests in entities whose primary purpose is the ownership, sale, management, transfer or exchange of real property, during the previous three years.

Category 2

Designated employees assigned to this category shall disclose:

- (a) All investments and interests in and all sources of income from real property, including but not limited to ownership, sale, management, transfer or exchange, subject to the regulatory authority of the Rent Board.
- (b) All investments and business positions in and sources of income, including gifts, loans and travel payments from entities which own, sell, manage, transfer or exchange real property, subject to the regulatory authority of the Rent Board.

Category 3

Designated employees assigned to this category shall disclose investments and business positions in business entities, non-profit organizations and sources of income, including gifts, loans and travel payments of the type which, within the past two years, have contracted with the City of Berkeley to provide services, supplies, materials, machinery or equipment to the Board.

EXHIBIT A-4617

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INDEPENDENT REDISTRICTING COMMISSION

Designated Officials

Members of the Commission

Disclosure Categories

Members of the Commission shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

EXHIBIT B-20

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~~MEASURE O BOND OVERSIGHT COMMITTEE~~

~~Designated Officials~~

~~Members of the Commission~~

~~Disclosure Category~~

~~All members of the Board shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.~~

~~OVERSIGHT BOARD APPENDIX~~

~~Designated Employees~~
~~Disclosure Categories~~

~~Members of the Board~~

~~1~~

~~Disclosure Categories~~

~~Category 1~~

~~Designated employees assigned to this category shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans and travel payments.~~

POLICE ACCOUNTABILITY BOARD APPENDIX

Designated Officials

Members of the Board

Disclosure Category

All members of the Board shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:

- (a) manufactures, distributes, sells or otherwise markets weapons, ammunition, or other law enforcement equipment;
- (b) is of the type which offers law enforcement training courses considered by the Commission; or
- (c) is a member of the Berkeley Police Department.

EXHIBIT B-31

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~~POLICE REVIEW COMMISSION APPENDIX~~

~~Designated Officials~~

~~Members of the Commission~~

~~Disclosure Category~~

~~All members of the Commission shall disclose any business entity or non-profit organization in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; and income, including gifts, loans, and travel payments; if the business entity, non-profit organization, or source of income:~~

- ~~(a) manufactures, distributes, sells or otherwise markets weapons, ammunition, or other law enforcement equipment;~~
- ~~(b) is of the type which offers law enforcement training courses considered by the Commission; or~~
- ~~(c) is a member of the Berkeley Police Department.~~

REIMAGINING PUBLIC SAFETY TASK FORCE

Designated Officials

Members of the Task Force

Disclosure Categories

All members of the Task Force shall disclose all business entities and non-profit organizations in which they have an investment or in which they are a director, officer, partner, trustee, employee or hold any position of management; all interests in real property located in the City of Berkeley; and all sources of income, including gifts, loans, and travel payments.

EXHIBIT B-32

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EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES

DEPARTMENTS

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| A-2 | City Attorney's Office Appendix |
| A-3 | City Clerk Department Appendix |
| A-4 | City Manager's Department Appendix |
| A-5 | Finance Department Appendix |
| A-6 | Fire and Emergency Services Department Appendix |
| A-7 | Health, Housing and Community Services Department Appendix |
| A-8 | Human Resources Department Appendix |
| A-9 | Information Technology Department Appendix |
| A-10 | Library Department Appendix |
| A-11 | Mayor and Council Department Appendix |
| <u>A-12</u> | <u>Office of the Director of Police Accountability Appendix</u> |
| A- 12 <u>13</u> | Parks, Recreation & Waterfront Department Appendix |
| A- 13 <u>14</u> | Planning and Development Department Appendix |
| A- 14 <u>15</u> | Police Department Appendix |
| A- 15 <u>16</u> | Public Works Department Appendix |
| A- 16 <u>17</u> | Rent Stabilization Board Appendix |
| A- 17 <u>18</u> | Retired Annuitant Appendix |

EXHIBIT D

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

BOARDS AND COMMISSIONS

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| B-2 | Berkeley Energy Commission Appendix |
| B-3 | Board of Library Trustees Appendix |
| B-4 | Cannabis Commission |
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| B-7 | Commission on Aging Appendix |
| B-8 | Commission on Disability Appendix |
| B-9 | Commission on Labor Appendix |
| B-10 | Community Environmental Advisory Commission Appendix |
| B-11 | Community Health Commission Appendix |
| B-12 | Design Review Committee Appendix |
| B-13 | Disaster and Fire Safety Commission Appendix |
| B-14 | Elmwood Business Improvement District Advisory Board |
| B-15 | Fair Campaign Practices Commission Appendix |
| B-16 | Homeless Commission Appendix |
| B-17 | Homeless Services Panel of Experts |
| B-18 | Housing Advisory Commission Appendix |

EXHIBIT D

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

BOARDS AND COMMISSIONS cont'd

| <u>EXHIBIT</u> | <u>COMMISSION</u> |
|----------------------------|---|
| B-19 | Human Welfare and Community Action Commission Appendix |
| B-20 | Independent Redistricting Commission Appendix |
| B- 20 <u>21</u> | Joint Powers Financing Authority Appendix |
| B- 21 <u>22</u> | Joint Subcommittee on the Implementation of State Housing Laws |
| B- 22 <u>23</u> | Landmarks Preservation Commission Appendix |
| B- 23 <u>24</u> | Loan Administration Board Appendix |
| B-24 | Measure O Bond Oversight Committee |
| B-25 | Mental Health Commission Appendix |
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| B- 29 <u>28</u> | Personnel Board Appendix |
| B- 30 <u>29</u> | Planning Commission Appendix |
| B-30 | Police Accountability Board Appendix |
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| B-32 | Reimagining Public Safety Task Force Appendix |
| B-33 | Solano Avenue Business Improvement District Advisory Board Appendix |

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**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
DEPARTMENT, COMMISSION AND CONSULTANT APPENDICES**

BOARDS AND COMMISSIONS cont'd

| <u>EXHIBIT</u> | <u>COMMISSION</u> |
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| B-34 | Successor Agency Appendix |
| B-35 | Sugar-Sweetened Beverage Product Panel of Experts |
| B-36 | Supplemental Retirement and Income Plan (SRIP) Committee Appendix |
| B-37 | Transportation Commission Appendix |
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EXHIBIT D

**EXHIBIT D: LISTING OF ALL BERKELEY CONFLICT OF INTEREST CODE
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CONSULTANTS

C

Appendix applies to all Consultants

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