

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERSIDE, CALIFORNIA, AMENDING THE CONFLICT OF INTEREST CODE OF THE CITY OF RIVERSIDE FOR CITY EMPLOYEES AND OFFICIALS IN ITS ENTIRETY AND BY REPEALING RESOLUTION NO. 23931 WHICH AMENDMENT IS TO BE EFFECTIVE UPON ADOPTION.

WHEREAS, the Political Reform Act, Government Code Section 81000, *et seq.*, requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code; and

WHEREAS, such standard terms can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act.

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

1. The terms of 2 California Code of Regulations Section 18730, a copy of which section is marked Appendix C and attached hereto and made a part hereof by this reference, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendices \_\_ through \_\_, in which employees and officials are designated, and Appendix B, in which disclosure categories are set forth, constitute the conflict of interest code of the City of Riverside for its employees and officials.

2. Designated employees shall file statements of economic interests with the City Clerk.

3. Resolution No. 23931 shall be repealed and shall no longer have legal effect as of the effective date of this resolution.

4. This Resolution shall become effective upon adoption.

///

///

///

///

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

ADOPTED by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
PATRICIA LOCK DAWSON  
Mayor of the City of Riverside

Attest:

\_\_\_\_\_  
DONESIA GAUSE  
City Clerk of the City of Riverside

I, Donesia Gause, City Clerk of the City of Riverside, California, hereby certify that the foregoing resolution was duly and regularly adopted at a meeting of the City Council of said City at its meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2024, by the following vote, to wit:

Ayes:

Noes:

Absent:

Disqualified:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Riverside, California, this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
DONESIA GAUSE  
City Clerk of the City of Riverside

24-1096 SBM 07/25/24  
\\rc-citylaw\CYCOM\WPDOCS\D025\P058\00854377.docx

**APPENDIX A**  
**CITY OF RIVERSIDE**  
**CONFLICT OF INTEREST**  
**DESIGNATED POSITIONS**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-1**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**CITY ATTORNEY’S OFFICE**

<b><u>Designated Position Title</u></b>	<b><u>Disclosure Category</u></b>
Administrative Services Manager	1
Assistant City Attorney	1
City Attorney	9
Deputy City Attorney I/II	1
Paralegal	1
Senior Deputy City Attorney	1
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-2**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**CITY CLERK'S OFFICE**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Assistant City Clerk	1
City Clerk	1
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The department head'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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-3**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**CITY COUNCIL**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Council Assistant	1
Members of the City Council**	9
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

\*\*Filing hereunder constitutes filing for all purposes with respect to membership in the Parking, Industrial Development and Economic Development, and Public Financing Authorities.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-4**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**CITY MANAGER’S OFFICE**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	3
Assistant City Manager	1
City Manager	9
Intergovernmental Relations Officer	1
Internal Auditor	1
Principal Management Analyst	3
Project Manager	4
Public Information Officer	1
Senior Management Analyst	3
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-5**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	1
Arts and Cultural Affairs Manager	1
Assistant Building Official	1
Assistant Code Enforcement Manager	1
Assistant Planner	1
Associate Planner	1
Building Inspector I	2, 4
Building Inspector II	2, 4
Building Inspection Supervisor	2, 4
Building Official	1
Business System Manager I	1
City Planner	1
Code Enforcement Manager	1
Code Enforcement Officer 1 and 2	1
Deputy Community and Economic Development Director	1
Community and Economic Development Director	1
Economic Development Manager	1
Fiscal Manager	1
Historic Preservation Officer	1
Plan Check Engineer	2, 4
Plan Check Manager	1
Plans Examiner	2, 4
Principal Management Analyst	5



1 **COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT (Continued)**

<u>Designated Position Title</u>	<u>Disclosure</u>	<u>Category</u>	Principal	Planner
1				
Principal Project Manager			1	
Project Assistant			1	
Project Coordinator			1	
Project Manager			1	
Real Property Agent			2, 5	
Real Property Compliance Officer			1	
Real Property Services Manager			2,5	
Senior Administrative Analyst			2, 4	
Senior Building Inspector			2, 4	
Senior Code Enforcement Officer			1	
Senior Management Analyst			5	
Senior Plan Check Engineer			2, 4	
Senior Planner			1	
Senior Plans Examiner			2, 4	
Senior Project Manager			1	
Supervising Real Property Agent			2, 5	
Consultants*			6	

22 Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

23 \*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

24 The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

1 **APPENDIX A-6**

2 **CITY OF RIVERSIDE**  
3 **CONFLICT OF INTEREST**  
4 **DESIGNATED POSITIONS**

5 **FINANCE**

6 <b><u>Designated Position Title</u></b>	6 <b><u>Disclosure Category</u></b>
7 Accounting Manager/Controller	1
8 Assistant Controller	1
9 Deputy Finance Director	1
10 Budget and Revenue Manager	1
11 Business Tax Inspector	3
12 Business Tax Representative I and II	3
13 Business Tax/Collections Supervisor	3
14 Chief Financial Officer/City Treasurer Finance Director	9
15 Collection Representative I and II	3
16 Debt and Treasury Manager	1
17 Financial Analyst	3
18 Principal Management Analyst	3
19 Procurement and Contract Specialist	3
20 Purchasing Manager	1
21 Revenue Specialist	3
22 Risk Manager	1
23 Senior Business Tax Representative	3
24 Senior Procurement and Contract Specialist	3
25 Treasury Manager	3
26 Consultants*	6

27 Designated employees include person filling the above positions in an acting, temporary, deputy or  
28 alternate status to the extent not clearly inapplicable under the provision of this Code.

29 \*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the  
30 following limitation:

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

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-7**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**FIRE DEPARTMENT**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	1
Administrative Services Manager	2, 4
Battalion Chief (S)	2,4
Battalion Chief (D)	2,4
Deputy Fire Chief	1
Deputy Fire Marshal	2, 4
Emergency Medical Services Coordinator	2, 4
Emergency Services Administrator	5
Emergency Services Coordinator	5
Fire Battalion Chief	2, 4
Fire Captain (Day Assignment)	2, 4
Fire Chief	1
Fire Marshal	2, 4
Fire Plan Check Engineer	2, 4
Fire Safety Inspector I, II	2, 4
Inventory Control Specialist II	5
Public Education Specialist	2, 4
Senior Administrative Analyst	1
Senior Fire Safety Inspector	2, 4Consultants* 6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The department head'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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18

**APPENDIX A-8**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18

**GENERAL SERVICES DEPARTMENT**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	2, 4
Airport Manager	2, 5
Airport Operations Coordinator	2, 4
Building Services Project Manager	5
Deputy General Services Director	2, 5
Fleet Management Supervisors	5
General Services Director	1
Maintenance Services Manager	2, 5
Project Manager	5
Real Property Agent	2, 5
Senior Project Manager	5
Consultants*	6

19 Designated employees include person filling the above positions in an acting, temporary, deputy or  
20 alternate status to the extent not clearly inapplicable under the provision of this Code. \*Consultants shall  
be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

21 The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a  
22 range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this  
23 section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of  
24 the extent of disclosure requirements. The department head’s determination is a public record and shall be retained for public  
25 inspection in the same manner and location as this conflict of interest code.  
26  
27  
28

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-9**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**HOUSING AND HUMAN SERVICES**

<b><u>Designated Position Title</u></b>	<b><u>Disclosure Category</u></b>
Housing and Human Services Director	1
Deputy Housing and Human Services Director	1

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-10**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**HUMAN RESOURCES DEPARTMENT**

<b><u>Designated Position Title</u></b>	<b><u>Disclosure Category</u></b>
Business Systems Support Manager	4
Deputy Human Resources Director	4
Employee Relations Officer	4
Human Resources Director	1
Organizational Development and Training Manager	4
Principal Human Resources Analyst	4
Safety Manager	4
Senior Claims Administrator	4
Senior Human Resources Analyst	4
Workers Compensation Supervisor	4
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-11**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**INNOVATION AND TECHNOLOGY DEPARTMENT**

<b><u>Designated Position Title</u></b>	<b><u>Disclosure Category</u></b>
Administrative Services Manager	1
Business Systems Manager 1	1
Chief Innovation Officer	1
Deputy Chief Innovation Officer	1
Chief Information Security Officer	1
Innovation and Technology Officer I/II	1
Principal Management Analyst	1
Senior Administrative Analyst	4
Senior Project Manager	1
Systems Manager	1
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The department head'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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-12**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**LIBRARY DEPARTMENT**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Services Manager	4
Assistant Library Director	1
Business System Support Analyst	4
Digital Systems Specialist	4
Library Director	1
Principal Management Analyst	3
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.



1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-13**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**MAYOR**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Assistant to the Mayor	1
Chief of Staff to the Mayor	1
International Affairs and Protocol Officer	1
Mayor**	9
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

\*\*Filing hereunder constitutes filing for all purposes with respect to membership in the Parking, Industrial Development and Economic Development, and Public Financing Authorities.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-14**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**MARKETING AND COMMUNICATIONS**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Communications Supervisor	5
Director	1
Deputy Director	1
Project Manager	1,4
Senior Administrative Analyst	1,4
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

\*\*Filing hereunder constitutes filing for all purposes with respect to membership in the Parking, Industrial Development and Economic Development, and Public Financing Authorities.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-15**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**MUSEUM DEPARTMENT**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Services Manager	1
Archivist	2, 4
Collection Registrar	2, 4
Coordinator of Institutional Advancement	1
Curatorial Services Manager	1
Museum Curator	2, 4
Museum Director	1
Museum Educator	1
Project Coordinator	1
Senior Museum Curator	1
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-14**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**PARKS, RECREATION, AND COMMUNITY SERVICES**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	4
Administrative Services Manager	2, 4
Deputy Parks, Recreation, and Community Services Director	1
Management Analyst	4
Park Superintendent	2, 4
Parks, Recreation, and Community Services Director	1
Principal Project Manager	2, 4
Project Manager	2, 4
Recreation Superintendent	2, 4
Senior Administrative Analyst	2, 4
Senior Management Analyst	2, 4
Special Transit Supervisor	4
Trails Coordinator	2, 4
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**APPENDIX A-15**

**CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS**

**POLICE DEPARTMENT**

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	4
Aircraft Mechanic	4
Aviation Sergeant	4
Communications Manager	4
Chief of Police	1
Deputy Police Chief	1
Lieutenant	4
Police Administrator	1
Police Captain	4
Police Communications System Analyst	4
Police Program Coordinator	4
Police Records and Information Systems Manager	4
Police Records Systems Analyst	4
Senior Accountant	4
Senior Administrative Analyst	4
Senior Aircraft Mechanic	4
Senior Management Analyst	4
Senior Programmer Analyst	4
Supervising Crime Analyst	4
Consultants*	6

Designated employees include person filling the above positions in an acting, temporary, deputy or alternate status to the extent not clearly inapplicable under the provision of this Code.

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

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

APPENDIX A-16

CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS

PUBLIC UTILITIES DEPARTMENT

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	4
Building Services Project Manager	1
Business Systems Analyst	1
Construction Contracts Administrator	4
Construction Inspector I and II	4
Engineering Manager	1
Executive Assistant	4
GIS Analyst Trainee	4
Management Analyst	4
Principal Business Systems Analyst	4
Principal Engineer	4
Principal Management Analyst	4
Principal Project Manager	4
Project Manager	4
Safety Coordinator	4
SCADA System Supervisor	4
Senior Accountant	4
Senior Accounting Technician	4
Senior Administrative Analyst	4
Senior Business Systems Support Analyst	4
Senior GIS Analyst	4
Senior Management Analyst	4
Senior Plan Check Engineer	4
Senior Programmer Analyst (SCADA)	4
Senior Project Manager	4

**PUBLIC UTILITIES DEPARTMENT (continued)**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**Designated Position Title**

**Disclosure Category**

Utilities Analyst	4
Utilities Assistant Chief Financial Officer	1
Utilities Assistant General Manager/Energy Delivery	1
Utilities Assistant General Manager/Finance/and Administration	1
Utilities Assistant General Manager/Marketing and Customer	1
Utilities Assistant General Manager/Operational Technology	1
Utilities Assistant General Manager/Resources	1
Utilities Assistant General Manager/Water	1
Utilities Assistant Water Superintendent	4
Utilities Chief Water Systems Operator	4
Utilities Customer Communications Coordinator	4
Utilities Customer Service Manager	1
Utilities Customer Service Supervisor	4
Utilities Dispatch Superintendent	4
Utilities Dispatch Supervisor	4
Utilities Electric Operations Manager	1
Utilities Electric Superintendent	4
Utilities Electric Supervisor	4
Utilities Electrical Engineering Manager	1
Utilities Energy Risk Manager	1
Utilities Field Services Manager	1
Utilities Fiscal Manager	1
Utilities General Manager	1
Utilities Generation Manager	1
Utilities Generation Operations and Maintenance Supervisor	4
Utilities Generation Plant Manager	4
Utilities Landscape and Maintenance Contract Administrator	4
Utilities Power Marketer	4
Utilities Power Resources Manager	1
Utilities Power Scheduler/Trader	4
Utilities Principal Analyst	4

1 **PUBLIC UTILITIES DEPARTMENT (continued)**

2 <u>Designated Position Title</u>	<u>Disclosure Category</u>
3 Utilities Principal Programs and Service Representative	4
4 Utilities Principal Resource Analyst	4
5 Utilities Projects/Contracts Manager	1
6 Utilities Public Benefit/Customer Relations Manager	1
7 Utilities Resources Analyst	4
8 Utilities Safety and Training Manager	1
9 Utilities Senior Analyst	4
10 Utilities Senior Electric Meter Technician	4
11 Utilities Senior Electrical Engineer	4
12 Utilities Senior Programs and Service Representative	4
13 Utilities Senior Resource Analyst	4
14 Utilities Senior Water Engineer	4
15 Utilities Substation Construction/Maintenance Supervisor	4
16 Utilities Electric Test Technician	4
17 Utilities Supervising Engineering Technician	4
18 Utilities Water Operations and Maintenance Supervisor	4
19 Utilities Water Superintendent	4
20 Utilities Water Supervisor	4
21 Utilities Water Systems Operations Manager	1
22 Consultants*	6

23 Designated employees include person filling the above positions in an acting, temporary, deputy or  
24 alternate status to the extent not clearly inapplicable under the provision of this Code.

25 \*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the  
26 following limitation:

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



APPENDIX A-17

CITY OF RIVERSIDE  
CONFLICT OF INTEREST  
DESIGNATED POSITIONS

PUBLIC WORKS DEPARTMENT

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Analyst	1
Chief Construction Inspector	1
City Traffic Engineer	1
Construction Contracts Administrator	1
Construction Inspector I, II	1
Construction Project Manager	1
Deputy Public Works Director - City Engineer	1
Deputy Public Works Director - Field Operations	1
Deputy Public Works Director - Wastewater Systems	1
Emergency Services Coordinator	1
Engineering Manager	1
Environmental Compliance Inspector I, II	1
Environmental Compliance Supervisor	1
Environmental Service Coordinator	1
Field Services Operations Manager	1
Fiscal Manager	1
Laboratory Supervisor	1
Landscape Maintenance Inspector	1
Plan Check Engineer	1
Principal Engineer	1
Principal Planner	1
Principal Management Analyst	1
Public Parking Services Manager	1
Public Works Director	1
Safety Officer	1

1 **PUBLIC WORKS DEPARTMENT (continued)**

2

3 <u>Designated Position Title</u>	<u>Disclosure Category</u>
4 SCADA System Supervisor	1
5 Senior Administrative Analyst	1
6 Senior Construction Inspector	1
7 Senior Engineer	1
8 Senior Environmental Compliance Inspector	1
9 Senior Field Services Operations Manager	1
10 Senior Traffic Engineer	1
11 Surveyor	1
12 Systems Analyst	1
13 Traffic Signal Maintenance Supervisor	1
14 Tree Maintenance Inspector	1
15 Urban Forester Manager	1
16 Urban Forestry and Landscape Supervisor	1
17 Wastewater Collections System Scheduler	1
18 Wastewater Electrical Supervisor	1
19 Wastewater Maintenance Scheduler	1
20 Wastewater Mechanical Supervisor	1
21 Wastewater Operations Manager	1
22 Wastewater Operations Superintendent	1
23 Wastewater Plant Supervisor	1
24 Wastewater Resources Analyst	1
25 Consultants*	6

26 Designated employees include person filling the above positions in an acting, temporary, deputy or  
27 alternate status to the extent not clearly inapplicable under the provision of this Code.

28 \*Consultants shall be included in the list of designated employees and shall disclose pursuant to Disclosure Category 6 subject to the following limitation:

29 The department head may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The department head’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.