

APPENDIX A
CITY OF RIVERSIDE
CONFLICT OF INTEREST
DESIGNATED POSITIONS

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APPENDIX A-1

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

CITY ATTORNEY'S OFFICE

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Services Manager	1
Assistant City Attorney	1
Chief 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.

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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

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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

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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
Communications Supervisor	5
Diversity, Equity, Inclusion Officer	1
Intergovernmental Relations Officer	1
Internal Auditor	1
Marketing Officer	1
Principal Management Analyst	3
Project Assistant	4
Project Coordinator	1
Project Manager	4
Public Information Officer	1
Senior Management Analyst	3
Utilities Customer Communications Coordinator	4
Consultants*	6

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1 APPENDIX A-5

2 CITY OF RIVERSIDE
3 CONFLICT OF INTEREST
4 DESIGNATED POSITIONS

5 COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT

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7 <u>Designated Position Title</u>	<u>Disclosure Category</u>
8 Administrative Analyst	1
9 Arts and Cultural Affairs Manager	1
10 Assistant Building Official	1
11 Assistant Code Enforcement Manager	1
12 Assistant Planner	1
13 Associate Planner	1
14 Building Inspector I	2, 4
15 Building Inspector II	2, 4
16 Building Inspection Supervisor	2, 4
17 Building Official	1
18 Business System Manager I	1
19 City Planner	1
20 Code Enforcement Manager	1
21 Code Enforcement Officer 1 and 2	1
22 Deputy Community and Economic Development Director	1
23 Community and Economic Development Director	1
24 Economic Development Manager	1
25 Fiscal Manager	1
26 Historic Preservation Officer	1
27 Housing Authority Manager	1
28 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 Category</u>
Principal Planner	1
Principal Project Manager	1
Project Assistant	1
Project Coordinator	1
Project Manager	1
Real Property Agent	2, 5
<u>Real Property Compliance Officer</u>	<u>1</u>
<u>Real Property Services Manager</u>	<u>2,5</u>
Senior Administrative Analyst	2, 4
Senior Building Inspector	2, 4
Senior Code Enforcement Officer	1
<u>Senior Management Analyst</u>	<u>5</u>
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

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APPENDIX A-6

CITY OF RIVERSIDE
CONFLICT OF INTEREST
DESIGNATED POSITIONS

FINANCE

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Accounting Manager/Controller	1
Assistant Controller	1
Assistant Chief Financial Officer/ <u>Finance Director</u>	1
Budget and Revenue Manager	1
Business Tax Inspector	3
Business Tax Representative I and II	3
Business Tax/Collections Supervisor	3
Chief Financial Officer/City Treasurer	9
Collection Representative I and II	3
Debt Manager <u>Debt and Treasury Manager</u>	1
Deputy Finance Director	1
Financial Analyst	3
Principal Analyst	3
Principal Management Analyst	3
Procurement and Contract Specialist	3
Purchasing Manager	1
Revenue Specialist	3
Risk Manager	1
Senior Business Tax Representative	3
Senior Procurement and Contract Specialist	3
Treasury Supervisor <u>Manager</u>	3
Consultants*	6

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2 alternate status to the extent not clearly inapplicable under the provision of this Code.

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4 following limitation:

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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
<u>Inventory Control Specialist II</u>	<u>5</u>
Public Education Specialist	2, 4
Senior Administrative Analyst	1
Senior Fire Safety Inspector	2, 4Consultants* 6

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APPENDIX A-8

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

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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
Fleet Operations Manager	5
General Services Director	1
Maintenance Services Manager	2, 5
Police Fleet Maintenance Coordinator	5
Project Manager	5
Real Property Agent	2, 5
Senior Project Manager	5
Consultants*	6

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1 APPENDIX A-9

2 CITY OF RIVERSIDE
3 CONFLICT OF INTEREST
4 DESIGNATED POSITIONS

5 HOUSING AND HUMAN SERVICES

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<u>Designated Position Title</u>	<u>Disclosure Category</u>
<u>Housing and Human Services Director</u>	<u>CC-01</u>
<u>Deputy Housing and Human Services Director</u>	<u>CC-01</u>

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APPENDIX A-910

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

HUMAN RESOURCES DEPARTMENT

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

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APPENDIX A-1011

CITY OF RIVERSIDE
CONFLICT OF INTEREST
DESIGNATED POSITIONS

INNOVATION AND TECHNOLOGY DEPARTMENT

<u>Designated Position Title</u>	<u>Disclosure Category</u>
Administrative Services Manager	1
Business Systems Manager 1	1
Chief Innovation Officer	1
Deputy Chief Innovation Officer	1
<u>Chief</u> 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

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APPENDIX A-~~11~~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
<u>Business System Support Analyst</u>	<u>4</u>
Digital Systems Specialist	4
Library Director	1
<u>Senior Principal</u> Management Analyst	3
Consultants*	6

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1 **APPENDIX A-~~12~~13**

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

5 **MAYOR**

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7 <u>Designated Position Title</u>	8 <u>Disclosure Category</u>
9 Assistant to the Mayor	1
10 Chief of Staff to the Mayor	1
11 International Affairs and Protocol Officer	1
12 Mayor**	9
13 Consultants*	6

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APPENDIX A-14

CITY OF RIVERSIDE
CONFLICT OF INTEREST
DESIGNATED POSITIONS

MARKETING AND COMMUNICATIONS

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

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APPENDIX A-~~13~~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
<u>Coordinator of Institutional Advancement</u>	<u>1</u>
Curatorial Services Manager	1
Museum Curator	2, 4
Museum Director	1
<u>Museum Educator</u>	<u>1</u>
<u>Project Coordinator</u>	<u>1</u>
Senior Museum Curator	1
Consultants*	6

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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

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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 Helicopter Senior Aircraft Mechanic	4
Senior Management Analyst	4
Senior Programmer Analyst	4
Supervising Crime Analyst	4
Consultants*	6

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

1 ~~Utilities Analyst 4~~

2 ~~Utilities Assistant Chief Financial Officer 1~~

3 ~~Utilities Assistant General Manager/Energy Delivery 1~~

4 ~~Utilities Assistant General Manager/Finance/and Administration 1~~

4 ~~Utilities Assistant General Manager/Marketing and Customer 1~~ PUBLIC

UTILITIES

5 DEPARTMENT (continued)

6 **Designated Position Title** **Disclosure Category**

7 Utilities Analyst 4

8 Utilities Assistant Chief Financial Officer 1

9 Utilities Assistant General Manager/Energy Delivery 1

10 Utilities Assistant General Manager/Finance/and Administration 1

11 Utilities Assistant General Manager/Marketing and Customer 1

12 Utilities Assistant General Manager/Operational Technology 1

13 Utilities Assistant General Manager/Resources 1

14 Utilities Assistant General Manager/Water 1

15 Utilities Assistant Water Superintendent 4

16 Utilities Chief Water Systems Operator 4

17 Utilities Customer Communications Coordinator 4

18 Utilities Customer Service Manager 1

19 Utilities Customer Service Supervisor 4

20 Utilities Dispatch Superintendent 4

21 Utilities Dispatch Supervisor 4

22 Utilities Electric Operations Manager 1

23 Utilities Electric Superintendent 4

24 Utilities Electric Supervisor 4

25 Utilities Electrical Engineering Manager 1

26 Utilities Energy Risk Manager 1

27 Utilities Field Services Manager 1

28 Utilities Fiscal Manager 1

Utilities General Manager 1

Utilities Generation Manager 1

Utilities Generation Operations and Maintenance Supervisor 4

1	Utilities Generation Plant Manager	4
2	Utilities Landscape and Maintenance Contract Administrator	4
3	Utilities Power Marketer	4
4	Utilities Power Resources Manager	1
5	Utilities Power Scheduler/Trader	4
6	Utilities Principal Analyst	4

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1 **PUBLIC UTILITIES DEPARTMENT (continued)**

2 **Designated Position Title** **Disclosure Category**

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
Utilities Substation Test Supervisor Utilities Electric Test Technician	4
16 Utilities Supervising Engineering Technician	4
17 Utilities Water Operations and Maintenance Supervisor	4
18 Utilities Water Superintendent	4
19 Utilities Water Supervisor	4
20 Utilities Water Systems Operations Manager	1
21 Consultants*	6

22

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
<u>Principal Planner</u>	<u>1</u>
Principal Management Analyst	1
Public Parking Services Manager	1
Public Works Director	1
Safety Officer	1

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2 **PUBLIC WORKS DEPARTMENT (continued)**

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

*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.

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APPENDIX B

DISCLOSURE CATEGORIES

Broad Disclosure

1. Must report investments, business positions, and income from sources located in, planning to do business in, or doing business in the City of Riverside; and

Interests in real property located in the City of Riverside and also within a two mile radius of any property owned or used by the City of Riverside which is not within the City limits.

Real Property Disclosure

2. Must report interests in real property located in the City of Riverside and also within a two mile radius of any property owned or used by the City of Riverside which is not within the City limits.

Financial Interest Disclosure

3. Must report investments, business positions, and income from sources located in, planning to do business in, or doing business in the City of Riverside.

Disclosure Based on Department

4. Must report investments, business positions, and income from business entities located in, planning to do business in, or doing business with the City of Riverside subject to the following: no financial interest need be reported unless it is in or from a source which provides services, supplies, material, machinery or equipment of the type utilized by or which is subject to the regulatory permit or licensing authority of the department which filer is employed.

Disclosure Based on Position

5. Must report investments, business positions, and income from business entities located in, planning to do business in, or doing business with the City of Riverside subject to the following: no financial interest need be reported unless it is in or from a source which provides services, supplies, material, machinery or equipment of the type utilized by or which is subject to the regulatory permit or licensing authority of the position which the filer currently fills.

Consultant Disclosure

6. Must report investments, business positions, and income from business entities located in, planning to do business in, or doing business with the City of Riverside subject to the following: no financial interest need be reported unless it is in or from a source which provides services, supplies, material, machinery or equipment of the type utilized by or which is subject to the regulatory permit or licensing authority of the department by which the consultant is employed.

Disclosure Based on Board and Commission Membership

7. Must report investments, business positions, and income from business entities located in, planning to do business in, or doing business with the City of Riverside subject to the following: no financial interest need be reported unless it is in or from a source which provides services, supplies, material, machinery or equipment of the type utilized by or which is subject to the regulatory permit or licensing authority of the department with which filer's board or commission is associated.

No Disclosure

8. Need not file Statement of Economic Interest as members are not deemed to be designated positions.

State Filers

1 9. Need not file an additional Statement of Economic Interests under this code as their filing with
2 the Fair Political Practices Commission fulfills reporting requirements. They are included in this
3 code only for disqualification purposes.
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26 *Nothing contained in this conflict of interest code shall be interpreted to require the reporting of
27 gifts from outside the City of Riverside's jurisdiction if the purpose of disclosure of the source of the
28 gift does not have some connection with or bearing upon the functions or duties of the position for
which the reporting is required. Nothing in this language is intended to create an inference that all
gifts within the jurisdiction are reportable. (California Code of Regulations section 18730.1).