

**CONFLICT OF INTEREST CODE FOR THE
EAST BAY REGIONAL PARK DISTRICT**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission had adopted a regulation (2 Cal.Code of Regs. Sec.18730) which contains the terms of a standard conflict of interest code that can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the East Bay Regional Park District (District).

Members of the Board and the General Manager for the East Bay Regional Park District must file their statements of economic interests electronically with the Fair Political Practices Commission. All other individuals holding designated positions must file their statements with the District. All statements must be made available for public inspection and reproduction under Government Code Section 81008.

APPENDIX A DESIGNATED POSITIONS

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
I. Administration	
Deputy General Manager	1
Assistant to the General Manager	1
General Counsel	1
Assistant General Counsel	1
Chief of Government and Legislative Affairs	1
Grants Manager	1
Clerk of the Board	2
Assistant Clerk of the Board	2
Facilities Manager	3
Stores Supervisor	3
Chief Information Officer	6
Information Services Systems Manager	6
Risk Manager	8
Equity Officer	
II. Finance and Management Services Division	
Assistant Finance Officer	1
Audit Manager	1
Budget Manager	1
Finance Supervisor	1
Accounting Manager	1
III. Public Affairs Division	
Assistant General Manager, Public Affairs	3
Executive Director, Regional Parks Foundation	3
Community Relations Manager	3
Creative Design Manager	3
IV. Human Resources Division	
Assistant General Manager, Human Resources	4
Chief of Workforce Development	4
Senior Human Resources Analyst	4
Human Resources Analyst	4
Benefits Manager	4
Recruitment and Training Manager	4
Employee and Labor Relations Manager	4
V. Public Safety Division	
Assistant General Manager, Public Safety/Chief of Police	5
Police Captain	5
Fire Captain	5
Police Lieutenant	5

Fire Lieutenant	5
Police Sergeant	
Police Officer	5
Police Officer/Helicopter Pilot	5
Police Sergeant/Helicopter Pilot	5
Aircraft Maintenance Specialist/I.A.	5
Fire Chief	5
Assistant Fire Chief	5
Communications, Records and Property Manager	3
Aquatic Manager	3

VI. Acquisition, Stewardship & Development Division

Assistant General Manager, Acquisition, Stewardship & Development	1
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VI-A. Design & Construction Department

Chief, Design and Construction	1
Design Manager	1
Survey & Construction Inspection Manager	1
Capital Program Manager	1

VI-B. Stewardship Department

Chief, Stewardship	7
Fisheries Program Manager	3
Wildlife Program Manager	7
Integrated Pest Management Specialist	7
Wildland Vegetation Program Manager	3
Environmental Services Manager	7

VI-C. Land Acquisition Department

Chief, Land Acquisition	1
Real Estate Manager	1

VI-D. Planning, Trails & GIS Department

Chief, Planning, Trails & GIS	1
Trails Program Manager	1

VI-E. Restoration Projects Unit

Restoration Projects Manager	1
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APPENDIX A - Continued DESIGNATED POSITIONS

VIII.VII. Operations Division

Assistant General Manager, Operations	1
Chief, Park Operations	1
Chief, Interpretive & Recreation Services	1
Chief, Maintenance & Skilled Trades	1
Maintenance Superintendent	1
Park Unit Manager	1
Regional Interpretive & Recreation Services Manager	1
Business Services Manager	1
Fleet Manager	1

VIII. Consultants

Consultants/New Positions	*
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*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The General Manager may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager'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 (Gov. Code Section 81008).

Officials Who Manage Public Investments:

It has been determined that the positions listed below manage public investments and will file a statement of economic interests pursuant to Government Code Section 87200.

- Members of the Board of Directors
- General Manager
- Chief Financial Officer/Assistant General Manager, Finance & Management Services

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

APPENDIX B DISCLOSURE CATEGORIES

Category 1:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the District and interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the District.

Category 2:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the District.

Category 3:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the department or division in which the designated position works.

Category 4:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide Human Resources services or supplies of the type utilized by the District, including, but not limited to recruiting or employment firms, benefits brokers, management consulting firms, and educational service firms or consultants.

Category 5:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide Public Safety services, supplies, materials, machinery, or equipment of the type utilized by the District, including, but not limited to police and fire equipment, automobiles, security services, first aid, and educational or instructional services or organizations.

Category 6:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide Information Technology services, supplies, materials, machinery, or equipment of the type utilized by the District, including, but not limited to film or video production, computer equipment, services, and supplies, data processing services, and printed data processing forms.

APPENDIX B - Continued DISCLOSURE CATEGORIES

Category 7:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide construction, landscape, engineering or chemical services, supplies, materials, machinery, or equipment of the type utilized by the District.

Category 8:

Investments and business positions in business entities, and income, including receipt of loans, gifts, and travel payments, from sources, that provide insurance and financial services, of the type utilized by the District, including, but not limited to insurance and bonding sales, banks and savings and loan institutions, and workers' compensation administrative services.

APPENDIX C EXAMPLES OF TYPES REPORTABLE INTERESTS

- Aircraft and helicopters and related equipment, supplies or parts
- Any personnel or technical services related to hiring of Public Safety Employees or Fire Department employees
- Any personnel, professional, or technical services related to hiring of communications employees
- Aquatic, lifesaving, first aid equipment, suppliers or manufacturers
- Automobiles, motorcycles, boats and related supplies and parts
- Automotive and construction equipment, parts, and supplies
- Banks and savings & loans institutions
- Benefits brokers
- Biological supply warehouse distributors
- Building materials
- Catering companies
- Chemicals – water and waster treatment, lab chemicals, pesticides, herbicides, preservations
- Communications equipment, supplies and services
- Computer equipment, services, and supplies
- Concessionaire and contractor enterprises
- Construction and building materials, tools, equipment and supplies
- Construction contractors and material suppliers
- Consultants on architecture, construction, planning and design
- Consulting and financial services (investments, financing, bonds, actuarial)
- Consulting services or organizations
- Educational or instructional services, organizations or materials concerned with public safety activities
- Educational service firms or consultants
- Electrical equipment and supplies
- Engineering-consultant services
- Entertainment booking agencies
- Fabricators and equipment suppliers
- Fencing contractors
- Film or video sales or processing
- Fire equipment, supplies or services of any type
- First aid, medical, or other safety-related supplies
- Fisheries consultants or suppliers
- Food processing, service or supply distributors, manufacturers or consulting firms
- Food resale items
- General housekeeping supplies
- Geological/geotechnical engineering consultant services
- Hardware, power tools and hand tools
- Insecticides, fertilizers and agricultural products

APPENDIX C- Continued

EXAMPLES OF TYPES REPORTABLE INTERESTS

- Insurance/bonding sales
- Land development companies
- Land use planning review and zoning
- Landscape services and supplies
- Law firms equipment and supplies
- Lessee, licensee, permittee, or concessionaire on any district lands
- Livestock or feed
- Machine shop hardware, tools, equipment and supplies
- Management or consulting firms
- Materials, supplies, equipment (including rolling stock) and services
- Mechanical, construction and building equipment and supplies
- Media advertising or sales
- Petroleum products
- Photographic studios or agencies
- Pipeline construction and building equipment and supplies
- Pipes, vales, fittings
- Police equipment and supplies or services of any type
- Printed data processing forms
- Printing, film, video and web production
- Publishing companies
- Publishing companies
- Real estate development
- Real estate investment trusts
- Real estate sales or property management firms
- Real property
- Recruiting or employment firms
- Securities dealers
- Security services or organizations
- Stationary and publications
- Supplies or distributors of forestry, ranching and recreation equipment and supplies
- Temporary help agencies
- Title insurance companies and appraisal firms
- Uniforms/personal items of wearing apparel
- Water testing laboratories or firms
- Web hosting services
- Workers compensation administrative services