

**EXHIBIT C: CONSULTANTS**

## CONSULTANTS APPENDIX<sup>1</sup>

### 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 indentified 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.<sup>2</sup>

---

<sup>1</sup> 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.

<sup>2</sup> 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

G:\CONFLICT CODE\Code Updates\2003Code\Final\EXHIBIT C\Consult.doc  
09/03

## **CONSULTANTS APPENDIX**

### **Category 1 (continued)**

- (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.

### **EXHIBIT C**

G:\CONFLICT CODE\Code Updates\2003Code\Final\EXHIBIT C\Consult.doc  
09/03

**EXHIBIT D: CODE INDEX**

**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 Department Appendix
A-2	City Attorney Department Appendix
A-3	City Clerk Department Appendix
A-4	City Manager Department Appendix
A-5	Department of Information Technology
A-6	Finance Department Appendix
A-7	Fire And Emergency Services Department Appendix
A-8	Health and Human Services Department Appendix
A-9	Housing Department Appendix
A-10	Human Resources Department
A-11	Library Department Appendix
A-12	Mayor and Council Department 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	Office of Transportation

**EXHIBIT D**

G:\CONFLICT CODE\Code Updates\2003Code\Final\EXHIBIT D\Exhibit D.doc  
09/03

**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	Berkeley Civic Improvement Corporation (BCIC) Appendix
B-2	Berkeley Energy Commission Appendix
B-3	Board of Library Trustees Appendix
B-4	Citizens Budget Review Commission Appendix
B-5	Citizens Humane Commission
B-6	Civic Arts Commission Appendix
B-7	Commission on Aging Appendix
B-8	Commission on Disability Appendix
B-9	Commission on Early Childhood Education
B-10	Commission on Labor Appendix
B-11	Community Environmental Advisory Commission Appendix
B-12	Community Health Commission Appendix
B-13	Design Review Committee Appendix
B-14	Disaster Council
B-15	Downtown Berkeley Business Improvement District Advisory Board Appendix
B-16	Elmwood Advisory Board Appendix
B-17	Fair Campaign Practices Commission Appendix

**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-18	Fire Safety Commission Appendix
B-19	Homeless Commission
B-20	Housing Advisory Commission Appendix
B-21	Housing Authority Appendix
B-22	Human Welfare and Community Action Commission Appendix
B-23	Joint Powers Financing Authority Appendix
B-24	Landmarks Preservation Commission Appendix
B-25	Loan Administration Board Appendix
B-26	Mental Health Commission Appendix
B-27	Parks and Recreation Commission Appendix
B-28	Peace and Justice Commission Appendix
B-29	Personnel Board Appendix
B-30	Planning Commission Appendix
B-31	Police Review Commission Appendix
B-32	Public Works Commission Appendix

**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-33	Redevelopment Agency Appendix
B-34	Solid Waste Management Commission Appendix
B-35	Supplemental Retirement and Income Plan (SRIP) Committee Appendix
B-36	Transportation Commission Appendix
B-37	Waterfront Commission Appendix
B-38	West Berkeley Project Area Commission Appendix
B-39	Zoning Adjustments Board Appendix

**CONSULTANTS**

C	Appendix applies to all Consultants
---	-------------------------------------