

COUNTY OF SAN DIEGO

2014 CONFLICT OF INTEREST CODE

2014 SEP 16 PM 1:08

BIENNIAL REVIEW REPLY FORM

Conflict of Interest Code of the Board of Supervisors  
Clerk of the Board of Supervisors A. Deuel Telephone Number: 619-686-6206

Name of Agency: San Diego Unified Port District

Mailing Address: PO Box 120488, San Diego CA 92112

This agency has reviewed its conflict of interest code and has determined that:

Amendments are necessary: (Attach Amended Code)  
(Check all that applies)

- Include new positions (including consultants) which must be designated
- Revise the titles of existing positions
- Delete titles of positions that have been abolished
- Delete positions that manage public investments
- Revise disclosure categories
- Other \_\_\_\_\_

No amendments are necessary. Our agency's code accurately designates all positions which make or participate in the making of governmental decisions; the disclosure assigned to those positions accurately requires the disclosure of all investments, business positions, interests in real property and sources of income which may foresee-ably be affected materially by the decision made by those designated positions; and the code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer: *Karen S. Brown* Date: 9/02/2014

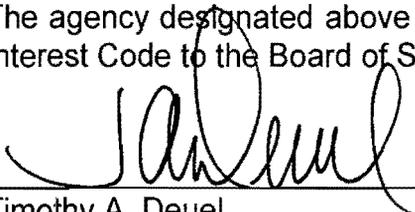
You must complete this report regardless of how recently your code was approved or amended. Please return this report no later than October 1, 2014 to:

Clerk of the Board of Supervisors  
(Conflict of Interest Code)  
1600 Pacific Highway, Room 402  
San Diego, CA 92101

Approved and/or authorized by the Board of Supervisors of the County of San Diego.  
Meeting Date: 12/2/14 Minute Order No. 23  
By: *CMS* Date: 12/2/14  
Deputy Clerk of the Board Supervisors

**CONFLICT OF INTEREST CODE**  
**OF THE**  
**SAN DIEGO UNIFIED PORT DISTRICT**

The agency designated above hereby submits the attached amended Conflict of Interest Code to the Board of Supervisors of the County of San Diego.

  
\_\_\_\_\_  
Timothy A. Deuel  
District Clerk  
San Diego Unified Port District

Received on behalf of the Board of Supervisors of the County of San Diego.

Date: \_\_\_\_\_

Thomas J. Pastuszka  
Clerk  
Board of Supervisors of the County of San Diego

By: \_\_\_\_\_  
(Deputy)

The following amended Conflict of Interest Code, having been submitted by the agency designated above, was approved by order of the Code Reviewing Body on \_\_\_\_\_.  
(Date)

Thomas J. Pastuszka  
Clerk  
Board of Supervisors of the County of San Diego

By: \_\_\_\_\_  
(Deputy)



**Unified Port  
of San Diego**

3165 Pacific Highway, San Diego, CA 92101  
P.O. Box 120488, San Diego, CA 92112-0488  
619.686.6200 • [www.portofsandiego.org](http://www.portofsandiego.org)

October 30, 2014

Thomas J. Pastuszka  
Clerk of the Board of Supervisors  
1600 Pacific Highway, Room 402  
San Diego, CA 92101-2471

Dear Mr. Pastuszka:

The San Diego Unified Port District has amended our Conflict of Interest Code (Code). The Amended code was approved by the Board of Port Commissioners on October 14, 2014. A copy of the Amended Code is attached for filing by your office. Thank you for your assistance.

Regards,

A handwritten signature in black ink that reads "Cynthia Holder". The signature is written in a cursive, flowing style.

Cynthia Holder  
Deputy District Clerk

**CONFLICT OF INTEREST CODE  
OF THE  
SAN DIEGO UNIFIED PORT DISTRICT**



The Political Reform Act, Government Code Sections 81000, et seq., requires State and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted 2 Cal. Adm. Code Section 18730, which contains the standard model Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the provisions of 2 Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission along with the attached Appendix A, in which officials and employees are designated, and Appendix B and Appendix C, in which disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the San Diego Unified Port District (District). Designated employees listed in Appendix A of the Conflict of Interest Code of San Diego Unified Port District shall disclose those financial interests which are within the categories represented by the numbers following the listed position as described in Appendix B and Appendix C. Designated employees shall file Statements of Economic Interests pursuant to 2 Cal. Adm. Code Section 18730 and this Code.

Individuals holding designated positions shall file their statements of economic interests (statements) with the Office of the District Clerk (District Clerk), which will make the statements available for public inspection and reproduction in accordance with Government Code Section 81008. Upon receipt of the statements for the Members of the Board of Port Commissioners, the District Clerk shall make and retain copies and forward the originals to the Clerk of the San Diego County Board of Supervisors in accordance with Government Code Section 87500. All other statements will be retained by the District Clerk.

**San Diego Unified Port District  
Conflict of Interest Code**

**Appendix A:  
List of Designated Employees**

<b>Class No.</b>	<b>Class Title</b>	<b>Assigned Disclosure Categories</b>
B243-CN03	Accountant	IV
B254-UE03	Accounting Supervisor	IV
B300-CE03	Architect	I
B821-UE03	Area Real Estate Manager	I
B279-UE03	Asset Manager	I
B230-CN03	Assistant Asset Manager	I
A2013-UE11	Assistant Chief of Harbor Police	I
A2000-UE13	Assistant Director, Engineering – Construction (Title added per Resolution 2013-120)	I
A2017-UE03	Assistant Director, Environmental Services	I
Appointee holds same class number as current class	Assistant Executive Director/Acting President/Acting Chief Executive Officer – Board Appointee	I
B206-CN03	Assistant Engineer	I
B315-CN03	Assistant Environmental Specialist	I
B624-UE09	Assistant Facilities Security Officer	I
A1010-UE03	Assistant General Counsel – (Title changed per Resolution 2014-130)	I
B263-CN03	Assistant Procurement Analyst	III
B320-CN03	Assistant Redevelopment Planner	I
A1381-UE03	Assistant Vice President, Administrative Services	I
A1287-UE03	Assistant Vice President, Business & Technology	I
A1035-UE08	Assistant Vice President, Government Relations & Communication	I
A1290-UE03	Assistant Vice President, Industry & Trade Relations	I
A1220-UE03	Assistant Vice President, Operations	I
B205-CE03	Associate Engineer	I
B310-CN03	Associate Environmental Specialist	I
B306-CN03	Associate Redevelopment Planner	I
	Audit Committee	I
B240-UE03	Auditor	I
B246-UE03	Benefit Analyst	VI
B600-UE03	Benefits Manager	VI
B150-UE03	Budget Administrator	II

**San Diego Unified Port District  
Conflict of Interest Code**

**Appendix A:  
List of Designated Employees**

<b>Class No.</b>	<b>Class Title</b>	<b>Assigned Disclosure Categories</b>
F693-CNR07	Building Maintenance Coordinator	II
B248-UE11	Business Intelligence Analyst	VII
B843-UE08	Business Intelligence Supervisor	VII
B232-UE03	Business Systems Analyst	VII
B225-UE03	Business Systems Supervisor	VII
B215-UE03	Capital Project Manager I	I
B214-UE03	Capital Project Manager II	I
A1150-UE03	CFO/Treasurer	I
A1201-UE03	Chief Engineer/Engineering–Construction	I
B177-UN03	Commissioner Services Assistant (Title added after review of Class Specification)	VIII
C312-CN05	Construction Inspector Supervisor	II
	Consultants	Appendix C
B501-CN03	Contracts Administrator	III
B502-UE08	Contracts Supervisor	III
B100-UE11	Curator, Public Art	I
B619-UE07	Database Administrator	VII
B809-UE03	Department Administrative Manager	II
B810-UE08	Department Business Manager	II
B866-UE14	Department Manager, Environmental and Land Use Management (Title added per Resolution 2014-130)	I
B660-UE03	Deputy District Clerk/Docket Coordinator	I
B655-UE03	Deputy District Clerk/Records Manager	I
A2043-UE03	Deputy General Counsel I (Title changed per Resolution 2014-130)	I
A2044-UE14	Deputy General Counsel II (Title added per Resolution 2014-130)	I
A2045-UE14	Deputy General Counsel III (Title added per Resolution 2014-130)	I
A2046-UE14	Deputy General Counsel IV (Title added per Resolution 2014-130)	I
A1155-UE03	Deputy Treasurer	I
A1125-UE03	Director, Audit, Risk Management & Safety	I
A1951-UE11	Director, Business Development & Marketing	I
A1900-UE03	Director, Business Information & Technology Services	VII
A1950-UE03	Director, Environmental & Land Use Management	I
A1350-UE03	Director, Financial Services	I
A1396-UE03	Director, General Services & Procurement	I
A1952-UE11	Director, Government Relations	I

**San Diego Unified Port District  
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**Appendix A:  
List of Designated Employees**

<b>Class No.</b>	<b>Class Title</b>	<b>Assigned Disclosure Categories</b>
A1400-UE03	Director, Human Resources	II
A1393-UE03	Director, Land Use Planning	I
A1700-UE05	Director, Maritime Operations	I
A1288-UE03	Director, Maritime Trade Development	I
A1395-UE12	Director, Marketing & Communications	VII
A1225-UE03	Director, Real Estate	I
A1365-UE03	District Clerk	I
C329-CN14	Environmental Compliance Inspector (Title added per Resolution 2014-130)	II
B308-CE03	Environmental Review Coordinator	I
B234-UE03	Equal Opportunity Analyst	II
A1000-UE03	Executive Director (President/CEO) – Board Appointee	I
A1165-UE03	Executive Vice President	I
B626-UE12	Facility Security Coordinator (Title added per Resolution 2012-182)	IX
B623-UE05	Facility Security Officer	I
B135-UN03	Financial Analyst	IV
A2011-UE03	Harbor Police Captain	I
B284-UE12	Homeland Security Intelligence Coordinator (Title added per Resolution 2012-182)	IX
B285-UE05	Homeland Security Program Manager	I
B239-UE03	Human Resources Analyst	II
B223-UE05	Information Systems Supervisor	VII
B200-UE03	Information Technology Security Analyst	VII
B603-UE07	Labor Relations Administrator	II
B861-UE12	Lead Support Services	VII
B330-CN11	Lease Assistant	I
B850-UE11	Legislative Policy Administrator	V
C310-CER03	Maintenance Planning Supervisor	II
F605-CER03	Maintenance Supervisor	II
B303-UE03	Management Analyst	I
B221-UE03	Manager, Audit Services	I
B814-UE13	Manager, Business Information & Technology Services (Title added per Resolution 2013-120)	VII
B813-UE03	Manager, Business Systems	VII
B829-UE03	Manager, Capital Projects	I

**San Diego Unified Port District  
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**Appendix A:  
List of Designated Employees**

<b>Class No.</b>	<b>Class Title</b>	<b>Assigned Disclosure Categories</b>
B865-UE12	Manager, Commissioner & Executive Services (Title added per Resolution No. 2012-182)	VIII
B156-UE03	Manager, Commissioner Services (Filing category being changed after review of Class Specification)	VIII
B833-UE11	Manager, Business Development & Recreation Services (Title changed per Resolution 2013-120)	V
B249-UE03	Manager, Contracts Administration	I
B311-UE11	Manager, Corporate Communications	V
B155-CE03	Manager, Distribution & Storage	III
B827-UE03	Manager, Engineering-Construction	I
B311-UE11	Manager, Environmental Policy	II
B825-UE03	Manager, Environmental Programs	I
B831-UE06	Manager, Equal Opportunity	II
B803-UE03	Manager, Financial Planning & Analysis	IV
B805-UE03	Manager, Financial Services	IV
B851-UE11	Chief Policy Advisor (Title changed per Resolution 2014-130)	II
B811-UE03	Manager, Human Resources	II
B226-UE11	Infrastructure Supervisor (Title changed per Resolution 2014-130)	VII
B832-UE09	Manager, Land Use Planning	I
B816-UE06	Manager, Maritime Trade Development	I
B862-UE12	Manager, Marketing & Communications	V
B807-UE03	Manager, Operations & Maintenance	II
B820-UE06	Manager, Procurement Services	III
B209-UE03	Project Manager, Public Art (Title changed per Resolution 2014-130)	II
B815-UE03	Marine Terminal Superintendent	II
B227-CNR03	Marine Terminal Supervisor	II
B236-CN03	Marketing/Public Relations Representative	V
A2100-UE03	Network Engineering & Telecommunications Supervisor	VII
B219-UE03	Network Systems Analyst	VII
B260-CN03	Park Permit Coordinator	II
A1005-UE03	General Counsel (Title changed per 2014-130)– Board Appointee	I
A1009-UE12	Port Auditor – Board Appointee	I
B823-UE03	Principal Appraiser	I
B238-UE03	Principal Marketing/Public Relations Representative	V
B853-UE11	Principal, Business Development & Finance	I

**San Diego Unified Port District  
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**Appendix A:  
List of Designated Employees**

<b>Class No.</b>	<b>Class Title</b>	<b>Assigned Disclosure Categories</b>
B867-UE14	Principal, Special Projects (Title added per Resolution 2014-130)	I
B625-UE11	Principal, Trade Development	I
B282-UE03	Program Manager	II
B865-UE13	Public Information Officer (Title added per Resolution 2013-120)	V
B266-CN03	Procurement Analyst I (Title changed per 2014-130)	III
B269-UE08	Procurement Supervisor (Title changed per Resolution 2014-130)	III
B840-CN13	Quality Assurance Technician (Title added per Resolution 2013-120)	VII
B650-UE03	Risk and Safety Manager (Filing category being changed after review of Class Specification)	I
B617-UE03	Risk Management Administrator	I
B615-UE03	Risk Management Analyst (Filing category being changed after review of Class Specification)	II
B607-CN03	Safety Specialist II (Title added after review of Class Specification)	III
B245-CE03	Senior Accountant	IV
B280-UE03	Senior Appraiser	I
B229-UE03	Senior Asset Manager	I
B208-UE03	Senior Auditor	I
B844-UE09	Senior Business Intelligence Analyst	VII
B231-UE05	Senior Business Systems Analyst	VII
B204-CE03	Senior Engineer	I
B309-CE03	Senior Environmental Specialist	I
B286-UE08	Senior Equal Opportunity Analyst	II
B276-UE03	Senior Financial Analyst	IV
B247-UE03	Senior Human Resources Analyst	II
B616-UE03	Senior IT Auditor	VII
B201-UE03	Senior Management Analyst	I
B854-UE11	Senior Manager, Public Policy	II
B622-UE03	Senior Trade Account Representative	I
B819-UE11	Senior Policy Administrator	II
B855-UE11	Senior Policy Analyst	II
B646-UE03	Senior Project Architect	I
B817-UE03	Senior Project Office Administrator	I
B265-CE03	Procurement Analyst II (Title changed per Resolution 2014-130)	III
B259-CE03	Senior Redevelopment Planner	I
B818-UE10	Senior Strategic Financial Planning Administrator	I

**San Diego Unified Port District  
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**Appendix A:  
List of Designated Employees**

<b>Class No.</b>	<b>Class Title</b>	<b>Assigned Disclosure Categories</b>
B253-UE03	Senior Training & Organization Development Specialist	II
B237-CN03	Special Events Associate	V
B222-UE13	Technology Security Supervisor (Title added per Resolution 2013-120)	VII
B224-UE05	Technology Services Supervisor	VII
B801-UE03	Training & Organization Development Specialist	II
B278-UE03	Training Administration Coordinator	II
B179-CN03	Travel Services Coordinator	VIII
A1025-UE03	Vice President, Administration/ CAO	I
A1026-UE11	Vice President, Public Policy	I
A1015-UE03	Vice President, Operations/COO	I
A1500-UE03	Vice President, Public Safety/Chief of Harbor Police	I
A1028-UE11	Vice President, Strategy & Business Development	I

The following individuals must file Statements of Economic Interests pursuant to Government Code Section 87200 and are listed below for informational purposes only:

Port Commissioner

Chief Engineer  
District Clerk  
Executive Director  
Port Attorney  
Port Auditor  
Treasurer (CFO/Treasurer)

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance of 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 Section 87200

**San Diego Unified Port District  
Conflict of Interest Code**

**Appendix B:  
Disclosure Categories for Designated Positions**

**Category I**

All sources of income, interests in real property and investments and business positions in business entities located in or doing business in San Diego County.

**Category II**

All sources of income, investments and business positions in business entities located in or doing business in San Diego County.

**Category III**

Investments and business positions in business entities and sources of income, which provide services, supplies, materials, machinery or equipment of the type utilized by the agency.

**Category IV**

Investments and business positions in business entities and sources of income, which provide financial services of the type utilized by the agency.

**Category V**

Investments and business positions in business entities and sources of income, which provide marketing services or communication services of the type utilized by the agency.

**Category VI**

Investments and business positions in business entities and income from sources which are providers of health care services, including but not limited to pharmacies, physicians, etc.

Investments and business positions in business entities and/or nonprofit corporations and income from sources which may be the recipient of patient referrals for the delivery of health care services or supplies by the employee's hospitals.

Investments and business positions in business entities or nonprofit corporations and income from sources which are of the type which provide consultant services to any business entity or nonprofit corporation made reportable by this disclosure category.

**Category VII**

Investments and business positions in business entities and sources of income which provide data processing or computer services, supplies, materials, machinery or equipment of the type utilized by the agency.

**San Diego Unified Port District  
Conflict of Interest Code**

**Appendix B:  
Disclosure Categories for Designated Positions**

**Category VIII**

Investments and business positions in business entities and sources of income, which provide travel services of the type utilized by the agency.

**Category IX**

Investments and business positions in business entities and sources of income, which provide Port/Seaport security or related Homeland Security services of the types utilized by the agency.

# San Diego Unified Port District

## Conflict of Interest Code

### Appendix C

#### Consultant Disclosure

Definition: Fair Political Practices Commission regulation [2 Cal. Code of Regs. Section 18700] defines “consultant” as an individual who, pursuant to a contract with a state or local governmental agency:

(a) Makes a governmental decision whether to:

- (1) Approve a rate, rule or regulation;
- (2) Adopt or enforce a law;
- (3) Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement;
- (4) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval;
- (5) Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract;
- (6) Grant agency approval to a plan, design, report, study, or similar item;
- (7) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision of the agency; or

(b) Serves in an ongoing staff capacity with the agency and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency’s local conflict of interest code.

“Consultant” does not serve in an ongoing staff capacity when:

- (1) Conducting research and arriving at conclusions with respect to his or her rendition of information, advice, recommendation or counsel independent of the control and direction of the agency or of any agency official, other than normal contract monitoring; and
- (2) He or she possesses no authority with respect to any agency decision beyond the rendition of information, advice, recommendation or counsel and only provides services on a sporadic basis.

Disclosure requirements for Sections (a) & (b) above:

Section (a): Investments and business positions in business entities and sources of income, which provide the type of services utilized by the agency.

Section (b): Consultants who serve in a staff capacity shall disclose those financial interests listed in the assigned disclosure category for the corresponding staff position listed in Appendix A.

# **San Diego Unified Port District**

## **Conflict of Interest Code**

### **Appendix C**

#### **Consultant Disclosure**

The Executive Director 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 comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director'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.