

2018 Local Agency Biennial Notice
Conflict of Interest Code Review Report

Name of Agency: Office of the Mayor
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This agency has reviewed its conflict-of-interest code and has determined that:

An amendment is required. The following amendments are necessary:
(Check all that apply.)

- Include new positions (including consultants) that must be designated.
- Revise disclosure categories.
- Revise the titles of existing positions.
- Delete positions that have been abolished.
- Delete positions that no longer make or participate in making governmental decisions.
- Other (describe) SEE REVISIONS IN ATTACHED

No amendment is required.

The agency's code accurately designates all positions that make or participate in the making of governmental decisions; the disclosure categories assigned to those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of gifts and income that may foreseeably be affected materially by the decisions made by those holding the designated positions; and the code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

8/15/18

Date

Complete this notice regardless of how recently your code was approved or amended.

Please return this notice no later than **August 15, 2018**, via e-mail (PDF) or inter-office mail to:

Clerk of the Board
Board of Supervisors
ATTN: Eileen McHugh
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102
E-mail: eileen.e.mchugh@sfgov.org

SEC. 3.1-315. MAYOR'S OFFICE.

(a) **Disclosure Category 2.** Persons in this category shall disclose income from any source.

<i>Designated Positions</i>	<i>Disclosure Categories</i>
Administration	
Mayor	See Sec. 3.1-500
All staff	1
Government Affairs Division	
All staff	1
Finance Division	
All staff	1
Communications Office	
All staff	1
Mayor's Office of Housing and Community Development	
Mayoral Staff	1
Citizen's Committee on Community Development, Members	2
Relocation Appeals Board Members	2
SOMA Community Stabilization Fund Community Advisory Committee, Members	2
Small Business Revolving Loan Fund Committee Members	2
Mayor's Office of Neighborhood Services	
All staff	1
Policy Division	
All staff	1

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2 **SEC. 3.1-315. MAYOR'S OFFICE.**

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<i>Designated Positions</i>	<i>Disclosure Categories</i>
Administration	
Mayor	See Sec. 3.1-500
Chief of Staff	+
Deputy Chief of Staff	+
Senior Policy Advisor	+
Director of Operations	+
Administrative Secretary to the Mayor	+
Confidential Secretary	+
Assistant to the Deputy Chief of Staff	+
Receptionist	+
<i>All staff</i>	<u>1</u>
Government Affairs Division	
Director of Government Affairs	+
Deputy Director	+
Liaison to the Board of Supervisors	+
Liaison to the Commissions	+
Legislative Assistant	+
<i>All staff</i>	<u>1</u>

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Finance Division	
Director of Finance	4
Deputy Director of Finance	1
Fiscal Analyst	1
Chief Data Officer	1
<i>All staff</i>	<u>1</u>
Communications Office	
Communications Director	4
Deputy Director	1
Media Liaisons	1
<i>All staff</i>	<u>1</u>
Mayor's Office of Housing and Community Development	
Citizen's Committee on Community Development, Members	2
Mayoral Staff	1
Relocation Appeals Board Members	<u>± 2</u>
SOMA Community Stabilization Fund Community Advisory Committee, Members	<u>± 2</u>
Small Business Revolving Loan Fund Committee Members	<u>± 2</u>
Mayor's Office of Housing	
Director	1
Deputy Director	1
Mayor's Office of Neighborhood Services	
Director	1
Deputy Director	1

1	District Liaison	1
2	<i>All staff</i>	<u>1</u>
3	Policy Division	
4	Policy Advisor - Education	1
5	Policy Advisor - Greening	1
6	Policy Advisor - Public Safety	1
7	Policy Advisor - Transportation	1
8	<i>All staff</i>	<u>1</u>
9	Office of Strategic Partnerships	
10	Director	1
11	Deputy Director	1
12	Analyst	1

14 **SEC. 3.1-320. MUNICIPAL TRANSPORTATION AGENCY.**

15 **(a) Disclosure Category 2.** Persons in this category shall disclose all sources of
16 income and investments, and ~~his or her~~their status as a director, officer, partner, trustee,
17 employee, or holder of a management position in any business entity.

18 **(b) Disclosure Category 3.** Persons in this category shall disclose all investments in
19 any business entity, any business positions in any business entity, and any income (including
20 gifts) from any source which provides the types of services or products (for example –
21 consulting, construction, repair, equipment, or maintenance) that may be purchased using the
22 proceeds of revenue bonds issued by the SFMTA.

24	<i>Designated Positions</i>	<i>Disclosure Categories</i>
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