

ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

The following action was taken by the Alameda County Board of Supervisors on 04/18/2023

Approved as Recommended ☒

Other ☐

Unanimous ☐ Tam: ☐ Haubert: ☒ Miley: ☐ Márquez: ☐ Carson: ☐ - ☒

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Documents to be signed by Agency/Purchasing Agent:

File No. 30950
Item No. 65

Copies sent to:

Daniel Woldesenbet (QIC 50501)

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:
Clerk of the Board
Board of Supervisors

By: 
Deputy



Public Works Agency
— Alameda County —

AGENDA ITEM NO. _____ April 18, 2023

Daniel Woldesenbet, Ph.D., P.E., Director

399 Elmhurst Street • Hayward, CA 94544-1395 • (510) 670-5480 • www.wacgov.org/pwa

April 4, 2023

The Honorable Board of Supervisors
1221 Oak Street
Oakland, CA 94612

Dear Board Members:

**SUBJECT: CONFLICT OF INTEREST CODE OF THE PUBLIC WORKS AGENCY,
COUNTY OF ALAMEDA – REVISION OF DESIGNATED POSITIONS**

RECOMMENDATION:

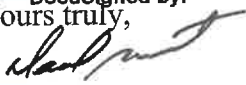
Approve the revisions to the Conflict of Interest Code as shown in the attached Exhibit A – Designated Positions, Revised for April 2023, which are required to file an annual statement disclosing the incumbent's financial interests reportable by the Political Reform Act of 1974.

SUMMARY:

When the Political Reform Act of 1974 was implemented, the Public Works Agency filed its Conflict of Interest Code. Upon biennial review of the positions requiring financial disclosure, it was determined that the positions responsible for the recommendation or authorization of expenditure of County funds required revision. The attached Exhibit A includes the revised list of Designated Positions which are required to file annual statement disclosing the incumbent's financial interests reportable by the Political Reform Act of 1974.

FINANCING:

There is no impact on the General Fund.

DocuSigned by:
Yours truly,

FD817EF5B3ED467...
Daniel Woldesenbet, Ph.D., P.E.
Director of Public Works

DW:lr

Attachments

EXHIBIT A

CONFLICT OF INTEREST CODE FOR THE ALAMEDA COUNTY PUBLIC WORKS AGENCY

This Conflict of Interest Code is promulgated under the authority of the Political Reform Act, Governmental Code Section §1000, 2 California Code of Regulations, Section 18730 as adopted by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act.

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 and by reference, along with the attached Appendices in which employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Alameda County Public Works Agency.

Designated employees shall file their statements of economic interests with the designated staff assistant to the Director of Public Works, who will make the statements available for public inspection and reproduction (Gov. Code Section §1008). The Director shall file a personal Statement of Economic Interests with the Clerk of the Board.

EXHIBIT A

APPENDIX of DISCLOSURE CATEGORIES ALAMEDA COUNTY PUBLIC WORKS AGENCY

<u>Category</u>	<u>Disclosure Required</u>
1	<u>Full Disclosure:</u> Persons in these positions have the direct responsibility for approving the expenditure of County Funds for services and supplies deemed necessary for the operation of the Public Works Agency and must disclose all interests in real property in the State of California, as well as investments, business positions and sources of income, including gifts, loans and travel payments.
2	<u>General Disclosure:</u> Persons in these positions have the authority to recommend the expenditure for services and supplies which they consider necessary for the operation of the Public Works Agency and/or are responsible for inspection of construction projects under the County's jurisdiction and recommending changes in or recommending the acceptance of the work. These positions are also responsible for the screening of and approval of job applicants and project bidders. These positions must disclose all investments, business positions and income, including gifts, loans and travel payments, from sources that provide good, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by any department or division of the Alameda County Public Works Agency.
3	<u>Regulatory, Permit or Licensing Agency:</u> Persons in these positions are responsible for various aspects of approving or inspection submittals from the public for either land development or building construction and must disclose all investments, business positions and income, including gifts, loans and travel payments, from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the Public Works Agency.
4	<u>Grant/Service Providers and Program Overseers:</u> The positions designated under this category award monies or grants to organizations or individuals and must disclose all investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the Public Works Agency.

EXHIBIT A

APPENDIX of DESIGNATED POSITIONS

ALAMEDA COUNTY PUBLIC WORKS AGENCY

CLASSIFICATION/POSITION	DISCLOSURE/ CATEGORY
Accounting and Finance Services Manager	1
Accounting Supervisor, Public Works Agency	1
Assistant Director of Public Works	1
Deputy Director, Public Works Agency	1
Director of Public Works	1
Information Systems Manager, Public Works Agency	1
Management Services Administrator, Public Works Agency	1
Administrative Specialist II	2
Administrator , Office of Policy and Program Development Manager	2
Assistant Chief, Right of Way agent	2
Assistant Engineer	2
Assistant Environmental Compliance Specialist	2
Assistant Right of Way Agent	2
Associate Environmental Compliance Specialist	2
Associate Land Surveyor	2
Associate Right of Way Agent	2
Auto Parts Technician	2
Bridge and Pump Supervisor	2
Capital Improvement Project Coordinator	2
Construction Inspector	2
Contract Compliance Officer	2
Departmental Personnel Officer I	2
Field Maintenance Superintendent	2
Field Maintenance Supervisor	2
Financial Services Specialist II	2
Information Systems Specialist	2
Junior Engineer	2
Land Surveyor	2
Lead Heavy Equipment Mechanic	2
Management Analyst	2
Principal Civil Engineer	2

EXHIBIT A

APPENDIX of DESIGNATED POSITIONS

ALAMEDA COUNTY PUBLIC WORKS AGENCY

CLASSIFICATION/POSITION	DISCLOSURE/ CATEGORY
Public Works Fleet and Infrastructure Systems Manager	2
Public Works Fleet Supervisor	2
Public Works Inspector III, Construction	2
Public Works Inspector III, Facilities	2
Safety Officer	2
Chief Departmental Human Resources Officer-Administrator	2
Senior Heavy Equipment Parts Technician	2
Senior Transportation Planner	2
Supervising Administrative Specialist	2
Supervising Civil Engineer	2
Supervising Environmental Compliance Specialist	2
Supervising Facilities Inspector	2
Supervising Land Surveyor	2
Supervising Public Works Inspector	2
Supply Clerk II	2
Technical Support Analyst	2
Traffic Safety Supervisor	2
Traffic Signal Supervisor	2
Weed and Pest Control Supervisor -Vegetation And Litter Abatement Supervisor	2
Building Inspector I	3
Building Inspector II	3
Building Official	3
Materials Testing Technician III	3
Supervising Building Inspector	3
Supervising Materials Testing Technician	3
Supervising Plans Checker	3

EXHIBIT B

CONFLICT OF INTEREST CODE – PUBLIC WORKS AGENCY

DESIGNATED POSITIONS AND DISCLOSURE CATEGORIES

Full Disclosure: These positions have the direct responsibility for approving the expenditure of County funds for services and supplies deemed necessary for the operation of the Public Works Agency:

Director of Public Works	Information Systems Manager,
Assistant Director of Public Works	Public Works Agency
Deputy Director, Public Works Agency	Accounting and Finance Manager
Management Services Administrator,	Accounting Supervisor,
Public Works Agency	Public Works Agency

General Disclosures: These classifications have the authority to recommend the expenditure of County funds for services and supplies which they consider necessary for the operation of the Public Works Agency and/or are responsible for inspection of construction projects under the County's jurisdiction and recommending changes in, or recommending the acceptance of the work:

Administrative Specialist II	Lead Heavy Equipment Mechanic
Administrator , Office of Policy and	Management Analyst
Program Development Manager	Principal Civil Engineer
Assistant Chief, Right of Way Agent	Public Works Fleet and Infrastructure
Assistant Engineer	Systems Manager
Assistant Environmental Compliance Officer	Public Works Fleet Supervisor
Specialist	Public Works Inspector III, Construction
Assistant Right of Way Agent	Public Works Inspector III, Facilities
	Safety Officer
Associate Environmental Compliance	Senior Heavy Equipment Parts Technician
Specialist	Senior Transportation Planner
Associate Land Surveyor	Supervising Administrative Specialist
Associate Right of Way Agent	Supervising Civil Engineer
Auto Parts Technician	Supervising Environmental Compliance Specialist
Bridge and Pump Supervisor	Supervising Facilities Inspector
Capital Improvement Project Coordinator	Supervising Land Surveyor
Construction Inspector	Supervising Public Works Inspector
Field Maintenance Superintendent	Supervising Right of Way Agent
Field Maintenance Supervisor	Supply Clerk II
Financial Services Specialist II	Technical Support Analyst
Information Systems Specialist	Traffic Safety Supervisor
Junior Engineer	Traffic Signal Supervisor
Land Surveyor	Weed and Pest Control Supervisor
	Vegetation and Litter Abatement Supervisor

Exhibit B
Conflict of Interest Code
Designated Positions
Page 2

General Disclosure: These positions are responsible for the screening and approval of job applicants and project bidders.

Administrative Specialist II
Contract Compliance Officer
Departmental Personnel Officer I
Chief Departmental Human Resources Administrator

Regulatory, Permit or Licensing Agency: These classifications are responsible for various aspects of approving or inspecting submittals from the public for either land development or building construction.

Building Inspector I
Building Inspector II
Building Official

Materials Testing Technician III
Supervising Building Inspector
Supervising Materials Testing Technician
Supervising Plans Checker