

**LOS ANGELES HOUSING DEPARTMENT  
CONFLICT OF INTEREST  
SCHEDULE "A" – DESIGNATED POSITIONS**

<u>DESIGNATED POSITIONS</u>	<u>CATEGORY</u>
<b>MANAGEMENT</b>	
General Manager, LAHD	1
Assistant General Manager	1
Public Information Director I	5
Senior Personnel Analyst I	2
Senior Personnel Analyst II	2
<b>ADMINISTRATIVE SERVICES DIVISION</b>	
Chief Management Analyst	2
Senior Management Analyst I	2
<b>MAJOR PROJECTS DIVISION</b>	
Director of Housing	1
Community Housing Program Manager	6 & 7
Rehabilitation Project Coordinator I	6 & 7
Rehabilitation Construction Specialist III	7
Rehabilitation Construction Specialist II	7
Rehabilitation Construction Specialist I	7
Financial Development Officer II	6
Financial Development Officer I	6
Senior Management Analyst I	6
Architectural Associate IV	7
Environmental Specialist II	7
Construction Estimator	7
Real Estate Officer	6
<b>HOMEOWNERSHIP &amp; PRESERVATION DIVISION</b>	
Director of Housing	1
Community Housing Program Manager	6 & 7
Rehabilitation Project Coordinator I	6 & 7
Rehabilitation Project Coordinator II	6 & 7
Rehabilitation Construction Specialist III	7
Rehabilitation Construction Specialist II	7
Rehabilitation Construction Specialist I	7
Finance Development Officer II	6
Finance Development Officer I	6

Senior Management Analyst I 6  
*Senior Project Coordinator* 6 & 7

**RENT STABLIZATION DIVISON**

Director of Enforcement Operations 1  
Rent Adjustment Commission Member 4  
Senior Management Analyst II 4  
Senior Management Analyst I 4  
Management Analyst II 4  
Management Analyst I 4  
Senior Housing Investigator 4  
Housing Investigator 4

**CODE ENFORCEMENT**

Director of Enforcement Operations 1  
Chief Inspector 4  
Principal Inspector 4  
Senior Housing Inspector 4  
Housing Inspector 4  
Assistant Inspector IV 4  
Senior Management Analyst I 4

**SYSTEMS DIVISION**

Director of Systems 8  
Senior Systems Analyst II 8  
Senior Systems Analyst I 8  
Database Architect 8  
Systems Programmer I 8

**ACCOUNTING DIVISION**

Departmental Chief Accountant IV 2 & 3  
Principal Accountant 3  
Fiscal Systems Specialist I 3

**PORTFOLIO DIVISION**

Senior Management Analyst II 6  
Finance Development Officer I 6  
Finance Development Officer II 6

## **COMPLIANCE DIVISION**

Director of Enforcement of Operations	1
Rehabilitation Project Coordinator	4
Senior Project Coordinator	4
Senior Management Analyst I	4
Senior Management Analyst II	4
Management Analyst I	4
Management Analyst II	4

## **HOUSING SERVICES**

Senior Project Coordinator	6 & 7
Senior Management Analyst I	6 & 7
Senior Management Analyst II	6 & 7

## **POLICY AND PLANING**

Senior Housing Planning & Economic Analyst	5
Housing Planning & Economic Analyst	5
Rehabilitation Construction Specialist I	7

## **BUDGET & GRANTS MANAGEMENT**

Senior Housing Planning & Economic Analyst	5
Housing Planning & Economic Analyst	5

Agency Report of:  
New Positions

A Public Document

**1. Agency Name** (Also include, Division, Department, or Region (if applicable))  
 Housing and Community Investment Department, CCFS, CSW

Amendment

**Agency Contact** (Last Name, First Name, Title)  
 Marcia Ruiz, Ethics Liaison for HCIDLA

Date of Original Filing: \_\_\_\_\_  
 (month, day, year)

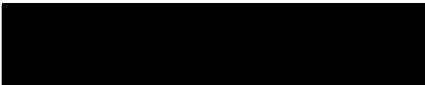
**Area Code/Phone Number** (213)808-8476 **E-mail** marcia.ruiz@lacity.org

**2. New Position Information**

Position Title/Classification and Job Summary	Assigned Category	OR	Disclosure Requirement	Assuming/Start Date (Optional)
Commissioner, Community and Family Services	See Attached 2			Start 7 / 1 / 13 d / m / yr
Commissioner, Status of Women	See Attached 2			Start 7 / 1 / 13 d / m / yr
				Start ___ / ___ / ___ d / m / yr
				Start ___ / ___ / ___ d / m / yr
				Start ___ / ___ / ___ d / m / yr
				Start ___ / ___ / ___ d / m / yr
				Start ___ / ___ / ___ d / m / yr

**3. Verification**

I have read and understand FPPC Regulations 18701 and 18734. I have verified that the disclosure assignment(s) set forth above, is in accordance with its provisions.

 Alexandra Catragno Senior Ethics Analyst 03/07/16  
 Signature Print Name Title (month, day, year)

Comment: (Use this space or an attachment for any additional information.)

**Commissioner, Community and Family Services/Commissioner, Status of Women**

A. Any investment in, business position with, or income from a source that did any of the following:

1. Provides the type of services, goods, or equipment used by the filer's agency;
2. Provided or sought to provide services, goods, or equipment to the filer's agency; or
3. Was a party or sought to become a party to a written agreement with the filer's agency.

B. Any interest in real property that was involved in a contracting decision made by or pending with the filer's agency or is located within 500 feet of such property.

C. Any investment in, business position with, or income from a source that rented, leased, subrented, sublet, purchased, or sold real property or facilities to or from the filer's agency.

D. Any investment in, business position with, or income from a source that applied for or received a grant from or provided grant funding to the City when the filer's agency provided a review, recommendation, or referral.

AUG 13 2013

Agency Report of:  
New Positions

A Public Document

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California Form **804**

**1. Agency Name** (Also include, Division, Department, or Region (if applicable))  
Los Angeles Housing & Community Investment Department

Amendment

**Agency Contact** (Last Name, First Name, Title)  
Cervantes, Rushmore Executive Officer

**Date of Original Filing:** \_\_\_\_\_  
(month, day, year)

**Area Code/Phone Number** (213) 808-8405

**E-mail**

**2. New Position Information**

Position Title/Classification and Job Summary	Assigned Category	OR Disclosure Requirement	Assuming/Start Date (Optional)
Sr. Auditor		See Memo	Start 07 / 01 / 13 d / m / yr
Environmental Affairs Officer		See Memo	Start 07 / 01 / 13 d / m / yr
Asst. Chief Grants Administrator		See Memo	Start 07 / 01 / 13 d / m / yr
Management Analyst II, Monitoring & Technical Assistance Division		See Memo	Start 07 / 01 / 13 d / m / yr
Sr. Management Analyst (all paygrades), Monitoring & Technical Assistance Division		See Memo	Start 07 / 01 / 13 d / m / yr
Sr. Management Analyst (all paygrades), Strategic Planning & Policy Division		See Memo	Start 07 / 01 / 13 d / m / yr
			Start ____ / ____ / ____ d / m / yr

**3. Verification**

I have read and understand FPPC Regulations 18701 and 18734. I have verified that the disclosure assignment(s) set forth above, is in accordance with its provisions.


RUSHMORE CERVANTES
EXECUTIVE OFFICER
8-6-13

Signature
Print Name
Title
(month, day, year)

Comment: (Use this space or an attachment for any additional information.)

LOS ANGELES HOUSING & COMMUNITY INVESTMENT DEPARTMENT  
CONFLICT OF INTEREST CODE ADDENDUM  
SCHEDULE "A" – DESIGNATED POSITIONS

<u>CLASSIFICATION</u>	<u>DISCLOSURE CATEGORY</u>
Sr. Auditor	2
Environmental Affairs Officer	2
Management Analyst II Monitoring & Technical Assistance Division	2
Sr. Management Analyst (all paygrades) Monitoring & Technical Assistance Division	1 & 2
Sr. Management Analyst (all paygrades) Strategic Planning & Policy Division	1 & 2

LOS ANGELES HOUSING & COMMUNITY INVESTMENT DEPARTMENT  
CONFLICT OF INTEREST CODE ADDENDUM  
SCHEDULE "B" – DISCLOSURE CATEGORIES

GENERAL PROVISION

A designated employee is required to disclose that he or she is a director, officer, partner, trustee, employee, or holds any position of management in a business entity if he or she would be required to disclose income from that entity. Income includes loans and gifts.

CATEGORY 1

Any investment, interest in real property located within the City of Los Angeles, or not more than one-half mile outside the boundaries of the City, or income, as defined by this Code.

CATEGORY 2

- A. Any investment in, income from, or business positions with any person or business entity engaged in auditing or accounting services.
- B. Any income from any organization or organization subcontractor which currently receives or during the past two years received or applied for any grant reviewed, approved, administered or audited by the Los Angeles Housing & Community Investment Department.
- C. Any investment in, income from, or business positions with any person or business entity engaged in architectural or construction contracting in the City of Los Angeles.
- D. Any investment in, income from, or business positions with any person or business entity which sells or appraises real estate in the City of Los Angeles.
- E. Any interest in real property, other than residential property, located within the City of Los Angeles or not more than one-half mile outside the boundaries of the City.



**LOS ANGELES HOUSING DEPARTMENT  
CONFLICT OF INTEREST  
SCHEDULE "B"**

**GENERAL PROVISION**

A designated employee is required to disclose that he or she is a director, officer, partner, trustee, employee or holds any position of management in a business entity if he or she would be required to disclose income from that entity. Income includes loans and gifts.

**CATEGORY 1**

1. Any investment; provided, however, that no investment in a business entity shall be considered an investment solely by reason of the ownership by the business entity of an interest in real property located more than two miles outside the boundaries of the City of Los Angeles.
2. Any interest in real property located within the City of Los Angeles or not more than two miles outside the boundaries of the City.
3. Any income.

**CATEGORY 2**

Any investment in or income from:

1. Any person or business entity which retails or wholesales office supplies, or office furniture.
2. Any employment agency.
3. Any investment in or income from any institution which provides educational or vocational training and is operated for profit in the City of Los Angeles.

**CATEGORY 3**

1. Any investment in or income from any person or business entity engaged in auditing, or accounting consulting services.
2. Any income from any organization which currently receives or during the past two years received or applied for any grant or contract reviewed; approved, administered or audited by the Department.

#### **CATEGORY 4**

1. Any interest in residential real property located within the City of Los Angeles or not more than one half mile outside the boundaries of the City.
2. Any investment in or income from any person, business entity, or organization which owns (other than by mortgage or deed of trust) or operates residential rental property which is located within the City of Los Angeles.
3. Any investment or income from any person, or business entity which sells or appraises real estate in the City of Los Angeles.

#### **CATEGORY 5**

1. Any investment in or income from any person, business entity or organization which currently receives or during the past two years received or applied for any grant reviewed, approved, administered or audited by the Department.
2. Any interest in residential real property located within the City of Los Angeles or not more than one half mile outside the boundaries of the City.
3. Any investment in or income from any person, business entity, or organization which owns (other than by mortgage or deed of trust) or operates residential rental property which is located within the City of Los Angeles.

#### **CATEGORY 6**

1. Any interest in real property located within the City of Los Angeles or not more than one half mile outside the boundaries of the City.
2. Any investment in or income from any person or business entity engaged in architectural or construction contracting in the City of Los Angeles.
3. Any investment or income from any person, business entity which sells or appraises real estate in the City of Los Angeles.
4. Any investment in or income from any persons or business entity engaged in providing financial and/or technical assistance to any business.
5. Any investment in or income from any financial institution which participates in a lending activity in conjunction with any grant or project reviewed, approved, administered or audited by the Housing Department.

## **CATEGORY 7**

1. Any interest in real property located within the City of Los Angeles or not more than one half mile outside the boundaries.
2. Any investment in or income from any person or business entity engaged in architectural or construction contracting in the City of Los Angeles.
3. Any investment in or income from any person, business entity organization which currently receives or during the past two years received or applied for any grant reviewed, approved, administered or audited by the Department.
4. Any investment in or income from any institution which provides housing, rehabilitation services or materials in the City of Los Angeles.
5. Any investment in or income from any financial institution which participates in a lending activity in conjunction with any grant or project reviewed, approved, administered or audited by the Housing Department.

## **CATEGORY 8**

1. Any investment in or income from any business entity which leases, sells or repairs business equipment, materials and supplies, including word processing and electronic data processing equipment and software systems.