

BOARD of SUPERVISORS



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## MEMORANDUM

TO: John St. Croix, Executive Director, Ethics Commission  
Tom Hui, Director, Building Inspection Department  
Mohammed Nuru, Director, Public Works  
John Rahaim, Director, Planning Department  
Jocelyn Kane, Executive Director, Entertainment Commission

FROM: Erica Major, Assistant Committee Clerk, Government Audit and Oversight Committee, Board of Supervisors

DATE: December 1, 2014

SUBJECT: LEGISLATION INTRODUCED

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The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Supervisor Chiu on November 25, 2014:

**File No. 141216**

**Ordinance amending the Campaign and Governmental Conduct Code to remove the requirement that permit consultants to disclose income received for their services.**

If you have any additional comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

C:

William Strawn, Building Inspection Department  
Carolyn Jayin, Building Inspection Department  
Frank Lee, Public Works  
Crystal Stewart, Commission Secretary

1 [Campaign and Governmental Conduct Code - Removal of Permit Consultant Disclosure  
2 Requirement - Income Received for Services]

3 **Ordinance amending the Campaign and Governmental Conduct Code to remove the  
4 requirement that permit consultants to disclose income received for their services.**

5       **NOTE:** **Unchanged Code text and uncodified text** are in plain Arial font.  
6       **Additions to Codes** are in *single-underlined italics Times New Roman font*.  
7       **Deletions to Codes** are in ~~strikethrough italics Times New Roman font~~.  
8       **Board amendment additions** are in double-underlined Arial font.  
9       **Board amendment deletions** are in ~~strikethrough Arial font~~.  
10      **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
11      subsections or parts of tables.

12      Be it ordained by the People of the City and County of San Francisco:

13      Section 1. The Campaign and Governmental Conduct Code is hereby amended by  
14 amending Section 3.410, to read as follows:

15      SEC. 3.410. PERMIT CONSULTANT REGISTRATION AND DISCLOSURES.

16      (a) **REGISTRATION OF PERMIT CONSULTANTS REQUIRED.** Permit consultants  
17 shall register with the Ethics Commission and comply with the disclosure requirements  
18 imposed by this Chapter. Such registration shall occur no later than five business days after  
19 providing permit consulting services, but the permit consultant shall register prior to providing  
any further permit consulting services.

20      (b) **REGISTRATION.** At the time of initial registration each permit consultant shall  
21 report to the Ethics Commission the following information:

22           (1) The name, business address, e-mail address, and business telephone  
23 number of the permit consultant;

24           (2) The name, business address, e-mail address, and business telephone  
25 number of each client for whom the permit consultant is performing permit consulting services;

(3) The name, business address, e-mail address, and business telephone number of the permit consultant's employer, firm or business affiliation; and

(4) Any other information required by the Ethics Commission consistent with the purposes and provisions of this Chapter.

**(c) PERMIT CONSULTANT DISCLOSURES.** Beginning on April 15, 2015, each permit consultant shall file four quarterly reports, according to the following schedule: the permit consultant shall file a report on April 15 for the period starting January 1 and ending March 31; on July 15 for the period starting April 1 and ending June 30; on October 15 for the period starting July 1 and ending September 30; and on January 15 for the period starting October 1 and ending December 31. Each quarterly report shall contain the following:

(1) The name, business address, e-mail address, and business telephone number of each person from whom the permit consultant or the permit consultant's employer received or expected to receive economic consideration for permit consulting services during the reporting period, *and the amount of economic consideration the permit consultant received or expected to receive;*

(2) For each contact with the Department of Building Inspection, the Entertainment Commission, the Planning Department, or the Department of Public Works in the course of providing permit consulting services during the reporting period:

(A) The name of each officer or employee of the City and County of San Francisco with whom the permit consultant made contact;

(B) A description of the permit sought or obtained, including the application number for the permit; and

(C) The client on whose behalf the contact was made.

(3) All political contributions of \$100 or more made by the permit consultant or the permit consultant's employer during the reporting period to an officer of the City and

1 County, a candidate for such office, a committee controlled by such officer or candidate, a  
2 committee primarily formed to support or oppose such officer or candidate, or any committee  
3 primarily formed to support or oppose a ballot measure to be voted on only in San Francisco.

4 (4) Any amendments to the permit consultant's registration information required  
5 by Subsection (b).

6 (5) Any other information required by the Ethics Commission consistent with the  
7 purposes and provisions of this Chapter.

8  
9 Section 2. Effective Date. This ordinance shall become effective 30 days after  
10 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
11 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
12 of Supervisors overrides the Mayor's veto of the ordinance.

13  
14 Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors  
15 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,  
16 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal  
17 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment  
18 additions, and Board amendment deletions in accordance with the "Note" that appears under  
19 the official title of the ordinance.

20  
21 APPROVED AS TO FORM:  
22 DENNIS J. HERRERA, City Attorney

23 By:   
24 ANDREW SHEN  
Deputy City Attorney

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