



City & County of San Francisco
Ethics Commission



FY 2024-25 and FY 2025-26 Departmental Budget Presentation
BOS Budget and Appropriations Committee
Wednesday, June 12, 2024

Patrick Ford, Executive Director

Ethics Commission Mission

To promote the highest standards of ethical conduct in City government and to ensure transparency into campaign finance and lobbying activities.

- **Conflict-of-interest rules** ensure that services and spending are directed to benefit San Francisco communities and in no way are unduly used to benefit City officials
- **Campaign finance rules** ensure that money spent on City elections is publicly disclosed and does not affect how elected officials make important decisions
- **Lobbyist disclosure** provide transparency into money spent to influence City decisions

FY25-FY26 Strategic Budget Priorities

- Build an effective and sustainable **Audit program**.
- Continue improvement of **Enforcement program**.
- Deepen **engagement** with City agencies and other regulated communities to ease **compliance**.
- Strengthen **organizational capacity** and effectiveness across all programs.



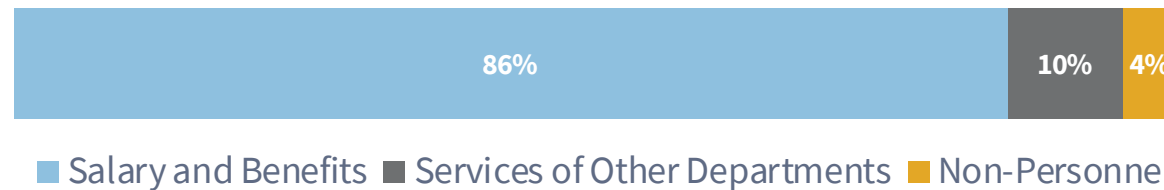
Commission's Funding Snapshot



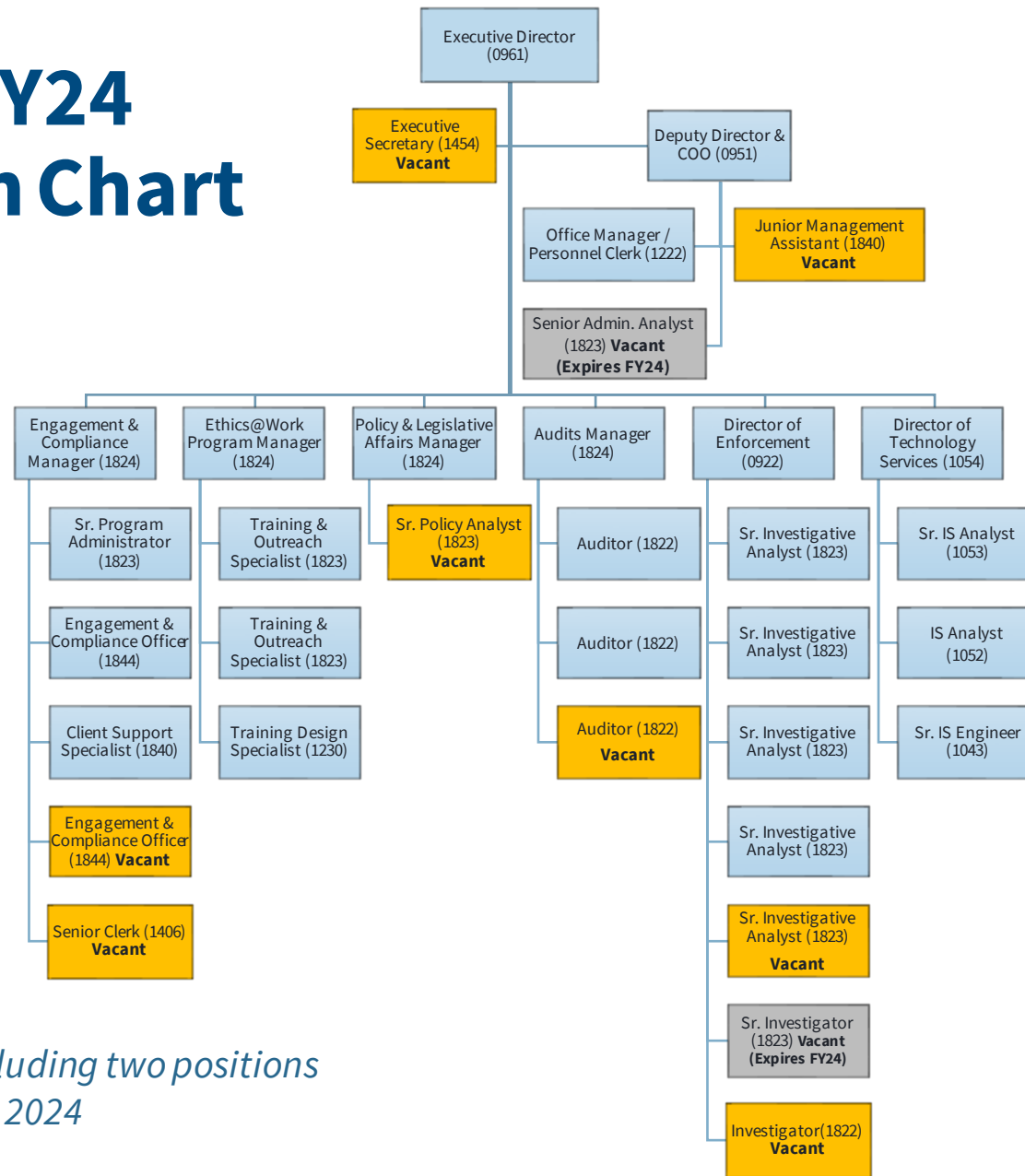
| | FY24 Approved (July 1, 2023-June 30, 2024) | FY25 Proposed (July 1, 2024-June 30, 2025) | FY26 Proposed (July 1, 2025-June 30, 2026) |
|-------------------------|--|--|--|
| Annual Operating Budget | \$7.09m | \$6.86m | \$7.34m |
| Funded Positions | 30.56 | 27.61* | 28.94 |

*Reduction in staffing level is primarily due to expiration of funding for two positions by June 30, 2024.

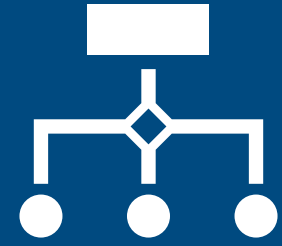
FY25 Distribution of Operating Budget



Current FY24 Organization Chart



- 24 staff positions filled
- Ten positions vacant including two positions which expire on June 30, 2024





Department Mission and Budget: AUDITS

Campaign finance audits have historically not been completed on time and have relied on external auditors to clear large backlogs.

| Campaign Committee Audits | FY20 | FY21 | FY22 | FY23 | FY24 |
|----------------------------|------|------|------|------|------|
| Number of audits completed | 4 | 23 | 0 | 0 | 8 |

Completing audits in a timelier manner is top priority. The proposed budget will support this goal by:

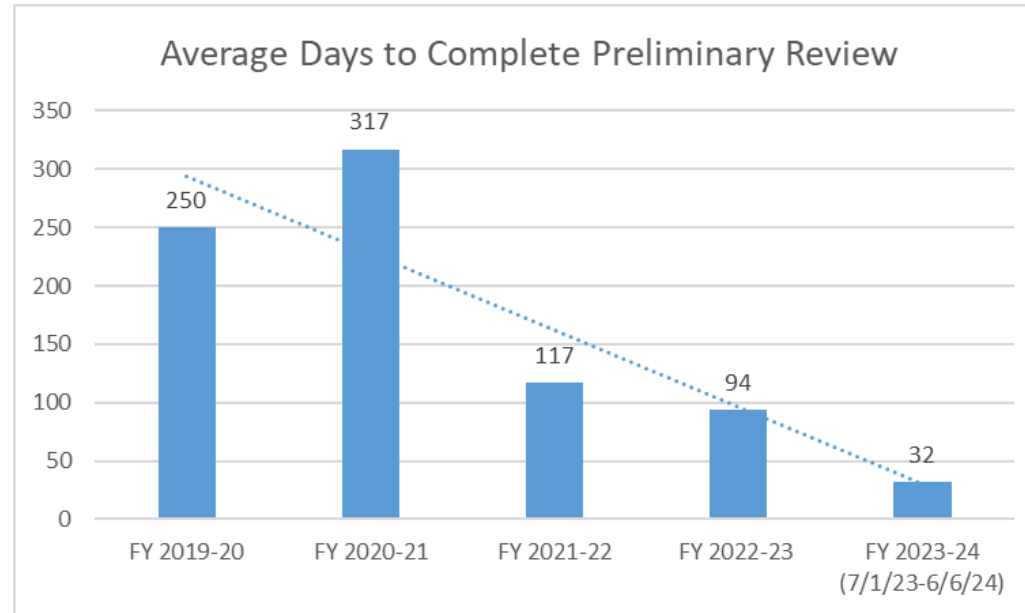
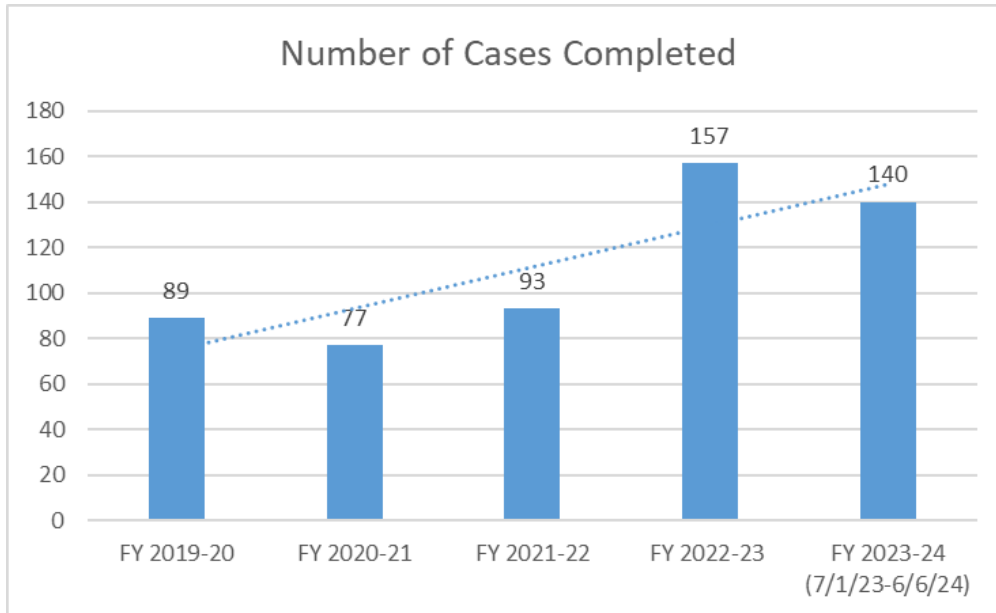
- Reclassifying positions in the Audit Division to higher classifications that are specific to auditing. This enhanced staffing support will enable timely completion of audits, audits of greater complexity and volume, and more rigorous standards for auditing campaign committees and lobbyists.

Department Mission and Budget: ENFORCEMENT



Enforcement has greatly improved over the last two years thanks to increased staffing.

- There is no backlog of enforcement cases.



Department Mission and Budget: ENFORCEMENT



The proposed budget will support continued improvement to enforcement by:

- Reclassifying positions in the Enforcement Division to implement the Commission's new investigative functions and business processes. Enforcement will also play a larger role in advising other staff, including audits, on legal and policy matters.
- Filling a vacant 1824 position responsible for conducting administrative hearings.

Department Mission and Budget: COMPLIANCE



The Commission has increased its compliance support to help educate City officials, political campaigns, and lobbyists about the law.

The proposed budget will support increased compliance support and engagement by:

- Filling key vacancy (1844) to support Form 700 (Statement of Economic Interests) & Ethics compliance.

Department Mission and Budget: OVERSIGHT

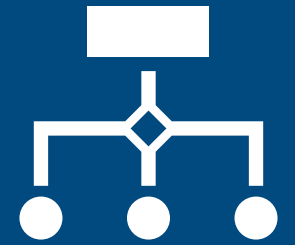
The department has historically been forced to devote much executive bandwidth to administrative matters. This diverts attention away from oversight of operations.

- Administrative functions include: reporting, compliance with policies, procurement, contracting, HR, recruitment, budget, and financial accounting.
- Administrative functions have also been absorbed by program leads.

The proposed budget will support increased oversight, planning, and program improvements by:

- Filling two support positions (1844 and 1454) at the executive level, providing for greater support and oversight of programs. Also consolidate administrative functions that are currently distributed across staff positions department-wide.



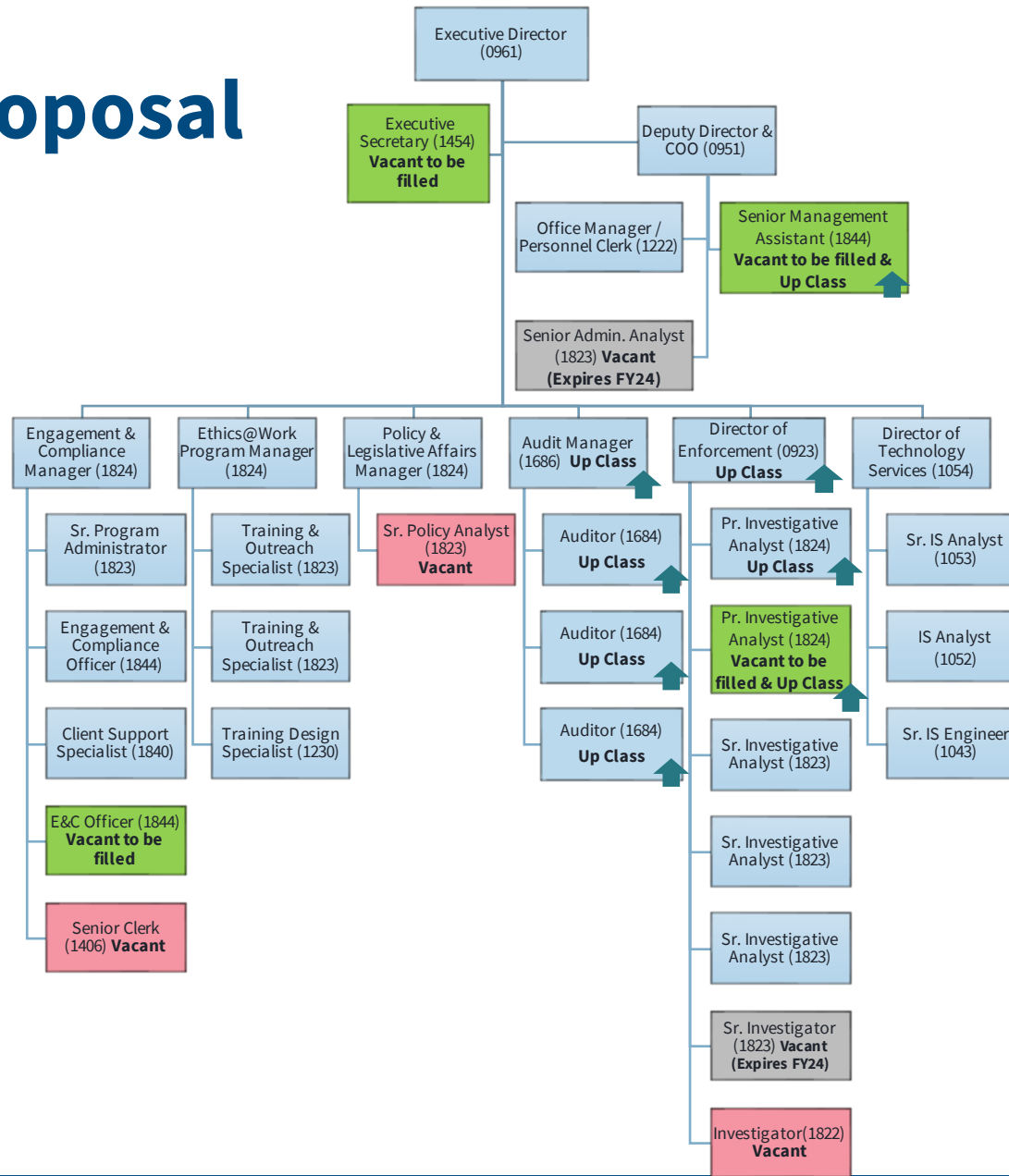


FY25-FY26 Budget Proposal Organization Chart

- Vacant positions to be filled.
- ↑ Position reclassifications.
- Positions held vacant for attrition savings.
- Positions expiring on June 30, 2024.

Reclassifications

- 1840 Junior Management Assistant to 1844 Senior Management Assistant
- 1824 Audit Manager to 1686 Auditor III
- 1822 Auditor to 1684 Auditor II (Three positions)
- Director of Enforcement from 0922 (Manager I) to 0923 (Manager II)
- 1823 Senior Investigative Analyst to 1824 Principal Investigative Analyst (Two positions)



Election Campaign Fund

- Established in the City's Campaign Finance Reform Ordinance to provide partial public financing for candidates for Mayor and the Board of Supervisors who meet the required eligibility criteria.
- Separate fund which is not a part of the Commission's operating budget.
- Fund has a current balance of \$4 million.
- Mayor's proposed budget for FY25 and FY26 provides an additional allocation of \$7.5 million and \$446,860, respectively.



Ethics Commission Staffing Levels



| Staffing | FY20 | FY21 | FY22 | FY23 | FY24 | FY25 Proposed | FY26 Proposed |
|---------------|-------|-------|-------|-------|-------|------------------|------------------|
| Budgeted FTEs | 23.26 | 22.34 | 30.50 | 31.43 | 30.56 | 27.61 | 28.94 |

Historical data from the City's Salary Ordinance