

# **Ethics Commission**



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# Ethics Commission



## Description

Founded in 2001, the Ethics Commission is an independent City entity responsible for monitoring, administering, and enforcing the City's governmental ethics laws, which include the City's campaign and lobbying laws. The Ethics Commission conducts audits and investigations, provides formal and informal advice to persons who fall within its jurisdiction, conducts live training sessions, administers online training programs, and proposes governmental ethics law reforms. For more information concerning the Ethics Commission, please visit the Commission's website at [www.sandiego.gov/ethics](http://www.sandiego.gov/ethics).

### ***The vision is:***

To advance the principles of open government, transparency, and an informed citizenry through the timely disclosure of financial information by candidates, political committees, lobbyists, and City Officials.

### ***The mission is:***

To preserve public confidence in our City government through education, advice, and the prompt and fair enforcement of local governmental ethics laws.

## Goals and Objectives

**Goal 1: Educate City officials, City candidates and lobbyists about the various provisions in the City's governmental ethics laws**

- Provide prompt, informal advice via telephone, email and in person
- Issue formal advisory opinions
- Prepare and disseminate educational materials such as fact sheets and manuals
- Provide live and online training courses for City officials, candidates, and lobbyists

**Goal 2: Ensure compliance with the City's governmental ethics laws through audit and enforcement activities**

- Conduct efficient and thorough investigations into alleged violations of the City's ethics laws, campaign laws, and lobbying laws
- Conduct compliance audits of City candidate and ballot measure committees

**Goal 3: Propose legislative amendments to ensure that the City's governmental ethics laws are effective in preventing corruption and the appearance of corruption**

- Review existing laws, receive public input, and study laws in other jurisdictions
- Prepare proposed legislative amendments for City Council approval

## Key Performance Indicators

Performance Indicator	FY2020 Target	FY2020 Actual	FY2021 Target	FY2021 Actual	FY2022 Target
Percentage of authorized investigations completed within 180 calendar days	90%	90%	90%	90%	90%
Percentage of authorized investigations completed within 360 calendar days	100%	100%	100%	100%	100%
Percentage of complaints reviewed within 30 calendar days	100%	100%	100%	100%	100%
Percentage of educational materials updated within 30 days of legislative changes (both State and local)	100%	100%	100%	100%	100%
Percentage of requests for technical assistance (informal advice regarding campaign, lobbying, and ethics laws) responded to within 24 hours	100%	100%	100%	100%	100%

## Department Summary

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
FTE Positions (Budgeted)	5.50	6.25	6.00	(0.25)
Personnel Expenditures	\$ 1,064,841	\$ 1,091,289	\$ 1,035,936	\$ (55,353)
Non-Personnel Expenditures	102,958	275,045	220,917	(54,128)
<b>Total Department Expenditures</b>	<b>\$ 1,167,798</b>	<b>\$ 1,366,334</b>	<b>\$ 1,256,853</b>	<b>\$ (109,481)</b>
<b>Total Department Revenue</b>	<b>\$ 23,161</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

## General Fund

### Department Expenditures

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
Ethics Commission	\$ 1,167,798	\$ 1,366,334	\$ 1,256,853	\$ (109,481)
<b>Total</b>	<b>\$ 1,167,798</b>	<b>\$ 1,366,334</b>	<b>\$ 1,256,853</b>	<b>\$ (109,481)</b>

### Department Personnel

	FY2020 Budget	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
Ethics Commission	5.50	6.25	6.00	(0.25)
<b>Total</b>	<b>5.50</b>	<b>6.25</b>	<b>6.00</b>	<b>(0.25)</b>

### Significant Budget Adjustments

	FTE	Expenditures	Revenue
<b>Support for Information Technology</b> Adjustment to expenditure allocations according to a zero-based annual review of information technology requirements.	0.00	\$ 6,697	\$ -
<b>Non-Discretionary Adjustment</b> Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	1,030	-
<b>Citywide Contracts Reduction of 2.6%</b> Reduction of non-personnel expenditures associated with a 2.6% reduction in contracts citywide.	0.00	(9,931)	-
<b>Pay-In-Lieu of Annual Leave Adjustments</b> Adjustment to expenditures associated with projected compensation to employees in-lieu of the use of annual leave.	0.00	(16,572)	-
<b>Salary and Benefit Adjustments</b> Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	(0.25)	(90,705)	-
<b>Total</b>	<b>(0.25)</b>	<b>\$ (109,481)</b>	<b>\$ -</b>

## Expenditures by Category

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
<b>PERSONNEL</b>				
Personnel Cost	\$ 660,371	\$ 716,683	\$ 725,209	\$ 8,526
Fringe Benefits	404,470	374,606	310,727	(63,879)
<b>PERSONNEL SUBTOTAL</b>	<b>1,064,841</b>	<b>1,091,289</b>	<b>1,035,936</b>	<b>(55,353)</b>
<b>NON-PERSONNEL</b>				
Supplies	\$ 5,450	\$ 9,841	\$ 10,126	\$ 285
Contracts	74,798	237,177	176,067	(61,110)
Information Technology	17,514	23,027	29,724	6,697
Energy and Utilities	1,541	-	-	-
Other	3,654	5,000	5,000	-
<b>NON-PERSONNEL SUBTOTAL</b>	<b>102,958</b>	<b>275,045</b>	<b>220,917</b>	<b>(54,128)</b>
<b>Total</b>	<b>\$ 1,167,798</b>	<b>\$ 1,366,334</b>	<b>\$ 1,256,853</b>	<b>\$ (109,481)</b>

## Revenues by Category

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
Charges for Services	\$ 21	\$ -	\$ -	-
Fines Forfeitures and Penalties	23,140	-	-	-
<b>Total</b>	<b>\$ 23,161</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

## Personnel Expenditures

Job Number	Job Title / Wages	FY2020 Budget	FY2021 Budget	FY2022 Proposed	Salary Range	Total
<b>FTE, Salaries, and Wages</b>						
20001220	Executive Director	1.00	1.25	1.00	\$ 50,128 - 184,330	\$ 172,968
20001234	Program Coordinator	1.00	1.00	1.00	30,160 - 147,160	80,392
20001222	Program Manager	3.50	4.00	4.00	50,128 - 184,330	471,849
<b>FTE, Salaries, and Wages Subtotal</b>		<b>5.50</b>	<b>6.25</b>	<b>6.00</b>		<b>\$ 725,209</b>

	FY2020 Actual	FY2021 Budget	FY2022 Proposed	FY2021-2022 Change
<b>Fringe Benefits</b>				
Employee Offset Savings	\$ 7,901	\$ 5,718	\$ 2,689	\$ (3,029)
Flexible Benefits	79,450	90,096	92,833	2,737
Insurance	1,154	-	-	-
Long-Term Disability	-	2,610	3,038	428
Medicare	9,862	10,906	10,516	(390)
Other	5,464	-	-	-
Other Post-Employment Benefits	34,850	39,334	37,308	(2,026)
Retiree Medical Trust	565	1,034	786	(248)
Retirement ADC	206,543	153,449	89,376	(64,073)
Retirement DROP	4,501	4,509	9,785	5,276
Risk Management Administration	6,726	6,620	6,462	(158)
Supplemental Pension Savings Plan	45,661	57,589	53,299	(4,290)
Unemployment Insurance	1,013	1,158	1,102	(56)
Workers' Compensation	780	1,583	3,533	1,950
<b>Fringe Benefits Subtotal</b>	<b>\$ 404,470</b>	<b>\$ 374,606</b>	<b>\$ 310,727</b>	<b>\$ (63,879)</b>
<b>Total Personnel Expenditures</b>			<b>\$ 1,035,936</b>	