



# ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

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Date: December 13, 2019  
To: Members of the Ethics Commission  
From: Jeff Zumwalt, Senior Investigator & Legal Analyst  
Jeff Pierce, Director of Enforcement & Legal Affairs  
Subject: **AGENDA ITEM 9: Enforcement Report for the December 20, 2019 Meeting**

**Summary:** This report highlights programmatic information and operational updates related to the Enforcement & Legal Affairs Division.

**Action Requested:** No action is required by the Commission, as this item is for informational purposes only.

**Presentation: Bureau of Delinquent Revenue**

Each month the Enforcement & Legal Affairs Division’s Fines Collection Officer works with Staff from the Office of the Treasurer & Tax Collector’s Bureau of Delinquent Revenue (the “Bureau”) to update the Commission on the Bureau’s efforts to collect unremitted fees and penalties on the Commission’s behalf. Over the course of the several meetings in 2019, Commissioners have sought clarification about the process the Bureau pursues in its collection efforts. Staff from the Bureau had intended to appear before the Commission at the November meeting but a scheduling conflict prevented their participation. Barring an additional unforeseen conflict, Staff from the Bureau will instead appear at the December meeting to field questions the Commission may have.

**Enforcement Statistics**

The Commission’s enforcement docket now consists of 148 matters, approximately three-fifths of which are under investigation. The following tables compare the number and average age of the Commission’s enforcement docket to the same figures as reported last month and as reported in this month last year:

*Number and Average Age of Matters in Preliminary Review*

Month	January 2019*	November 2019	December 2019
Number	92	56	45
Avg. Age (mo.)	6.2	6.9	6.8

*Number and Average Age of Matters in Open Investigation*

Month	January 2019*	November 2019	December 2019
Number	88	92	90
Avg. Age (mo.)	15	17.7	18.0

\*The Commission held no meeting in December 2018; Staff have therefore used January 2019 as the nearest point for comparison.

Attachment 1 contains additional data on the type and age of matters under preliminary review.  
Attachment 2 contains additional data on open investigations.

**Referrals to Bureau of Delinquent Revenues**

Under San Francisco Charter section C3.699-13(c)(i)(3), the Ethics Commission must refer to the Bureau of Delinquent Revenue penalties—including late fees—that the Commission has assessed but which remain unpaid after a specified period of time. The Commission’s Fines Collections Officer continues to work with delinquent filers to collect outstanding late fees and to refer unpaid accounts to the Bureau. The summary of accounts below is current as of December .

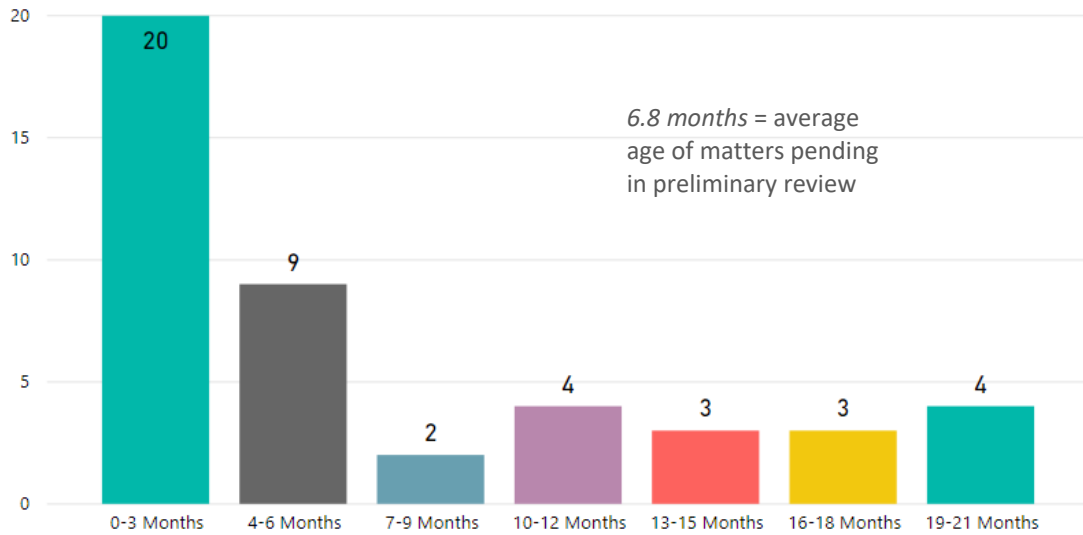
Committee/ Filer	ID #	Treasurer/ Responsible Officer	Referral Date	Original Amount Referred	Current Balance	General Status	Status
Chris Jackson	1347066	Chris Jackson	7/12/13	\$6,601.00	\$5,100.99	Judgment	No change in resident status, Debtor continue to evade collections. An Order of Examination Hearing is rescheduled to 1/16/2020 at 11:00am. Skip Tracing to locate Mr. Jackson's place of residence, employment and additional assets. Mailed verification of employment to debtor's possible place of employment.
Chris Jackson	22- 12119	Chris Jackson	9/26/16	\$6,100.00	\$6,100.00	Judgment	See above.
Committee to Elect Norman for Supervisor	14- 131112	Jacqueline Norman	5/1/15	\$9,000.00	\$9,000.00	Judgment	No change in resident status, Debtor continue to evade collections. An Order of Examination Hearing is rescheduled to 1/16/2020 at 11:00am. Skip Tracing to locate Ms. Norman's place of residence, employment and additional assets.
Isabel Urbano	SFO- 153993	Isabel Urbano	3/23/16	\$7,000.00	\$6,850.00	Agency Assignment	Assigned to collections agency.
Lynette Sweet	1324331	Lynette Sweet	12/29/16	\$74,408.19	\$74,408.19	Settlement Negotiation	Legal Department negotiating repayment with debtor. Debtor is to complete Financial Proposal and Financial Statement to validate income.

Committee/ Filer	ID #	Treasurer/ Responsible Officer	Referral Date	Original Amount Referred	Current Balance	General Status	Status
SF Latino Democratic Club	1342652	Sarah Souza	6/21/19	\$10,979.00	\$10,979.00	Defaulted on Payment Plan	BDR emailed Debtor's attorney to request that he contact the Senior Collections Officer. Non responsive to request for Attorney representation documentation. Working with Legal Department for next step due to Attorney's lack of response.
San Franciscans for Democracy, Yes on D Committee	1391630	Jeremy Pollock	6/21/19	\$1,625.00	\$1,625.00	No response from Debtor	Small Claims suit filed. Hearing date 1/28/2020.
Noe Valley Democratic Club	963103	Todd David	6/21/19	\$3,275.00	\$0.00	Paid in Full	Organization President paid in full.
Arlo Smith For Democratic County Central Committee	1388142	Arlo Smith	4/30/2019	\$1,750	\$1,750.00	Refuse to Pay	Return mail. Started delinquency letter series with new address.
						<b>Total:</b>	<b>\$115,813.18</b>

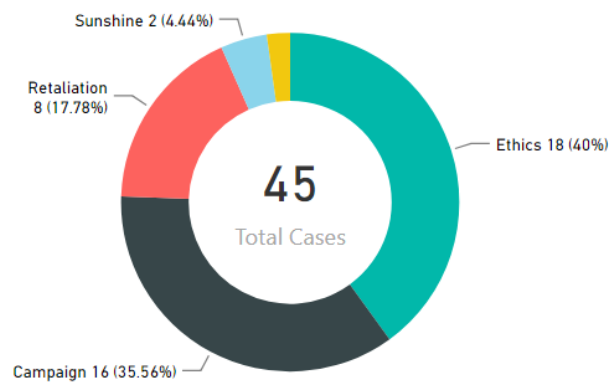
I look forward to answering any questions you might have at the upcoming Commission meeting.

## Agenda Item 9, Attachment 1

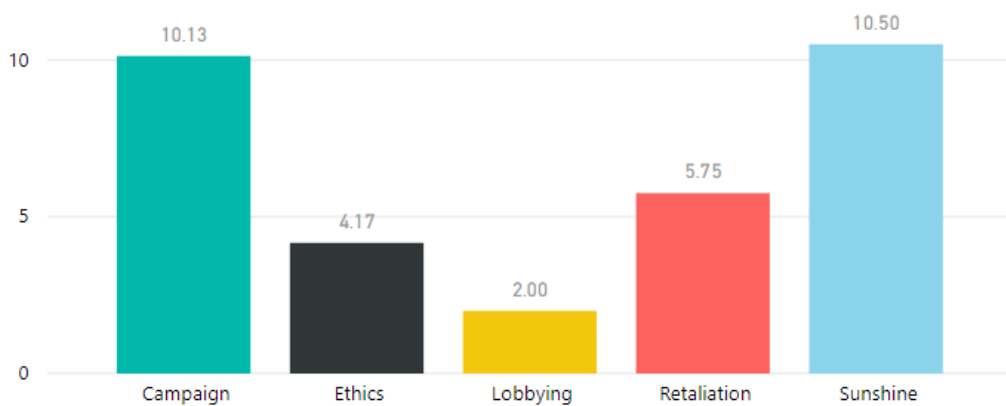
Age of Matters in Preliminary Review



Matters in Preliminary Review by Type

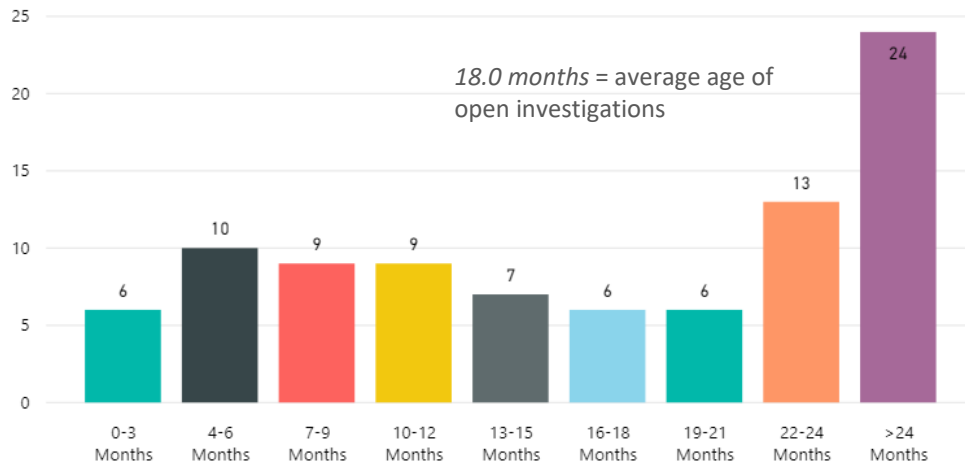


Average Age of Matters in Preliminary Review by Type

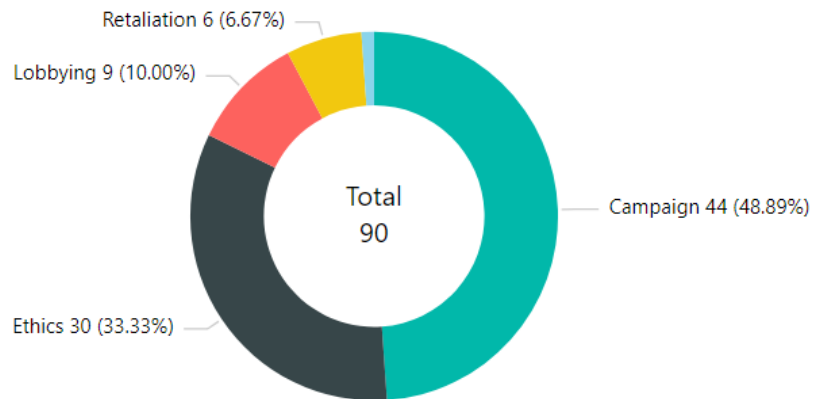


## Agenda Item 9, Attachment 2

Age of Matters under Open Investigation



Open Investigations by Type



Average Age of Matters under Open Investigation by Type

