



City & County of San Francisco
Ethics Commission



FY25-26 and FY26-27 Budget Overview
Commission Meeting Agenda Item 9 - Attachment 1
Friday, January 17, 2025

Patrick Ford, Executive Director

FY26 & FY27 Budget Submission Process

Departmental budget submissions for the two-year period that begins July 1, 2025 and ends June 30, 2027 must be submitted to the Mayor's Office by **February 21, 2025**.

Departments are required to hold **two public hearings** concerning budget priorities and budget proposals respectively to receive public input prior to submitting their proposed budgets:

- This agenda item is the first hearing to receive public input on the Commission's budget priorities.
- A second hearing to receive public input on the Commission's proposed budget is planned for the next meeting on February 7, 2025.



FY26 & FY27 Strategic Priorities

- Provide effective **educational materials and compliance assistance** to better inform regulated communities about the law and engage members of the public
- Conduct **thorough and timely audits** using updated procedures and protocols
- Continue to strengthen the Commission's **enforcement** functions through increased proactive investigations and more large, impactful cases
- Ensure robust **electronic disclosure systems** and processes to promote filer compliance and enhance public access to disclosure filings
- **Strengthen and refine** the City's ethics, campaign finance, lobbying, and other **laws** under the Commission's jurisdiction
- Enhance **operational efficiency** across the department by implementing standardized procedures, more detailed performance indicators, automation, and data-driven approaches
- Maintain **adequate staffing levels** to support the Commission's essential functions



Commission's Funding Snapshot



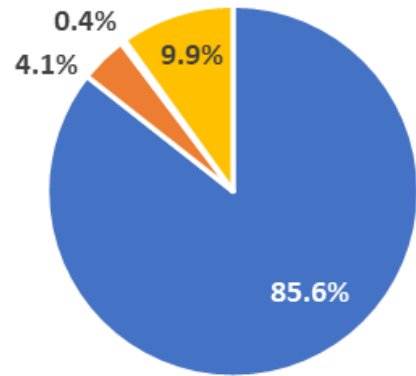
	FY25 Approved (July 1, 2024-June 30, 2025)	FY26 Baseline (July 1, 2025-June 30, 2026)	FY27 Baseline (July 1, 2026-June 30, 2027)
Annual Operating Budget	\$6.75m	\$7.23m	\$7.55m
Funded Positions	27.61*	29.08	29.08

**The number of positions funded in FY25 is lower than 29 as it reflects planned hiring delays that were required by the Mayor's Budget Office for several positions. The Commission has completed those recruitments per required delays and filled all funded staff positions (29).*

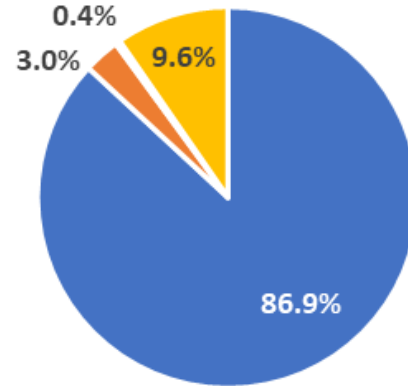
Operating Budget Distribution



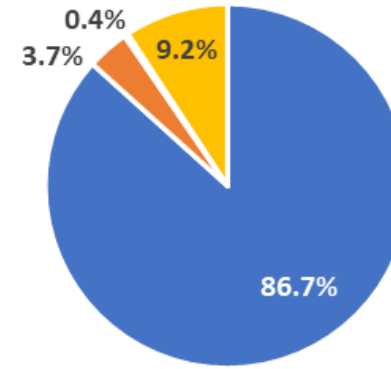
FY25 Approved Budget



FY26 Baseline Budget



FY27 Baseline Budget



- Salary & Benefits
- Materials & Supplies

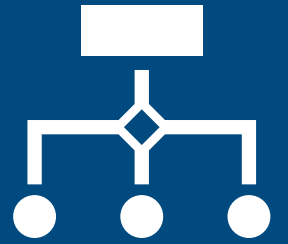
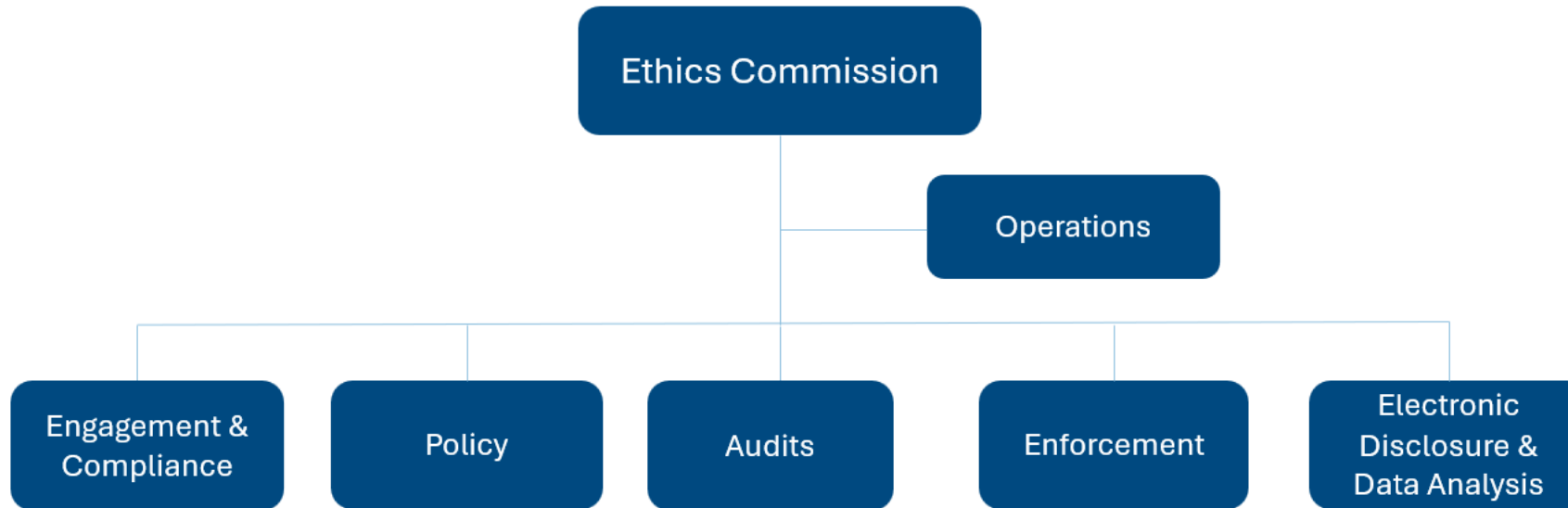
- Non-Personnel Services
- Services of Other Departments

Election Campaign Fund

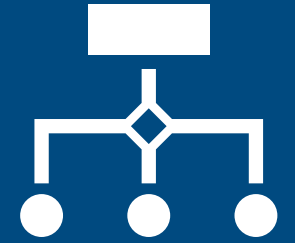
- Established in the City's Campaign Finance Reform Ordinance to provide partial public financing for candidates for Mayor and the Board of Supervisors who meet the required eligibility criteria.
- Fund has a balance of \$2.3 million and is capped at a maximum of \$7 million.
- City's baseline budget for FY26 and FY27 currently provides an additional allocation of \$446,860 each year.



Ethics Commission Divisions (FY25)

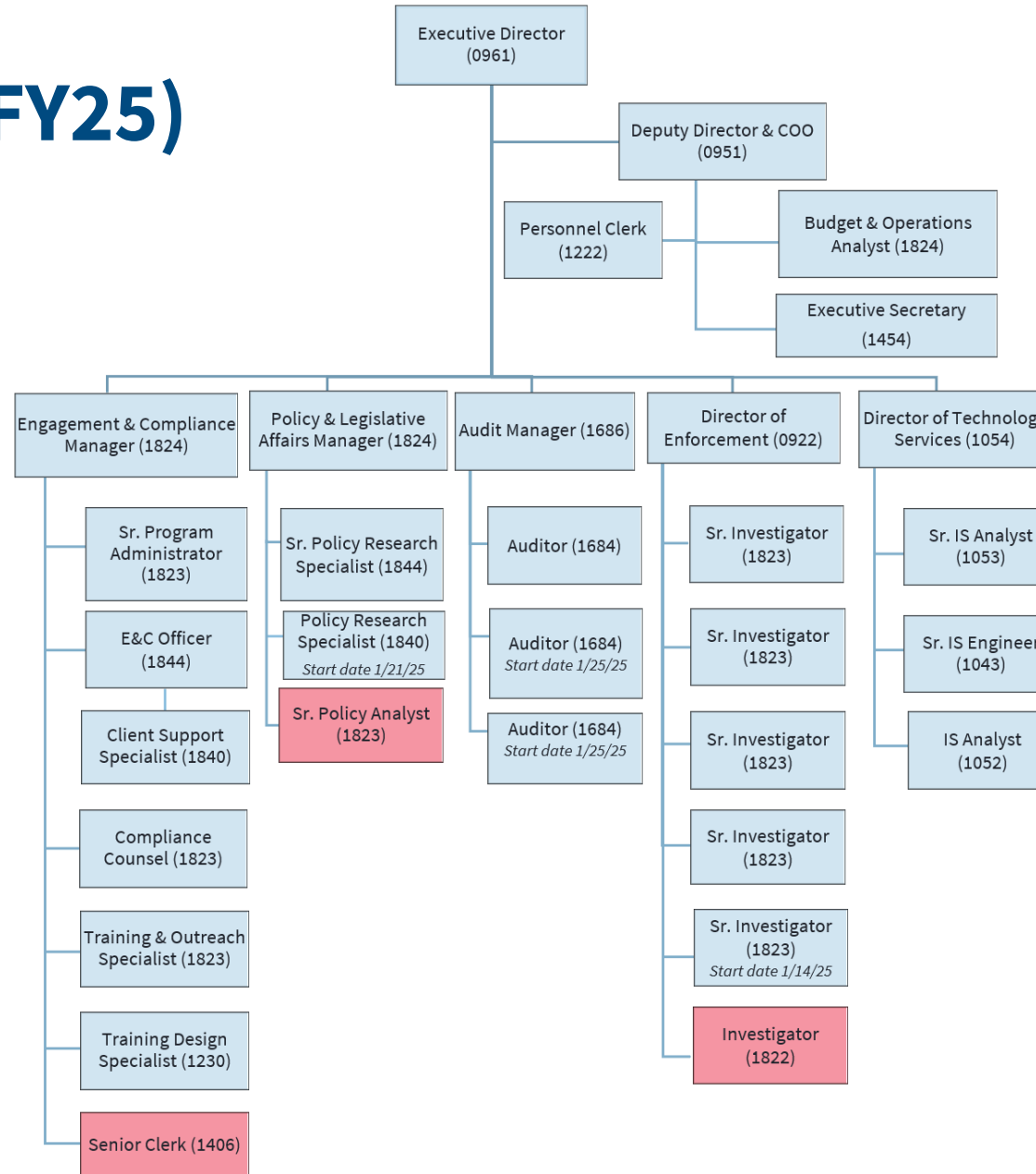


Organization Chart (FY25)



29 positions are funded and filled

- Filled positions*
- Positions not funded and held vacant to meet attrition savings targets**



*Two auditor positions are currently 1822 job classifications and will be converted to 1684 in the coming weeks.

**Departments are required to meet specific attrition savings targets identified in their operating budgets on a permanent basis to account for salary savings from normal staffing changes that can occur during a fiscal year.

Mayor's Priorities for the City

- Maintaining core city services, including public safety and clean streets.
- Continue significant progress decreasing unsheltered homelessness; ensuring effective mental health treatment.
- Propose opportunities to improve operational efficiency in service delivery and reporting across all areas of City services.



Budget Instructions to City Departments

- Permanently reduce General Fund spending by 15 percent beginning FY26.
- Assess community-based organizations (CBO) grant allocations for efficiency.
- Re-examine all contractual services and non-personnel expenditures.
- Eliminate vacancies and do not add new FTEs. Hire only for core department functions.
- Consider hiring freezes.
 - City-wide hiring freeze is in effect as of January 9, 2025.



FY26 & FY27 Budget Cut Target

- The Mayor's budget cut target for the Ethics Commission is an ongoing 15 percent cut of \$1.1 million in FY26 and FY27.
- Submitting a budget with target cuts will require proposing staffing reductions, as roughly 86 percent of the Commission's operating budget consists of salary and benefits.
 - Most non-personnel expenditures cannot be eliminated.



FY26 & FY27 Budget Process: Key Dates

- **February 21, 2025:** Departments must submit their budget proposals to the Mayor's Office.
- **By June 1, 2025:** The Mayor's proposed budget must be submitted to the Board of Supervisors (BOS).
- **June 2025:** Departmental budget presentations to the BOS Budget & Appropriations Committee.
- **By August 1, 2025:** The Board of Supervisors must send a balanced budget back to the Mayor for signature.

