

ELECTIONS COMMISSION
Annual Report for FY 2012-13

Objective for FY 2012-13	Timeframe	Status & Accomplishments	Future Target/Goals
<p>1. Monitor compliance with all campaign and ethics ordinances in Title 12 of the Municipal Code [Ref: SJMC 12.04.070(A)]</p>	<p>July 2012 - June 2013</p>	<ul style="list-style-type: none"> • Implemented new process for periodic review and analysis of compliance data obtained from city clerk's prima facie review of disclosures and reports filed in accordance with campaign and ethics ordinances • Evaluated cumulative results of compliance monitoring and identified areas of concern for evaluation and possible action (see Objective #3 below) 	<ul style="list-style-type: none"> • Assess effectiveness/efficiency of new compliance monitoring process and make any necessary adjustments • Continue to periodically review and analyze compliance data
<p>2. Review and investigate allegations of violations of Title 12 and take enforcement action where appropriate [Ref: SJMC 12.04.070(B)]</p>	<p>July 2012 - June 2013</p>	<ul style="list-style-type: none"> • Reviewed and dismissed one complaint due to failure to allege facts sufficient to sustain a violation (October 2012) • Reviewed and dismissed two complaints due to lack of jurisdiction (January 2013 and March 2013) • Investigated and conducted hearings on three related complaints alleging violations of campaign contribution limits, failure to report contributions and failure to file independent expenditure committee disclosures. Found "at least one" violation of failure to report contributions and receipt of contributions in excess of established limits, and specified mandatory corrective actions. Found no violations regarding other allegations. (February 2013) • Evaluated cumulative results of investigations and identified areas of concern for evaluation and possible action (see Objective #3 below) 	<ul style="list-style-type: none"> • Continue to review, evaluate and take appropriate enforcement action for each new allegation per Resolution 75640, with the objective of having independent evaluator's report and recommendations available within 30 calendar days after receipt of complaint

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3. Make recommendations to the city council with regard to campaign and ethics regulations and policies [Ref: SJMC 12.04.070(C)]	July 2012 - June 2013	<ul style="list-style-type: none"> • Initially deferred action on three referrals from the city council (June 2012, August 2012 and January 2013) in order to incorporate them into the ongoing process for evaluating identified areas of concern from compliance monitoring and investigations. Conducted reviews as noted below, and developed and forwarded the recommendation that no changes be made to Title 12 regarding the issues identified in the three referrals (June 2013). • Evaluated and took action on identified areas of concern from compliance monitoring and investigations (see Objectives #1 and #2 above) as well as city council referrals: <ul style="list-style-type: none"> ○ prioritized and reviewed issues, including solicitation of input from both stakeholders and the general public; and ○ developed and forwarded recommendations for addressing issues through selected revisions to Title 12, Resolution 75640 and administrative procedures/forms (June 2013) 	<ul style="list-style-type: none"> • Based on recommendations derived from the evaluation of issues during FY 2012-13, work with staff to develop: <ul style="list-style-type: none"> ○ draft ordinance(s) and a draft revision of Resolution 75640 for approval by city council; and ○ revisions of administrative procedures and forms • Continue to provide recommendation(s) in response to each new issue referred by the city council, with the objective of providing a response within 120 calendar days • Continue to provide recommendations to the city council addressing areas of concern regarding campaign and ethics regulations based on evaluation of results from compliance monitoring and investigations
4. Settle challenges to commission decisions in accordance with Section 4.24.050 of Title 4 [Ref: SJMC 12.04.070(D)]	July 2012 - June 2013	<ul style="list-style-type: none"> • No challenges received 	<ul style="list-style-type: none"> • Settle challenges to commission decisions as required

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5. Respond to complaints alleging that public records or some parts of records are being withheld improperly [Ref: Resolution 75091]	July 2012 - June 2013	<ul style="list-style-type: none"> • No complaints received 	<ul style="list-style-type: none"> • Review and evaluate each public records complaint as required and respond within 30 calendar days
6. Prepare work plans detailing actions planned for the year and annual reports documenting work performed during the year	July 2012 - June 2013	<ul style="list-style-type: none"> • Developed and issued 2012-13 annual report and 2013-14 work plan (June 2013) 	<ul style="list-style-type: none"> • Continue issuing annual reports and work plans as required