

# Ethics and Elections Commission

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<http://www.seattle.gov/ethics/>

## Department Overview

The Seattle Ethics and Elections Commission (SEEC) helps foster public confidence in the integrity of Seattle city government by providing education, training, and enforcement of the City's Ethics Code, Whistleblower Code, and lobbying regulations. It also promotes informed elections through education, training, and enforcement of the City's Elections Code and Election Pamphlet Code. With the passage of [Initiative 122](#) in November 2015, the Commission now administers and funds the Election Voucher program.

The Commission's work on behalf of the City of Seattle centers around five main lines of business:

**Ethics Code:** The Commission conducts ethics training for all City of Seattle employees upon request and through the City's New Employee and New Supervisor Orientation programs. It also provides ethics training information for City employees via the City's intranet site. The Commission issues advisory opinions regarding interpretations of the Code of Ethics and also investigates and rules upon alleged violations of the Code. Thirty years of formal advisory opinions, organized and searchable by topic, are available on the Commission's website.

**Whistleblower Code:** The Commission helps to protect an employee's right to report improper governmental action and to be free from possible retaliation as a result of such reporting. The Commission either investigates allegations of improper governmental actions itself or refers allegations to the appropriate agency.

**Elections Code and Election Pamphlets Code:** The Commission fulfills the public's mandate of full campaign disclosure by:

- training organizations required to report campaign contributions and expenditures in proper reporting procedures;
- auditing every organization that files campaign reports;
- working with organizations to correct errors; and
- making all campaign finance information available to the public.

Since 1993, the Commission has made summary reports of campaign financing information available to the public, and since 1995, the Commission has published campaign financing information on its website. The Commission also produces voters' pamphlets for City elections and ballot measures. It makes these pamphlets available in several languages and produces a video voters' guide with King County.

**Lobbying Regulations:** The Commission is charged with administering the City's lobbying regulations. The Commission collects and posts information so that citizens know who is lobbying and how much they are being paid to lobby. The Commission also enforces compliance with the lobbying regulations.

**Elections Voucher Program:** The Commission administers the Elections Voucher Program which was approved with the passage of I-122 in November 2015. The primary goal of the program is to provide \$100 in vouchers to eligible Seattle residents so that they can contribute to candidates for City office who qualify to participate in the program.

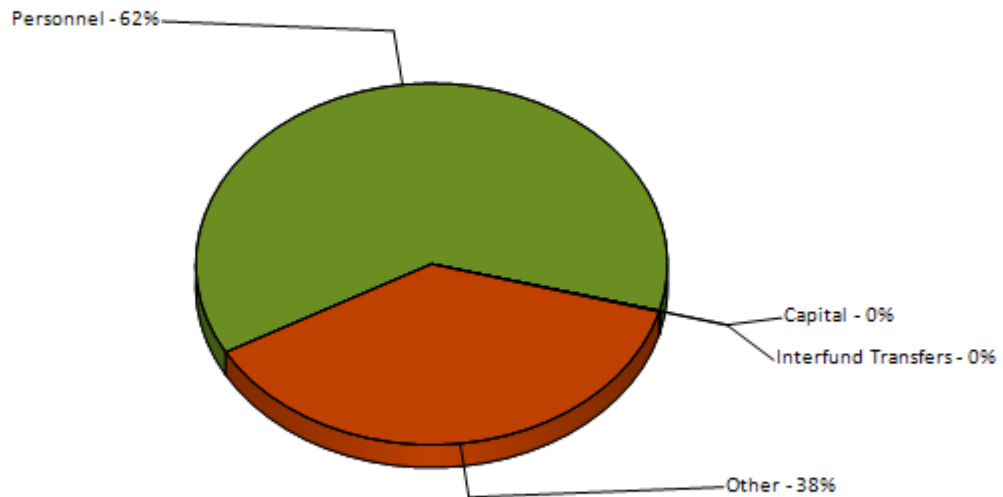
# Ethics and Elections Commission

## Budget Snapshot

Department Support	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Proposed
General Fund Support	\$806,374	\$723,675	\$745,729	\$758,669
Other Funding - Operating	\$1,015,136	\$4,281,316	\$708,622	\$708,503
<b>Total Operations</b>	<b>\$1,821,510</b>	<b>\$5,004,991</b>	<b>\$1,454,351</b>	<b>\$1,467,172</b>
<b>Total Appropriations</b>	<b>\$1,821,510</b>	<b>\$5,004,991</b>	<b>\$1,454,351</b>	<b>\$1,467,172</b>
Full-time Equivalent Total*	4.90	5.90	5.90	5.90

\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.

## 2018 Proposed Budget - Expenditure by Category



# Ethics and Elections Commission

## Budget Overview

There are no significant changes to the SEEC's 2018 Endorsed Budget. The proposed budget maintains support to the SEEC and preserves the direct services it provides for the City of Seattle.

## Incremental Budget Changes

### Ethics and Elections Commission

	2018	
	Budget	FTE
<b>Total 2018 Endorsed Budget</b>	<b>\$ 1,454,351</b>	<b>5.90</b>
<b>Baseline Changes</b>		
Citywide Adjustments for Standard Cost Changes	\$ 12,821	0.00
<b>Total Incremental Changes</b>	<b>\$ 12,821</b>	<b>0.00</b>
<b>2018 Proposed Budget</b>	<b>\$ 1,467,172</b>	<b>5.90</b>

## Descriptions of Incremental Budget Changes

### Baseline Changes

#### **Citywide Adjustments for Standard Cost Changes - \$12,821**

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, health care, and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Ethics and Elections Commission

### Expenditure Overview

Appropriations	Summit Code	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Proposed
Election Vouchers Budget Control Level	VT123	1,015,136	4,281,316	708,622	708,503
Ethics and Elections Budget Control Level	V1T00	806,374	723,675	745,729	758,669
<b>Department Total</b>		<b>1,821,510</b>	<b>5,004,991</b>	<b>1,454,351</b>	<b>1,467,172</b>

<b>Department Full-time Equivalent Total*</b>	<b>4.90</b>	<b>5.90</b>	<b>5.90</b>	<b>5.90</b>
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### Revenue Overview

#### 2018 Estimated Revenues

Summit Code	Source	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Proposed
411100	Real and Personal Property Tax	2,959,464	3,000,000	3,000,000	3,000,000
	<b>Total Property Tax</b>	<b>2,959,464</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>
<b>Total Revenues</b>		<b>2,959,464</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>
411100	Use of (contribution to) Fund Balance	-1,944,328	1,281,316	-2,291,338	-2,291,497
	<b>Total Use of (contribution to) Fund Balance</b>	<b>-1,944,328</b>	<b>1,281,316</b>	<b>-2,291,338</b>	<b>-2,291,497</b>
<b>Total Resources</b>		<b>1,015,136</b>	<b>4,281,316</b>	<b>708,662</b>	<b>708,503</b>

# Ethics and Elections Commission

## Appropriations By Budget Control Level (BCL) and Program

### Election Vouchers Budget Control Level

The purpose of the Election Voucher Budget Control Level is to pay costs associated with implementing, maintaining and funding a program for providing one hundred dollars in vouchers to eligible Seattle residents that they can contribute to candidates for City office who qualify to participate in the Election Voucher program enacted by voters in November 2015.

	2016	2017	2018	2018
<b>Program Expenditures</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Election Vouchers	1,015,136	4,281,316	708,622	708,503
<b>Total</b>	<b>1,015,136</b>	<b>4,281,316</b>	<b>708,622</b>	<b>708,503</b>
Full-time Equivalents Total*	0.00	1.00	1.00	1.00

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### Ethics and Elections Budget Control Level

The purpose of the Ethics and Elections Budget Control Level is to: 1) audit, investigate, and conduct hearings regarding non-compliance with, or violations of, Commission-administered ordinances; 2) advise all City officials and employees of their obligations under Commission-administered ordinances; and 3) publish and broadly distribute information about the City's ethical standards, City election campaigns, campaign financial disclosure statements, and lobbyist disclosure statements.

	2016	2017	2018	2018
<b>Program Expenditures</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Ethics and Elections	806,374	723,675	745,729	758,669
<b>Total</b>	<b>806,374</b>	<b>723,675</b>	<b>745,729</b>	<b>758,669</b>
Full-time Equivalents Total*	4.90	4.90	4.90	4.90

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## Ethics and Elections Commission

### Ethics and Elections Fund Table

#### Election Vouchers Fund

	2016 Actuals	2017 Adopted	2017 Revised	2018 Endorsed	2018 Proposed
<b>Beginning Fund Balance</b>	<b>0</b>	<b>1,932,806</b>	<b>1,944,328</b>	<b>651,490</b>	<b>2,897,261</b>
Accounting and Technical Adjustments	0	0	0	0	0
Plus: Actual and Estimated Revenues	2,959,464	3,000,000	3,000,000	3,000,000	3,000,000
Less: Actual and Budgeted Expenditures	1,015,136	4,281,316	2,047,067	708,622	708,503
<b>Ending Fund Balance</b>	<b>1,944,328</b>	<b>651,490</b>	<b>2,897,261</b>	<b>2,942,868</b>	<b>5,188,758</b>
<b>Ending Unreserved Fund Balance</b>	<b>1,944,328</b>	<b>651,490</b>	<b>2,897,261</b>	<b>2,942,868</b>	<b>5,188,758</b>