

Financial Disclosure Enforcement Process

Board finds person a delinquent filer

Ethics Office sends delinquency notice by first class mail

Delinquent filer files statement & pays fine

Delinquent filer appeals within 30 days of delinquency notice

Delinquent filer takes no action

Ethics Officer holds administrative hearing

Ethics Officer issues administrative decision

Grants relief for good cause

Denies relief

Delinquent filer pays fine

Delinquent filer fails to file or pay fine

Ethics Officer reports to Board

Board holds hearing and issues order

Case Closed

Board finds no violation of Code of Ethics

Board finds violation of Code of Ethics, orders payment of fine, and refers case to City Solicitor for prosecution in Municipal Court