

MEC News

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Reminders for Political Subdivisions Relating to Personal Financial Disclosures



Confirm your Annual Operating Budget

By **July 17, 2023**, subdivisions must confirm to the MEC whether their annual operating budget (AOB) is over \$1 million or \$1 million or under. To e-file your subdivision's AOB, log in to the subdivision's MEC account. You should receive an email with your subdivision ID and case-sensitive password.



Conflict of Interest Ordinances

Each subdivision may choose to adopt its own method of disclosing the potential financial conflicts of interest of its candidates, officials, and/or employees. Please note—the minimum requirements outlined in statute for an ordinance do not include penalties. Include any desired penalties in the ordinance. Upon adoption, the subdivision is responsible for enforcing its ordinance.

Checklist for Subdivisions:

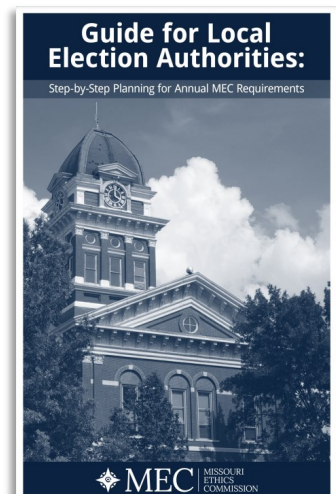
- ✓ Confirm whether your subdivision's AOB is over \$1 million by **July 17, 2023**.
- ✓ Adopt , or re-adopt a conflict of interest ordinance (if desired) by **September 15, 2023**.
- ✓ If ordinance is adopted, send a certified copy to the MEC within 10 days.

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New Publication Resource

The Missouri Ethics Commission has created a new publication, *Guide for Local Election Authorities: Step-by-Step Planning for Annual MEC Requirements*. This resource was developed to help political subdivisions and local election authorities better understand their MEC requirements before, during, and after candidate filing. This publication is also helpful for political subdivisions that do not have candidates, as it addresses the process for annual filers. You can access the digital version [here](#). We hope to have physical copies mailed to all political subdivisions by the end of July. Please let us know what you think!



Our mission: The MEC serves the public interest by promoting and maintaining transparency, accountability, and compliance with campaign finance, lobbying, and conflict of interest laws. We educate and assist the citizens of Missouri, public officials, lobbyists, and those participating in public elections by increasing awareness and understanding of the law. We investigate and enforce these laws consistently.

July Quarterly Report Reminder

Campaign Finance Report Filing Tip:

If you do not see the July Quarterly Report as an option when you log into the MEC filing system you may have a previous report that is still open and active. If you have a report that is currently open our system will not show you any other report options. You will need to resolve the previous report in order to move forward with the July Quarterly Report. If you need assistance with this process please contact our office at 800-392-8660 or at helpdesk@mec.mo.gov.

Campaign Finance Filing Reminders:

- The July quarterly report is due on **July 17th**.
- This report is **mandatory**.
- The reporting time-period for this campaign finance report is from April 1st, or the day after your last full disclosure report was submitted, to June 30th.
- If you need your login information to file your report please reach out to our office as soon as possible.



Conflict of Interest– Frequently Asked Questions

The Missouri Ethics Commission often receives questions about matters related to conflicts of interest. To assist the public with finding answers to these types of questions we have a robust frequently asked questions [page](#) on our website, and you can search these by keyword. We also post all of the Commission's [Opinions](#) online. These reflect the commission's interpretations of our statutes.

Once you are on the frequently asked questions page of our website you can either search through them using our keyword search function, or by selecting a specific category to review. The categories are Campaign Finance, Financial Disclosure, Lobbying, Conflict of Interest or Enforcement Actions, and you can also use a keyword search within each category.

Below is an example of a frequently asked question, and a link to the relevant Commission Opinion.

Q: Can a mayor of a 4th class city also be employed as the city administrator?

A: No, a mayor cannot retain their elected position and also be employed as city administrator. Further, a mayor is prohibited from assuming another government position within that political subdivision for one year after leaving office in which they attempt to influence the city.

§ 105.454.1(5) and § 105.458.1(1)

Advisory Opinion [2008.09.CI.008](#)

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Phone: 800-392-8660 or 573-751-2020

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Website: www.mec.mo.gov



We're Hiring! Reporting Specialist Position Available

The MEC is seeking a talented reporting specialist for its compliance and education division, based in Jefferson City. This specialist will assist candidates, public officials, committee treasurers, and lobbyists with their MEC filing requirements. Duties include entering and updating information in electronic systems, and reviewing reports for completion and accuracy. A degree from an accredited college or university is preferred; or a high school diploma and two years of work experience are required. For more information about this opportunity, click [here](#).

Calendar Check

JULY 2023

7/4	Independence Day—State offices closed					
7/10	Lobbyist monthly expenditure report due					
7/17	Mandatory July Quarterly Report Due					
7/17	Deadline for subdivisions to submit annual operating budget to the MEC					
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST 2023

8/10	Lobbyist monthly expenditure report due					
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



Coming Soon:

Mandatory October Quarterly Report due October 16, 2023

MEC Tip:

Add deadlines to a calendar you check regularly to avoid penalties.

SEPTEMBER 2023

9/4	Labor Day—State offices closed					
9/11	Lobbyist monthly expenditure report due					
9/15	Deadline for subdivisions to adopt (or re-adopt) a conflict of interest ordinance					
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

