

JUNE LAGMAY
CITY CLERK

CITY OF LOS ANGELES
CALIFORNIA

OFFICE OF THE
CITY CLERK
ELECTION DIVISION

HOLLY L. WOLCOTT
EXECUTIVE OFFICER



SPACE 300
555 RAMIREZ STREET
LOS ANGELES, CA 90012
(213) 978-0444
FAX: (213) 978-0376

ARLEEN P. TAYLOR
CHIEF OF ELECTIONS

ANTONIO R. VILLARAIGOSA
MAYOR

December 7, 2010

Honorable Members of the
Education and Neighborhoods Committee
c/o City Clerk, City Hall Room 395
200 N. Spring Street
Los Angeles, CA 90012

PROPOSED 2012 NEIGHBORHOOD COUNCIL ELECTIONS BUDGET

Honorable Members:

Pursuant to instruction from the Education and Neighborhoods Committee on November 10, 2010, the City Clerk hereby submits this proposed budget for the conduct of the 2012 Neighborhood Council (NC) Elections. This contains: 1) an updated budget for implementing the NC Elections in a "bare-bones" fashion; 2) cost to optionally include a comprehensive Vote-By-Mail (VBM) program; 3) cost to optionally include a comprehensive mailer and media program, and 4) cost to optionally include Independent Election Administrators (IEAs) as Regional Communication Coordinators and/or Arbitrators.

In 2010, the City Clerk was budgeted \$1.9 million to conduct the 2010 NC Board Member Elections. Of this budgeted amount, the City Clerk spent a total of \$1,161,139, saving \$743,861 or 39.05% of what was allocated. These savings have been returned to the City's General Fund. During the conduct of the 2010 NC elections, City Clerk staff, both permanent and as-needed employees, participated in the furlough program and adjusted time where possible, thus reducing overtime costs. In addition, during the polling place recruiting process, most prospective polling places donated their facilities upon the City Clerk's request.

1. Updated budget for implementing the 2012 NC Elections

The City Clerk revised its initial budget to adjust for mandatory furloughs and a revised expense budget. Additionally, the City Clerk has reduced expenses in response to feedback regarding the City's economic crisis. The revised budget for the City Clerk to implement the 2012 NC Elections would be **\$1,145,200**. This "bare-bones" budget does not include a comprehensive Vote-By-Mail (VBM) program or any outreach mailings.

2. Option: Include Comprehensive Vote-By-Mail

The Council and Mayor could opt to include a full access Vote-by-Mail (VBM) program for each of the 98 projected NCs. The addition of this option would add an additional **\$334,967** to the basic budget. This amount includes salaries and overtime for additional as-needed employees, and costs for postage and envelopes to conduct a full access VBM program.

3. Comprehensive Mailer and Media Program

The Council and Mayor could opt to include a comprehensive mailer and media program that would include the distribution of two mailers, multimedia advertisements and public service announcements. The first of the two mailers would be Citywide and the second would be to individual NCs. The additional amount needed to conduct the mailer and media program would be **\$1,315,689**.

4. Independent Election Administrators (IEAs)

The final option would be the addition of IEAs who would function as Regional Communication Coordinators (pre-election) and/or Arbitrators (for the Challenge Review process post-election).

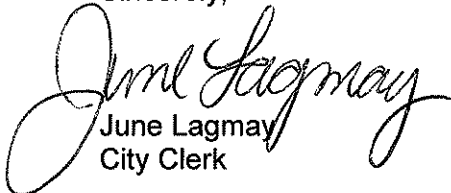
Regional Communication Coordinator IEAs would be responsible for coordinating regional election efforts including outreach, meeting days and times, and the distribution and collection of documents by key deadlines. The cost would be an additional **\$136,416**. Arbitrator IEAs would be responsible for hearing election challenges and issuing decisions based on the information provided. The cost would be an additional **\$15,550**. Both components together would add **\$151,917** to the basic budget.

The method for conducting NC Elections in the future is a policy decision of the Council and the Mayor. The City Clerk therefore puts forward the following funding options:

\$1,145,200	Basic cost for City Clerk to conduct the 2012 NC Elections
+ 334,967	Option to add a full access VBM program
+1,315,689	Option to add a comprehensive mailer and media program
+ 136,416	Option to add IEAs as Regional Communication Coordinators (pre-election)
+ 15,550	Option to add IEAS as Arbitrators (post-election).

If you have any questions regarding this report, please contact me directly at (213) 978-1020, or my Executive Officer Holly Wolcott at (213) 978-1023.

Sincerely,



June Lagmay
City Clerk

cc: Office of Mayor Antonio Villaraigosa

EXE-060-10