

CITY OF LOS ANGELES  
CALIFORNIA

JUNE LAGMAY  
City Clerk

HOLLY L. WOLCOTT  
Executive Officer



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MAYOR

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When making inquiries relative to  
this matter, please refer to the  
Council File No.

March 20, 2013

To All Interested Parties:

**City Attorney (w/blue sheet)**

The City Council adopted the action(s), as attached, under Council  
File No. 11-1912-S1, at its meeting held March 19, 2013.

A handwritten signature in cursive script, appearing to read 'June Lagmay', is written in black ink.

City Clerk  
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## COMMUNICATION

**TO: LOS ANGELES CITY COUNCIL**

**FILE NO. 11-1912-S1**

**FROM: COUNCILMEMBER BERNARD C. PARKS, CHAIR  
EDUCATION AND NEIGHBORHOODS COMMITTEE**

COMMUNICATION FROM CHAIR, EDUCATION AND NEIGHBORHOODS COMMITTEE  
relative to Neighborhood Council Elections.

Recommendations for Council action:

1. NOTE and FILE the DONE report dated February 15, 2013
2. INSTRUCT the DONE and the City Clerk to merge their efforts towards conducting the 2014 Neighborhood Council elections.
3. REQUEST the City Attorney to prepare and present a draft ordinance granting authority for both the DONE and the City Clerk to jointly conduct the 2014 Neighborhood Council elections as detailed in the DONE report dated February 15, 2013.
4. INSTRUCT the DONE to meet with those Neighborhood Councils with multiple election formats and propose alternatives that do not diminish election participation and that will standardize the election process, save time, and avoid waste as it relates to ballots.

Fiscal Impact Statement: Neither the Chief Legislative Analyst nor the City Administrative Officer has completed a financial analysis of this report.

Community Impact Statement: None submitted.

### SUMMARY

At a meeting of the Education and Neighborhoods Committee on February 19, 2013, the Chair of the Committee considered a report from the Department of Neighborhood Empowerment (DONE) relative to the 2012 Neighborhood Council elections, and encumbrances related to Neighborhood Council election outreach.

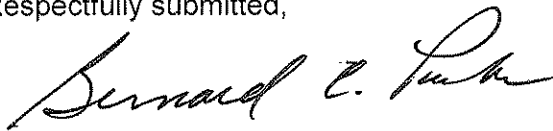
The DONE General Manager provided an overview of the report relative to the 2012 Neighborhood Council elections and responded to related questions. During the overview, the DONE General Manager briefly touched on issues that arose during the 2012 elections relative to Factual Basis Stakeholders voters and Neighborhood Councils with multiple ballot styles that caused confusion and extra work. The Committee Chair noted that the matter of Factual Basis Stakeholders is indexed under Council File Nos. 12-1682 and 11-0600-S59 and will be considered by the Committee in April 2013 when the Board of Neighborhood Commissioners issues its report, along with an analysis of that report by the Chief Legislative Analyst and the City Administrative Officer. Regarding the multiple ballot styles, the Committee Chair requested that the DONE meet with those Neighborhood Councils that had multiple ballot styles/election formats and propose alternatives that will standardize the election process to save time and avoid waste as it relates to ballots.

For the 2014 Neighborhood Council elections, the DONE General Manager reported that the DONE and the City Clerk will work together to conduct the elections. The DONE will handle election administration (independent election administrators, outreach, etc.) while the City Clerk will handle the back office functions (candidate verifications, vote by mail, processing of surveys, ballot preparation, etc.). The DONE has crafted a proposal to fit the current budget

package (Fiscal Year 2013-14) for the amount of \$685,000 and \$115,000 of that amount will be transferred to the City Clerk to carry out its functions for the elections. The DONE General Manager and a representative of the City Attorney noted that an Ordinance will be required to effectuate the proposal for the DONE and the City Clerk to administer the 2014 Neighborhood Council elections jointly since currently only the City Clerk has the authority to conduct the elections. The DONE recommends that the City Attorney be requested to draft the ordinance based on the DONE / City Clerk joint proposal.

After providing an opportunity for public comment, the Committee Chair recommended to note and file the DONE report, approve the recommendations for the DONE and the City Clerk to jointly administer the 2014 elections and for the City Attorney to draft an ordinance to that effect, and for the DONE to work with Neighborhood Councils to standardize election formats. This matter is now forwarded to the Council for its consideration.

Respectfully submitted,



COUNCILMEMBER BERNARD C. PARKS, CHAIR  
EDUCATION AND NEIGHBORHOODS COMMITTEE

<u>MEMBERS</u>	<u>VOTE</u>
PARKS:	YES
PERRY:	ABSENT
ZINE:	ABSENT

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**Not Official Until Council Acts**

**ADOPTED**

MAR 19 2013

**LOS ANGELES CITY COUNCIL**