

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
COMMISSIONERS

ALBERT ABRAMS
PRESIDENT

DANIEL GATICA
VICE PRESIDENT

ESTHER CEPEDA-HATCH
CARLENE DAVIS
JOHN KIM
LINDA LUCKS
KAREN MACK

JANET LINDO
EXECUTIVE ADMINISTRATIVE ASSISTANT
TELEPHONE: (213) 485-1360



ANTONIO R. VILLARAIGOSA
MAYOR

DEPARTMENT OF
NEIGHBORHOOD EMPOWERMENT

334-B EAST SECOND STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 485-1360
TOLL-FREE: 3-1-1
FAX: (213) 485-4608
E-MAIL: dome@lacity.org

BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

www.EmpowerLA.com

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING AGENDA

TUESDAY, MARCH 1, 2011 – 6:00 P.M.

**MARINA DEL REY MIDDLE SCHOOL - AUDITORIUM
12500 BRADDOCK DR.
LOS ANGELES, CA 90066**

The public is requested to fill out a “**Speaker Card**” to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the Public Forum period. Public comment is limited to 15 minutes maximum. No individual speaker will be allowed more than 2 minutes, unless presiding officer of the Board decides differently. The agenda is posted for public review in Main Street Lobby of City Hall East at 200 North Main Street and at 334-B East Second Street, Los Angeles. As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Report(s) related to an agenda item will be available for review at www.EmpowerLA.org. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting the Commission Executive Assistant at (213) 485-1360 OR toll-free at 3-1-1.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 485-1360.

1. Introduction (5 minutes)
2. Call to Order and Commissioner roll call. (1 minute)

3. Approval of the Minutes of the Regular Meeting of February 1, 2011. (3 minutes)
4. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)
5. Verbal update from a representative of the Office of the Mayor Antonio Villaraigosa, Neighborhood and Community Services. (10 minutes)
6. General Manager's Report (10 minutes)
 1. Briefing on Departmental activities
 2. Staffing, budget and other operational matter
7. Update and discussion about the two recent BONC policies regarding State mandated Ethics Training for Neighborhood Council Board members. (10 minutes)
8. Presentation from a Neighborhood Council Elections Task Force with discussion regarding the various election alternatives. (15 minutes)
9. Discussion and possible action by the Commission to conduct a joint meeting with the Education and Neighborhoods Committee regarding election options for the Neighborhood Council System. (15 minutes)
10. Verbal reports from the 2010 and 2011 Ad Hoc Policy Committees, with discussion and possible action regarding possible subject areas for finalization of the 2011 Policy Calendar. (20 minutes)
11. Discussion and possible action with a recommendation to the City Council regarding the term "factual basis stakeholders" under the Plan for a Citywide System of Neighborhood Councils, including a discussion on changing the stakeholder definition in the Plan that could impact the participation of factual basis stakeholders in the Neighborhood Council system. (25 minutes)
12. Discussion and possible adoption of a Commission recommendation to follow up with City Council on a letter dated, dated, June 3, 2010, for the adoption of an ordinance regarding financial disclosure, monitoring and oversight of Neighborhood Council election candidate fundraising activities. (20 minutes)
13. Discussion with various West area Neighborhood Council representatives who wish to report concerns, operations, and best practices. Neighborhood Council representatives should complete their questionnaire in advance of the meeting. This matter will last a maximum of 20 minutes and the time will be divided among those representatives wishing to speak. (20 minutes)
14. Commission Business - Comments from Commissioners on subject matters within the Board's jurisdiction. (20 minutes)
 1. Comment on Commissioners' own activities/brief announcements.

2. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 3. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
 4. Ask staff to research issues and report back to the Commission at a future time.
15. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)
16. Adjourn
-

Future Meetings, Future Board of Neighborhood Commissioner Meetings (INFORMATION ONLY)

(Please note: The items listed below are tentative and maybe subject to change. You are encouraged to visit the City's website at www.lacity.org and subscribe to the Commission's agendas through the Early Notification System.)

- Regular meeting on Monday, March 21, 2011, at 11:30 a.m., at the City Hall, 10th Floor Conference Center, Room 1060, 200 North Spring Street, Los Angeles, CA 90012.
- Regular meeting on Tuesday, April 5, 2011, at 6:00 p.m., at Wilshire Crest Elementary School-Auditorium, 5241 West Olympic Boulevard, Los Angeles, CA 90036.
- Regular meeting on Monday, April 18, 2011, at 11:30 a.m., at the City Hall, 10th Floor Conference Center, Room 1060, 200 North Spring Street, Los Angeles, CA 90012.
- Regular meeting on Tuesday, May 3, 2011, at 6:00 p.m., in the Harbor area, in the Northwest San Pedro Neighborhood Council area.

FINALIZATION OF BOARD ACTION:

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

EXHAUSTION OF ADMINISTRATIVE REMEDIES:

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. California Code of Civil Procedure Section 1094.6 governs the time in which a party may seek judicial review of this determination. Under that provision, a petitioner may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5 only if the petition for Writ of Mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision became final.

RECONSIDERATION:

The Commission may make a **MOTION TO RECONSIDER** and alter its action taken on any item listed on this agenda at any time during this meeting, or make a **MOTION TO RECONSIDER** at its next regular meeting as indicated below:

If the Commission moves and approves a Motion for Reconsideration at the *initial* meeting wherein an action was taken, then the underlying item may be reconsidered at that time.

If the Commission moves and approves a Motion for Reconsideration at the *next regular meeting* then consideration of the item may *only* occur at this regularly scheduled meeting if the item for consideration has been placed on that meeting's agenda. If the underlying item for reconsideration has not been placed on the agenda for that next regular meeting, then it shall be considered at a subsequent meeting pursuant to the Ralph M. Brown Act.

PUBLIC ACCESS OF RECORDS

"In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board of Neighborhood Commissioners in advance of their meetings, may be viewed at the office of the Department of Neighborhood Empowerment, located at 334-B East Second Street, Los Angeles, California 90012, by clicking on the Department's website at <http://www.EmpowerLA.org> or at the Commission meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Janet Lindo, Executive Administrative Assistant, at (213) 847-7084 or via e-mail: janet.lindo@lacity.org."

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
COMMISSIONERS

ALBERT ABRAMS
PRESIDENT

DANIEL GATICA
VICE PRESIDENT

ESTHER CEPEDA-HATCH
CARLENE DAVIS
JOHN KIM
LINDA LUCKS
KAREN MACK

JANET LINDO
EXECUTIVE ADMINISTRATIVE ASSISTANT
TELEPHONE: (213) 485-1360



ANTONIO R. VILLARAIGOSA
MAYOR

DEPARTMENT OF
NEIGHBORHOOD EMPOWERMENT

334-B EAST SECOND STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 485-1360
TOLL-FREE: 3-1-1
FAX: (213) 485-4608
E-MAIL: done@lacity.org

BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

www.EmpowerLA.com

MINUTES
BOARD OF NEIGHBORHOOD COMMISSIONERS
REGULAR MEETING

TUESDAY, FEBRUARY 1, 2011 – 6:00 P.M.

NEW HORIZONS
15725 PARTHENIA STREET
NORTH HILLS, CA 91343

COMMISSIONERS PRESENT

Albert Abrams, President
Daniel Gatica, Vice President
Carlene Davis
John Kim
Linda Lucks
Karen Mack

ABSENT

Esther Cepeda-Hatch

DEPARTMENT STAFF PRESENT

BongHwan Kim, General Manager
Leyla Campos, Senior Project Coordinator
Amelia Herrera-Robles, Neighborhood Empowerment Analyst
Janet Lindo, Executive Administrative Assistant

CITY ATTORNEY REPRESENTATIVE

Anthony Paul Diaz, Deputy City Attorney
Carmen Hawkins, Deputy City Attorney

1. Introduction (5 minutes)
ACTION: President Abrams gave the introduction.

2. Call to Order and Commissioner roll call. (1 minute)
ACTION: President Abrams called the meeting to order at 6:20 p.m. Commissioner roll call by Executive Administrative Assistant, Janet Lindo.

3. Approval of the Minutes of the Special Meeting of January 11, 2011. (3 minutes)

ACTION: Commissioner Lucks moved that the Minutes of the Special Meeting of January 11, 2011 be approved as written.

The Motion was seconded by Commissioner Gatica.

Vote: Ayes - 6, Nays - 0.

Motion passes unanimously.

4. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)

ACTION: Public comment was received from:

Cindy Cleghorn – Neighborhood Council Congress planning – wants the BONC participation in the Congress, wants a report card on Neighborhood Council effectiveness in working with City Departments. Priority for date for Congress:

- 1) Saturday, September 24
- 2) Saturday, September 17
- 3) Saturday, October 15

5. Verbal update from a representative of the Office of the Mayor Antonio Villaraigosa, Neighborhood and Community Services. (10 minutes)

ACTION: None.

6. General Manager's Report (10 minutes)

1. Briefing on Departmental activities
2. Staffing, budget and other operational matters

ACTION: General Manager, BongHwan Kim, provided a brief update on Departmental activities.

7. Verbal reports from the 2010 and 2011 Ad Hoc Policy Committees, with discussion regarding possible subject areas for consideration by the Commission in 2011. (30 minutes)

ACTION: Commissioner John Kim provided an overview of the 2010 Ad Hoc Policy Committee.

Commissioner Gatica provided an overview of the 2011 Ad Hoc Policy Committee.

2011 Draft Policy Calendar:

90-day process period taking up policy issue

0-21 days - research and prep for the public hearings by the Department

45 days - public input period with town halls, presentations, coalition meetings and survey collection.

Final 21 days – policy memo finalization period and BONC adopting a policy.

2011 Proposed Policy Calendar:

- 1. Mandatory Ethics and New Board Orientation (Jan, February, and March)**
- 2. Factual Basis Stakeholder (February, March, and April)**
- 3. Grievance Policy and Challenge Resolution (March, April, and May)**
- 4. Candidate Fundraising (April, May, and June)**

5. Posting Policy (May, June, and July)

Commissioner Abrams' comments:

1. Would like to add to the year's consideration a re-look at the Form 54, Financial Disclosure, on the part of Neighborhood Council board members.
2. Del Rey Neighborhood Council has two key issues that are on the Proposed Policy Calendar: 1) definition of the factual basis stakeholder, 2) fundraising by Neighborhood Council candidates, and would like to begin the discussion of the two key issues at the March 1 meeting in Del Rey.
3. Focus on the threat of the overall budget to the Department of Neighborhood Empowerment. Effective July 1 the City will have a \$350,000,000 deficit.

Public comments were received from:

Ivan Spiegel – Thank Commissioner Kim – BONC needs “teeth” there have to be rules. Wants funding frozen if financial reporting isn't done. Concern for bylaws stop date in April.

8. Discussion and possible action by the Commission establishing a policy to address compliance with the State law's requirement that Neighborhood Council board members take an ethics course (see Government Code § 53235), including a recommendation that Neighborhood Councils amend their bylaws to include a provision that would prohibit board members from voting if they fail to take the required ethics training within 90 days of taking office. (20 minutes)

ACTION: Motion: Commissioner Lucks moved that the Board of Neighborhood Commissioners encourages each Neighborhood Council Board to amend their bylaws to adopt a policy which suspends a board member's voting privileges if they have not completed the mandatory Ethics Training (Government Code § 53235) within 60 days from their original date of taking office. This suspension shall stay in effect until such time as said members submit valid proof of their compliance with the mandated Ethics Training.

In addition, the Commission recommends that the Department of Neighborhood Empowerment (DONE) maintain a current, updated and publicly accessible online database of Neighborhood Council members who have complied and Neighborhood Councils who have amended their bylaws. DONE and the City Attorney, whenever possible should provide live and online training opportunities in multiple languages (Spanish, Korean, etc.)

The Motion was seconded by Commissioner Kim.

Vote: Ayes - 6, Nays - 0.

Motion passes unanimously.

ACTION: Second Motion: Commissioner Lucks moved that the Board of Neighborhood Commissioners authorize the President of the Commission to send a letter to the Los Angeles City Council asking them to enact an ordinance requiring Ethics Training

for Neighborhood Council members as required by CA State law (Government Code § 53235 requires said training within one year). The Commission further requests that the mandated training be taken within 60 days from their original date of taking office and that the Council grant the Commission authority to remove Neighborhood Council board members who do not comply with the training requirement.

The Motion was seconded by Commissioner Mack.

Vote: Ayes - 6, Nays - 0.

Motion passes unanimously.

Public comments were received by:

Dave Beauvais – Do it tonight! Do not put it off – do an update and merge of lists that show who has taken the ethics training – secretaries should also update the lists.

Sharon Brewer – Maximum of 30 days! DONE should publicize the names of those who have not taken it. Consolidate years of training.

Cindy Cleghorn – Installation of a new Board member should include ethics training extension for illness?

Scott Goodman – Do it now.

Jean Herweg – Specify the 60 days.

Ivan Spiegel – All candidates should take it before they run. Only 47% of Neighborhood Council Board members have taken the test, needs teeth. What are the sanctions – enforce it- don't permit one person to punish a board.

9. Discussion with North Hills West Neighborhood Council and various North Valley area Neighborhood Council representatives who wish to report concerns, operations, and best practices. Neighborhood Council representatives should complete their questionnaire in advance of the meeting. This matter will last a maximum of 20 minutes and the time will be divided among those representatives wishing to speak. (20 minutes)

ACTION: Adam Halaby, President, North Hills West Neighborhood Council (NHWNC), welcomed the Board of Neighborhood Commissioners, General Manager, BongHwan Kim, and the City Attorney to NHWNC. Ms. Ellie Hill Reese, NHWNC board member, gave a PowerPoint presentation and progress report for NHWNC.

Public comment was received by:

Cindy Cleghorn – Congratulations to North Hills West Neighborhood Council – announced Sunland Tujunga's contest to honor local people February 9. Next Sunland Tujunga meeting commemorating Sylmar earthquake.

10. Commission Business - Comments from Commissioners on subject matters within the Board's jurisdiction. (20 minutes)

1. Comment on Commissioners' own activities/brief announcements.

2. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
3. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
4. Ask staff to research issues and report back to the Commission at a future time.

ACTION: Comments given by Commissioner Lucks.

11. General Public Comments - Comments from the public on non-agenda items within the Board's subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)

ACTION: No public comments were received.

12. Adjourn

ACTION: President Abrams moved that the meeting be adjourned at 9:20 p.m. The Motion was seconded by Vice President Gatica.

###

DRAFT

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).

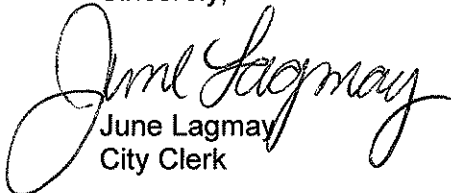
Regional Communication Coordinator IEAs would be responsible for coordinating regional election efforts including outreach, meeting days and times, and the distribution and collection of documents by key deadlines. The cost would be an additional **\$136,416**. Arbitrator IEAs would be responsible for 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

2012 NC Elections Comparison Table

Methodology	Description	Pros	Cons	Cost	Legal Issues
E-Voting	E-Voting offers its participants an electronic platform to vote. Voting could be extended beyond one day.	<ul style="list-style-type: none"> ? Requires pre-registration of voters encouraging NC outreach ? Safe & secure voting online from any internet accessible location, including smart phones ? Could potentially increase voter/candidate participation because of convenience ? Voter information can be easily be provided to the NC to add to daily outreach efforts. ? Additional options (phone/paper voting) can be added to an election tailoring it to each NC 	<ul style="list-style-type: none"> ? Pre-registration could potentially be problematic in areas of low civic participation ? An IEA type figure would still be needed to do the "human" aspect of the work (e.g. qualifying voters and candidates) ? NCs may still have to pay for any additional options to tailor their own elections. ? May potentially disengage communities who are not electronically savvy or trusting of this technology ? Drafting & approval contract can take some time ? Would need to develop a challenge process or hire arbiters 	<ul style="list-style-type: none"> ? E-Voting platform - prices vary depending on the size and experience of the company ranging from a few thousand dollars per NC to \$450,000 for a citywide platform ? Costs for IEAs and arbiters ? DONE - \$581k for outreach staffing and mailers 	<ul style="list-style-type: none"> ? Could require changes in the existing ordinance and Plan ? E-Voting company and IEA's agreements would be subject to the City's contracting requirements, e.g. competitive bidding.
E-Voting & Physical Day of Election with electronic voting tools	E-Voting platform which includes a physical "day-of" election site using computers/laptops to vote at the site.	<ul style="list-style-type: none"> ? In addition to the Pros of online voting above, adds opportunity for people to vote in person on an election day ? Introduces stakeholders to a new concept of voting 	<ul style="list-style-type: none"> ? Same Cons as above ? More resources needed to staff the election site 	<ul style="list-style-type: none"> Same costs as above in addition to voting location costs and staffing 	<ul style="list-style-type: none"> ? Could require changes in the existing ordinance and Plan ? E-Voting company and IEA's agreements would be subject to the City's contracting requirements, e.g. competitive bidding.

Methodology	Description	Pros	Cons	Cost	Legal Issues
IEA Model	Independent Election Administrators (IEA) are neutral third parties who qualify candidates and voters and provide supervision and oversight at the elections site on election day. The City Clerk could be the IEA, or DONE could work with a cadre of Independent Election Administrators (IEA's) to conduct elections.	<ul style="list-style-type: none"> ? A neutral 3rd party would be responsible to qualify candidates & voters ? The IEA would remove NCs from the role of qualifying candidates and voters ? Many NCs are familiar with the IEA model 	<ul style="list-style-type: none"> ? If City Clerk is not IEA, IEAs would need to be identified and trained – process takes time ? This system relies moderately on volunteers ? Election results may not be viewed as having the same credibility as those conducted by the City Clerk ? Some NCs are wary of the IEA model given the past problems ? Would need to develop a challenge process or hire arbiters ? Increased costs because a single IEA cannot conduct more than 1 election per day 	<ul style="list-style-type: none"> ? IEAs - Cost would be driven by the number of IEAs needed. City Clerk stated \$136,416 for 9 regional IEA's; DONE spent \$800/NC on IEA's ? Potential costs for arbiters ? DONE – at least \$300k for outreach staffing and related costs 	<ul style="list-style-type: none"> ? Could require changes in the existing ordinance and Plan ? Could require an RFQ or RFP process for the E-Voting company and IEA's ? Would require liability insurance for IEA's
Selection Process (Town Hall System)	Per the Plan, NCs may hold a selection process if they do not opt to have an election.	<ul style="list-style-type: none"> ? Minimal costs ? Good for an initial “getting off the ground” boards, especially after certification ? No secret voting ? There are many styles of selections processes (e.g. pulling names out of a hat, selection people at random, etc.) 	<ul style="list-style-type: none"> ? No secret voting ? Not suitable for large turnouts – could discourage outreach ? Not suitable for contentious situations ? Would need to develop a challenge process ? Various selection styles could affect uniformity within the system and thus the credibility of the process 	Any cost associated with staff time prior, during and after the process	No changes need to be made in the ordinance or Plan for NCs to use the selection process. NCs only need to change their bylaws.
Suspend elections for 1 fiscal year (FY)	Suspend the 2012 elections until 2012/13 FY. NCs can appoint vacancies or use a selection process.	<ul style="list-style-type: none"> ? Cost savings of at least \$1.1 million ? Provides time for the NCs and City to determine a more sustainable election system 	<ul style="list-style-type: none"> ? Attrition of Board members who don't want to serve additional years ? Could affect NC outreach if Board members don't feel the need to outreach 	DONE staff - \$75k to support election planning and selections	Would require ordinance and Plan changes to suspend elections and extend Board terms.
Suspend elections for 2 fiscal years (FY)	Suspend the 2012 elections until 2013/14 FY. NCs can appoint vacancies or use a selection process.	<ul style="list-style-type: none"> ? Cost savings of at least \$2.2 million ? Provides time for the NCs and City to determine a more sustainable election system 	<ul style="list-style-type: none"> ? Attrition of Board members who don't want to serve additional years ? Could affect NC outreach if Board members don't feel the need to outreach 	DONE staff - \$75k to support election planning and selections	Would require ordinance and Plan changes to suspend elections and extend Board terms.

This document was prepared by the Department of Neighborhood Empowerment at the request of Neighborhood Council leaders. The Department has not taken a position on elections. The Pro/Con lists are not exhaustive, but represent various statements made by Neighborhood Council stakeholders during discussions about the Neighborhood Council system.
 Election Statistics: Self Affirmation – 48 Documentation – 45 Number of Ballot Styles: 1 – 48; 2 – 11; 3 – 2; 4 – 4; 5 – 4; 6 – 1; 7 – 4; 8 – 6; 9 – 3; 10 – 2; 11 – 1; 12 – 1; 13 – 2; 15 – 1; 17 – 1; 21 – 2

Report of the Los Angeles Neighborhood Council

Elections Task Force

The Task Force was established by a resolution of the Los Angeles Neighborhood Council Coalition and met on January 26, February 5, February 13, and February 20, 2011. In addition to the city's neighborhood councils and regional alliances, invitations to participate were sent to the office of Mayor Antonio Villaraigosa, Councilman Paul Krekorian (as chairman of the Education and Neighborhoods Committee), City Clerk June Lagmay, Board of Neighborhood Commissioners and Department of Neighborhood Empowerment General Manager BongHwan Kim.

Individuals affiliated with 24 neighborhood councils and representatives of the Mayor's office, Councilman Paul Krekorian's office, City Clerk's office, and Department of Neighborhood Empowerment participated in discussions of the Task Force.

The intent of the Task Force was to respond to concerns raised following the 2010 neighborhood council elections. Near unanimous opinion of those participating in town halls hosted by Councilman Krekorian was expressed in his report: "There were a few points of consensus during the town hall discussions and one was that the City Clerk should not administer neighborhood council elections."

The city's ongoing fiscal emergency resulting from continued weak revenues coupled with rising costs suggest that minimal funding will be available to conduct elections in 2012. Therefore, cost was a critical point for the Task Force to consider.

Purpose and Objectives

The purpose of the Task Force was to examine alternative systems of voting and recommend improvements in the electoral processes of neighborhood councils. Three specific objectives were agreed to:

- increasing the number of candidates running for board and officer positions,
- increasing the number of voters in every council's election, and
- identifying the most cost-effective methods for achieving these goals.

Criteria

Flexibility: Neighborhood councils desire the ability to determine the time, date, place and method of their elections. Some councils want to be able to hold elections annually rather than being limited to once every two years.

Integrity: Neighborhood council elections must be conducted in a fair and transparent manner. The neutral third party must be able to ensure that rules and procedures are clear and concise. They must be able to certify that procedures were adhered to and election results are legitimate.

Viability: Election procedures and processes must be cost-effective so that public money is not wasted.

Procedures and processes must not be so cumbersome and complicated that they create misunderstanding and discourage participation by volunteers, candidates, and voters.

Democracy: The election process must reflect the grassroots nature of the neighborhood council system.

Elections should not be conducted using a “top down, one-size-fits-all” model that frustrates the intent of the neighborhood council movement.

Electoral Options

The Task Force considered the following options (listed in no preferential order):

- City Clerk Administered Polling Place / Vote-by-Mail Option
- E-Voting
- E-Voting with Enhancements Option
- Independent Election Administrator Model
- Town Hall Model
- Suspend Elections

Recommendations

1. The Election Task Force recommends that the city clerk’s authority be repealed and replaced with a more flexible and cost-effective system, including, but not limited to, polling place and town hall methods administered by some outside authority such as the independent election administrator system and vote-by-mail, to be funded by neighborhood councils at their option.
2. The Task Force recommends that the preferred method for conducting neighborhood council elections is electronic voting, with a total cost not to exceed \$800,000, with the ability to include polling place and town hall; and vote-by-mail at individual neighborhood council’s expense.
3. The Task Force recommends that a vigorous effort to promote participation as neighborhood council candidates and voters be pursued regardless of the electoral process. For any of these options to succeed, it is necessary that adequate outreach be performed, using both a citywide awareness campaign and the resources of individual neighborhood councils.
4. The Task Force recommends that election challenges be considered, and decisions rendered, by an independent entity, to be determined.

Appendix A: City Clerk Proposed 2012 Neighborhood Council Elections Budget

Document dated December 7, 2010 presented to City Council Elections and Neighborhood Committee

Appendix B: 2012 NC Elections Comparison Table

Document dated February 17, 2011 prepared by Department of Neighborhood Empowerment

CITY OF LOS ANGELES
CALIFORNIA

**BOARD OF NEIGHBORHOOD
COMMISSIONERS**

MICHELE SIQUEIROS
PRESIDENT

ALBERT ABRAMS
VICE PRESIDENT

ESTHER CEPEDA-HATCH
DANIEL GATICA
JOHN KIM
LINDA LUCKS
KAREN MACK

JANET LINDO
ASSISTANT TO THE COMMISSION
TELEPHONE: (213) 485-1360



ANTONIO R. VILLARAIGOSA
MAYOR

**DEPARTMENT OF
NEIGHBORHOOD EMPOWERMENT**

334-B EAST SECOND STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 485-1360
TOLL-FREE: 3-1-1
FAX: (213) 485-4608
E-MAIL: dome@lacity.org

BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

www.EmpowerLA.org

June 3, 2010

Honorable Members of the
Los Angeles City Council
Room 360, City Hall
200 North Spring Street
Los Angeles, CA 90012

Dear Honorable Members,

The Board of Neighborhood Commissioners (Commission) has been presented with information that some Neighborhood Council candidates are raising money and accepting political donations in order to run for a board seat in Neighborhood Council elections.

At its public meeting on June 1, 2010, the Commission took formal action to convey its concern that there are currently no laws addressing financial disclosure of donations provided to Neighborhood Council candidates. The Commission recommends that the City Council study and address this issue, including the adoption of any appropriate ordinances.

The Commission is concerned that there is a significant potential for abuse if there are no disclosure requirements on Neighborhood Council candidates for monies raised during the course of their campaign. The lack of disclosure could lend to violations of the conflict of interest laws since a winning candidate could vote on issues before the Neighborhood Council board that might benefit a donor. The Commission believes that all stakeholders and Neighborhood Council Board members deserve to be informed of possible conflicts of interest through campaign contributions.

Accordingly, the Commission would recommend the adoption by City Council of an ordinance to address this matter.

Sincerely,

Michele Siqueiros, President
Board of Neighborhood Commissioners

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
COMMISSIONERS

ALBERT ABRAMS
PRESIDENT

DANIEL GATICA
VICE PRESIDENT

ESTHER CEPEDA-HATCH
CARLENE DAVIS
JOHN KIM
LINDA LUCKS
KAREN MACK

JANET LINDO
Executive Administrative Assistant
TELEPHONE: (213) 485-1360



ANTONIO R. VILLARAIGOSA
MAYOR

DEPARTMENT OF
NEIGHBORHOOD EMPOWERMENT

334-B EAST SECOND STREET
LOS ANGELES, CA 90012

TELEPHONE: (213) 485-1360
TOLL-FREE: 3-1-1
FAX: (213) 485-4608
E-MAIL: dona@lacity.org

BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

www.EmpowerLA.org

February 3, 2011

Honorable Members of the
Los Angeles City Council
c/o City Clerk
Room 395, City Hall
200 North Spring Street
Los Angeles, CA 90012

Dear Honorable Members,

Elected Neighborhood Council Board members regularly vote to allocate thousands of dollars of taxpayer money for purchases of equipment, services and grants.

Neighborhood Council Board Members are also asked to vote on important and often controversial local land-use issues, such as zoning applications, variances, lot line adjustments, as well as liquor license applications and renewals.

After two years of open meetings on this subject, and taking testimony from Neighborhood Council members and stakeholders from around the City of Los Angeles, the Board of Neighborhood Commissioners (Commission) unanimously passed this Motion at its February 1st meeting:

Motion: that the Board of Neighborhood Commissioners authorizes the President of the Commission to send a letter to the Los Angeles City Council asking them to enact an ordinance requiring ethics training for Neighborhood Council Board Members (see: CA State Government Code 53235). The Commission further requests that the mandated training be taken within 60 days of their original date of taking office, and that the Council grant the Commission authority to remove Neighborhood Council Board Members who do not comply with the ethics training requirement.

Please contact me with any questions you may have. I am available to discuss this Motion and the Commission's request at your earliest convenience.

Sincerely,

Albert Abrams, President
Board of Neighborhood Commissioners