

**Palms Neighborhood  
Council Election Ad Hoc  
Committee**

Jeremiah Crane, Chair  
Tina Chinakarn, Member

**CITY OF LOS ANGELES  
CALIFORNIA**



10008 National Blvd. #210  
Los Angeles, CA 90034

**PALMS NEIGHBORHOOD COUNCIL**

[www.palmsnc.la](http://www.palmsnc.la)  
[@PalmsNC](https://www.facebook.com/PalmsNC)  
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*The Neighborhood Council system enables meaningful civic participation for all Angelenos and serves as a voice for improving government responsiveness to local communities and their needs. We are an advisory body to the City of Los Angeles, comprised of stakeholder volunteers who are devoted to the mission of improving our communities.,*

**Election Ad Hoc Committee SPECIAL Meeting Agenda**  
**Wednesday, December 16, 2020, 5:30pm PST**  
**Zoom Meeting Online:** <https://us02web.zoom.us/j/88047800809>  
**By telephone: 1(669) 900-6833**  
**Then enter Webinar ID: 880 4780 0809 then press #**  
**Press \*9 to raise hand for public comment**

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**VIRTUAL MEETING TELECONFERENCING NUMBER FOR PUBLIC PARTICIPATION** In conformity with the Governor's Executive Order N-29-20 (MARCH 17, 2020) and due to concerns over COVID-19, the Palms Neighborhood Council Planning and Land Use Management Committee meeting will be conducted entirely electronically.

Every person wishing to address the Neighborhood Council must join the zoom meeting at <https://zoom.us/j/8298797115> or dial +1 669 900 6833, and enter 829 879 7115 1531 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting

- I. CALL TO ORDER & ROLL CALL**
- II. INTRODUCTIONS**
- III. GENERAL PUBLIC COMMENT (10 minutes)**  
Limited to non-agenda items- up to 2 minutes per speaker, time permitting
- IV. ANNOUNCEMENTS:**
  - a. **DATES:**
    - a. Candidate Filings: **Feb 6, 2021 – March 23, 2021**
    - b. Mail-in Ballot Requests: **April 9, 2021 – June 1, 2021**
    - c. Ballots Sent Out: **May 10, 2021**
    - d. Election Day: **June 8, 2021**
- V. COMMITTEE BUSINESS**

- a. **DISCUSSION:** Review 2019 Palms NC Election Timeline [See supplemental materials]
- b. **DISCUSSION:** Review available NC-wide election materials and documents. • City Clerk Website: <https://clerk.lacity.org/elections/neighborhood-council-election>
  - a. **NC Election Guide:**  
[https://clerk.lacity.org/sites/g/files/wph606/f/2021\\_NC\\_Election\\_Handbook\\_1.12\\_with\\_attachments.pdf](https://clerk.lacity.org/sites/g/files/wph606/f/2021_NC_Election_Handbook_1.12_with_attachments.pdf)
    - i. DONE Website: <https://empowerla.org/Elections/>
- c. **DISCUSSION AND POSSIBLE ACTION:** Discussion of budget for call for candidates advertising approach, designs, and avenues (i.e. Facebook ads, flyering, lawn signs, post cards, etc).
  - a. Other ways to find candidates: e-mail all prior board applicants, send templates for other newsletters such as local PTA's, non-profits, and faith-based groups, print up posters for local businesses.
    - i. What challenges will we have related to COVID?
  - b. Current Yard Sign Inventory: [See supplemental materials]
    - i. Candidate Posters (35 of various types & 11 in Spanish)
    - ii. Election Day Posters (108)
  - c. **EXAMPLE FUNDING MOTION:** To recommend the Palms Neighbor Council approve four designs and up to \$4,000 for 400 lawn signs in full color from Castle Signs.
  - d. **EXAMPLE FUNDING MOTION:** To recommend the Palms Neighbor Council approve up to \$2,000 for a social media campaign using primarily Facebook ads, with the ability to include NextDoor, Twitter, or Instagram ads as needed.
- d. **DISCUSSION AND POSSIBLE ACTION:** Outreach for mail in voting in particular to make voters most aware of the change and deadlines.
- e. **DISCUSSION AND POSSIBLE ACTION:** Set date(s) and draft budget for voluntary, PNC-run, candidacy and electioneering training for some date after 4/9/21 (when the certified candidate list is released).
- f. **DISCUSSION AND POSSIBLE ACTION:** Set date(s) and draft budget for PNC-sponsored candidate forums after the candidacy and electioneering training (i.e. in May).

## **VI. RECAP ACTION ITEMS AND NEXT STEPS:**

## **VII. Adjournment:**

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Time allocations for agenda items are approximate and may be shortened or lengthened at the discretion of the President. Public comment will be taken for each motion as well as for any item in the consent agenda prior to Board action. The public is requested to fill out a "Speaker Card" to address the Assembly on any item of the agenda prior to the Assembly taking 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 is within the Assembly's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 1 to 2 minutes per speaker, at the discretion or unless waived by the Assembly. In the interest of addressing all items on the agenda, time limits for individual comments and discussion may be set at the

discretion of the President. All items on the consent agenda will be determined by a single Committee vote and without Committee discussion. Committee members may request that any item be removed from the consent agenda and considered individually at any time prior to that vote.

Per Board of Neighborhood Commissioners Policy #2014-01, agendas are posted for public review at: 1) Woodbine Park Kiosk, 3409 S. Vinton Ave.; 2) Palms Neighborhood Council website, [www.palmsnc.la](http://www.palmsnc.la)

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at Woodbine Park Kiosk, 3409 S. Vinton Ave, at our website: [www.palmsnc.la](http://www.palmsnc.la) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Secretary at [secretary@palmsnc.la](mailto:secretary@palmsnc.la)

Palms NC Board and Committee members abide by a code of civility (<http://empowerla.org/code-of-conduct/>). Any person who interferes with the conduct of a Neighborhood Council meeting by willfully interrupting and/or disrupting the meeting is subject to removal. A peace officer may be requested to assist with the removal should any person fail to comply with an order of removal by the Neighborhood Council. Any person who resists removal by a peace officer is subject to arrest and prosecution pursuant to California Penal Code Section 403.

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. Sign language interpreters, assistive 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 you wish to attend by contacting the Secretary at [secretary@palmsnc.la](mailto:secretary@palmsnc.la)

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 DIAS DE TRABAJO (72 HORAS) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL [secretary@palmsnc.la](mailto:secretary@palmsnc.la)