

CITY OF LOS ANGELES  
CALIFORNIA

**Palms Neighborhood  
Council Election Ad Hoc  
Committee**

Jeremiah Crane, Co-Chair  
Tina Chinakarn, Co-Chair  
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**PALMS NEIGHBORHOOD COUNCIL**

[www.palmsnc.la](http://www.palmsnc.la)  
[Facebook.com/PalmsNC](https://www.facebook.com/PalmsNC)  
[@palmsnc](https://www.instagram.com/palmsnc)

*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**  
**Monday, April 12, 2021, 5:00pm PST**  
**Zoom Meeting Online: <https://us02web.zoom.us/j/86411167560>**  
**By telephone: 1(669) 900-6833**  
**Then enter Webinar ID: 864 1116 7560 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://us02web.zoom.us/j/86411167560> dial +1 669 900 6833, and enter 864 1116 7560 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. **KEY DATES:**

- a. Mail-in Ballot Requests: **April 9, 2021 – June 1, 2021**
- b. **Candidate Campaigning Training: April 14, 2021, 6:00 - 7:00PM**
- c. **1st Candidate Forum: April 29th, 7:00 - 9:00PM**
- d. Ballots Sent Out: **May 10, 2021**
- e. **2nd Candidate Forum: May 26th, 7:00 - 9:00PM**
- f. Election Day: **June 8, 2021**

## V. COMMITTEE BUSINESS

- a. **DISCUSSION AND POSSIBLE ACTION:** Youth Outreach and coordination with Youth seat
  - i. Social media outreach (TikTok, etc.)
- b. **DISCUSSION:** Candidate Campaigning Training
  - i. Agenda
  - ii. Contacting candidates re: upcoming training and forums
    - 1. Also email/survey 28 candidates on how they heard about elections.
  - iii. Invite representative from DONE or City Clerk
- c. **DISCUSSION AND POSSIBLE ACTION:** Candidate Forums
  - i. Develop agenda.
  - ii. Secure facilitators for Residential Area breakout rooms (current Board members not running)
  - iii. Need for a second forum in May?
- d. **DISCUSSION AND POSSIBLE ACTION:** Voter Outreach
  - i. Signs and stickers are ordered. Stickers arrive 4/15, new signs 4/19
  - ii. Yard sign distribution plan
  - iii. Video publishing
  - iv. Social Media campaign
    - 1. Keep advice on official posts
    - 2. Clarify that voters should request for two ballots if they live in a Residential Area A-E (can edit ballot request in system)
  - v. Flyers/Half Sheet distribution strategy and schedule
    - 1. Marina Graphics <http://www.marinagraphics.com/>
    - 2. GotPrint <https://www.gotprint.com/home.html>
      - a. 5.5"x8.5" is 4.4¢ in quantity for 45000 units.
- e. **DISCUSSION:** Using Feather flags for promotion of election
  - i. Purchasing a pair of flags to promote Palms NC and the election \$400 for 2. Eliot will submit recommendations mid-April to order by May 1.
  - ii. Possible 10' spaced 'march' around the neighborhood.
  - iii. Displaying flag when drop box is available June 4th at 9:00am to June 8th at 8:00pm; library staff can probably put out and take in flag during this 5-day period
- f. **DISCUSSION AND POSSIBLE ACTION** City Clerk Follow up
  - i. Verify that VBM ballot is correct with Lanee
  - ii. Issue with the verify address function: ESRI Palms map displayed incorrect (displaying three business reps on map, boundaries between residential areas not indicated)
  - iii. Does City Clerk correct VBM ballot request (e.g., if they should get Residential Area ballot also)
- g. **DISCUSSION** : Debrief of elections lessons learned.

- i. What date works for the committee to do a debrief meeting after the election?
- ii. Pulling information into a document for next committee to follow

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

- a. **Next Ad Hoc Elections Committee Meeting: May 12, 2021, 5:30 - 7:00PM?  
(needs to be scheduled)**

**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.

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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)