

CITY OF LOS ANGELES

CALIFORNIA

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ASSISTANT GENERAL MANAGER
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June 19, 2007

Dear Venice Neighborhood Council Board Members,

This letter is in response to the Venice Neighborhood Council Election Procedures ("Procedures") for 2007 (attached). The Department has received a request from the Rules and Elections Committee to accept amendments to event dates that were approved in an earlier iteration of the election procedures document. The amendments were made to ensure that these dates coincide with regularly scheduled board meetings. Thus, please note that Board Meetings/Election Information Sessions will be held on: Tuesday, July 17 (revised date), Tuesday, August 21 (revised date), and Sunday, August 26 (date not revised). The Department and the Independent Election Administrator for your election have concluded that the Procedures meet the requirements set forth in the Neighborhood Council Election Procedures adopted by the City Council in January, 2005; therefore, the Department has **APPROVED** the Procedures for the election to be held on September 16, 2007. To finalize the approval process, your Neighborhood Council Board must approve the Procedures by July 18, 2007.

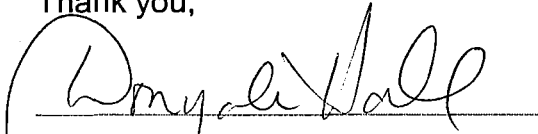
Please be aware that the Department will continue to provide resources in support of the election so long as the election is implemented in accordance with the Procedures approved by the Department (attached) on this day. The Board members and the Election Committee members of your Neighborhood Council are strongly encouraged to become familiar with all aspects of the Neighborhood Council Election Procedures and pay special attention to Article III (Non-Compliance with the Neighborhood Council Election Procedures).

The Department will provide two (2) mass distributions of election notices to your Neighborhood Council area using an advertising distribution vendor, e.g. "Walking Man." The Department will work with your Neighborhood Council to determine the flyer to be distributed to your community. The two (2) mass distributions should be supplemented by outreach and notification efforts undertaken by your Neighborhood Council. Please contact your Neighborhood Council Advocate for assistance in developing an outreach plan that is appropriate for your Neighborhood Council.

The Department will provide up to eight (8) hours of verbal Spanish interpretation services for election-related events. The Department will consult with representatives of your Neighborhood Council to determine how to distribute the allotted time and will coordinate the scheduling of translation services on behalf of your Neighborhood Council.

Please continue to work with your Neighborhood Council Advocate, Deanna Stevenson, who can be reached at (213) 485-1360 or toll-free by dialing 3-1-1.

Thank you,


Donyale Hall
Senior Project Coordinator


Deanna Stevenson
Neighborhood Council Advocate

cc: Jerry Kvasnicka, jkvas@earthlink.net
Arturo Piña, Director of Field
Patricia Villaseñor, Senior Project Coordinator, Human Relations Commission

att: Venice Neighborhood Council Election Procedures
Neighborhood Council Election Procedures