

**Elections Oversight Committee Pending Legislative Files 2005-2013  
as of 12/10/13**

	1	2	3	4	5
	File ID #	City Council Referral Date	Committee Agenda Date	File ID Title	File Status
1	05-3064	8/16/05	None	Request City Auditor to conduct post election audits in all cases where candidates receive matching funds; and that the Elections Oversight Committee review the procedures, language, and wording for clarification of the application process.	In Committee
2	07-0075	12/19/2006	1/23/2007	Recommendation to revise the Code of Ethics	Held in Committee
3	10-1276	None	11/30/2010	Recommendation to discuss conversion to a June & November municipal election cycle and consolidation of elections with the June Statewide Primary Election and the November Statewide General Election in even-numbered calendar years	Held in Committee
4	10-1279	None	11/30/2010	Recommendation to deliberate on changing the title of the Elections Oversight Committee to the titled name of Election and Government Oversight Committee	Held in Committee

**Column Descriptions:**

**Column 1:** Pending standing committee Legislative File ID Number.

**Column 2:** City Council agenda date that the pending legislative file was referred to committee.

**Column 3:** Committee agenda date the legislative file appeared in committee as docketed by the Chair.

**Column 4:** Title of the legislative file.

**Column 5:** In Committee means that the item was referred to committee by City Council but never appeared on the committee agenda, unless indicated otherwise; Held in Committee means the item was laid over at the committee meeting and did not return to committee, unless indicated otherwise.



OFFICE OF THE CITY AUDITOR  
City of Long Beach  
333 W. Ocean Blvd.  
Long Beach, CA 90802  
Telephone: 562-570-6751  
Facsimile: 562-570-6167

05-3064  
~~C-3~~  
GARY L. BURROUGHS, CPA  
City Auditor

August 16, 2005

HONORABLE MAYOR AND CITY COUNCIL  
Long Beach, California

SUBJECT: Transmittal of the City's Campaign Reform Account Audit Report

We have completed our review of the City's Campaign Reform Account along with the banking records for the candidates receiving matching funds in the year 2002.

Attached, for your information, is a copy of our audit report.

SUGGESTED ACTION:

Receive and file the audit report on the City's Campaign Reform Account.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Burroughs", written over a large, stylized flourish.

GARY L. BURROUGHS, CPA  
CITY AUDITOR

/djw  
attachment



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05-3064

**C-3**

**GARY L. BURROUGHS, CPA**  
City Auditor

August 16, 2005

HONORABLE MAYOR AND CITY COUNCIL  
Long Beach, California

**SUBJECT: CITY'S CAMPAIGN REFORM ACCOUNT AUDIT REPORT**

We reviewed the process for obtaining campaign matching funds from the City's Campaign Reform Account and audited the supporting campaign records for each of the candidates that received matching funds in the last election (2002). The purpose of our review was to determine if adequate controls exist to ensure future payments of matching funds are in compliance with the City's Municipal Code Section 2.01; and whether the contributions as reported by the 2002 candidates and matched by the City were appropriate.

Our review procedures included:

- Obtaining an understanding of "Proposition M", The Long Beach Campaign Reform Act (Long Beach Municipal Code Section 2.01).
- Ensuring that contributions were in conformity with Proposition M and that the City received all campaign reporting documentation, as required by City code.
- Discussions with City Clerk Department and other City personnel.
- Discussions with 2002 candidates accepting matching funds.
- Review of the candidates' supporting documentation, including photocopies of campaign checks, bank statements, expenditure receipts, check registers and other miscellaneous records.
- Review of the candidates' California Form 460 (Committee Campaign Statement), and Long Beach Campaign Reform Act Application for Matching Funds Form, as filed with the City Clerk's Office for accuracy and timeliness.

### **Background**

Generally, qualified contributions are matched one dollar for each two dollars in the primary and dollar for dollar in the runoff for those candidates requesting a match. Matched amounts vary depending on the race. The City Clerk is responsible for all elections, along with the matching program and payments. Before making any payments, the Clerk analyzes the Campaign Contribution forms submitted by the candidate to ensure the amount being requested is supported by the reports. However, the Clerk has no candidate records available from which to verify that the amounts reported are real and correct.

The candidates and matching campaign funds received from the City in 2002 are as follows:

<b>Candidate</b>	<b>Office</b>	<b>Primary</b>	<b>Run-Off</b>	<b>Total</b>
Norm Ryan	Mayor	\$ 21,822	\$ 37,393	\$ 59,215
Richard Poland	Prosecutor	16,863	-	16,863
Bobbie Smith	7 <sup>th</sup> District	6,413	-	6,413
Thomas Gonzales	7 <sup>th</sup> District	2,733	-	2,733
Total		<u>\$ 47,831</u>	<u>\$ 37,393</u>	<u>\$ 85,224</u>

### **Candidate Audits**

We received complete cooperation from Mr. Richard Poland, Ms. Bobbie Smith, and Mr. Thomas Gonzales. These candidates willingly provided full supporting documentation and readily met with City Auditor personnel and answered all questions to our satisfaction.

It should be noted that Ms. Smith and Mr. Gonzales could have asked for and received additional matching funds based on the contributions they reported.

Based on the results of the audit procedures performed, we determined that the City matched a personal contribution from Mr. Thomas Gonzales in the amount of \$50. Mr. Gonzales has refunded the City this amount. No other reportable issues were noted during our audit for these candidates.

We would like to thank Mr. Richard Poland, Ms. Bobbie Smith, and Mr. Thomas Gonzales for their cooperation and assistance during this review. Further, we want to recognize their commitment to public transparency and disclosure.

**Mr. Ryan's Refusal**

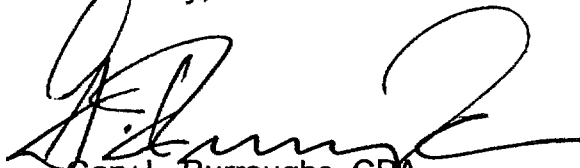
Mr. Ryan refused to submit his records for audit and only responded to our audit requests through his attorney. We find it suspect that Mr. Ryan would even consider anything but voluntary compliance given he not only received public funds to support his campaign, but received the largest public subsidy from Long Beach citizens, totaling over \$59,000. All candidates with the exception of Mr. Ryan cooperated fully and willingly without hesitation.

Since we were unable to obtain Mr. Ryan's records, we cannot opine on the accuracy and appropriateness of his campaign reports or the matching funds he received. Mr. Ryan owes the Long Beach citizens answers and supporting documentation to at least the following basic questions:

- *Are the reported contributions that were matched with taxpayer funds supported by banking records?*
- *Were the disbursements from the campaign account in compliance with Municipal Code 2.01?*
- *Was the campaign account properly closed out in accordance with Municipal Code 2.01?*

We referred the Mr. Ryan issue to the City Attorney with a request to take all appropriate legal actions to protect the City Municipal Code and the public's financial interest in these expenditures.

Sincerely,



Gary L. Burroughs, CPA  
City Auditor

cc: Robert E. Shannon, City Attorney  
Larry G. Herrera, City Clerk  
Michael A. Killebrew, Director of Financial Management



# City of Long Beach

## Elections Oversight Committee

### Consolidated Elections: June – November

November 30, 2010

10-1276



# Overview

1. Election Cycles
  - Previously discussed alternatives by EOC
  - Los Angeles, San Diego, San Jose, San Francisco, Fresno, Sacramento, Oakland (IRV)
2. Decision Considerations (unique to region)
  - Municipal Elections vs. Consolidation with Statewide
  - Accountability, Transparency, Systems, Local Focus, and Costs
3. Pro/Con of June November Election Cycle







# Large City Municipal Election Cycles

Population Rank:	City:	Election Date
1	Los Angeles	Odd-year: March - May
2	San Diego	Even-year: June - November
3	San Jose	Even-year: June - November
4	San Francisco	Every year: November - IRV
5	Long Beach	Even-year: April - June.
6	Fresno	Even-year: June - November
7	Sacramento	Even-year: June - November
8	Oakland	Even-year: November - IRV



# Decision Considerations

Accountability

Where does accountability rest?

Transparency

How transparent is consolidation?

Systems

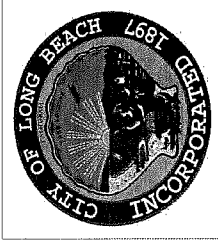
What systems differences are involved?

Local Focus

How is local focus affected by consolidation?

Costs

What cost distinctions exist?



# Accountability

Where does accountability rest?

Consideration

City

Consolidated

Authority

Mayor & Council, City  
Clerk, City Attorney

County Board, CEO,  
Registrar, Secretary  
of State

Interpretation of  
Election Law

City Attorney  
interprets Charter &  
Elections Code

County Counsel  
interprets Elections  
Code

Access

Full access to Tally,  
VBM, PAV, Recounts,  
& Canvass

Norwalk



# Transparency

## How transparent is the system?

### Consideration

### City

### Consolidated

### Security

City Hall is secure for all aspects of the election process

County offices are in Norwalk

### Ballot Count

City controls precinct, VBM, PAV, mandatory recounts, with system supported audit trail

County systems apply

### Accessible

City Clerk Department  
First Floor

County liaison serves as City's contact person



# Systems

## What system differences are involved?

### Consideration

Voting for Listed and Write-in Candidates

### City

Larger ballot with ballot resolution mitigates need for recounts

### Consolidated

IBM Card – Different write-in candidate process

### Sample Ballot

Bilingual Spanish – By request Khmer, Tagalog, Vietnamese, Korean

English only – foreign languages by request

### System Status

Technology upgradeable to SOS certified DRE

Interim System to be replaced in 2 to 6 years



# Official Ballot Comparison

## City Ballot

## Consolidated Ballot

**OFFICIAL BALLOT**  
**STATEWIDE SPECIAL AND**  
**CONSOLIDATED ELECTIONS**  
 May 14, 2008  
 County of Los Angeles

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
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**Instructions**

1. Mark a ballot as soon as you get it so that the original seal is broken.
2. Do not make any marks on the envelope used for the ballot.
3. Do not use a pencil to mark the ballot. Use a blue or black ink pen.
4. Do not use a pen to mark the ballot. Use a blue or black ink pen.

**PLEASE REMOVE AND DISCARD STUB FROM THE ENVELOPE IMMEDIATELY AFTER YOU HAVE VOTED.**

**PROVIDE**

Special Municipal Election - City of Long Beach  
 April 17, 2008

**City Council Member, District 1**

**Walter O'Connell**  
 Mayor

**Robert Coyne**  
 City Council Member

**William Francisco Castillo**  
 City Council Member

**Richard L. Rodriguez**  
 City Council Member

**Edmund Lee**  
 City Council Member

**Charles**  
 City Council Member

**John**  
 City Council Member

**Lucretia**  
 City Council Member

**Eden Anderson Braxton**  
 City Council Member

**Constance Alford**  
 City Council Member

**Robert**  
 City Council Member

**Special Management Consultant**  
 City Council Member

**Paul Taylor**  
 City Council Member

**Paul Taylor**  
 City Council Member

**Paul Taylor**  
 City Council Member

**Paul Taylor**  
 City Council Member



# Sample Ballot

# City Sample Ballot

# Consolidated Sample Ballot

454

General Election  
November 4, 2008




**Find Your Polling Place:**

- On back cover of this booklet
- On the web - [www.iavote.net](http://www.iavote.net)
- By calling 1-800-915-2006

**Or Vote By Mail**



**FOLLOW UP BY MAIL AND CARRY TO P.M.**  
**MARK YOUR CHOICES IN THIS BOOKLET AND TAKE IT WITH YOU TO YOUR POLLING LOCATION**



CITY OF LONG BEACH  
**Official Sample Ballot**  
 & Voter Information Pamphlet

SPECIAL MUNICIPAL ELECTION  
**Tuesday, April 7, 2009**  
*Polls Open at 7 a.m. and Close at 8 p.m.*

**NOTE:** No Mail-In Ballot Application is needed for this election.

**POLLING PLACE:** See the back cover of this booklet for a list of polling places.

CITY OF LONG BEACH  
**Boleta Electoral de Muestra**  
 y Folleto de Información para el Votante

ERIECCION MUNICIPAL ESPECIAL  
**Martes, 7 de abril de 2009**  
*Los centros electorales abren a las siete de la mañana y cierran a las ocho de la tarde.*

**NOTA:** No se necesita una "Aplicación para el Votante" para votar en esta elección.

**CENTROS ELECTORALES:** Véase el folleto de información en la parte posterior de este folleto para obtener una lista de los centros electorales.

Dorinda O'Sullivan  
 Deputy City Clerk



## Local Focus

How is local focus affected by consolidation?

### Consideration

Responsiveness

### City

High priority and Charter driven for benefit of voters, candidates & measures

### Consolidated

Part of an election with 4,770 polls, partisan primaries, 183 candidates and measures

Voter Perspective

Top of ticket – City emphasis

Bottom of ticket affected by outside trends & February Presidential Primary

Voter Turnout

April PNE higher or equal to June SWP in competitive years

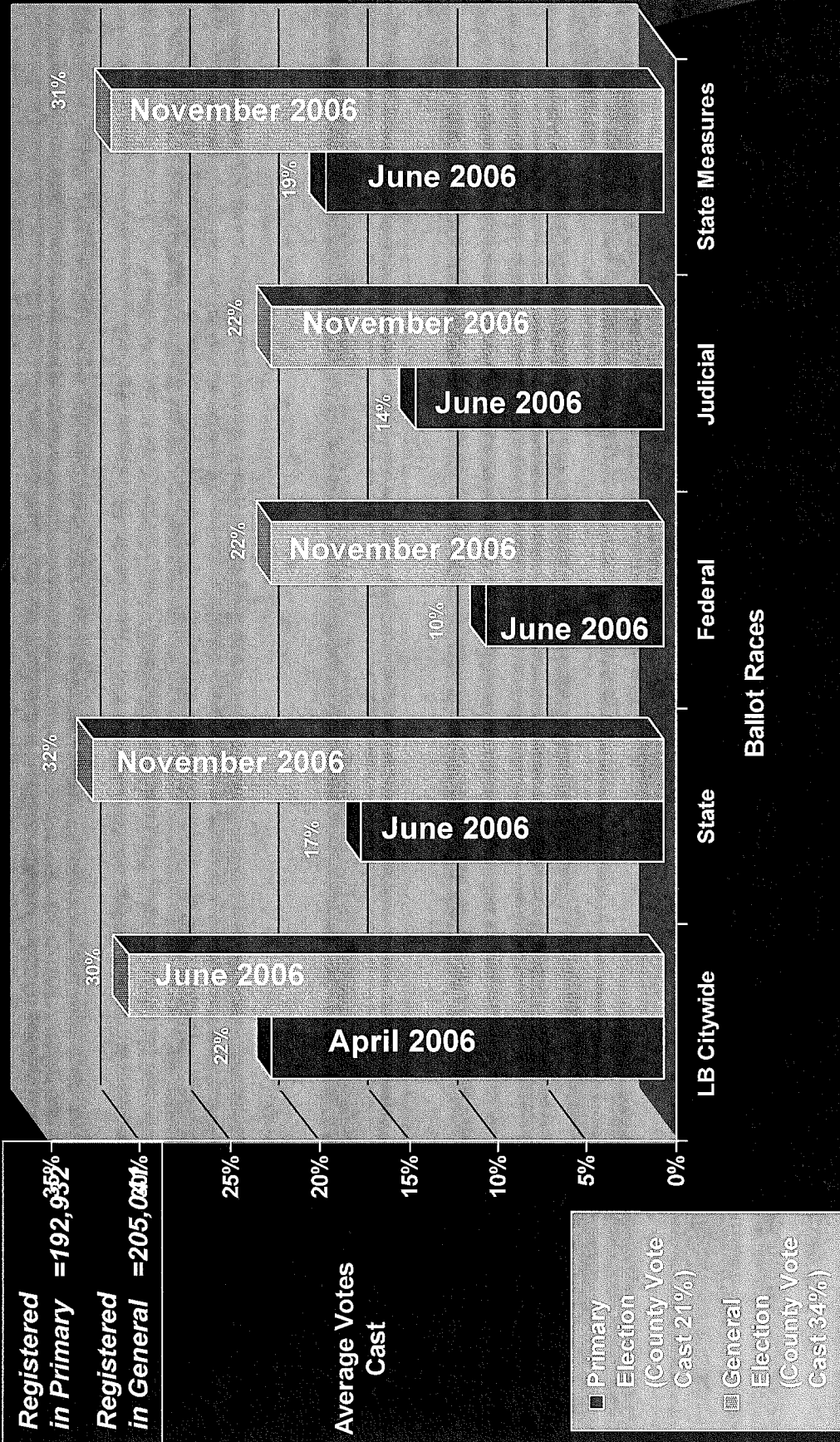
Potentially 15% lower due to down ticket effect





# Local Focus

## Voter Turnout -- Down Ticket Effect 2006

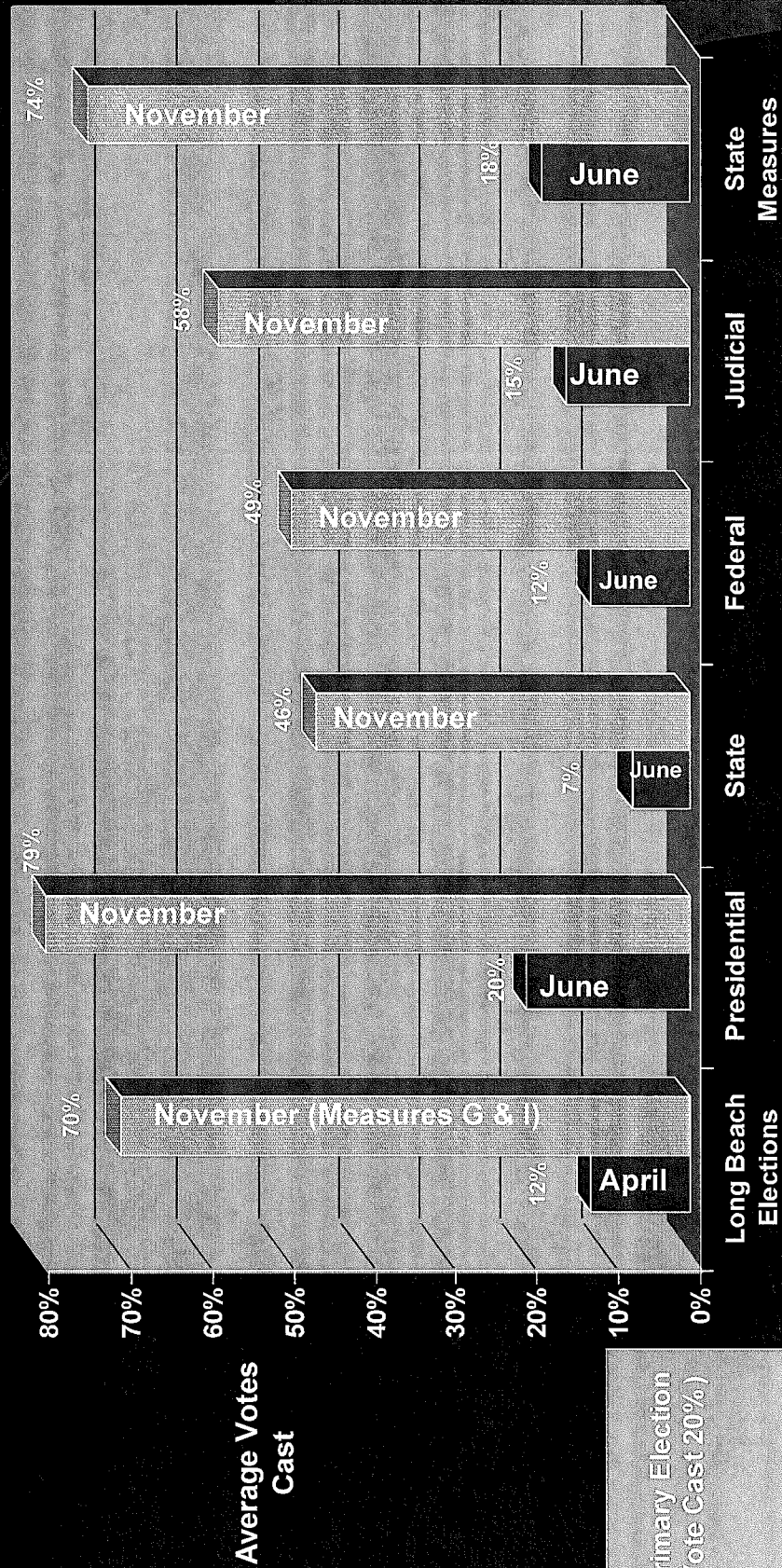




# Local Focus

## Voter Turnout -- Down Ticket Effect 2008

Registered in Primary = 202,443  
 Registered in General = 203,735



■ Primary Election (Vote Cast 20%)  
 ■ General Election (Vote Cast 80%)

Ballot Races



# Local Focus

## Voter Turnout – Down Ticket Effect 2010

Registered in Primary = 212,597  
 Registered in General = 217,816



■ Primary Election (County Vote Cast 25%)  
 ■ General Election (County Vote Cast 40%)

Average Votes Cast

Ballot Races



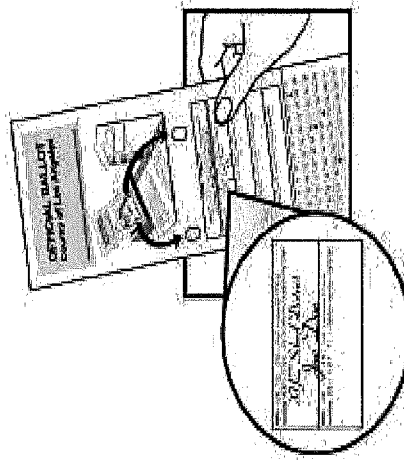
# Write In Candidate Voting

## A Consolidated Write-in Ballot

### Write-In Voting Instructions

(Write-in votes are valid for qualified write-in candidates only)

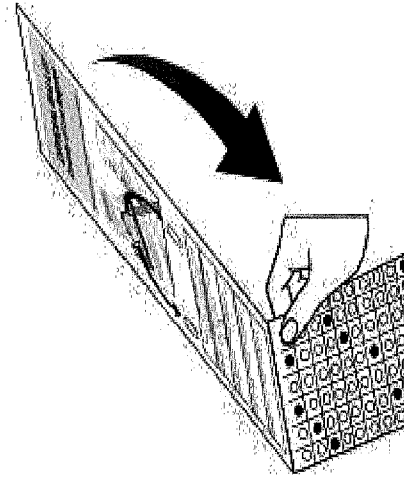
**TO VOTE FOR A PERSON NOT LISTED ON THE BALLOT:**



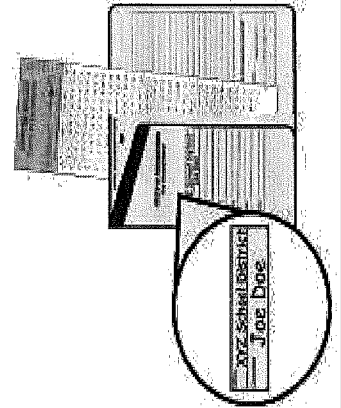
**POLLING PLACE VOTING:** Write both the qualified candidate's office title and name in the space provided on the write-in long stub portion of ballot.

**VOTING BY MAIL:** Write both the qualified candidate's office title and name on the inside of the gray write-in ballot secrecy sleeve.

Enclose ballot card in write-in ballot secrecy sleeve and place in lavender return envelope.



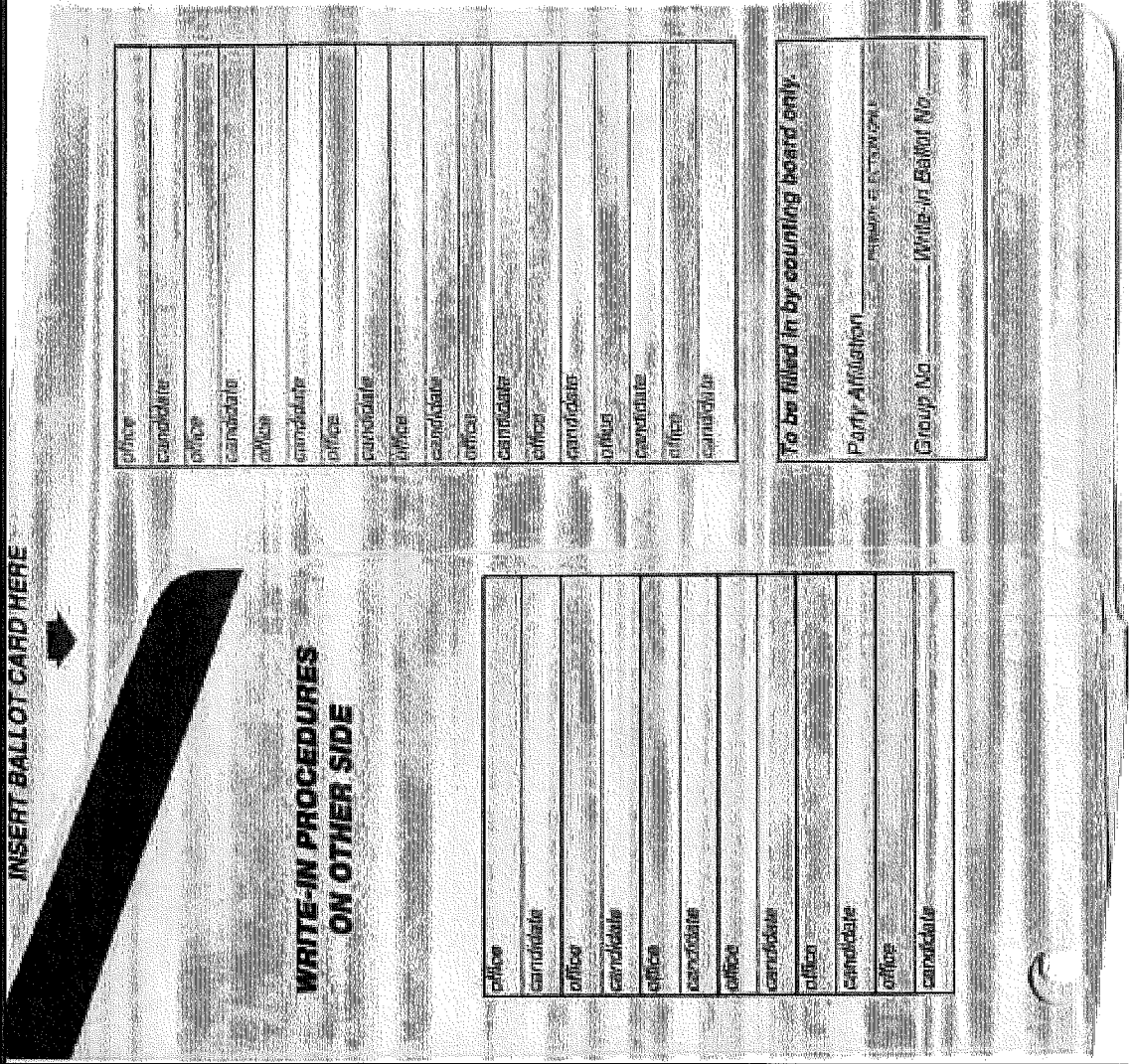
Fold stub over voted portion of ballot and return to pollworker.





# Write In Candidate Voting

## A Consolidated Vote By Mail Write-in Ballot





# Costs

## What cost distinctions exist?

<u>Consideration</u>	<u>City*</u>	<u>Consolidation**</u>
Cost Per Voter	April 2010: \$5.27 April 2010 Net: \$.3.07	June: \$5.03 June Net: \$1.93 November Net: \$1.72
Future Costs	Stable but variable re: contests and registered voters	Higher upon system replacement
Reimbursement and Control of Vendors	LBUSD & LBCCD SB 90 Bill \$887,316 since FY 2000	Cost prorated amongst participating agencies

\* Actual costs shown. \*\* Estimated costs shown.



## June – November Election Cycle Issues

### Pro

- One countywide voting system
- Higher voter turnout in November
- Short Term cost savings
- Local focus

### Con

- No guarantee for June
- Higher long term costs
- Lengthy campaigns
- Bottom of partisan ballot
- Later reporting of final results - 28 day canvass
- Write-in candidate process
- Down ticket “effect”
- Charter change re: term start date



## Recommended Action:

1. Maintain status quo;
2. Review full consolidation upon implementation of a new countywide voting system;
3. Consider further discussion of odd-year elections cost savings.





## Los Angeles County REGISTRAR-RECORDER/COUNTY CLERK

DEAN C. LOGAN  
Registrar-Recorder/County Clerk

January 12, 2011

Larry Herrera, City Clerk  
City of Long Beach  
333 West Ocean View Blvd, Lobby Level  
Long Beach, CA 90802

### **RE: City of Long Beach Elections Oversight Committee**

Dear Mr. Herrera:

This responds to your December 8, 2010 letter in which you request assistance for this office in making a presentation before the City of Long Beach Elections Oversight Committee regarding consolidation of City municipal elections with the statewide elections held in even-numbered years. Please accept my apologies for the delayed response.

With regard to consolidation, California Elections Code sets forth the process by which a City can request to consolidate municipal elections with statewide contests. Such a request is submitted to the county Board of Supervisors, which then has the discretion to determinate the feasibility of such a request.

Unfortunately, the ballot layout software currently in use in Los Angeles County has limited capacity and cannot accommodate municipal elections on the same ballot as statewide elections. The volume of candidates encumbering limited vote positions, in addition to other contests and measures presented to the voters exceeds the vote recorder page capacity of our current InkaVote *Plus* voting system; therefore our recommendation to the Board of Supervisors is to deny requests for such consolidation.

As you know, we are in the midst of conducting a Voting Systems Assessment Project (VSAP) that will guide the replacement and modernization of the voting systems used in Los Angeles County. As part of the VSAP, we will be looking at the feasibility of identifying a solution that is more flexible in considering requests by cities to consolidate with statewide elections conducted in even-numbered years. At this time, we are not in a position to assert the likelihood or the timeframe under which that might occur.

Larry Herrera, City Clerk  
City of Long Beach  
January 12, 2011  
Page 2

If you or members of the Elections Oversight Committee have questions beyond the scope of what I have addressed in this letter, please let me know and we will make every effort to be of assistance.

Sincerely,



DEAN C. LOGAN  
Registrar-Recorder/County Clerk



CITY CLERK DEPARTMENT  
Long Beach, California

1/10  
57  
10/10/10 2:40

LARRY HERRERA  
City Clerk

ADMINISTRATIVE DIVISION  
Monique De La Garza  
Administrative Officer

ELECTIONS BUREAU  
Poonam Davis  
City Clerk Bureau Manager

LEGISLATIVE BUREAU  
Merianne Nakagawa  
City Clerk Bureau Manager

December 8, 2010

Dean Logan  
Los Angeles County  
Registrar-Recorder/County Clerk  
12400 Imperial Highway  
Norwalk, CA 90650

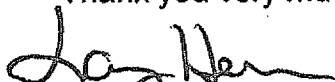
Dear Mr. Logan,

In follow up to my call of December 1, 2010, the City of Long Beach Elections Oversight Committee (EOC) requests that your office make a presentation on the consolidation of our City's municipal elections with the statewide elections conducted in even-numbered calendar years.

The discussion of consolidation took place during the EOC meeting of November 30, 2010. A video of the meeting discussion is available under the City's homepage agenda link at [www.longbeach.gov](http://www.longbeach.gov).

So that an EOC meeting date can be set for your presentation, in either January or February 2011, please call me at (562) 607-3366.

Thank you very much,

  
Larry Herrera  
City Clerk

CC: Robert Garcia, 1<sup>st</sup> District Council Office, EOC Chair  
Gary DeLong, 3<sup>rd</sup> District Council Office  
Gerrie Schipske, 5<sup>th</sup> District Council Office  
Poonam Davis, Elections Bureau Manager