



## AGENDA REPORT

**Meeting Date:** July 5, 2016

**Item Number:** D-5

**To:** Honorable Mayor and City Council

**From:** Cheryl Friedling, Deputy City Manager for Public Affairs

**Subject:** RESOLUTION OF THE COUNCIL OF THE CITY OF BEVERLY HILLS  
DESIGNATING THE CITY'S VOTING DELEGATE AND ALTERNATE FOR  
THE 2016 LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE

**Attachments:** 1. Resolution  
2. League of California Cities 2016 Annual Conference Voting  
Delegate/Alternate Form

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### **RECOMMENDATION**

It is recommended that the City Council approve the Resolution to designate Mayor John Mirisch as the City of Beverly Hills' voting delegate and Vice Mayor Nancy Krasne as the voting alternate to represent the City at the League of California Cities Annual Conference.

### **INTRODUCTION**

The League of California Cities is conducting its 2016 Annual Conference from October 5-7, 2016 in Long Beach, California. An important part of the Annual Conference is the Annual Business Meeting. During the meeting, the League membership considers and takes action on several resolutions that establish League policy.

In order to vote at the Annual Business Meeting, each City Council must designate a voting delegate, and may appoint up to two alternate voting delegates (one of whom may vote in the event that the designated voting delegate is unable to participate or serve in that capacity.)

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Each City must pass a City Council resolution and submit the 2016 Annual Conference Voting Delegate/Alternate Form indicating its voting delegate(s) no later than July 31, 2016.

**DISCUSSION**

Mayor Mirisch has expressed an interest in attending the League of California Cities Annual Conference, and can serve as the City's voting delegate if approved by the City Council. Additionally, Vice Mayor Krasne can serve as the City's alternate voting delegate if approved by the City Council.

**FISCAL IMPACT**

None.

Cheryl Friedling, Deputy City Manager  
Approved By



# **Attachment 1**

RESOLUTION NO. 16-R-\_\_\_

RESOLUTION OF THE COUNCIL OF THE CITY OF  
BEVERLY HILLS DESIGNATING THE CITY'S VOTING  
DELEGATE AND ALTERNATE FOR THE 2016 LEAGUE OF  
CALIFORNIA CITIES ANNUAL CONFERENCE

WHEREAS, the League of California Cities ("League") is conducting its 2016 Annual Conference (the "Conference") from October 5-7, 2016 in Long Beach, California;

WHEREAS, an important part of the conference is the Annual Business Meeting, during which the League membership considers and takes action on several resolutions that establish League policy;

WHEREAS, the City of Beverly Hills ("City") desires to contribute its voice to the consideration and actions taken regarding League policy;

WHEREAS, the City Council must designate a voting delegate, and may appoint up to two alternate voting delegates (one of whom may vote in the event that the designated voting delegate is unable to participate or serve in that capacity) for the Conference.

NOW, THEREFORE, the Council of the City of Beverly Hills does hereby resolve as follows:

Section 1. To comply with the League's bylaws, the City Council designates as its delegate and alternates to the 2016 League's Annual Conference the following:

Delegate: Mayor John A. Mirisch

Alternate 1: Vice Mayor Nancy Krasne

Section 2. The Council further directs the Deputy City Manager for Public Affairs to timely submit the 2016 Annual Conference Voting Delegate/Alternate Form indicating the City's designations.

Section 3. The City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and his certification to be entered in the Book of Resolutions of the council of this City.

Adopted:

\_\_\_\_\_  
JOHN A. MIRISCH  
Mayor of the City of Beverly Hills,  
California

ATTEST:

\_\_\_\_\_(SEAL)  
BYRON POPE  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
LAURENCE S. WIENER  
City Attorney

APPROVED AS TO FORM:

\_\_\_\_\_  
MAHDI ALUZRI  
City Manager

# **Attachment 2**



<b>CITY:</b> _____ <u>City of Beverly Hills</u> _____
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**2016 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to the League office by Friday, September 23, 2016. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**

Name: \_\_\_\_\_ John A. Mirisch \_\_\_\_\_

Title: \_\_\_\_\_ Mayor \_\_\_\_\_

**2. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_ Nancy Krasne \_\_\_\_\_

Title: \_\_\_\_\_ Vice Mayor \_\_\_\_\_

**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.**

**OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: \_\_\_\_\_ E-mail \_\_\_\_\_

Mayor or City Clerk \_\_\_\_\_ Phone: \_\_\_\_\_  
(circle one) (signature)

Date: \_\_\_\_\_

**Please complete and return by Friday, September 23, 2016**

League of California Cities  
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**Council Action Advised by July 31, 2016**

June 10, 2016

**TO: Mayors, City Managers and City Clerks**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference – October 5 – 7, Long Beach**

The League's 2016 Annual Conference is scheduled for October 5 – 7 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly), scheduled for noon on Friday, October 7, at the Long Beach Convention Center. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

**Please complete the attached Voting Delegate form and return it to the League's office no later than Friday, September 23, 2016. This will allow us time to establish voting delegate/alternate records prior to the conference.**

Please note the following procedures that are intended to ensure the integrity of the voting process at the Annual Business Meeting.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. To register for the conference, please go to our website: [www.cacities.org](http://www.cacities.org). In order to cast a vote, at least one voter must be present at the

Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 5, 8:00 a.m. – 6:00 p.m.; Thursday, October 6, 7:00 a.m. – 4:00 p.m.; and Friday, October 7, 7:30–10:00 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League office by Friday, September 23. If you have questions, please call Kayla Gibson at (916) 658-8247.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form

## Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.