

**WEST HOLLYWOOD
ETHICS REFORM TASK FORCE
MINUTES
MONDAY, AUGUST 31, 2015
6:30 P.M.**

**WEST HOLLYWOOD CITY HALL
8300 SANTA MONICA BOULEVARD
COMMUNITY MEETING ROOM – 1ST FLOOR**

1. **CALL TO ORDER** – Chair Guardarrama called the meeting to order at 6:30 p.m.
 - A. Chair Guardarrama led the Pledge of Allegiance.
 - B. Chair Guardarrama reminded everyone to speak clearly into the microphone and to silence their phones.
 - C. Task Force Members Present: Joseph Guardarrama, Elizabeth Ralston, and Robert Stern.
Staff Members Present: Assistant City Attorney Christi Hogin and Assistant City Clerk Melissa Crowder. No members were absent.
 - D. The Minutes of August 11, 2015 were approved.

2. **RECOMMENDATIONS TO COUNCIL REGARDING CHANGES TO CAMPAIGN FINANCE, LOBBYISTS & GOVERNMENT ETHICS**

PUBLIC COMMENT:

DAN MORIN, WEST HOLLYWOOD, spoke regarding the various topics under the purview of the Task Force and offered his support or opposition.

Assistant City Attorney Christi Hogin reported on her discussion with the City of Los Angeles regarding their electronic filing system for campaign finance reports, including the cost and implementation.

- Require electronic filing of all FPPC campaign finance reports and Statements of Economic Interests (Form 700s), and allow the public to access filings online. City staff will evaluate and choose the best vendor. **Motion by Task Force Member Guardarrama, seconded by Task Force Member Stern, and approved.**
- Require Independent Expenditure Committees to provide additional information in the disclaimers on mailers to list the top three (3) donors that contributed over \$1,000 within the prior year. This does not apply to State or County General Purpose Committees. **Motion by Task Force Member Stern, seconded by Task Force Member Guardarrama, and approved.**
- Change Administrative Regulation No. 102 "Receipt of Gifts" into an ordinance. **Motion by Task Force Member Guardarrama, seconded by Task Force Member Ralston, and approved.**

- Require disclosure of Behested Payments over \$1,000. **Motion by Task Force Member Guardarrama, seconded by Task Force Member Stern, and approved.**
- Require the City to provide space for three candidate forums and encourage each candidate to submit a two-minute taped statement for display on the City's website and television channel. The candidate forums will not be sponsored or organized by the City. **Approved by consensus.**
- Require the archiving of any campaign material that requires a mass mailing disclaimer per GC § 84305 would be required to submit the mass mailings and other qualifying campaign material to the City Clerk within 24 hours of production or distribution. **Motion by Task Force Member Guardarrama, seconded by Task Force Member Stern, and approved.**
- Increase campaign contribution limits to include a cost of living adjustment consistent with the adjustment applicable to rent controlled units. **Motion by Task Force Member Guardarrama, seconded by Task Force Member Stern, and approved.**
- Require lobbyists to submit quarterly reports of expenditures over \$5,000 made to influence decisions of the City, including the portion of a lobbyist's salary attributable to lobbying activity in the City. **Motion by Task Force Member Stern, seconded by Task Force Member Guardarrama, and approved.**

3. **COMMENTS FROM STAFF**

Assistant City Attorney Hogin indicated that she will prepare a Staff Report for City Council consideration. The Task Force commented that they want to review it prior to it being presented to City Council. The Task Force set another meeting to review the draft Staff Report.

4. **ADJOURNMENT** – The Ethics Reform Task Force adjourned at 7:42 p.m. to its next meeting which is scheduled for October 21, 2015 at 6:30 p.m.

APPROVED BY A MOTION OF THE ETHICS REFORM TASK FORCE ON THIS 21st DAY OF OCTOBER, 2015.



 CHAIRPERSON

ATTEST:



 STAFF LIAISON