

June 21, 2006

Honorable Mayor and Members of
the Hermosa Beach City Council

Regular Meeting of
June 27, 2006

**DESIGNATION OF VOTING DELEGATE & ALTERNATE FOR
THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE**

Background:

As you know, the League of California Cities takes positions on legislation at the state level that impact cities. The position that the League of California Cities takes on various bills starts at the annual business meeting where resolutions are considered. These resolutions guide the legislative effort during the next year. In order for the City to participate in the vote, we must designate the voting delegate and an alternate.

Recommendation:

Designate a voting delegate and an alternate for the League of California Cities Annual Business Meeting on Saturday, September 9, 2006 at 8:30 a.m..

Respectfully submitted,



Stephen R. Burrell
City Manager

June 7, 2006

TO: Mayors, City Managers and City Clerks

RE: Designation of Voting Delegate and Alternate for 2006 League Annual Conference – September 6-9, San Diego

RECEIVED

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Per.....

Please review this memo carefully, as new procedures have been adopted regarding designation of voting delegates and alternates and voting at the Annual Conference.

The League's 2006 Annual Conference is scheduled for September 6-9 in San Diego. An important part of the Annual Conference is the Annual Business Meeting, scheduled for Saturday morning, September 9. 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 and may designate a voting delegate alternate.

Please complete the attached voting delegate form and return it to the League's office no later than August 15 so that voting delegate/alternate records may be established prior to the conference. At the conference, voting delegate forms may be returned to the Voting Delegate desk located in the conference registration area.

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 alternate 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 alternate **must** be done by city council action and cannot be accomplished by individual action of the mayor alone.
- **Conference Registration Required.** The voting delegate and alternate must be registered to attend the conference. At least one must be present at the Business Meeting and in possession of voting card in order to cast a vote.
- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting card may be transferred freely between the voting delegate and alternate, but only between the voting delegate and alternate. If the voting delegate and alternate find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.

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Annual Conference Voting Procedures 2006 Annual Conference

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 designates a voting delegate and an alternate; these individuals are identified in the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternate, may pick up the city's voting card at the voting card desk in the conference registration area.
4. **Signing Initiated Resolution Petitions.** Only those individuals registered and with signatures on file with the Credentials Committee 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.
6. **New Voting Area at Business Meeting.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission will be limited to those individuals with a special stamp on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternate wish to sit together, both should sign in at the Voting Delegate desk and obtain the special stamps on their badges.
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.