



## **GLENDALE UNIFIED SCHOOL DISTRICT**

*"Preparing our students for their future"*

223 North Jackson St., Glendale, California 91206-4380

Telephone: 818-241-3111, Ext. 1271 • Fax: 818-546-2101

### **BUSINESS SERVICES**

October 19, 2023

Eric Hass  
Business Advisory Services Manager  
Business Advisory Services  
Los Angeles County Office of Education  
9300 Imperial Highway, ECW 2000  
Downey, CA 90242

RE: Governing Board Member Election – March 5, 2024

Dear Mr. Hass:

The Board of Education, at its meeting on October 10, 2023, unanimously adopted Resolution No. 15 ordering the Los Angeles County Superintendent of Schools to call an election for members of the governing Board on March 5, 2024.

As stated in the resolution, the Los Angeles County Registrar-Recorder/County Clerk will perform all the duties related to the preparation for and handling of the above-mentioned election, except that the Glendale City Clerk will act as the filing officer with candidates for the Board of Education. Further, pursuant to the Glendale Unified School District Resolution No. 3 adopted on August 21, 2008, Glendale Unified Board of Education adopted Glendale City Ordinances 5595 and 5621 related to absentee ballot application procedures and campaign finance regulation.

Attached are two copies of the Board report, the signed Resolution No. 15, and the 2008 Glendale Unified School District Resolution No. 3. Please let me know if you need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Santhasundari Rajiv".

Santhasundari Rajiv  
Chief Financial Officer

SR:de

#### **Attachments**

C: Darneika Watson, Ed. D., Superintendent of Schools  
Alex Olvera, Division Manager  
Election Information and Preparation  
Los Angeles County Registrar, Recorder and County Clerk  
12400 Imperial Highway, Room 7020-B  
Norwalk, CA 90650

Dr. Suzie Abajian, City Clerk  
City of Glendale  
613 E. Broadway, Room 110  
Glendale, CA 91206



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**BUSINESS SERVICES**

**CERTIFICATION OF BOARD ACTION**

**ITEM: Action Report No. 12 – Resolution No. 15 - Ordering Biennial Governing Board Member Election**

**Motion:** Ms. Cross

**Second:** Mr. Sahakian

**Ayes:** Jennifer Freeman, Shant Sahakian, Ingrid Gunnell, Kathleen Cross, and  
Nayiri Nahabedian

**Noes:** 0

**Absent:** 0

**Abstain:** 0

I HEREBY CERTIFY that the action on the above-listed item was approved by the Board of Education of the Glendale Unified School District at a regular meeting held on the 10th day of October 2023.

A handwritten signature in black ink, appearing to read "Santhasundari Rajiv", is written over a horizontal line.

Santhasundari Rajiv  
Chief Financial Officer

GLENDALE UNIFIED SCHOOL DISTRICT

October 10, 2023

ACTION REPORT NO. 12

TO: Board of Education

FROM: Dr. Darneika Watson, Interim Superintendent

SUBMITTED BY: Santhasundari Rajiv, Chief Financial Officer

SUBJECT: Resolution No. 15 - Ordering Biennial Governing Board Member Election

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The Interim Superintendent recommends that the Board of Education adopt Resolution No. 15 - ordering the Los Angeles County Superintendent of Schools (County Superintendent) to call an election on March 5, 2024, to submit to the voters of the District the question of whether a member shall be elected to the Governing Board of Education from Trustee Areas A and E in accordance with Education Codes §5302, §5304, and §5322.

The Board member election on March 5, 2024, will be consolidated with Los Angeles County and will be administered by the Los Angeles County Registrar-Recorder/County Clerk's office, except that the Glendale City Clerk will act as the filing officer with candidates for the Board of Education of the Glendale Unified School District.

The resolution clarifies that future Board member elections will be consolidated with statewide primary elections of even-numbered years. The resolution also acknowledges that Election Code 10404.5 states that if a regularly scheduled board election date is changed due to consolidation with a statewide or municipal general election, the term of incumbent board members shall be extended to align with the next applicable election.

Resolution No. 15 has been prepared in accordance with requirements of the Education Code and the Elections Code and provides notice to the Los Angeles County Superintendent of Schools.

***TO SUPPORT 2023-2024 BOARD PRIORITY NO. 4: Maintain District Financial Responsibility – Ensure the fiscal health of the District; implement a fiscal plan to preserve the District resources; and plan for the District's future educational and facility needs.***

GLENDALE UNIFIED SCHOOL DISTRICT  
RESOLUTION TO ORDER BIENNIAL GOVERNING BOARD ELECTION  
RESOLUTION NO. 15

Order of Election for the Glendale Unified School District of Los Angeles County, California.

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

RESOLVED that pursuant to Education Code (EC) §§5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC §5302, §5304, and §5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, March 5, 2024. Voting for the election shall take place during the periods identified pursuant to Sections 4007 and 14401 of the California Elections Code.

The purpose of the election is to submit to the voters of the district the question of whether a member shall be elected to the Governing Board of the Glendale Unified School District from Trustee Area A and Trustee Area E.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election, except that the Glendale City Clerk will act as the filing officer with candidates for the Board of Education of the Glendale Unified School District. The Glendale Unified School District will pay the costs of the election. If any agency holds an election on March 5, 2024, the Glendale Unified School District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Elections Code.

IT IS FURTHER ORDERED that the Clerk of the district is hereby directed to furnish two copies of this order to the County Superintendent not less than 130 days prior to the date set for the election.

IT IS FURTHER ORDERED that future Board of Education elections be consolidated with statewide primary elections of even-numbered years.

IT IS FURTHER ACKNOWLEDGED that Elections Code 10404.5 states that if a regularly scheduled board election date is changed due to consolidation with a statewide or municipal general election, the term of incumbent board members shall be extended to align with the next applicable election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of the Glendale Unified School District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes: 5

Nays: 0

Absent: 0

Signed: \_\_\_\_\_

*Ingrid Marie Russell*  
Clerk of the Governing Board

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named herein at a duly constituted meeting of the said Governing Board, held on October 10, 2023, as it appears upon the minutes of the said meeting on October 10, 2023.

Signed: \_\_\_\_\_

*Ingrid Marie Russell*  
Clerk of the Governing Board

REGISTRAR-RECORDER INFORMATION

Public Note Election Announcement

Listing of newspaper:

Glendale News Press

GLENDALE UNIFIED SCHOOL DISTRICT  
RESOLUTION TO ORDER BIENNIAL GOVERNING BOARD ELECTION  
RESOLUTION NO. 15

Order of Election for the Glendale Unified School District of Los Angeles County, California.

RESOLUTION ORDERING GOVERNING BOARD MEMBER ELECTION

RESOLVED that pursuant to Education Code (EC) §§5000-5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC §5302, §5304, and §5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, March 5, 2024. Voting for the election shall take place during the periods identified pursuant to Sections 4007 and 14401 of the California Elections Code.

The purpose of the election is to submit to the voters of the district the question of whether a member shall be elected to the Governing Board of the Glendale Unified School District from Trustee Area A and Trustee Area E.

The Los Angeles County Registrar-Recorder/County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election, except that the Glendale City Clerk will act as the filing officer with candidates for the Board of Education of the Glendale Unified School District. The Glendale Unified School District will pay the costs of the election. If any agency holds an election on March 5, 2024, the Glendale Unified School District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Elections Code.

IT IS FURTHER ORDERED that the Clerk of the district is hereby directed to furnish two copies of this order to the County Superintendent not less than 130 days prior to the date set for the election.

IT IS FURTHER ORDERED that future Board of Education elections be consolidated with statewide primary elections of even-numbered years.

IT IS FURTHER ACKNOWLEDGED that Elections Code 10404.5 states that if a regularly scheduled board election date is changed due to consolidation with a statewide or municipal general election, the term of incumbent board members shall be extended to align with the next applicable election.

The foregoing Resolution and Order was adopted and affirmed by the Governing Board of the Glendale Unified School District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes: 5

Nays: 0

Absent: 0

Signed: \_\_\_\_\_

*Ingrid Marie Hernandez*  
Clerk of the Governing Board

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named herein at a duly constituted meeting of the said Governing Board, held on October 10, 2023, as it appears upon the minutes of the said meeting on October 10, 2023.

Signed: \_\_\_\_\_

*Ingrid Marie Hernandez*  
Clerk of the Governing Board

REGISTRAR-RECORDER INFORMATION

Public Note Election Announcement

Listing of newspaper:

Glendale News Press

**GLENDALE UNIFIED SCHOOL DISTRICT**

**RESOLUTION NO. 3**

**Resolution Requesting Consolidation of the Glendale Unified School District Board of Education Election with City of Glendale Municipal Election and adopting city campaign finance and absentee ballot regulations**

**WHEREAS**, the Glendale Unified School District desires, pursuant to law, to have the Governing Board Member Election consolidated with the General Municipal Election of the City of Glendale on April 7, 2009; and

**WHEREAS**, the Glendale Unified School District acknowledges the importance to address the perception that large contributions impact City Council elections; and

**WHEREAS**, the Glendale Unified School District Board of Education desires to establish campaign financing regulations which are consistent with those adopted by the city and therefore desires to adopt and implement, and be bound by City of Glendale Ordinances 5595 and 5621 related to absentee ballot application procedures and campaign finance regulation.

**NOW THEREFORE**, in accordance with the Education Code and the Election Code, it is hereby resolved and ordered that the Los Angeles County Superintendent of Schools shall effect a complete consolidation of the Governing Board Member Election of the Glendale Unified School District with the General Municipal Election of the City of Glendale to be held on Tuesday, April 7, 2009.

**It is further resolved** that in accordance with Election Code Section 10412, the City of Glendale shall have the authority to canvass the returns of the election and shall submit a certificate of the result of the election to the County Superintendent of Schools, to the Governing Board of the Glendale Unified School District, and to the Registrar of Voters.

**It is further resolved** that the City of Glendale shall give written approval of consent to the consolidation.

**Be it further resolved** that pursuant to Education Code Section 35177, the Glendale Unified School District Board of Education hereby adopts City of Glendale Ordinance No. 5621 regulating campaign contributions and other prohibitions and limitations on the amount, receipt, acceptance, aggregation, remedies and other provisions related to local election campaigns. A copy of Ordinance No. 5621 is attached hereto as EXHIBIT "A" and incorporated herein as if fully set forth. Where the words or phrase "city council" is used in ordinance 5621 it shall mean Glendale Unified School District Board of Education for purposes of regulating the financing of election campaigns.

Glendale Unified School District

Page 2

Resolution No. 3

Be it further resolved that the Glendale Unified School District Board of Education hereby adopts City of Glendale Ordinance No. 5595 regulating the procedure for returning absentee ballot applications. A copy of Ordinance No. 5595 is attached hereto as EXHIBIT "B" and incorporated herein as if fully set forth.

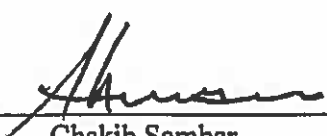
Adopted and signed this 21st day of August, 2008.

Ayes: Boger, Krikorian, Nahabedian, Sambar, Wagner

Noes:

Absent:

Abstain:

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Chakib Sambar  
Clerk, Board of Education

ORDINANCE NO. 5621

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF  
GLENDALE ESTABLISHING LOCAL ELECTION  
CAMPAIGN REGULATIONS**

**SECTION 1. BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLENDALE  
AS FOLLOWS:**

**CHAPTER 1.10 of Title 1 is hereby added to the Glendale Municipal Code:**

**SECTION 1.10.010. PURPOSE AND FINDINGS.**

In enacting this Chapter 1.10, Council finds that while monetary contributions to political campaigns are a legitimate form of participation in the political process, the financial strength of certain individuals or organizations should not permit the exercise of a disproportionate or controlling influence in a local election of candidates. Over time, the rapidly increasing costs of political campaigns have compelled many candidates to take larger amounts of money from individuals and interest groups with a specific financial stake in matters before the City Council or Redevelopment Agency. This has caused a public perception that votes are being improperly influenced by monetary contributions. This perception is undermining the credibility and integrity of the governmental process and fosters the public impression that the small contributor has an insignificant role to play in political campaigns, which in turn may have a corrupting influence affecting the integrity of the governmental process, the competitiveness of campaigns and public confidence in local officials.

The purpose of this chapter is to encourage greater access and participation in the political process through the placing of limits on the amount any person may contribute or

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT

*Ordinance No. 5621*

IN THE OFFICE OF THE CITY CLERK OF THE CITY OF GLENDALE

*August 13, 2008*

*Betty Arroyo*

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otherwise cause to be available to candidates for election to the offices of City Council, City Clerk, and Treasurer of and for the City of Glendale, including the regulation and disposition of unexpended contributions received by or on behalf of these candidates. This in turn is intended to reduce the appearance of undue influence and access by large contributors, and countering the perception that decisions are influenced more by the size of contributions than the best interests of the people of the City of Glendale. In addition, where the Glendale Community College Board of Trustees and/or the Glendale Unified School District Board of Education, either by agreement or through consolidation agrees to be bound by this Chapter, these regulations shall also be applicable to individuals seeking election to such office(s).

Chapter 1.10 is intended to supplement the Political Reform Act of 1974 as amended, including regulations adopted by the Fair Political Practices Commission (Title 2 California Code of Regulations). Where a conflict exists between the Political Reform Act of 1974 and the regulations under this Chapter 1.10, the more restrictive regulations shall control.

#### **SECTION 1.10.020. DEFINITIONS.**

The definitions set forth in the Political Reform Act of 1974 as amended (Government Code §§ 82000 through 82055) shall govern the interpretation of this chapter unless otherwise specified herein.

"Candidate" means an individual who is listed on the ballot or has qualified to have write-in votes on his or her behalf counted by election officials, for the offices of City Council, City Treasurer or City Clerk, or who receives contributions or makes an expenditure or gives his or her consent for any other person to receive a contribution or make an expenditure with a view toward bringing about his or her nomination or election to the offices of City Council, City

Treasurer or City Clerk, whether or not the specific elected office for which he or she will seek nomination or election is noted at the time the contribution is received or the expenditure is made and whether or not he or she has announced his or her candidacy or filed a declaration of candidacy at such time. An individual who becomes a candidate shall retain his or her status as a candidate until such time as that status is terminated pursuant to Government Code § 84214.

"Committee" means any person or combination of persons who directly or indirectly receives contributions or makes expenditures or contributions of \$1,000.00 or more for the purpose of influencing or attempting to influence the action of voters for or against the election of one or more candidates. "Committee" does not include an independent expenditure committee.

"Controlled Committee" means a committee which is controlled directly or indirectly by a candidate or which acts jointly with or in coordination with a candidate or controlled committee in connection with the making of expenditures. A candidate controls a committee if such candidate, or the candidate's agent, or any other committee such candidate controls has a significant influence on the actions or decisions of the committee or if such committee coordinates its expenditures with the expenditures of the candidate or a committee controlled by a candidate, whether or not such candidate is personally aware of such coordination.

"Election" means the election conducted by the City of Glendale for the offices of City Council, City Treasurer, City Clerk, and where applicable, the Glendale Unified School District Board of Education and/or Glendale Community College Board of Trustees.

"Person" means an individual, proprietorship, firm, corporation, partnership, joint venture, association, limited liability entity, business trust, company, labor organization or union, or any other organization or group of persons acting in concert.

"Political Reform Act of 1974" means the Political Reform Act of 1974 as it now reads or may hereafter be amended and includes applicable regulations adopted by the Fair Political Practices Commission (Title 2 California Code of Regulations).

"Single Election Cycle" shall be that period of time commencing September 1<sup>st</sup> of the even numbered year immediately preceding the April local general election and ending on August 31<sup>st</sup> of the same year. [example: Election date April 7, 2009 - Election cycle for April 2009 election commences September 1, 2008 and ends on August 31, 2009.]

#### **SECTION 1.10.030. CAMPAIGN CONTRIBUTION LIMITS.**

- A. No intended candidate for any elected city office, and no committee acting on behalf of such candidate, shall solicit or accept, or cause to be solicited or accepted, any contribution for use in any election for such office unless and until such candidate shall have complied with the requirements of the Political Reform Act 1974 as amended.
- B. No person shall contribute a total of more than One thousand dollars (\$1,000.00) to any candidate for City Council, City Clerk, City Treasurer, and to his or her controlled committee for a single election cycle. A candidate for City Council, City Clerk or City Treasurer, and his or her controlled committee shall not accept any contribution or contributions totaling more than One thousand dollars (\$1,000.00) from any person in a single election cycle. Nothing in this section is intended to limit the amount a candidate can contribute to his or her candidacy for City Council, City Clerk or City Treasurer from his or her own personal funds.
- C. No person shall make a contribution during a single election cycle for elected city

office which would cause the aggregate amount of such contributions by that person to exceed a sum equal to One thousand dollars (\$1,000.00) multiplied by the number of City Council positions appearing on the ballot at that election plus One thousand dollars (\$1,000.00) multiplied by two city-wide offices appearing on the ballot at that election (City Clerk and City Treasurer), provided however, that a candidate shall not be limited by this subsection in the amount he or she may contribute or expend in connection with his or her own campaign.

- D. Contributions by a husband and wife shall be treated as separate contributions and shall not be aggregated. Contributions by children under eighteen (18) years of age shall be treated as contributions by their parents and attributed proportionally to each parent - one/half to each parent or the total amount to a single custodial parent.
- E. Contributions made or received on the day immediately after an election to and including August 31<sup>st</sup> of the same year shall only be used for the payment of debts as set forth under 1.10.090.
- F. The contribution limits set forth herein shall be reviewed in July of each even numbered year commencing July 1, 2010 and shall be adjusted consistent with the cost of living index (CPI - All Urban Consumers) Los Angeles, Long Beach, Anaheim. The adjustment shall be rounded up to the nearest ten dollars.

#### **SECTION 1.10.035. AGGREGATION OF CONTRIBUTIONS**

For purposes of the limitations in this chapter, the following shall apply:

- (a) All contributions made by a committee to a city candidate or to an elective city officer, or to a controlled committee shall be combined with those contributions made by the sponsor(s) of the committee and the combined amount shall not exceed the contribution limits specified in this chapter.
- (b) Two (2) or more entities shall be treated as one person when any of the following circumstances apply:
  - (1) The entities share the majority of members of Board of Directors.
  - (2) The entities share two (2) or more officers.
  - (3) The entities are owned or controlled by the same majority shareholder or shareholders.
  - (4) The entities are in a parent subsidiary relationship.
- (c) An individual in a general or limited partnership in which the individual has a controlling interest (fifty percent (50%) or more), or an individual and any corporation in which the individual owns a controlling interest (fifty percent (50%) or more), shall be treated as one person.

#### **SECTION 1.10.040. LOANS TO CAMPAIGNS**

- A. Except as provided in this section, a loan shall be considered a contribution from the maker and the guarantor of the loan, and shall be subject to the contribution limitations of this chapter.
- B. Every loan to a candidate or the candidate's controlled committee shall be by written agreement and such written agreement shall be filed with the candidate's committee campaign statement on which the loan is first reported.

- C. The proceeds of a loan made to a candidate by a commercial lending institution in the regular course of business on the same terms available to members of the public and which is secured or guaranteed shall be subject to a maximum limit of \$5,000.
- D. No candidate, or candidate's spouse, shall personally make loans to his or her campaign or his or her candidate's committee which total more than \$5,000 in the aggregate.
- E. Other than loans pursuant to subdivisions B through D herein, an extension of credit for a period of more than thirty (30) days is subject to the contribution limitations of this chapter.
- F. Nothing in this section shall prohibit a candidate from making unlimited contributions to the candidate's own campaign.

#### **SECTION 1.10.050. RETURN OF CONTRIBUTIONS**

A contribution to a candidate or committee making expenditures to support or oppose a candidate shall not be considered received if it is not cashed, negotiated, or deposited, and in addition, it is returned to the donor before the closing date of the campaign statement on which the contribution would otherwise be reported, except that a contribution to a candidate or committee making expenditures to support or oppose a candidate made before an election at which the candidate is to be voted on, but after the closing date of the last campaign statement required to be filed before the election, shall not be considered to be deemed received if it is not cashed, negotiated or deposited and is returned to the contributor within forty-eight (48) hours of receipt. For committees not addressed by this section, the determination of when contributions

are considered to be received shall be governed by the provisions of Government Code § 81000 et.seq.

**SECTION 1.10.060. CONTRIBUTION PROHIBITION - CONTRACTORS DOING BUSINESS WITH THE CITY OR APPLICANTS SEEKING ENTITLEMENT OR PUBLIC BENEFIT.**

A. Definitions. For purposes of this section the following words and phrases shall mean:

"Person who contracts with" includes any party or prospective party to a contract, as well as any member of that party's Board of Directors, its chairperson, chief executive officer, chief financial officer, chief operating officer, any person with an ownership interest of more than ten percent (10%) in the party, and any committee, as defined by this chapter and that is sponsored or controlled by the party.

"Applicant seeking entitlement" means any person as defined in Section 1.10.020 who has filed an application or letter with the City of Glendale or Glendale Redevelopment Agency or is an owner or lessee of property on whose behalf an application or letter is filed, seeking approval of a permit, license, Conditional Use Permit, variance, architectural design (at any stage), franchise, administrative exception, parking reduction, review of plans, development agreement, exclusive negotiation agreement, owner participation agreement, financial assistance for a proposed project, or any other land use entitlement.

"Application is pending" means an application or letter which is subject to review, hearing or consideration by the City Council or Redevelopment Agency and the application or letter seeking a permit, license, Conditional Use Permit, variance, architectural design (at any



stage), franchise, administrative exception, parking reduction, review of plans, development agreement, exclusive negotiation agreement, owner participation agreement, financial assistance for a proposed project, or any other land use entitlement has been filed and, either will be set for review, hearing or other consideration by the City Council or Redevelopment Agency as a matter of right, or has been formally appealed to the City Council or Redevelopment Agency. The three examples set forth below are intended to provide interpretive guidance: (1) An application for a zone change is filed. Since a zone change can only be effectuated by the City Council, upon filing the application it would be pending before the City Council. (2) An application for a Conditional Use Permit is filed. Only at such time as the grant or denial of a Conditional Use Permit is appealed to the Council would it be pending before the City Council; (3) An application for a variance in the Downtown Specific Plan Area is filed. Since the Council has original jurisdiction, the variance application would be pending before the Council when filed.

"Contract" means any agreement or contract including any amendment or modification to an agreement or contract with the City of Glendale (City) for (a) the rendition of personal services; (b) the furnishing of any material, supplies or equipment; (c) the sale or lease of any land or building; or (d) a grant, loan or loan guaranty.

B. No person who contracts with the City of Glendale shall make a contribution to an individual holding a city elective office where the agreement or contract has a total anticipated or actual value of \$25,000 or more, or a combination or series of such agreements or contracts having a value of \$25,000 or more, in a fiscal year of the city. No elected member of the City Council, City Clerk or City Treasurer shall receive a contribution from a person who contracts with the City where the agreement or contract has a total anticipated or actual value of



\$25,000 or more, or a combination or series of such agreements or contracts having a value of \$25,000 or more, in a fiscal year of the city.

C. No applicant seeking entitlement shall make a contribution to an individual holding City Council elective office while such application is pending before the City Council or Redevelopment Agency and for a period of 90 days after the last and final approval by the City Council or Redevelopment Agency has been granted.

#### **SECTION 1.10.070. NON-MONETARY CONTRIBUTIONS - LIMITS, RECEIPTS, RETENTION**

A. No committee or candidate shall accept or receive a non-monetary contribution with a fair market value in excess of One thousand dollars (\$1,000.00). A contribution of a non-monetary contribution of One hundred dollars (\$100) or more shall provide the campaign treasurer with a receipt or a voucher that itemizes and identifies the goods or services contributed and states the fair market value of such goods or services. The campaign treasurer shall maintain all receipts and vouchers for a period of four years from the date of the final report. The campaign treasurer shall make available to the City Attorney, the City Clerk, the District Attorney, the California Attorney General and the Secretary of State or their designees on demand, the details of any account requested and the records supporting it.

B. Non-monetary contributions shall be aggregated with monetary contributions. No person shall exceed the One thousand dollar (\$1,000.00) limit on contributions to a candidate for local elective office as set forth in this chapter.

C. Nothing in this section shall apply to volunteer services, including but not limited

to, manning of phone banks, walking precincts, or providing other similar volunteer services.

The value of a volunteer's "time" is not to be considered a non-monetary contribution for purposes of this chapter. The use of someone's personal residence to host a candidate either for a fund raiser, meet the candidate or candidate's forum, shall not be considered a non-monetary contribution. Incidental food and beverage served at a personal residence under this subsection C shall not be considered a contribution under this chapter.

#### **SECTION 1.10.080. EXCESS CAMPAIGN FUNDS**

Up to \$10,000 in campaign funds in excess of expenses incurred, including payment of debts, for the campaign received by or on behalf of an individual who seeks nomination for election, or has been elected to office, or any committee or controlled committee with funds in excess of expenses incurred for the campaign of a candidate or a group of candidates seeking nomination for election, or election to office, shall be deemed to be excess campaign funds if the candidate has been elected or surplus fund if the candidate is not elected (see, Government Code sections 89511 et.seq.) and may be retained for use consistent with the Political Reform Act of 1974 as amended. All other funds in excess of \$10,000 shall be distributed within one hundred eighty (180) days after withdrawal, defeat, or election to office as a member of the City Council, City Clerk or City Treasurer, as follows: return to contributors on a pro-rata basis, donated to any bonafide charitable, educational, religious or similar tax exempt, non-profit organization, where no substantial part of the proceeds will have a financial effect on the former candidate or elected officer, any members of his or her immediate family, as defined by the Political Reform Act of 1974 as amended, or his or her campaign treasurer, or turned over to the general fund of

the City of Glendale. The total amount of surplus or excess funds held by an individual, committee, and controlled committee for or on behalf of a candidate cannot exceed in total the aggregate sum of \$10,000.

#### **SECTION 1.10.090. FUND RAISING FOR REPAYMENT OF DEBTS**

A contributor may make, and a candidate or former candidate may accept, a contribution to pay off debts incurred for an election occurring prior to the date of the contribution, provided that the aggregate of contributions made to the candidate for one or more city offices does not exceed the contribution limits set forth in this chapter, and the contribution is properly reported on any required campaign statement filed under the Political Reform Act of 1974 as amended or any required City supplemental statement or form.

#### **SECTION 1.10.100. ENFORCEMENT - GENERAL PROVISIONS.**

A. Any person who believes that a violation of this chapter has occurred may file a complaint with the City Attorney. The City Attorney shall investigate and shall have investigative powers as are necessary for the performance of their duties under this chapter.

B. Enforcement - Civil Actions. The City Attorney, or any voter, may bring a civil action to enjoin violations of or compel compliance with the provisions of this chapter.

#### **SECTION 1.10.110. PENALTIES.**

A. Any person who knowingly or willfully violates any provision of this chapter shall be guilty of a misdemeanor, on conviction thereof shall be punished by a fine of not more

than One thousand dollars (\$1,000.00) for each violation or by imprisonment of not more than six (6) months or both such fine and imprisonment.

B. Civil. Any person who intentionally or negligently violates any of the provisions of this chapter, shall be liable in a civil action brought by the City Attorney acting as the civil prosecutor for an amount up to One thousand dollars (\$1,000.00) for each violation or three times the amount not reported or the amount received in excess of the amount allowable pursuant to this chapter, whichever is greater.

#### **SECTION 1.10.120. RULES OF CONSTRUCTION**

This chapter shall be construed liberally in order to effectuate its purposes. No error, irregularity, informality, neglect or omission of any officer in any procedure taken under this chapter which does not directly affect the jurisdiction of the City Council to control campaign contributions shall void the effect of this chapter.

#### **SECTION 1.10.130. SEVERABILITY.**

If any provision of this chapter, or the application thereof, to any person or circumstances is held invalid, the validity of the remainder of the chapter and the applicability of such provisions to other persons and circumstances shall not be affected thereby.

#### **SECTION 1.10.140. STATUTE OF LIMITATIONS.**


1. Criminal. Prosecution for violation of this chapter must be commenced within one year after the date of which the violation occurred.

2. Civil. No civil action alleging a violation in connection with a campaign statement required under this chapter shall be filed more than two (2) years after an audit could begin, or more than two (2) years after the date on which the violation occurred.

3. A civil action brought to collect a fine or penalties imposed under this chapter shall be commenced within two (2) years after the date on which the monetary penalty or fine was imposed. For purposes of this section, a fine or penalty is imposed when a court has issued a final decision in an enforcement action imposing a fine or penalty for a violation of this chapter.

Adopted by the Council of the City of Glendale this 29th day of July, 2008.

ATTEST:

  
City Clerk

  
Mayor

APPROVED AS TO FORM

  
CITY ATTORNEY

DATE 7-29-08

STATE OF CALIFORNIA       )  
COUNTY OF LOS ANGELES    )  
CITY OF GLENDALE           )       SS.

I, ARDASHES KASSAKHIAN, City Clerk of the City of Glendale, certify that the foregoing Ordinance No. 5621 was passed by the Council of the City of Glendale, California, at a regular meeting held on the 29th day of July, 2008, and that the same was passed by the following vote:

Ayes:     Quintero, Weaver, Yousefian

Noes:     Najarian, Drayman

Absent:   None

Abstain:  None

  
City Clerk

ORDINANCE NO. 5595AN ORDINANCE OF THE COUNCIL OF THE CITY OF  
GLENDALE AMENDING SECTION 1.08.050 OF THE  
GLENDALE MUNICIPAL CODE, 1995 RELATING TO  
VOTE BY MAIL (ABSENTEE) BALLOT APPLICATIONS

## BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLENDALE:

SECTION 1. Section 1.08.050 of the Glendale Municipal Code, 1995, is hereby amended to read as follows:

**Sec. 1.08.050. Vote By Mail (absentee) Ballot Applications and Ballots in Municipal Elections.**

- A. Legislative Purpose: To minimize delays in the handling, processing and delivery of Vote By Mail (absentee) ballot applications, reduce the risk of loss or mishandling of Vote By Mail (absentee) ballot applications, and to address the perception of improper influence with the entire Vote By Mail process. This legislation is intended to require direct delivery (mail or by hand) of a completed Vote By Mail ballot application to the city clerk by the recipient of a Vote By Mail ballot application.
- B. No person, corporation, firm, association, campaign committee, company, partnership, business trust or any group or organization shall be involved with, or participate in any way in, the handling of completed Vote By Mail ballot applications, except for the initial distribution.
- C. The initial distribution of Vote By Mail ballot applications and the distribution and voting of Vote By Mail ballots shall be pursuant to the California Elections Code as same exists or may hereafter be amended.

CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT  
Ordinance No. 5595  
IN THE OFFICE OF THE CITY CLERK OF THE CITY OF GLENDALE

August 13, 2008

*Patricia Arroyo*

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D. In lieu of the requirements of Elections Code section 3006(b)(3), any Vote By Mail application mailed by a person, campaign committee, group, or organization other than the city clerk that contains preprinted information shall contain a conspicuously printed statement, as follows: "You must mail or deliver this application directly to the City Clerk for the City of Glendale, 613 East Broadway Suite 110 Glendale, California 91209-2005".

(1) In the event the City Clerk designates a different address, the candidates shall be informed in writing and the Vote By Mail application printed statement shall include the newly designated address.

E. Nothing in this section precludes any person or entity described in paragraph B from conducting voter registration programs or activities, voter education programs or activities, or educating or assisting voters with a Vote By Mail ballot application. As used in the previous sentence "Educating or assisting with a Vote By Mail ballot application" does not include the voter to whom a Vote By Mail application is mailed submitting the completed application to any person or entity described in paragraph B herein other than the city clerk.

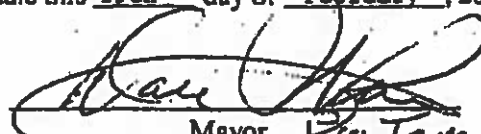
F. For purposes of this section, "person" in paragraph B does not include the voter to whom a Vote By Mail ballot application form is mailed or delivered, or a member of his or her immediate family.




- G. This section shall not apply to persons who have been designated permanent absentee voters under the Elections Code .

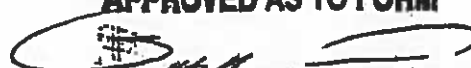
**SECTION 2.** This ordinance shall take effect and be in force on the thirtieth (30<sup>th</sup>) day after its adoption.

Adopted by the Council of the City of Glendale this 19th day of February, 2008.

  
Mayor, 1<sup>st</sup> Term

ATTEST:

  
City Clerk

**APPROVED AS TO FORM**  
  
CITY ATTORNEY  
DATE 2-14-08

STATE OF CALIFORNIA           )  
COUNTY OF LOS ANGELES    )  
CITY OF GLENDALE            )    SS.

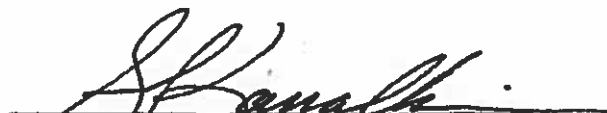
I, ARDASHES KASSAKHIAN, City Clerk of the City of Glendale, certify that the foregoing Ordinance No. 5595 was passed by the Council of the City of Glendale, California, at a regular meeting held on the 19th day of February, 2008, and that the same was passed by the following vote:

Ayes:     Drayman, Quintero, Weaver

Noes:     Yousefian, Najarian

Absent:   None

Abstain:  None

  
City Clerk