

Council Meeting of
October 24, 2006

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the City Council:

**SUBJECT: Payment of Invoice for Los Angeles County Election Services June 6, 2006
Expenditure \$133,977.41**

RECOMMENDATION

The City Clerk recommends City Council approval of payment to the Los Angeles County Registrar Recorder a total of \$133,977.41 for Election Services at the June 6, 2006 General Municipal election

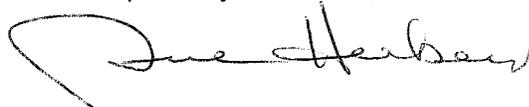
Funding: Funding is available in the City Clerk's Operating Budget.

BACKGROUND / ANALYSIS

The June 6, 2006 General Municipal Election was the first election consolidated on the Los Angeles County June primary ballot after the change to the city of Torrance Charter in November 2004. The invoice was not immediately available as the Los Angeles County Registrar gives its vendors at least ninety days to submit invoices. An explanation of the charges is attached in Attachment B.

Of the fourteen candidates, eleven paid \$300 each for a 200-word ballot statement (a \$3,300 offset) following a long-standing commitment of the City Council to assure minimal direct costs to candidates seeking public office.

Respectfully submitted,



Sue Herbers
City Clerk

Noted:



LeROY J. JACKSON
CITY MANAGER

Attachments:

- A. Invoice #2174-M 2006 Primary Election June 6, 2006
- B. Explanation of Charges



COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK

12400 IMPERIAL HWY - P.O. BOX 1024, NORWALK, CALIFORNIA 90651-1024

CONNY B. McCORMACK
 REGISTRAR-RECORDER/COUNTY CLERK

September 22, 2006

2006 SEP 28 PM 12:41

CITY OF TORRANCE

CITY OF TORRANCE
 3031 TORRANCE BLVD
 TORRANCE, CA 90503

INVOICE #: 2174-M
 CUSTOMER #: 1075
 11343-9969

ATTENTION: MS. SUE HERBERS, CITY CLERK

ELECTION: 2006 PRIMARY ELECTION 06/06/2006

PRORATA COSTS

SECURING BOARDS AND POLLS	\$15,425.62
BOARD MEMBER PAYROLL	10,424.28
OFFICIAL BALLOTS	2,785.07
VOTE RECORDER ASSEMBLY	1,689.30
SUPPLY PROCESSING	7,231.25
DELIVERY AND MILEAGE	3,636.87
MAILING AND POSTAGE	2,175.57
PRECINCTING	199.85
ELECTION SUPPLIES	559.76
BALLOT MATERIAL PROCESSING	2,165.45
ELECTION DAY COSTS	12,457.32
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SUB-TOTAL PRORATA COSTS	\$58,750.34

FIXED COSTS

OTHER FIXED COSTS	\$202.16
PUBLICATION	284.36
PRINTING	24,781.34
CAMPAIGN FINANCE DISCLOSURE	0.00
CANDIDATE FILING AND NOMINATION	0.00
ELECTION PREPARATION	49,959.21
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SUB-TOTAL FIXED COSTS	\$75,227.07

TOTAL AMOUNT DUE

\$133,977.41

PLEASE INDICATE INVOICE NUMBER ON YOUR CHECK WHEN MAKING PAYMENTS. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT FINANCE AND MANAGEMENT DIVISION AT (562) 462-2652.

CONNY B. McCORMACK
 Registrar-Recorder/County Clerk

Kathleen Connors
KATHLEEN CONNORS, Division Manager
 Finance and Management Division

PLEASE REMIT WITHIN 30 DAYS TO:
 Registrar-Recorder/County Clerk
 PO Box 54949
 Los Angeles, CA 90054-5402

CHARGES FOR MAJOR ELECTIONS

A. PRORATA COSTS (SHARED BY PARTICIPATING AGENCIES)

Securing Boards and Polls

This charge is for the costs of recruiting Precinct Officers and polling places. It is based on a cost per precinct and prorated to each agency by ballot group.

Board Member Payroll

This cost represents the agency's prorated share of the actual cost of precinct officer payroll, polling place rentals and custodians on election day.

Official Ballots

This cost represents vendor charges for the ballots used in the vote recorder. It is billed by registered voter and prorated between participating agencies.

Voter Recorder Assembly

This charge is for assembling and processing the vote recorders for polling places. The cost is prorated among participating agencies on a cost per precinct basis.

Supply Processing

This charge represents the cost of assembling supply boxes, which contain ballots, and voting supplies for polling places. It is based on a cost per precinct and prorated to the jurisdictions sharing the precincts.

Delivery and Mileage

This charge is for delivery of booths and supplies to polling places. Costs are prorated by precinct.

Sample Ballots Postage

This is a prorated share of the actual postage costs for mailing sample ballots. It is prorated according to the number of registered voters in each ballot group.

CHARGES FOR MAJOR ELECTIONS PAGE 2

Absent Voter Processing

This charge is for the cost of processing Absent Voter requests. It is based on a cost per request and is prorated among agencies.

Precincting

This represents the salaries required to define precinct boundaries and is prorated by precinct.

Election Supplies

This charge is the cost of items used at the polling place.

Ballot Material Processing

This charge is for the salaries expended to prepare and proofread ballot materials. It is prorated by ballot group.

Election Day Costs

Charges in this category consist of Sheriff, Fire Warden, Communications, Mechanical, and Electrical support on Election Night. Sheriff Services are required to transport official ballots to the Tally Center. Electrical and Mechanical support are required at the Tally Center. This cost is prorated by precinct.

B. FIXED COSTS

Publications

This charge represents billing by local newspapers for election and polling place information before the election. It is based on actual costs per agency.

Printing

This cost consists of vendor charges for sample ballot and multi-lingual ballot printing and vote recorder pages. Sample ballot costs are prorated by pages and registered voter, multi-lingual ballot costs are prorated by registered voter, and vote recorder pages are prorated by precinct.

CHARGES FOR MAJOR ELECTIONS
PAGE 3

Campaign Reporting

This cost relates to auditing and filing of candidate financial papers. It is based on a rate per candidate.

Candidate Filing & Nomination

This cost is for processing candidate nomination papers when filing to be placed on the ballot. It is based on a rate per candidate.

Election Preparation

This category includes the salaries involved in setting up and coordinating the election issuing filing procedures and complying with resolutions. They are based on actual cost prorated among participating agencies.

NOTE: All costs are based on actual data. This billing methodology is based on a formula approved by the Auditor-Controller and County Counsel.

AFORMS_Financial Serv\definitions_charges for major elections: April 2003