

File No. 120538

Board Item No.

**34**

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Board of Supervisors Meeting

Date: May 22, 2012

Cmte	Board	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Motion
<input type="checkbox"/>	<input type="checkbox"/>	Resolution
<input type="checkbox"/>	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	<input type="checkbox"/>	Legislative Digest
<input type="checkbox"/>	<input type="checkbox"/>	Budget Analyst Report
<input type="checkbox"/>	<input type="checkbox"/>	Legislative Analyst Report
<input type="checkbox"/>	<input type="checkbox"/>	Youth Commission Report
<input type="checkbox"/>	<input type="checkbox"/>	Introduction Form (for hearings)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Department/Agency Cover Letter and/or Report
<input type="checkbox"/>	<input type="checkbox"/>	MOU
<input type="checkbox"/>	<input type="checkbox"/>	Grant Information Form
<input type="checkbox"/>	<input type="checkbox"/>	Grant Budget
<input type="checkbox"/>	<input type="checkbox"/>	Subcontract Budget
<input type="checkbox"/>	<input type="checkbox"/>	Contract/Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Award Letter
<input type="checkbox"/>	<input type="checkbox"/>	Application
<input type="checkbox"/>	<input type="checkbox"/>	Public Correspondence

OTHER:

Completed by: Annette Lonich

Date: May 17, 2012

An asterisked item represents the cover sheet to a document that exceeds 25 pages.  
The complete document is in the file.

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee:
- An ordinance, resolution, motion, or charter amendment.
- 2. Request for next printed agenda without reference to Committee.
- 3. Request for hearing on a subject matter at Committee:
- 4. Request for letter beginning "Supervisor  inquires"
- 5. City Attorney request.
- 6. Call File No.  from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No.
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use a different form.**

**Sponsor(s):**

Supervisor Chiu

**Subject:**

Motion granting a Waiver permitting City Employees to Assist the Department of Elections with the June 5, 2012 consolidated primary election

**The text is listed below or attached:**

Motion granting a waiver from the prohibition imposed by Charter section 13.104.5, to permit City employees to assist the Department of Elections with the June 5, 2012 consolidated primary election.

Signature of Sponsoring Supervisor: David L

For Clerk's Use Only:

120538

1 [Waiver Permitting City Employees to Assist the Department of Elections with the June 5,  
2 2012, Consolidated Primary Election]

3 **Motion granting a waiver from the prohibition imposed by Charter section 13.104.5, to**  
4 **permit City employees to assist the Department of Elections with the June 5, 2012,**  
5 **Consolidated Primary Election.**  
6

7  
8 WHEREAS, San Francisco Charter section 13.104.5 prohibits City employees and  
9 officers (other than the Director of Elections, an appointee of the Director of Elections or a  
10 member of the Elections Commission) from performing "any function relating to the conduct of  
11 an election;" and,

12 WHEREAS, Charter section 13.104.5 authorizes the Board of Supervisors, upon the  
13 request of the Elections Commission, to waive this prohibition by motion; and,

14 WHEREAS, On April 18, 2012, the Elections Commission requested that the Board of  
15 Supervisors waive this prohibition to permit City employees to assist the Department of  
16 Elections with the June 5, 2012 election; now, therefore, be it

17 MOVED, the Board of Supervisors waives the prohibition imposed by Charter section  
18 13.104.5, to permit City employees to assist the Department of Elections before, during and  
19 after the June 5, 2012 election.  
20  
21  
22  
23  
24  
25

**ELECTIONS COMMISSION**  
*City and County of San Francisco*



Gerard Gleason, President  
Jill Rowe, Vice President  
Richard P. Matthews  
Catalina Ruiz-Healy  
Rosabella Safont  
Arnold Townsend  
Winnie Yu

John Arntz  
Director of Elections

Gail Hilliard  
Acting Commission Secretary

April 19, 2012

Ms. Angela Calvillo  
Clerk of the Board  
San Francisco Board of Supervisors  
City Hall Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco CA 94102

Dear Ms. Calvillo,

The San Francisco Elections Commission, at its regular meeting on April 18, 2012, voted unanimously to approve and forward the attached Waiver Allowing City Employees to Assist the Department of Elections with the June 5, 2012 Consolidated Primary Election, per San Francisco Charter Section 13.104.5.

The Elections Commission respectfully forwards the waiver request to the Board of Supervisors in order that the Board will consider and grant this waiver allowed under San Francisco Charter Section 13.104.5.

We thank the Board of Supervisors for their attention to this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gerard Gleason".

Gerard Gleason  
President, San Francisco Elections Commission



John Arntz  
Director

## Memorandum

To: Elections Commission

From: John Arntz, Director

Date: March 26, 2012

Re: **Waiver Allowing City Employees to Assist the Department of Elections with the June 5, 2012 Consolidated Primary Election**

This memorandum requests that the Elections Commission approve the Department of Elections' (Department) request for the Board of Supervisors to waive the prohibition under Charter section 13.104.5 that disallows City employees from assisting the Department in the conduct of elections. The Department seeks a general waiver of this prohibition so the Department is able to utilize the services and expertise of City personnel when necessary; however, the Department presently expects to require the assistance of approximately 10 people from other City departments.

The Department will require technical assistance to upload the vote tallies contained in the memory packs that will be transported from each polling place to City Hall, as well as preparing the information for results reporting. The memory packs record the voting that occurs in the polling places on vote tabulation machines. The City personnel will assist in uploading the voting information contained inside the memory packs into the central count system located in the Department's computer room in City Hall Room 48.

While the uploading of the voting information from the memory packs will last a few hours after the polls close, the Charter prohibits City personnel from providing such assistance to the Department. (13.104.5).

Except as provided below, no City employee or officer, other than the Director of Elections, an appointee of the Director of Elections or a member of the Elections Commission, may in any capacity perform any function relating to the conduct of an election that this Charter places under the Department of Elections. This section prohibits City personnel from providing to the Department of Elections services that are unique to that department. . . . The Elections Commission may, upon the recommendation of the Director of Elections request from the Board of

Supervisors a waiver of this prohibition so as to allow City employees and officers to assist the Department of Elections. The Board of Supervisors shall approve or deny such requests from the Elections Commission by motion.

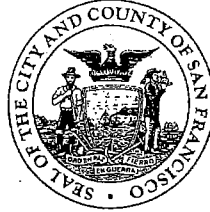
The Department does seek to conduct elections exclusively with its permanent and temporary staff, but we find it necessary in some instances to utilize the skills of City personnel who work with other departments. Thus, after considering staffing needs for the June 5, 2012 Consolidated Primary Election, I recommend that the Elections Commission request from the Board of Supervisors a waiver of the prohibition of City employees performing election-related tasks and allow City personnel to assist the Department of Elections.

The Department requests that this be a general waiver in order to provide flexibility in planning for the election. Still, at this time the Department has identified the need for the assistance of approximately ten people from other City Departments. The personnel work in the departments listed in the attachment to this memorandum.

I will be glad to answer any questions you might have on this matter.

Encl; waiver request list

DEPARTMENT OF ELECTIONS  
City and County of San Francisco  
www.sfelections.org



JOHN ARNTZ  
*Director*

March 29, 2012

**Re: Waiver Allowing City Employees to Assist the Department of Elections with the June 5, 2012 Consolidated Primary Election**

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**TECHNICAL SUPPORT**

**Number of City Employees: 10**

**Departments:** Department of Technology, General Services Agency, and City Attorney's Office.

