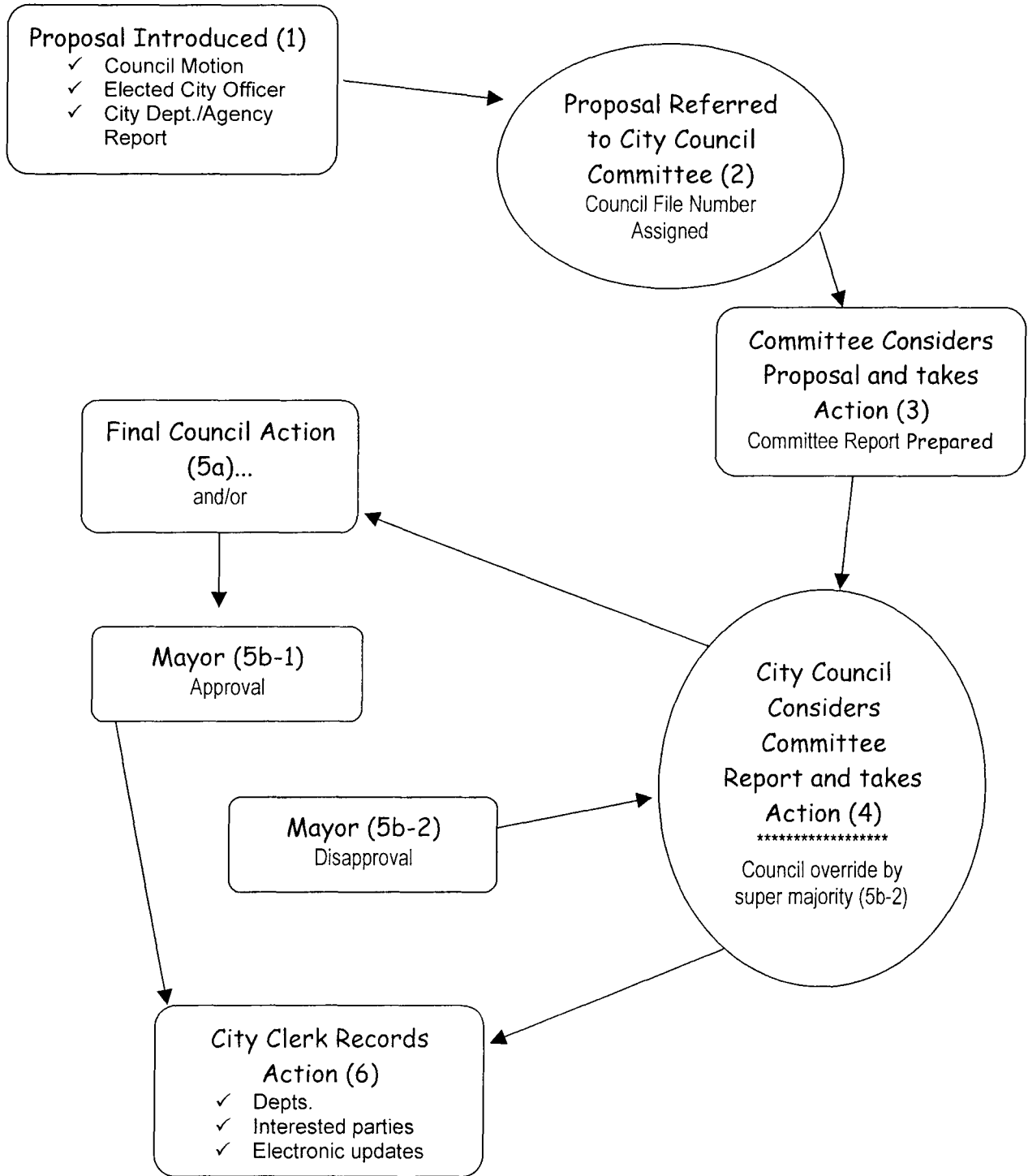


CITY OF LOS ANGELES

HOW A PROPOSAL BECOMES LAW



HOW A PROPOSAL BECOMES LAW (LEGISLATIVE STEPS)

- Step 1: A proposal is introduced to the City Council by: (1) a Council motion; (2) an elected City officer report; or (3) a City department or agency report.
- Step 2: The proposal is referred by the Council President to one or more Council sub-committees for examination/analysis. At this time, the proposal is assigned a unique "Council file number" (e.g. 06-1223) in order to easily identify and track the proposal through the City's legislative processes. *(In some cases, a procedural or routine motion may be placed on the next available Council agenda for quick action.)*
- Step 3: The Committee places the proposal on its agenda. At the Committee meeting, the Committee examines the proposal and may request supplemental department staff reports and/or hear expert testimony. The public is also given the opportunity to testify at Committee meetings. The Committee process ends with the preparation of a Committee report, listing its particular recommendations on the proposal for the full Council's consideration.
- Step 4: The Committee report is placed on a Council agenda. The Council may debate the merits of the Committee report recommendations (proposal) and then vote on the recommendations. The Council may approve, disapprove or modify the Committee's recommendations. Occasionally, the Council may direct that a matter be sent back to Committee for further study.
- Step 5:
- a. Once Council votes to take an action to approve, disapprove or modify the Committee report's recommendations, this ends the legislative process for most proposals.
 - b. Some Council actions are "subject to the approval of the Mayor" (i.e., ordinances, fund transfers, etc.). After Council acts, the matter is sent to the Mayor. The Mayor may approve or disapprove the Council's action.
 - (1) A Mayoral approval ends the legislative process.
 - (2) If the Mayor disapproves, the matter is returned to Council along with a notation explaining the reason(s) for disapproval. The City Council may vote to override the Mayor's disapproval with a super majority vote, or the Mayor's disapproval stands.
- Step 6: The City Clerk prepares an official record of the Council's/Mayor's actions. A notification letter is prepared and distributed to interested persons, departments and organizations listing the City's official actions with respect to the proposal. Electronic versions are stored on the City's website allowing for immediate retrieval.