



## November 5 - November 9, 2007

### Meeting Notice

#### Ballot Simplification Committee for the February 5, 2008 Consolidated Presidential Primary Election

#### *Agenda for the Week of November 5-9, 2007*

The Ballot Simplification Committee prepares an impartial summary of each local ballot measure. These digests are included in San Francisco's Voter Information Pamphlet, which is mailed to each registered voter prior to each election. The Committee must complete its digests no later than 85 days before the election. For the February 5, 2008 election, this deadline falls on Monday, November 12, 2007. In general, the digests are limited to 300 words.

The Committee's procedures can be summarized as follows. First, the Deputy City Attorney assigned to the Ballot Simplification Committee prepares a preliminary draft digest of each proposition. The Committee then edits and amends that draft. Once the Committee members agree on a draft, they invite public comment on the proposed digest. Each speaker is asked to observe a three-minute time limit. After all public comment is received, the Committee decides whether to revise the digest based on the comments. The Committee does not consider political arguments about the proposed measures. After all proposed revisions are considered, the Committee votes to adopt a final digest. At least three Committee members must vote in favor of a digest before it becomes final.

Any person may submit a written Request for Reconsideration of a digest to the Department of Elections. Requests for Reconsideration must be submitted within 24 hours of adoption of the digest. Guidelines for Requests for Reconsideration are available at each Committee meeting or from the Department of Elections.

*For more information about the Ballot Simplification Committee meetings, please contact Barbara Carr at (415) 554-6105 or [Barbara.Carr@sfgov.org](mailto:Barbara.Carr@sfgov.org)*

**Location:** Meetings will be held in City Hall, 1 Dr. Carlton B. Goodlett Place, OR at the Department of Public Health, 101 Grove Street, in San Francisco. Please refer to individual meeting dates for exact locations.

**Time:** All meetings begin at 9:00 a.m. unless otherwise noted.

Please note that the discussion order of items on each day's agenda is subject to change at the Committee's discretion.

**Wednesday, November 7, 2007 City Hall, Room 263\* NOTE: 10:00 a.m.**

**1. Discussion and possible action concerning any Requests for Reconsideration of digests approved on Monday, October 29, 2007**

**2. Preparation of digests of new measures, if any, submitted by Friday, November 2, 2007 at 5:00 p.m.** For more information, please call the Department of Elections at 415-554-6105.

**3. Discussion and possible approval of Words You Need to Know**

**4. Discussion and possible approval of other informational materials for the Voter Information Pamphlet**

Public Comment on matters not appearing on the agenda that are within the jurisdiction of the Ballot Simplification Committee

Continuance or Adjournment\*\*\*

Thursday, November 8, 2007 City Hall, Room 278\* 9:00 a.m.

**1. Preparation of digests of new measures, if any, submitted by Friday, November 2, 2007 at 5:00 p.m.** For more information, please call the Department of Elections at 415-554-6105.

**2. Discussion and possible approval of Words You Need to Know**

**3. Discussion and possible approval of other informational materials for the Voter Information Pamphlet**

**4. Discussion and possible action concerning any Requests for Reconsideration of digests approved on Wednesday, November 7, 2007**

Public Comment on matters not appearing on the agenda that are within the jurisdiction of the Ballot Simplification Committee

Continuance or Adjournment\*\*\*

**Friday, November 9, 2007 City Hall, Room 263\* 9:00 a.m.**

**1. Preparation of digests of new measures, if any, submitted by Friday, November 2, 2007 at 5:00 p.m. For more information, please call the Department of Elections at 415-554-6105.**

**2. Discussion and possible approval of Words You Need to Know**

**3. Discussion and possible approval of other informational materials for the Voter Information Pamphlet**

**4. Discussion and possible action concerning any Requests for Reconsideration of digests approved on Wednesday, November 7, 2007 or Thursday, November 8, 2007**

Public Comment on matters not appearing on the agenda that are within the jurisdiction of the Ballot Simplification Committee

Continuance or Adjournment\*\*\*

\* Meeting rooms are subject to change. If a room change is necessary, a notice will be posted outside the original meeting room. Information will also be available at the Department of Elections, City Hall, Room 48, or via telephone at 415-554-4375.

\*\* For identification purposes only; not actual or proposed title

\*\*\* If an item is continued to a subsequent meeting, a notice of continuance will be posted on the bulletin boards outside the meeting room and the Department of Elections.

*Agenda items will be continued in the order above.*

### **Disability Access**

Meetings of the Ballot Simplification Committee may be held in several rooms in City Hall, at 1 Dr. Carlton B. Goodlett Place, or at the Department of Public Health, at 101 Grove Street, in San Francisco. The meeting rooms are wheelchair accessible. The nearest accessible BART station is Civic Center Plaza at the intersection of Market, Grove, and Hyde Streets. The accessible MUNI Metro lines are the J, K, L, M, N and T (Civic Center Station or Van Ness Avenue Station). MUNI bus lines serving the area are the 47 & 49 Van Ness, 9 San Bruno, and the 6, 7, 71 Haight/ Noriega. Accessible curbside parking is available on 1 Dr. Carlton B. Goodlett Place and Grove Street.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the Department of Elections at (415) 554- 4375 or our TTY at (415) 554-4386 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to perfumes and various other chemical-based scented products. Please help the City to accommodate these individuals.

### **Cell Phones, Pagers and Similar Sound-Producing Electronic Devices**

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

### **Know Your Rights under the Sunshine Ordinance**

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Frank Darby by mail to Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at [soff@sfgov.org](mailto:soff@sfgov.org).

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Mr. Darby or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>

### **Lobbyist Registration & Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Campaign & Governmental Conduct Code Sec. 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102; telephone (415 581-2300; fax (415 581-2317); web site: [sfgov.org/ethics](http://sfgov.org/ethics).