

References

Los Angeles Municipal Code §§ 48.01 *et seq.*

Los Angeles City Charter § 470(c)(11)



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CITY ETHICS COMMISSION

The Ethics Commission is committed to preserving the public interest. The Commission acts through its voter-established mandate to equip an informed citizenry through meaningful public disclosure.

The Commission shapes, administers, and enforces governmental ethics, lobbying, and campaign finance laws that help to ensure that Los Angeles elections and government decisions are fair, transparent, and accountable.

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CITY ETHICS COMMISSION
...preserving the public trust.

This is a brief overview of the lobbying laws. Please contact us for more information about the laws or to report a possible violation.

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Lobbying



To help inform the public about who is attempting to influence City action, paid lobbyists are required to register and file quarterly reports about their activities.

QUALIFYING AS A LOBBYIST

Any individual may qualify as a lobbyist, regardless of training, education, occupation, or professional title. Lobbyists may include CEOs, attorneys, consultants, activists, and sales representatives.

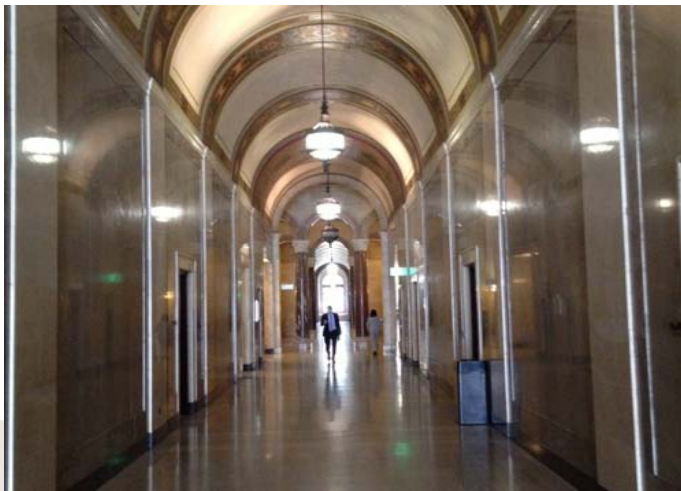
A lobbyist is anyone who, in a consecutive three-month period, does the following:

1. Has at least one direct communication with a City official in an attempt to influence City action; *and*
2. Is compensated to engage in at least 30 hours of lobbying activities, which include the following and similar activities:
 - Communicating, either personally or through an agent, with a City official;
 - Drafting ordinances, resolutions, or regulations;
 - Providing advice or recommending strategy to a client or others;
 - Conducting research, conducting an investigation, or gathering information;
 - Seeking to influence a third party's position on a legislative or administrative City matter, such as engaging in community, public, or press relation activities; and
 - Monitoring City meetings, hearings, or other events.

EXEMPTIONS

The following persons are not required to register as lobbyists:

- A person who is not being compensated for attempting to influence City action.
- A person who is doing only the following in response to a competitively bid Request for Proposals (RFP):
 - * Submitting a written response to the RFP;
 - * Participating in an oral interview as part of the RFP evaluation process; and
 - * Negotiating the terms of the contract, if the contract is awarded.
- A public official or government employee acting in an official capacity.



- A newspaper, regularly published periodical, radio station, or television station or network that is only publishing or broadcasting news, editorials, or paid advertising that attempts to influence City action.
- An IRS § 501(c)(3) organization that receives funding to represent indigent people free of charge, if the organization's primary purpose is to provide direct services to those persons.

REGISTRATION

Lobbyists and their lobbying firms must register with the Ethics Commission. Entities qualify as lobbying firms when they become entitled to receive \$1,000 for lobbying activity in a consecutive three-month period and a principal or employee qualifies as a lobbyist. Lobbying firms may include law firms, corporations, businesses, unions, non-profits, and advocacy groups.

Registration is required within ten days after the end of the month in which a person qualifies as a lobbyist or lobbying firm. Registrations automatically terminate at the end of the calendar year.

Annual registration fees are \$450 per lobbyist and \$75 per client. The client fee applies to clients from whom a lobbyist is entitled to receive at least \$250 in a calendar quarter for lobbying activity performed on that client's behalf.

The Ethics Commission's web site provides information about all registered lobbyists and lobbying firms.

QUARTERLY REPORTING

Once registered, lobbyists and their lobbying firms or employers must file quarterly disclosure reports by specific deadlines. These reports detail the money

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received from clients and the funds spent in connection with attempting to influence City decision makers. The reports also disclose other types of information, such as fundraising activities performed on behalf of a City candidate or elected City official.

If no lobbying activity occurred during a quarter and there is no other information to report, a filer must submit a report indicating zero activity for the quarter.

Information reported through quarterly reports can be searched on the Ethics Commission's web site.

ELECTRONIC FILING

Registrations and quarterly reports must be filed online via the Ethics Commission's Lobbying Electronic Filing System (LEFS).

Those who need to register must first submit CEC Form 59, to apply for a unique LEFS identification. The form is available on the Ethics Commission's web site.

CAMPAIGN CONTRIBUTIONS

As part of the registration process, lobbyists and lobbying firms must identify the City agencies they may potentially contact on behalf of their clients. They are then prohibited from making campaign contributions to City candidates and elected City officials associated with the City agencies they are registered to lobby.

GIFTS

Generally speaking, lobbyists and lobbying firms may not give gifts to City officials. Lobbyist employers are also limited in the making of gifts. Before offering anything of value to a City official, you are strongly urged to contact the Ethics Commission for guidance in avoiding a violation of the gift laws.

*This brochure presents a brief overview
of the City's lobbying laws. Please contact
the Ethics Commission to determine
how the laws apply specifically to you.*