


# REPORT OF THE CHIEF LEGISLATIVE ANALYST

---

DATE: June 12, 2024

TO: Honorable Members of the City Council

FROM: Sharon M. Tso   
Chief Legislative Analyst

Council File No. 23-1027  
Assignment No. 24-06-0403

## Charter Reform Commission Schedule and Deadlines

### SUMMARY

On May 14, 2024, the Council adopted a report from the Ad Hoc Committee of City Governance Reform that instructed the Chief Legislative Analyst (CLA) to update Table 1 in the CLA report dated January 22, 2024 to reflect the Charter Reform Commission deadlines for the November 2026 general election (Council File 23-1027).

On June 7, 2024, the City Attorney transmitted a draft ordinance adding provisions to the Los Angeles Administrative Code (LAAC) to establish a Charter Reform Commission (Council File 23-1027-S2). LAAC Section 8.334 - Commission Recommendations specifies that the Commission shall transmit its recommendations and report to the City Council and Mayor as soon as practicable and no later than 215 days before the date of the election at which the Commission is recommending the amendment or revision be submitted to the voters. For any Charter proposals intended for the City's general municipal election to be held on November 3, 2026, that deadline is April 2, 2026.

To ensure that Council has sufficient time to consider the Charter Commission's proposed amendments, our Office recommends that the Council adopt a schedule that provides at least four (4) months for review, particularly since the citywide budget deliberations will coincide with the Commission's deadline to release its recommendations. Therefore, our Office recommends that the Council adopt the schedule attached to this report, which would establish January 1, 2026 as the deadline for the Charter Commission to release its recommendations, while retaining the stated deadlines in the draft ordinance to allow for additional flexibility.

### RECOMMENDATION

That the Council adopt the attached schedule, identified as Table 1 - November 2026 General Election, for the purpose of establishing a January 1, 2026 deadline for the Charter Reform Commission to submit recommended Charter amendments for Council consideration.



---

Christopher P. Espinosa  
Analyst

Attachment: Table 1 - November 2026 General Election

**TABLE 1 – NOVEMBER 2026 GENERAL ELECTION**

ACTION	NOVEMBER 2026 GENERAL ELECTION	MONTHS	OTHER DATES
Initial eight (8) members of Charter Commission appointed by Mayor, Council President, Pro Tempore. Council approval of appointments.	August - September 2024	2	
Start-up period: appointment of Executive Director, hire staff, and secure office space. Council approval of Executive Director.			
Commission application and selection of remaining five (5) members. Council approval of remaining five (5) commissioners.	October - December 2024	~2	
Development of by-laws and workplan.			
<b>Winter Recess</b>			
Council review of Outreach and Engagement Plan.	January - February 2025	2	<b>December 17, 2024 ~ January 1, 2025</b>
Commission deliberations, outreach and drafting amendments.	March 2025 - December 2025	~10	
Commission recommendations submitted to Council.	By January 1, 2026		<b>No later than April 2, 2026</b>
Council consideration of recommendations.	January – May 2026	~4	
<b>Budget Deliberations</b>			
Approximate last day to request the City Attorney to prepare necessary documents.	June 16, 2026 *		<b>April 20, 2026 ~ May 29, 2026</b>
Approximate last day for Council to adopt Election Resolutions.	July 3, 2026 *		
General Election	November 3, 2026		

\* The legal deadlines are 125 days and 110 days, respectively for Council to request the City Attorney to prepare the necessary documents and for Council to adopt the election resolutions. These dates are adjusted in consideration of the Council's summer recess schedule.