

# City of Los Angeles

CALIFORNIA

PETTY F. SANTOS  
INTERIM CITY CLERK

VACANT  
EXECUTIVE OFFICER



KAREN BASS  
MAYOR

OFFICE OF THE  
CITY CLERK

**Executive Office**  
200 N. Spring Street, Room 360  
Los Angeles, CA 90012  
(213) 978-1020  
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## **REVISED CORRECTED LETTER**

August 6, 2025

Honorable Members of the  
Los Angeles City Council  
c/o Office of the City Clerk  
Room 395, City Hall  
Los Angeles, CA 90012

**SUBJECT: REQUEST FOR INTERIM RESOLUTION AUTHORITIES FOR ONE EXECUTIVE DIRECTOR AND TWO PROJECT ASSISTANTS**

Honorable Members:

The Office of the City Clerk (City Clerk), on behalf of the Charter Reform Commission (Commission), requests interim resolution authorities for one Executive Director (9019), and two Project Assistants (1542-0). The Commission was established for nine months and is expected to complete its work by April 2026.

### **RECOMMENDATIONS**

The City Clerk recommends that Council, subject to the approval of the Mayor, authorize the following interim resolution authorities; one Executive Director (9019), and two Project Assistants (1542-0), for the Charter Reform Commission beginning August 1, 2025 through April 30, 2026.

### **BACKGROUND**

The Commission was established by Mayor Karen Bass and the Los Angeles City Council in August 2024. The Commission is tasked with reviewing the City Charter and developing recommendations for amendments and revisions for consideration by the City Council and Mayor. It is a civilian board that will be comprised of 13 Commissioners.

### **PURPOSE**

The purpose of the Commission is to review the City Charter and develop recommendations for amendments and revisions to the Charter for the consideration of the City Council and Mayor. The Commission shall have the authority to review the entire City Charter. They shall review specific issues and provisions of the City Charter referred to the Commission by the City Council. The Commission will solicit input from a wide variety of individuals and organizations, including members of the public, City officials and departments, experts, academics, and others as part of its review process. They will develop recommendations regarding amendments and revisions to the City Charter and submit its recommendations to the City Council and Mayor for review and consideration. Any amendment or revision to the City Charter requires the approval of the voters in order to be adopted.

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

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## FISCAL IMPACT

Commission expenses will be paid out of the City Clerk's adopted budget and the City Clerk will be reimbursed by monies appropriated in the City Charter Reform appropriation line item [\$500,000 re-appropriated from Fiscal Year (FY) 2024-25 and \$500,000 for FY 2025-26, for total of \$1,000,000] in the General City Purposes Fund. There will be no fiscal impact to the City Clerk.

Sincerely,

Signed with ClerkSign



Aug 06, 2025 11:35AM



Petty F. Santos  
Interim City Clerk

PFS/EM/PJ/LH:ih  
EXE-039-25