Los Angeles County
BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
3.011	Ticket Policy	06/30/09

PURPOSE

Pursuant to the provisions of Title 2, California Code of Regulations section 18944.1 (b)(2), the County establishes this policy for the receipt and distribution of passes and tickets to, or at the behest of, public officials.

REFERENCE

Title 2, California Code of Regulations, section 18944.1 (b)(2)

April 21, 2009 Board Letter continued to and approved at the June 30, 2009 Board meeting, Board Order No. 9

POLICY

1.0 Application of Policy

1.1 This Policy applies to tickets which provide admission to facility or event for an entertainment, amusement, recreational, social, charitable, or similar purpose, and are either:

a) Gratuitously provided to the County by an outside source;

b) Acquired by the County by purchase;

c) Acquired by the County as consideration pursuant to the terms of

a contract for the use of a County venue; or

d) Acquired and distributed by the County in any other manner.

1.2 This Policy does not apply to any other item of value provided to the County or any County Official, regardless of what received gratuitously or for which consideration is provided.

1.3 This policy, together with the ticket procedures established pursuant to Section 4.2 below, shall supersede and replace the County's March 14, 2002 "Policy for Receipt and Distribution of Passes and Tickets."

2.0 Definitions: Unless otherwise expressly provided herein, words and terms in this policy shall have the same meaning as that ascribed to such words and terms in the California Political Reform Act of 1974 (Government Code Sections 81000, et seq., as the same may from time to time be amended) and the Fair Political Practices Commission ("FPPC") Regulations (Title 2, Division 6 of the California Code of Regulations, Sections 18110 et seq., as the same may from time to time be amended).

2.1 "County" or "County of Los Angeles" shall mean and include the County of Los Angeles, its Special Districts, any other affiliated agency created by the County, and any departments, boards and commissions thereof.

2.2 "County Official" means every elected and appointed official or employee of the County of Los Angeles, as defined in Government Code Section 82048 and FPPC Regulation 18701.

2.3 "County Venue" means and includes the Walt Disney Concert Hall, Performing Arts Center of Los Angeles County, John Anson Ford Amphitheatre, Hollywood Bowl Performing Arts Complex, Santa Fe Dam Recreational Area, Arboretum of Los Angeles County, Descanso Gardens, South Coast Botanic Garden, Virginia Robinson Gardens, Los Angeles County Museum of Art, Museum of Natural History or any other facility owned, controlled or operated by the County of Los Angeles.

2.4 “Immediate family” means spouse and dependent children.

2.5 “Ticket” means and includes any form of admission privilege to a facility, event, show or performance.

3.0 General Provisions.

3.1 No Right to Tickets: The use of complimentary tickets is a privilege extended

by the County and not the right of any person to which the privilege may from

time to time be extended.

3.2 Limitation on Transfer of Tickets: Tickets distributed to a County Official

pursuant to this policy shall not be transferred to any other person, except to members of such County Official’s immediate family solely for their personal use.

3.3 Prohibition Against Sale of or Receiving Reimbursement for Tickets: No

person who receives a ticket pursuant to this policy shall sell or receive reimbursement for the value of such ticket.

4.0 Ticket Administrator.

4.1 The Chief Executive Officer or his/her designee shall be the Ticket

Administrator for purposes of implementing the provisions of this policy.

4.2 The Ticket Administrator shall have the authority, in his or her sole discretion,

to establish procedures for the distribution of tickets in accordance

with this policy. All requests for tickets which fall within the scope of this policy shall be made in accordance with the procedures established by the Ticket Administrator.

4.3 The Ticket Administrator shall determine the face value of tickets distributed by the County for purposes of Sections 5.1, 5.2 and 7.1 (d), of this policy.

4.4 The Ticket Administrator, in his or her sole discretion, may revoke or suspend

the ticket privileges of any person who violates any provision of this policy or the procedures established by the Ticket Administrator for the distribution of tickets in accordance with this policy.

5.0 Conditions Under Which Tickets May be Distributed: Subject to the provisions of

this policy, complimentary tickets may be distributed to County Officials under the

following conditions:

5.1 The County Official Reimburses the County for the face value of the ticket(s).

a) Reimbursement shall be made at the time the ticket(s) is/are distributed to the County Official.

b) The Ticket Administrator shall, in his or her sole discretion, determine

which event tickets, if any shall be available under this section.

5.2 The County Official treats the ticket(s) as income consistent with applicable

federal and state income tax laws.

5.3 The County Official uses, or behests, such ticket(s) for one or

more of the

following public purposes:

a) Performance of a ceremonial role or function representing the County

at the event, for which the County Official may receive enough

tickets for the County Official and each member of his or her

immediate family.

b) The job duties of the County Official require his or her attendance at

the event, for which the County Official may receive enough tickets

for the County Official and each member of his or her immediate

family.

c) Promoting open government by public official appearances,

participation, and/or availability at business or community events.

d) Promoting security and safety at events.

e) Monitoring and evaluating County venues and the quality of performances at those venues.

f) Promoting local and regional businesses, economic development, and tourism activities within the County, including conventions and conferences, and including job creation opportunities.

g) Promoting intergovernmental relations, including but not limited to attendance at an event with or by elected or appointed public officials from other jurisdictions, their staff members and their guests.

h) Promoting public and private facilities available for County

resident use.

i) Supporting and/or showing appreciation for community and nonprofit programs or services, including youth programs, that benefit County residents.

j) Encouraging or recognizing significant academic, athletic, or public achievements by County students, residents, or businesses.

k) Attracting or retaining highly qualified County employees and volunteers or recognizing the meritorious service of current or former County employees, officials, and volunteers, for which such individual may receive no more than four (4) tickets per event.

l) For use in connection with a County employee competition or drawing, for which there shall be made available no more than (4) tickets per event.

6.0 Tickets Distributed at the Behest of a County Official.

6.1 Tickets shall be distributed at the behest of a County Official only for one or

more public purposes set forth in Section 5.3 above.

6.2 If tickets are distributed at the behest of a County Official, such County

Official shall not use one of the tickets so distributed to attend the event.

7.0 Disclosure Requirements.

7.1 Tickets distributed by the County to any County Official either i) which the

County Official treats as income pursuant to section 5.2 above, or ii) for one or more public purposes described in section 5.3 above, shall be posted on a form provided by the FPPC in a prominent fashion on the County's website within thirty (30) days after

distribution. Such posting shall include the following information:

a) The name of the recipient, except that if the recipient is an

organization, the County may post the name, address, description of

the organization and number of tickets provided to the organization

in lieu of posting the names of each recipient;

b) a description of the event;

c) the date of the event;

d) the face value of the ticket;

e) the number of tickets provided to each person or organization;

f) if the ticket was distributed at the behest of a County Official, the name of the County Official who made such behest; and

g) a description of the public purpose(s) under which the distribution was made, or, alternatively, that County Official is treating the ticket as income.

7.2 Tickets distributed by the County for which the County receives

reimbursement from the County Official as provided under Section 5.1 above shall not be subject to the disclosure provisions of Section 7.1.

RESPONSIBLE DEPARTMENT

Chief Executive Office

Executive Office of the Board

County Counsel

DATE ISSUED/SUNSET DATE

Issue Date: June 30, 2009 **Sunset Date: June 30, 2013**

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