



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C13

For the meeting of: July 31, 2018

Date: July 11, 2018

To: Board of Supervisors

From: Kelly Sanders, Clerk/Recorder/Registrar of Voters *KS.*

Subject: Resolution from the City of Fortuna Requesting Consolidation of the Municipal Election with the Statewide General Election to be held on November 6, 2018.

RECOMMENDATION(S): That the Board of Supervisors approve the request for consolidation with the condition that the City of Fortuna reimburse the County for costs incurred pursuant to this request, and notify the Office of Elections of the County to take any and all steps necessary for the holding of the consolidated election.

SOURCE OF FUNDING: City of Fortuna

DISCUSSION: On June 4, 2018, the Fortuna City Council passed Resolution No. 2018-24 calling for consolidation of the General Municipal Election with the Statewide General Election to be held on November 6, 2018. The City of Fortuna is requesting consolidation pursuant to Election Code Section 10403 and agrees to reimburse the County for all costs associated with the consolidated election.

FINANCIAL IMPACT: This item will not impact the General Fund. All funds advanced by the General Fund will be fully reimbursed by the City of Fortuna. This item meets the Board of Supervisor's Strategic Framework by providing appropriate levels of community service and building interjurisdictional and regional cooperation"

OTHER AGENCY INVOLVEMENT: City of Fortuna

Prepared by *[Signature]*

CAO Approval *[Signature]*

REVIEW: Auditor _____ County Counsel _____ Human Resources _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:
Board Order No. _____
Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor *Fennell* seconded by Supervisor *Wilson*
Ayes *Fennell, Wilson, Bass, Sundberg*
Nays _____
Abstain _____
Absent *Bohn*

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *7/31/18*
By: *[Signature]*
Kathy Hayes, Clerk of the Board

ALTERNATIVES TO STAFF RECOMMENDATIONS: Board discretion

ATTACHMENTS: Resolution 2018-24

JUN 12 2018

RESOLUTION 2018-24

HUMBOLDT COUNTY
ELECTIONS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA CALLING FOR THE HOLDING OF A MUNICIPAL ELECTION TO BE HELD NOVEMBER 6, 2018, ESTABLISHING POLICIES FOR A MUNICIPAL ELECTION, AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF HUMBOLDT CONSOLIDATE SAID ELECTION PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE.

WHEREAS, Pursuant to the requirements of the laws of the State of California relating to general law cities and charter cities where the charter is silent, there is called and ordered to be held in the City of Fortuna, California, on Tuesday, November 6, 2018 a Municipal Election. Said election will fill the offices of three (3) City Council members for a full term of four years; and,

WHEREAS, the City Council of the City of Fortuna is desirous of having the County of Humboldt Elections Department conduct the Municipal Election, pursuant to Elections Code Section 10403, to be held on November 6, 2018; and,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FORTUNA DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: Pursuant to the requirements of Section 10403 of the Elections Code, the City Council of the City of Fortuna hereby requests the Board of Supervisors of the County of Humboldt to agree to the consolidation of the Municipal Election with the Statewide General Election on November 6, 2018 and issue instructions to the Humboldt County Elections Department that the election in all respects be held as if there were only one election and to conduct the Municipal Election including the publishing of all election materials, the mailing of sample ballots, the hiring of election officers, canvassing the returns, and the actual conduct of the election; and,

SECTION 2: That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding Municipal Elections; and,

SECTION 3: That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form and manner as required by law; and,

SECTION 4: The City of Fortuna recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County of Humboldt for all costs associated with the conduct of the City of Fortuna Municipal Election to be held on November 6, 2018; and,

NOW, THEREFORE BE IT FURTHER RESOLVED by the City Council of the City of Fortuna that the following policies shall be established for the conduct of the November 6, 2018 Municipal Election:

SECTION 5: GENERAL ELECTION PROVISIONS

- A. The Elections Code of the State of California provides that the local governing body shall establish policies concerning the conduct of Municipal Elections and the following policies are solely at the discretion of the City Council of the City of Fortuna.
- B. The polls shall be open from 7:00 o'clock A.M. to the hour of 8:00 o'clock P.M. on Election Day.
- C. Four polling places shall be established; one polling place to be the City Council Chambers in the City Hall at 621 - 11th Street, the second polling place shall be at the Fortuna Fire Hall at 320 South Fortuna Boulevard, the third polling place at Ambrosini School at 3850 Rohnerville Road, and the fourth polling place at California Conservation Corps, at 1500 Alamar Way. These polling places are subject to change with notice from the Registrar of Voters.
- D. The City Clerk of the City of Fortuna or designee thereof shall distribute and receive all nomination papers from candidates for said election.
- E. In the event two or more persons receive an equal and the highest number of votes, as certified by the County Registrar of Voters, the City Council in accordance with Elections Code 15651(b) shall set a time, date, and place to summon the candidates and determine the winner by the casting of lots; and,

SECTION 6: CANDIDATE STATEMENTS

- A. That pursuant to section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Fortuna on November 6, 2018 may prepare a Candidates Statement of Qualifications (statement) on an appropriate form provided by the City Clerk.
- B. The statement will be printed in the voter pamphlet mailed by the Humboldt County Registrar of Voters to every registered voter in the City of Fortuna.
- C. The statement is optional and is printed at the expense of the candidate. The City of Fortuna requires a deposit of \$350 (an estimate of the actual cost) at the time, the candidate submits a statement and files all required nomination documents. The deposit goes toward the actual cost of printing the statement and the City Clerk will either bill the candidate for an additional amount or refund the candidate monies depending on the actual final and verified cost, which varies from election to election, presented to the City by the Humboldt County Registrar of Voters.
- D. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words, using the word count standards found on the guidelines provided, of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political

organizations. Reference to another candidate for that office, or to another candidate's qualifications, character, or activities is prohibited; and,

- E. That words in all capitals, indentations, italics, bold, underlines, stars, dots, bulleted lists, leading hyphens, etc., are prohibited.
- F. The heading of the statement includes the candidate's name (required), age (optional), and occupation (optional). The heading is standardized and does not count toward the 200-word limit.
- G. The statement shall be filed, on the form provided and in an electronic format, in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 o'clock P.M. of the next working day after the close of the nomination period; and,

SECTION 7: BALLOT DESIGNATIONS

- A. The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding Ballot Designations. A copy of the Secretary of State guidelines for Ballot Designations will be provided to each candidate; and,

SECTION 8: MISCELLANEOUS

- A. The City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nomination papers are issued; and,

NOW THEREFORE BE IT FURTHER RESOLVED the City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the Humboldt County Registrar of Voters.

PASSED AND ADOPTED by the Fortuna City Council on this 4th day of June 2018 by the following vote:

AYES: Council Members Glaser, Strehl, Mayor Pro Tem Trent, Mayor Long

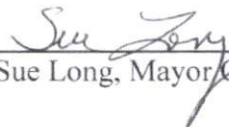
NOES: None

ABSTAIN: Council Member Brown

ABSENT: None

**Calendar
November 6, 2018
General Municipal Election**

Monday, June 18, 2018	Council to adopt resolution
Monday, July 2, 2018 to Monday, July 16, 2018	Publish Notice of Election
Monday, July 16, 2018 to Friday, August 10, 2018	Filing period for nomination papers
Friday, August 10, 2018, 5:00 p.m.	Last day to file nomination papers
Wednesday, August 15, 2018, 5:00 p.m.	Filing extension in case an incumbent does not file
Thursday, August 16, 2018	Secretary of State to determine order of names on ballot
Thursday, August 23, 2018	Cancel election - insufficient candidates
TBD	Candidates briefing by City Manager
Monday, September 10, 2018 to Tuesday, October 23, 2018	Filing period for write-in candidate
Thursday, September 27, 2018	Filing deadline for 1 st Pre Election campaign expenditure Statement
Monday, October 8, 2018	First day for mailing permanent Vote-by-Mail ballots
Monday, October 22, 2018	Last day to register to vote
Tuesday, October 23, 2018	Last day to File for Write-In Candidate
Thursday, October 25, 2018	Last day to file campaign expenditure statements 2 nd Pre-Election Statement
Tuesday, October 30, 2018	Last day for Election Official to publish Notice of Nominees
Wednesday, October 31, 2018 to Tuesday, November 6, 2018	Emergency/Late Vote-by-Mail Voting Period
Tuesday, November 6, 2018	ELECTION DAY
No later than December 14, 2018	Council to Declare results
Within 30 days of taking office	Last day to file statement of economic interests - Form 700
January 31, 2019	Last day to file campaign expenditure statements – Semi Annual


Sue Long, Mayor City of Fortuna

ATTEST:


Siana L. Emmons, City Clerk, City of Fortuna

APPROVED AS TO FORM:


David Tranberg, City Attorney