



# AGENDA REPORT

Meeting Date

06/23/2020

**Prepared By:** Kimberly Schmitt, City Clerk  
**Budgetary Review By:** Cheryl Dyas, Director of Administrative Services / City Treasurer  
**Submitted By:** Dennis Wilberg, City Manager

**Agenda Title**

General Municipal Election - November 3, 2020

**Recommended Action**

(1) Adopt Resolution 20-XX Calling for the Holding of a General Municipal Election to be Held on Tuesday, November 3, 2020, for the Election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities; (2) adopt Resolution 20-XX Requesting the Board of Supervisors of the County of Orange to Consolidate a General Municipal Election to be Held on November 3, 2020, with the Statewide General Election to be Held on the Same Date pursuant to § 10403 of the Elections Code; (3) adopt Resolution 20-XX Adopting Regulations for Candidates for Elective Officer Pertaining to Candidate Statements Submitted to the Voters at an Election to be Held on November 3, 2020; and (4) direct the City Clerk to schedule the adoption of the resolution citing the election results and administration of the oath to the newly elected Council Members on December 8, 2020, or as soon as possible thereafter.

**Executive Summary**

The resolutions presented for adoption by the City Council will commence the election process for the City's General Municipal Election to be held on Tuesday, November 3, 2020, for the purpose of electing (to be determined) City Council Members for a term of (to be determined) years. The first resolution calls and gives notice of the holding of the General Municipal Election. The second resolution requests the Board of Supervisors of the County of Orange to consolidate the General Municipal Election with the Statewide General Election and the third resolution pertains to regulations for the Candidates' Statement of Qualifications.

To comply with the minority language provisions of the Voting Rights Act, Candidate Statements are required to be translated into the Spanish, Vietnamese, Korean, and Chinese language. To cover the printing and translation costs, candidates who submit an optional 200-word Candidate Statement of Qualifications will be required to pay \$779.29 (calculated by the Registrar of Voters.) Candidates wishing to submit a Candidate Statement will pay the required fee at the time nomination papers are filed. An alternate option allows any candidate to submit an electronic candidate statement that will not be printed in the voter information guide but will be available on the Registrar of Voters website. For a 200-word statement, the cost for only an electronic candidate statement would be \$301.29.

The period for filing candidate nomination papers will commence on Monday, July 13, 2020, and will continue through Friday, August 7, 2020. If an incumbent who is eligible for re-election does not file nomination papers, the filing deadline will be extended to August 12, 2020.

The Orange County Registrar of Voters is scheduled to certify the election results on or before December 3, 2020. Based on that timeline, the declaration of results and installation of newly elected Council Members will be tentatively scheduled for the December 8, 2020, City Council Meeting.

The total cost to conduct the 2020 consolidated General Municipal Election has been estimated by the County to be \$98,789 - \$125,731. This will be the City's first election since the County implemented its Vote Center Model. Due to variables, an additional \$58,000 has been included in the proposed 2020-21 Mid-Cycle Budget pending approval.

**Fiscal Impact:**

**Amount Requested:** \$125,000

**Sufficient Budgeted Funds Available?:** Yes. Pending approval of the FY 20/21 budget (If no, see attached fiscal analysis)

**Prog/Fund #: 155-101-6559 Category: Pers. Optg. Cap. -or- CIP#: Fund#:**

**Previous Relevant Council Actions for This Item**

**Attachments**  
Draft Resolutions