



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
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## Agenda Report

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18-427

Agenda Date: 6/26/2018

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### REPORT TO COUNCIL

#### **SUBJECT**

Resolutions Calling a Special Election to be held on Tuesday, November 6, 2018 for the Election of the City Clerk for the Partial Term Ending November 2020

#### **BACKGROUND**

At the March 29, 2018 Special Meeting, Council directed staff to prepare the requisite Resolution to call a Special Election to be held on Tuesday, November 5, 2018 for the election of the City Clerk for the partial term ending November 2020.

Pursuant to California Elections Code, the Council must adopt by resolution the calling of the election, requesting consolidation with the Statewide General Election and requesting the Registrar of Voters to provide election services, and adopting regulations for Candidate Statements of Qualifications by levying a share of the costs of the Candidate's Statement on the candidate.

#### **DISCUSSION**

Attached for Council consideration are three Resolutions: 1) calling and giving notice of the holding of a Special Municipal Election to be held on Tuesday, November 6, 2018 for the election of the City Clerk; 2) requesting that the Board of Supervisors of the County of Santa Clara consolidate the election with the Statewide General Election to be held on Tuesday, November 6, 2018; and 3) adopting regulations for Candidate Statements of Qualifications and determining to levy a share of the costs of the Candidate's Statement on the candidate.

The nomination period for the November 6, 2018 election opens at 8:00 a.m. Monday, July 16, 2018 and closes at 5 p.m. Friday, August 10, 2018.

Pursuant to Charter Section 600, no person shall be eligible to hold any elective office in the City including Mayor, City Council, Chief of Police Department and City Clerk, unless he or she is a resident and a qualified registered elector of the City.

#### **FISCAL IMPACT**

Because the City of Santa Clara will hold a General Municipal Election on November 6, 2018, there is an economy of scale with calling the Special Election for the same date.

The estimated costs for consolidating the General Municipal Election are expected to be approximately \$366,605. There are other costs for conducting an election, including printing, translation services, publishing notices and other related costs. All related costs have been included in the Fiscal Year 2018/19 Operating Budget. Following the election, the Registrar of Voters will determine the actual costs and will bill the City for its pro-rata share. Should costs exceed the approved budget amount, staff will return to Council to request additional funds.

The County Registrar of Voters estimates the cost of publishing candidate statements at \$2,584 for each candidate, which includes the cost of ballot printing in five languages. This cost is paid by each candidate who chooses to have their candidate statement published in the voter information pamphlet. If a candidate agrees to adhere to the City of Santa Clara Voluntary Campaign Expenditure Limit, as stated in Section 2.130.160 of the City Code of the City of Santa Clara, the candidate will be responsible for one-half of the estimated cost of the voter's pamphlet, calculated on a pro-rata shared basis per candidate. It is estimated that each such candidate is responsible for \$1,292 toward the cost of the voter's pamphlet, which shall be paid at the time of filing of nomination papers to the City of Santa Clara. If the ultimate cost to the City of the voter's pamphlet exceeds the \$1,292 estimated amount, the City will pay the additional costs. If the \$1,292 is more than the actual cost, there will be no refund to the candidate.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

### **COORDINATION**

This report has been coordinated with the Finance Department and the City Attorney's Office.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

1. Adopt a Resolution Calling a Special Municipal Election to be held on Tuesday, November 6, 2018 for the election of the City Clerk for the partial term ending November 2020.
2. Adopt a Resolution requesting that the Santa Clara County Board of Supervisors consolidate the election with the Statewide General Election to be held on November 6, 2018; and
3. Adopt a Resolution adopting regulations for Candidate Statements of Qualifications submitted to the voters and levying a share of the cost of the Candidate's Statement on the candidates.

Reviewed by: Jennifer Yamaguma, Acting City Clerk

Approved by: Deanna J. Santana, City Manager

### **ATTACHMENTS**

1. Resolution - Calling Election
2. Resolution - Requesting Consolidation
3. Resolution - Levying Cost for Candidate Statement