

Agenda No. _____
Key Words: 2024 Election
Meeting Date: June 18, 2024

SUMMARY REPORT

CITY COUNCIL

ITEM INITIATED BY:

Jim Lindley, City Manager

AUTHORIZED BY:

Jim Lindley, City Manager

PREPARED BY:

Lupe Ruiz, Administrative City Clerk

RECOMMENDATION / REQUESTED ACTION:

Consider and Adopt a Resolution of the City Council of the City of Dixon, California, Calling and Giving Notice for the Holding of a General Municipal Election to be Held on Tuesday, November 5, 2024 for the Election of Certain Officers, as Required by the Provisions of the Laws of the State of California Relating to General Law Cities; Requesting the Board of Supervisors of Solano County to Permit the County Registrar of Voters to Render Election Services; and Requesting the Consolidation of Said Election with the Statewide General Election Held on the Same Date.

BACKGROUND:

The City of Dixon (the "City") is holding a general municipal election (the "Election") on November 5, 2024, the date of the statewide general election. The Elections Code authorizes the City of Dixon City Council (the "City Council") to adopt a resolution to consolidate the Election with the statewide general election. Consolidation of the Election distributes the cost among several entities throughout the County of Solano (the "County"), thereby reducing the City's final cost.

The attached resolution proposes to consolidate the Election for the offices of Mayor to serve a four (4)-year term (at large), City Treasurer to serve a four (4)-year term (at large), and two (2) Councilmembers to serve a four (4)-year term (per seat, per district) (the "Resolution"). If consolidated, the County will conduct the Election on the City's behalf, and invoice the City for the related costs. A map of the City's district boundaries is available on the City's website.

MAYOR, CITY TREASURER AND CITY COUNCILMEMBER ELECTION:

The City Council consists of five (5) members that, until 2016, were all elected at large by its voters during its general municipal elections. General municipal elections occur in staggered, even years and coincide with the statewide general elections. The City's voters elect two (2) Councilmembers for Districts 1 and 2 at one even-year election and elect the Mayor, City Treasurer, and two (2) Councilmembers for Districts 3 and 4 at the following even-year election. In 2022, the Elected City Clerk and Councilmembers for Districts 1 and 2 were elected for four-(4) year terms.

The City Manager serves as the City's Elections Official responsible for meeting the legal requirements in conducting elections and assists candidates in meeting their legal responsibilities in running for office. The nomination period this election year, during which candidates may obtain and file papers to run for office, opens on Monday, July 15, 2024 and closes at 5:00 p.m. on Friday, August 9, 2024. If an incumbent does not file by the August 9, 2024 deadline, the nomination period is extended until August 14, 2024 at 5:00 p.m. Candidates for City Council in the November 5, 2024 Election must reside in either District 3 or District 4, be at least eighteen (18) years old and be a registered voter of the City to qualify as a candidate for office. Candidates for Mayor and City Treasurer must reside within the City, be at least eighteen (18) years old and be a registered voter of the City to qualify as a candidate for office.

All nomination papers shall be obtained and filed with the City Manager during the City's regular business hours. In the interest of providing quality customer service, while managing the duties of the City Manager's office, appointments to obtain and file papers for candidacy are required. Additional information, as the City's election process evolves, may be obtained by visiting the City's election website at www.cityofdixon.us or by contacting the City Manager.

FINANCIAL IMPACT:

All costs for this item have been anticipated and budgeted for by the City, as state law legally requires the Election for City Councilmembers and the Elected City Clerk.

ALTERNATIVES/OPTIONS:

The City Council's options regarding the proposed Resolution include:

1. Adopt the Resolution;
2. Reject the Resolution; or
3. The City Council may continue the item and request additional information and analysis from staff. Since the City must adopt and submit the Resolution to the County by August 9, 2024, this option may delay the City from submitting the

Resolution to the County and prevent the consolidation of the Election with the statewide general election.

ENVIRONMENTAL IMPACT:

This Resolution does not constitute a "project" under the California Environmental Quality Act ("CEQA")¹, and as such, it is exempt from environmental review.

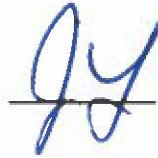
ATTACHMENTS:

Resolution

APPROVALS:

Finance: _____

City Manager

A handwritten signature in blue ink, appearing to be 'JY', is written over a horizontal line.

City Attorney: _____

¹ Pub. Resources Code, § 21065.

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIXON, CALIFORNIA, CALLING AND GIVING NOTICE FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024 FOR THE ELECTION OF CERTAIN OFFICERS, AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES; REQUESTING THE BOARD OF SUPERVISORS OF SOLANO COUNTY TO PERMIT THE COUNTY REGISTRAR OF VOTERS TO RENDER ELECTION SERVICES; AND REQUESTING THE CONSOLIDATION OF SAID ELECTION WITH THE STATEWIDE GENERAL ELECTION HELD ON THE SAME DATE

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a general municipal election shall be held on Tuesday, November 5, 2024 for the election of municipal officers (the "Election"); and

WHEREAS, in the course of conduct of the Election, it is necessary that the City of Dixon (the "City") request election services be rendered by the County of Solano ("County") Registrar of Voters (the "Registrar"), as they are the entity equipped to conduct, canvass, and declare the results of an election in the manner provided by law; and

WHEREAS, pursuant to Elections Code section 10002, the City is authorized to request the Board of Supervisors of Solano County (the "County Board of Supervisors") to permit the Registrar to render election services to the City relating to conducting the Election; and

WHEREAS, pursuant to Elections Code section 10400 et seq., the City is authorized to request the County Board of Supervisors to consolidate the Election with other elections to be held on the same day and in the same territory; and

WHEREAS, the Election is held on the same day as the statewide general election; and

WHEREAS, the City of Dixon City Council ("City Council") desires to call the November 5, 2024 general municipal election and, pursuant to Elections Code sections 10403 and 10002, desires that the Election be consolidated with the statewide general election and have the Registrar perform specified election services for the City; and

WHEREAS, the City recognizes additional costs may be incurred by the County by reason of this consolidation and agrees to reimburse the County for such costs.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dixon finds, and declares as follows:

Section 1. Pursuant to the requirements of the laws of the State of California relating to general law cities, there is called and ordered to be held in the City of Dixon, California, on Tuesday, November 5, 2024, a general municipal election for the purpose of

submitting to the qualified voters a ballot for the election of the City's Mayor for the full term of four (4) years, City Treasurer for the full term of four (4) years, and two (2) Councilmembers for Districts 3 and 4 for the full term of four (4) years (per seat, per district).

Section 2. Pursuant to Elections Code section 10400 et seq., the Board of Supervisors of the County is hereby requested to consent and agree to the consolidation of the City's general municipal election with the statewide general election to be held on Tuesday, November 5, 2024.

Section 3. The City acknowledges that the consolidated Election shall be held and conducted in the manner prescribed by Elections Code section 10418.

Section 4. Pursuant to the requirements of Elections Code section 10002, the City Council, as the governing body of the City, is requesting by this Resolution that the County Board of Supervisors permit the Registrar to render specified services to the City relating to the conduct of the Election.

Section 5. The specified services requested by the City Council are applicable procedural requirements, connected with the conduct of the Election and performed by the Registrar in accordance with the provisions of law, to properly and lawfully conduct, canvass, and certify the results of the Election.

Section 6. Pursuant to Elections Code section 10418, the County Board of Supervisors is hereby requested to issue instructions to the Registrar to take any and all steps necessary for holding a consolidated November 5, 2024 Election.

Section 7. Pursuant to Elections Code section 10002, the City Council recognizes that consolidation of the Election with the statewide general election, conducted by the County, provides the City an opportunity to share costs of conducting the election with other jurisdictions and, therefore, shall reimburse the County, upon completion of the work performed, for the City's share of costs incurred and upon presentation of an invoice to the City.

Section 8. The polls for the Election shall open at seven o'clock a.m. (7:00 a.m.) of the day of the Election and shall remain open continuously from that time until eight o'clock p.m. (8:00 p.m.), except as provided in Elections Code sections 4005 and 14401.

Section 9. Pursuant to Elections Code section 13307, candidates shall be required to pay a deposit in an amount as reasonably estimated by City Manager for his or her pro rata share of the actual cost of printing, handling, translating, and mailing of the candidate statement in the voter pamphlet at the time of filing the nomination papers. Candidates who demonstrate that he or she is unable to pay the deposit pursuant to Elections Code section 13309 shall be exempt from paying the deposit. Depending on the actual cost, the City Manager is directed to bill candidates for any additional expenses incurred in excess of any deposit paid to the City or refund any overage paid to the City. The

candidate statement will be limited to no more than two hundred (200) words and shall be provided to the City Manager with the candidate's nomination papers.

Section 10. The Registrar is authorized to canvass the returns of the Election.

Section 11. The City Manager shall receive the canvass of the Election, and shall certify the results to the City Council, as required by law.

Section 12. In the event of a tie vote, with any two or more persons receiving equal and the highest number of votes for a City office, as certified by the County, the City Council, in accordance with Elections Code section 15651, subdivision (a), shall set a date, time, and place and summon the candidates who have received the tie votes to appear and will determine the tie by lot.

Section 13. In all particulars not recited in this Resolution, the Election shall be held and conducted as provided by law for holding municipal elections. The City Manager shall be the City Elections Official and is authorized and directed to take actions that are necessary to properly conduct the Election.

Section 14. Notice of the time and place of holding the Election is given and the City Manager is authorized, instructed, and directed to give further or additional notice of the Election, in time, form, and manner as required by law.

Section 15. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

Section 16. The City Manager is hereby directed to file a certified copy of this Resolution with the County Board of Supervisors and with the Registrar. The City Manager shall file a certified copy of this Resolution with the County Board of Supervisors by August 9, 2024.

PASSED AND ADOPTED AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF DIXON ON THE 18th DAY OF JUNE 2024, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Kristin M. Janisch
Elected City Clerk

Steven C. Bird
Mayor