

City of Brisbane Agenda Report

TO: Mayor and City Council

FROM: Sheri Marie Spediacci, City Clerk

DATE: Meeting of February 19, 2013

SUBJECT: General Municipal Election, November 5, 2013

RECOMMENDATION:

Adopt Resolution No. 2013-03 calling a General Municipal Election to be held on Tuesday, November 5, 2013 and adopting regulations pertaining to the conduct and administration of such Election including requesting the San Mateo County Clerk-Recorder to provide specified election services

BACKGROUND:

Every November in odd number years, a general municipal election is held to fill City Council seats. This year the election will be held on November 5, 2013 to fill three seats. It is typical for the election to be called by the Council in June of the same year. This year, the resolution calling the election is being brought forward to Council in February due to the vacancy created by the resignation of former Councilmember Sepi Richardson due to retirement, which was effective December 29, 2012. Her term would have normally expired in November, 2013, but the Council is required by law to either fill the vacancy within 60 days or call an election within that time frame, which would be by February 27, 2013.

DISCUSSION:

The attached Resolution calls an election to fill the three City Councilmember terms currently held by Councilmembers Clarke Conway and Cliff Lentz, and also to fill the vacancy created by the resignation of former Councilmember Sepi Richardson. All three terms will, or would have expired, in November, 2013. The terms of the three offices to be elected are for four years beginning in November, 2013 and ending in November, 2017.

Citizens (including current members of the City Council), who are interested in running for City Council, can pick up a nomination packet from the City Clerk between July 15th and August 9th, 2013. Nomination papers must include 20-30 signatures of registered voters in Brisbane. There is also paperwork to file regarding Campaign disclosure and Economic Interests. While there is


no filing fee, there is a cost to print candidate statements in the Voter Pamphlet, which is estimated to be \$300, to be paid after the election. Candidate Statements are optional though.

FISCAL IMPACT:

The cost is determined by the number of registered voters at the time of election and is budgeted for \$7,000 which will be included in the City Clerk's Budget for 2013/2014.



Sheri Marie Spediacci, City Clerk



City Manager

RESOLUTION NO. 2013-03

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE
CALLING A GENERAL MUNICIPAL ELECTION TO BE HELD ON
NOVEMBER 5, 2013 AND ADOPTING REGULATIONS PERTAINING TO THE
CONDUCT AND ADMINISTRATION OF SUCH ELECTION INCLUDING
REQUESTING THE SAN MATEO COUNTY CLERK-RECORDER TO
PROVIDE SPECIFIED ELECTION SERVICES**

WHEREAS, pursuant to the requirements of the laws of the State of California relating to General Law Cities within said State, a regular general municipal election shall be held in Brisbane on the 5th day of November, 2013 for the purpose of electing three members of the City Council of Brisbane; and

WHEREAS, Councilmember Sepi Richardson resigned effective December 29, 2013, and rather than calling an special election at an earlier point in time the Council has elected to have the vacancy filled at the regular election in November, 2013, the time her term would have normally expired; and

WHEREAS, the Elections Code of the State of California authorizes the governing body of any local agency to adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs thereof;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Brisbane, San Mateo County, California, as follows:

1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities within said State, there shall be, and there is hereby called and ordered, held in Brisbane, County of San Mateo, State of California, on Tuesday, the 5th day of November, 2013, a regular general municipal election of the qualified electors of Brisbane for the purpose of electing two members of the City Council of Brisbane for a term of four years.

2. That, pursuant to the Elections Code of the State of California, each candidate for elective office to be voted for at the general municipal election to be held in Brisbane on November 5, 2013, may prepare a candidate's statement on an appropriate form provided by the City Clerk. Such statement shall be limited to 400 words. Each candidate filing a candidate's statement shall be billed for the services rendered a sum not greater than the actual prorated costs of printing, handling and translating, and such bill shall be due and payable immediately upon receipt thereof.

3. Said Election shall be held and conducted, the votes thereof canvassed, the returns thereof made, and the results thereof ascertained and determined as herein provided; and in all other particulars not prescribed by this resolution, the Election shall be held and conducted and the votes canvassed as provided in the Elections Code of the State of California.

4. The Board of Supervisors of the County of San Mateo is hereby requested to permit the Registrar of Voters of said County to render services relating to the conduct of said Election to be held within the City of Brisbane on Tuesday, November 5, 2013.

5. The election precincts, polling places, and officers of election shall be established, designated, and appointed by the Registrar of Voters, San Mateo County, who shall also canvass the returns and prepare and mail a statement of the results thereof, all as provided by the appropriate provisions of the Elections Code of the State of California.

6. All qualified voters residing within the City of Brisbane, upon the date of the Election herein provided for, shall be qualified to vote at said Election.

7. The Registrar of Voters of San Mateo County shall be responsible for procuring the rosters and all other supplies necessary to properly and lawfully conduct the Election.

8. The polls shall be opened at 7:00 a.m. of the day of the Election and shall be kept open until 8:00 p.m. of the same day, when the polls shall be closed, except as to voters in line as provided in the Elections Code.

9. That this City Council shall, and does hereby, accept the usual and customary terms and conditions of the performance of said election services by said Registrar of Voters; and the City Council further agrees to make payments therefor as may be set forth in a billing to the City of Brisbane from the Registrar of Voters prescribing the amount due for costs incurred from the rendering of election services, all as provided by the provisions of the Elections Code of the State of California.

10. Notice of election shall be posted pursuant to Elections Code.

Raymond C. Miller
Mayor

I hereby certify that the foregoing Resolution No. 2013-03 was duly and regularly adopted at the regular meeting of the Brisbane City Council on February 19th, 2013 by the following vote:

AYES:
NOES:
ABSENT:

Sheri Marie Spediacci
City Clerk