

REPORT TO THE CITY COUNCIL



DATE: June 19, 2018

TITLE: Notice and Call of General Municipal Election to be Held on Tuesday, November 6, 2018

Prepared by: Jerry Soriano, CMC, City Clerk

RECOMMENDATION

- 1) Adopt a Resolution of the City Council, giving notice of the election of officers, authorizing the City Clerk to perform all items necessary to lawfully conduct the election, and requesting services from the County of Riverside to assist in conducting and canvassing the election; and
- 2) Adopt a Resolution of the City Council establishing general regulations for the filing of an optional candidate's statement for inclusion in the voter's pamphlet; and setting the deposit fee at \$400.00.

BACKGROUND / DISCUSSION

Under the provisions of Desert Hot Springs Municipal Code (DHSMC) § 2.04.060, a General Municipal Election ("Election") shall be held on Tuesday, November 6, 2018 (the first Tuesday after the first Monday of November in each even numbered year) for the election of the following Municipal Officers:

Seat	Term (Municipal Code Chapter 2.04, Article II, Elections)	
Mayor	2 Year Term	(currently held by incumbent Scott Matas)
Council Member	4 Year Term	(currently held by incumbent Joe McKee)
Council Member	4 Year Term	(currently held by appointed incumbent Jan Pye)

Two routine and customary resolutions have been prepared for adoption by the City Council. The adopted resolutions must be submitted to the Registrar of Voters ("ROV"), County of Riverside, no later than June 29, 2018:

1) Notice and Call of Election

The first resolution (Exhibit 1) gives notice of the election, requests consolidation and the services of the "ROV" to conduct the election, and provides for the payment of such services.

2) Candidate Statement and Deposit (Optional)

The second resolution (Exhibit 2) sets forth rules and regulations pertaining to the cost, preparation, and submission of candidate statements for inclusion in the voters pamphlet mailed to each registered voter, as required by California Elections Code § 13307.

Candidate statements (maximum 200 words) are optional. Should a candidate choose to have a statement included in the Voters Pamphlet, the deposit required at the time nomination papers are filed is \$400.00. The deposit amount was determined by the "ROV" as an approximation of the actual cost. Following the Election, candidates may be billed, or refunded the unused portion of the deposit based on the actual cost.

Pursuant to California Elections Code § 13308, candidate statements shall be limited to a recitation of the candidate's own personal background and qualifications and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities.

Nomination Period

The official period for a candidate to pull and file nomination papers is Monday, July 16, 2018 through August 9, 2018. If an incumbent does not file nomination papers, the nominating period is extended pursuant to California Elections Code § 10225. As such, candidates other than the incumbent may file nomination papers for that office until August 15, 2018.

Candidate Filing Fee

Pursuant to DHSMC § 2.04.090, there is an established filing fee of \$25.00 due at the time nomination papers are filed, to defray, in part, the cost to the City of processing nomination papers.

FISCAL IMPACT

The estimated cost for the “ROV” to conduct the Election is between \$30-45,000. \$35,000 has been appropriated in the FY 2018-19 Budget in Account No. 001-41-11-4320 (City Council / Contract Services). Should the cost exceed \$35,000, Staff will prepare a budget adjustment for the City Council’s approval.

EXHIBITS

- 1) Resolution – Calling the Election
- 2) Resolution – Candidate Statement
- 3) Election Calendar
- 4) “Basic Steps in Running for Office”