



## Item No. 12 Town of Atherton

### **CITY COUNCIL STAFF REPORT – CONSENT AGENDA**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**THROUGH: GEORGE RODERICKS, CITY MANAGER**

**FROM: THERESA DELLASANTA, CITY CLERK**

**DATE: MAY 18, 2018**

**SUBJECT: ADOPTION OF RESOLUTION 18-XX CALLING THE NOVEMBER 6, 2018 GENERAL ELECTION, REQUEST CONSOLIDATION, AND CONTRACT WITH THE CHIEF ELECTIONS OFFICE FOR ELECTION SERVICES**

### **RECOMMENDATION**

Adopt Resolution 18-xx calling the General Election, for the purpose of electing three (3) members of the Atherton City Council, to be held on November 6, 2018; requesting the San Mateo County Board of Supervisors to consolidate the election with any other elections to be held on November 6, 2018; contracting with the Chief Elections Official for the purpose of providing election services; and authorizing the City Manager to sign the service agreement with the County Elections Officer.

### **BACKGROUND**

Three terms of the Atherton City Council will expire in November 2018. It is, therefore, necessary to take action to begin the Municipal Election process. The nomination period opens Monday, July 16, 2018, at 8:00 a.m. and closes at 5:00 p.m., on Friday, August 10, 2018, unless an incumbent does not file. In the event an incumbent does not file by 5:00 p.m. on August 10, the filing period will be extended to 5:00 p.m. on Wednesday, August 15, 2018.

An attached resolution calls for the election, requests the services of the County Clerk/Registrar of Voters to conduct the election, and requests consolidation of the Presidential General Election with the Election to be held on November 6, 2018. The County Clerk will verify signatures on all nomination papers submitted, monitor polling places, canvass the returns, and report results of said election.

### **POLICY CONSIDERATIONS**

The Council must call (and hold) the election in order to fill the three council seat vacancies that will arise this November. Adoption of the Resolution calling the municipal election does not preclude the Town from adding items to the ballot.

**FISCAL IMPACT**

The Fiscal Year 2018/19 Budget includes \$30,000 for the cost of the election.

**PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the item is also disseminated via the Town’s electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town’s electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service provides (water, power, and sewer), and regional elected officials.

**COMMISSION/COMMITTEE FEEDBACK/REFERRAL**

This item \_\_\_ has or \_\_\_X has not been before a Town Committee or Commission.

- \_\_\_ Audit/Finance Committee (meets every other month)
- \_\_\_ Bicycle/Pedestrian Committee (meets as needed)
- \_\_\_ Civic Center Advisory Committee (meets as needed)
- \_\_\_ Environmental Programs Committee (meets every other month)
- \_\_\_ Park and Recreation Committee (meets each month)
- \_\_\_ Planning Commission (meets each month)
- \_\_\_ Rail Committee (meets every other month)
- \_\_\_ Transportation Committee (meets every other month)
- \_\_\_ Tree Committee (meets each month)

**ATTACHMENTS**

Resolution Calling the Election

**A RESOLUTION OF THE TOWN OF ATHERTON  
CALLING A PRESIDENTIAL GENERAL ELECTION  
TO BE HELD ON TUESDAY, NOVEMBER 8, 2016, FOR THE  
ELECTION OF TWO MEMBERS OF THE CITY COUNCIL**

The City Council of the Town of Atherton hereby resolves as follows:

**WHEREAS**, the City Council of the Town of Atherton has a need to conduct a Presidential General Election on November 8, 2016, for the purpose of electing two members of the Atherton City Council to four year terms which will expire during the month of November, 2020; and that the polls for said election will be open from 7:00 a.m. to 8:00 p.m.

**WHEREAS**, due to the economics involved, the public interest would best be served by consolidating such General Election with any other elections to be held on November 8, 2016, and by contracting with the County of San Mateo for election services.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the town of Atherton does hereby request the Board of Supervisors of the County of San Mateo to consolidate said Election with any other election to be held on November 8, 2016; and

**BE IT FURTHER RESOLVED** that the City Manager be and is hereby authorized and directed to enter into a contract with the Chief Elections Official of the County of San Mateo for the purpose of providing election services in connection with said Election; and

**BE IT FURTHER RESOLVED** that the candidates for election may file nomination papers between 8:00 a.m. on July 18, 2016 through 5:00 p.m. on August 12, 2016.

\* \* \* \* \*

*I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on this 18<sup>th</sup> day of May, 2016, by the following vote:*

*AYES: COUNCILMEMBERS:  
NOES: COUNCILMEMBERS:  
ABSENT: COUNCILMEMBERS:  
ABSTAIN: COUNCILMEMBERS:*

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Elizabeth Lewis,  
Mayor

Calling November 2018 Election  
May 16, 2018  
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ATTEST:

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Theresa N. DellaSanta  
City Clerk

APPROVED AS TO FORM:

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William B. Conners,  
City Attorney

**RESOLUTION NO. 18-xx**

**A RESOLUTION OF THE TOWN OF ATHERTON CALLING A MUNICIPAL GENERAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 6, 2018 FOR THE ELECTION OF THREE MEMBERS OF THE CITY COUNCIL**

The City Council of the Town of Atherton hereby resolves as follows:

**WHEREAS**, the City Council of the Town of Atherton has a need to conduct a Municipal General Election on November 6, 2018, for the purpose of electing three members of the Atherton City Council to four year terms which will expire during the month of November, 2022; and that the polls for said election will be open from 7:00 a.m. to 8:00 p.m.

**WHEREAS**, due to the economics involved, the public interest would best be served by consolidating such General Election with any other elections to be held on November 6, 2018, and by contracting with the County of San Mateo for election services.

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the town of Atherton does hereby request the Board of Supervisors of the County of San Mateo to consolidate said Election with any other election to be held on November 6, 2018; and

**BE IT FURTHER RESOLVED** that the City Manager be and is hereby authorized and directed to enter into a contract with the Chief Elections Official of the County of San Mateo for the purpose of providing election services in connection with said Election; and

**BE IT FURTHER RESOLVED** that the candidates for election may file nomination papers between 8:00 a.m. on July 16, 2018 through 5:00 p.m. on August 10, 2018.

\* \* \* \* \*

*I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on this 18<sup>th</sup> day of May, 2018, by the following vote:*

*AYES: Council Members:  
NOES: Council Members:  
ABSENT: Council Members:  
ABSTAIN: Council Members:*

\_\_\_\_\_  
Cary Wiest, Mayor

ATTEST:

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Theresa N. DellaSanta, City Clerk

APPROVED AS TO FORM:

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William Conners, City Attorney