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Agenda Date: 7/10/2012

Agenda Placement: 7M

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Britt Ferguson for Watt, Nancy - County Executive Officer  
Clerk of the Board

**REPORT BY:** Gladys Coil, Administrative Manager-Clerk of the Board - 253-4196

**SUBJECT:** Adopt a Resolution Calling and Consolidating Municipal Elections with the November 6, 2012, Consolidated General Election and Directing the Registrar of Voters and Elections Division to Provide Election Services to the Cities and Town of Napa County

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### RECOMMENDATION

Clerk of the Board requests adoption of a resolution consolidating the general municipal elections for the Cities of Napa, Calistoga, American Canyon, St. Helena and the Town of Yountville with the consolidated general election to be held on November 6, 2012, for the following purposes:

1. City of Napa: election of Mayor and two (2) members of the City Council;
2. City of American Canyon: election of Mayor and two (2) members of the City Council and one (1) ballot measure;
3. City of Calistoga: election of Mayor and two (2) members of the City Council;
4. City of St. Helena: election of Mayor and two (2) members of the City Council; and
5. Town of Yountville: election of two (2) members of the Town Council.

### EXECUTIVE SUMMARY

The Cities of Napa, American Canyon, Calistoga, St. Helena and the Town of Yountville (collectively "the Cities") desire to consolidate their general municipal elections with the statewide general election to be held on November 6, 2012.

Each of the Cities adopted resolutions calling an election for November 6, 2012. The resolutions request that the Board of Supervisors consolidate the general municipal elections with the November 6, 2012, statewide general election. Additionally, the resolutions request that the Board authorize and direct the County Elections Official and the Elections Department to provide election related services. The County will receive full reimbursement for the services rendered, as authorized by Elections Code section 10002.

**PROCEDURAL REQUIREMENTS**

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the item.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The estimated cost of the November 6, 2012, election is appropriated in the Elections department's Fiscal Year 2012-2013 budget. Costs incurred by the department for election services to the Cities will be fully reimbursed by the Cities. Based upon revenue received from the Cities during the 2008 General Election, the department estimates to receive approximately \$250,000 in revenue to reimburse the department for staff time and supplies to perform the election services.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Cities do not wish to conduct their own elections. Pursuant to the California Elections Code, the Cities are requesting the Board consolidate the municipal elections with the statewide general election and authorize the Registrar of Voters, and Elections department, to conduct the municipal elections. The Cities will reimburse the County for these services.
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	The Cities will not be able to effectively conduct their general municipal elections. They have neither the personnel nor expertise to do so. In addition, the Cities are not able to consolidate their general municipal elections without the consent of the Board of Supervisors. For these reasons, the Cities would incur substantially higher costs if they were required to conduct these general municipal elections individually rather than having the Registrar of Voters conduct the elections for the Cities.
Additional Information:	None.

**ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** General Rule. It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].

## **BACKGROUND AND DISCUSSION**

The Cities of Napa, American Canyon, Calistoga, St. Helena and the Town of Yountville (collectively "the Cities") desire to consolidate their general municipal elections with the statewide general election to be held on November 6, 2012.

Pursuant to Election Code sections 10002 and 10403, each of the Cities have adopted resolutions calling an election for November 6, 2012. The resolutions request that the Board of Supervisors consolidate the municipal elections with the November 6, 2012, statewide general election. Additionally, the resolutions request that the Board authorize and direct the County Elections Official and the Elections Department to provide election related services. The County will receive full reimbursement for the services rendered.

In particular, the following resolutions were adopted by the Cities:

- City of Napa: On June 5, 2012, the City of Napa adopted Resolution R2012 68, calling and giving notice of the holding of the general municipal election to be held on Tuesday, November 6, 2012, for the election of the mayor and two (2) members of the City Council each for a full four (4) year term. The resolution requests that the Board of Supervisors consolidate the general municipal election with the general election to be held on November 6, 2012, and requests the County to render specified services to the City relating to the conduct of the general municipal election.
- City of American Canyon: On May 15, 2012, the City of American Canyon adopted Resolution 2012-33, calling and giving notice of a general municipal election to be held on November 6, 2012, and requesting consolidation of this election with the Statewide General Election for the purpose of electing a mayor to a two (2) year term and two (2) members of the City Council to terms of four (4) years each. Additionally, pursuant to California Elections Code section 9222, the City Council requested that the following question be submitted as Measure G, "Shall the City of American Canyon approve an ordinance authorizing an increase in the term of the mayor's office from two (2) years to four (4) years to be effective immediately for the elected mayor," be submitted to the qualified electors of the City of American Canyon at this election.
- City of Calistoga: On June 5, 2012, the City of Calistoga adopted Resolution 2012-037, calling and giving notice of the holding of the general municipal election to be held on Tuesday, the 6th day of November 2012, for the election of certain officers as required by the provisions of the laws of the State of California relating to General Law cities, and requesting the Board of Supervisors of the County to consolidate the election with the November 6, 2012, General Election and permitting the County Elections Official to render certain services to the City of Calistoga for said election.
- City of St. Helena: On June 12, 2012, the City of St. Helena adopted Resolution 2012-43, calling and giving notice of a consolidated general municipal election to be held November 6, 2012 for the election of a mayor for a full term of two (2) years, and two (2) Council Members for a full term of four (4) years each and requesting the Napa County Board of Supervisors establish a central counting precinct and that Napa County provide the City of St. Helena with certain services in conjunction with the election.
- Town of Yountville: On June 5, 2012, the Town of Yountville adopted Resolution 3026-12 calling for the holding of a general municipal election to be held on Tuesday, November 6, 2012 for the election of two (2) Council Members to serve full four (4) year terms of office and requesting that the Board of Supervisors of the County of Napa consolidate and render specified services to the Town relating to the conduct of the 2012 statewide general municipal election.

Certified Copies of all Resolutions are attached to this report in the Supporting Documents section.

Staff recommends that the Board adopt a resolution consolidating the general municipal elections with the November 6, 2012, statewide general election for the purposes set forth in the Cities' Resolutions, and authorize

and direct the County Elections Official and the Elections Department to provide election related services to the Cities, subject to the condition that the Cities reimburse the County for its costs in providing such services.

**SUPPORTING DOCUMENTS**

- A . Resolution Consolidating Election
- B . City of Napa Res. R2012 68
- C . City of American Canyon R#2012-33
- D . City of Calistoga Res. 2012-037
- E . City of St. Helena Res. No. 2012-43
- F . Town of Yountville Res. 3026-12

CEO Recommendation: Approve

Reviewed By: Danny Nguyen