



A Tradition of Stewardship
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Agenda Date: 8/9/2016

Agenda Placement: 6T

NAPA COUNTY BOARD OF SUPERVISORS

Board Agenda Letter

TO: Board of Supervisors

FROM: Leanne Link for Nancy Watt - County Executive Officer
County Executive Office

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

SUBJECT: Adopt a Resolution Consolidating Municipal General and Special Elections with the November 8, 2016 General Election and Directing the Registrar of Voters to Provide Election Services with full reimbursement

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, the Town of Yountville and special elections for the Town of Yountville and City of St. Helena with the consolidated general election to be held on November 8, 2016:

1. City of Napa: election of a Mayor and two (2) members of the City Council each for a four (4) year term;
2. City of American Canyon: election of Mayor and two (2) members of the City Council for full four (4) year terms;
3. City of Calistoga: election of Mayor for the term of two (2) years; and two (2) members of the City Council for the term of four (4) years;
4. City of St. Helena: election of Mayor for a full term of two (2) years and two (2) members of the Councilmembers for full terms of four (4) years; and City of St. Helena Measure D to approve a Transaction and Use Tax; and
5. Town of Yountville: election of two (2) Council Members for full terms of four (4) year terms and a special election to be held on November 8, 2016 for the purpose of electing one (1) council member to fill a vacancy and to serve for the remaining two years of that office.

EXECUTIVE SUMMARY

The Cities of Napa, American Canyon, Calistoga, St. Helena and the Town of Yountville, desire to consolidate their general municipal elections with the statewide general election to be held on November 8, 2016.

Each entity adopted a resolution calling an election for November 8, 2016. The resolutions request that the Board

of Supervisors consolidate the general municipal elections and the Measure D election with the November 8, 2016, statewide general election. Additionally, the resolutions request that the Board authorize and direct the County Elections Official to provide election related services with full reimbursement of any costs incurred pursuant to Elections Code section 10002 and Education Code section 5420.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The estimated cost of the November 8, 2016, election is appropriated in the Elections Division Fiscal Year 2016-2017 budget. Costs incurred by the Election Division for election services to the local agencies will be fully reimbursed by the local agencies. Based upon revenue received from all entities during the 2014 General Election, the division estimates revenue in the amount of \$200,000 to reimburse the Elections Division.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The local agencies request that the Napa County Election Division conduct their elections to achieve greater efficiency and lower costs. The County has agreed to consolidate the elections and to conduct them with full reimbursement of costs.
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	The local agencies will not be able to effectively conduct their general municipal elections and the bond measure election because all voter registration data; election management; ballot production expertise and trained staff are functions of the Election Division. In addition, the local agencies are not able to consolidate their general municipal elections and bond measure election without the consent of the Board of Supervisors. For these reasons, the local agencies would incur substantially higher costs and risk voter confusion and compromised accuracy if they were required to conduct these elections individually rather than having the Registrar of Voters conduct the elections as part of the consolidation.

Additional Information:

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 Municipalities") desire to consolidate their general municipal elections with the statewide general election to be held on November 8, 2016.

Pursuant to Election Code sections 10002 and 10403, each of the Municipalities have adopted resolutions calling an election for November 8, 2016. The resolutions request that the Board of Supervisors consolidate the municipal elections with the November 8, 2016, statewide general election. Additionally, the resolutions request that the Board authorize and direct the County Elections Official to provide election related services with full reimbursement of costs. Pursuant to Education Code section 15264 NVCCD has passed a resolution requesting consolidation.

In particular, the following resolutions were adopted by the local agencies:

- I City of Napa: On June 10, 2016, the City of Napa adopted Resolution R2016-70, calling and giving notice of the holding of the general municipal election to be held on Tuesday, November 8, 2016, for the election of 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 8, 2016, and requests the County to render specified services to the City relating to the conduct of the general municipal election.
- I City of American Canyon: On June 7, 2016, the City of American Canyon adopted Resolution 2016-47, calling and giving notice of a general municipal election to be held on November 8, 2016, and requesting consolidation of this election with the Statewide General Election for the purpose of electing a Mayor and two (2) members of the City Council to terms of four (4) years each.
- I City of Calistoga: On May 17, 2016, the City of Calistoga adopted Resolution 2016-041, calling and giving notice of the holding of the general municipal election to be held on Tuesday, the 8th day of November 2016, for the election two members of the City Council for the term of four (4) years and Mayor of the City of Calistoga the term of two (2) years 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 8, 2016, General Election and permitting the County Elections Official to render certain services to the City of Calistoga for said election.
- I City of St. Helena: On June 14, 2016, the City of St. Helena adopted Resolution 2016-73, calling and giving notice of a consolidated general municipal election to be held November 8, 2016 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; and On July 12, 2016, the City of St. Helena adopted Resolution 2016-98 approving Measure D, the Transaction and Use Taxes Ordinance to be submitted to the qualified electors of the City of St. Helena at the general municipal election to be held Tuesday November 8, 2016.
- I Town of Yountville: On June 7, 2016, the Town of Yountville adopted Resolution 16-3339 calling for a general municipal election to be held on Tuesday, November 8, 2016 for the election of Mayor, two (2) Council Members; and On June 21, 2016 adopted Resolution 16-3354 calling and giving notice of a special election to fill a vacancy and to serve for the remaining two years of that office on the Town Council 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 2016 statewide general municipal election.

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 8, 2016 General Election for the purposes set forth in the named entities' Resolutions, and authorizing the County Elections Official to provide election related services, subject to the condition that the entities

reimburse the County for its costs in providing such services.

SUPPORTING DOCUMENTS

- A . City of Napa Resolution 2016-70
- B . City of American Canyon Resolution 2016-47
- C . City of Calistoga Resolution 2016-41
- D . City of St. Helena Resolution 2016-73
- E . City of St. Helena Resolution 2016-98
- F . Town of Yountville Resolution 16-3339
- G . Town of Yountville Resolution 16-3354
- H . 2016 Consolidation Resolution

CEO Recommendation: Approve

Reviewed By: Molly Rattigan