

## CITY COUNCIL AGENDA STAFF REPORT

**DATE:** June 17, 2022

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Mercadez Flewell, Deputy City Clerk

**MEETING:** June 22, 2022

**SUBJECT:** Consideration of Resolution No. 2518 and Resolution No. 2519 for the November 8, 2022 General Municipal Election.

---

### **Background:**

Prior to each municipal election the City is required to adopt resolutions calling for a general municipal election and requesting consolidation of the general municipal election with Plumas County.

Resolution No. 2518 and Resolution No. 2519 have been prepared for consideration. These resolutions allow for the election of three City Council seats.

The nomination period for the elected positions opens on July 18, 2022 and closes on August 12, 2022.

### **Recommendation:**

Staff recommends adoption of Resolution No. 2518 and Resolution No. 2519 to allow the City of Portola to hold a consolidated election with Plumas County on November 8, 2022.

### *Attachments:*

*Attachment 1 – Resolution No. 2518 – A Resolution of the City Council of the City of Portola, California, calling for the holding of a general municipal election to be held on Tuesday, November 8, 2022, for the election of certain officers as required by the provisions of the laws of the State of California relating to General Law Cities.*

*Attachment 2 – Resolution No. 2519 – A Resolution of the City Council for the City of Portola, California requesting the Board of Supervisors of the County of Plumas to consolidate a general municipal election to be held on November 8, 2022 with the statewide general election to be held on the date pursuant to Section 10403 of the Elections Code.*

**RESOLUTION NO. 2518**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA,  
CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE  
HELD ON TUESDAY, NOVEMBER 8, 2022, FOR THE ELECTION OF CERTAIN OFFICERS AS  
REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING  
TO GENERAL LAW CITIES**

**WHEREAS**, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on November 8, 2022 for the election of Municipal Officers;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PORTOLA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Portola, California, on Tuesday November 8, 2022, a General Municipal Election for the purpose of the election of two members of the City Council for the full term of four years, and a full four-year term for a City Clerk and City Treasurer.

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. The election shall be conducted by mail ballot pursuant to the California Elections Code Section 3005 only insofar as required by law.

SECTION 4. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 5. That the notice of the time and place of holding the election is given and the Deputy City Clerk is authorized, instructed and directed to give further additional notice of the election, in time, form and manner as required by law.

SECTION 6. That the Deputy City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**PASSED, APPROVED AND ADOPTED** this 22<sup>th</sup> day of June 2022 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
Pat Morton, Mayor

ATTEST:

\_\_\_\_\_  
Mercadez Flewell, Deputy City Clerk

I, Mercadez Flewell, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council of the City of Portola at a meeting thereof held on June 22, 2022.

\_\_\_\_\_  
Mercadez Flewell, Deputy City Clerk

**RESOLUTION NO. 2519**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTOLA, CALIFORNIA  
REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF PLUMAS TO CONSOLIDATE  
A GENERAL MUNICIPAL ELECTION TO BE HELD ON  
NOVEMBER 8, 2022 WITH THE STATEWIDE GENERAL ELECTION TO BE HELD  
ON THE DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE**

**WHEREAS**, the City Council of the City of Portola called a General Municipal Election to be held on November 8, 2022, for the purpose of the election of three members of the City Council for the full term of four years; and

**WHEREAS**, it is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date and that the county election department of the County of Plumas canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PORTOLA DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

SECTION 1. That pursuant to the requirements of Sections 10401 and 10403 of the Elections Code, the Board of Supervisors of the County of Plumas is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 8, 2022, for the purpose of the election of two members of the City Council for the full term of four years, and a full four-year term for a City Clerk and City Treasurer.

SECTION 2. That pursuant to Section 10418 of the Elections Code, the Plumas County election department is authorized to conduct the General Municipal Election in all respects as if there were only one election and only one form of ballot shall be used.

SECTION 3. That the Board of Supervisors is requested to authorize the County Clerk, election's department to take any and all steps necessary for the holding of the consolidated election.

SECTION 4. That the City of Portola recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

SECTION 5. That the Deputy City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the County Clerk, election's department of the County of Plumas.

SECTION 6. That the Deputy City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

**PASSED, APPROVED AND ADOPTED** this 22<sup>th</sup> day of June 2022 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
Pat Morton, Mayor

ATTEST:

\_\_\_\_\_  
Mercadez Flewell, Deputy City Clerk

I, Mercadez Flewell, Deputy City Clerk of the City of Portola, do hereby certify that the above and foregoing Resolution was duly passed and adopted by the City Council of the City of Portola at a meeting thereof held on June 22, 2022.

\_\_\_\_\_  
Mercadez Flewell, Deputy City Clerk