



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 06/04/2024

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DATE: May 22, 2024  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Adopt a Resolution Calling for the General Municipal Election to be Held on November 5, 2024 for the Election of Two Town Council Members to be Held in the Town of Los Gatos, Requesting the Consolidation of Election with the Statewide General Election, Requesting the Santa Clara County Board of Supervisors Render Specified Services to the Town Related to the Conduct of the General Municipal Election, Adopting Regulations for Candidates for Elective Office Pertaining to Filing Fees and Candidate Statements, and Providing for the Process in the Event of a Tie Vote

**RECOMMENDATION:**

Adopt a Resolution calling for the general municipal election to be held on November 5, 2024, in the Town of Los Gatos for the election of two Town Council Members to be held, requesting the consolidation of election with the Statewide General Election, requesting the Santa Clara County Board of Supervisors render specified services to the Town related to the conduct of the general municipal election, adopting regulations for candidates for elective office pertaining to filing fees and candidate statements, and providing for the process in the event of a tie vote.

**DISCUSSION:**

The General Municipal Election of the Town of Los Gatos will be held on Tuesday, November 5, 2024, for the purpose of filling two Council Member seats. To conduct the election, the Town Council must adopt a resolution calling for the General Municipal Election to fulfill certain legal requirements. The Resolution calls for the holding of the election, requests consolidation with the Statewide Election, establishes guidelines and costs associated with candidate statements, and provides the process to resolve a tie vote.

**PREPARED BY:** Wendy Wood  
Town Clerk

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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DISCUSSION (continued):

The filing period for Town Council candidates in the November 5, 2024 General Election begins Monday, July 15, 2024 and ends at 5:00 p.m. on Friday, August 9, 2024. Pursuant to Elections Code Section 10225, if an incumbent for a specific office fails to file Nomination Papers by the close of the workday on August 9, 2024, the filing period will be extended five (5) calendar days for that specific office for non-incumbents only. The extended filing period would close on Wednesday, August 14, 2024, at 5:00 p.m. The Town Clerk will meet with potential candidates by appointment only during regular business hours during the filing period.

The Resolution calling for the General Municipal Election sets the maximum word count for candidate statements, which may be capped at either 200 or 400 words. Historically, the Town of Los Gatos has allowed for up to 200 words in candidate statements. The Santa Clara County Registrar of Voters (ROV) estimates the cost of publishing a 200-word candidate statement in the Voter Information Guide to be \$3,100. This cost is paid by each candidate who voluntarily chooses to publish a candidate statement and represents the candidate's pro rata share of the cost to print, produce, and mail the statement. As permitted by Elections Code 10228 and Town Code Section 2.30.011, the Town imposes a \$25 filing fee. It is important to note, the \$25 fee is a mandatory fee when filing Nomination Papers and the \$3,100 is voluntary to publish a candidate statement.

FISCAL IMPACT:

The estimated cost from the ROV for the election of two (2) Council seats, not including the candidate statement fee, is approximately \$87,311 and the funding is included in the Proposed Fiscal Year 2024/25 Operating Budget.

ENVIRONMENTAL ASSESSMENT:

Is not a project defined under CEQA and no further action is required.

Attachment:

1. Resolution Calling for the General Municipal Election