

*Rio Dell City Hall
675 Wildwood Ave.
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*

TO: Mayor and Members of the City Council

FROM: Karen Dunham, City Clerk

DATE: June 4, 2024

THROUGH: Kyle Knopp, City Manager

SUBJECT: November 5, 2024 General Election

RECOMMENDATION

Approve Resolution No. 1605-2024 Ordering and Calling for a General Municipal election to fill two City Council seats; requesting and consenting to consolidation of the Municipal Election with the General Election to be held on November 5, 2024; requesting the services of the Humboldt County Registrar of Voters; providing for Notice of Election; and adopting uniform policies pertaining to candidate statements and fees.

BUDGETARY IMPACT

Estimated Election Costs are \$1,500-\$2,000.

BACKGROUND AND DISCUSSION

As the Council is aware, two (2) seats on the City Council will be open this November. Pursuant to the State of California Election Code §10002, §10403, §12101, §10228 and §13307, the City Council is required to adopt resolutions that order and call for a General Election to be held in the City of Rio Dell on November 5, 2024; request the Humboldt County Board of Supervisors to approve the consolidation of the Municipal Election with the General Election; make available the services of the Registrar of Voters to conduct the Municipal Election; authorize and direct the City Clerk to publish a Notice of Election within the time and manner specified and approve and adopt the regulations for candidate statements and fees.

To simplify the process, staff has consolidated the election requirements into a single resolution.

Upon adoption of the Resolution, the City Clerk will send a certified copy to the County Board of Supervisors and Humboldt County Elections/Registrar of Voters. The deadline for submission of the Resolution requesting consolidation of the election pursuant to the Elections Code is 88 days prior to the election which is August 9, 2024. However, since the County Board of Supervisors have some meeting dates blocked out in July, it is suggested the materials be submitted prior to July 1, 2024. As noted in the Resolution, the City Clerk will also publish the Notice of Election at the appropriate time, no earlier than July 1, 2024 and no later than July 15, 2024.

ATTACHMENTS:

Resolution No. 1605-2024
Notice of Election



RESOLUTION NO. 1605-2024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL ORDERING AND CALLING A GENERAL MUNICIPAL ELECTION TO FILL TWO CITY COUNCIL SEATS; REQUESTING AND CONSENTING TO CONSOLIDATION OF THE MUNICIPAL ELECTION WITH THE GENERAL ELECTION TO BE HELD ON NOVEMBER 5, 2024; REQUESTING THE SERVICES OF THE HUMBOLDT COUNTY REGISTRAR OF VOTERS; PROVIDING FOR THE NOTICE OF ELECTION; AND ADOPTING UNIFORM POLICIES ABOUT CANDIDATE STATEMENTS AND FEES

WHEREAS, the term of two (2) members of the City of Rio Dell City Council is due to expire and the positions must be filled; and

WHEREAS, the City Council has ordered a Municipal Election to be held on Tuesday, November 5, 2024, to fill those offices; and

WHEREAS, the California Elections Code Section 10002 and 10400 provides that the local governing body may request the Humboldt County Board of Supervisors to consolidate a general municipal election with the statewide general election; and

WHEREAS, the California Election Code Section 10002 requires the City to reimburse the County in full for the services performed upon presentation of a bill to the City by the County Elections Official; and

WHEREAS, the California Election Code Section 13307 requires that before the nominating period opens the City Council must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; and may determine whether the estimate must be paid in advance; and

WHEREAS, California Elections Code Section 12101 requires the publication of a notice of election; and

WHEREAS, the City Council of the City of Rio Dell is desirous of having the County of Humboldt Elections Department/Registrar of Voters provide certain

services for the conduct of the general election to include the Rio Dell City Council election to be held on November 5, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIO DELL, CALIFORNIA that an election be held in accordance with the following specifications:

1. The City Council hereby calls for a general municipal election in and for the City of Rio Dell. The Election shall be held on Tuesday, November 5, 2024. The purpose of the election is to choose successors for the two (2) expired 4-year terms on the Rio Dell City Council.
2. The Rio Dell City Council hereby requests and consents to the consolidation of this election with the statewide general election to be held on November 5, 2024.
3. The City Council hereby requests the Humboldt County Board of Supervisors to authorize the County of Humboldt Elections Department to conduct the general election to include the City Council election for the City of Rio Dell on November 5, 2024, including the publishing of all election materials, the mailing of sample ballots, the hiring of election officers, and the counting of ballots with the tally turned into the City Clerk of the City of Rio Dell for announcement of the results of the election.
4. The City hereby designates the hours of the polls to be kept open from 7:00 a.m. to 8:00 p.m.
5. The City agrees to reimburse the County for the actual costs incurred in conducting the election upon receipt of a bill stating the amount due as determined by the election official.
6. The City Council has determined that upon submittal of a Candidate's Statement to be printed in the sample ballot, the candidate is responsible for the total cost for that printing as determined by the Humboldt County Election's Department; and that all costs are due and payable upon receipt of an invoice from the Election's Department to the City of Rio Dell. The Candidate's Statement is voluntary and is limited to 200 words.
7. The City Clerk is hereby authorized and directed to publish a Notice of Election at the appropriate time, no earlier than July 1, 2024, and no later than July 15, 2024.
8. Upon passage of this resolution, the City Clerk is hereby directed to send a certified copy to the County Board of Supervisors and Humboldt County Elections/Registrar of Voters.

PASSED AND ADOPTED this 4th day of June 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

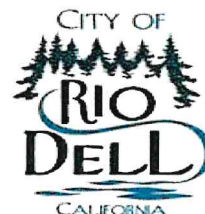
ABSENT:

Debra Garnes, Mayor

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and preceding to be a full, true, and correct copy of Resolution No. 1605-2024 adopted by the City Council of the City of Rio Dell on June 4, 2024.

Karen Dunham, CMC
City Clerk, City of Rio Dell



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NOTICE OF ELECTION RIO DELL CITY COUNCIL

Notice is hereby given that a General Municipal Election will be held in the City of Rio Dell on Tuesday, **November 5, 2024**, for the following offices:

City Council Member – There are two (2) open positions. Each position is for a four (4) year term of office.

Candidate Packets will be available in the Office of the City Clerk at Rio Dell City Hall, 675 Wildwood Avenue, Rio Dell, California, beginning **July 15, 2024, at 8:00 a.m.**

Nomination papers must be filed with the City Clerk by **August 9, 2024, at 5:00 p.m.**

Polls are open from 7:00 A.M. – 8:00 P.M. at the Monument Middle School, 95 Center Street, Rio Dell

Karen Dunham, CMC
Posted July 1, 2024
