



City of South Lake Tahoe

"making a positive difference now"

STAFF REPORT

For the Special City Council Meeting of December 27, 2012

- TO: Honorable Mayor and City Councilmembers
- FROM: Susan Alessi, City Clerk
- DATE: December 19, 2012

SUBJECT: Discussion and Possible Direction/Action Regarding Filling of City Council Member Vacancy

RECOMMENDATION:

Discuss the options available for filling the vacancy created by resignation of Council Member Claire Fortier which was effective December 14, 2012 (*Attachment A - Resignation Letter*). If appropriate at this meeting, take action or provide direction regarding the process for filling the vacancy.

DISCUSSION:

State Law, which has also been adopted by the Council in City Code Chapter 2-9, establishes a very short time frame for the City Council to take action to fill a Council Member vacancy. It states "if a vacancy occurs in an elective office provided for in this article, the City Council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy. The special election shall be held on the next regularly established election date not less than 114 days from the call of the special election. A person appointed or elected to fill the vacancy holds office for the unexpired term of the former incumbent (*Attachment B- Government Code 36512 and City Code Chapter 2, Section 9*).

Appointment:

In order to meet the 60 days from commencement of the December 14, 2012 vacancy, an appointment will need to be made by <u>February 12, 2012</u>.

If the Council chooses an appointment process, options could include, <u>but not limited to</u>, the following:

- •Solicitation of applications and appointment made from applications.
- •Solicitation of applications and interviews of applicants.

•Appoint one of the candidates from the November 6, 2012 election; next highest vote-getter or from one of the three (3) remaining candidates; or if application process selected, candidates could apply.

•Scheduling the appointment on a Council agenda to make nominations and take votes without application process (directly appoint).

Susan Alessi, MMC, City Clerk • (530) 542-6004 Administrative Center • 1901 Airport Rd. Ste. 206 • South Lake Tahoe, CA 96150-7048 • (530) 542-7411 FAX salessi@cityofslt.us

Appointment: (Continued)

If the Council chooses to make an appointment, the appointee would serve 22 months.

Special Election:

<u>At Polling Place</u> - If the Council chooses to fill the vacancy by special election by polling place, the election would be a stand-alone election which would be held on the <u>June 4, 2013</u> at an estimated cost of \$12,000 to \$15,000. The final day to provide El Dorado County Election's Department with a Resolution Calling a Special Election is <u>January 30, 2013</u>. (*Attachment C – Election Calendar and Estimated Cost*).

If the Council chooses a special election, there will be a vacancy on the Council for approximately seven (7) months and the candidate elected would serve 17 months (from June 14, 2013 date of certification of election to December 9, 2014)

<u>Mail Ballot</u> – The City qualifies for a mail ballot election. If the Council chooses to fill the vacancy by all mail ballot special election, the election would be held on <u>May 7, 2013</u> at an estimated cost of \$9,000 to \$10,000. The final day to provide El Dorado County Election's Department with a Resolution Calling for a Special Election is January 2, 2013. (*Attachment D – Election Calendar and Estimated Cost*)

If Council chooses a mail ballot special election, there will be a vacancy on the Council for approximately six (6) months and the candidate elected would serve 18 months (from May 17, 2013 date of certification of election to December 9, 2014)

POLICY IMPLICATIONS/FISCAL IMPACT:

There is minimal fiscal impact if the Council chooses to fill the vacancy by appointment. The cost for a stand-alone special election with El Dorado County is estimated at \$12,000 to \$15,000. The cost of a mail ballot election is estimated at \$9,000 to \$10,000.

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Śusan Alessi, City Clerk

Attachments A - D

For information, attached are responses to City Clerk ListServe regarding how the cities who responded have filled a vacancy



City of South Lake Tahoe

"making a positive difference now"

Attachment A

December 11, 2013

City Council c/o Nancy Kerry City Manager City of South Lake Tahoe Airport Road South Lake Tahoe, CA 96150

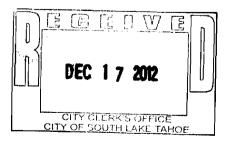
Dear Council,

It is with great regret that I tender my resignation from council prior to my term ending in 2014. As you know, my spouse relocated to Redmond, WA, in July for a new career opportunity. It's now time for me to put my family first. As such, I am giving my official resignation from council, effective Friday, December 14, 2012.

I appreciate the honor of working with each of you. I know that you will guide the city toward a more prosperous future. I wish you all the best.

Sincerely.

Claire Fortier Mayor



GOVERNMENT CODE SECTION 36512

Attachment B

36512 (b) If a vacancy occurs in an elective office provided for in this chapter, the council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy. The special election shall be held on the next regularly established election date not less than 114 days from the call of the special election. A person appointed or elected to fill a vacancy holds office for the unexpired term of the former incumbent.

§ 2-4. Meetings – Time and place of regular meetings.

Repealed. (Ord. 4 § 1; Ord. 51 § 1; Ord. 88 § 1; Ord. 231 § 1; Ord. 234 § 1; Ord. 439 § 1; Ord. 471 § 1; Ord. 486 § 1; Ord. 500 § 1; Ord. 518 § 1; Ord. 526 § 1; Ord. 528 § 1; Ord. 758 § 2)

§ 2-5. Same – Special.

Repealed. (Ord. 4 § 1; Ord. 51 § 1; Ord. 446 § 1; Ord. 758 § 2)

§ 2-5.1. Same – Closed sessions.

Repealed. (Ord. 446 § 2; Ord. 611 § 1; Ord. 758 § 2)

§ 2-6. Same – Rules of procedure – Compelling attendance – Keeping of records.

Repealed. (Ord. 4 § 1; Ord. 51 § 1; Ord. 758 § 1)

Article III. City Officers*

* For state law designating the officers of the city, see Gov. C. § 36501.

§ 2-7. Officers designated.

The government of the city shall be vested in the following officers:

- A. A city council of five members.
- B. A city manager.
- C. A city clerk.
- D. A city treasurer.

E. Such subordinate officers or employees as are provided for by law, and deemed necessary by the city council for the proper administration of the municipal government. (Ord. 3 § 1)

§ 2-8. Qualifications and terms of office of elected officials.

The elective officers of the city shall be the five city councilmembers, the city clerk and the city treasurer.

No person shall be eligible to hold office as a city councilmember, as a city clerk or as a city treasurer unless such person is a registered voter of the city at the time nomination papers are issued.

The elected officials shall hold office from the date of election in the statewide general election. The elective officers of the city shall hold office from the date they are elected for a term of four years, and until their successors are elected and qualified. (Ord. 3 § 1; Ord. 430 § 1; Ord. 493 § 1; Ord. 605 § 1; Ord. 792 § 3; Ord. 883 § 1)

§ 2-9. Filling of vacancies in elective offices.

If a vacancy occurs in an elective office provided for in this article, the city council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy. The special election shall be held on the next regularly established election date not less than 114 days from the call of the special election. A person appointed or elected to fill a vacancy holds office for the unexpired term of the former incumbent. (Ord. 3 § 1; Ord. 1025 § 1 (Exh. A))

§ 2-10. Bonds and oath of office required. Repealed, (Ord. 3 § 1; Ord. 606 § 1)

§ 2-11. Compensation generally.*

A. Each member of the city council shall receive monthly compensation in an amount established by Section 36516 of the Government Code of the State of California. Beginning January 1, 1986, council may increase that amount by resolution as allowed by Government Code Section 36516 for cities of similar populations.

B. Salaries and benefits of all other elected and appointed officers shall be as set forth by resolution from time to time. (Ord. 3 § 1; Ord. 301 § 1; Ord. 430 § 2; Ord. 564; Ord. 679; Ord. 685; Ord. 792 § 4)

* For state law as to compensation of appointive officers and employees, see Gov. C. § 36506 As to compensation of city councilmembers, see Gov. C. § 36514 et seq. As to compensation of city clerk and treasurer, see Gov. C. § 36517.

§ 2-12. Mayor.

A. The city council shall, at the first meeting in December, choose one of its number as mayor.

B. The mayor shall preside at the meetings of the city council. If he is absent or unable to act, the council shall appoint a mayor pro tempore, who shall serve only until the mayor returns or is able to act. The mayor pro tempore shall have all of the powers and duties of the mayor in his absence.

C. The mayor may make or second any motion and present and discuss any matter as a member of the city council.

ATTACHMENT C

TENTATIVE ELECTION CALENDAR FOR CITY OF SOUTH LAKE TAHOE – CITY COUNCIL VACANCY ELECTION JUNE 4, 2013

Activity Date Days before election	ACTIVITY	Applicable Code §
Jan. 30	and the second second for the second seco	
125	Final Day to Dessive Resolution Calling Floation	
	Final Day to Receive Resolution Calling Election	
Jan. 28 to Feb. 11	Dublish as the Cellus	(FC (42404)
127 to 113	Publish Notice of Election	(EC §12101)
Feb. 11 to Mar. 8		(EC §10220)
113 -88	Candidate Filing/Nomination Period	
Mar. 9		
87	Final Day to Withdraw Candidate Statement	(EC §13307)
Mar. 9 – Mar. 18		
87-78	Public Exam/Review Period	(EC § 13113)
TBD	Order Printing of Election Material	
May 6	First day to mail vote-by-mail ballots and vote	
29	early in the Elections Department	(EC §4101)
May 20		
15	Last Day to Register to Vote	(EC §2102)
No later than		
May 22	48-hour Ballot Processing Public Notice	(EC §15104)
13	U	
May 23		
11	Ballot Processing may begin	(EC §15101)
No Later Than		
May 28	Logic and Accuracy Voting System Testing	(EC §15000)
7	6 , 6 ,	
No Later Than		
May 30	5-day Public Manual Tally Notice	(EC §15360)
5		
June 4		
0	Election Day	
June 5 – June 14		
+1 to +10	Canvass and Certify Election Results	(EC §15372)

From:	Barbara Dunmore <barbara.dunmore@edcgov.us></barbara.dunmore@edcgov.us>
Sent:	Friday, December 14, 2012 4:05 PM
То:	Susan Alessi
Cc:	Linda M Webster
Subject:	Vacancy Election
Attachments:	SLT Tentative Calendar 6-4-2013.doc

Hi Susan -

Attached is a tentative calendar for a polling place election for a vacancy election on June 4, 2013. It is estimated that a stand-alone election will cost \$12,000 to \$15,000.

As always, please let me know if I can provide further information.

Barbara

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Barbara Dunmore Assistant Registrar of Voters County of El Dorado (530) 621-7480

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ATTACHMENT D

TENTATIVE ELECTION CALENDAR FOR CITY OF SOUTH LAKE TAHOE – CITY COUNCIL MAIL BALLOT VACANCY ELECTION MAY 7, 2013

Activity Date	ΑCTIVITY	Applicable Code §
Days before election		•
Jan. 2		
125	Final Day to Receive Resolution Calling Election	
Dec. 31 to Jan. 14		
127 to 113	Publish Notice of Election	(EC §12101)
Jan. 14 to Feb. 8		(EC §10220)
113 -88	Candidate Filing/Nomination Period	(LC 910220)
Feb. 9		
87	Final Day to Withdraw Candidate Statement	(EC §13307)
Feb. 9 to Feb. 18		
87-78	Public Exam/Review Period	(EC § 13113)
TBD	Order Printing of Election Material	
Apr. 8	First day to mail vote-by-mail ballots and vote	
29	early in the Elections Department	(EC §4101)
Apr. 22		
15	Last Day to Register to Vote	(EC §15260)
No later than		
Apr. 24	48-hour Ballot Processing Public Notice	(EC §15104)
13		
Apr. 26		(EC §15101)
11	Ballot Processing may begin	(20 315101)
No Later Than		
Apr. 30	Logic and Accuracy Voting System Testing	(EC §15000)
7		
No Later Than		
May 2	5-day Public Manual Tally Notice	(EC §15360)
5		
May 7		
0	Election Day	
May 8 – May 17		
+1 to +10	Canvass and Certify Election Results	(EC §15371)

From:	Barbara Dunmore <barbara.dunmore@edcgov.us></barbara.dunmore@edcgov.us>
Sent:	Tuesday, December 18, 2012 4:00 PM
To:	Susan Álessi
Cc:	Linda M Webster
Subject:	Re: Vacancy Election

Susan,

For a May 7, 2013 election, our administrative timeline for receiving a resolution to conduct the election is January 2, 2013 (we can be a bit flexible on this). Candidate filing would open January 14 and close February 8.

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Barbara

On Tue, Dec 18, 2012 at 3:57 PM, Barbara Dunmore <<u>barbara.dunmore@edcgov.us</u>> wrote: Susan,

A mailed ballot election is estimated to cost \$9,000 to \$10,000.

Repaire

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From:	Barbara Dunmore <barbara.dunmore@edcgov.us></barbara.dunmore@edcgov.us>
Sent:	Wednesday, December 19, 2012 9:13 AM
To:	Susan Alessi
Cc:	Linda M Webster; Kathy Pal
Subject:	Re: Vacancy Election

Hi Susan,

I spoke with my colleague in Sacramento and we do not have flexibility on the 125 day deadline. EC 10522 requires the county elections official receive at least 125 days prior to the fixed date for the election the boundaries and the resolution. Therefore, the the deadline for receiving a resolution for a May 7 election would be Jan.2. This statutory timeline provides the elections official time to notice the election and the candidate filing period.

Barbara

On Tue, Dec 18, 2012 at 6:43 PM, Susan Alessi <<u>salessi@cityofslt.us</u>> wrote: Great. Thanks so much Barbara.

On Dec 18, 2012, at 4:52 PM, "Barbara Dunmore" <<u>barbara.dunmore@edcgov.us</u>> wrote:

Susan,

Let me call a colleague tomorrow and verify that the 125th day prior to the election is an administrative date and I will get back to you.

Barbara

On Tue, Dec 18, 2012 at 4:26 PM, Susan Alessi <<u>salessi@cityofslt.us</u>> wrote:

Thanks so much Barbara. Just in case, could you work with us for a January 8th Resolution?

Susan Alessi, MMC

City Clerk City of South Lake Tahoe 1901 Airport Road, Suite 206 South Lake Tahoe, CA 96150 Ph: (530) 542-6004 FAX: (530) 542-7411 salessi@cityofslt.us www.cityofslt.us

<image003.jpg>

Chapter 6. Mail Ballot Elections

1500.

election date pursuant to Section 1000 occurring not less than 88 days after the date of the order of election.

(Added by Stats. 1996, c. 1143, §34.)

Chapter 6. Mail Ballot Elections

1500. Date of mailed ballot election.

The established mailed ballot election dates are as follows:

(a) The first Tuesday after the first Monday in May of each year.

(b) The first Tuesday after the first Monday in March of each even-numbered year.

27

(c) The last Tuesday in August of each year. (Amended by Stats. 2004, c. 817, §7.)

date of the all-mailed ballot election or prior to the date of any other all-mailed ballot election subject to this section to be conducted in the county, whichever is sooner.

(c) This section shall remain in effect only until January 1, 2018, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2018, deletes or extends that date.

(Added by Stats. 2011, c. 187, §1.)

4002. Special Districts.

Notwithstanding Section 4000, a special district may conduct its elections by mail in accordance with Sections 1500, 4104, 4105, and 4108.

(Amended by Stats. 2005, c. 86, §1.)

4003. Revoking adoption of an all-mailed ballot election.

Notwithstanding any other provision of law, whenever any district has adopted the all-mailed ballot procedure for conducting general district elections pursuant to Section 4104 and any other election is scheduled to be held in territory that is the same or partly the territory of the district on the first Tuesday after the first Monday in November of the odd-numbered year, the district may, by resolution of the governing board, revoke the adoption of the all-mailed ballot procedure and order the general district election consolidated with the other election pursuant to Section 10402.

(Added by Stats. 1994, c. 920, §2.)

4004. "Small city" or "Eligible entity" mailed ballot election.

(a) "Small city" means a city with a population of 100,000 or less, as determined by the annual city total population rankings by the Demographic Research Unit of the Department of Finance.

(b) "Eligible entity" means a school district or a special district.

(c) Notwithstanding Sections 1500 and 4000, an election in a small city or an eligible entity may be conducted wholly as an all-mail ballot election, subject to the following conditions:

(1) The legislative body of the small city or the governing body of the eligible entity, by resolution, authorizes the use of mailed ballots for the election.

(2) The election is a special election to fill a vacancy in the legislative body or governing body.

(3) The election is not held on the same date as a statewide primary or general election.

(4) The election is not consolidated with any other election.

(5) The return of voted mail ballots is subject to Section 3017. (*Amended by Stats.* 2005, *c.* 86, §2.)

Chapter 2. Conduct of Mail Ballot Elections

4100. Other provisions.

Except as otherwise provided in this chapter, mail ballot elections shall be conducted in accordance with Chapter 1 (commencing with Section 3000) of Division 3.

(Added by Stats. 1994, c. 920, §2.)

Elections

Home - Govenneer	Flecherts		***************************************			-
Home	I Want To	Government	Doing Business	Living	Visiting	

District Query Results	
CITY OF SOUTH LAKE TAHOE	10/26/2012
Total Number of Precincts	87
Total Number of Registered Voters	9251 100.0%
Democrat	3569 38.58%
Republican	2133 23.06%
American Independent	408 4.41%
Green	0 0.00%
Libertarian	204 2.21%
Peace and Freedom	74 0.80%
Miscellaneous	97 1.05%
Decline to State	2655 28.70%

Article XV. Claims Against the City

- 2-101 Authority.
- 2-102 Claims required.
- 2-103 Form of claim.
- 2-104 Claim prerequisite to suit.
- 2-105 Suit.
- 2-106 Severability.

* As to emergency organization and functions, see Chapter 9 SLTCC. As to disaster council, see SLTCC 9-3 and 9-4. As to director and assistant director of emergency services, see SLTCC 9-5 and 9-6. As to emergency organization, see SLTCC 9-7. As to finance and taxation, see Chapter 11 SLTCC. As to fire department, see SLTCC 12-8 to 12-13. As to bureau of fire prevention, see SLTCC 12-11. As to franchises, see Chapter 13 SLTCC. As to personnel, see Chapter 20 SLTCC.

Article I. In General

§ 2-1. Official city holidays.

Repealed. (Ord. 60 § 1; Ord. 242 § 2; Ord. 323 § 1; Ord. 395 § 1; Ord. 606 § 1)

§ 2-1.1. Enforcement of noncity zoning, building, etc., regulations.

Repealed. (Ord. 505 §§ 1, 2; Ord. 758 § 2)

Article II. City Council*

* For state law as to city council generally, see Gov. C. § 36801 et seq.

§ 2-2. Terms of office of members.

The term of office for a councilmember shall be four years from and after the date of their election. Newly elected councilmembers shall assume office at the next regular council meeting after their election has been certified by the elections department of the county of El Dorado and a copy of that certification has been provided to the city clerk. (Ord. 4 § 1; Ord. 883 § 1)

§ 2-2.1. Election of councilmembers – Filing fee.

Repealed. (Ord. 408 § 1; Ord. 792 § 1)

§ 2-2.2. Same – Printing fee.

The candidate's filing fee for a candidate statement shall be determined by the El Dorado County registrar of voters. (Ord. 408 § 1; Ord. 883 § 1) § 2-2.3. Same – Waiver of fees. Repealed. (Ord. 428 § 1; Ord. 792 § 2)

§ 2-2.4. Date of municipal election.

The general municipal elections for the offices of city councilmember, city clerk, city treasurer, and such other offices as may be from time to time created as elective offices in the city of South Lake Tahoe shall be held concurrently with and on the same day as statewide general election, as such elections may be from time to time be called under the law of the state of California. The first such election shall be held on November 5, 1996. It is the city of South Lake Tahoe's intent to consolidate all such municipal elections with the county of El Dorado, unless otherwise called pursuant to a duly adopted resolution of the city council. (Ord. $605 \ 1$; Ord. $860 \ 1$)

§ 2-2.5. Mail ballot elections.

The city council of the city of South Lake Tahoe authorizes to conduct elections wholly by mail ballot. The subjects approved for all mail ballot elections may be as follows:

A. Any election to approve a special tax or a general tax as required or authorized by Article XIIIC of the California Constitution.

B. Any election to approve a property-related fee or charge as required or authorized by Article XIIID of the California Constitution.

C. Any assessment ballot proceeding required or authorized by Article XIIID of the California Constitution; provided, that such proceeding shall be denominated an "assessment ballot proceeding" rather than an election.

The city council shall determine whether an election will be conducted by mail at the time the election is called. Actions of the city council pursuant to this section shall be set forth in a resolution approved at a regular or special meeting of the city council. Elections shall not occur on the same date as a statewide direct primary or statewide general election. (Elections Code Sections 4000(c)(9) and 4100 et seq.) (Ord. 942 § 1)

§ 2-3. Attendance of meetings by councilmembers.

Repealed. (Ord. 4 § 1; Ord. 388 § 1; Ord. 758 § 2)

§ 2-3

From:	Denise Hayward <dhayward@lakewoodcity.org></dhayward@lakewoodcity.org>
Sent:	Tuesday, November 27, 2012 1:16 PM
То:	Susan Álessi
Subject:	RE: [City_clerks] Council Vacancy

Here's what I've received :

APPOINTMENTS TO FILL A CITY COUNCIL VACANCY

Candidate from previous election: 3 (two - highest vote-getter, one other) Monrovia, Lathrop, Vallejo

Directly appoint: 2 (Commissioners) Santa Fe Springs, Lancaster

Application process: 12

Burbank, Kingsburg, West Hollywood, Fairfield, Monterey, Whittier, Sunnyvale, Lake Elsinore, Thousand Oaks, Stanton, Yuba City, Compton

Applicant review process:

Interview by entire City Council at a Council meeting Candidate video on website/cable tv, interview at Council meeting Subcommittee appointed to conduct interviews, make recommendations

Applicants submit:

City application form Statement of Interest and biography Application with written essay Application with written responses to list of questions

Of cities soliciting applications, the fewest received was 6 applications the largest was 43.

From: Susan Alessi [mailto:salessi@cityofslt.us] Sent: Tuesday, November 27, 2012 12:25 PM To: Denise Hayward Subject: Re: [City_clerks] Council Vacancy

Hi Denise

I too would be very interested in the information you receive.

Thanks!

Susan Alessi, MMC City Clerk City of South Lake Tahoe 1901 Airport Road South Lake Tahoe, CA. 96150 (530) 542-6004

salessi@cityofslt.us

Sent from My Pad

On Nov 26, 2012, at 4:00 PM, "Denise Hayward" <<u>DHayward@lakewoodcity.org</u>> wrote:

If you have gone through the process for your City Council to appoint someone to fill a Council vacancy, would you please share what you did? Notice, application, questions or agenda item would all be welcome. If your Council made an appointment without soliciting applications, what was your process? Any input would be welcome.

Denise Hayward, Lakewood

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City_clerks mailing list <u>City_clerks@lists.cacities.org</u> <u>http://lists.cacities.org/mailman/listinfo/city_clerks</u>

This is a Private ListServe. This message was sent to you as a subscriber to the League of California Cities' City Clerks ListServe. If you have any questions, please contact Lorraine Okabe <u>lokabe@cacities.org</u>. The League is not responsible for the content posted to this listserve and encourages users to conduct their own evaluations. Access to this listserve may be denied at the League's sole discretion.

Please be green! Print this e-mail only when necessary. Thank you for helping Lakewood be environmentally responsible.

From: Sent:	Alice Atkins <aatkins@ci.monrovia.ca.us> Tuesday, December 18, 2012 8:18 AM</aatkins@ci.monrovia.ca.us>
То:	Susan Álessi
Subject:	RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Our vacancies have generally been due to a City Councilmember being directly elected as Mayor, leaving the remaining 2 years of their term vacant. As an election has just been conducted, rather than incurring the expense of conducting a special election, they have typically chosen to appoint from among the top candidates (not always the highest vote getter). I imagine even if they didn't want to appoint from other candidates, they would likely appoint someone from the community rather than order a special election.

Alice

Alice D. Atkins, CMC, City Clerk 626.932.5505 (o) | 626.303.6618 (f)

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Good Afternoon Friends:

Please see the questions and responses below to the ListServe which was submitted by Denise Hayward, City of Lakewood.

My question: General Law Cities, if your City has had a Council vacancy (to fill an unexpired term), was it filled by Appointment or Special Election? What were the reasons for the decision to appoint or hold a special election?

Thank you for taking the time to assist.

Susan Alessi, MMC



From: Sent:	Lehny Corbin <lehnyc@sanpabloca.gov> Tuesday, December 18, 2012 8:33 AM</lehnyc@sanpabloca.gov>
To:	Susan Álessi
Subject:	RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Good morning, Susan. We appointed for cost reasons.

CITY HALL HOURS

Monday thru Thursday, 7:30 am – 6:00 pm; open during lunch time. With the exception of the San Pablo Senior Center, Public Works. Youth Services and Police Patrol Services.

Winter Holiday Schedule

Recreation will be open Fridays with limited services.

Closed <u>Friday, December 21 through Tuesday, January 1.</u> Regular business hours resume on Wednesday, January 2, 2013.

Lehny M. Corbin Deputy City Clerk City of San Pablo 13831 San Pablo Avenue San Pablo, CA 94806 510.215.3005 phone 510.620.0204 fax email: LehngC@SanPabloCAgov

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From: city_clerks-bounces@lists.cacities.org [mailto:city_clerks-bounces@lists.cacities.org] On Behalf Of Susan Alessi
Sent: Monday, December 17, 2012 5:12 PM
To: city_clerks@lists.cacities.org
Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Good Afternoon Friends:

Please see the questions and responses below to the ListServe which was submitted by Denise Hayward, City of Lakewood.

My question: General Law Cities, if your City has had a Council vacancy (to fill an unexpired term), was it filled by Appointment or Special Election? What were the reasons for the decision to appoint or hold a special election?

From: Sent: To: Subject: Sue Rush <Sue.Rush@westcovina.org> Tuesday, December 18, 2012 8:35 AM Susan Alessi RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

We had a vacancy filled in March of this year by appointment. Reason be is cost of a special election to fill a seat for a period of less than 2 years.

Sue Rush Assistant City Clerk City of West Covina 1444 W. Garvey Avenue West Covina, CA 91790 626-939-8433 Office 626-939-8682 Fax

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From: <u>city_clerks-bounces@lists.cacities.org</u> [mailto:city_clerks-bounces@lists.cacities.org] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Good Afternoon Friends:

Please see the questions and responses below to the ListServe which was submitted by Denise Hayward, City of Lakewood.

My question: General Law Cities, if your City has had a Council vacancy (to fill an unexpired term), was it filled by Appointment or Special Election? What were the reasons for the decision to appoint or hold a special election?

Thank you for taking the time to assist.

Susan Alessi, MMC

 From:
 Vazquez, Patricia <PVazquez@ci.stanton.ca.us>

 Sent:
 Tuesday, December 18, 2012 8:50 AM

 To:
 Susan Alessi

 Subject:
 RE: [City_clerks] Council Vacancy - Appointment or Special Election?? -General Law Cities Only

Good Morning,

We have recently had a Council Member retire due to illness (Term expiring in 2014). The options were placed on the agenda and the City Council decided to appoint. Direction was given and staff proceeded with an application process.

I hope this helps and have a wonderful day!

Patricia A. Vazquez

City Clork City of Stanton 7800Katolla Avouno Stanton, CA 90080 Phoue, 714-890–4245 Fax: 714-890-1443 F-Mail: <u>pyagnez@cistanton.co.us</u>

From: <u>city_clerks-bounces@lists.cacities.org</u> [mailto:city_clerks-bounces@lists.cacities.org] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? -General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC

From: Sent: To: Subject: Judy Anderson <janderson@townoffairfax.org> Tuesday, December 18, 2012 8:52 AM Susan Alessi RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Susan:

We appointed someone in the past to save the cost of an election. The Council appointed a former Council Member who was not interested in being re-elected. We accepted applications and the Council chose the person to appoint. It was about 15 years ago!

Judy Anderson, CMC Town Clerk/Interim Town Manager Town of Fairfax 142 Bolinas Road Fairfax, CA 94930 415: 458-2343

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] On Behalf Of Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC

From:	Linda Lawrence <llawrence@toaks.org></llawrence@toaks.org>
Sent:	Tuesday, December 18, 2012 8:54 AM
To:	Susan Alessi
Subject:	Re: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

We had 2 vacancies earlier this year due to health issues. 1 term ended November 2012 so they technically called special election to fill when it would normally be filled and it was left vacant til election. The other term ended November 2014 and they made an appointment. The comments that one Councilmember had made about filling by appointment after the fact was based on the fact they knew the other Councilmember was very ill and they didn't want to have 2 vacancies (out of 5 Councilmembers) until November 2012 (happened in March and May this year).

After they made appointment, a citizen circulated a petition to call special elections for vacancies and Council ended up adopting it; allows appointment until special election.

Linda D. Lawrence, MMC City Clerk City of Thousand Oaks 2100 Thousand Oaks Blvd. Thousand Oaks CA 91362 (805)449-2166 www.toaks.org

>>>

 From:
 "Susan Alessi" <<u>salessi@cityofslt.us</u>>

 To:
 <<u>city_clerks@lists.cacities.org</u>>

 Date:
 12/18/2012 8:16 AM

 Subject:
 [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

 Good
 Afternoon Friends:

Please see the questions and responses below to the ListServe which was submitted by Denise Hayward, City of Lakewood.

My question: General Law Cities, if your City has had a Council vacancy (to fill an unexpired term), was it filled by Appointment or Special Election? What were the reasons for the decision to appoint or hold a special election?

Thank you for taking the time to assist.

Susan Alessi, MMC

From: Sent: To: Subject: Nanci Mills <nanci.mills@cityofwinters.org> Tuesday, December 18, 2012 9:10 AM Susan Alessi RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

We just made an appointment to our Council. Cost is the reason for us. Nanci

Nanci Mills Director of Administrative Services/City Clerk City of Winters <u>nanci.mills@cityofwinters.orq</u> 530-794-6701

WINTERS

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC

From: Sent: To: Subject: Susan Alessi Tuesday, December 18, 2012 9:26 AM Susan Alessi (salessi@cityofslt.us) FW: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Hi Susan,

We had a vacancy early this year which was filled by appointment.

Happy Holidays!

Maricela Hernandez, MMC City Clerk

100 Civic Center Way Calabasis, CA 91302 818-224-1661 818-225-7324 Fax <u>mhernandez@cityofcalabasas.com</u> http://www.cityofcalabasas.com/



From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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My question: General Law Cities, if your City has had a Council vacancy (to fill an unexpired term), was it filled by Appointment or Special Election? What were the reasons for the decision to appoint or hold a special election?

Thank you for taking the time to assist.

From:	Cynthia Huisman <chuisman@cityoflarkspur.org></chuisman@cityoflarkspur.org>
Sent:	Tuesday, December 18, 2012 9:37 AM
To: Subject:	Susan Alessi RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Good morning,

Our vacancy was filled by appointment. We held an application process and amongst the applicants were the two candidates who were not elected. The one with the greatest percentage of votes, as well as being a resident of an area of the city that was not represented on our Council, he was appointed. Whether he runs for office in 2013 is not certain. It has worked very well.

Cynthia Huisman, CMC Larkspur City Clerk 400 Magnolia Avenue Larkspur, CA 94939 T.415.927.5002 F.415.927.5022 chuisman@cityoflarkspur.org www.cityoflarkspur.org

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC

From:	Lori Martin <cityclerk@cityofwaterford.org></cityclerk@cityofwaterford.org>
Sent:	Tuesday, December 18, 2012 9:40 AM
To:	Susan Alessi
Subject:	RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities
-	Only

All of our council vacancies over the past 12 years have been filled by Appointment due mostly to the cost of special elections.

Lori Martin, MMC City Clerk

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC

City Clerk City of South Lake Tahoe 1901 Airport Road, Suite 206 South Lake Tahoe, CA 96150 Ph: (530) 542-6004 FAX: (530) 542-7411 salessi@cityofslt.us www.cityofslt.us



From: Denise Hayward [mailto:DHayward@lakewoodcity.org] Sent: Tuesday, November 27, 2012 1:16 PM To: Susan Alessi Subject: RE: [City_clerks] Council Vacancy

From:	Karen J Hemphill <khemphill@ci.emeryville.ca.us></khemphill@ci.emeryville.ca.us>
Sent:	Tuesday, December 18, 2012 9:50 AM
To:	Susan Alessi
Subject:	RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities
	Only

By appointment. To save money and also that the majority was interested in the new Councilmember representing the same demographic (geographic/ethnic) as the resigned (due to illness) member. Also, appointed Councilmember was well known, a Commissioner, and there was community support to do so.

Karen Hemphill City Clerk Emeryille

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Susan Alessi, MMC

City Clerk City of South Lake Tahoe 1901 Airport Road, Suite 206 South Lake Tahoe, CA 96150 Ph: (530) 542-6004 FAX: (530) 542-7411 salessi@cityofslt.us www.cityofslt.us



From: Denise Hayward [mailto:DHayward@lakewoodcity.org] **Sent:** Tuesday, November 27, 2012 1:16 PM

From: Sent:	Pat Hammers <phammers@cathedralcity.gov> Tuesday, December 18, 2012 10:08 AM</phammers@cathedralcity.gov>	
To:	Susan Alessi	
Subject:	RE: [City_clerks] Council Vacancy - Appointment or Special Election?? Only	-General Law Cities

Susan we have done booth. We appointed from the ones who ran, Presidential decision. We have also help a vote by mail – iaw the registrar, advising that we could hold a mail vote if we were under 5,000 (shich we were at the time) and had only one issue on the ballot, which we did. The Mayor beat her brother-in-law. For the Mayors spot. It was strictly politics and somebody else won,

How is our tree, I think of you often, what fun that was.

Pat Hammers, MMC City Clerk – Cathedral City

"May God bless you with the foolishness to think that you can make a difference In the world, so that YOU will do the things which others tell you cannot be done!" Franciscan Benediction

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? -General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC

From:	Karen Pierce <karen.pierce@colfax-ca.gov></karen.pierce@colfax-ca.gov>
Sent:	Tuesday, December 18, 2012 10:22 AM
То:	Susan Alessi
Cc:	staff.box@colfax-ca.gov
Subject:	RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities
-	Only

We are in the process of this right now. And we did it in October as well. Our council seat was filled by appointment. If council cannot come to an agreement at our next council meeting about the next appointment we will have to go to special election. We have tried to avoid this due to cost. In our county special elections cost \$5-\$10 per registered voter.

Karen Pierce City Clerk/Office Supervisor City of Colfax (530) 346-2313 Fax (530) 346-6214 PO Box 702 Colfax, CA 95713

From: <u>city_clerks-bounces@lists.cacities.org</u> [<u>mailto:city_clerks-bounces@lists.cacities.org</u>] **On Behalf Of** Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: <u>city_clerks@lists.cacities.org</u> Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC



 From:
 Annabelle Aguilar <aaguilar@riverbank.org>

 Sent:
 Tuesday, December 18, 2012 10:49 AM

 To:
 Susan Alessi

 Subject:
 RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Hi Susan,

We are in the process of deciding what to do about a current Councilmember vacancy. Council does not want to call for a special election. So the decision is to appoint, but how to appoint is the question.

Council is split on whether to appoint by: 1) the highest vote getter from the recent Nov 6th election; or solicit applications. Motion failed for #1.

Now they're split on the process whether to: 1) solicit applications only from the remaining 5 candidates not elected; or 2) solicit applications from all eligible Riverbank residents.

Historically, the city has solicited applications from eligible residents and conducted public interviews and selection. If a special election occurred it has been due to not agreeing within the 30-day (back then) period, no one certainly wants to spend the extra money on a special election, but it has the possibility of occurring if there is no consensus. Regards,

Annabelle Aquilar

City Clerk City of Riverbank 6707 Third Street Riverbank, CA 95367 Direct: (209) 863-7198; Dept. (209) 863-7122; Fax (209) 869-7100

From: city_clerks-bounces@lists.cacities.org [mailto:city_clerks-bounces@lists.cacities.org] On Behalf Of Susan Alessi Sent: Monday, December 17, 2012 5:12 PM To: city_clerks@lists.cacities.org Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC **Citv Clerk**

Sent:	Rachel Ford <rford@ridgecrest-ca.gov> Tuesday, December 18, 2012 2:29 PM</rford@ridgecrest-ca.gov>
То:	Susan Alessi
Subject:	RE: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

Our last unexpired vacancy was filled by appointment thru an application process so long as the appointment was made within 120 days of the vacancy. Outside of 120 days would have triggered a special election which is more costly.

Rachel J. Ford, смс - Cíty Clerk

City of Ridgecrest 100 W. California Ave., Ridgecrest, CA 93555 Tel: 760-499-5002 Fax: 760-499-1500 rtord@ridgecrest-ca.gov

> When wealth is lost, nothing is lost; When health is lost, something is lost, When character is lost, all is lost!

> > German Proverb

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It is intended to be conveyed only to the designated recipient(s). If you are not an intended recipient of this message, please notify the sender by replying to this message and then delete it from your system. Use, dissemination, distribution, or reproduction of this message by unintended recipients is not authorized and may be unlawful.

From: city_clerks-bounces@lists.cacities.org [mailto:city_clerks-bounces@lists.cacities.org] On Behalf Of Susan Alessi
Sent: Monday, December 17, 2012 5:12 PM
To: city_clerks@lists.cacities.org
Subject: [City_clerks] Council Vacancy - Appointment or Special Election?? - General Law Cities Only

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Thank you for taking the time to assist.

Susan Alessi, MMC

City Clerk City of South Lake Tahoe 1901 Airport Road, Suite 206 South Lake Tahoe, CA 96150 Ph: (530) 542-6004

From: Sent:	Susan Alessi Monday, December 17, 2012 11:15 AM
To:	'Toogee Sielsch'
Cc:	'Tom Davis'; 'Hal Cole'; JoAnn Conner; JoAnn Conner; Angela Swanson
Subject:	(angelaswanson@sbcglobal.net); Nancy Kerry; Patrick Enright RE: Claire Fortier's Replacement

Dear Toogee Sielsch:

Thank you for your email regarding the City Council Member vacancy to be read into the record at the next Council meeting.

The City Council will be holding a special meeting on Wednesday, January 2, 2013 at 9am to discuss this issue. I am copying the City Council, City Manager and City Attorney on this email, will provide them with hard copies at the meeting and per your request, will read the letter into the record at that meeting.

Thank you for your input.

Sincerely,

Susan Alessi, MMC

City Clerk City of South Lake Tahoe 1901 Airport Road, Suite 206 South Lake Tahoe, CA 96150 Ph: (530) 542-6004 FAX: (530) 542-7411 <u>salessi@cityofslt.us</u> www.cityofslt.us



From: Toogee Sielsch [mailto:toognian@gmail.com] Sent: Monday, December 17, 2012 6:08 AM To: Susan Alessi Subject: Claire Fortier's Replacement

Open letter to be read at the next South Lake Tahoe City Council meeting:

In light of Claire Fortier's expected yet somewhat sudden departure from the South Lake Tahoe City Council last week, the big question that looms in the minds of many of us City Of South Lake Tahoe voters is who and how will Claire Fortier be replaced.

In my opinion, and in the opinion of many of my fellow South Lake Tahoe voters, whom will hopefully voice their opinion on this matter in some way, shape, or form, feel that the only one specific course of action that

would be an acceptable resolution to this situation would be to appoint Austin Sass to the council seat vacated by Ms. Fortier. By virtue of the results of last month's election it's quite obvious that the voters have no desire to see Bruce Grego return to a council seat. I'm am also quite sure that most City Of South Lake Tahoe voters would be highly dismayed were the council to opt for a costly special election. The voters have spoken and the council, in my opinion, should not waste any more time or money on this issue, and should appoint whom I, and many others, see as the most qualified candidate, who burns with a fire to serve his community to the best of his ability. And I just want to remind you that those abilities are highly developed, and he is highly qualified and prepared to take on the work load that accompanies the job of a city council member of The City Of South Lake Tahoe.

Respectfully,

Toogee Sielsch 1178 Johnson Blvd. South Lake Tahoe ,CA 96150 (mailing address: P.O. Box 17322, South Lake Tahoe, CA 96151) 775-315-0353 toognian@gmail.com

From: Sent: To: Cc: Subject: Susan Alessi Thursday, December 20, 2012 9:20 AM Angela Swanson; 'Claire Fortier'; 'Hal Cole'; JoAnn Conner; Tom Davis Nancy Kerry; Patrick Enright; 'benin@charter.net' FW: City Council Vacancy

Dear Council:

For your information, please see the attached email. As requested, the letter will be read into the record at the meeting at which the vacancy is discussed.

Sincerely,

Susan Alessi, MMC

City Clerk City of South Lake Tahoe 1901 Airport Road, Suite 206 South Lake Tahoe, CA 96150 Ph: (530) 542-6004 FAX: (530) 542-7411 salessi@cityofslt.us www.cityofslt.us



From: Josh Benin [mailto:benin@charter.net] Sent: Wednesday, December 19, 2012 3:21 PM To: Susan Alessi Subject: Re: City Council Vacancy

Please read into the record of the upcoming City Council meeting discussing the vacancy:

In the aftermath of the recent election, there are only three people in the City who want to be on City Council, but are not. I urge you to appoint the candidate of those three most favored by the electorate - Mr. Sass - to fill the vacancy.

Josh Benin South Lake Tahoe