



Staff Report

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**File #:** 24-0442

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**REQUEST FOR CITY COUNCIL ACTION**

**DATE:** 06/05/2024

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

**FROM:** City Manager's Office - City Clerk

**SUBJECT:**

RESOLUTIONS CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO ELECT MEMBERS OF THE CITY COUNCIL FOR DISTRICT 2, DISTRICT 3, AND AN AT-LARGE CITY TREASURER AND ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO MATERIALS SUBMITTED TO THE VOTERS

**EXECUTIVE SUMMARY:**

This staff report asks the City Council to adopt Resolution No. 2024-033, calling and giving notice of the holding of a General Municipal Election to be held in the City of Corona on Tuesday, November 5, 2024, to elect members of the City Council for District 2, District 3, an at-large City Treasurer of said City as required by the provisions of the laws of the State of California relating to General Law Cities. Additionally, the City Council will consider adopting Resolution No. 2024-034, adopting regulations for candidates for elective office pertaining to materials submitted to the voters and the costs thereof, for the General Municipal Election to be held on Tuesday, November 5, 2024.

**RECOMMENDED ACTION:**

**That the City Council:**

- a. Adopt Resolution No. 2024-033, calling and giving notice of the holding of a General Municipal Election to be held in the City of Corona on Tuesday, November 5, 2024, to elect members of the City Council for District 2, District 3, and an at-large City Treasurer of said City as required by the provisions of the State of California relating to General Law Cities.
- b. Adopt Resolution No. 2024-034, adopting regulations for candidates for elective office pertaining to materials submitted to the voters and the cost thereof for the General Municipal Election to be held on Tuesday, November 5, 2024.

**BACKGROUND & HISTORY:**

The City will hold its next General Municipal Election on Tuesday, November 5, 2024, to elect one (1) member of the City Council from District 2, one (1) member from District 3, and one (1) member-at-large for the City Treasurer for the full term of four years.

**ANALYSIS:**

The Elections Code of the State of California requires that the City Council adopt certain resolutions prior to a Municipal Election: calling for and giving notice of the election, requesting consolidation with the election process run by the Riverside County Registrar of Voters, and adopting regulations relating to candidate statements.

The adoption of the attached resolution calling and giving notice of the election and the attached resolution establishing regulations for candidates for elective office are required pursuant to the Elections Code of the State of California. The resolutions have been prepared in accordance with the State Elections Code.

The resolution calling for the election specifies that two (2) Council Members and one (1) City Treasurer shall be elected for full terms of four years. The resolution establishing regulations for the candidates specifies the permitted length and content for the City his or her pro rata of the estimated cost of printing, translating, and mailing the candidate statements as a condition of having the statement included in the voters' pamphlet.

**FINANCIAL IMPACT:**

The cost for the Registrar of Voters to conduct the election for the City is estimated to be \$293,000 based on the number of voters and actual costs from the various vendors who provide election services. Expenses incurred by the Office of the City Clerk for the General Election supplies, including advertising and postage, are projected to be \$1,350 for a total of \$294,350. Funds for the cost of the election have been included in the proposed operating budget for Fiscal Year 2025.

**ENVIRONMENTAL ANALYSIS:**

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the common sense exemption that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This action is to hold the 2024 General Municipal Election, and there is no possibility that this project will have a significant effect on the environment.

**PREPARED BY:** SYLVIA EDWARDS, CITY CLERK

**REVIEWED BY:** JUSTIN TUCKER, ASSISTANT CITY MANAGER

**Attachments:**

1. Exhibit 1 - Resolution No. 2024-033
2. Exhibit 2 - Resolution No. 2024-034