



TOWN OF FAIRFAX

STAFF REPORT

July 6, 2022

TO: Mayor and Council

FROM: Michele Gardner, Town Clerk/Elections Official

SUBJECT: Adopt a Resolution Calling for a General Municipal Election to be held on November 8, 2022, for the Election of Certain Officers, Requesting the Marin County Board of Supervisors to Consolidate with any other Election Conducted on that Date, and Requesting Election Services of the County Elections Department

RECOMMENDATION

Adopt the Resolution.

BACKGROUND

The Town of Fairfax has 7 elected offices: 5 Town Councilmembers, a Town Treasurer, and a Town Clerk. The Town holds its municipal elections in November of even-numbered years to elect 3 Councilmembers one year, and 2 Councilmembers, the Town Treasurer, and Town Clerk two years later. The term of office is four years.

California Government Code Section 36503 and California Elections Code Section 1000(c) authorize a regular municipal election to be conducted on November 8, 2022. Sections 10002, 10403 and 10418 of the California Elections Code authorize the Town Council to request the County of Marin Board of Supervisors to permit the County Elections Official to render specified services relating to the conduct of the election on a reimbursable basis. The County of Marin has the resources to conduct an election for all local municipalities and special districts in the most cost-effective manner and has routinely provided the Town with this service.

DISCUSSION

The terms of two Councilmembers, Renee Goddard and Stephanie Hellman (who is serving as Mayor this year), as well as the terms of Town Treasurer Janet Garvin and Town Clerk Michele Gardner, will expire on the certification of the November 8, 2022 election, leaving two Town Council seats, as well as the Town Treasurer and Town Clerk seats, up for election, each for a 4-year term.

The filing timeline for candidates and incumbents is as follows:

July 18 - August 12 **Nomination Filing Period:** Candidates (including incumbents) must pick up and file nomination papers and all required and optional documents from the Town Clerk during this period.

August 17 **Extended Filing Deadline:** If an incumbent does not file by August 12, the deadline for NON-incumbents to file is extended to August 17.

FISCAL IMPACT

The Marin County Registrar of Voters has tentatively estimated the cost of this election to be between \$2.00 and \$3.00 per registered voter. The average per-voter cost is based on the number of agencies participating in the consolidated election. Each agency's specific share is calculated by the Elections Office based on the number of its registered voters and the number of offices and measures on the ballot. Fairfax currently has 5,862 registered voters. The Town has budgeted \$20,000 for the election in the general fund to cover the cost of this election.

ATTACHMENT

Resolution

RESOLUTION 22-__

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
CALLING FOR A GENERAL MUNICIPAL ELECTION TO BE HELD
ON NOVEMBER 8, 2022, FOR THE ELECTION OF CERTAIN OFFICERS,
REQUESTING THE MARIN COUNTY BOARD OF SUPERVISORS TO CONSOLIDATE
WITH THE ANY OTHER ELECTION CONDUCTED ON THAT DATE, AND
REQUESTING ELECTION SERVICES OF THE COUNTY ELECTIONS DEPARTMENT**

WHEREAS, pursuant to Fairfax Municipal Code Section 2.04.020, general municipal elections shall be held on the first Tuesday after the first Monday in November of even-numbered years and shall be consolidated with the statewide general election held on that day; and

WHEREAS, two terms of office on the Fairfax Town Council will expire on the certification of the November 8, 2022, election results; and

WHEREAS, the terms of office for the Fairfax Town Treasurer and for the Fairfax Town Clerk will also expire on the certification of the November 8, 2022 election results; and

WHEREAS, pursuant to Sections 10002 and 10403 of the Elections Code, the Town Council of the Town of Fairfax may request the Board of Supervisors to permit the County Elections Department to render specified service to the Town relating to the conduct of the election on a reimbursable basis;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Fairfax as follows:

1. That an election is hereby called to be held on November 8, 2022, at which election of two (2) Town Council seats and the offices of Town Clerk and Town Treasurer each for a term of four (4) years will be determined; and
2. That the consolidated election will be held and conducted in the manner prescribed in Elections Code Section 10418; and
3. That the Board of Supervisors of the County of Marin is hereby requested to consolidate said election with any other applicable election conducted on the same day; and
4. That the Board of Supervisors of the County of Marin is hereby requested to authorize and direct the County Elections Department to provide all

necessary election services and to canvass the results of said election;
and

5. That Town acknowledges that the County will bear additional costs by reason of this consolidation and agrees to reimburse the County for any such costs upon the Town's receipt of a properly approved invoice; and
6. That the Town Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the Elections Official of the County of Marin.
7. The Town Clerk shall publish a "Notice of Election" pursuant to California Elections Code §12101.

The foregoing resolution was duly and regularly adopted by the Town Council of the Town of Fairfax, County of Marin, State of California, at a regular meeting thereof, held on the 6th day of July 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephanie Hellman, Mayor

ATTEST:

Michele Gardner, Town Clerk