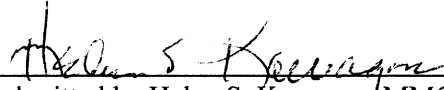





# City of Carson Report to Mayor and City Council

February 1, 2011  
New Business Discussion

**SUBJECT: MARCH MEETING SCHEDULE DUE TO CONDUCT OF THE CITY OF CARSON GENERAL MUNICIPAL ELECTION AND CONSOLIDATED ELECTIONS WITH THE CITY OF LOS ANGELES, INCLUDING THE LOS ANGELES COMMUNITY COLLEGE DISTRICT AND LOS ANGELES UNIFIED SCHOOL DISTRICT TO BE HELD ON TUESDAY, MARCH 8, 2011**

  
Submitted by Helen S. Kawagoe, MMC  
City Clerk

  
Approved by Clifford W. Graves  
Interim City Manager

## I. SUMMARY

The city of Carson General Municipal Election and Consolidated Elections with the city of Los Angeles, including the Los Angeles Community College District and Los Angeles Unified School District will be held on Tuesday, March 8, 2011.

This item is presented for the purpose of considering the meeting schedule for the month of March, 2011.

## II. RECOMMENDATION

APPROVE the meeting schedule for the month of March, 2011, as follows:

Tuesday, March 1	Regular meetings for the City Council and Redevelopment Agency at 5:00 P.M. for the closed session agenda and 6:00 P.M. for the business agenda.
Tuesday, March 15	Regular meetings for the City Council and Redevelopment Agency (with present Council/Agency Members) at 5:00 P.M. for the closed session agenda and 6:00 P.M. for the business agenda.
Tuesday, March 22	Adjourned Regular meeting (Council only) at 6:00 P.M., Congresswoman Juanita Millender-McDonald Community Center (with present Council) at 6:00 P.M., for the certification of results, swearing-in ceremony and selection of the mayor pro tempore with the cake and punch reception to follow immediately.

## III. ALTERNATIVES

RESCHEDULE the meeting as deemed by the City Council.

**IV. BACKGROUND**

In accordance with Elections Code Sections 10262(a) and 10263(a) (Exhibit No. 2), and upon completion of the canvass no later than the Friday after the election, the Elections Official shall certify the results to the governing body, which shall, no later than the fourth Friday after the election, comply with the applicable provisions of Section 10263(a). The City Council shall meet for the certification of results and adopt a resolution reciting the fact of the election, declare elected the persons for whom the highest number of votes were cast for the offices, hold the swearing-in ceremony, and choose one of its number as mayor pro tempore as set forth in Government Code Section 36801 (Exhibit No. 3).

**V. FISCAL IMPACT**

Not known at this time.

**VI. EXHIBITS**

1. Calendar for the month of March, 2011. (pg. 3)
2. Elections Code Sections 10262(a) and 10263(a). (pgs. 4 and 5)
3. Government Code Section 36801. (pg. 6)

Document10

Prepared by: Helen Kawagoe, City Clerk  
G:Staff Reports/March Meeting Schedule (2011).doc

TO:Rev010511

Reviewed by:

<u>City Clerk</u>	<u>City Treasurer</u>
<u>Administrative Services</u>	<u>Development Services</u>
<u>Economic Development Services</u>	<u>Public Services</u>

**Action taken by City Council**

Date \_\_\_\_\_ Action \_\_\_\_\_

# MARCH

SUN	MON	TUES	WED	THUR	FRI	SAT
		1 60	2 61	3 62	4 63	5 64
6 65	7 66	8 67 Municipal Elections	9 68 Ash Wednesday	10 69	11 70	12 71
13 72 Spring Ahead	14 73	15 74	16 75	17 76 St. Patrick's Day	18 77	19 78
20 79	21 80	22 81	23 82	24 83	25 84	26 85
27 86	28 87	29 88	30 89	31 90 Cesar Chavez Day		

## ELECTIONS CODE

### SECTION 10260-10266

10260. The votes shall be counted, the result of the votes cast shall be posted, the supplies and records of the election shall be returned to the city elections official and shall be disposed of by him or her in accordance with the provisions of this code governing elections generally, so far as they may be applicable.

10261. The city elections official, or a canvassing board appointed by him or her, shall count the votes cast by vote by mail voters. The city elections official or board shall commence this count as soon as the polls close on the day of election, and the count shall continue, for not less than six hours each day providing ballots remain to be counted, until all vote by mail voter ballots have been received within the time provided by law. The result of the vote by mail vote count shall be included with the canvass of returns from the precincts.

The canvassing board, if any, shall be appointed, and the vote by mail vote count shall be conducted in the manner prescribed by Chapter 1 (commencing with Section 15000) of Division 15, insofar as that chapter is not inconsistent with this section.

➔ 10262. The canvass shall be conducted by the elections official. Sections 15302 and 15303 shall govern the conduct of the canvass. Upon the completion of the canvass, the elections official shall certify the results to the governing body.

(a) Except as provided in subdivision (b), the canvass shall be completed by the elections official no later than the fourth Friday after the election. Upon completion of the canvass, the elections official shall certify the results to the governing body which shall, no later than the fourth Friday after the election, comply with the applicable provisions of Section 10263.

(b) For a consolidated election, the city elections official, upon receipt of the results of the election from the elections official conducting the election, shall certify the results to the governing body which shall, no later than the next regularly scheduled city council meeting following presentation of the 28-day canvass of the returns, or at a special meeting called for this purpose, comply with the applicable provisions of Section 10263.

➔ 10263. Upon the completion of the canvass and before installing the new officers, the governing body shall adopt a resolution reciting the fact of the election and the other matters that are enumerated in Section 10264. The governing body shall declare elected the persons for whom the highest number of votes were cast for each office.

(a) Except as provided in subdivision (b), the governing body shall meet at its usual place of meeting no later than the fourth



## EXHIBIT 2

Friday after the election to declare the results and to install the newly elected officers.

(b) For a consolidated election, the governing body shall meet at its usual place of meeting no later than the next regularly scheduled city council meeting following presentation of the 28-day canvass of the returns, or at a special meeting called for this purpose, to declare the results and to install the newly elected officers.

10264. As soon as the result of the election is declared, the elections official of the governing body shall enter on its records a statement of the result.

The statement shall show:

- (a) The whole number of votes cast in the city.
- (b) The names of the persons voted for.
- (c) The measures voted upon.
- (d) For what office each person was voted for.
- (e) The number of votes given at each precinct to each person and for and against each measure.
- (f) The number of votes given in the city to each person and for and against each measure.

10265. The elections official shall immediately sign and deliver to each person elected a certificate of election. He or she shall also administer to each person elected the oath of office prescribed in the California Constitution.

10266. Recount of votes in municipal elections shall be governed by Article 1 (commencing with Section 15600) of Chapter 12 of Division 15.

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## GOVERNMENT CODE

### SECTION 36801-36815



36801. The city council shall meet at the meeting at which the declaration of the election results for a general municipal election is made pursuant to Sections 10262 and 10263 of the Elections Code and, following the declaration of the election results and the installation of elected officials, choose one of its number as mayor, and one of its number as mayor pro tempore.

36802. The mayor shall preside at the meetings of the council. If he is absent or unable to act, the mayor pro tempore shall serve until the mayor returns or is able to act. The mayor pro tempore has all of the powers and duties of the mayor.

36803. The mayor may make or second any motion and present and discuss any matter as a member of the council.

36804. If the city clerk is absent, the deputy city clerk shall act. If there is none, the mayor shall appoint one of the council members as city clerk pro tempore.

36805. The city council shall hold regular meetings at least once a month at times fixed by ordinance or resolutions. It may adjourn any regular or adjourned meeting to a date specified in the order of adjournment. When so adjourned, the adjourned meeting is a regular meeting for all purposes.

36807. At any special meeting the city council shall act only on matters referred to in the notice or consent.

36809. When an order of adjournment of a regular meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

36810. A majority of the council constitutes a quorum for transaction of business. Less than a majority may adjourn from time to time, and compel attendance of absent members in the manner and under the penalties prescribed by ordinance.



## EXHIBIT 3