



City of Carson Report to Successor Agency

January 15, 2013
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 5, 2013

Submitted by Donesia L. Gause, CMC
Agency Secretary

Approved by David C. Biggs
Executive Director

THIS IS A JOINT AGENDA ITEM

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 5, 2013.

This item is presented for the purpose of considering the meeting schedule for the month of March, 2013.

II. RECOMMENDATION

APPROVE the meeting schedule for the month of March, 2013, for the City Council, Successor Agency, and Housing Authority as follows:

Tuesday, March 5 No meetings due to 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.

Wednesday, March 6 Adjourned regular meetings for the City Council, Successor Agency, and Housing Authority at 5:00 P.M. for the closed session agenda and 6:00 P.M. for the business agenda.

Tuesday, March 19 Regular meetings for the City Council, Successor Agency, and Housing Authority (with present Council/Agency/Authority Members) at 5:00 P.M. for the closed session agenda and 6:00 P.M. for the business agenda.

Wednesday, March 27 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.

III. ALTERNATIVES

RESCHEDULE the meetings as deemed by the City Council, Successor Agency, and Housing Authority.

IV. BACKGROUND

Section 2403(A) of the Carson Municipal Code provides, in part, that regular meetings of the City Council shall be held on the first and third Tuesdays of each month at the hour of 5:00 P.M. If any such day is on a holiday, then the meeting shall be held on the next succeeding day which is not a holiday. If any such day is a statewide election day or a regular or special municipal election day, then the meeting shall be held on the next succeeding day or on any such other day as determined by the City Council (Exhibit 2).

In accordance with Elections Code Sections 10262(a) and 10263(a) (Exhibit No. 3), 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. 4).

V. FISCAL IMPACT

Not known at this time.

January 15, 2013

VI. EXHIBITS

1. Calendar for the month of March, 2013. (pg. 4)
2. Carson Municipal Code Section 2403(A) (pg. 5)
3. Elections Code Sections 10262(a) and 10263(a). (pgs. 6 and 7)
4. Government Code Section 36801. (pg. 8)

G:\Staff Reports\Election Day Meetings CC (GME 3-5-13).Doc

Prepared by: Donesia L. Gause, City Clerk/Successor Agency Secretary/Authority Secretary

TO:Rev03-08-12

Reviewed by:

City Clerk	City Treasurer
Administrative Services	Development Services
Economic Development	Public Services

Action taken by Successor Agency

Date_____ Action_____

2013

MARCH

SUN	MON	TUES	WED	THUR	FRI	SAT
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					1 60	2 61
3 62	4 63	5 64 General Law Election	6 65	7 66	8 67	9 68
10 69 Spring Ahead	11 70	12 71	13 72	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 Palm Sunday	25 84	26 85 Passover	27 86	28 87	29 88 Good Friday	30 89
31 90 Easter Sunday Cesar Chavez Day						

EXHIBIT 1



6:00 p.m. (Ord. 2, § 2402; Ord. 69-108, § 2; Ord. 90-930, § 1; Ord. 91-960U, § 1; Ord. 91-960, § 1)



2403 Council Meetings.

A. Regular Meetings. Regular meetings of the City Council shall be held on the first and third Tuesdays of each month at the hour of 5:00 p.m. If any such day is on a holiday, then the meeting shall be held on the next succeeding day which is not a holiday. If any such day is a Statewide election day or a regular or special municipal election day, then the meeting shall be held on the next succeeding day or on such other day as determined by the City Council. At the second regular meeting in March of each even-numbered year, the Council shall organize and select a Mayor Pro Tempore. In odd-numbered years, the Council shall organize and select a Mayor Pro Tempore at the meeting at which the declaration of its regular election results is made immediately following the installation of officers in accordance with Government Code Section 36801.

B. Special Meetings. The Council shall hold special meetings when called by order of the Mayor, or in the absence of the Mayor by the Mayor Pro Tempore, or by a majority of the Council. All meetings shall be in the Council Chambers or the adjacent Council Conference Room in the City Hall unless otherwise determined by the Council; any other place of meeting shall be shown in the notice of meeting.

C. Closed Sessions. Closed sessions held pursuant to law shall be subject to the provisions of CMC 2407, 2408, 2409, 2413(A), 2414, and all other applicable provisions of this Chapter. Prior to holding a closed session regarding pending litigation, a statement shall be made as to which subdivision of Government Code Section 54956.9 it is pursuant. Upon the Council's return to the open meeting following the closed session, the presiding officer or designee shall publicly announce the action taken in the closed session terminating or disposing of the matter acted upon in accordance with the action and direction of the Council, except closed sessions regarding pending litigation after which the City Attorney shall prepare and submit a memorandum pursuant to Government Code 54956.9.

D. Notice of Meeting. Notice of all special meetings shall be given by the City Clerk to all members of the Council, to the City Attorney, to the City Administrator and to representatives of all newspapers and radio stations which have so requested in writing, and a copy thereof shall be posted in one (1) public place designated by the City Council that is freely accessible to members of the public. All such notices shall be given in writing at least twenty-four (24) hours prior to the time of such meeting and shall specify the time and place of the special meeting and the business to be transacted. Any such notice may be waived by a member of the City Council, by filing with the City Clerk a written waiver of notice at or prior to the time of the meeting. Such waiver may be given by telegram. Attendance at the time and place specified shall be deemed a waiver of notice of such meeting. (Ord. 2, § 2403; Ord. 36, § 1; Ord. 69-63, § 2; Ord. 70-131; Ord. 72-236, §§ 1, 2; Ord. 77-400, § 1; Ord. 77-415, § 1; Ord. 79-462, § 1; Ord. 87-818, § 1; Ord. 95-1053, § 1; Ord. 98-1144, § 1; Ord. 01-1226, § 1; Ord. 07-1394, § 4)

2404 Presenting Matters to Council – Agendas. Amended Ord. 12-1486

A. The City Manager shall prepare an agenda, including all such matters to be considered thereon, for consideration and disposition in the order established by resolution of the City Council, unless such order or category is otherwise ordered by the Mayor with the approval of the entire Council.



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



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.



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.

