

**STAFF REPORT**  
**City of Lancaster**

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MVB

Date: October 22, 2013

To: Mayor Parris and City Council Members

From: Allison E. Burns, Esq., City Attorney  
Geri K. Bryan, CMC, City Clerk

Subject: **General Municipal Election – April 8, 2014**

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**Recommendations:**

- A. Adopt **Resolution No. 13-57**, calling and giving notice of the holding of a General Municipal Election to be held on Tuesday, April 8, 2014, for the election of certain officers as required by the provisions of the California Election Code.
- B. Adopt **Resolution No. 13-58**, requesting the Board of Supervisors of the County of Los Angeles to render specified services to the City related to the conduct of a General Municipal Election to be held on Tuesday, April 8, 2014.
- C. Adopt **Resolution No. 13-59**, adopting regulations for candidates for elective office, pertaining to filing fees and candidate statements submitted to the voters at an election to be held on Tuesday, April 8, 2014.
- D. Adopt **Resolution No. 13-60**, providing for the conduct of a special runoff election for elective offices in the event of a tie vote at the General Municipal Election to be held on Tuesday, April 8, 2014.

**Background:**

During odd numbered years, the City Council adopts the necessary resolutions to proceed with the General Municipal Election in April of even-numbered years. The resolutions referenced, fulfill certain legal requirements to conduct the General Municipal Election; requesting information and supplies from the County of Los Angeles; guidelines and costs associated with candidate statements; provisions to conduct a special runoff election to resolve a tie vote if necessary.

Pursuant to Election Code 1301, the General Municipal Election of the City of Lancaster will be held on Tuesday, April 8, 2014, for the purpose of filling two Council Member seats for a term of four years.

The City will request the need for the County of Los Angeles to provide voter registration information and certain supplies for the polling locations, pursuant to Elections Code 10002.

It is also important that the City remain in compliance with the Federal Voting Rights Act, providing for language translation as identified by the City Clerk. Candidates have the option of providing a candidate statement of not more than 400 words, stating the candidate's background, education, and qualifications as expressed by the candidate. All candidates filing nomination papers according to Election Code 10228 and the Lancaster Municipal Code are required to pay a filing fee of \$25.00. Additionally, the City Clerk shall estimate the costs associated with candidate statements and is not bound by this estimate.

The filing period for the April 8, 2014 election shall open Monday, December 16, 2013 and shall close at 5:00 p.m. on Friday, January 10, 2014. In accordance with Elections Code 10225, if any incumbents for a specific office fail to file by the close of the workday on January 10, 2014, the filing period will be extended (5) five calendar days for that specific office, for *non-incumbents only*, thus closing Wednesday, January 15, 2014 at the close of the workday – 6:00 p.m.

Staff is requesting Council approval of all resolutions to be in compliance with the Elections Code and allowing staff to move forward with the election process.

**Attachments:**

Resolution No. 13-57

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