



**CITY of GARDENA**

1700 WEST 162<sup>nd</sup> STREET / GARDENA, CALIFORNIA 90247-3732 / PHONE (310) 217-9500  
WEB SITE: [www.ci.gardena.ca.us](http://www.ci.gardena.ca.us)

MARK E. HENDERSON, *Mayor Pro Tem*  
TASHA CERDA, *Councilmember*  
DAN MEDINA, *Councilmember*  
TERRENCE TERAUCHI, *Councilmember*

MINA SEMENZA, *City Clerk*  
J. INGRID TSUKIYAMA, *City Treasurer*  
MITCHELL G. LANSDELL, *City Manager*  
PETER L. WALLIN, *City Attorney*

October 28, 2016

Ms. Lori Glasgow, Executive Officer  
Board of Supervisors  
Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 383  
Los Angeles, CA 90012

SUBJECT: **CITY OF GARDENA RESOLUTIONS RELATED TO THE  
GENERAL MUNICIPAL ELECTION OF MARCH 7, 2017**

Dear Ms. Glasgow:

Enclosed are certified copies of Resolution No. 6243, calling and giving Notice of a General Municipal Election to be held on Tuesday, March 7, 2017, and Resolution No. 6244, requesting the Board of Supervisors of the County of Los Angeles to direct the Registrar-Recorder/County Clerk to Administer, Manage, and Oversee the City of Gardena's General Municipal Election to be held on Tuesday, March 7, 2017; and request for consolidation of the General Municipal Election with any countywide election held on March 7, 2017. Also, enclosed is a certified copy of City of Gardena and Resolution No. 6246, adopting regulations for candidates for Elective Office pertaining to Candidates statements submitted to the voters at an election to be held on Tuesday, March 7, 2017. These Resolutions were approved, passed and adopted by the City Council of the City of Gardena in regular session on October 25, 2016.

Please call the City Clerk's Office at (310) 217-9565 if you have any questions.

Sincerely,

*Becky Romero*

Becky Romero  
Deputy City Clerk

/br  
Enclosures

cc: City Manager  
City Attorney

**ADOPTED**

**BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES**

**55 November 15, 2016**

*Lori Glasgow*

LORI GLASGOW  
EXECUTIVE OFFICER

**RESOLUTION NO. 6243**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, MARCH 7, 2017, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on March 7, 2017, for the election of Municipal Officers.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Gardena, California, on Tuesday, March 7, 2017, a General Municipal Election for the purpose of electing one (1) Mayor, two (2) Members of the City Council, one (1) City Treasurer, and one (1) City Clerk for the full term of four (4) years each.

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed, and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

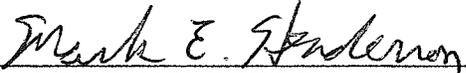
SECTION 4. That the polls for the election shall be open at seven o'clock a.m. (7:00 a.m.) of the day of the election and shall remain open continuously from that time until eight o'clock p.m. (8:00 p.m.) of the same day when the polls shall be closed, except as provided in § 14401 of the Elections Code of the State of California.

SECTION 5. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 6. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner, as required by law.

SECTION 7. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**Passed, approved and adopted this 25<sup>th</sup> day of October, 2016.**

  
\_\_\_\_\_  
MARK E. HENDERSON, Mayor Pro Tem

ATTEST:

  
\_\_\_\_\_  
for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
PETER L. WALLIN, City Attorney

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES       ) SS:  
CITY OF GARDENA                )

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6243** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **25th** day of **OCTOBER, 2016**, and that the same was so passed and adopted by the following roll call vote:

AYES:     COUNCIL MEMBERS MEDINA, TERAUCHI, CERDA AND MAYOR PRO TEM  
           HENDERSON  
  
NOES:     NONE  
  
ABSENT:   NONE

Becky Romero  
City Clerk of the City of Gardena, California

(SEAL)

RESOLUTION NO. 6244

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO DIRECT THE REGISTRAR-RECORDER/COUNTY CLERK TO ADMINISTER, MANAGE, AND OVERSEE THE CITY OF GARDENA'S GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, MARCH 7, 2017; AND REQUEST FOR CONSOLIDATION OF THE GENERAL MUNICIPAL ELECTION WITH ANY COUNTYWIDE ELECTION HELD ON MARCH 7, 2017**

WHEREAS, the City Council of the City of Gardena called a General Municipal Election to be held on Tuesday, March 7, 2017, for the purpose of the election of a Mayor, two (2) Members of the City Council, a City Treasurer, and a City Clerk; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with a potential Special Countywide Election to be held on the same date and that within the City the precincts, polling places, and election officers of the two elections be the same, and that the County Elections Official canvass the returns of the General Municipal Election, and that the election be held in all respects as if there were only one election; and

WHEREAS, Elections Code section 10002 authorizes the City to request by resolution that the Board of Supervisors authorize the County Elections Official to conduct specified election services.

NOW, THEREFORE, THE CITY COUNCIL OF GARDENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of *the laws of State of California relating to General Law cities*, and the Gardena Municipal Code, there is called and ordered to be held in the City of Gardena, California, on Tuesday March 7, 2017, a General Municipal Election for the purpose of the election of a Mayor, two (2) Members of the City Council, a City Treasurer, and a City Clerk.

SECTION 2. That the City Council requests the Board of Supervisors to direct the Registrar-Recorder/County Clerk to administer, manage, and oversee all facets of the City of Gardena's March 7, 2017, General Municipal Election and, further, direct the Registrar-Recorder/County Clerk to perform all necessary functions, services and tasks related to: the complete and successful conduct of the election; the provision of all election materials and equipment; the hiring, training and supervision of poll workers and other election personnel; the printing and distribution of ballot materials; the translation of ballot materials; the collection of submitted ballots; the tallying of votes; canvassing and the certification of election results.

SECTION 3. That the City Council further requests the Board of Supervisors to consent and agree to the consolidation of the City of Gardena's General Municipal Election with a Special Countywide Election that may be held on March 7, 2017, and that the County of Los Angeles take all necessary steps to hold a consolidated election.

SECTION 4. That the City Council understands that, should a Special Countywide Election not be held on March 7, 2017, the Board of Supervisors will direct the Registrar-Recorder/County Clerk to administer the General Municipal Election for the City of Gardena and to apply the same cost estimate provided to the City of Gardena on September 23, 2016. This provision is pursuant to action taken by the Board of Supervisors of the County of Los Angeles on September 13, 2016.

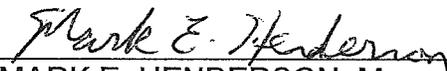
SECTION 5. That the City of Gardena recognizes that all necessary expenses incurred by the County in performing these services shall be paid by the City of Gardena, in accordance with the cost estimate provided by the Registrar-Recorder/County Clerk on September 23, 2016, as described in Section 4. Should the County not conduct a Special Countywide Election on March 7, 2017, the County will conduct the city's election and has agreed to pay the difference between the total cost of the election without a Countywide measure less the estimated amount provided on September 23, 2016, to ensure a cost neutral effect for the City.

SECTION 6. That in all particulars not otherwise specifically provided in this Resolution, the Election shall be held and conducted as provided by law.

SECTION 7. That the City Clerk is directed to file an original certified copy of this Resolution with the Board of Supervisors and a copy with the County Elections Official.

SECTION 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**Passed, approved and adopted this 25<sup>th</sup> day of October, 2016.**

  
MARK E. HENDERSON, Mayor Pro Tem

ATTEST:

  
for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
PETER WALLIN, City Attorney

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES       ) SS:  
CITY OF GARDENA                )

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6244** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **25th** day of **OCTOBER, 2016**, and that the same was so passed and adopted by the following roll call vote:

AYES:     COUNCIL MEMBERS MEDINA, TERAUCHI, CERDA AND MAYOR PRO TEM  
          HENDERSON

NOES:     NONE

ABSENT:  NONE

Becky Romero  
City Clerk of the City of Gardena, California

(SEAL)

## RESOLUTION NO. 6246

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, MARCH 7, 2017

WHEREAS, §13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. GENERAL PROVISIONS. That pursuant to §13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of Gardena on March 7, 2017, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers, and until 5:00 p.m. of the next working day after the close of the nomination period.

#### SECTION 2. FOREIGN LANGUAGE POLICY

A. Pursuant to the Federal Voting Rights Act, the City is required to translate candidates' statements into the following languages: Spanish, Japanese, Korean, and Vietnamese. Pursuant to State law, the candidate's statement must be translated and printed in any language at the candidate's request.

B. The City Clerk shall:

##### 1. Translations

- (a) Have all candidates' statements translated into the languages specified in A of SECTION 2 above.
- (b) Have translated those statements into the additional languages as requested by the candidate in A of SECTION 2 above.

2. Printing:

- (a) Print any translations of candidates' statements who so request printing in the main voter pamphlet. The main voter pamphlet will be an English pamphlet, also containing candidate statement translations if requested by the candidate.
- (b) Have all translations made available upon request in the office of the City Clerk.

SECTION 3. PAYMENT.

A. Translations

- 1. The candidate shall not be required to pay for the cost of translating the candidate's statement into any required foreign language as specified in (A) and/or (B) of SECTION 2 above, pursuant to Federal and/or State law.
- 2. The candidate shall be required to pay for the cost of translating the candidate's statement into any foreign language that is not required as specified in (A) and/or (B) of SECTION 2 above, pursuant to Federal and/or State law, but is requested as an option by the candidate.

B. Printing

- 1. The candidate shall be required to pay for the cost of printing the candidate's statement in English in the main voter pamphlet.
- 2. The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language required in (A) of SECTION 2 above, in the main voter pamphlet.
- 3. The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language requested by the candidate per (B) of SECTION 2 above, in the main voter pamphlet.

The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final

actual cost. In the event of underpayment, the clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

SECTION 4. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the sample ballot package.

SECTION 5. That the City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 6. That all previous resolutions establishing council policy on payment for candidates' statements are repealed.

SECTION 7. That this resolution shall apply only to the election to be held on March 7, 2017, and shall then be repealed.

SECTION 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

**Passed, approved and adopted this 25<sup>th</sup> day of October, 2016.**

  
MARK E. HENDERSON, Mayor Pro Tem

ATTEST:

  
for MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
PETER L. WALLIN, City Attorney

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES       ) SS:  
CITY OF GARDENA                )

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6246** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **25th** day of **OCTOBER, 2016**, and that the same was so passed and adopted by the following roll call vote:

AYES:     COUNCIL MEMBERS MEDINA, TERAUCHI, CERDA AND MAYOR PRO TEM  
           HENDERSON  
  
NOES:     NONE  
  
ABSENT:   NONE

Becky Romero  
City Clerk of the City of Gardena, California

(SEAL)