

# SIERRA COUNTY

Clerk-Recorder  
P.O. Drawer D  
Downieville, California 95936  
Telephone (530) 289-3295  
Fax (530) 289-2830



Heather Foster  
Clerk-Recorder

June 15, 2018

To: City of Loyalton

From: Melissa Kinneer, Sierra County Elections Department

Re: Deadlines for the November 6, 2018 ballot

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The deadline for consolidating an election with the November 6, 2018 General Election is fast approaching. If your governing board wishes to consolidate with the General Election you must file a resolution with our office that does the following:

1. orders the election;
2. requests the Sierra County Elections Department to conduct the election, and
3. consolidates the election with any other jurisdiction holding an election on the same day.

The important deadlines to note are:

- **July 5, 2018 – Special Districts and Cities deliver Notice of Election to County Clerk**
- **August 1, 2018 – deadline for governing bodies to file their resolutions calling their election.**

The following documents are enclosed to assist your governing body in calling and consolidating an election with the November 6, 2018 General Election:

- Sample Resolution of the Election Order for Cities and Special Districts.
- Notice of Election for Special Districts and Cities.

If you have any questions regarding the above information please feel free to contact our office at (530) 289-3295.

Sincerely,

Melissa Kinneer  
Chief Deputy Clerk-Recorder

Enclosures

**Special Districts and Cities MUST file by ..... July 5, 2018**

**NOTICE TO COUNTY CLERK  
OF ELECTIVE OFFICES TO BE FILLED  
AND  
TRANSMITTAL OF MAP AND BOUNDARIES**

**CITY OF LOYALTON**

To the County Clerk of Sierra County:

- (1) Notice is hereby given that the elective offices of the district/city to be elected at large at the general election scheduled for November 6, 2018, are as follows:

**(PLEASE PRINT OR TYPE)**

<u>OFFICE</u>	<u>INCUMBENT'S NAME</u>	<u>TERM</u>
Council member	Mark Marin	4 years
Council member	Vacant	4 years
Council Member	Vacant	2 years
Council Member	Joy Markum	2 years
City Clerk	Vacant	2 years

**SPECIAL DISTRICTS:** No election will be held if there are an insufficient number of nominees.

**CITIES:** If there is an insufficient number of nominees, city council will decide to fill the office by appointment by E-75 or proceed with the election. If any city measure is on the ballot, the election is held regardless.

- (2) The qualifications of a nominee of an elective officer of the district/city are as follows (i.e. a registered voter in the district/city):
- (3) The Candidate's Statement of Qualifications shall be limited to 200 words.

The candidate is responsible for paying the cost of publishing the Candidate's Statement of Qualifications in the Voter's Information Pamphlet at the time of filing his/her statement.

**CHECK ONE:**    YES                          NO        The District/City will pay the cost of publishing the Candidate's Statement of Qualifications.

Candidates for special districts pay the County Clerk. Candidates for city offices pay the City Clerk.

- (4) Tie votes for City and District elections are resolved by lot according to Elections Code §15651 and §10551.
- (5) A map showing the boundaries of the district within this county are on file in the County Clerk's office.

(Seal of the District/City)

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature (District Secretary/City Clerk)

Resolution No. 5-2018

**RESOLUTION ORDERING AN ELECTION,  
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION,  
AND REQUESTING CONSOLIDATION OF THE ELECTION**

**CITY OF LOYALTON**

**WHEREAS**, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election; and

**WHEREAS**, the resolution of the governing body of the city or district shall specify the services requested; and

**WHEREAS**, pursuant to Elections Code Section 10002, the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

**WHEREAS**, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

**WHEREAS**, pursuant to Elections Code Section 10400, such election for cities and special districts may be either completely or partially consolidated; and

**WHEREAS**, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

**WHEREAS**, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

**WHEREAS**, various district, county, state and other political subdivision elections may be or have been called to be held on November 6, 2018;

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT THE** governing body of the City of Loyalton hereby orders an election be called and consolidated with any and all

elections also called to be held on November 6, 2018 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the city request to the Board of Supervisors of the County of Sierra to order such consolidation under Elections Code Section 10401 and 10403.

**BE IT FURTHER RESOLVED AND ORDERED** that said governing body hereby requests the Board of Supervisors to permit the Sierra County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

**BE IT FURTHER RESOLVED AND ORDERED** that the Sierra County Elections Department conduct the election for the following offices on the November 6, 2018 ballot:

<u>SEATS OPEN</u>	<u>OFFICE TERM</u>
2 Council Members	4 years
2 Council Members	2 years
1 City Clerk	2 years

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018 by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

\_\_\_\_\_  
Chairperson of said Governing Board

Attested: \_\_\_\_\_  
Secretary

Kathy LeBlanc

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**From:** Steven C. Gross [gross@PorterSimon.com]  
**Sent:** Wednesday, June 20, 2018 12:25 PM  
**To:** Kathy LeBlanc  
**Subject:** RE:

Hi Kathy,

I answered this question at the last meeting I attended. I believe they can move money from the reserve account with an affirmative vote from all 3 Council members. An affirmative vote of all 3 Council members means that 100% of the Council supports the action. The policy only requires 4/5, or 80%. So with 100, they exceed what the policy requires. Let me know if you need more on tis. Thanks

Steve



Steven C. Gross  
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530.587.2002 ext. 4485 | 530.587.1316 fax

[gross@portersimon.com](mailto:gross@portersimon.com) | [www.portersimon.com](http://www.portersimon.com)

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**From:** Kathy LeBlanc [<mailto:cityofloyalton@digitalpath.net>]  
**Sent:** Wednesday, June 20, 2018 12:01 PM  
**To:** Steven C. Gross  
**Subject:**

Hi Steve,  
A issue was raised at the meeting last night about the 4/5 vote for pulling from reserve account. Do they have to have a new vote that states they can do it with the three of them. If you have questions call Tracy.  
Kathy



Tracy Smith &lt;loyalton.klombardi@gmail.com&gt;

**FW: Invoice 7300057067**

5 messages

Kathy LeBlanc <cityofloyalton@digitalpath.net>  
To: Klm Lombardi <loyalton.klombardi@gmail.com>

Thu, May 24, 2018 at 11:41 AM

**From:** Sandra Thompson [mailto:Sandra.Thompson@amiad.com]  
**Sent:** Thursday, May 24, 2018 7:49 AM  
**To:** Cityofloyalton@digitalpath.net  
**Subject:** Invoice 7300057067

 Invoice 7300057067.pdf  
79K

Tracy Smith <loyalton.klombardi@gmail.com>  
To: Nicki Furtaw <nfurtaw@farwestengineering.com>, Kathy LeBlanc <cityofloyalton@digitalpath.net>

Fri, May 25, 2018 at 11:41 AM

Good Wet Friday Before a Three Day Weekend to All!!!!

Nikki,

should I process and pay this invoice before requesting approval from USDA? Is this one of the one's we will pay out of the WWTP Settlement Account and then reimburse once received from the USDA? Please advise, thanks Doll, have a great weekend!

Tracy  
[Quoted text hidden]

Tracy Smith  
City of Loyalton  
530-993-6750

 Invoice 7300057067.pdf  
79K

Nicki Furtaw <nfurtaw@farwestengineering.com>  
To: Tracy Smith <loyalton.klombardi@gmail.com>, Kathy LeBlanc <cityofloyalton@digitalpath.net>

Tue, May 29, 2018 at 9:48 AM

Good morning Tracy,

Sorry for the delayed response I was out on Friday and just got in today. If you have received approval to pay some of these invoices out of the WWTP settlement account and then reimburse it back later, this is one that I would go ahead

5/30/2018

Gmail - FW: Invoice 7300057067

and pay. It is a net 30 and due on or before 6/23 so it may be easier to go ahead and pay it then to try and get it submitted and approved before it is late. Hope your holiday weekend was great!!

Thanks,



Nicki Furtaw, E.I.

(775) 997-7483

**From:** Tracy Smith [mailto:loyalton.klombardi@gmail.com]  
**Sent:** Friday, May 25, 2018 11:42 AM  
**To:** Nicki Furtaw <nfurtaw@farwestengineering.com>; Kathy LeBlanc <cityofloyalton@digitalpath.net>  
**Subject:** Fwd: FW: Invoice 7300057067

[Quoted text hidden]

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**Kathy LeBlanc** <cityofloyalton@digitalpath.net>  
**To:** Kim Lombardi <loyalton.klombardi@gmail.com>

Tue, May 29, 2018 at 1:59 PM

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**From:** Nicki Furtaw [mailto:nfurtaw@farwestengineering.com]  
**Sent:** Tuesday, May 29, 2018 9:48 AM  
**To:** Tracy Smith; Kathy LeBlanc  
**Subject:** RE: FW: Invoice 7300057067

[Quoted text hidden]

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**Tracy Smith** <loyalton.klombardi@gmail.com>  
**To:** Nicki Furtaw <nfurtaw@farwestengineering.com>  
**Cc:** Kathy LeBlanc <cityofloyalton@digitalpath.net>

Wed, May 30, 2018 at 11:28 AM

Good Morning,

Great weekend, just got back, hope yours was equally fun. I will confirm with council that we are using those funds and then yes, I will pay that one as well as the Hach Invoice we just received.

[Quoted text hidden]