



County of Santa Cruz

COUNTY CLERK / ELECTIONS

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GAIL L. PELLERIN, COUNTY CLERK

May 17, 2007

To: Board of Supervisors, Special Districts, School Districts and Cities
From: Crystal Bertheau, Santa Cruz County Elections Department
Re: Information for the June 3, 2008 California Primary Election

The deadline for calling an election for a measure on the June 3, 2008 California Primary Election is fast approaching. If your board is planning a measure for the June 3, 2008 ballot, you must file a resolution that does the following: 1) orders the election; 2) requests the Santa Cruz County Elections Department to conduct the election, and 3) consolidates it with any other jurisdiction holding an election on that same day.

If you need to call a special election to fill a vacancy please call us at 454-2060 to obtain materials you will need.

The important deadlines for the **June 3, 2008** election to note are:

- December 2007/January 2008 – suggested month that your governing body hold a meeting to adopt the resolution calling the election;
- February 1, 2008 (**EARLY** deadline)-governing bodies are encouraged to file their resolutions calling their election by this date;
- March 7, 2008 (**FINAL** deadline) – last day for governing bodies to file their resolutions calling their election.

The following documents are attached to assist your governing body in calling and consolidating an election with the February 5, 2008 Primary Election.

- Attachment A – Administrative Calendar
- Attachment B – How to Place a Measure on the Ballot
- Attachment D – Sample Resolution of the Election Order for School Districts
- Attachment E – Sample Resolution of the Election Order for Special Districts

If you need our assistance, please contact me at 454-2408 or e-mail me at crystal.bertheau@co.santa-cruz.ca.us. Also, all attachments may be found on our website at www.votescount.com.

ATTACHMENT "A"

Administrative Calendar

Jurisdictions Consolidating Elections with the June 3, 2008 California Primary Election

The materials contained in this calendar represent the research and opinions of the staff at the Santa Cruz County Clerk/Elections Department. The contents of this calendar and any legal interpretations contained herein are not to be relied upon as being correct either factually or as legal opinion. Reliance on the content without prior submission to and approval of your appropriate public counsel is at the reader's risk.

Please call 831-454-2060 if you have any questions or comments or visit our website at www.votescount.com Thank you.

All references are to the California Elections Code unless otherwise noted.

Calendar Key – "E" stands for Election. The minus sign and the number after "E" indicates the number of days until the election. The plus sign and the number after "E" indicates the number of days after the election.

If there is an asterisk by the date, the deadline falls on a weekend or holiday and, in most cases, has been moved to the next business day.

EARLY suggested deadlines are provided in the calendar below for jurisdictions that can meet them. These EARLY deadlines are necessary in order for the Elections Department to meet printing and mailing schedules. FINAL deadlines are noted as such. Thank you for your cooperation.

**December, 2007
January, 2008**

EARLY

Resolution Calling Election and Consolidating with the June Election – Adopted by Jurisdictions

Before February 1, if special districts, school districts, cities or the county are going to submit a measure to the voters in the June election, the governing boards are encouraged to adopt this month a resolution to call the election and consolidate the measure with the June election.

Resolutions calling an election of ballot measures must be accompanied by ballot measure text, if any, and the ballot question containing 75 words or less.

§13247

<p>Dec. 28, 2007 to Feb. 6, 2008 (E-158 to E-118)</p>	<p>Signatures in Lieu of Filing Fee – Judicial Candidates</p> <p>Between these dates a judicial candidate may obtain signature-in-lieu forms from the county elections official for circulating petitions to secure signatures in-lieu of paying all or part of the filing fee. Signatures may also be applied to the nomination signature requirements for office.</p> <p style="text-align: right;">(§8061, 8105, 8106)</p> <p>The In-Lieu Petition must be filed by the last day. The Elections Department will notify the candidate of any deficiency within 10 days of filing.</p>
<p>Dec. 28, 2007 to Feb. 21, 2008 (E-158 to E-103)</p>	<p>Signatures In Lieu of Filing Fee – U.S. Senate, Congressional, County Candidates, Partisan and Independent Legislative Candidates</p> <p>Between these dates, candidates for the offices of Legislative & Independent Legislative, U.S. Senate, Congress and County Board of Supervisor may obtain signature-in-lieu forms from the county elections official or the Secretary of State for circulating petitions to secure signatures in-lieu of paying all or part of the filing fee. Signatures may also be applied to the nomination signature requirements for office.</p> <p style="text-align: right;">§8061, 8106</p> <p>The In-Lieu Petition must be filed by the last day. The Elections Department will notify the candidate of any deficiency within 10 days of filing. The candidate may then submit by March 7, 2008 additional signatures to replace those that were rejected or pay the balance of the fee.</p>
<p>Dec. 28, 2007 (E-158)</p>	<p>Secretary of State to Prepare Notice of Offices on Primary Ballot</p> <p>At least 158 days before the primary, the Secretary of State shall prepare and transmit to each county election’s official a notice designating all the offices, except those of county officers and judges, for which candidates are to be nominated.</p> <p style="text-align: right;">§12103</p>
<p>Jan. 2* (E-154)</p>	<p>Registration in New Party</p> <p>The last day any person may register to vote and declare intention to affiliate with a particular party in order to qualify that party to participate in the June 3, 2008 primary election candidate nominating process.</p> <p style="text-align: right;">§2187, 5100</p>
<p>Jan. 2* to Jan. 22* (E-154 to E-135)</p>	<p>Report of Registration – 154-day Report</p> <p>During this period, each county elections official shall prepare to send to the Secretary of State a summary statement of the number of persons registered by party affiliation, by county, and by each political subdivision.</p> <p style="text-align: right;">§2187</p>
<p>Jan. 21 (E-134)</p>	<p>County Holiday</p> <p>Office Closed</p>

<p>Jan. 22* (E-135)</p>	<p>New Party Qualification The last day for the Secretary of State to determine whether a new political party has qualified either by registration or by filing a petition. §5100 Minimum registration required: 77, 389 Signatures required for petition: 773, 883</p>
<p>Jan. 28 to Feb. 6 (E-127 to E-118)</p>	<p>Declaration of Intent Between these dates judicial candidates file their Declaration of Intention with the Elections Department. Candidates must pay the entire filing fee at this time, represented by money, signatures or any prorated combination of money and signatures. Must state which office they wish to become a candidate. The filing fee is non-refundable. (§ 8023)</p>
<p>Jan. 28 to Feb. 11 (E-127 to E-113)</p>	<p>Cities Publish Election Notice Between these dates, any city that is consolidating an election with the June primary will publish a Notice of Election one time in a newspaper of general circulation stating:</p> <ul style="list-style-type: none"> • The date and polling hours of the election • Any offices to be filled and any measure to be voted on, including a synopsis of each measure. <p style="text-align: right;">§12101, 12111</p>
<p>Feb. 1 (E-123) EARLY</p>	<p>Submit Resolutions and Measure Text to Elections By this date, special districts, school districts, cities and the county are encouraged to submit the resolution to consolidate a measure with the June election, measure text (if any), and a 75-word ballot question to the Elections Department.</p>
<p>Varies depending on when ballot materials are filed.</p>	<p>10-day Public Inspection for Measures Called in February 10-day public inspection of ballot text and abbreviated ballot statements (ballot questions) will begin the day after the ballot materials are filed and continue for 10 continuous days. Documents will be on public display at the Elections Department, 701 Ocean St., Room 210, Santa Cruz. During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. §9190, 9380</p>

<p>Feb. 4 to Mar. 5 (E-120 to E-90)</p>	<p>Notice of Election</p> <p>Between these dates the County Clerk, as a matter of policy, will publish a Notice of Election containing the date of the election, the offices to be filled, where nomination papers are available, and the deadline for filing Declarations of Candidacy.</p> <p>Notice of central counting place may be combined with this notice.</p> <p style="text-align: right;">§12109, 12112</p>
<p>Feb. 14 (E-110) EARLY</p>	<p>Publish Notice Setting Deadline for Filing Arguments</p> <p>For those jurisdictions that submit measure information by Feb. 1, the county elections officials will publish a notice by this date setting the deadline for filing arguments for and against ballot measures for special districts and the county, as well as school district measures, and city measures if so authorized.</p>
<p>Feb. 8 (E-116) suggested date</p>	<p>County Central Committees – Republican, Democratic & American Independent Parties</p> <p>By this date, the county elections official shall compute the number of members of the Democratic, Republican and American Independent county central committee to be elected in each supervisorial district.</p> <p style="text-align: right;">§7226, 7421</p>
<p>Feb. 11 to Mar. 7 (E-113 to E-88)</p>	<p>Candidate Nomination Period</p> <p>Candidate filing period. Persons who want to run for any office on the ballot, including incumbents running for re-election, must file Candidate Nomination Documents during this time period. Forms are obtained from and filed with the County Clerk/Elections Department.</p> <p style="text-align: right;">§10510, 13307</p>
<p>Feb. 11 to Mar. 7 (E-113 to E-88)</p>	<p>Candidate’s Statement of Qualifications—Judicial, County & State Legislative Candidates</p> <p>Between these dates, candidates for judicial, county & State Legislative offices may prepare a statement of qualifications, not to exceed 200 words, to be included in the Voter’s Information Pamphlet. The statement shall be filed and paid for at the time the Declaration of Candidacy is filed. The statement may not be changed, but may be withdrawn up until 5 p.m. on March 10th if the contest closes on the 7th or March 13th if the contest closes on the 12th after the extension period.</p> <p style="text-align: right;">§13307, 13311</p>

<p>Feb. 12 (E-112) EARLY</p>	<p>Board of Supervisors to Consolidate EARLY measures</p> <p>For those jurisdictions that submit their measures for consolidation with the June election early, this is the day the Board of Supervisors would adopt resolutions to consolidate measures.</p> <p>Should the Board of Supervisors decide a fiscal analysis of a county measure needs to be written by the County Auditor, the Board may direct the Auditor to do so at this meeting. (§9160 & 9400 et seq.)</p>
<p>Feb. 25 (E-99) EARLY</p>	<p>Deadline for Filing Arguments for Measures Called by Feb. 1</p> <p>For those jurisdictions that submitted measure information by February 1, on this date arguments for and against measures will be due, as well as tax rate statements (if applicable).</p>
<p>Feb. 18 (E-106)</p>	<p>County Holiday Office Closed</p>
<p>Feb. 26 to Mar. 6 (E-98 to 89)</p>	<p>10-day Public Inspection for Arguments filed Feb. 1</p> <p>10-day public inspection of arguments filed February 1. Documents will be on public display at the Santa Cruz County Clerk/Elections Department, 701 Ocean St., Room 210, Santa Cruz.</p> <p>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p>
<p>Mar. 6 (E-89) EARLY</p>	<p>Deadline for Filing Rebuttals and Analyses to Measures Called in Feb</p> <p>For those jurisdictions that submitted measure information by February 1, on this date Rebuttal Arguments will be due. This is also the deadline for the Impartial Analyses & Fiscal Analysis (if applicable).</p>
<p>Mar. 7 –Mar. 17* (E-88 to E-79) EARLY</p>	<p>10-day Public Inspection for Rebuttals & Analyses filed on February 1</p> <p>10-day public inspection of rebuttals and analyses filed on February 1. Documents will be on public display at the Santa Cruz County Clerk/Elections Department, 701 Ocean St., Room 210, Santa Cruz.</p> <p>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p style="text-align: right;">§9190, 9380</p>

<p>Mar. 7 (E-88) FINAL</p>	<p>Last Day to Submit Resolutions of Consolidation</p> <p>Final deadline for the governing body of a district, city, school or other political subdivision which requests consolidation of a local election for candidates and/or measures to file the request with the county Elections Department. Earlier filing dates are encouraged in order to meet printing schedules.</p> <p style="text-align: right;">§10401, 10402</p>
<p>Varies depending on when ballot materials are filed.</p>	<p>10-day Public Inspection for Measures Called after Feb. 1</p> <p>10-day public inspection of ballot text and abbreviated ballot statements (ballot questions) will begin the day after the ballot materials are filed and continue for 10 continuous days. Documents will be on public display at the Elections Department, 701 Ocean St., Room 210, Santa Cruz.</p> <p>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p style="text-align: right;">§9190, 9380</p>
<p>Mar. 7 (E-88)</p>	<p>Deadline for Filing Tax Rate Statement for Bond Measures</p> <p>Last day to file Tax Rate Statement for any bond measure appearing on the June ballot.</p> <p style="text-align: right;">§9401</p>
<p>Mar. 7 (E-88)</p>	<p>Notification of Mail Ballot Precinct</p> <p>Last day for the county elections official to determine that there are 250 or fewer persons registered to vote in any precinct. The county elections official may then mail to each voter a vote-by-mail ballot along with a statement that there will be no polling place for the primary election.</p> <p style="text-align: right;">§3005</p>
<p>Mar. 8 – Mar. 12 (E-87 to E-83)</p>	<p>Extension of Nomination Period</p> <p>Extension period for anyone other than the incumbent to file a Declaration of Candidacy and Nomination Petition if the incumbent did not file by March 7. This provision does not apply if there is no incumbent eligible to be elected.</p> <p style="text-align: right;">§8022, 8024, 8204</p>
<p>Mar. 11 (E-84) FINAL</p>	<p>Arguments Due for Measures Called After Feb. 1</p> <p>Deadline to submit arguments for or against ballot measures filed after February 1.</p> <p style="text-align: right;">§9163, 9316</p>

<p>Mar. 12 – Mar. 21 (E-83 to E-74)</p>	<p>10-day Public Inspection for Arguments filed Feb. 1</p> <p>10-day public inspection of arguments filed Feb. 1. Documents will be on public display at the Santa Cruz County Clerk/Elections Department, 701 Ocean St., Room 210, Santa Cruz.</p> <p>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p>
<p>Mar. 13, 11 a.m. (E-82)</p>	<p>Randomized Alphabet Drawing</p> <p>Secretary of State shall conduct the randomized alphabet drawing to determine the order in which the candidates will appear on the primary election ballot.</p> <p>On this same day, the County Clerk shall conduct a randomized alphabet drawing for the offices of State Senate and Assembly.</p> <p style="text-align: right;">§13112</p>
<p>Mar. 18 (E-77) FINAL</p>	<p>Deadline for Filing Rebuttals and Analyses to Measures Called after February 1</p> <p>For those jurisdictions that submitted measure information after February 1, on this date Rebuttal Arguments will be due by 5 p.m.</p> <p style="text-align: right;">§9167, 9317</p> <p>County Counsel to submit analysis (§9160, 9313) for county and school/special district measures; City attorney to submit analysis of city measures. (§9280</p> <p>County Auditor, if previously directed by the Board of Supervisors, to submit fiscal analysis of measures.</p> <p style="text-align: right;">§9160</p> <p>Rebuttals and analyses are public after the 5 p.m. deadline. (Department policy)</p>
<p>Mar. 19 to Apr. 1* (E-76 to E-65) FINAL</p>	<p>10-day Public Inspection for Rebuttals and Analyses filed Mar. 18</p> <p>10-day public inspection of rebuttals and analyses filed March 18. Documents will be on public display at the Santa Cruz County Clerk/Elections Department, 701 Ocean St., Room 210, Santa Cruz.</p> <p>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p style="text-align: right;">§9190, 9380</p>

<p>March 22 (E-73)</p>	<p>First Pre-Election Statement</p> <p>Last day to file campaign statements for candidates and committees covering the period ending March 17 (E-78).</p> <p style="text-align: right;">Gov. Code §84200.5, 84200.7(a)</p>
<p>Mar. 27 (E-68)</p>	<p>Certified List of Candidates – Federal and State Offices</p> <p>Last day for the Secretary of State to send to each elections official a list showing the name, party affiliation, and ballot designation of every person who has been nominated as a candidate for public office and is entitled to receive votes within the county at the primary election.</p> <p style="text-align: right;">§8148</p>
<p>Mar 31 (E-64)</p>	<p>County Holiday</p> <p>Office Closed</p>
<p>Apr. 4 (E-60)</p>	<p>Special Absent Voters' Ballot Applications</p> <p>The first day county election officials may process applications for special absent voters' ballots. The application must include the statement that the voter cannot vote an absentee ballot during the normal absentee voting period of May 5 to May 27 because of military or other contingencies that preclude normal mail delivery.</p> <p style="text-align: right;">§300(b), 3103</p>
<p>Apr. 4 to Apr. 14 (E-60 to E-50)</p>	<p>Report of Registration – 60-day County Report</p> <p>During this period, county elections officials shall send to the Secretary of State a summary statement of the number of persons registered by party in their counties and in each political subdivision thereof as of April 4.</p> <p style="text-align: right;">§2187</p>
<p>Apr. 7 to May 20 (E-57 to E-14)</p>	<p>Statement of Write-in Candidacy and Nomination Papers</p> <p>During this period write-in candidates must file their Statement of Write-in Candidacy and Nomination Papers with the county elections official.</p> <p style="text-align: right;">§8601</p>
<p>Apr. 10 (E-54)</p>	<p>54-Day Walking Lists Prepared</p> <p>The County Elections Official will prepare the 54-day voter index that is available for purchase upon written application at a cost of 50 cents per 1,000 names. Lists are available approximately 5 working days after the day the job is run.</p> <p style="text-align: right;">§2184</p>

<p>Apr. 21* (E-45)</p>	<p>State Ballot Pamphlets Available</p> <p>By this date, the Secretary of State shall furnish copies of the State Ballot Pamphlet to cities, counties, members of the Legislature, proponents of statewide ballot measures, public libraries, and educational institutions.</p> <p style="text-align: right;">§9094</p>
<p>Apr. 24 to May 13 (E-40 to E-21)</p>	<p>State Ballot Pamphlet Mailing</p> <p>Between these dates the Secretary of State shall mail state ballot pamphlets to all households in which voters were registered by Friday, April 4 (E-60).</p> <p style="text-align: right;">§9094</p>
<p>Apr. 24 to May 24 (E-40 to E-10)</p>	<p>Counties Mail Sample Ballots / State Ballot Pamphlet Mailing</p> <p>Between these dates the county elections official shall mail a Sample Ballot and polling place notice to each registered voter.</p> <p>Between these dates the Secretary of State shall mail state ballot pamphlets to all households in which voters were registered by Friday, April 4 (E-60). The county will do a supplemental mailing of state pamphlets to voters who register after April 4.</p> <p style="text-align: right;">§9094, 13303, 13304</p>
<p>Apr. 24 (E-40)</p>	<p>Supplemental Independent Expenditure Report</p> <p>Last day to file supplemental independent expenditure reports for committees making independent expenditures of \$1,000 or more in a calendar year to support or oppose a candidate or measure. Independent expenditure reports are filed at the same time and in the same places as would be required if the filer were primarily formed to support or oppose the candidate, measure, or measure qualification affected by the independent expenditure.</p> <p style="text-align: right;">Gov. Code §84203.5</p>
<p>May 5 (E-29)</p>	<p>Establish Precinct Boards and Polling Places</p> <p>Last day for the county Elections Department to appoint board members and polling places and provide a copy to each county central committee and make a copy available to the public.</p> <p style="text-align: right;">§12286, 12318</p>
<p>May 5 (E-29)</p>	<p>Last Day to Register to Vote to Ensure Receipt of Sample Ballot</p> <p>Voter registration cards received by this date (postmark NOT ACCEPTABLE) will be added to the rolls and the voters will receive a Sample Ballot booklet prepared by the county elections official. The voters who submit cards after this date will NOT receive a Sample Ballot booklet, only a notice advising the late registrant that he/she will not receive a Sample Ballot and Voter's Information Pamphlet.</p> <p style="text-align: right;">§9094, 13303</p>

<p>May 5 - May 27 (E-29 to E-7)</p>	<p>Vote-by-Mail Ballot Application Period</p> <p>Between these dates voters may apply for a vote-by-mail ballot from the Elections Department. Under certain conditions voters may obtain an absentee ballot after May 27.</p> <p style="text-align: right;">§3001, 3003</p>
<p>May 5 (E-29)</p>	<p>29-Day Walking Lists Prepared</p> <p>The County Elections Official will prepare the 29-day voter index available for purchase upon written application at a cost of 50 cents per 1,000 names.</p> <p style="text-align: right;">§2184</p>
<p>May 18 to June 2 (E-16 to E-1)</p>	<p>Late Contribution/Independent Expenditure Report</p> <p>During this time late contribution/independent expenditure reports must be filed by FAX, telegram, mailgram, guaranteed overnight mail or deliver in person.</p> <p style="text-align: right;">Gov. Code §84203, 84204</p>
<p>May 18 to June 2 (E-16 to E-1)</p>	<p>24-Hour Statement of Organization Filing Requirement – Recipient Committees & Slate Mailer Organizations</p> <p>During the 16 days immediately preceding an election, any person or entity that qualifies as a recipient committee or slate mailer organization must file a Form 410 within 24 hours by telegram or personal delivery.</p> <p style="text-align: right;">Gov. Code §84101, 84108</p>
<p>May 19 (E-15)</p>	<p>15-day Voter Registration</p> <p>The county elections official shall accept an affidavit of registration executed as part of a voter registration card in the forthcoming election if the affidavit is executed on or before the 15th day prior to the election, and if any of the following apply:</p> <ol style="list-style-type: none"> 1) The affidavit is postmarked on or before the 15th day prior to the election and received by mail by the county elections official. 2) The affidavit is submitted to the Department of Motor Vehicles or accepted by any other public agency designated as a voter registration agency pursuant to the National Voter Registration Act of 1993 (42 U.S.C. Sec. 1973gg) prior to the election. 3) The affidavit is delivered to the county elections official by means other than those described in paragraphs (2) and (3) on or before the 15th day prior to the election. <p style="text-align: right;">§2107</p>

<p>May 20 (E-14)</p>	<p>Bilingual Precinct Board Members</p> <p>By this date, the county elections official shall prepare a list of precincts to which bilingual officials were appointed. A copy of this list shall be made available to the public.</p> <p style="text-align: right;">§12303(d)</p>
<p>May 20 to May 27 (E-14 to E-7)</p>	<p>New Residents Registration Period</p> <p>Registration for new residents shall begin the 14th day prior to an election and end on the seventh day prior to election day. This registration must be executed in the county elections office and the new resident shall vote a new resident's ballot containing the contest of President and Vice President only in the election official's office.</p> <p style="text-align: right;">§332, 3400</p>
<p>May 20 to May 27 (E-14 to E-7)</p>	<p>New Citizens Registration Period</p> <p>Registration for new citizens shall begin the 14th day prior to an election and end on the seventh day prior to election day. A new citizen registering to vote after the close of registration shall provide the county elections official with proof of citizenship prior to voting, and shall declare that he or she has established residency in California. New citizens vote a regular ballot.</p> <p style="text-align: right;">§331, 3500, 3501</p>
<p>May 22 (E-12)</p>	<p>Second Pre-Election Statement</p> <p>The last day to file campaign statements for candidates and committees covering the period from 4/20/08 to 5/17/08.</p> <p style="text-align: right;">Gov. Code §84200.5, 84200.7</p>
<p>May 22 (E-12)</p>	<p>Supplemental Independent Expenditure Reports</p> <p>Last day to filed supplemental independent expenditure reports for committees making independent expenditures of \$1,000 or more in a calendar year to support or oppose a candidate or measure. Independent expenditure reports are filed at the same time and in the same places as would be required if the filer were primarily formed to support or oppose the candidate, measure, or measure qualification affected by the independent expenditure.</p> <p style="text-align: right;">Gov. Code §84203.5, 82031</p>

<p>May 24 (E-10)</p>	<p>Notice of Central Counting Place</p> <p>Last day for county elections official to publish the notice that the primary election ballots will be counted at a specified public place. The notice shall be published one time in a newspaper of general circulation in the county.</p> <p style="text-align: right;">§12109</p>
<p>May 26 (E-8)</p>	<p>County Holiday</p> <p>Office Closed.</p>
<p>May 27 (E-7)</p>	<p>Publish Polling Places and Precinct Board Members</p> <p>Not less than one week before the election, the elections official shall publish the list of polling places and precinct board members.</p> <p style="text-align: right;">§12105-12108, Gov. Code §6061</p>
<p>May 28 to June 3 (E-6 to E)</p>	<p>Absentee Ballots – Late Conditions</p> <p>Voters unable to go to the polls because of illness or disability or because they will be absent from their precinct on election day, may come to the Elections Department and receive an absentee ballot over the counter. Voters may designate in writing a representative to bring the absentee ballot to them. The voter may either personally or through the authorized representative return the ballot to the Elections Department or polling place in the county.</p> <p style="text-align: right;">§3021</p>
<p>May 30 (E-4)</p>	<p>County Campaign Disclosure Statement – 3rd Pre-Election Statement</p> <p>The last day for county candidates to file their disclosure statement for the period from 5/18/08 to 5/29/08.</p> <p style="text-align: right;">Santa Cruz County Code §8.04.080(2)c</p>
<p>May 31 & June 1 (E-3 to E-2)</p>	<p>Weekend Voting</p> <p>The Santa Cruz County Elections Department and Watsonville City Hall will be open from 9 a.m. to 5 p.m. for weekend voting.</p>
<p>June 3 (E)</p>	<p>Primary Election Day</p> <p>Polls open at 7 a.m. and close at 8 p.m.</p> <p style="text-align: right;">§1000, 14212</p>
<p>June 5 – July 1 (E+2 to E+28)</p>	<p>Official Canvass</p> <p>The official canvass of precinct returns is to be completed during this time.</p> <p style="text-align: right;">§15301, 15372</p>

<p>July 1 (E+28)</p>	<p>Statement of Vote to Board of Supervisors – Certificates of Election Prepared</p> <p>The elections official shall prepare a certified statement of the results of the election and submit it to the Board of Supervisors.</p> <p>The Board of Supervisors shall declare the nominees or winners for each office and the results of each measure under its jurisdiction. The county elections official shall make and deliver to each person elected a certificate of election.</p> <p style="text-align: right;">§15372, 15400-15401</p>
<p>July 1 (E+28)</p>	<p>Nonpartisan Candidates Elected if Majority Vote Received</p> <p>Any candidate for a nonpartisan office who at a primary election receives a majority of the votes cast for candidates for that office shall be elected to that office. The office shall not appear on the general election ballot, notwithstanding the death, resignation, or other disqualification of the candidate at a time subsequent to the primary election.</p> <p style="text-align: right;">§8140</p>
<p>July 1 (E+28)</p>	<p>No Candidate Elected to Nonpartisan Office</p> <p>If no candidate has been elected to a nonpartisan office where only one person may be elected, then the two candidates who received the highest number of votes cast for nomination to that office shall appear on the November ballot.</p> <p style="text-align: right;">§8141</p> <p>In the case of a tie vote, both candidates will appear on the November ballot. In no case shall the candidates determine the tie by lot.</p> <p style="text-align: right;">§8142</p>
<p>5 days after canvass</p>	<p>Recount May Be Requested</p> <p>Within five (5) days after the completion of the official canvass, any voter may request a recount by filing a written request with the Elections official and specifying that candidates and/or measures are to be recounted.</p> <p>The request may specify the order of the precincts for the recount, and the petitioning voter shall, before commencement of each day's recount, deposit such sum as the official requires to cover costs (approximately \$500 per day).</p> <p>"Completion of the canvass" shall be presumed to be the time when the elections official signs the certified Statement of Vote.</p> <p style="text-align: right;">§15620 – 15634</p>

<p>Varies between 10 days to 6 months following the certification of the vote</p>	<p>Contesting Election</p> <p>Any elector of a county, city, or of any political subdivision of either may contest any election held therein for any of the following grounds:</p> <ul style="list-style-type: none"> a) That the precinct board or any member thereof was guilty of misconduct. b) That the person who has been declared elected to an office was not, at the time of the election, eligible to that office. c) That the defendant has given to any elector or member of a precinct board any bribe or reward, or has offered any bribe or reward for the purpose of procuring his election, or has committed any other offense against the elective franchise defined in Division 18 (commencing with Section 18000). d) That illegal votes were cast. e) That the precinct board in conducting the election or in canvassing the returns, made errors sufficient to change the result of the election as to any person who has been declared elected. f) That there was an error in the vote-counting programs or summation of ballot counts. <p style="text-align: right;">§16100</p> <p>The contestant shall verify the statement of contest, as provided by Section 446 of the Code of Civil Procedure, and shall file it within the following times after the declaration of the result of the election by the body canvassing the returns thereof:</p> <ul style="list-style-type: none"> a) In cases other than cases of a tie, where the contest is brought on any of the grounds mentioned in subdivision (c) of Section 16100, six months. b) In all cases of tie, 20 days. c) In cases involving presidential electors, 10 days. d) In all other cases, 30 days. <p style="text-align: right;">§16401</p>
<p>July 8 (E+35)</p>	<p>Statement of Vote to Secretary of State</p> <p>No later than this date the elections official shall send one copy of the Statement of Vote to the Secretary of State.</p> <p style="text-align: right;">§15375</p>

<p>July 11 (E+38)</p>	<p>Certificates of Election or Nomination to be prepared</p> <p>The county elections official will prepare certificates of election for each member elected to a central committee or county council as well as certificates of nomination for each candidate nominated for nonpartisan offices voted for wholly within one county.</p> <p style="text-align: right;">§8145, 8146</p> <p>The Secretary of State will prepare certificates of nomination for Congressional and Legislative candidates.</p> <p style="text-align: right;">§8147</p>
<p>Period Following Election</p>	<p>Document Retention</p> <p>Nomination documents and signatures in-lieu of filing fee petitions (if applicable) shall be held during the term of office for which they were filed and for four years after the expiration of the term. They may be destroyed as soon as practicable thereafter provided no legal action or proceeding is pending.</p> <p>Since the June 2008 election has federal offices on the ballot, precinct supplies and voted ballots must be preserved for 22 months following the election. If no legal action is pending at the time, the documents may be destroyed or recycled. Unused ballots may be destroyed or recycled after the June 2008 election.</p> <p>Initiative, referendum and recall petitions must be preserved for eight months following certification of the election for which the petition qualified or eight months after final examination of the petition by the clerk. If no legal action or proceeding is then pending, the petitions may be destroyed as soon as practicable.</p> <p style="text-align: right;">Elections Code Division 17, commencing with §17000</p>
<p>July 31 (E+58)</p>	<p>Semiannual Campaign Statement</p> <p>Last day to file semiannual campaign statements, if required, by all candidates and committees.</p> <p style="text-align: right;">Gov. Code §84200, 84218</p>
<p>July 31 (E+58)</p>	<p>Supplemental Independent Expenditure Reports</p> <p>Last day to filed supplemental independent expenditure reports for committees making independent expenditures of \$1,000 or more in a calendar year to support or oppose a candidate or measure. Independent expenditure reports are filed at the same time and in the same places as would be required if the filer were primarily formed to support or oppose the candidate, measure, or measure qualification affected by the independent expenditure.</p> <p style="text-align: right;">Gov. Code §84203.5, 82031</p>

Attachment "D"

Resolution No. _____

RESOLUTION ORDERING ELECTION, REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION, REQUESTING CONSOLIDATION OF THE ELECTION, AND SPECIFICATIONS OF THE ELECTION ORDER

Name of School District
EXACTLY AS IT WILL APPEAR ON THE BALLOT

WHEREAS, pursuant to Education Code Section 5322, whenever a school district election is ordered, the governing board of the district or the board or officer authorized to make such designations shall, concurrently with or after the order of election, but not less than 123 days prior to the date set for the election in the case of an election for governing board members, or at least 88 days prior to the date of the election in the case of an election on a measure, including a bond measure, by resolution delivered to the county superintendent of schools and the officer conducting the election specify the date of the election and the purpose of the election;

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;

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; 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 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, pursuant to Education Code Section 5342 and Elections Code Section 10400, such election for school districts may be either completely or partially consolidated;

WHEREAS, various district, county, and statewide and other political subdivision elections have been or may be called to be held on June 3, 2008;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT the Governing Board/Board of Trustees of the _____ District hereby orders an election to be called and consolidated with any and all elections also called to be held on June 3, 2008 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 School District request to the Board of Supervisors of the County of Santa Cruz to order such consolidation under Elections Code Section 10400; and

BE IT FURTHER RESOLVED AND ORDERED that said School Board hereby requests the Board of Supervisors to permit the Santa Cruz County Elections Department to provide any and all services necessary for conducting the election; and

BE IT FURTHER RESOLVED AND ORDERED that pursuant to Education Code Section 5322, the authority for the specifications of the election order, the governing body of the _____ District hereby orders an election to be held with the following specifications:

The election shall be held on Tuesday, June 3, 2008;

Check the following that apply:

BE IT FURTHER RESOLVED AND ORDERED that the Santa Cruz County Elections Department conduct the election for the following **OFFICE/S** on the June 3, 2008 ballot:

SEATS OPEN	OFFICE	TERM	DIST/DIV (if app.)
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No election will be held if there are an insufficient number of nominees.

The qualifications of a nominee of an elective officer of the school district are as follows (i.e. a registered voter in the district, trustee area, etc.)

The Candidate's Statement of Qualifications shall be limited to () **200 words** OR () **400 words** and will be paid for by the () **district** OR () **candidate**.

Date of last map change: _____ A current map showing the boundaries within the County of the school district and the divisions of the school district, if any, is attached.

BE IT FURTHER RESOLVED AND ORDERED that the Santa Cruz County Elections Department shall conduct the election for the following **MEASURE(S)** to be voted on at the June 3, 2008 election: (insert 75-word ballot question here or attach, if more than one)

BE IT FURTHER RESOLVED AND ORDERED that the Santa Cruz County Elections Department is requested to: [Check one of the following]

- Print the attached measure text exactly as filed in the Voter's Information Pamphlet section of the Sample Ballot for the June 3, 2008 election. Cost of printing and distribution of the measure text will be paid for by the district.
- Not to print the measure text in the Voter's Information Pamphlet of the Sample Ballot but send a copy to voters upon request at the cost of said district.

BE IT FURTHER RESOLVED AND ORDERED that the Santa Cruz County Elections Department is ordered that in the event of a tie vote, the candidate will be selected by (Ed. Code 5016(b)):

- Run-off election
- By lot

PASSED AND ADOPTED by the _____
District, County of Santa Cruz, State of California, this _____ day of _____, 2006,
by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

CHAIRPERSON OF SAID SCHOOL DISTRICT BOARD

Attested: _____
Secretary

Please provide us with the following information on your district (PLEASE PRINT):

Contact person: _____

Mailing address: _____

Telephone: _____ FAX: _____

E-mail address: _____

Website: _____

IMPORTANT: To assist us in keeping our records up to date, please provide us with current information regarding your district as well as a list of all your current board member's/council member's names, addresses and telephone numbers. Please provide the information on the attached "INCUMBENT ROSTER", or you may send your own roster. Thank you.

INCUMBENT ROSTER

NAME OF DISTRICT/CITY: _____

TO WHOM MAIL SHOULD BE ADDRESSED: _____

TITLE: _____

MAILING ADDRESS: _____

TELEPHONE: _____ FAX: _____

E-MAIL: _____

WEBSITE: _____

INCUMBENTS NAME/ADDRESS/PH/FAX

ELECTED/APPOINTED

TERM OF OFFICE

"ATTACHMENT E"

**RESOLUTION ORDERING AN ELECTION AND
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION, AND REQUESTING
CONSOLIDATION OF SUCH ELECTION (IF APPLICABLE)**

RESOLUTION NO. _____

**Name of the Special District
EXACTLY AS IT WILL APPEAR ON THE BALLOT**

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 June 3, 2008;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT THE governing body of the

(Name of District)

hereby orders an election be called and consolidated with any and all elections also called to be held on June 3, 2008 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 _____

(Political Jurisdiction)

and hereby requests the Board of Supervisors of the County of Santa Cruz to order such consolidation under Elections Code Section 10400 and 10403.

BE IT FURTHER RESOLVED AND ORDERED that said governing body hereby requests the Board of Supervisors to permit the Santa Cruz 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 Santa Cruz County Elections Department conduct the election for the following

[] **OFFICES** up for election:

SEATS OPEN	OFFICE	TERM	DIST/DIV (if app.)
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[] **MEASURE(S)** to be voted on at such election:

(insert 75-word ballot question here or attach, if more than one)

BE IT FURTHER RESOLVED AND ORDERED THAT Santa Cruz County Elections Department is requested to: (Check one of the following)

- Print the attached measure text exactly as filed or indicated on the filed document in the Voter's Information Pamphlet section of the Sample Ballot for the June 3, 2008 election. Cost of printing and distribution of the measure text will be paid for by the district.
- Not to print the measure text in the Voter's Information Pamphlet of the Sample Ballot but send a copy to voters upon request at the cost of said district.

PASSED AND ADOPTED this _____ day of _____, 2007 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Chairperson of said Governing Board

Attested: _____
Secretary

.....
Please provide us with the following information on your governing body (PLEASE PRINT):

Contact person: _____

Mailing address: _____

Telephone: _____

E-mail address: _____

Website: _____

To assist us in keeping our records up to date, please provide us with a list of all your current board members' names, addresses and telephone numbers. Please provide the information on the attached "INCUMBENT ROSTER", or you may send your own roster. Thank you. For more information, please call us at 831-454-2060 or visit our website at www.votescount.com.

INCUMBENT ROSTER

NAME OF DISTRICT: _____

TO WHOM MAIL SHOULD BE ADDRESSED: _____

TITLE: _____

TELEPHONE: _____

E-MAIL: _____

WEBSITE: _____

**INCUMBENTS NAME
ADDRESS/PH/FAX**

ELECTED/APPOINTED

TERM OF OFFICE