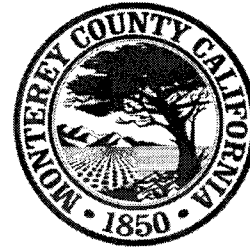


# MONTEREY COUNTY ELECTIONS



PO Box 4400  
Salinas, CA 93912

1370-B South Main Street  
Salinas, CA 93901

831-796-1499 Phone  
831-755-5485 Fax

[www.MontereyCountyElections.us](http://www.MontereyCountyElections.us)

[elections@co.monterey.ca.us](mailto:elections@co.monterey.ca.us)

**Linda Tulett**  
Registrar of Voters

**Claudio Valenzuela**  
Assistant Registrar of Voters

Wednesday, May 23, 2012

## ***Marina Coast Water District***

11 Reservation Road  
Marina, CA 93933

### **RE: TIME TO ADOPT RESOLUTIONS CALLING THE NOVEMBER 6, 2012 DISTRICT ELECTION**

It is time to plan for the November 6, 2012 district elections in Monterey County.

Your board should adopt their resolution calling the election no later than July 2, 2012. Your resolution must do the following: 1) order the election; 2) request Monterey County Elections Department to conduct the election; and 3) request that the election be consolidated with any other jurisdiction holding an election on the same day. The resolution should also state whether the district or the candidate will pay for the publication of the statement of qualifications. Please forward the resolution to the Elections Department as soon as possible.

The following documents are included to assist your governing body in calling the election.

1. A blank "ROSTER OF INCUMBENTS" form for listing your current board to include the date of expiration of their term of office (indicating full term or short term) and district area if applicable; and
2. An election calendar with information about important dates that may be of interest to potential candidates and the public. Feel free to copy the election calendar for distribution.
3. A sample resolution. You need not use this format, it is included as a reminder of what information should be included in your resolution.

**PLEASE NOTE: Election Code 10522 requires all districts to supply the Elections Office with a current map showing the boundaries of your district, and divisions if any, no later than 125 days before the election. This is especially important this year as changes may have resulted from redistricting. Please provide us with a current map of your district even if your boundaries have not changed.**

To help your district budget for this election we have estimated the cost to be: **\$33,495.00**

This is only an estimate; the actual cost may be more or less than what is quoted here.

Our records indicate the following board members are up for election in Monterey County this year. If your records are different please notify us as quickly as possible:

**KENNETH NISHI**  
**DAN BURNS**

**Susan Orman**  
**Program Manager, Candidate and Campaigns**

# ROSTER OF INCUMBENTS

FULL LEGAL NAME OF DISTRICT/CITY AS IT SHOULD APPEAR ON ALL ELECTION DOCUMENTS:

MAIL SHOULD BE ADDRESSED TO: \_\_\_\_\_ TITLE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

## MEMBERS OF THE GOVERNING BOARD

NAME	ADDRESS	DATE ELECTED, AIL*, OR APPOINTED	TERM ENDS	DISTRICT, WARD OR TRUSTEE AREA	IF APPOINTED TO FILL A VACANCY, WHO DID THIS MEMBER REPLACE?

Name and Address of the Presiding Officer: \_\_\_\_\_ Name \_\_\_\_\_ Address \_\_\_\_\_

Name and Address of the Secretary: \_\_\_\_\_ Name \_\_\_\_\_ Address \_\_\_\_\_

- ☐ The District boundaries have changed since the last election. Enclosed is a new map to reflect those changes.
- ☐ There have been no boundary changes since the last election.

\*AIL – Appointed-in-lieu of Election.

# MONTEREY COUNTY ELECTIONS

November 6, 2012

## PRESIDENTIAL ELECTION

# DAYS PRIOR	DATE	ACTION TAKEN
131	June 28, 2012	<b>Initiative Measure Qualification</b> The last day for an initiative measure to qualify for the ballot. Cal. Const. Article II, §8(c); EC §9013 Also, the last day for the Legislature to adopt a constitutional amendment, bond measure or other legislative measure to appear on the ballot. EC §9040
130	June 29, 2012	<b>Consolidation of School Elections</b> By this date the County Superintendent of Schools shall notify the Governing Boards of all School Districts under his jurisdiction that a consolidated election is required to be held. Ed Code 5340, 5342
127 113	July 2, 2012 July 16, 2012	<b>Cities Publish Election Notice.</b> Between these dates, any city that is consolidating an election will publish a Notice of Election. EC §§12101, 12111
125	July 4, 2012	<b>Special District Resolution Calling for Election</b> Last date for a District Secretary to deliver the Notice of Election to ROV. ROV to have mailed packet of sample resolutions, etc. to Districts at least two months prior this date. The Notice is to contain elective offices to be filled, who is to pay cost of candidates' statements and word limitation plus current map or description of district boundaries. EC§10509, 10522, 10524
123	July 6, 2012	<b>School Resolution to Superintendent</b> By this date the School District Governing Boards shall have adopted their resolutions designating the election particulars and have delivered same to the County Superintendent having jurisdiction. Ed Code 5322 Statutory deadline for schools.
120	July 9, 2012	<b>County Superintendent to Call Election</b> Only the County Superintendent may formally call a regular school district election and must do so by this date delivering the resolution to ROV regardless of whether or not he has received all resolutions from the schools under his jurisdiction. Ed Code 5324, 5325
120 90	July 9, 2012 August 8, 2012	<b>Notice of Election</b> Between these dates, the County shall Publish Notice of Election (date of election, offices to be filled, where nomination papers are available, and deadline for filing required forms). Notice of central counting place may be combined. EC §§12109, 12112; GC §6061; Ed.C §5363
114	July 15, 2012	<b>City Vacancy</b> Last day for the remaining Council to an call election to fill a vacancy. Clerk shall immediately publish notice of election. EC §§12101-02; GC §36512
113 88	July 16, 2012 August 10, 2012	<b>Declarations of Candidacy/Nomination Papers -</b> Between these dates, eligible candidates for <u>all</u> offices may obtain and file required nomination forms, submit statement and payment. EC §§13, 100, 104, 333, 8020, 8024, 8028, 8040, 8041, 8061, 8067, 10220, 10224-10227, 10407, 10510-10516, 10602, 10705, 13107, 13307-13308, Code of Civil Procedure Section 2015.5, Govt Code 87200-87201
	August 1, 2011*	<b>Semi-Annual Campaign Statement</b> Semi-Annual Campaign and Supplemental Independent Expenditure Statements due GC §§84200.4(a), 84203.5

# DAYS PRIOR	DATE	ACTION TAKEN
88	August 10, 2012	<b>Candidate filing period closes.</b> Last day for candidate whose filing period ends this day to withdraw declaration/nomination papers from the election. EC §§10224, 10510, 10603(b) <b>Last day to Submit Resolutions of Consolidation</b> Final deadline for the governing body of a district, city, school or other political subdivision which requests consolidation of a local election for candidates or measures to file the request with the county Elections Department. EC 10401, 10402
88 78	August 10, 2012 August 20, 2012	<b>Public Examination Period</b> 10-calendar day examination period begins at 5:00 p.m for documents filed as of the 88th day prior to the election. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or injunction requiring any or all of the materials to be amended or deleted. The request shall be filed no later than the end of the 10-calendar-day public examination period. Includes resolutions, ordinances, impartial analyses, tax rate statements, declarations, and candidate statements. EC §§9190, 9295, 9380, 9509, 13313
87 83	August 11, 2012 August 15, 2012	<b>Extended Candidate Filing Period for Declarations of Candidacy/Nomination Papers.</b> If an <u>eligible</u> Incumbent does not file or fails to qualify by 5:00 p.m. candidates other than the Incumbent may obtain and file all required nomination forms. EC §§ 8022(b), 8024
85	August 13, 2012	<b>Withdrawal of Candidate Statement</b> Last day for a candidate who's filing period ended on the 88th day to withdraw candidate statement. EC §13307(a)(3)
83	August 15, 2012	<b>Withdrawal of a Ballot Measure</b> Last day for local jurisdiction to amend or withdraw ballot measure. EC §§9604-05 <b>Extended candidate filing period closes (non-incumbents only).</b> Last day for candidate who filed during extended period to withdraw declaration/nomination papers from election. EC §§8022(b), 8024
82	August 16, 2012	<b>Random Alpha Drawing</b> To determine order of names on ballot and measure letter assignment. EC §§13111, 13112, 13116 Last day for a candidate who's filing period ended on the 83rd day to withdraw candidate statement. EC §13307(a)(3)
81	August 17, 2012	<b>Last Day to file Measure Arguments</b> Last day to file Primary Arguments in favor of or against local ballot measures EC §§9162-9164, 9281-9283, 9286, 9315-9316, 9501-9502, 9600-9601 (City Vacancy) Last day for city to file certified list of candidates, includes names and ballot designations, with the county elections office. EC §10403

# DAYS PRIOR	DATE	ACTION TAKEN
81 71	August 17, 2012 August 27, 2012	<b>Public Review Period for Measure Arguments</b> 10-calendar day review period - begins at 5:00 p.m. for primary arguments in favor of or against local ballot measures. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the 10-calendar-day public examination period. EC §§9190, 9295, 9380, 9509
78	August 20, 2012	<b>Public Review Period Ends</b> 10-calendar day public review period ends at 5:00 p.m. for all public documents filed as of the 88th day prior to the scheduled election. Includes resolutions, ordinances, tax rate statements, declarations, and candidate statements. EC §§9190, 9295, 9380, 9509, 13313
71	August 27, 2012	<b>Last Day to File Rebuttal Arguments</b> Last day to file Rebuttal Arguments in favor of or against local ballot measures. Impartial Analysis regarding local ballot measures due. EC §§9160, 9280, 9313, 9314, 9500, 9163-9164, 9167, 9281-9286, 9316-9317, 9502, 9504, 9600-9601  <b>Public Review Period Ends</b> 10-calendar day public review period ends at 5:00 p.m. for primary arguments in favor of or against local ballot measures. EC §§9190, 9295, 9380, 9509
71 61	August 27, 2012 September 6, 2012	<b>Public Review Period for Rebuttal Arguments</b> 10-calendar day review period - begins at 5:00 p.m. for rebuttal arguments in favor of or against local ballot measures. Between these dates, any registered voter of the election jurisdiction, or the elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the 10-calendar-day public examination period. EC §§ 9190, 9295, 9380, 9509
61	September 6, 2012	<b>Public Review Period Ends for Measure Arguments</b> 10-calendar day public review period ends at 5:00 p.m. for primary arguments in favor of or against local ballot measures, impartial analysis. EC §§ 9190, 9295, 9380, 9509
60 7	September 7, 2012 October 30, 2012	<b>Registered Overseas Voter</b> Federal Election - Between these dates, a Registered Overseas Voter may apply for a Special Vote by Mail (Absentee) Ballot. EC §§3302, 3304, 3306
57 14	September 10, 2012 October 23, 2012	<b>Statements of Write-in Candidacy</b> Between these dates, any qualified person may obtain and file nomination forms to be a Write-In candidate for public office. Filing fee is not required. EC §§8600-8605
40 10	September 27, 2012 October 27, 2012	<b>Counties may begin to mail County Voter Information Pamphlet</b> Mail pamphlets to voters which provides for local issues and polling place notification. EC §§9094(c), 13303-13304
40	September 27, 2012	<b>First Pre-Election Statement Due</b> Last day to file campaign statements for candidates and committees participating in the Election. GC §§84200.4(b), 84203.5
29 7	October 8, 2012 October 30, 2012	<b>Vote by Mail Ballots</b> Between these dates, any registered voter may obtain a Vote by Mail Ballot EC §3001

# DAYS PRIOR	DATE	ACTION TAKEN
16 1	October 21, 2012 November 5, 2012	<b>Late Contribution/Independent Expenditure Report</b> During this time late contribution/independent expenditure reports must be filed by FAX, telegram, mailgram, guaranteed overnight mail or deliver in person. GC §§84203, 84204 <b>24-Hour Statement of Organization Filing Requirement – Recipient Committees &amp; Slate Mailer Organizations.</b> 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. GC §§84101, 84108
15	October 22, 2012	<b>Voter Registration Closes.</b> EC §§ 2102, 2107
14 7	October 23, 2012 October 30, 2012	<b>New Citizens Registration Period</b> 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 they have established residency in California. New citizens vote a regular ballot. EC §§331, 3500, 3501
12	October 25, 2012	<b>Second Pre-Election Statement Due</b> Last day to file campaign statements for candidates and committees participating in the Election. GC §§84200.4(b), 84203.5
10	October 27, 2012	<b>The last day for county elections to mail Voter Information Pamphlets</b> EC §9094(c)
7	October 30, 2012	<b>Notice of polling places .</b> Last day for County to publish polling a list of polling places and poll workers on their web site. EC §§12105, 12106
0	November 6, 2012	<b>Election Day</b> EC §§1000, 1001, 1100, 1200, 14212 Polls open at 7 a.m. and close at 8 p.m. Last day for county elections office to receive Vote by Mail Ballots either by mail or in person. Post mark does not count. Ballots must be turned in by 8:00 p.m. to the county where the voter is registered. EC §§3017, 3020, 3311
(+2) (+28)	November 8, 2012 December 4, 2012	<b>Official Canvass -</b> The official canvass of precinct returns is to be completed during this time. EC §§15300 - 15304, 15320, 15340 - 15342, 15350, 15360
	December 4, 2012	<b>Last day for County to certify election results</b> EC §15372

#### Footnotes

EC: California Elections Code Book

GC: California Government Code Book

EdC.: California Education Code Book

\* the deadline falls on a weekend or holiday and has been moved to the next business day.

All above California Code Books may be referenced online at: [www.leginfo.ca.gov/calaw.html](http://www.leginfo.ca.gov/calaw.html)

**Resolution No. \_\_\_\_\_**

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

---

**Name of City or 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 DATE OF ELECTION;

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

---

(Name of City/District)

hereby orders an election be called and consolidated with any and all elections also called to be held on DATE OF ELECTION 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)

requests the Board of Supervisors of the County of Monterey 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 Monterey County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

**Check the following the apply:**

☐ **BE IT FURTHER RESOLVED AND ORDERED** that the Monterey County Elections Department conduct the election for the following offices on the DATE OF ELECTION ballot:

<u>SEATS OPEN</u>	<u>OFFICE</u>	<u>TERM</u>	<u>DIST/DIV (if app.)</u>
-------------------	---------------	-------------	---------------------------

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



**BE IT FURTHER RESOLVED AND ORDERED THAT** Monterey 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 DATE OF ELECTION election. Cost of printing and distribution of the measure text will be paid for by the city/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 city/district.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2009 by the following vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

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

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

**NOTICE TO THE REGISTRAR OF VOTERS  
OF ELECTIVE OFFICES TO BE FILLED  
AND  
TRANSMITTAL OF MAP AND BOUNDARIES**

---

**NAME OF DISTRICT/CITY  
AS IT WILL APPEAR ON THE BALLOT**

To the Monterey County Registrar of Voters:

- (1) Notice is hereby given that the elective offices of the district/city to be elected

**CHECK ONE:**     ☐ at large or

☐ by division

at the general election scheduled for DATE OF ELECTION, are as follows:

(PLEASE PRINT OR TYPE)

District/Ward  
(if applicable)

INCUMBENT'S NAME

2YR TERM  
OR  
4YR TERM

**SPECIAL DISTRICTS:** No election will be held if there is 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) List the qualifications of a nominee of an elective officer in your district/city (i.e. a registered voter in the district/city, homeowner in district):

- (3) The Candidate's Statement of Qualifications shall be limited to

**CHECK ONE:**    ☐ 200 words  
                      ☐ 400 words (double the cost)

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.

- (4) Tie votes for City and District elections are resolved by lot according to Elections Code §15651 and §10551. In lieu of resolving a tie vote by lot the District/City may resolve a tie vote by the conduct of a special runoff election, pursuant to §15651 (b). A special runoff election shall be held only if the legislative body adopts the provisions of this code prior to the conduct of the election. If a legislative body decides to call a special runoff election in the event of a tie vote, all future elections conducted by that body shall be resolved by the conduct of a special runoff election, unless the legislative body later repeals the authority for the conduct of a special runoff election.

If the legislative body adopts a provision to conduct a tie vote by special runoff election for this election and all future elections, check here. ☐

- (5) Date of last map change: \_\_\_\_\_. If necessary, who should we contact from your jurisdiction to come to our office at 1370 B South Main St, in Salinas, to review the map on file to confirm the district boundaries and trustee areas (if any)?

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

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

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

(Seal of the District/City)

# **NOTICE OF MEASURE(S) TO BE SUBMITTED TO THE VOTERS**

---

**NAME OF DISTRICT/CITY  
AS IT WILL APPEAR ON THE BALLOT**

To the Monterey County Registrar of Voters:

Notice is hereby given that the \_\_\_\_\_

has approved a measure to be placed on the DATE OF ELECTION ballot.

- ☐ Attached is the 75-word or less ballot question(s) to appear on the DATE OF ELECTION ballot.
- ☐ Also attached is the measure text (for each measure) exactly as it is to be printed in the Voter's Pamphlet section of the Sample Ballot for the DATE OF ELECTION election. Cost of printing and distribution of the measure text will be paid for by the district/city.
- ☐ Do not print the measure text in the Voter's Pamphlet section of the Sample Ballot but send a copy to voters upon request at the cost of said district.

---

Signature (District Secretary/City Clerk)

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

(Seal of the District/City)