



CITY OF PALO ALTO OFFICE OF THE CITY CLERK

June 18, 2018

The Honorable City Council
Palo Alto, California

General Municipal Election on November 6, 2018 Informational Report Regarding Schedules, Fees and Length of Candidate Statements

RECOMMENDATIONS

This is an informational report. The City Clerk is required to bring to your attention various options regarding fees and length of candidates' statements.

EXECUTIVE SUMMARY

1. Filing Fee

Pursuant to Palo Alto Municipal Code Section 2.40.030, Filing of nomination petitions, "Any person otherwise qualified may be a candidate for an elective office at any election, regular or special, by filing with the clerk within the time prescribed in the Elections Code of California a petition signed by at least twenty-five qualified and registered voters. Any duly established candidacy filing fee shall be waived for each candidate who files a petition signed by at least four qualified or registered voters for each dollar of such filing fee."

Palo Alto charges a fee of \$25 for filing nomination papers. If a candidate wishes to waive the filing fee, the nomination petition would require 100 qualified registered voters' signatures.

2. Charges for Candidates' Statements

California Elections Code Section 13307 provides that before the General Municipal Election nomination period opens, the City Council shall determine whether a charge is to be levied for printing and mailing candidates' statements in the sample ballot. The Santa Clara County Registrar of Voters has indicated that for this November General Municipal Election, the cost for a candidates' statement of 200 words is estimated to be \$2,100.

California Elections Code Section 13307 also permits the City Council to increase the number of words allowed in a candidate's statement from 200 to 400. The estimated cost for the candidate statement would then increase to \$3,048.

FISCAL IMPACT

As in past practice, unless a Council Member agendas any of these items by June 22, 2018, the City Clerk's Office will charge no fee for candidates' statements of up to 200 words for the 2018 General Municipal Election and the City will absorb the cost.

ENVIRONMENTAL ASSESSMENT

None.

ATTACHMENTS:

- Attachment A: 2018 Elections Deadlines (DOCX)

Department Head: Beth Minor, City Clerk

June 2018

CITY OF PALO ALTO
GENERAL ELECTION CALENDAR
TUESDAY, NOVEMBER 6, 2018

TO BE CONSOLIDATED WITH GENERAL MUNICIPAL ELECTION

This election calendar has been prepared to assist persons interested in running for the 3 vacant seats on the council, for the General Election to be held November 6, 2018. **It is not intended to be a complete statement of the law governing elections.** Those participating in campaigns should be advised that the law on elections is legion and is primarily located in the California Elections Code.

Candidates and committees supporting candidates or measures in the City of Palo Alto must also comply with Palo Alto Municipal Code (PAMC) Chapter 2.40. Of special importance is PAMC Section 2.40.040, which requires the City Clerk to publish the names of the contributors of \$50 or more. State law requires disclosure of contributions of \$100 or more. To facilitate the disclosure process, contributions of \$50 or more may be shown on the State campaign statements and will thus satisfy both the municipal as well as State law disclosure regulations. Statements, which do not disclose contributors and contributions of \$50 or more, will be considered incomplete and will not be accepted for filing.

Anonymous contributions totaling \$50 or more in a calendar year are not permitted. Anonymous contributions between \$50 and \$100 shall be deposited with the City Clerk and shall not be kept by the candidate (PAMC Section 2.40.050). Anonymous contributions over \$100 shall be paid to the Secretary of State for deposit in the General Fund of the State (GC 84304).

Here are helpful links:

State of California Elections Page:

<http://www.sos.ca.gov/elections/>

California Elections Code:

<http://leginfo.legislature.ca.gov/faces/codesTOCSelected.xhtml?tocCode=ELEC&tocTitle=+Elections+Code+-+ELEC>

Fair Political Practices Commission:

<http://www.fppc.ca.gov/learn/campaign-rules.html>

2018 General Election

Abbreviated Gubernatorial General Election Calendar November 6, 2018 Santa Clara County

DATES	ACTIVITIES / DOCUMENTS
July 5, 2018*** (E – 125)	<u>DUE DATE FOR RESOLUTIONS FOR GOVERNING BOARD ELECTIONS</u> Deadline for jurisdictions to submit resolutions for a governing board election.
July 16, 2018 (E – 113)	<u>NOMINATION PERIOD OPENS</u> First day candidates may pick up nomination documents either at the district office or at the Office of the Registrar of Voters.
August 8 through November 6, 2018 (E – 90 to E)	<u>CONTRIBUTION/INDEPENDENT EXPENDITURES</u> Sums of \$1000 or more to/from a single source must be reported within 24 hours. The Independent Expenditure report is required only for committees (not candidate controlled) that make independent expenditures totaling \$1,000 or more to support or oppose a single candidate or a single ballot measure.
August 10, 2018 (E – 88)	<u>NOMINATION PERIOD CLOSSES *</u> Deadline to file (in the Office of the Registrar of Voters only) all required nomination documents. <u>WITHDRAWAL OF CANDIDATE</u> No candidate shall withdraw after this date for offices which do not have an extension period. <u>DUE DATE FOR MEASURE RESOLUTIONS AND TAX RATE STATEMENTS *</u> Last day for jurisdictions to file a resolution calling for a measure election, and if applicable, tax rate statements.
August 11 through August 15, 2018 (E – 87 to E – 83)	<u>EXTENSION PERIOD *</u> If an incumbent fails to file a Declaration of Candidacy by August 10 th for his or her office, there will be a 5-calendar-day extension during which any candidate, other than the incumbent, may file or withdraw from said office.
August 14, 2018 (E – 84)	<u>DUE DATE FOR ARGUMENTS *</u> Deadline set by the Registrar of Voters for submitting arguments in favor of and against a measure.
August 16, 2018 (E – 82)	<u>RANDOMIZED ALPHABET DRAWING</u> This day the Secretary of State and the local elections official will conduct a drawing of letters of the alphabet to determine the order in which candidates appear on the ballot.
August 21, 2018 (E – 77)	<u>DUE DATE FOR REBUTTALS AND IMPARTIAL ANALYSES *</u> Deadline set by the Registrar of Voters for submitting rebuttals to arguments in favor of and against and the impartial analysis.

2018 General Election

DATES	ACTIVITIES / DOCUMENTS
September 10 through October 23, 2018 (E – 57 to E – 14)	<u>WRITE-IN CANDIDACY OPENS AND CLOSES</u> Time frame for write-in candidates to obtain and file nomination documents in the Office of the Registrar of Voters.
September 27, 2018 (E – 40)	<u>F.P.C. 1st PRE-ELECTION STATEMENT DUE</u> Deadline for financial disclosure report Form 460 covering the period of 7-1-18** to 9-22-18.
October 9, 2018*** (E – 29)	<u>FIRST DAY FOR MAILING OF VOTE BY MAIL BALLOTS</u> First day of mailing of Vote by Mail ballots.
October 22, 2018 (E – 15)	<u>LAST DAY TO REGISTER TO VOTE FOR NOVEMBER ELECTION</u> Deadline to register to be eligible to vote in the November 6, 2018 election.
October 23, 2018 (E - 14 to E)	<u>CONDITIONAL VOTER REGISTRATION</u> Eligible voters who missed the 10-22-18 registration deadline may come to the Office of the Registrar of Voters between 10-22-18 and 11-6-18 to conditionally register and vote.
October 25, 2018 (E – 12)	<u>F.P.C. 2nd PRE-ELECTION STATEMENT DUE</u> Deadline for financial disclosure report Form 460 covering the period of 9-23-18** to 10-20-18.
October 30, 2018 (E – 7)	<u>LAST DAY TO REQUEST VOTE BY MAIL BALLOT BY MAIL</u> Deadline to submit a request for a Vote by Mail ballot to be mailed to voter.
NOVEMBER 6, 2018 (E)	<u>ELECTION DAY</u> Polls are open from 7:00 a.m. to 8:00 p.m.
December 6, 2018 (E + 30)	<u>OFFICIAL CANVASS OF VOTE</u> Registrar of Voters to certify election results by December 6, 2018.

This calendar may not contain all of a candidate's or district's filing requirements. The Office of the Registrar of Voters is not open for filings on Saturday, Sunday or holidays.

* Refer to California Elections Code §§9190, 9295 and 13313 for details of public examination periods and writ of mandate.

** The period covered by any statement begins on the day after the closing date of the last statement filed, OR January 1st, if no previous statement has been filed.

*** Due to public holiday.