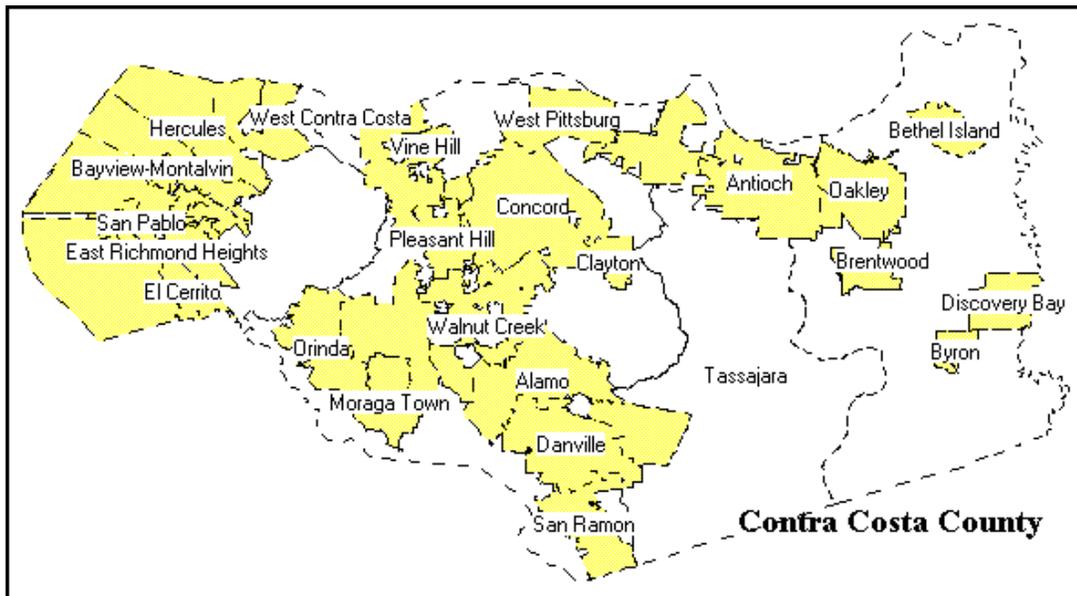


CONTRA COSTA COUNTY

*Cities, School Districts and Special Districts Guide
November 8, 2016 General Election*



2016

Contra Costa County Elections Division
555 Escobar Street, Martinez, CA 94553
(925) 335-7800 | www.cocovote.us

Prepared and distributed by the Election Staff of the
Contra Costa County Clerk-Recorder, Registrar of Voters

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Joseph E. Canciamilla
County Clerk-Recorder
and Registrar of Voters

Scott O. Konopasek
Assistant County Registrar



Dear Fellow Election Officials,

We are very pleased to provide you with a new reference guide for the upcoming election season!

It is our hope that you will find this new format easier to use as you prepare your local candidates and measures for the November ballot.

The contents are designed to summarize your primary statutory obligations and to highlight our procedures to allow for a more effective exchange of information between our offices. Our goal is to create a handbook that can help guide you through the process and address most of the situations you might face. As always, please feel free to contact our offices with any additional questions or issues that might arise.

We look forward to your thoughts and comments regarding these changes and hope that you will let us know how we can make this an even more useful tool for you to use in the future.

Please feel free to share your thoughts with us by contacting Rosa Mena by telephone at (925) 335-7806 or via email at Rosa.Mena@vote.cccounty.us.

Sincerely,

A handwritten signature in cursive script that reads "Joseph E. Canciamilla".

Joseph E. Canciamilla
County Clerk-Recorder, Registrar of Voters

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Key Dates for Cities and Districts

	APPLIES TO	DATES
Last day to file "Resolution Containing Election Order"	City and Special Districts	Jul. 6 E-125
	School Districts	Jul.8 E-123
Submit Bond and Tax Measures to County Auditor	County Elections	Jul. 26 – Aug. 12 E-105 – 88
Candidate Filing Period	All Cities, School and Special Districts	Jul. 18 – Aug. 12 E-113 – 88
Last day to place a measure on the ballot	All Cities, School and Special Districts	Aug. 12 E-88
Extended Filing Period	If no incumbent files nomination papers by August 12, the filing period is extended for non-incumbents	Aug. 13 – 17 E-87 – 83
Public Review of "Ballot Designations" and "Candidate Statements"	All candidates	Aug. 13 – 22 E-87 – 78
	For "Candidate Statements" and "Ballot Designations" filed during the extended period	Aug. 18 – 27* E-82 – 73
Last day to withdraw "Candidate Statement"	All candidates	Aug. 15 E-85
	Candidates who filed during the extended filing period	Aug. 18 E-82
Last day for amending or withdrawing a measure	All Cities, School and Special Districts	Aug. 17 E-83
Last day to file a petition forcing a contest on the General Election ballot	Applies only to offices where the number of candidates does not exceed the number of positions	Aug. 17 E-83
Measure Letter Assignment	Local Measures	Aug. 15 E-85
Randomized alphabet drawing for ballot placement	All candidates	Aug. 18 E-82
Last day to file Primary Arguments	Local Measures	Aug. 24 E-76
Last day to file Impartial Analysis	Local Measures	Aug. 19 E-81
Last day to file Rebuttal Arguments	Local Measures	Aug. 29 E-71
Deadline to register to vote in the November 4, 2014 General Election	All voters	Oct. 24 E-15
Election Day	Polls are open from 7:00 am to 8:00 pm	November 8, 2016
Deadline to certify the General Election		Dec. 8 E+30

**NOTE: Asterisked dates indicate that the deadline falls on a Saturday, Sunday, or a holiday; the deadline will move forward to the next business day.*

Calendar of Important Dates

Military Overseas Voter Ballot Mailing	September 23, 2016
Sample Ballot Mailing	September 29, 2016
Vote-by-Mail Mailing	October 10, 2016
Registration Deadline	October 24, 2016
Supplemental Sample Ballot Mailing	October 27, 2016
Last Day to Request Vote-by-Mail Ballot	November 1, 2016
Last Day to Mail Vote-by-Mail Ballot	November 8, 2016
Election Day	November 8, 2016
Canvass / 1% Period	November 9 – December 8, 2016
Certification Deadline / Results Transmitted	December 8, 2016

FILING A RESOLUTION CONTAINING ELECTION ORDER

Every City and District must file a “Resolution Containing Election Order” with the Elections Office no later than:

- July 6, 2016 (E-125) for City and Special Districts
- July 8, 2016 (E-123) for School Districts

EC 10002, 10509, EDC 5322

The “Resolution Containing Election Order” is the official document that states all the specifications of the election to be held. A number of items are required to be on the resolution, such as:

- Number of Positions Up for Election
- Who pays for Candidate Statement Costs
- Confirm District Boundaries – Last day for boundary changes is (E-130) July 1, 2016

The resolution must be certified and signed by the Governing Board Members. For a sample of the resolution see Attachment H.

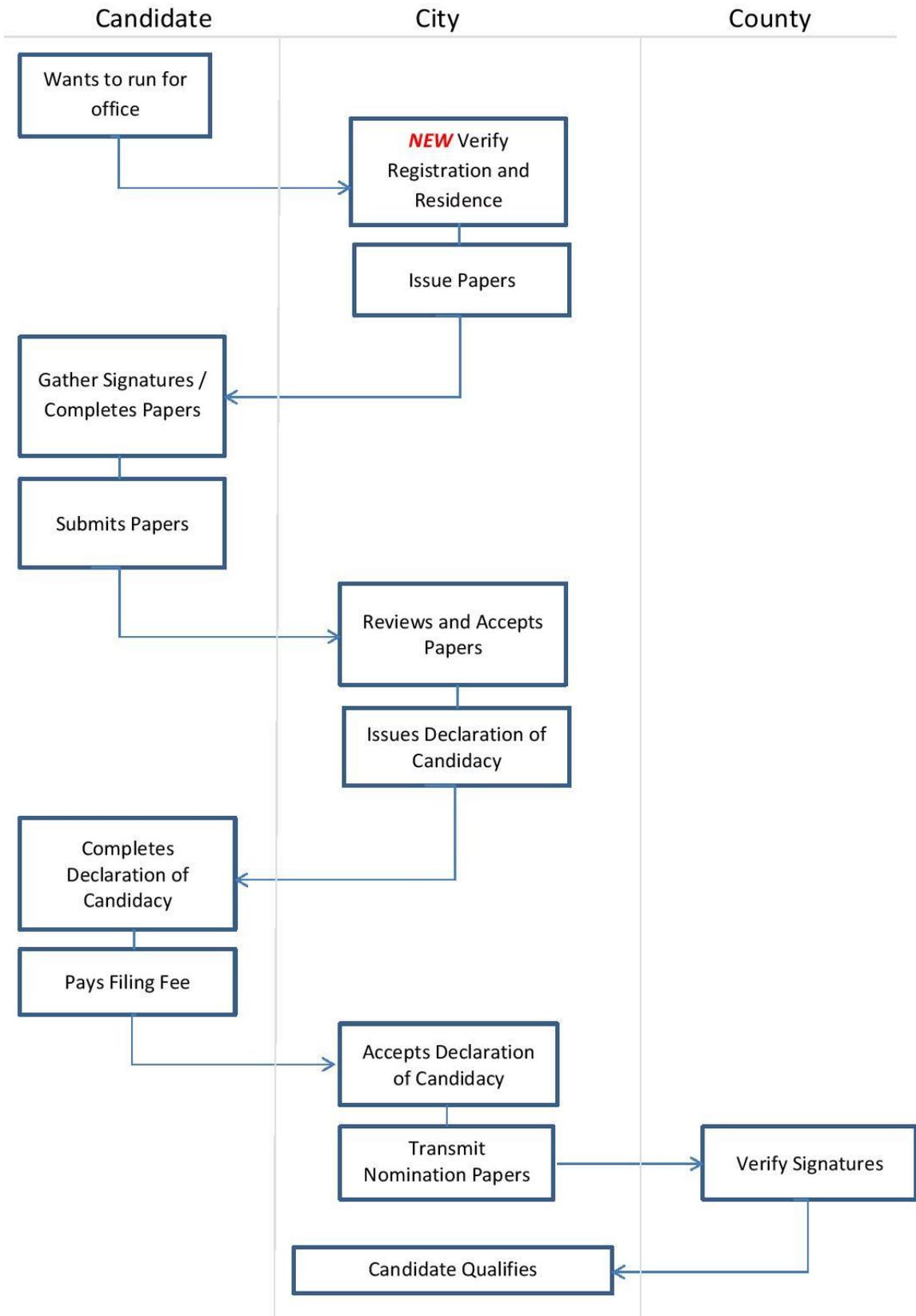
OFFICES FOR ELECTION
November 8, 2016 General Election

	NUMBER OF POSITIONS TO BE ELECTED	TERM OF OFFICE	ELECTED	
SCHOOL DISTRICTS				
Acalanes Union High	2	4 years	At Large	
Antioch Unified	3	4 years		
Brentwood Union	2	4 years		
Byron Union	2	4 years		
Canyon Elementary	2	4 years		
Chabot-Las Positas Community College Ward 7	1	4 years	By Ward	
Contra Costa Board of Education Area 1	1	4 years	By Area	
Area 3	1			
Contra Costa Community College Ward 2	1	4 years	By Ward	
Ward 5	1			
John Swett Unified	3	4 years	At Large	
Knightsen Elementary	3	4 years		
Lafayette	2	4 years		
Liberty Union High	2	4 years		
Livermore Valley Joint Unified Shared with Alameda County	2	4 years		
Martinez Unified	3	4 years		
Moraga	2 1 Short Term	4 years 2 years		
Mt. Diablo Unified	2	4 years		
Oakley Union Elementary	2	4 years		
Orinda Union	2	4 years		
Pittsburg Unified	2	4 years		
San Ramon Valley Unified	2	4 years		
Walnut Creek	2	4 years		
West Contra Costa Unified	2	4 years		
SPECIAL DISTRICTS				
Alameda–Contra Costa Transit At Large - Shared with Alameda County	1	4 years	At Large	
Ward 1 - Shared with Alameda County	1			
Ambrose Recreation & Park	2	4 years		
Bethel Island Municipal Improvement	3	4 years		
Byron Sanitary	3 1 Short Term	4 years 2 years		
Byron Bethany Irrigation Division 2	1	4 years		By Division
Castle Rock County Water	3	4 years		At Large
Central Contra Costa Sanitary	3	4 years		
Contra Costa Water Division 3	1	4 years		By Division
Division 4	1			
Division 5	1			

	NUMBER OF POSITIONS TO BE ELECTED	TERM OF OFFICE	ELECTED
Crockett Community Services	2 1 Short Term	4 years 2 years	At Large
Diablo Community Services	2	4 years	
Diablo Water	2	4 years	
Town of Discovery Bay Community Services	2	4 years	
Dublin-San Ramon Services Shared with Alameda County	3 1 Short Term	4 years	
East Bay Municipal Utility Ward 1	1	4 years	By Ward 10 Nomination Signatures Req.
East Bay Regional Park Ward 1 – Shared with Alameda County Ward 2 – Shared with Alameda County	1 1	4 years	By Ward 50 Nomination Signatures Req.
East Contra Costa Irrigation Division 1 Division 2 Division 3 Division 5	1 Short Term 1 1 1	4 years	By Division
Green Valley Recreation & Park	2 3 Short Term	4 years 2 years	At Large
Ironhouse Sanitary	3	4 years	
Kensington Fire Protection	2 1 Short Term	4 years 2 years	
Kensington Police & Community Services	2	4 years	
Knightsen Town Community Services	2 1 Short Term	4 years 2 years	
Los Medanos Community Healthcare	2	4 years	
Moraga – Orinda Fire Protection Division 2 Division 5	1 1	4 years	By Division
Mt. View Sanitary	3	4 years	At Large
Pleasant Hill Recreation & Park	2	4 years	
Rodeo Sanitary	3 2 Short Term	4 years 2 years	
Rodeo – Hercules Fire Protection	2	4 years	
Rollingwood-Wilart Park Recreation & Park	2	4 years	
San Francisco Bay Area Rapid Transit District 1 District 3 – Shared with Alameda County District 7 – Shared with Alameda and San Francisco Counties	1 1 1	4 years	By District
San Ramon Valley Fire Protection	3	4 years	At Large
Stege Sanitary	2	4 years	
West Contra Costa Healthcare	2	4 years	
West County Wastewater	2 1 Short Term	4 years 2 years	

	NUMBER OF POSITIONS TO BE ELECTED	TERM OF OFFICE	NOMINATION SIGNATURES REQUIRED
<u>CITIES</u> Antioch	2 Councilmembers City Clerk Treasurer Mayor	4 years	20
Brentwood	2 Councilmembers Mayor	4 years	20
Clayton	3 Councilmembers	4 years	20
Concord	2 Councilmembers	4 years	20
Danville	3 Councilmembers	4 years	20
El Cerrito	3 Councilmembers	4 years	20
Hercules	3 Councilmembers	4 years	20
Lafayette	3 Councilmembers	4 years	20
Martinez	2 Councilmembers City Clerk Treasurer	4 years	20
Moraga	3 Councilmembers	4 years	20
Oakley	3 Councilmembers	4 years	20
Orinda	2 Councilmembers	4 years	20
Pinole	2 Councilmembers 1 Councilmember, Short Term Treasurer	4 years 2 years 4 years	20
Pittsburg	2 Councilmembers	4 years	20
Pleasant Hill	3 Councilmembers Treasurer	4 years	20
Richmond	3 Councilmembers	4 years	20
San Pablo	3 Councilmembers	4 years	20
San Ramon	2 Councilmembers Mayor	4 years 2 years	20
Walnut Creek	3 Councilmembers	4 years	20

Nomination Process Flowchart for City Clerks



FILING FOR OFFICE

The filing periods for candidates desiring to run for City, School and Special Districts are listed below.

General Election - November 8, 2016

Filing Period: July 18 - August 12, 2016

*Extended Filing Period: August 13 - August 17, 2016

*If no incumbent files by the end of the filing period, the filing period is extended to non-incumbents.

VERIFYING CITY CANDIDATES' ELIGIBILITY

City Clerks are now able to confirm the eligibility of the candidates' voter registration by using our website.

- 1) Go to www.cocovote.us
- 2) Under Elections click the tab "Am I Registered?"
- 3) Type in the candidate's First Name, Last Name, and Date of Birth and click "Search".
- 4) Select the candidate's name and verify the residence address.
 - If their name is not found, call the Elections Office at (925) 335-7800
- 5) Click the "City" tab to verify the candidate is registered to vote within the City limits.

Once the candidate's eligibility is verified, nomination papers can be issued. See "CANDIDATE FILING FORMS" on page 9 for a brief description of the nomination papers.

GENERAL QUALIFICATIONS FOR OFFICE

Unless otherwise specifically provided, no person is eligible to be elected or appointed to an elective office unless that person is a registered voter and otherwise qualified to vote for that office at the time nomination papers are issued to the person or at the time of the person's appointment.

Cities

General Qualifications:

- a) Be a U.S. Citizen.
- b) Be a registered voter at the time the Declaration of Candidacy is issued.
- c) Not have been convicted of a felony.

School Districts

General Qualifications:

- a) Be a U.S. Citizen.
- b) Be a registered voter at the time the Declaration of Candidacy is issued.
- c) Not have been convicted of a felony.

Additional qualifications:

- Contra Costa Community College District: Must be a registered voter in the Ward.

Special Districts

General Qualifications:

- a) Be a U.S. Citizen.
- b) Be a registered voter at the time the Declaration of Candidacy is issued.
- c) Not have been convicted of a felony.

Additional qualifications:

- Alameda-Contra Costa Transit District: Must be a registered voter in the District or Ward.
- Byron-Bethany Irrigation District: Must own land within the Division.
- East Bay Regional Park District: Must be a registered voter in the Ward.
- East Contra Costa Irrigation District: Must be a free-holder of land within the District.

CANDIDATE FILING FORMS

Filing packets often referred to as “papers”, can include the following forms:

- Nomination Petitions
- Filing Fee
- Declaration of Candidacy
- Ballot Designation Worksheet
- Candidate Statement of Qualifications
- Statement of Economic Interests (Form 700)
- Campaign Finance Disclosure
- Code of Fair Campaign Practices (Optional)

Nomination Petitions

Candidates for City, East Bay Municipal Utility District, and Alameda-Contra Costa Transit District offices are required to file nomination petitions with the required number of valid signatures for the office.

Signers of nomination petitions must be registered voters and reside in the district. Nomination petitions for special district offices are furnished by the County Elections office. The City Clerk’s office is responsible for issuing nomination petitions to candidates running for City office.

The number of signatures required for each office is listed on pages 3 - 5.

Circulators of Nomination Petitions:

Circulators are appointed by candidates and must be voters in the district in which the candidate is to be voted on. Candidates may circulate and sign his/her own nomination petitions.

EC 8066

The Affidavit of Circulator, located on the back of each petition, must be completed in the circulator's own hand, even if the candidate circulated their own petition.

Signers’ Qualifications:

Registered voters in the district in which the candidate is to be voted on are eligible to sign the petition.

Signers' Limitations:

Signers may only sign one nomination petition for any candidate for a given office. In the case where more than one position is to be filled in the same office, signers may sign nomination petitions for as many candidates as there are positions to be filled for that office.

EC 8069

Verification of Signatures on Nomination Petitions:

Petitions are validated in the order of arrival. The signatures of all signers on nomination petitions are verified by the Elections Office, generally within 24-48 hours. Cities will be notified immediately after the signatures have been verified.

Filing Fee

Certain cities require a filing fee to be paid by the candidate when filing the "Declaration of Candidacy" The fee is determined by the City Clerk.

Extended Filing Period

If nomination papers for an incumbent elective officer are not filed by the filing deadline, the filing period for that office is extended 5 calendar days for non-incumbents only. There shall be no extended filing period for candidates, where the incumbent cannot file, due to term limits or for offices that are vacant.

EC 8024

Declaration of Candidacy

The "Declaration of Candidacy" is filed by each candidate for City, School and Special District offices.

The "Declaration of Candidacy" is an official document in which the candidate indicates how his/her name and ballot designation is to appear on the ballot. The candidate declares that he/she meets the statutory and/or constitutional qualifications for the office sought, and that if nominated, the candidate will accept the nomination and not withdraw.

The "Declaration of Candidacy" is not to be removed from the Election or City's office.

EC 8001, 8800, 8801

Ballot Designation

The ballot designation is the word or group of words that will appear on the ballot under the candidate's name, designating the candidate's principal profession, vocation, or occupation.

Ballot designations for City candidates will be reviewed and accepted by the City Clerk's office. Ballot designations may be rejected if they do not comply with the rules set by the California Election Code 13107. The candidate is to be notified by phone or by registered or certified mail, with a return receipt, addressed to mailing address appearing on the candidate's ballot designation worksheet. If an alternative designation is not provided within the time allowed, no designation will appear on the ballot.

If a candidate fails to file a "Ballot Designation Worksheet", no designation will appear on the ballot.

EC 13107, 13107.3, 13107.5

Ballot Designation Guidelines and examples are found in Attachment A.

Public Review Period:

After the close of the filing period, anyone may examine any candidate's ballot designation. During a 10-calendar-day period commencing the day after the close of the filing period, any voter of the jurisdiction in which the election is being held or the county elections official may seek a writ of mandate or an injunction challenging a ballot designation.

No challenges may be submitted to or will be considered by the Registrar.

EC 13313, 13314

Candidate Statement of Qualifications

Each candidate for elective office may prepare an optional "Candidate Statement" at their own expense (unless districts agree to pay the cost). The "Candidate Statement" is designed to familiarize voters with a candidate's qualifications for the office he/she is seeking. The "Candidate Statement" is incorporated into the "Voter Information Guide", and will be mailed to all registered voters, eligible to vote for that particular office. The "Candidate Statement" is printed in English and Spanish. For a sample of the guidelines see Attachment B.

Shared Districts:

If a candidate is filing for an office where the district extends into another county and the candidate wishes to have their "Candidate Statement" printed in that county, the candidate must contact the appropriate county for payment and publication of the "Candidate Statement".

Filing of "Candidate Statement":

In addition to filing a copy, our office needs the statement in an editable text format emailed to the following address: cfile@vote.cccounty.us.

The "Candidate Statement" will be formatted to appear, as closely as possible, to the copy filed. Statements are subject to the word counts and guidelines described in Attachment B.

Restrictions:

The "Candidate Statement" cannot refer to opponents in any manner and may not include the party affiliation of the candidate, nor membership or activity in partisan political organizations.

Withdrawing/Changing the Statement:

The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 pm of the next business day, after the close of the filing period. A candidate must sign a statement if he/she chooses to withdraw the statement. A new statement cannot be filed to replace a withdrawn statement after the end of the filing period.

The "Candidate Statement" must remain confidential until after the close of the filing period for the office sought.

EC 13311

Public Review Period:

After the close of the filing period, anyone may examine the "Candidate Statements." During a 10-calendar day period, commencing the day after the close of the filing period, any voter of the jurisdiction in which the election is being held or the county elections official may seek a writ of mandate or an injunction challenging any or all of the material in a "Candidate Statement".

No challenges may be submitted to or will be considered by the Registrar.

EC 13313, 13314

Statement Costs:

The costs of the candidate statements must be paid at the time the statement is filed. For the statement costs see Attachment C.

Statement of Economic Interests (Form 700)

Every candidate is required to file a “Statement of Economic Interests” (Form 700) disclosing certain financial interests.

City office candidates file Form 700 with the City Clerk’s office. School and Special Districts file with the County Elections.

Form 700 is not required if the candidate has filed a statement for the same jurisdiction within 60 days prior to the filing of his/her “Declaration of Candidacy”. We do request that the candidate file a copy of their filed Form 700.

GC 87202, 87203

Campaign Finance Disclosure

All local candidates, their committees, and committees supporting or opposing ballot measures are required to report campaign contributions and expenditures.

NEW! Effective January 1, 2016, the recipient committee qualification threshold was raised from \$1,000 to \$2,000.

When the candidate receives nomination papers, he/she will receive an informational manual prepared by the Fair Political Practices Commission (FPPC) and the appropriate forms that give specific information.

Candidates should familiarize themselves thoroughly with the information in the manual and carefully note the filing deadlines, as the Political Reform Act 1974 imposes penalties for late filing of campaign statements. More information and requirements can be found in the Political Reform Act 1974 or at www.fppc.ca.gov.

GC 85201

For a brief summary of the most commonly used forms, see Attachment E.

Code of Fair Campaign Practices (Optional)

By subscribing to the Code of Fair Campaign Practices, a candidate vows to follow the principles of decency, honesty, and fair play. Subscription to the Code is optional. Completed forms are to be filed with the filing official, and shall be retained for public inspection until 30 days after the election.

EC 20400, 20420, 20440-20444

WRITE-IN CANDIDATES

A person who did not file during the regular filing period may file for office as a write-in candidate. There is no fee or charge required of a write-in candidate, except in the case of some city offices.

Any person who desires to be a write-in candidate, and have votes cast for him/her counted, shall file a “Statement of Write-In Candidacy” form.

Write-In filing period begins September 12, 2016 and ends October 25, 2016.

EC 8600, 8601

Cities, East Bay Municipal Utility District and Alameda-Contra Costa Transit District require nomination signatures to be collected for a valid write-in candidacy. Signers of nomination papers for write-in candidates shall be voters in the district in which the candidate is to be voted on. See pages 3 – 5 for the required number of nomination signatures.

The same forms required of other candidates, who have filed during the regular filing period, must also be filed by write-in candidates. The “Candidate Statement” and Ballot Designation form does not apply to write-in candidates and write-in candidates may not submit a “Candidate Statement”.

Write-in votes cast will be counted and reported during the canvass for valid write-in candidates.

COMMON QUESTIONS AND SITUATIONS

Filing Nomination Papers on Behalf of a Candidate

If a candidate is unable to file in person, he/she may designate a person to act on his/her behalf. A written statement, signed and dated by the candidate, authorizing a person to receive the “Declaration of Candidacy” form and all other nomination papers is required. See Attachment D for a sample of the “Authorization Form” used by the Elections Office. Because an original signature is required, nomination documents may not be filed by fax. The candidate’s designee may only receive and deliver papers and may not make any changes on the nomination documents.

EC 8028

How Names Appear on the Ballot

A randomized alphabet drawing is the basis for determining the order of candidates on the ballot. Each candidate will be placed on the ballot in the order that each of the letters of his/her surname was drawn. For example, the placement of candidates with the surnames of Campbell and Carlson will depend on the order in which the letters M and R were drawn.

EC 13112

Six calendar days after the end of the filing period, the Secretary of State conducts a drawing of the letters. For the General Election the drawings will be conducted on August 18, 2016.

Offices that do not go to Election

Special Districts: If the number of candidates is equal to or less than the number of vacancies to be filled within the particular district, the office does not appear on the ballot. The Board of Supervisors appoints the unopposed candidates. Appointees by the Board of Supervisors take office and serve exactly as if elected at the General Election.

EC 10515

School Districts: If the number of candidates is equal to or less than the number of offices to be filled within a particular district, an election will not be held and the qualified candidates shall be seated at the organizational meeting of the school district governing board.

Candidates Elected at November General Election

The candidate(s) for a city office, school district, or special district that receive(s) the highest number of votes from all the ballots cast for that office shall be elected to that office.

Election Night Activities

Election results are available on the internet at www.cocovote.us, beginning at 8 pm on Election Night. Results will be updated periodically, until all Election Day ballots are counted.

Candidates and/or members of their campaigns are welcome to observe the Election Night processes. Observer guidelines will be issued upon arrival.

Post-Election

Beginning the day after the election, a complete audit of all returns is performed. Any uncounted Vote-by-Mail ballots are processed and counted. Additionally, provisional ballots are processed and counted and votes cast for qualified write-in candidates are counted.

Election code requires the canvass to be completed by 30 days following the election.

EC 15372

When Successful Candidates Take Office

School Districts	(EDC 5000, 5017)	December 2, 2016
Special Districts	(EC 10507, 10554)	December 2, 2016
East Bay Municipal Utility District		January 1, 2017

Filing For More Than One Office

Candidates are not prohibited from seeking more than one elective office, and may serve in more than one office. There are, however, situations when holding more than one office is considered a conflict and is incompatible.

There is no single statute that defines “incompatibility of offices”. The common law doctrine of incompatibility of offices, however, prevents an elected official from holding two offices simultaneously if the offices have overlapping and conflicting public duties.

The courts have defined this concept as follows: “One individual may not simultaneously hold two public offices where the functions of the offices concerned are inherently inconsistent, as where there are conflicting interests, or where the nature of the duties of the two offices is such as to render it improper due to considerations of public policy for one person to retain both.”

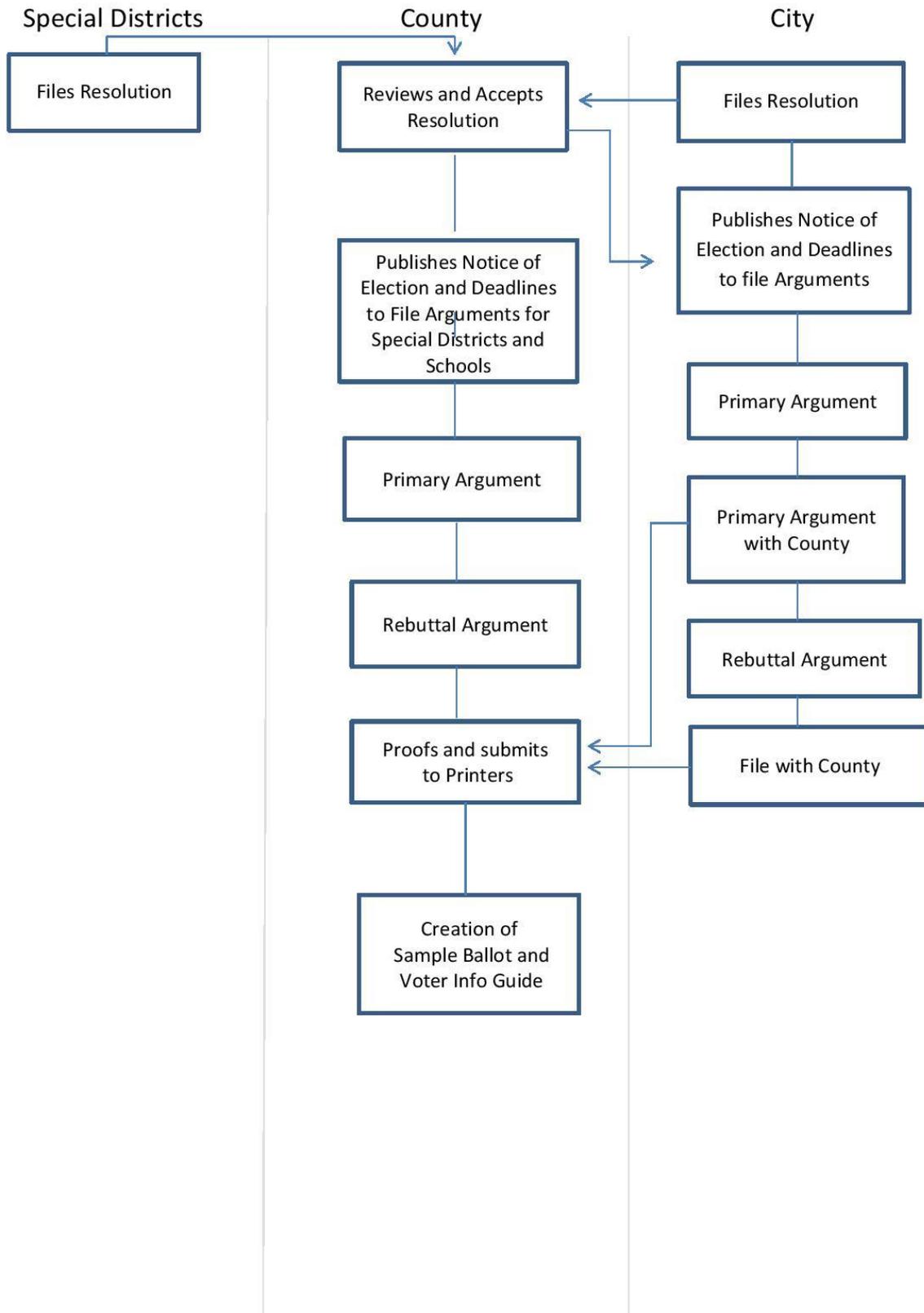
For further information about conflict of interest or incompatibility of offices, contact the Fair Political Practices Commission’s website at www.fppc.ca.gov, or phone toll free (866) 275-3772.

GC 1099

Measure Key Dates November 8, 2016 General Election

		Local District Official	County Elections	Start	End
Jul. 26	Aug. 12		Submit Bond & Tax Measures to County Auditor	E-105	E-88
Jul. 26	Aug. 12	Cities Publish Notice of Election	Publish Notice of Election for Schools & Special Dist.	E-105	E-88
Aug. 12		Last Day to place a Measures on ballot		E-88	
Aug. 13	Aug. 22	Public Examination Period	Public Examination Period	E-87	E-78
Aug. 15			Assign Local Measure Letter	E-85	
Aug. 17		Last Day for Amending or Withdrawing a Measure		E-83	
Aug. 19		Deadline for Impartial Analysis		E-81	
Aug. 24		Deadline for Primary Arguments		E-76	
Aug. 29		Deadline for Rebuttals		E-71	

Measure Filing Flowchart for City Clerks



Measure Resolutions

The governing board calls for the election by a resolution. The resolution shall contain “Specifications of the Election Order” which include:

- A request and consent to consolidate with any other elections to be held within the county on the same day.
- Provisions for the payment of the cost of the election.
- The final wording of the measure framed as a question and **limited to 75 words**.
- Resolution shall also specify if the **Full Text of the Measure** exceeding the 75 word abbreviation is one of the following:
 1. To be completely printed in the Voter Information Pamphlet
 2. Brief statement that will be printed under the Impartial Analysis in the Voter Information Pamphlet. This brief statement would inform the voters to **call the jurisdiction** if a copy of the Full Text is desired. If so, the city will be responsible for mailing. We will need a contact name and phone number.
 3. There is no Full Text of the Measure.
- The percentage of Vote required for measure to pass.
- Must specify if boundaries are the same or have changed since jurisdiction’s previous election.

Submitting a Measure:

Please submit all measure information via e-mail, followed by originals in the mail. To ensure information is printed exactly as filed, please submit to: **Rosa.Mena@vote.cccounty.us**

When submitting materials to place a measure on the ballot, indicate clearly which portion of the resolution is to be printed in the Voter Information Pamphlet.

Location to File Local Jurisdiction Measures: Contra Costa County Elections Division
555 Escobar Street
Martinez, CA 94553

Impartial Analysis:

Impartial Analysis for Special Districts and School Districts will be prepared by County Counsel. For City Measures the Analysis must be prepared by the City Attorney and become public after the 5 pm deadline.

Tax Rate Statements:

Tax Rate Statements must be supplied for each bond issue proposed by a county, city, district or other political subdivision. The statement is to be filed no later than the 88th day prior to the election. Statements are available to the public after the 5 pm deadline.

Arguments:

The governing board, representatives from a bona fide association of citizens or any individual voter who is eligible to vote on the measure may file a written Argument in Favor or Against any county, school, or district measure placed on the ballot. Arguments are due by 5 pm on the deadline date chosen by the Elections Official. Word limit is 300. Names and Signatures must be on actual primary Argument.

The individuals signing an argument on behalf of a bona fide association do not have to be registered voters in the jurisdiction, but must file a "Bona Fide Association of Citizens Filer Data Sheet" Arguments are due by 5 pm on the deadline date chosen by the Elections Official. Arguments are available to the public after the 5 pm deadline.

The elections official responsible for primary arguments filed shall send copies of the argument in favor of the measure to the authors of the argument against and copies of the argument against the measure to the authors of the argument in favor.

Rebuttal Arguments:

Rebuttal Arguments must be signed by the same authors of the arguments unless the original signers of the arguments authorize, in writing, others to sign the Rebuttal Arguments. A "Release for Rebuttal Argument" should be filed with the Rebuttal Arguments. Word limit is 250. Names and Signatures must be on the same page as the Primary Argument.

Cities must adopt the provisions of *EC 9285* before the acceptance of rebuttal arguments is allowed.

Rebuttal arguments are due by 5 pm on the deadline date chosen by the Elections Official. Rebuttal arguments are available to the public after the 5 pm deadline.

Measure letters will be assigned in alphabetical order beginning with the letter following the last letter assigned in the previous election and continuing through Z, or as close to the end of the alphabet as possible to accommodate all measures filed for the current election. Letters F and I will not be used.

ATTACHMENT A - BALLOT DESIGNATION GUIDELINES

The ballot designation is the word or words, which will appear on the ballot under the candidate's name, designating the current principal profession, vocation, or occupation of the candidate. The listing of a designation on the ballot is OPTIONAL.

EC 13107

Ballot designations become public once filed on the "Declaration of Candidacy." Ballot designations cannot be changed by the candidate after the final date to file for office.

Format of Ballot Designation

If a ballot designation exceeds the space allotted on the ballot (approximately 60 characters), it will be printed in a smaller typeface.

A ballot designation may be an elective office title, officeholder status, or profession.

The following examples illustrate each type. Combining these types is not permitted.

- 1) Elective Office Title: Words designating the elective public office held, provided the officeholder was elected to the office. In the case of judicial offices only, an appointed Judge may use the office title.

Example A: Governing Board Member

Example B: Board member, XYZ School District

- 2) Incumbent: The word "**Incumbent**" may be used if the candidate is seeking re-election to the same office and was elected to that office by a vote of the people or was appointed as a nominated candidate in lieu of an election.

- 3) Appointed Incumbent: The phrase "appointed incumbent" may be used if:
 - a) the candidate holds an office other than a judicial office by virtue of appointment and is a candidate for the same office; or,
 - b) a candidate for the same or other office, the word "appointed" and the title of the office.

The phrase "appointed incumbent" is not required of a candidate who seeks reelection to an office that they hold and to which they were appointed in-lieu of an election.

Example A: Appointed Incumbent

Example B: Appointed Board member, XYZ School District

- 4) Principal Occupation: 3-Word Profession/Occupation/Vocation - No more than three words designating the current principal professions, vocations, or occupations of the candidate.

Example A: High School Teacher

Example B: Attorney/Educator/Rancher

Example C: Businessman/Councilmember

- 5) Community Volunteer: A Community Volunteer shall constitute a valid principal vocation or occupation subject to the following conditions:
- a) A candidate's community volunteer activities constitute his or her principal profession, vocation or occupation.
 - b) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation or occupation.
 - c) A candidate is not engaged concurrently in another principal profession, vocation or occupation.
- 6) No Occupation Desired: If no ballot designation is requested, the word "NONE" and the candidate's initials must be written in the space provided for ballot designation on the Declaration of Candidacy form. The space provided for the ballot designation on the official ballot will be blank.

Unacceptable Designations

Designations will not be accepted if:

- It would mislead the voter.
- It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- It abbreviates the word "retired" or places it following any word(s) that it modifies.

Unacceptable: Ret. Policeman
Policeman, Retired

- It includes the name of any political party, whether or not it has qualified for the ballot.
- It uses any word(s) referring to a racial, religious or ethnic group.
- It refers to any activity that is prohibited by law.
- It uses a word or prefix, such as "former" or "ex-," which means a prior status.

Unacceptable: Former Policeman
Ex-Policeman

The only exception is the use of the word "retired."

Acceptable: Retired Policeman

ATTACHMENT B - CANDIDATE STATEMENT OF QUALIFICATIONS GUIDELINES

PREPARATION OF CANDIDATE STATEMENT ▶ Shown below is a reduced facsimile of a “Candidate Statement of Qualifications” form.

Candidate Statement of Qualifications
For the General Election to be held November 8, 2016
(Elections Code 13307, 13309, and 13311)

Instructions to Candidate: Your statement will be printed exactly as submitted. Carefully check for content, spelling, punctuation, and grammar before submission. No changes are allowed once the statement is filed.

This form must be filed along with the hardcopy.

In addition to filing a hardcopy, you will need to submit your statement in an editable text format to the following email address: cfile@vote.cccounty.us

The “Ballot Designation” will match the designation provided on the “Declaration of Candidacy”.

The hard copy must bear original signature.

Office Name: _____ Contest ID: _____ Candidate ID: _____

Word Limit: 250 • Cost: \$ _____ • Paid By: Candidate District

Candidate Name: _____

Ballot Designation: _____

I have reviewed the attached statement and I understand that no corrections or changes are allowed after it has been filed (pursuant to EC 13307). I understand that Contra Costa County is mandated under the Voting Rights Act to provide voting materials and information in both English and Spanish.

I do not wish to file a Candidate Statement.

Dated _____ Signature of Candidate _____

WORD COUNT CRITERIA

The following are the guidelines for computing the word count for "Candidate Statements".

Abbreviations - UCLA, PTA	one word
Abbreviations - U.C.L.A., P.T.A.	separate words
California Geographical names: Examples: County of Contra Costa, Contra Costa Community College District, —————→ Antioch Unified School District, East Bay Regional Park District, Bay Area Rapid Transit District	one word
Contra Costa County Fire Protection District —————→	one word
Bay Area —————→	one word
Whole Numbers - Digits (1 - 10 - 100, etc.) Spelled out numbers - One Hundred, Ten Thousand	one word one for each word
Number combinations (1990, 1990-1991, 100%)	one word
Dates - all digits (11/5/96) Word and digits (June 2, 1998)	one word two words
Monetary amounts: If the dollar sign is used with figures - \$1,000 Spelled out (one thousand dollars)	one word three words
Regularly hyphenated words: that appears in any generally available standard reference dictionary published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted.	one word
Normal punctuation	not counted
Telephone Numbers	one word
Website Addresses (i.e. www.com.etc)	one word

ATTACHMENT C - CANDIDATE STATEMENT - COST ESTIMATES
November 8, 2016

SCHOOL DISTRICT	COST ESTIMATE	WORD LIMIT*	PAID BY
Acalanes Union High	\$743.00	250	Candidate
Antioch Unified	\$503.00	250	Candidate
Brentwood Union	\$327.00	250	Candidate
Byron Union	\$127.00	250	Candidate
Canyon Elementary	\$63.00	250	Candidate
Chabot-Las Positas Community College – Ward 7	\$71.00	250	Candidate
Contra Costa Board of Education Area 1 Area 3	\$919.00 \$1,047.00	250	Candidate
Contra Costa Community College Ward 2 Ward 5	\$1,311.00 \$903.00	250	Candidate
John Swett Unified	\$127.00	250	Candidate
Knightsen Elementary	\$71.00	250	Candidate
Lafayette	\$231.00	250	Candidate
Liberty Union High	\$559.00	250	Candidate
Livermore Valley Joint Unified Shared with Alameda	\$63.00	250	Candidate
Martinez Unified	\$223.00	250	Candidate
Moraga	\$159.00	250	Candidate
Mt. Diablo Unified	\$1,271.00	250	Candidate
Oakley Union Elementary	\$207.00	250	Candidate
Orinda Union	\$183.00	250	Candidate
Pittsburg Unified	\$263.00	250	Candidate
San Ramon Valley Unified	\$823.00	250	Candidate
Walnut Creek	\$351.00	250	Candidate
West Contra Costa Unified	\$1,071.00	250	Candidate
SPECIAL DISTRICT	COST ESTIMATE	WORD LIMIT*	PAID BY
Alameda–Contra Costa Transit At Large – Shared with Alameda County Ward 1 – Shared with Alameda County	\$823.00 \$823.00	250	Candidate pays one time in County of domicile.
Ambrose Recreation & Park	\$135.00	250	Candidate
Bethel Island Municipal Improvement	\$71.00	250	Candidate
Byron Sanitary	\$63.00	250	Candidate
Byron Bethany Irrigation Division 2	\$71.00	250	Candidate
Castle Rock County Water	\$63.00	250	Candidate

*Word limit is 250 unless otherwise determined by the resolution from the district.

SPECIAL DISTRICT	COST ESTIMATE	WORD LIMIT*	PAID BY
Central Contra Costa Sanitary	\$1,967.00	250	Candidate
Contra Costa Water Division 3 Division 4 Division 5	\$583.00 \$455.00 \$471.00	250	Candidate
Crockett Community Services	\$79.00	250	Candidate
Diablo Community Services	\$63.00	250	Candidate
Diablo Water	\$223.00	250	Candidate
Town of Discovery Bay Community Services	\$127.00	250	Candidate
Dublin-San Ramon Services Shared with Alameda County	\$223.00	250	Candidate
East Bay Municipal Utility Ward 1	\$807.00	250	Candidate pays one time in County of domicile.
East Bay Regional Park Ward 1 Ward 2	\$935.00 \$567.00	250	Candidate pays one time in County of domicile.
East Contra Costa Irrigation Division 1 Division 2 Division 3 Division 5	\$135.00 \$127.00 \$143.00 \$159.00	250	Candidate
Green Valley Recreation & Park	\$63.00	250	Candidate
Ironhouse Sanitary	\$231.00	250	Candidate
Kensington Fire Protection	\$95.00	250	Candidate
Kensington Police & Community Services	\$95.00	250	Candidate
Knightsen Town Community Services	\$63.00	250	Candidate
Los Medanos Community Healthcare	\$391.00	250	Candidate
Moraga – Orinda Fire Protection Division 2 Division 5	\$95.00 \$103.00	250	Candidate
Mt. View Sanitary	\$175.00	250	Candidate
Pleasant Hill Recreation & Park	\$271.00	250	Candidate
Rodeo Sanitary	\$95.00	250	Candidate
Rodeo – Hercules Fire Protection	\$215.00	250	Candidate
Rollingwood-Wilart Park Rec. & Park	\$71.00	250	Candidate
San Francisco Bay Area Rapid Transit District 1 District 3 District 7	\$2,167.00 \$519.00 \$991.00	250	Candidate pays one time in County of domicile.
San Ramon Valley Fire Protection	\$815.00	250	Candidate
Stege Sanitary	\$255.00	250	Candidate
West Contra Costa Healthcare	\$1,119.00	250	Candidate
West County Wastewater	\$423.00	250	Candidate

*Word limit is 250 unless otherwise determined by the resolution from the district.

CITY	COST ESTIMATE	WORD LIMIT*	PAID BY
Antioch	\$479.00	250	Candidate
Brentwood	\$319.00	250	Candidate
Clayton	\$127.00	250	Candidate
Concord	\$599.00	250	Candidate
Danville	\$319.00	250	Candidate
El Cerrito	\$191.00	250	Candidate
Hercules	\$175.00	250	Candidate
Lafayette	\$215.00	250	Candidate
Martinez	\$263.00	250	Candidate
Moraga	\$151.00	250	Candidate
Oakley	\$215.00	250	Candidate
Orinda	\$183.00	250	Candidate
Pinole	\$151.00	250	Candidate
Pittsburg	\$303.00	250	Candidate
Pleasant Hill	\$239.00	250	Candidate
Richmond	\$471.00	250	Candidate
San Pablo	\$143.00	250	Candidate
San Ramon	\$383.00	250	Candidate
Walnut Creek	\$447.00	250	Candidate

*Word limit is 250 unless otherwise determined by the resolution from the city.

Below are samples of 250-word statements as they would appear in the voter information portion of the "Voter Information Pamphlet." Statements will appear in the same order as the candidates appear on the ballot.

<p style="text-align: center;">CANDIDATE STATEMENT WASHINGTON UNIFIED SCHOOL DISTRICT GOVERNING BOARD</p> <p>JANE DOE Businesswoman</p> <p>I am running for the governing board of the Washington Unified School District because I feel I can bring a balance to the board. I attended local schools, graduating from Washington High School in 1985. I am married and currently have two children attending school in the district.</p> <p>I own and operate my own business, so I am well aware of the need to operate within a budget. With proper distribution of resources and educational materials I am convinced we can offer quality education to all students within the district.</p> <p>I fully understand the value of a quality public education. As your next school board member, I will work to protect small class sizes and better learning environments for our students. I will also ensure that we create a safer learning environment to achieve these goals.</p> <p>I have been active in the P.T.A., served on the Save Our Youth committee, and am an active member of the All-Faith Church. I have served as Boy Scout Den Mother and Girl Scout Leader for the past 3 years. I also serve as a volunteer at the Community Recycling Center as time allows.</p> <p>If elected to serve as a Governing Board Member, I will build on this experience and work diligently to maintain financial stability and foster an educational environment that meets the intellectual and social-developmental needs of our children.</p> <p>I am looking forward to serving you on the Washington Unified School District Governing Board. I respectfully ask for your vote.</p> <p>Thank you.</p>	<p style="text-align: center;">CANDIDATE STATEMENT WASHINGTON UNIFIED SCHOOL DISTRICT GOVERNING BOARD</p> <p>JANE DOE Businesswoman</p> <p>I am running for the governing board of the Washington Unified School District because I feel I can bring a balance to the board. I attended local schools, graduating from Washington High School in 1985. I am married and currently have two children attending school in the district.</p> <p>I own and operate my own business, so I am well aware of the need to operate within a budget. With proper distribution of resources and educational materials I am convinced we can offer quality education to all students within the district.</p> <p>I fully understand the value of a quality public education. As your next school board member, I will work to protect small class sizes and better learning environments for our students. I will also ensure that we create a safer learning environment to achieve these goals. I have been active in the P.T.A., served on the Save Our Youth committee, and am an active member of the All-Faith Church. I have served as Boy Scout Den Mother and Girl Scout Leader for the past 3 years. I also serve as a volunteer at the Community Recycling Center as time allows.</p> <p>If elected to serve as a Governing Board Member, I will build on this experience and work diligently to maintain financial stability and foster an educational environment that meets the intellectual and social-developmental needs of our children.</p> <p>I am looking forward to serving you on the Washington Unified School District Governing Board. I respectfully ask for your vote. Thank you.</p>
<p style="text-align: center;">CANDIDATE STATEMENT WASHINGTON UNIFIED SCHOOL DISTRICT GOVERNING BOARD</p> <p>JANE DOE Businesswoman</p> <p>I am running for the governing board of the Washington Unified School District because I feel I can bring a balance to the board. I attended local schools, graduating from Washington High School in 1985. I am married and currently have two children attending school in the district. I own and operate my own business, so I am well aware of the need to operate within a budget. With proper distribution of resources and educational materials I am convinced we can offer quality education to all students within the district. I fully understand the value of a quality public education. As your next school board member, I will work to protect small class sizes and better learning environments for our students. I will also ensure that we create a safer learning environment to achieve these goals. I have been active in the P.T.A., served on the Save Our Youth committee, and am an active member of the All-Faith Church. I have served as Boy Scout Den Mother and Girl Scout Leader for the past 3 years. I also serve as a volunteer at the Community Recycling Center as time allows. If elected to serve as a Governing Board Member, I will build on this experience and work diligently to maintain financial stability and foster an educational environment that meets the intellectual and social-developmental needs of our children. I am looking forward to serving you on the Washington Unified School District Governing Board. I respectfully ask for your vote. Thank you.</p>	

**ATTACHMENT D - SAMPLE AUTHORIZATION FORM
TO PICK UP AND/OR FILE NOMINATION DOCUMENTS**



**CONTRA COSTA COUNTY
CLERK/RECORDER - ELECTIONS DIVISION**
555 ESCOBAR STREET
MARTINEZ, CALIFORNIA 94553
(925) 335-7800 1 (877) 335-7802
www.cocovote.us

Joseph E. Canciamilla
County Clerk-Recorder-Registrar

Scott O. Konopasek
Assistant Registrar of Voters

**AUTHORIZATION TO PICK UP AND/OR FILE
CANDIDATE NOMINATION DOCUMENTS
November 8, 2016 General Election**

I, _____, candidate for the office of _____,
hereby authorize _____ to obtain and/or file the following nomination documents on
my behalf.

Please check the applicable forms for the following filing periods:

Mandatory Nomination Documents

If applicable, select one: Full Term _____ Short Term _____
Initials Initials

**I am aware that said documents must be properly executed and filed at the Contra Costa County Elections Division
no later than 5:00 p.m. on August 12, 2016.**

EC 8028 (b), 8064, 8020 (d), 10510, 10227

My current residence address is: _____
Street Address City State Zip Code

My mailing address is: _____
Street Address City State Zip Code

My telephone numbers are: _____
Daytime Evening

My internet addresses are: _____
Website Email

Printed Name

Signature of Candidate

Date

ATTACHMENT E - SUMMARY OF CAMPAIGN FINANCE DISCLOSURE FORMS

Except as noted below, an individual who intends to be a candidate for an elective office must file "Candidate Intention Statement" (Form 501). Please see instructions on the Form 501 for the filing requirements. For State Candidates, Form 501 is filed with the Secretary of State. Local Candidates file with the appropriate local filing officer for their jurisdiction. These forms are available on the Fair Political Practices website at www.fppc.ca.gov.
GC 85200 et seq.

- a) **FORM 501 – Candidate Intention Statement** ▶ This statement must be filed before a candidate solicits or receives any contributions or loans from others or before any expenditures are made from personal funds on behalf of his/her candidacy, excluding personal funds used to pay filing fees and/or fees for Statements of Qualifications.

Exception: Form 501 is not required to be filed by candidates who do not intend to receive any contributions or loans, and the only expenditures from personal funds would be for payment of the filing fees, if applicable, and the Statement of Qualifications. Form 501 is not used to obtain a Committee Identification Number.

- b) **FORM 410 - Statement of Organization** ▶ In addition to the above mentioned form, a Form 410 must be filed with the Secretary of State's Office to obtain a Committee Identification Number. Form 410 must be filed if a candidate or committee receives contributions or loans totaling \$2,000 or more in a calendar year. This statement must be filed within 10 days of opening a campaign bank account at a financial institution in California. All personal funds and/or contributions or loans made to the candidate, to a person on behalf of the candidate, or to the candidate's controlled committee shall be deposited in the campaign bank account prior to expenditure.
- c) **FORM 460 - Recipient Committee Campaign Statement** ▶ Candidates for office who receive contributions or have expenditures over \$2,000 must file pre-election and semi-annual campaign statements during the year in which their election is being held. Please refer to the Campaign Report and Statement Filing Schedule included in your FPPC packet.

GC 84200 et seq.

- d) **FORM 470 - Officeholder/Candidate Campaign Statement-Short Form** ▶ Candidates for office who expect to receive or spend less than \$2,000 during the election and who do not have a controlled committee may file a Form 470 with their Declaration of Candidacy (or no later than the filing deadline for the first pre-election campaign statement).

GC 84206

- e) **FORM 470 - Supplemental** ▶ Supplemental Candidate and Officeholder Campaign Statement. This form applies to candidates and officeholders who have filed a Form 470 and subsequently receive contributions or make contributions totaling \$2,000 or more for a calendar year. Once a Supplemental Form 470 is filed, the candidate or officeholder will be required to file a Form 410 and 460.



Basic Filing Guidelines for Candidates & Committees. For more information you may contact FPPC at 1-866-ASK-FPPC and by going to the FPPC website at www.fppc.ca.gov



Form 501 – Candidate Intention
Who: All Candidates
When: Before raising or spending any money including personal funds.
With: Local Filing Officer
Under \$2000

Form 470 – Campaign Statement Short Form
Who: Candidates who do not plan to raise or spend \$2,000 or more for their campaign, and do not have an open committee.
When: Any time, but no later than the date the first Pre-Election statement is due. Statement covers entire calendar year.
With: Local Filing Officer

Form 470 Supplement
Who: Candidates who filed form 470, but subsequently raised or spent \$2,000 or more for their campaign.
When: Within 48 hours of raising or spending \$2,000 or more.
With: Secretary of State, Local Filing Officer, every other candidate seeking the same office.
MUST ALSO FILE FORM 410

Form 410 – Statement of Organization
Who: Candidates and organizations who raise \$2,000 or more.
When: Anytime, but required to be filed within 10 days of reaching \$2,000 in contributions (or within 24 hours if \$2,000 level is reached in final 16 days before Election Day.
With: Original & copy to Sec. of State, one copy to Local Filing Officer.

Form 460 – Campaign Statement
Who: All campaign committees formed via filing of a Form 410.
When: Two Pre-Election statements due before election, and Semi-Annually thereafter until committee is terminated.
• Exception for officeholders earning under \$200/yr. from the office and have inactive committees. (Govt. Code Sec. 84200)
• If 410 filed before June 30, then 460 due July 31.
With: Original & one copy to Local Filing Officer

After the Election
After the election, a successful candidate has the option of maintaining his/her committee and campaign bank account, or terminating the campaign committee and closing the bank account. An officeholder who maintains a committee may:
• Continue to receive contributions;
• Use campaign funds to offset officeholder expenses; or
• Hold funds for use in a future election.
An officeholder who wishes to terminate a committee must file both a Form 410 with the State and a Form 460 with Local Filing Officer. (See FPPC Manual for information)

ATTACHMENT F - DISTRICT REGISTRATION BY PARTY

District Registration by Party

As of November 2, 2015

	Democrat	Republican	American Independent	No Party Preference	Other	Vote-by-Mail	Total
Contra Costa County	256,937	123,052	14,216	122,785	9,002	296,298	525,992
State Offices:							
5th Congressional District	25,819	7,594	1,247	11,284	925	24,535	46,869
9th Congressional District	41,447	22,580	2,866	18,751	1,135	48,012	86,779
11th Congressional District	176,218	82,694	9,157	82,406	6,566	203,271	357,041
15th Congressional District	13,453	10,184	946	10,344	376	20,480	35,303
3rd Senatorial District	22,096	10,822	1,449	10,844	1,140	24,813	46,351
7th Senatorial District	165,554	101,703	10,652	86,015	5,453	211,578	369,377
9th Senatorial District	69,287	10,527	2,115	25,926	2,409	59,907	110,264
11th Assembly District	50,989	25,218	3,374	22,432	1,400	56,456	103,413
14th Assembly District	76,085	36,316	4,753	37,140	3,112	83,793	157,406
15th Assembly District	66,648	9,867	2,002	24,918	2,333	57,531	105,768
16th Assembly District	63,215	51,651	4,087	38,295	2,157	98,518	159,405
County Offices:							
Member, Board of Supervisors, 2nd District	51,973	42,558	3,359	31,485	1,735	81,517	131,110
Member, Board of Supervisors, 3rd District	46,255	27,316	3,230	21,802	1,277	55,603	99,880
Member, Board of Supervisors, 5th District	50,266	15,960	2,562	22,034	1,753	48,005	92,575
Cities:							
Antioch	24,019	7,965	1,318	9,782	615	22,496	43,699
Brentwood	11,208	8,514	898	5,804	346	15,245	26,770
Clayton	2,769	2,734	259	1,407	91	4,020	7,260
Concord	26,477	13,249	1,800	13,316	1,091	29,328	55,933
Danville	8,979	10,947	740	5,871	328	15,696	26,865
El Cerrito	8,743	1,128	176	3,235	424	7,848	13,706
Hercules	7,060	1,608	237	3,174	138	6,179	12,217
Lafayette	7,067	4,648	379	3,613	261	9,976	15,968
Moraga	4,041	3,147	211	2,442	151	6,815	9,992
Martinez	10,433	5,112	696	4,821	560	11,636	21,622
Oakley	8,543	3,854	554	3,454	210	9,363	16,615
Orinda	5,649	3,599	264	2,873	190	8,732	12,575
Pittsburg	15,152	3,522	643	6,129	366	13,033	25,812
Pleasant Hill	8,763	4,500	553	4,643	412	10,105	18,871
Pinole	5,572	1,546	241	2,220	167	5,488	9,746
Richmond	28,254	3,004	843	9,910	979	23,456	42,990
San Pablo	5,412	596	162	2,255	167	4,303	8,592
San Ramon	12,789	9,372	885	9,942	360	19,185	33,348
Walnut Creek	18,110	11,599	1,033	9,138	595	25,377	40,475

	Democrat	Republican	American Independent	No Party Preference	Other	Vote-by-Mail	Total
School Districts:							
Acalanes Union High School	31,886	20,245	1,728	16,039	1,149	46,596	71,047
Antioch Unified School	25,131	8,586	1,405	10,110	638	23,756	45,870
Brentwood Union School	11,810	8,880	950	6,078	366	16,040	28,084
Byron Union School	2,363	2,968	329	1,484	91	4,384	7,235
Canyon Elementary School	88	9	0	34	26	74	157
Chabot-Las Positas Community College - Ward 7	324	178	19	371	8	566	900
Contra Costa Board of Ed - Area 1	57,226	7,525	1,660	20,821	2,125	49,015	89,357
Contra Costa Board of Ed - Area 3	49,516	23,314	3,276	24,852	2,230	54,341	103,188
Contra Costa Community College - Ward 2	59,550	36,019	3,161	29,674	2,006	80,634	130,410
Contra Costa Community College - Ward 5	46,985	17,136	2,710	19,706	1,308	45,924	87,845
John Swett Unified School	4,088	938	175	1,607	145	3,655	6,953
Knightsen Elementary School	521	448	52	258	20	755	1,299
Lafayette School	8,005	5,242	433	4,043	283	11,323	18,006
Liberty Union High School	22,483	15,890	1,847	11,135	686	29,806	52,041
Livermore Valley Joint Unified School	51	67	3	24	4	106	149
Martinez Unified School	8,093	3,950	567	3,840	444	9,028	16,894
Moraga School District	4,094	3,194	214	2,470	155	6,893	10,127
Mt Diablo Unified School	58,498	31,517	3,780	30,112	2,408	68,304	126,315
Oakley Union Elementary School	7,789	3,594	516	3,315	209	8,627	15,423
Orinda Union School	5,655	3,610	265	2,866	190	8,742	12,586
Pittsburg Unified School	12,965	2,873	556	4,947	319	10,696	21,660
San Ramon Valley Unified School	27,512	29,153	2,162	20,219	882	47,191	79,928
Walnut Creek School	14,044	8,190	816	6,626	495	19,564	30,171
West Contra Costa Unified School	66,230	9,833	1,993	24,752	2,327	57,227	105,135
Special Districts:							
Alameda-Contra Costa Transit	51,531	6,197	1,431	18,542	1,964	43,690	79,665
Alameda-Contra Costa Transit - Ward 1	51,531	6,197	1,431	18,542	1,964	43,690	79,665
Ambrose Recreation & Park	4,475	1,182	207	2,143	161	4,074	8,168
Bethel Island Municipal Improvement	355	299	38	190	16	507	898
Byron Bethany Irrigation - Division 2	374	309	39	202	6	523	930
Byron Sanitary	100	66	9	48	3	128	226
Castile Rock County Water	48	72	4	29	5	102	158
Central Contra Costa Sanitary	81,621	61,180	5,215	47,339	3,066	120,396	198,421
Contra Costa Water - Division 3	23,688	15,884	1,682	12,767	847	30,550	54,868
Contra Costa Water - Division 4	22,616	7,208	1,169	9,357	598	21,242	40,948
Contra Costa Water - Division 5	22,499	9,331	1,380	9,419	592	23,078	43,221
Crockett Community Services	1,146	298	63	468	69	1,113	2,044
Diablo Community Services	128	399	32	103	3	400	665
Diablo Water	8,605	3,902	559	3,492	215	9,428	16,773
Town of Discovery Bay Community Services	2,281	2,776	313	1,420	91	4,195	6,881
Dublin San Ramon Services	6,415	4,097	426	5,581	166	9,568	16,685

	Democrat	Republican	American Independent	No Party Preference	Other	Vote-by-Mail	Total
Special Districts (continued)							
East Bay Municipal Utility - Ward 1	49,323	6,859	1,553	18,875	1,604	41,426	78,214
East Bay Regional Park - Ward 1	58,200	7,934	1,703	21,197	2,150	50,074	91,184
East Bay Regional Park - Ward 2	23,386	15,283	1,238	11,711	798	35,365	52,616
East Contra Costa Irrigation - Division 1	3,924	1,566	189	1,803	80	3,948	7,562
East Contra Costa Irrigation - Division 2	3,755	1,626	206	1,787	100	3,903	7,474
East Contra Costa Irrigation - Division 3	3,695	2,644	300	1,929	109	4,867	8,677
East Contra Costa Irrigation - Division 5	4,258	3,842	376	2,084	124	6,394	10,684
Green Valley Recreation & Park	303	238	21	138	13	382	713
Ironhouse Sanitary	9,022	4,262	612	3,756	235	10,051	17,887
Kensington Fire Protection	2,539	309	38	692	89	2,264	3,667
Kensington Police Protection & Community Services	2,539	309	38	692	89	2,264	3,667
Knightsen Town Community Services	292	310	37	138	10	444	787
Los Medanos Community Healthcare	19,739	4,920	872	8,389	540	17,393	34,460
Moraga-Orinda Fire Protection Division - 2	1,746	1,157	79	1,075	64	2,848	4,121
Moraga-Orinda Fire Protection Division - 5	2,091	1,500	103	1,087	71	3,341	4,852
Mt View Sanitary	5,688	2,728	393	2,793	294	6,150	11,896
Pleasant Hill Recreation & Park	10,271	5,380	638	5,433	477	12,320	22,199
Rodeo-Hercules Fire Protection	9,484	2,157	337	4,107	204	8,287	16,289
Rodeo Sanitary	2,294	531	94	889	62	2,016	3,870
Rollingwood-Wilart Park Recreation & Park	564	62	16	274	21	424	937
S.F. Bay Area Rapid Transit - District 1	90,826	67,165	6,273	52,117	3,441	128,086	219,822
S.F. Bay Area Rapid Transit - District 3	24,398	10,853	908	11,039	978	30,622	48,176
S.F. Bay Area Rapid Transit - District 7	60,284	9,419	1,978	23,017	2,027	51,875	96,725
San Ramon Valley Fire Protection	27,205	28,863	2,145	20,035	873	46,634	79,121
Stege Sanitary	13,209	1,612	265	4,646	619	11,701	20,351
West Contra Costa Healthcare	69,179	10,470	2,105	25,896	2,403	59,769	110,053
West County Wastewater	23,564	3,618	751	8,828	765	20,150	37,526

ATTACHMENT G - VOTE HISTORY FOR CONTRA COSTA COUNTY

Election Date	Voter Registration	Total Turn Out	% Turn Out	VBM Vote*	% Voting VBM	No. of Precincts
Nov. 4, 2014	527,521	259,007	49.10%	165,617	63.94%	652
June 3, 2014	528,162	151,788	28.74%	111,836	73.68%	650
Nov. 6, 2012	556,327	442,143	79.48%	245,953	55.63%	834
June 5, 2012	520,098	192,761	37.06%	133,566	69.26%	646
Nov. 2, 2010	533,825	352,657	66.10%	200,064	56.73%	807
Jun. 8, 2010	525,992	210,417	40.00%	138,739	65.94%	628
Nov. 4, 2008	527,145	456,876	86.67%	234,043	51.23%	854
June 3, 2008	490,954	169,475	34.52%	117,766	69.49%	772
Feb. 5, 2008	475,821	318,224	66.88%	168,668	53.00%	816
Nov. 7, 2006	486,441	308,206	63.36%	161,520	52.41%	1,032
Jun. 6, 2006	489,263	185,241	37.86%	111,115	59.98%	885
Nov. 8, 2005	492,656	281,120	57.05%	125,770	44.75%	556
Nov. 2, 2004	504,505	418,335	82.92%	156,920	37.51%	921
Mar. 2, 2004	453,034	250,235	55.24%	96,358	38.51%	787
Oct. 7, 2003	444,355	320,994	72.23%	111,387	34.70%	489
Nov. 5, 2002	484,640	274,087	56.6%	93,428	34.09%	1,072
Mar. 5, 2002	478,754	187,496	39.2%	57,765	30.81%	910
Nov. 7, 2000	493,826	384,300	77.80%	116,192	30.34%	1,078
Mar. 7, 2000	458,136	276,352	60.30%	78,947	28.57%	907
Nov. 3, 1998	485,910	306,712	63.10%	94,026	30.70%	934
Jun. 2, 1998	492,730	222,717	45.20%	68,660	30.80%	877
Nov. 5, 1996	555,734	356,383	64.10%	80,819	22.70%	975
Mar. 26, 1996	510,990	216,359	42.30%	52,798	24.40%	839
Nov. 8, 1994	492,562	305,529	62.00%	67,316	22.00%	953
Jun. 7, 1994	475,884	169,670	35.70%	36,071	21.30%	821
Nov. 3, 1992	507,451	389,391	76.70%	76,624	19.70%	946
Jun. 2, 1992	452,315	216,287	47.80%	44,902	20.80%	800
Nov. 6, 1990	453,435	277,999	61.30%	58,115	20.90%	906
Jun. 5, 1990	431,802	200,263	46.40%	35,742	17.80%	791
Nov. 8, 1988	452,491	341,149	75.40%	54,424	16.00%	
Jun. 7, 1988	406,769	207,140	50.90%	22,090	10.70%	
Nov. 4, 1986	409,507	256,007	62.50%	24,531	9.60%	
Jun. 3, 1986	391,137	161,104	41.20%	15,115	9.40%	
Nov. 6, 1984	427,593	326,301	76.30%	33,371	10.20%	
Jun. 5, 1984	380,311	185,524	48.80%	13,490	7.30%	
Nov. 2, 1982	365,642	257,887	70.50%	15,146	5.90%	
Jun. 8, 1982	375,460	207,846	55.40%	10,238	4.90%	
Nov. 4, 1980	358,560	291,155	81.20%	16,815	5.80%	
Jun. 3, 1980	344,670	231,313	67.10%	10,776	4.66%	

*“Good” ballots including mail-precinct ballots; excludes provisional and seven-day ballots

ATTACHMENT H - SAMPLE - RESOLUTION CONTAINING ELECTION ORDER

Adopt and file with the County Registrar of Voters
NOT LATER THAN (E-125) JULY 8, 2016

BEFORE THE BOARD OF DIRECTORS OF THE
District
CONTRA COSTA COUNTY, STATE OF CALIFORNIA

Resolution Ordering Even – Year Board of Directors)
Election; Consolidation of Elections; and) RESOLUTION NO. _____
Specifications of the Election Order)

WHEREAS, California Elections Code requires a general district election be held in each district to choose a successor for each elective officer whose term will expire on the first Friday in December following the election to be held on the first Tuesday after the first Monday in November in each even-numbered year; and

WHEREAS, other elections may be held in whole or in part of the territory of the district and it is to the advantage of the district to consolidate pursuant to Elections Code Section 10400; and

WHEREAS, Elections Code Section 10520 requires each district involved in a general election to reimburse the county for the actual costs incurred by the county elections official in conducting the election for that district; and

WHEREAS, Elections Code Section 13307 requires that before the nominating period opens the district board must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; may estimate the cost; and determine whether the estimate must be paid in advance; and

WHEREAS, Elections Code Section 12112 requires the election official of the principal county to publish a notice of the election once in a newspaper of general circulation in the District;

NOW, THEREFORE, IT IS ORDERED that an election be held within the territory included in this district on the **8th day of November, 2016**, for the purpose of electing members to the board of directors of said district in accordance with the following specifications:

SPECIFICATIONS OF THE ELECTION ORDER

1. The Election shall be held on Tuesday, **the 8th day of November, 2016**. The purpose of the election is to choose members of the board of directors or councilmembers for the following seats: (List offices and terms)

2. The District has determined that the _____ will pay for the Candidate's
(District or Candidate)

Statement. As a condition of having the Candidate's Statement published, the candidate shall/may pay the estimate cost at the time of filing. The District hereby establishes the estimated cost for a candidate statement as the following: \$_____

3. The District directs that the County Registrar of Voters of the principal county publish the Notice of Election in a newspaper of general circulation that is regularly circulated in the territory.
4. This Board hereby requests and consents to the consolidation of this election with other elections which may be held in whole or in part of the territory of the district, pursuant to Elections Code 10400.
5. The district will reimburse the county for the actual cost incurred by the county elections official in conducting the general district election upon receipt of a bill stating the amount due as determined by the elections official.
6. The Clerk of this Board is ordered to deliver copies of this Resolution, to the Registrar of Voters, and if applicable, to the Registrar of Voters of any other county in which the election is to be held, **and to the Board of Supervisors**.
7. THE FOREGOING RESOLUTION WAS ADOPTED upon motion of Director _____

Seconded by Director _____, at a regular meeting on this day of _____, 2016, by the following vote:

AYES: _____ NOES: _____
ABSENT: _____ ABSTAIN: _____
DATED: _____

DISTRICT SECRETARY
District

