

# SOLANO COUNTY ELECTION CALENDAR

## CONSOLIDATED DISTRICTS ELECTION

### NOVEMBER 8, 2011

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Please call 707-784-6675 if you have any questions or comments or visit our website at [www.solanocounty.com/elections](http://www.solanocounty.com/elections) Thank you.

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

Calendar Key – "E" stands for Election. The minus sign and the number after "E" indicates the number of days until the election. The plus sign and the number after "E" indicates the number of days after the election. If there is an asterisk (\*) by the date, the deadline falls on a weekend or holiday and, in most cases, has been moved to the next business day.

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| <b>July 1, 2011<br/>(E-130)</b>                 | <b>District Boundary Changes – Special Districts</b><br>Deadline for districts to complete their boundary changes in order to comply with §10522 and §10524 which require districts to transmit district boundary maps to the county election official by July 6 (E-125). §12262                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>July 1, 2011<br/>(E-130)</b>                 | <b>Notice of Consolidation-Schools</b><br>Deadline for county superintendent of schools to notify governing boards of a mandatory consolidation where two or more districts of any type are to hold an election in the same area on the same date. Upon consolidation, the basic unit for conducting the election shall be the elementary district. Ed C. 5323, 5340                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>July 4* –<br/>July 18<br/>(E-127 –E-113)</b> | <b>Cities Publish Election Notice</b><br>The City Clerk shall publish a Notice of Election in the city pursuant to G.C. 6061, to include (a) the date and polling hours of the election; (b) the offices to be filled, specifying full term or short term as the case may be; and (c) any measure(s) to be voted on, including a synopsis of each measure. §§12101,12111, 12102<br><br>The City Clerk shall consolidate the notice of election and the notice of measure to be voted on into one notice if the measure was placed on the ballot before the notice of election is published pursuant to §§12101, 12111(b)<br><br>This is a one time publication in a newspaper of general circulation. If no such newspaper is published and circulated in the city, the notice must be posted conspicuously in at least 3 public places in the city. §12111 |
| <b>July 6<br/>(E-125)</b>                       | <b>Notice of Election -- Special Districts</b><br>The district secretary shall deliver to the county elections official a notice bearing the secretary's signature and the district seal containing: (a) the offices, if any, to be filled and the balance of an unexpired term, and (b) whether the district or the candidate is to pay for the publication of a statement of qualification. §10509                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>July 6<br/>(E-125)</b>                       | <b>Boundary Maps -- Special Districts</b><br>The district secretary of a resident voting district shall deliver to the county election official of each affected county a map showing the boundaries of the                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

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|                                                    | district and a statement indicating in which divisions a director is to be elected and whether any elective officer is to be elected at large. §10522                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>July 8<br/>(E-123)</b>                          | <b>Specifications of the Election Order-School and Community College Districts</b><br>Deadline for the governing board of a school or community college district or authorized officer to deliver to the county superintendent of schools and the election official a resolution entitled "specifications of the election order," which includes: (a) the date and purpose of the election, (b) the authority for ordering it, (c) the authority for the "specifications," and (d) the signature of the officer authorized to make the designations.<br>Ed C. 5322.                                                                                                                                                                                                          |
| <b>July 11<br/>(E-120)</b>                         | <b>Conforming Boundaries -- Community College Districts</b><br>Last day for community college districts to change ward boundary lines to conform to precinct boundary lines where possible. This occurs when an existing ward boundary line falls upon an election precinct boundary line and the election precinct line is later changed pursuant to §12200.<br>Ed C. 5029                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>July 11<br/>(E-120)</b>                         | <b>Tie Vote Procedures – County, City, School Elections</b><br>Suggested date by which school governing boards determine whether a tie vote shall be resolved by lot or by runoff election. Ed.C. 5016 and §15651 require this decision to be made "prior to conducting" the election.<br>If a runoff election is to be held pursuant to Ed.C. 5016, it shall be conducted on the sixth Tuesday following the election at which the tie vote occurred.<br>If a runoff is conducted pursuant to §15651, it is to be called for any Tuesday which falls within 40-125 days after the results of the tie-vote election are certified.<br><br><b>Tie Vote Procedures – Special Districts</b><br>If a tie vote occurs in a UDEL election, the winner is determined by lot. §10551 |
| <b>July 11<br/>(E-120)</b>                         | <b>Delivery of Order and Notice by School Superintendent</b><br>Deadline for the superintendent of schools to deliver to the elections official copies of: (a) the order of election for any school or community college district election within his or her jurisdiction and (b) the formal notice of election. Ed C. 5324<br>The county superintendent shall also publish the notice of election, which shall contain the date and purpose of the election and which shall be published between 90 and 120 days before the election one time in a newspaper of general circulation. Ed C. 5325 and 5361 and §12112. As an alternative to publication, the superintendent may post the notice at every school house and at 3 public places in the district.<br>Ed C. 5362   |
| <b>July 11 –<br/>August 10<br/>(E-120 to E-90)</b> | <b>Notice of Election- Schools</b><br>Between these dates, the county elections official shall publish a notice of the election once in a newspaper of general circulation. The notice shall contain the date of the election, the offices for which candidates can file, the location where nomination papers are available, the deadline for filing, and the qualifications required by the principal act. §12112                                                                                                                                                                                                                                                                                                                                                          |

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| <b>July 18 –<br/>August 12<br/>(E-113 – E-88)</b>    | <p><b>Declaration of Candidacy/Nomination Filing</b><br/>First day to issue Declarations of Candidacy for special districts, school offices, including boards of education. §§10510, 10602, and 10603.</p> <p>First day for the City Clerk to issue Nomination Papers for municipal offices.<br/><b>NOTE:</b> Elections Code §10221 requires any city nomination paper which contains an insufficient number of signatures, shall not be returned to the candidate. Instead, the City Clerk shall issue a "Supplemental Petition" to be accompanied by a copy of the nomination petition, with the valid signatures noted, which the candidate may use to obtain additional signatures.</p> |
| <b>July 18 –<br/>August 12<br/>(E-113 – E-88)</b>    | <p><b>Candidate's Statement of Qualifications</b><br/>Between these dates, candidates may prepare a statement of qualifications, not to exceed 200 words to be included in the Voter Information Pamphlet. The statement shall not contain the candidate's political party affiliation or membership or activity in partisan political organizations. It shall be filed and paid for at the time the Declaration of Candidacy is filed. §13307<br/>Candidate statements are confidential until the filing deadline expires. §13311<br/>Foreign language translations are optional.</p>                                                                                                      |
| <b>July 20<br/>(E-111)<br/>EARLY</b>                 | <b>EARLY DATE TO SUBMIT RESOLUTIONS AND MEASURE TEXT TO THE COUNTY ELECTIONS OFFICIAL. THIS DATE IS RECOMMENDED TO MEET PRINTER'S DEADLINES. (SUGGESTED DATE)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>July 31*<br/>STATUTORY<br/>DATE</b>               | <p><b>Semi-annual Campaign Statement.</b><br/>The last day to file semi-annual campaign statements, if required, by all candidates and committees. (Period covered by statement is Jan. 1, 2011 to June 30, 2011) G.C. 82013, 84200</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>August 12<br/>(E-88)</b>                          | <p><b>Candidate Nomination Period Ends</b><br/>By 5:00 p.m. candidates must file Declarations of Candidacy and Nomination Papers. §§10220, 10224, 10510<br/>At the time of filing, candidates should receive a copy of mass mailing requirements provided for in G.C. 84305.<br/>If the incumbent fails to file, this period extends to August 17 (E-83).<br/>CITY: If no one or only one candidate files, and no citywide contest appears on the ballot, the city shall decide whether to appoint or hold an election. §10229<br/>DISTRICT: In the case of insufficient nominees in a district election, the supervising authority shall make appointments. §10515</p>                     |
| <b>August 12<br/>FINAL<br/>(E-88)</b>                | <p><b>Resolutions of Consolidation – Final Deadline</b><br/>Deadline for the governing body of a district, city, school or other political subdivision which requests consolidation of a local election for candidates and/or measures to file the request with the County Elections Department.<br/><b>Earlier filing dates are encouraged in order to meet printing schedules.</b><br/>§§10400, 10402, 10403, Ed C. 5342</p>                                                                                                                                                                                                                                                              |
| <b>August 12<br/>(E-88)</b>                          | <p><b>Statements of Economic Interest – Cities, Schools &amp; Special Dist.</b><br/>City, Schools and Special District candidates must file statements of economic interests by this date with the City Clerk or the County Elections office. This statement is not required if the candidate filed a statement for the same jurisdiction within 60 days prior to filing nomination papers.</p>                                                                                                                                                                                                                                                                                             |
| <b>August 12 –<br/>September 1<br/>(E-88 – E-68)</b> | <p><b>Death of a Candidate-General Provisions</b><br/>If during this period the election official determines a candidate who qualified for the ballot has died, the deceased candidate's name shall not be printed on the ballot. §10529, Ed C. §5329<br/>If a candidate dies <u>after</u> the 68<sup>th</sup> day before the election, his or her name remains on the ballot. If the deceased candidate wins, the vacancy in the office shall be treated as if that candidate had died after taking office. §15402</p>                                                                                                                                                                     |

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| <b>August 12 – September 1 (E-88 – E-68)</b> | <b>Death of a Candidate-Special Provisions</b><br>If an incumbent and only one challenger file for nonpartisan office and either one dies between E-88 and E-68, the nomination period is reopened. §8027<br>If the incumbent or the sole challenger dies after the 68 <sup>th</sup> Day (Sept. 1), a special election must be called within 14 days after the death. §8026                                                                                                                                                                                                                                                                |
| <b>August 12 FINAL (E-88)</b>                | <b>Deadline for Filing Tax Rate Statement for Bond Measures.</b><br>Last day to file Tax Rate Statement for any bond measure appearing on the November ballot. §9401                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>August 13* – August 17 (E-87 – E-83)</b>  | <b>Candidate Nominations -- Extension Period.</b><br>If an Incumbent fails to file by 5:00 p.m. on August 12, 2011, the nomination period is extended until E-83 (Wednesday) §§10225, 10516, 10604                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>August 13* (E-87)</b>                     | <b>Candidate Statement Withdrawal.</b><br>Candidate may withdraw, but not change, a filed candidate statement for a non-partisan office up to 5:00 p.m. on the next business day following the close of the nomination period §13307 (a)(3)                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>August 17 (E-83)</b>                      | <b>Candidate Nominations -- Extension Period Ends</b><br>Last day for candidates to file during the extension period. §§10225, 10516                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>August 17 (E-83)</b>                      | <b>Insufficient Nominees -- School and Special Districts</b><br>If by 5:00 p.m. on the 83 <sup>rd</sup> day prior to the election there are insufficient nominees, the supervising authority shall make the appointment unless a petition is filed by this date to request that the election be held. §10515, E.C. 5326, 5328, 5328.5                                                                                                                                                                                                                                                                                                      |
| <b>August 18 (E-82)</b>                      | <b>Candidate Statement Withdrawal After the Extension Period</b><br>By this date, a candidate may withdraw, but not change, a candidate statement filed during the Extension Period. §13307(a)(3)                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>August 18 @ 11:00 a.m. (E-82)</b>         | <b>Random Alphabet Drawings.</b><br>Secretary of State draws random alphabet to determine order of candidates on the ballot for offices. §13112 (b)(1)(f)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>August 19 (E-81)</b>                      | <b>Arguments Due for Ballot Measures</b><br>Deadline to submit arguments for or against ballot measures. Notice of the date fixed shall be published by the elections official. G.C. 6060, 6061, §9502                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>August 25 (E-75)</b>                      | <b>Insufficient Nominees - Cities</b><br>Deadline for city council to plan their course of action for filling a position (make appointments) where no nominees or insufficient nominees have filed for city office. §10229(a)                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>August 29 (E-71)</b>                      | <b>Rebuttal Arguments and Analyses Due for Ballot Measures</b><br>Deadline for authors to submit rebuttal arguments. Authors may authorize in writing any other person or persons to prepare, submit, or sign the rebuttal arguments. §9167, 9317<br><br>County Counsel to submit analyses (§§9160, 9313) for county and school/special district measures; City attorney to submit analyses of city measures. §9280<br><br>County Auditor, if previously directed by the Board of Supervisors, to submit fiscal analyses of measures. §9160                                                                                                |
| <b>August 29- September 8 (E-71 –E-61)</b>   | <b>10 Day Public Inspection for Rebuttals and Analyses</b><br>10-calendar day public inspection of arguments, analyses, rebuttals, and ballot materials for measures. Documents will be on public display at the Solano County Registrar of Voters at 675 Texas Street, Ste. 2600, Fairfield. Any person may obtain a copy of the materials for a fee not to exceed the actual cost incurred by the county to provide them.<br>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. §§9190, 9380 |

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| <b>September 12<br/>(E-57)</b>                                | <b>First Day for write-in nominations</b><br>First day for write-in candidates to obtain and file nomination papers. §8601. No filing fee or charge shall be required of a write-in candidate except in the case of city elections. §§8604, 10228                                                                                                                                                                                                                                                                                           |
| <b>September 29<br/>October 18<br/>(E-40 to E21)</b>          | <b>Sample Ballots</b><br>During this period, the county election official shall mail sample ballot booklets prepared in connection with the November 8 <sup>th</sup> UDEL Election. §13303                                                                                                                                                                                                                                                                                                                                                  |
| <b>September 29<br/>(E-40)</b>                                | <b>First Pre-Election Campaign Disclosure Statement.</b><br>First pre-election campaign disclosure report is due. The forms can be personally delivered or sent by 1st class mail. (Period covered from (07/1/11 – 9/24/11) G.C. 84200.8                                                                                                                                                                                                                                                                                                    |
| <b>October 10<br/>(E-29)</b>                                  | <b>Vote by Mail Period</b><br>Vote by Mail period begins for the November 8, 2011 election. §3001                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>October 24<br/>(E-15)</b>                                  | <b>Close of Voter Registration.</b><br>Last day to register to vote for the UDEL Election. §2107                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>October 25<br/>(E-14)</b>                                  | <b>Write-in Declarations for Office</b><br>Deadline for candidates to file declarations of write-in candidacy. Write-in declarations shall have the same requirements, i.e. if sponsor signatures are required, etc., as formal filings of declarations of candidacy and nomination. §§13, 8600                                                                                                                                                                                                                                             |
| <b>October 27<br/>(E-12)</b>                                  | <b>Second Pre-Election Campaign Disclosure Statement.</b><br>Second pre-election campaign disclosure report is due. The forms can be <u>personally delivered or sent by guaranteed overnight delivery.</u> (Period covered by statement (09/25/11-10/22/11) G.C. 84200.8                                                                                                                                                                                                                                                                    |
| <b>October 28<br/>(E-11)</b>                                  | <b>Publication of Nominees</b><br>City election official shall publish a list of the names of nominees, in the order in which they appear on the ballot, not later than one week before the election. §12110                                                                                                                                                                                                                                                                                                                                |
| <b>October 28<br/>(E-11)</b>                                  | <b>Notice of Central Counting Place</b><br>If ballots are to be tallied at a central counting place, the election official shall publish a notice specifying the location in a newspaper of general circulation. §12109                                                                                                                                                                                                                                                                                                                     |
| <b>October 23 –<br/>November 7<br/>24 Hour<br/>Statements</b> | <b>Late Contributions and Independent Expenditure Reports.</b><br>Late Contribution and Independent Expenditures of \$1,000 or more <u>must be filed within 24 hours of activity.</u> The forms can be filed <u>in person, by telegram, by guaranteed overnight delivery, or by fax.</u> G.C.84203, 84204                                                                                                                                                                                                                                   |
| <b>November 1<br/>(E-7)</b>                                   | <b>Publication of Polling Places, Boards and City Candidates</b><br>Publish one time, in a newspaper of general circulation, a list of polling places. Post the names of precinct officials. §§12105, 12105.5<br>If city elections are consolidated, the city must publish by this date a list of candidates in the order they appear on the ballot and the respective offices for which they are nominated. §12110                                                                                                                         |
| <b>November 1<br/>(E-7)</b>                                   | <b>Vote by Mail Application Period</b><br>Last day for the county elections official to receive by mail any voter's application for a Vote by Mail ballot and to issue such ballot §3001                                                                                                                                                                                                                                                                                                                                                    |
| <b>November 2 –<br/>November 8<br/>(E-6 to E-0)</b>           | <b>Vote by Mail Ballots – Late Conditions.</b> Voters unable to go to the polls because of illness or disability or because they will be absent from their precinct on election day, may come to the elections department and receive a Vote by Mail ballot over the counter. Voters may designate, in writing, a representative to bring the Vote by Mail ballot to them. The voter may either personally or through the authorized representative return the ballot to the elections department or any polling place in the county. §3021 |

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| <b>November 7<br/>(E-1)</b>                                                                          | <b>Appointments-School Districts, County Boards of Education</b><br>Before making the appointment where no one has been nominated, the governing board must publish one time in a newspaper of general circulation, a notice of its intention to appoint and the procedures for applying for the office. Ed C.5326, 5328.5                                         |
| <b>November 8</b>                                                                                    | <b>**ELECTION DAY** Polls open from 7:00 a.m. to 8:00 p.m.</b>                                                                                                                                                                                                                                                                                                     |
| <b>November 28<br/>STATUTORY<br/>DATE</b><br><i>(Monday before the first<br/>Friday in December)</i> | <b>Declaration of Elected Candidates.</b> Deadline for the election official to declare the elected candidates. The election official shall immediately make and deliver to each person elected a certificate of election. §10551<br>Tie votes, if any, shall be determined by lot.<br><br>Cities: City Clerks will prepare the certificates for their candidates. |
| <b>November 10-<br/>December 6<br/>(E+2- E+28)</b>                                                   | <b>Official Canvass</b><br>Between these dates the county elections official shall canvass the precinct returns and certify the results. §§15372, 15375                                                                                                                                                                                                            |
| <b>December 6<br/>(E+ 28)</b>                                                                        | <b>Post Updated List of Polling Places and Precinct Board Members</b><br>Post an updated list of polling places and precinct officials who actually served on election day not later than 28 days after the election. This list shall remain posted for 30 days. §12105.5                                                                                          |
| <b>Friday,(At Noon)<br/>December 2,<br/>2011</b>                                                     | <b>Assuming Office Special Districts:</b> Officers declared elected or appointed take office this date at noon. §10554<br><b>School and Community College Districts:</b> Officers elected to school office take office this date (no time specified). Ed.C. 5017                                                                                                   |
| <b>January 31, 2012<br/>STATUTORY<br/>DATE</b>                                                       | <b>Campaign Disclosure Semi-annual Statement.</b> Deadline for filing semi-annual campaign disclosure statements. (Period covered by statement 07/11/11 – 12/31/11) G.C. 84200                                                                                                                                                                                     |