

ABBREVIATED SPECIAL ELECTION CALENDAR

City of Santa Clara

MARCH 3, 2020

September 3, 2019 Tuesday	<u>ELECTION CYCLE BEGINS</u> Receipt and expenditure of contributions may begin after signing in City Clerk's Office: the Declaration of Candidacy Statement indicating the acceptance or rejection of the campaign expenditure limit. Other Fair Political Practice Commission or Secretary of State filings may also be required.
*November 12, 2019 Tuesday	<u>NOMINATION PERIOD OPENS</u> First day candidates may pick up and file nomination papers with the City Clerk. Filing nomination papers is mandatory for all candidates; please contact the City Clerk's Office at (408) 615-2220 for more information.
January 31, 2020 Friday	<u>SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT DUE</u> Semi-annual statement – file Form 460 with the City Clerk. Covers reporting period of 7/1/19 through 12/31/19.
December 6, 2019 Friday until 5:00 p.m.	<u>NOMINATION PERIOD CLOSSES</u> 5:00 p.m. deadline to file all necessary nomination papers in the City Clerk's Office. Also, 5:00 p.m. is the deadline when a candidate may withdraw his or her candidacy.
December 7-11, 2019 Saturday through Wednesday at 5:00 p.m.	<u>EXTENSION PERIOD</u> If an incumbent fails to file papers by December 6, there will be a five (5) calendar day extension during which any candidate, other than the incumbent, may file or withdraw from said office. Nomination papers will be due by 5:00 p.m. on the final date of the extension period.
December 12, 2019 Thursday	<u>RANDOMIZED ALPHABET DRAWING</u> The Secretary of State will conduct a drawing of the letters of the alphabet to determine the order in which candidate names will appear on the ballot.
January 23, 2020 Thursday	<u>1st PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT DUE</u> First Pre-election statement – file Form 460 or Form 470 with the City Clerk. Covers reporting period of 1/1/20 through 1/18/20.
February 3, 2020 Monday	<u>FIRST DAY FOR MAILING VOTE BY MAIL BALLOTS</u> First day vote by mail ballots are mailed to voters.
February 18, 2020 Monday	<u>LAST DAY TO REGISTER TO VOTE FOR NOVEMBER ELECTION</u> Deadline to register to be eligible to vote in the March 3, 2020 election.
February 20, 2020 Thursday	<u>2nd PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT DUE</u> Second Pre-election statement – file Form 460 with the City Clerk. Covers reporting period of 1/19/20 through 2/15/20.

February 21, 2020
Friday

LAST DAY FOR RECEIPT AND DEPOSIT OF CONTRIBUTIONS

Pursuant to City Campaign Finance Ordinance, no contribution may be accepted and/or deposited after this date.

February 25, 2020
Tuesday

3rd PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT DUE

Third Pre-election statement - file Form 460 with the City Clerk. Deadline for financial disclosure report for period of 2/16/20 through 2/21/20.

March 3, 2020
Tuesday

ELECTION DAY

Polls are open 7:00 a.m. to 8:00 p.m.

April 2, 2020
Thursday

OFFICIAL CANVASS OF VOTE

Registrar of Voters to certify election results by this date.

April 30, 2020
Monday

ELECTION CYCLE ENDS

Last day to pay campaign expenses, disperse surplus funds and/or forgive loans.

July 31, 2020
Monday

SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT DUE

Semi-annual Statement – file Form 460 with the City Clerk. Covers reporting period of 2/16/20 through 4/30/20.

NOTE: Dates are subject to change.

Non-partisan Offices to be Voted Upon
Chief of Police (partial term ending November 2020)

Municipal elections and offices are non-partisan in the City of Santa Clara. Candidates cannot state their party affiliation on campaign materials.

Eligibility and Qualifications of Candidates

Those wishing to run for elected office for the City of Santa Clara must fulfill the requirements for elective office:

- Candidates must be **at least 18 years of age** by Election Day.
- Candidates must be both a **resident** and a **registered voter** of the City of Santa Clara at the time the nomination papers are issued to him or her.

Role of the City Clerk and the Santa Clara County Registrar of Voters

The City Clerk is responsible for the issuance and acceptance of nomination papers, the publication of necessary legal notices, campaign disclosure filing requirements, and City measures. Once the election season is over, the City Clerk is responsible for issuing the certificate of election and administering the oath of office to the successful candidates.

The City of Santa Clara will contract with the Santa Clara County Registrar of Voters to conduct the City's General Municipal Election on Tuesday, March 3, 2020. The Registrar of Voters verifies signatures on nomination papers and petitions, arranges for the printing and mailing of all necessary voter information, and locates and staffs all the polling places. Additionally, the Registrar of Voters is responsible for all Election Day activities, including the counting of the votes cast, and post-election activities such as the canvass of the returns and certification of election results.

City Clerk's Office
1500 Warburton Avenue,
Santa Clara, CA 95050
(408) 615-2220

Santa Clara County Registrar of Voters
1555 Berger Drive, Building 2
San Jose, CA 95112
(408) 299-8639

Limitations on Political Signs

Section 18.80.180 of the Code of the City of Santa Clara defines a “political sign” as a sign announcing, supporting or opposing a candidate or issue in connection with any national, state or local election and contains the following provisions applicable to political signs:

- No sign permit is required.
- Signs cannot be a physical danger to persons or property and cannot obstruct sight lines or constitute a physical obstruction to vehicular or pedestrian traffic.
- Signs may be placed on private property only with the consent of the property owner.
- Signs cannot exceed 16 square feet in size, except for legal billboards.
- Signs cannot be placed more than 90 days before the March 3, 2020 election, which is Wednesday, December 4, 2019.

Section 18.80.170 of the Code of the City of Santa Clara prohibits placement of any signs, including political signs, on City property or City structures (e.g., poles, fences, buildings in the public right-of-way, median strips on streets, and the mow/park strip between the curb and sidewalk).

Campaign Contributions and Expenditures

The City of Santa Clara adopted a Political Campaign Finance Reform Act, found in the Code of the City of Santa Clara Chapter 2.130, which limits campaign contributions and expenditures and addresses other campaign related issues. A few highlights of these provisions are set forth below:

- The Campaign Cycle for the March 3, 2020 election is September 3, 2019 to April 30, 2020.
- The cutoff date for the last deposit of campaign contributions is 11 calendar days prior to the election, which is Friday, February 21, 2020.
- The last day to pay campaign expenses is Friday, April 30, 2020.

Limits on Contributions

- \$99 cash donation or expenditure limit – please note that the cash amount from a single source is cumulative.
- \$300 from a single source for each campaign cycle unless the candidate participates in the Voluntary Campaign Expenditure Limit Program and then allowable contributions from a single source is increased to \$620.
- There is no limitation on a candidate's contributions to his/her own campaign.
- No fund transfers are allowed between candidates and/or committees controlled by candidates.
- Loans are subject to the campaign contribution limits unless they are a legitimate loan (not an extension of credit) from a commercial lending institution.
- Loans from a candidate's personal funds must be repaid in full by the end of the campaign cycle, April 30, 2020.
- Contributions cannot be made on behalf of another individual.

Voluntary Campaign Expenditure Limit

If the candidate agrees to the expenditure limit of \$45,590, the following apply:

- The maximum contribution amount from a single source is increased to \$620.
- The City pays one-half of the cost of the candidate's statement of qualifications printed in the ballot pamphlet (approximately \$1,845)
- The sample ballot will identify the candidate as a participant in the Voluntary Campaign Expenditure Limit program.
- A candidate's participation in the Voluntary Campaign Expenditure Limit program will be published in a newspaper of general circulation, on the City's website, government access television channel, public libraries, public offices, etc.
- The decision whether to participate in the Voluntary Campaign Contribution program is made at the time the candidate files the declaration of nomination papers.
- Withdrawal from the program is permitted within 72 hours of the date nomination forms are to be filed if a rival candidate indicates in nomination papers they will not participate in the program.

- Withdrawal from the program is permitted if a rival candidate violates the expenditure ceiling.

Restrictions on Political Activity of Government Employees

Although political activity is generally a constitutionally protected activity, there are well-recognized exceptions that restrict the political activities of public employees. The California Government Code imposes restrictions on political activities of City of Santa Clara officials, employees and candidates. These include prohibition of:

- Engaging in political activities during work hours or on City property.
- Use of City equipment, facilities, materials, or supplies for any political activity of purpose.
- Participating in political activities in while in uniform.
- Solicitation of funds or contributions, either directly or indirectly, from City employees for political activities. However, a general mailing to a significant segment of the public may be incidentally delivered to City employees.
- Engaging in political activity or action that would make it appear that the employee is representing the City of Santa Clara rather than expressing an opinion as a private citizen (e.g. identifying oneself by using City title or position, using an employee identification card, or using indicia of office such as letterhead, etc.)