

## COUNTY OF SIERRA ADMINISTRATIVE CALENDAR

For Special District Elections held under UDEL [Elections Code 10500 et seq.]

### NOVEMBER 5, 2019

<p>July 3 (E-125)</p>	<p><b>SPECIAL DISTRICTS DELIVER NOTICE OF ELECTION TO COUNTY CLERK</b></p> <p>Last day for district secretaries to deliver a Notice of Election to the Elections Dept. listing the elective offices to be filled and who will pay for any candidate's statement of qualifications, and any measure to be voted on in November. A map of the district must accompany the Notice. Special districts should include in the notice how a tie vote will be resolved. EC 10509</p>
<p>July 8 – August 7 (E-120 to E-90)</p>	<p><b>NOTICE OF ELECTION</b></p> <p>Between these dates the County Clerk will publish a Notice of Election containing the date of the election, the offices to be filled, qualifications for candidacy required by the principal act, where nominations papers are available, deadline for filing Declarations of Candidacy and a notice that appointment will be made in lieu of election in accordance with state law. EC 12112</p> <p>The county elections official will forward copies of all published notices to each special district. EC 12113</p>
<p>July 15 – Aug 9 (E-113 to E-88)</p>	<p><b>CANDIDATE NOMINATION PERIOD</b></p> <p>Candidates for special district boards obtain and file their Declarations of Candidacy along with their Candidate's Statement of Qualifications if they choose to submit one. Forms are obtained from and filed with the county elections department. EC 10510</p>
<p>July 31, 2019 (thru 6/30/2019)</p>	<p><b>SEMI-ANNUAL CAMPAIGN STATEMENT [460, 470]</b></p> <p>1) Incumbent office holders. 2) Candidates who had an open campaign committee in 2019. 3) Committees formed to support or oppose a candidate or measure on November 5, 2019 ballot must file Form 460.</p>
<p>August 9 (E-88)</p>	<p><b>CANDIDATE FILING DEADLINE</b></p>
<p>August 9 (E-88)</p>	<p><b>LAST DAY TO SUBMIT RESOLUTIONS OF CONSOLIDATION</b></p> <p>Final deadline for the governing body of a district or other political subdivision which requests consolidation of a local election for candidates or measures to file the request with the county elections department. Earlier filing dates are encouraged in order to meet printing schedules.</p>
<p>August 14 (E-83)</p>	<p><b>TIME EXTENSION IF INCUMBENT FAILS TO FILE</b></p> <p>This section is not applicable where there is no incumbent to be elected.</p> <p>If an incumbent does not file by 5 pm on August 9, any person other than the incumbent may file by 5 pm on this date. EC 10516</p>

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<p>August 14 ( E-83)</p> <p><b>IMPORTANT NOTE TO DISTRICTS</b></p>	<p><b>SPECIAL DISTRICTS:</b> If by 5 p.m. on this day, no one has been nominated or an insufficient number of persons have been nominated to fill an office or offices, and a petition signed by 10% or 50 voters (whichever is the smaller number) has not been submitted, the elections official shall certify this fact to the Board of Supervisors. A person who has filed a Declaration of Candidacy shall be appointed by the Board of Supervisors at a regular or special meeting held prior to the first Monday before the first Friday in December. If no one filed, another qualified person shall be appointed by the Board of Supervisors on or before November 5, 2019 and shall take office and serve as if elected.        §10515</p> <p>Districts must take action to make applications available to persons interested in serving on the board. Applications must be delivered to the Board of Supervisors by October 29, 2019 in order to allow sufficient time for the applications to be reviewed and the appointment to be made at the November 5, 2019 Board of Supervisor's meeting.</p> <p>If a district fails to submit applications to fill the vacancy, a vacancy will exist when the term begins on December 1, 2019. The Special District Board then has 60 days to either fill the vacancy or call a special election. Any person appointed to fill the vacancy shall hold the seat until the next regularly scheduled election, November 2021, at which time the 2-year term would be up for election. If the district fails to fill the vacancy or call an election within the 60 days, the Board of Supervisors has an additional 30 days to fill the vacancy.</p> <p>If within 90 days of the vacancy it remains unfilled, the special district must call a special election to fill the vacancy at the next available election date. Govt. Code §1780.</p>
<p>August 15 11:00 a.m. (E-82)</p>	<p><b>RANDOMIZED ALPHABET DRAWING</b>        Secretary of State shall conduct the randomized alphabet drawing to determine the order in which the candidates will appear on the ballot.</p>
<p>September 2</p>	<p><b>LABOR DAY OBSERVED - COUNTY OFFICES CLOSED</b></p>
<p>September 6 – September 21 (E-60-45)</p>	<p><b>MILITARY OR OVERSEAS VOTER BALLOT APPLICATIONS</b>        First day the county elections official may process applications for Military or Overseas Voters ballots.</p>
<p>September 9 – October 22 (E-57 - E-14)</p>	<p><b>STATEMENT OF WRITE-IN CANDIDACY AND NOMINATION PAPERS</b>        Write-in candidates must file their Statement of Write-in Candidacy and Nomination Papers by this date with the county elections official. EC 8600</p>
<p>September 26 (E-40)</p>	<p><b>FIRST PRE-ELECTION STATEMENT DUE</b>        File Form 460 for the period July 1 through Sept 21.</p>
<p>October 7 – October 29 (E-29 – E-7)</p>	<p><b>VOTE BY MAIL</b>        First day vote by mail ballots can be mailed to voters.</p>

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October 21 (E-15)	<b>LAST DAY TO REGISTER TO VOTE EC 2107</b>
October 24	<b>SECOND PRE-ELECTION STATEMENT DUE</b>  File Form 460 for the period September 22 through October 19.
November 5	<b>SPECIAL DISTRICT APPOINTMENTS IN-LIEU OF ELECTION &amp; APPOINTMENTS TO VACANCIES</b>  Board of Supervisors to appoint Candidates In-Lieu of Election by this date. [EC 10515] The Board of Supervisors shall appoint any qualified person to fill vacancies on special district boards where no one filed during the Declaration of Candidacy period. Appointees shall take office and serve as if elected. EC 10515 (b)
November 5	<b>ELECTION DAY</b>
November 9 - November 26	<b>OFFICIAL CANVASS BEGINS [EC10547] MUST BE COMPLETED BY [EC 15372]</b>
December 6, 2019	Assuming Office - Special Districts – Officers declared elected or appointed take office this date at noon after taking oath. (First Friday in December) [EC 10554]