

**CANDIDATE CALENDAR OF EVENTS
& IMPORTANT DEADLINES/INFORMATION
FOR THE SPECIAL MUNICIPAL ELECTION
TO BE HELD ON TUESDAY, NOVEMBER 8, 2016**

MONDAY, JULY 18 TO FRIDAY, AUGUST 12, 2016 (FOR MAYORAL SEAT)

MONDAY, JULY 18 TO WEDNESDAY, AUGUST 17, 2016 (FOR COUNCIL SEATS)

FILING PERIOD FOR CANDIDATE NOMINATION PAPERS

During this period, nomination papers must be filed with the City Clerk during regular business hours as posted, excepting that **THE DEADLINE FOR NOMINATION PAPERS IS 5 P.M. ON THE LAST DAY OF THE FILING PERIOD.**

- **NOMINATION PAPER** During the nomination period voters may nominate candidates for election by signing a nomination paper. Each candidate shall be proposed by no less than 20 and not more than 30 voters. Only one candidate may be named in any one nomination paper. No voter may sign more than one nomination paper for the same office, and in the event the voter does so, that voter's signature shall count only on the first nomination paper filed which contains the voter's signature. Any person registered to vote at the election may circulate a nomination paper.
- **SIGNATURE VERIFICATION** For purposes of verifying signatures on any nomination paper, the residence address of the signer listed on the nomination paper must be the same as the residence address on the affidavit of registration. If the addresses are different, the subject signature shall not be counted as valid. Any registered voter of the jurisdiction, including the candidate and/or the circulator, may sign a nomination paper.
- **CIRCULATOR DECLARATION** Every nomination paper shall contain a declaration by the person who circulated it stating: 1) that the circulator witnessed the signatures being written and knows that they are the signatures of the persons whose names they purport to be; and 2) the dates between which all signatures were obtained.
- **WITHDRAWAL OF NOMINATION PAPER** A candidate may withdraw his/her nomination paper, after it is filed with the Clerk, during normal office hours as posted **but no later than the deadline for the filing period.**
- **CANDIDATE STATEMENT (OPTIONAL)** Each candidate may prepare a candidate's statement on the appropriate form provided by the Clerk. Such statement may include the name, age, occupation, and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself/herself. Such statement shall be filed at the time nomination papers are filed. **The statement is due on the same date as the nomination petition. It may be withdrawn, but not changed, until 5 p.m. on the day following the close of nominations,** at which time they will be available for public review. Candidate statements shall remain confidential until the expiration of the

filing period. There is a fee to cover the cost of publication of the candidate statement on the ballot. A candidate statement is not required.

- **FPPC FORM 700 (REQUIRED)** Each candidate for Member of the City Council or Mayor shall file with the Clerk, no later than the final filing date of nomination papers, his/her statement disclosing his/her investments and interests (FPPC Form 700) in real property.
- **FPPC FORM 501 Statement of Intent** Each candidate must file this form with the City Clerk before soliciting or receiving any contributions or making expenditures from personal funds on behalf of the candidacy. (Excepted is the expenditure of personal funds used for the filing fee and candidate statement.)
- **FPPC FORM 410 Statement of Organization** Each candidate must file this form (original filed with the Secretary of State and a copy filed with the City Clerk) upon receipt of contributions or making expenditures totaling \$200 (Coronado's campaign limitation) on behalf of the candidacy (See CMC 1.84 Campaign Regulations). The same exception applies as for Form 501.

MAYORAL SEAT: AUGUST 13 - AUGUST 22, 2016

COUNCIL SEATS: AUGUST 18 - AUGUST 29, 2016

PUBLIC REVIEW PERIOD FOR CANDIDATE STATEMENTS AND BALLOT OCCUPATIONAL DESIGNATIONS

During the 10 calendar days following the filing deadline, any voter who believes any portion of these materials to be false, misleading or inconsistent with state law may seek a writ of mandate or injunction requiring any or all of the material to be amended or deleted.

AUGUST 18, 2016

ORDER OF NAMES ON BALLOT

A drawing by the Secretary of State of the letters of the alphabet will be held to determine a randomized alphabet to be used in determining the order of all candidates on the ballot.

AUGUST 29, 3 p.m.

CANDIDATE BRIEFING

Provided by City Manager, City Attorney, City Clerk (City Hall)

SEPTEMBER 12 to OCTOBER 25, 2016

FILING PERIOD FOR WRITE-IN CANDIDATE

Between these days (both days included), any person who desires to have his or her name as written on the ballot of the election counted for a particular office shall file a statement of write-in candidacy which shall contain the candidate's name, residence address, a declaration stating that he or she is a write-in candidate, the title of the office for which he/she is running, the date of the election, and a nominating petition with the required number of signatures.

SEPTEMBER 29, 2016

LAST DAY TO FILE FIRST PRE-ELECTION CAMPAIGN EXPENDITURE STATEMENT (FPPC FORM 460) Each candidate and each committee supporting or opposing a candidate or candidates to file FPPC Form 460 with the City Clerk. The Period Covered by this Statement is July 1 to September 24, 2016.

AUGUST 10 - NOVEMBER 8, 2016

LATE CONTRIBUTIONS AND LATE EXPENDITURES (FPPC FORM 497)

During the 16 days prior to Election Day, statements reporting late contributions and late expenditures of \$200 or more must be filed within 24 hours of the occurrence.

OCTOBER 24, 2016

LAST DAY TO REGISTER TO VOTE IN THE NOVEMBER 4 GENERAL ELECTION.

OCTOBER 27, 2016

LAST DAY TO FILE SECOND PRE-ELECTION CAMPAIGN EXPENDITURE STATEMENT (FPPC FORM 460). The Period Covered by this Statement is September 25 to October 22, 2016.

NOVEMBER 8, 2016 - ELECTION DAY

POST ELECTION:

TBD

NEW COUNCILMEMBER ORIENTATION

Provided by City Manager and City Management Team

WITHIN 30 DAYS AFTER ASSUMING OR LEAVING OFFICE

FILE STATEMENT OF ECONOMIC INTERESTS (FPPC FORM 700)

Every person elected to the office of Member of the City Council or Mayor and persons leaving those offices must file a statement disclosing his/her investments and interests in real property.

JANUARY 31, 2017

LAST DAY TO FILE POST ELECTION CAMPAIGN FORM 460

Last day for each candidate and each committee supporting or opposing a candidate or candidates to file campaign expenditure statements with the City Clerk. The Period Covered by this statement is October 23, 2016 to December 31, 2016.

All committees must file this report unless the committee files a Form 410 and a Form 460 designating termination before December 31.

Candidates retaining their committees must file a Form 460 designated as a Semi-Annual Statement, and continue filing semi-annually until the committee is terminated.

NOTE: The City Clerk shall provide each prospective candidate or candidate's representative with a packet containing all forms and information relative to filing for office.