



CITY OF SOLVANG
GENERAL MUNICIPAL ELECTION NOVEMBER 3, 2020
ABBREVIATED SCHEDULE

DATE	ACTION	COMMENTS
JUNE 8 (Monday)	Council called for the November 3, 2020 election	Last suggested day to act is June 16
JUNE 16 (Tuesday)	Election Official to Publish Notice of Election – Measure (s) Only	Since the City Council adopted the UGB Initiative Ordinance as presented on June 8, this step is bypassed.
JULY 13 (Monday)	Filing period for nomination papers and candidate statements	Those seeking office may begin pulling papers as of this day. Please call the City Clerk's Office for appointment. Due to COVID-19 appointments are required.
AUGUST 7 (Friday)	Last day to file nomination papers	Nomination Papers must be filed in the City Clerk's Office by 5:00 p.m. It is highly recommended that candidates do not wait until the very last day to file. Please call the City Clerk's Office in advance for appointment. Due to COVID-19 appointments are required.
AUGUST 12 (Wednesday)	Last date to file nomination papers- Extended filing period if incumbent(s) fail to file	If incumbent (s) fail to file, there is an automatic extension for everyone else to file nomination papers.
AUGUST 13 (Thursday)	Secretary of State (SOS) to determine order of names on the ballot	On this day, the SOS will conduct the randomized alphabet drawing to determine the order in which candidates' names will appear on the November 3, 2020 ballot.
AUGUST 17 (Monday)	Last day of public review period for candidate statements	The public can review all candidate's statements. Please contact the City Clerk's Office.
AUGUST 20 (Thursday)	Last day to cancel election – Insufficient candidates	
SEPTEMBER 7 (Monday) to OCTOBER 20 (Tuesday)	Filing period for write-in candidates	For write-in candidacy, refer to attachment below
SEPTEMBER 24 (Thursday)	Last day to file campaign	This is referred to as Form 460.

	expenditures statements (Form 460's) – 1 st Pre-Election Statement	
OCTOBER 5 (Monday)	First day for mailing Permanent Vote by Mail Ballots	Those currently registered as Vote by Mail Voters (known as absentee voters) will begin receiving their VBM ballots in the mail from the County.
OCTOBER 5 (Monday) to OCTOBER 27 (Tuesday)	Voters may request vote by mail ballots with regular applications	Please call the County Elections Division to request your VBM ballot.
OCTOBER 13 (Tuesday)	Last day to mail voter information guides and polling place notices	The voter information guides are mailed to the voters by the County of Santa Barbara, County Registrar/Recorder/County Clerk-Elections Department.
OCTOBER 19 *****	VERY LAST DAY TO REGISTER TO VOTE	Any issues surrounding your voter registration status must be directed to the County Elections Department.
OCTOBER 20	Last day to file for write-in candidate	For write-in candidacy, refer to attachment below.
OCTOBER 22	Last day to file campaign expenditure statements (Form 460's) – 2 nd Pre-Election Statement	This is referred to as Form 460.
OCTOBER 27	Last day for Elections Official to publish notice of nominees for office	The City Clerk must publish notice of nominees in an adjudicated newspaper of general circulation.
NOVEMBER 2 (Monday)	Last day for the City Council to adopt procedure to resolve a tie vote	The City Council acted on this item on June 8 by adopting Resolution No. 20-1111.
NOVEMBER 3 (Tuesday)	ELECTION DAY!!!	

WRITE-IN CANDIDATES

Between the 57th and 14th day before the election, any person who desires to be a write-in candidate and have his or her name as written on the ballot of an election counted for a particular office shall file:

(a) A statement of write-in candidacy which shall contain the following information:

- (1) Candidate's name.
- (2) Residence address.
- (3) A declaration stating that he or she is a write-in candidate.
- (4) The title of the office for which he or she is running.
- (5) The date of the election

(b) The requisite number of signatures on the nomination paper pursuant to § 10220.

A recent court decision has ruled that the write-in provisions do not apply to a runoff election (2nd election) for cities that have a Primary Nominating Election and a General Municipal Election, or a General Municipal Election and a Municipal Runoff Election.

(see Michael Edelstein et al v.
City and County of San Francisco,
decided and filed November 7, 2002).

After the candidate files the statement of write-in candidacy, the City Clerk should issue to each prospective write-in candidate items listed under Required Items from the nomination packet issued to regular candidates [See *Nomination section elsewhere in this Manual*]. The statement and nomination papers shall be available on the 57th day prior to the election, write-in candidates shall file the write-in statement and nomination papers with the City Clerk no later than the fourteenth day prior to the election. Candidates for Mayor and Council shall also file a "Statement of Economic Interest" with the nomination paper and shall be required to file campaign disclosure forms in the time and manner required by law. Write-in nomination papers shall follow the format of regular nomination papers and should be issued by the City Clerk. The Election Official should issue the standard nomination form to the write-in candidate and should prominently mark it "Write-In". The Declaration of Circulator shall be in substantially the form as required by § 10226. No fee or charge shall be required of a write-in candidate except the filing fee, if adopted, as provided in § 10228.

The City Clerk shall verify the requisite number of signatures in the same manner as on a regular nomination paper. If any write-in candidate has qualified for any office on the ballot, the Election Official must notify each inspector prior to election day. If your election is consolidated with a county election, notify the county as soon as possible.

Once a write-in candidate has qualified, the precinct board must see that pens or pencils are placed in each voting booth. The voter must not be required to ask for a pen or pencil.

Any name written upon a ballot for a qualified write-in candidate, including a reasonable facsimile of the spelling of a name, shall be counted for the office, if it is written in the blank space provided and voted as specified below:

- (a) For voting systems in which write-in spaces appear directly below the list of candidates for that office and provide a voting space, no write-in vote shall be counted unless the voting space next to the write-in space is marked or slotted as directed in the voting instructions.
- (b) For voting systems in which write-in spaces appear separately from the list of candidates for that office and do not provide a voting space, the name of the write-in candidate, if otherwise qualified, shall be counted if it is written in the manner described in the voting instructions.
- (c) The use of pressure-sensitive stickers, glued stamps, or any other device not provided for in the voting procedures for the voting systems approved by the Secretary of State to indicate the name

of the write-in candidate are not valid, and a name indicated by these methods shall not be counted.

- (d) Neither a vote cast for a candidate whose name appears on the ballot nor a vote cast for a write-in candidate shall be counted if the voter has indicated, by a combination of marking and writing, a choice of more names than there are candidates to be nominated or elected to the office.
- (e) All valid write-in votes shall be tabulated and certified to the elections official on forms provided for this purpose, and the write-in votes shall be added to the results of the count of the ballots at the counting place and be included in the official returns for the precinct. (§ 15342, E.C.)

When marking a ballot, the voter shall use the proper marking device to place a mark in the voting space provided next to the name of every candidate printed on the ballot for whom the voter intends to vote. This mark shall be counted as a vote for that person. A vote for a candidate or person whose name is not printed on the ballot may be cast by writing in a name for that office in the blank space for that purpose. Only a vote cast for a qualified write-in candidate shall be counted.

A precinct board member must instruct each voter regarding the proper marking of the ballot with the marking device provided. At the time of delivering a ballot to a voter, the precinct board member shall distinctly state that the voter shall mark the ballot with the device provided by law or the ballot will not be counted.

The precinct officer shall keep at the table the written notification of the names of all qualified write-in candidates provided by the Election Official and make it available to any voter requesting it. Otherwise, the precinct officer may respond to questions regarding the write-in procedure but may not volunteer additional information, nor should the precinct officer discuss any issue, regular candidate or write-in candidate.

If using hand tally ballots, the precinct officer shall add the name of the qualified write-in candidate to the Tally Sheets in the space provided under the appropriate office for which he or she is a candidate.

Hand Tally Ballots:

If the voter writes in the name of a qualified write-in candidate and does not overvote:

- (a) Count the write-in vote if there is a mark made in the voting box.
- (b) Count the write-in vote if there is no mark
- (c) Count regular candidates if there is a mark made in the voting box.

The precinct officer should add the votes for a qualified write-in candidate to the "Result of Votes Cast" sheets, post and return the copies as indicated.

The qualified write-in candidate should be included in the certificate of canvass and in the Resolution Declaring the Result by the City Council.

Procedures for AUTOMATED VOTING SYSTEMS are contained in the Election Night Procedures Manual to be distributed to those cities using an automated system.

MANUAL RECOUNT OF WRITE-IN CANDIDATES

In the event of a manual recount, the counting of votes for a write-in candidate shall be liberally construed to ensure that each ballot is counted if the intent of the voter can be determined, regardless of whether the voter has complied with the voting instructions.

After tallying all eligible votes but prior to completion of the official canvass and the issuance of the certified statement of the results, the election official, upon the request of a qualified write-in candidate for an examination of undervotes that is received within 5 days of completion of the semiofficial canvass, may hand tally the remaining undervotes if any of the following is applicable:

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- A. For a primary or special election: The sum of the total number of votes cast for the write-in candidate and the total number of undervotes cast for the office but not examined pursuant to a hand tally, is equal to or greater than the total number of votes cast for the candidate receiving the second highest number of votes for that office.
- B. For a general election or special runoff election: The sum of the total number of votes cast for the write-in candidate and the total number of undervotes cast for the office but not examined pursuant to a hand tally, is equal to or greater than the total number of votes cast for the candidate receiving the highest number of votes for that office.
- C. In the case of an office for which a voter may vote for more than one candidate, the sum of the total number of votes cast for the write-in candidate and the total number of undervotes cast for the office but not examined pursuant to a hand tally is equal to or greater than the total number of votes cast for the candidate receiving the least number of votes that would be sufficient in order to be elected.

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The elections official may stop a hand tally conducted pursuant to this when the elections official determines that the applicable condition mentioned in A thru C above is no longer applicable, or when all of the undervotes of the office have been examined.

In conducting such a hand tally, the elections official shall count a vote for that office if the intent of the voter can be determined, regardless of whether the voter has complied with the voting instructions.

The election official shall include the results of a hand tally conducted pursuant to this in the official canvass of the election.

“Undervote” means a ballot on which a voter failed to cast any vote for a specific office or failed to cast the maximum number of voter permitted.

A qualified write-in candidate is not responsible for the costs of a hand tally requested.

This hand tally does not prohibit a request for a recount.

Sections referenced above:					
EC:	10220	10226	10228	15342	15342.5