

RUNNING FOR LOCAL OFFICE



**Do More...
Serve your Community!**



**City Clerk's Office
(619) 258-4100 x114**

Mayor
John W. Minto

City Council
Ronn Hall
Stephen Houlahan
Laura Koval
Rob McNelis

Dear Potential Candidate,

This brochure was prepared to assist Santee electors who are considering running for office. This guide is not all-encompassing; it merely summarizes the basic requirements to establish candidacy. Candidates, political committees and anyone interested in elective offices should not, therefore, rely solely on this guide, but should seek legal counsel or contact the City Clerk's Office for more detailed information.

There are five elected positions in Santee: A Mayor and four Council Members.

The Mayor is elected at large and the Council Members are elected by district.

One candidate from each of the four geographic electoral districts will be elected to represent that district on the City Council. In 2020, candidates residing in Districts 3 and 4 may run for their respective district's seat as well as those candidates for Mayor. In 2022, candidates from Districts 1 and 2 may run for their respective district's seat.

General municipal elections are conducted every even-numbered year and are consolidated with the state primary election. The candidate with the highest number of votes will be elected.

I trust this brochure will answer many of your preliminary questions, but please feel free to contact the City Clerk's Office (619) 258-4100 x114 if you need any additional information.

Best wishes,

Office of the City Clerk

Declaring Candidacy

In order to become a candidate, the first step in the process is to file a Fair Political Practices Commission (FPPC) Form 501 (Declaration of Candidacy) with the City Clerk. The form may be obtained in hard copy from the City Clerk or electronically from the FPPC's website at www.fppc.ca.gov.

In accordance with Santee Municipal Code §2.40.060 (campaign contribution ordinance), no person other than the candidate shall make, and no campaign treasurer shall solicit or accept, any contribution exceeding \$700.00. Another important provision of this ordinance is that a candidate may not personally loan to his or her campaign an amount exceeding \$100,000.00. The complete code section with current limits may be obtained from the City Clerk's Office or the City's website at www.cityofsanteeca.gov.

A candidate must form a campaign committee within 10 days of receiving contributions totaling \$2,000.00 or more in contributions in a calendar year by filing FPPC Form 410. The form may be obtained from the City Clerk's Office or the FPPC website. The candidate must file the originally signed form with the Secretary of State and a copy with the City Clerk. The Secretary of State will then issue a campaign committee number for use on campaign literature and future campaign disclosure filings. All recipient committees that file a Form 410 must pay an annual fee of \$50.00 to the Secretary of State until the committee is terminated.

Filing Nomination Papers

All candidates wishing to be placed on the ballot are required to complete the nomination process. To obtain nomination papers, schedule an appointment to meet with the City Clerk during the nomination period, which is 113 to 88 days prior to the Election. *Elections Code §10220*

During your meeting with the City Clerk, you will be given a Candidate Filing Guide containing useful information and regulations regarding your campaign. You will also receive the following documents to complete and file by the end of the nomination period:

- Nomination Petition
- Ballot Designation Worksheet
- Candidate's Statement of Qualifications form (filing is optional)
- Code of Fair Campaign Practices (filing is optional)
- Form 700, Statement of Economic Interests
- Form 501, Candidate Intention Statement (if not yet filed)
- Form 410, Committee Organization Statement (if not yet filed)

Filing a Candidate's Statement of Qualifications to be printed in the voter information guide is optional. Candidates who choose to file a statement must bear the actual cost of printing and distribution.

The Registrar of Voters will estimate the cost and the candidates will pay the estimated cost at the time of filing nomination papers. Statements are limited to 200 words. *Elections Code §13307*

General Qualifications to Run for Public Office

AGE AND CITIZENSHIP

A person must be 18 years of age and a citizen of the state at the time of his or her election. *Government Code §1020*

RESIDENCY FOR MAYOR OR CITY COUNCIL

At the time nomination papers are issued, a person running for Mayor must be a resident of Santee, and a person running for City Council must be a resident of the Council district for which that person seeks election. Additionally, a person must be a registered voter of the City. *Elections Code §201*

CONVICTION OF CRIMES

A person is disqualified from holding any office upon conviction of designated crimes as specified in the Constitution and laws of the State. *Government Code §1021*

FILING FOR MORE THAN ONE OFFICE

No person may file nomination papers for more than one office at the same election. *California Elections Code §8003b, 10220.5*

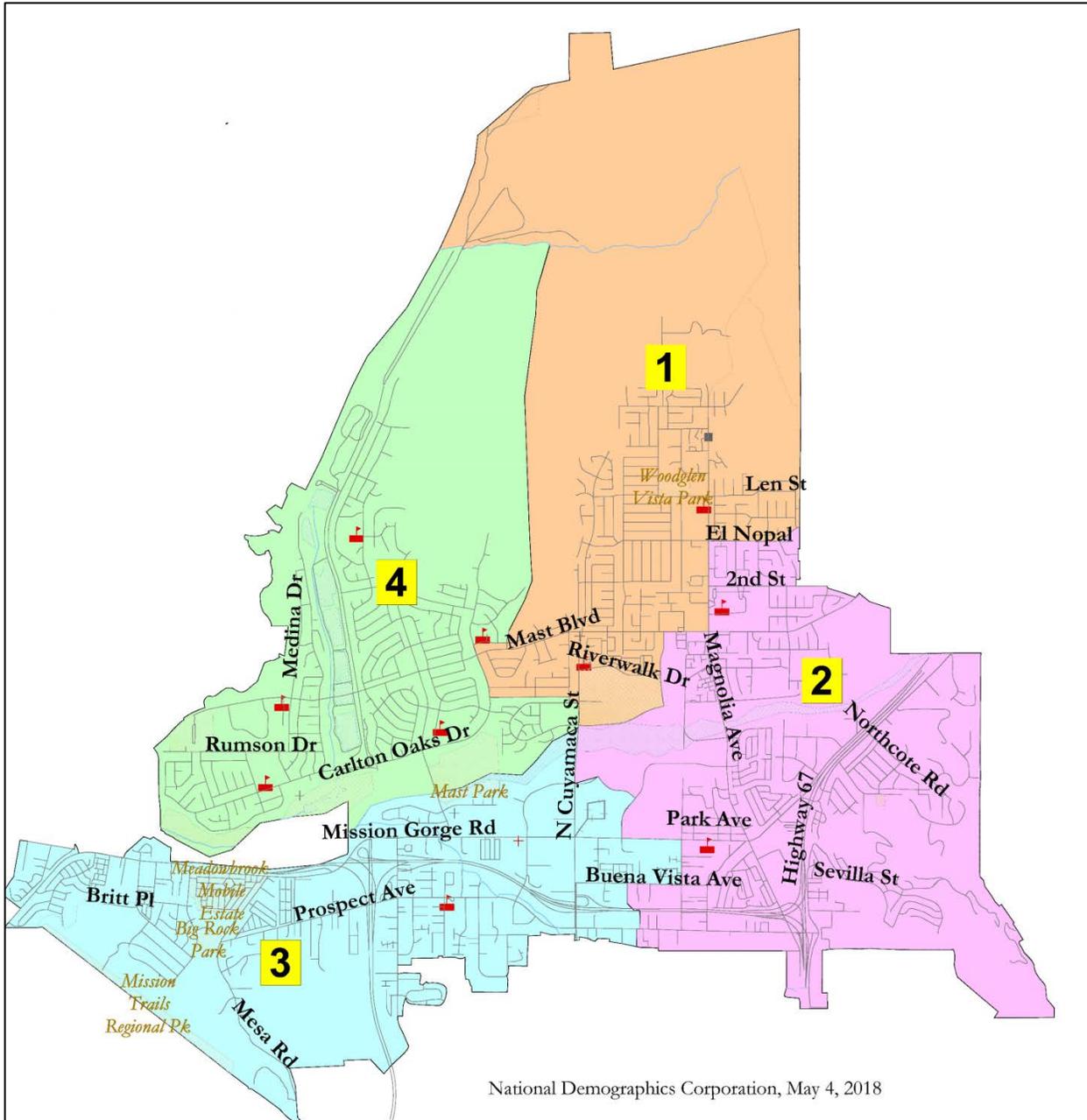
City Council Districts

The City of Santee adopted an Ordinance on April 25, 2018, that established electoral districts from which the City's four City Council Members would be elected. Individuals running for City Council must reside in the district they wish to represent and residents will vote only for candidates in their respective district. The Mayor will continue to be elected at-large by all voters in the City.

In 2020, eligible candidates can run for Mayor or City Council member seats in Districts 3 and 4. Members of City Council Districts 1 and 2 will be elected in 2022.

See District Map Next Page


District Map (see www.cityofsanteeca.gov for interactive map)



Financial and Campaign Disclosure Obligations

Candidates and office holders are required to comply with federal, state and local campaign finance laws, as well as disclose their economic interests. They must file periodic reports on a schedule established by the Fair Political Practices Commission (FPPC). Failure to file appropriate statements and reports can result in substantial criminal, civil and administrative penalties. Failure to file within prescribed deadlines can also lead to monetary penalties for each day a statement is late. The appropriate forms may be obtained from either the City Clerk's Office or the FPPC website at www.fppc.ca.gov.

Please be aware that all statements and information submitted in conjunction with the statements are a matter of public record, available for review by any member of the public.

STATE REQUIREMENTS

The Political Reform Act (Title 9 of the Government Code), in part, provides that:

- Receipts and expenditures in election campaign should be fully and truthfully disclosed in order that the voters may be fully informed and improper practices may be inhibited. *Government Code §81002a*
- Assets and income of public officials that may be materially affected by their official actions should be disclosed, and in appropriate circumstances, the officials should be disqualified from acting in order that conflicts of interest may be avoided. *Government Code §81002c*

Forms and manuals may be obtained from the City Clerk's Office or the FPPC's website www.fppc.ca.gov.

LOCAL REQUIREMENTS

Santee's elections are conducted in accordance with the California Elections Code. In addition, the City has imposed contribution limitations on campaigns for City elective offices. These requirements and limitations, which are in addition to state requirements, are contained in Municipal Code Section 2.40, a copy of which may be obtained from either the City Clerk's Office or the City's website at www.cityofsanteeca.gov. All City candidates must report contributions and expenditures to the City Clerk, in addition to complying with disclosure requirements and filing deadlines set forth in the Political Reform Act.

FEDERAL REQUIREMENTS

The Federal Election Campaign Act (2 U.S.C. Section 441e) prohibits contributions from foreign nationals in connection with any local, state or federal election for political office.

Frequently Asked Questions

Q Must I live in Santee in order to run for elected office?

A You must be a resident in the district you wish to represent and be a registered voter of the City to run for a seat on City Council. Candidates for Mayor must be residents and registered voters of the City.
Santee Municipal Code §2.38.030(c)

Q If a person owns a business in Santee but does not live in Santee, is she or he able to sign the nomination petition?

A No, only persons residing and registered to vote in Santee may sign the petition. *Government Code §34883*

Q Are the mayoral and council positions partisan or non-partisan?

A Elections for city offices are non-partisan, meaning candidates do not have to declare a political party in order to run for office.

Q How many signatures are required on the nomination petition?

A A minimum of 20 and a maximum of 30.
Government Code §10220, Election Code §2000

Q Do I have to wait until the nomination filing deadline to turn in my nomination petition and other forms?

A No, you may turn in the forms as soon as they are complete. Candidates are encouraged to make an appointment with the City Clerk to file nomination papers. Candidate statements are confidential until the conclusion of the nomination period.

Q Who do I contact if I have additional questions?

A The City Clerk is the Elections Official for Santee and will answer your questions or refer you to the appropriate person or agency. The City Clerk may be reached at (619) 258-4100 x114.

ELECTION:		11/3/20	
Days <u>Before</u> an Election		Date	Event
From	127	06/29/20	Publish Notice of Election, including election date, offices to be filled and (if known at this time) any measures. (Elections Code §12101, 12111b)
To	113	07/13/20	
From	113	07/13/20	Candidate filing period. (EC §10220, 10407)
To	88	08/07/20	
From	113	07/13/20	Verify signatures on nomination papers.
To	82	08/13/20	
	88	08/07/20	Registrar of Voters to receive resolution(s) requesting consolidation, services, etc. Ballot text (limited to 75 words) must be included in the resolution, along with other sample ballot material (i.e., ordinance or map). (EC §10403)
	83	08/12/20	Candidate filing extension if incumbent fails to file. (EC §10225, 10407)
	82	08/13/20	Secretary of State to draw random alphabet. (EC §13112)
	82	08/13/20	Suggested date to post or publish argument deadline notice.
	81	08/14/20	Candidates' names and occupations in ballot order to be filed with the Registrar of Voters; along with Candidates' Statements of Qualifications. (EC §10403)
	78	08/17/20	Suggested date for city attorney to prepare impartial analysis. (EC §9280)
	76	08/19/20	Arguments in favor of OR against the proposition due at City Clerk's Office. (EC §9286)
	75	08/20/20	City Clerk to "trade" direct arguments with author from each side for preparation of rebuttals. (EC §9285, 9404)
	68	08/27/20	*City Clerk to publish a Notice of Election for measures to be voted on. (12111) *Note: The date for publishing the notice is not specified in the Elections Code.
	68	08/27/20	Rebuttal arguments due at City Clerk's Office. (EC §9285)
	57	09/07/20	First day write-in nomination papers are available. (EC §8601)
From	54	09/10/20	Ballots typeset, proofed and printed.
To	41	09/23/20	
From	40	09/24/20	Between these dates sample ballots shall be mailed to registered voters.
To	21	10/13/20	
	29	10/05/20	First day absentee/mail ballots are available. (EC §3001)
	15	10/19/20	Last day to register to vote in this election. (EC §2102)
	14	10/20/20	Write-in candidate filing deadline. (EC §8601)
	7	10/27/20	Last day to request an absentee/mail ballot through the mail. (EC §3001)
From	6	10/28/20	Emergency voting in person at the Registrar of Voters Office. (EC §3021)
To	0	11/03/20	
	0	11/03/20	ELECTION DAY - Polls open from 7 am to 8 pm. (EC §1000)
Days <u>AFTER</u> an Election			
	28	12/01/20	Certified results available after the official canvass is completed. Major elections (Primary or General of an even year, for example) may require 28 days; stand-alone or smaller elections require much less time. (EC §15300)

Important Contacts



OFFICE OF THE CITY CLERK

10601 Magnolia Avenue, Santee, CA 92071

Phone: (619) 258-4100 x114

www.cityofsanteeca.gov

- Campaign Statements for Local Committees and Candidates
 - Forms and Manuals
 - Filing Schedules
-

SAN DIEGO COUNTY

Registrar of Voters

5600 Overland Avenue, San Diego, CA 92123

Phone: (858) 565-5800 or (800) 696-0136

www.sdvote.com

- Mail Ballots
- Voter Index/Precinct Lists
 - Mailing Labels
 - Voter Registration

SECRETARY OF STATE

Political Reform Division

1500 11th Street, 4th Floor, Room 495, Sacramento, CA 95814

Phone: (916) 653-6224

www.sos.ca.gov

- Committee Identification Numbers
- Formation and Termination of Committees

FAIR POLITICAL PRACTICES COMMISSION

1102 Q Street, Suite 3000, Sacramento, CA 95811

Phone: (866) 275-3772 (Toll Free)

www.fppc.ca.gov

- Campaign Disclosure
- Conflict of Interest Disclosure