

**PALO VERDE COMMUNITY COLLEGE DISTRICT, TRUSTEE AREA 1
SPECIAL VACANCY ELECTION
JUNE 4, 2019**

(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)


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Please call (951) 486-7200 if you have any questions or comments or visit our website at www.voteinfo.net. Thank you.

DATE	PERSON RESPONSIBLE	DESCRIPTION
Jan. 30 (125)	District	<i>BOUNDARY CHANGES (E.C. § 12262)</i> Suggested last day boundary changes may be made for this election.
Feb. 1 (123)	District	<i>SPECIFICATIONS OF ELECTION ORDER (Ed.C. § 5322)</i> Last day for district governing board to submit specifications of the election order to the county superintendent of schools and the Registrar of Voters concurrently.
Feb. 4 (120)	County Superintendent of Schools	<i>DELIVER ELECTION ORDER TO REGISTRAR OF VOTERS (Ed.C. §§ 5324, 5325, 5361)</i> No later than this date the superintendent shall deliver to the Registrar of Voters the order of election and the formal notice of election.
Feb. 4 (120)	District	<i>LAST DAY TO ADOPT REGULATIONS REGARDING CANDIDATE STATEMENTS (E.C. § 13307)</i> Last day for local agency to adopt or amend regulations regarding charges for printing candidate statements.
Feb. 4 – March 6 (120 – 90)	Registrar of Voters	<i>PUBLISH NOTICE OF ELECTION (Ed.C. §§ 5361, 5363; E.C. §§ 12112, 12113)</i> Between these dates, the Registrar of Voters shall publish a notice of election in a newspaper of general circulation in the district. The notice shall contain the date of the general district election, name the offices for which candidates may file, and state the qualifications required by the principal act for each office. The notice shall state the location where official declarations of candidacy for eligible candidates desiring to file for any of the elective offices may be obtained, the office in which completed declarations of candidacy are required to be filed, and the date and time after which no declarations of candidacy may be accepted for filing. A copy of the notice shall be delivered to the district secretary and shall be posted in the district office. <i>GENERAL PRESS RELEASE (E.C. § 12112)</i> Press release must include offices to be filled and telephone number for information regarding filing for the elective office.
Feb. 8 (116)	Registrar of Voters	<i>PRECINCTING SECTION TO COMPLETE BOUNDARY CHANGES</i> No later than this date, precinct section must complete boundary changes.

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DATE	PERSON RESPONSIBLE	DESCRIPTION
Feb. 11 – March 8 (113 – 88)	Candidates / District / Registrar of Voters	<p><i>NOMINATION PERIOD (E.C. §§ 10602, 10603, 13107, 13307, 13309, 13311)</i></p> <p>Between these dates candidates may obtain and file declarations of candidacy. Forms are available at the Registrar of Voters office. All forms must be filed with the Registrar of Voters by the filing deadline. It is the responsibility of each candidate to deliver their nomination documents to the Registrar of Voters by 5:00 p.m. on the deadline date. The ballot designation worksheet must be filed at the same time as the Declaration of Candidacy. Candidates who want to file a candidate statement must file it at the same time the Declaration of Candidacy is filed. Candidate Statements are confidential until the deadline for filing has passed. No person shall file nomination documents for more than one district office at the same time.</p>
Feb. 11 – March 8 (113 – 88)	Candidates / District / Registrar of Voters	<p><i>CODE OF FAIR CAMPAIGN PRACTICES (E.C. § 20400 et seq.)</i></p> <p>Each candidate shall be issued a Code of Fair Campaign Practices. Filing the Code is voluntary and it may be filed with Registrar of Voters any time prior to the election. It is available for public inspection until 30 days after the election.</p>
Feb. 11 – March 8 (113 – 88)	Candidates / Registrar of Voters	<p><i>STATEMENT OF ECONOMIC INTEREST (G.C. § 87200 et seq.)</i></p> <p>A Statement of Economic Interest for all candidates must be filed with the Registrar of Voters by the close of the nomination period.</p>
Feb. 12	Registrar of Voters	<p><i>ABRAHAM LINCOLN'S BIRTHDAY (CO. ORD. 358.8)</i></p> <p><i>The Registrar of Voters office will be closed.</i></p>
Feb. 18	Registrar of Voters	<p><i>PRESIDENT'S DAY (CO. ORD. 358.8)</i></p> <p><i>The Registrar of Voters will be closed.</i></p>
March 8 (88)	Candidates / Registrar of Voters	<p><i>LAST DAY TO FILE DECLARATION OF CANDIDACY AND/OR WITHDRAW (E.C. §§ 10603, 13307)</i></p> <p>Last day for candidates to file their Declarations of Candidacy and Candidate Statements with the Registrar of Voters. Candidate Statements are optional. Candidate must withdraw before 5 p.m., unless there is an extension of the nomination period.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 13313)</i> There will be a 10 day exam period for Candidate Statements filed. The period will be held March 9 thru March 18.</p>
March 9 (87)	Candidates / Registrar of Voters	<p><i>LAST DAY TO WITHDRAW CANDIDATE STATEMENT (E.C. § 13307)</i></p> <p>Last day to withdraw candidate statements, unless there is an extension of the nomination period. Withdrawal of candidate statements must be in writing.</p>




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DATE	PERSON RESPONSIBLE	DESCRIPTION
March 13 (83)	Registrar of Voters	<p><i>INSUFFICIENT NOMINEES-POSSIBLE APPOINTMENT (Ed.C. § 5326)</i></p> <p>If there are insufficient nominees for the office to be filled, and a petition requesting the election to be held has not been received by this date, the Registrar of Voters shall notify the governing body that the scheduled election will not be held and that the qualified nominee(s) must be seated or appointment(s) made pursuant to Ed.C. § 5328.</p>
March 13 (83)	District	<p><i>PUBLISH NOTICE OF POSSIBLE APPOINTMENT (Ed.C. § 5328.5)</i></p> <p>If no one has been nominated to an office, prior to making an appointment to that office pursuant to Education Code § 5328, a notice shall be published once in a newspaper of general circulation published in the district, stating that the board intends to make an appointment and informing persons of procedures for applying for the office.</p>
March 14 (82)	Secretary of State	<p><i>RANDOMIZED ALPHABET (E.C. § 13112)</i></p> <p>On this date the Secretary of State shall conduct a drawing of the alphabet for determining the order of the candidate's names on the ballot.</p>
April 8 (57)	Candidates / Registrar of Voters	<p><i>FIRST DAY NOMINATION PAPERS FOR WRITE-IN CANDIDACY WILL BE AVAILABLE (E.C. § 8600 et seq.)</i></p> <p>Any qualifying person wishing to file as a write-in candidate may pick up nomination papers beginning on this date. Papers must be filed with the Registrar of Voters no later than 14 days prior to election day. Write-in candidates must also file Statement of Economic Interest (if applicable) and campaign disclosure statements.</p>
April 9 (56)	Registrar of Voters	<p><i>ORDER PRINTING OF ELECTION MATERIAL (E.C. §§ 9402, 9509, 13313)</i></p> <p>Suggested date to prepare copy for printer and order ballots.</p>
April 21 – April 25 (44 – 40)	Candidates / Committees / Registrar of Voters	<p><i>FILING PERIOD FOR FIRST PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT (G.C. §§ 84200.5, 84200.8)</i></p> <p>Filing period for 1st pre-election campaign statement covers transactions through April 20. Statements must be sent by personal delivery or first class mail.</p>


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DATE	PERSON RESPONSIBLE	DESCRIPTION
April 22 (43)	Registrar of Voters	<p><i>SATELLITE LOCATION PRESS RELEASE (E.C. § 3018)</i></p> <p>Notice of satellite locations shall be made by the elections official by the issuance of a general news release, issued not later than 14 days prior to voting at the satellite location, except that in a county with a declared emergency or disaster, notice shall be made not later than 48 hours prior to voting at the satellite location. The news release shall set forth the following information:</p> <ul style="list-style-type: none">  The satellite location or locations.  The dates and hours the satellite location or locations will be open.  A telephone number that voters may use to obtain information regarding vote-by-mail ballots and the satellite locations.
May 6 – May 25 (29 – 10)	Registrar of Voters	<p><i>MAIL OFFICIAL BALLOTS TO VOTERS (E.C. § 4000 et seq.)</i></p> <p>The Registrar of Voters shall mail official ballots to all qualified voters between these dates. Instructions for voting and pamphlets with all necessary materials for voting by mail shall be included. Registrar may also include a notice informing voters they may return the ballot by certified or registered mail.</p> <p>Voted ballots must be received by the elections official no later than the close of the polls on election day or be postmarked on or before election day and received no later than three days after election day to be counted. (E.C. § 3020, 4103)</p>
May 6 – May 25 (29 – 10)	Registrar of Voters	<p><i>PUBLISH NOTICE OF CENTRAL COUNTING PLACE (E.C. § 12109)</i></p> <p>Notice to be published in a newspaper of general circulation published in the District.</p>
May 17	Registrar of Voters	<p><i>VOTE-BY-MAIL PROCESSING PUBLIC NOTICE (E.C. § 15104)</i></p> <p>The elections official shall notify vote-by-mail voter observers and the public at least 48 hours in advance of the dates, times, and places where vote-by-mail ballots will be processed and counted.</p>
May 19 – May 23 (16 – 12)	Candidates / Committees / Registrar of Voters	<p><i>FILING PERIOD FOR SECOND PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT (G.C. §§ 84200.5, 84200.8)</i></p> <p>Filing period for 2nd pre-election campaign statement covers transactions through May 18. Statements must be sent by personal delivery or guaranteed overnight service.</p>
May 20 (15)	Registrar of Voters	<p><i>CLOSE OF REGISTRATION (E.C. §§ 2102 & 2106)</i></p> <p>Last day to register or transfer registration for this election.</p>

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May 20	Registrar of Voters	<p><i>PROCESS MAILED BALLOTS (E.C. § 15101 et seq.)</i></p> <p>When ballots are to be counted by computer, the Registrar of Voters may begin processing ballots 10 business days prior to the election. No count may be made until after the polls close on election day.</p>
May 21 (14)	Candidates / Registrar of Voters	<p><i>FILE DECLARATION OF WRITE-IN CANDIDACY (E.C. §§ 8600 et seq., 15340 et seq.)</i></p> <p>Last day for write-in candidates to submit their write-in nomination documents to the Registrar of Voters.</p>
May 27	Registrar of Voters	<p><i>MEMORIAL DAY (CO. ORD. 358.8)</i></p> <p>The Registrar of Voters office will be closed.</p>
May 28	Registrar of Voters	<p><i>LOGIC AND ACCURACY TESTING (E.C. § 15000)</i></p> <p>No later than seven days prior to any election, the elections official shall conduct a test or series of tests to ensure that every device used to tabulate ballots accurately records each vote.</p>
May 31 (4)	Registrar of Voters	<p><i>MANUAL TALLY PUBLIC NOTICE (E.C. § 15360)</i></p> <p>The manual tally shall be a public process, with the official conducting the election providing at least a five day public notice of the time and place of the manual tally and of the time and place of the selection of the precincts to be tallied prior to conducting the tally and selection.</p>
June 4		<p><i>ELECTION DAY</i></p> <p>Voted ballots must be received by the elections official no later than the close of the polls on election day or be postmarked on or before election day and received no later than three days after election day to be counted. (E.C. § 3020, 4103)</p>
June 6 (+2)	Registrar of Voters	<p><i>CANVASS ELECTION RETURNS (E.C. § 15301 et seq.)</i></p> <p>Registrar of Voters shall commence the official canvass on this day.</p>
June 7 – June 19 (+3 – 15)	Registrar of Voters	<p><i>ONE PERCENT MANUAL TALLY (E.C. § 15360)</i></p> <p>During the Official Canvass the Elections Official shall conduct a public manual tally in 1 percent of the precincts chosen at random by the elections official.</p>
June 28 (+24)	Registrar of Voters	<p><i>SEND STATEMENT OF RESULTS (E.C. §§ 15372, 15374)</i></p> <p>As soon as the canvass is completed, no later than this date, the Registrar of Voters shall mail a statement of results of the election to the district and to the County Superintendent of Schools. The Registrar of Voters will also deliver to each person elected a certificate of election.</p>

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DATE	PERSON RESPONSIBLE	DESCRIPTION
June 28	District	<p><i>OFFICERS TAKE OFFICE (Ed.C. §§ 60, 5017, 5093)</i></p> <p>Officers elected take office at the next regularly scheduled meeting of the governing board following the certification of the election and shall serve only until the end of the term of the position which he or she was elected to fill. If the election was not held, qualified candidates and persons appointed pursuant to Ed.C. § 5328 shall be seated at the organizational meeting. Oath (and bond if required) must be executed prior to taking office. Oath must be filed with the Registrar of Voters.</p>
July 4 (+30)	Registrar of Voters	<p><i>COST OF ELECTION</i></p> <p>Approximate date to send invoice to jurisdiction for cost of election. Any refund on Candidate Statements will also be processed by this date.</p>
July 1 – July 31	Candidates / Committees / Registrar of Voters	<p><i>FILING PERIOD FOR SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT (G.C. § 84200)</i></p> <p>Statement covers transactions through June 30. Statements must be sent by personal delivery or first class mail.</p>
<p><i>Note: Whenever a date prescribed by law falls on a weekend or holiday, such act may be performed on the next business day (E.C. § 15; G.C. §§ 6700, 6701)</i></p>		