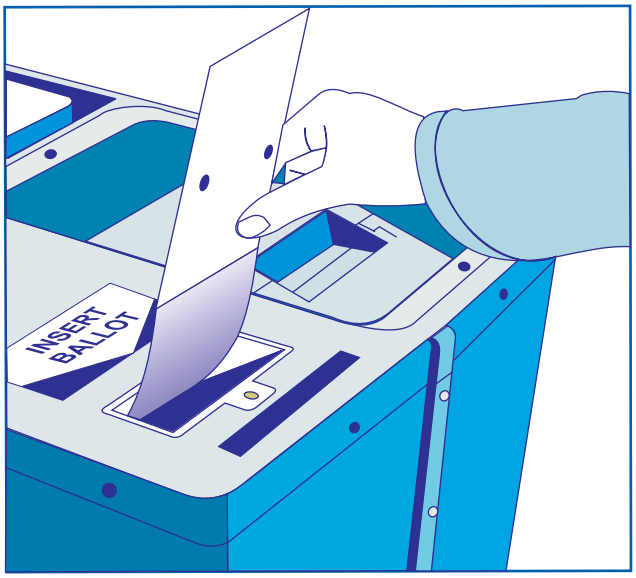
MEASURE INFORMATION BOOKLET

SCHOOLS AND/OR GENERAL DISTRICTS MEASURE ELECTIONS

Consolidated with the November 4, 2008 General Election



PREPARED BY

COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK
ELECTION PREPARATION DIVISION

12400 E. IMPERIAL HIGHWAY,
NORWALK, CA 90650

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COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK
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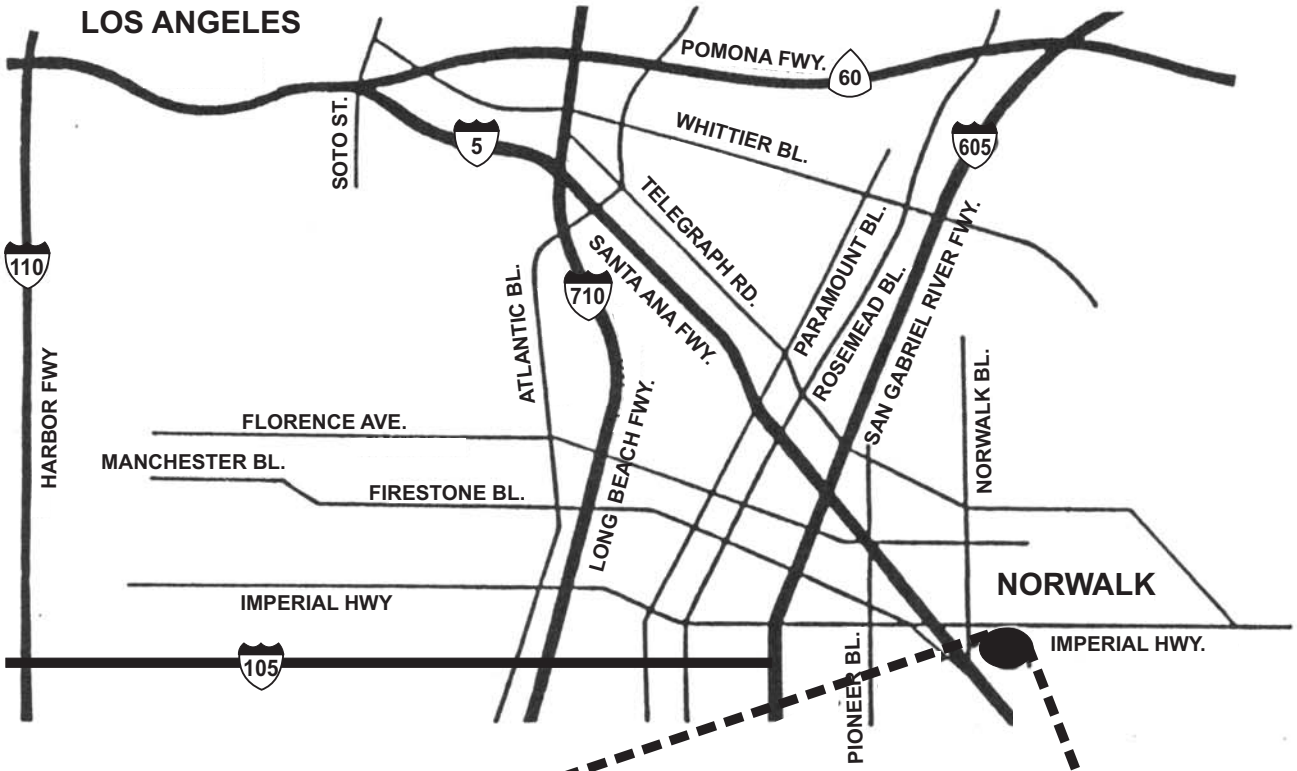

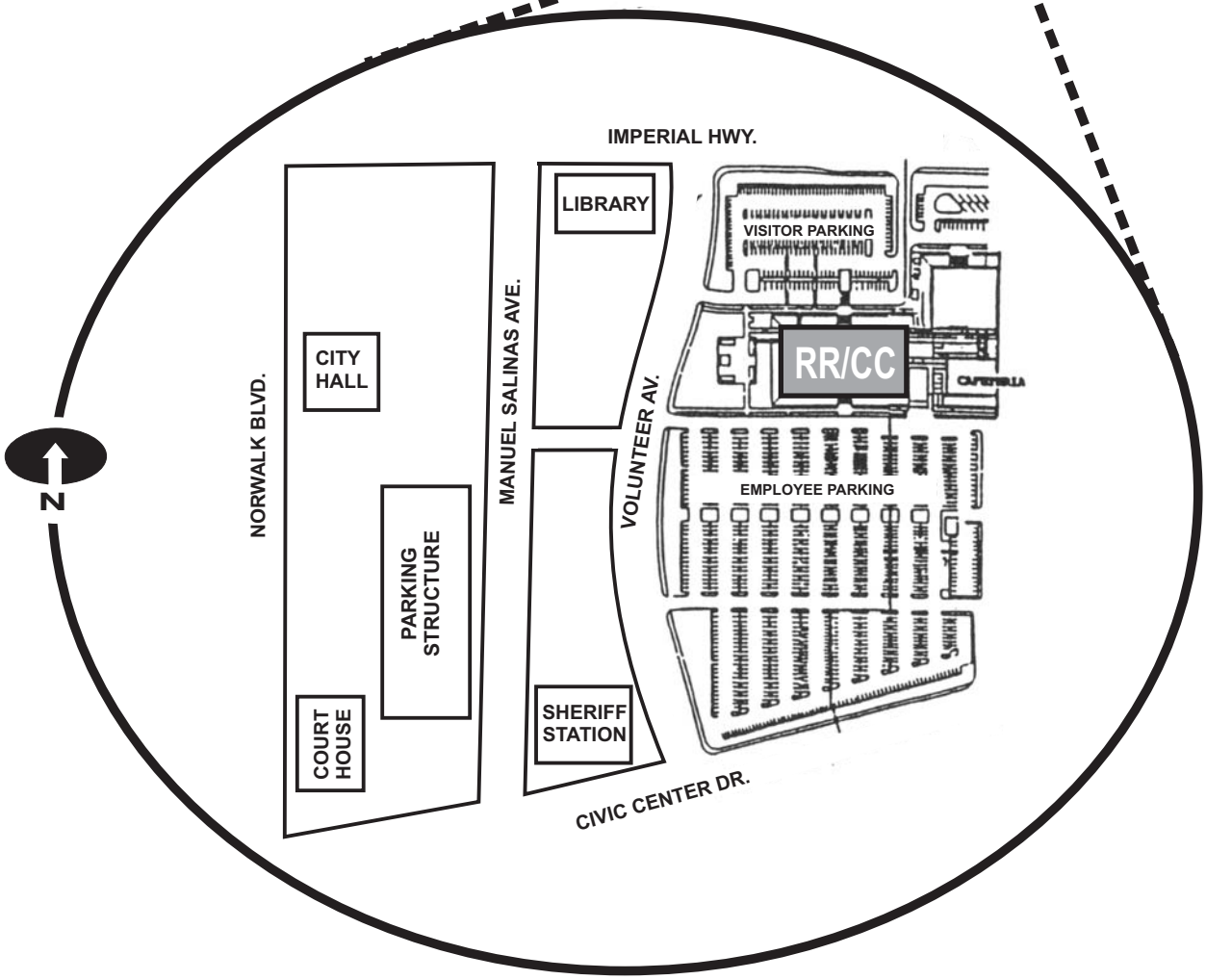

NOTICE

This Candidate Handbook & Resource Guide has been prepared to assist you in filing documents relating to the election. It includes a calendar of events and summary of provisions and filing requirements. It is not intended to provide legal advice and is for general guidance only.

Please note that it is not within the purview of this office to determine whether a candidate meets the requirements for holding office. Individuals with questions concerning their own or other candidate qualifications or other related matters should seek legal counsel.

Candidates and others using this Handbook & Resource Guide must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained therein.

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Chapter 1

General Information

GENERAL INFORMATION

The county elections official shall perform the duties incident to the preparation for, and holding of, all district elections. In districts situated in two or more counties, or in elections to organize or reorganize districts in territory situated in two or more counties, the county elections officials in the counties in which any part of the district territory is situated, shall, by mutual agreement, provide for the performance of those duties.

Districts intending to conduct Measure Elections should notify the Registrar-Recorder/County Clerk (RR/CC) of their intentions **120 days** prior to the election and furnish the RR/CC with signed copies of the Resolution "Calling the Election" and "Requesting Consolidation and/or Election Support Services" by **88 days** prior to the election.

The Resolution should include purpose of election **(i.e., submitting Bond Measure question to electors)**, Ballot Measure Text **(not to exceed 75 words including title)** and the vote requirement for Measure passage **(i.e., majority of votes cast; 2/3 votes cast; 55% votes cast**). The Resolution **must** state that **"the District will reimburse the County for costs incurred".**

Election Resolutions and Letter Designation requests for elections should be addressed to **Mr. Dean C. Logan, Acting Registrar-Recorder/County Clerk** and be faxed/mailed to:

Election Coordination Section
12400 E. Imperial Highway, 3rd Floor, Room 3207
Norwalk, California 90650
Phone: (562) 462-2632 FAX: (562) 406-2658

Ballot Argument Enclosure materials, including Arguments and Rebuttals must be accompanied by a transmittal letter and DELIVERED by the applicable dates and times indicated in the Calendar of Events to the:

Election Planning Section
12400 E. Imperial Highway, 2nd Floor, Room 2015
Norwalk, California 90650
Phone: (562) 462-2317 FAX: (562) 466-6025

Please contact the **Election Planning (OR) Election Coordination Section at the telephone numbers listed above,** if you need additional assistance or have further questions after reviewing the Information Booklet.

NOTICE

This Information Booklet has been prepared to assist you in filing documents relating to the Election(s). It includes a Calendar of Events and summary of provisions and filing requirements. It is not intended to provide legal advice and is for general guidance only.

Individuals using this Information Booklet must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained therein.

Chapter 2

Calendar of Events

CALENDAR OF EVENTS

SCHOOLS AND/OR GENERAL DISTRICTS MEASURE ELECTIONS
CONSOLIDATED WITH THE GENERAL ELECTION
November 4, 2008

IMPORTANT NOTICE
All documents are to be filed with and duties performed by the Registrar-Recorder/County Clerk unless otherwise specified.

DATES	EVENTS
AUG. 8 (F) E - 88	**ADOPT SPECIAL MEASURE ELECTION RESOLUTION** Last day for governing boards to adopt resolution calling special election and setting forth the specifications of the election order. Copies shall be filed with the elections official. (Ed. Code § 5322) **STATEMENT IN COMPLIANCE – LAST DAY TO SUBMIT** Last day for school district to file statement of bond issue with the elections official if the election is for a bond measure. (E. C. § 9401)
AUG. 13 (W) E - 83	**AMENDMENT OR WITHDRAWAL OF MEASURE – DEADLINE** Last day for county elections official to receive a resolution from a legislative body requesting to withdraw or amend a measure previously submitted for placement on the ballot. (E.C. § 9605) **MEASURE LETTER DESIGNATION** Last day for a district to request a specific letter designation in writing for a measure appearing on the ballot. An alternate choice should be submitted in case the requested designation has already been assigned.

DATES	EVENTS
AUG. 15 (F) E - 81	**DATE FIXED TO SUBMIT ARGUMENTS – PUBLICATION** Not later than this date a notice shall be published once in a newspaper of general circulation in the district, setting forth the date fixed for submitting arguments for or against a county, school or district measure. (E. C. §§ 9163, 9502 & Govt. Code § 6061) **NOTE:** A copy of the published notice shall be delivered to the District Secretary/Superintendent and each notice shall be posted in the district office. (E.C. § 12113)
AUG. 18 (M) E - 78	**ARGUMENTS – LAST DAY TO SUBMIT** Last day to submit arguments for or against any county, district or school measure. Arguments may not exceed 300 words in length. (E.C. §§ 9162, 9163, 9315, 9316, 9501 & 9502) **EXCEPTION:** These provisions do not apply to a measure on school district reorganization.
AUG. 19 (Tu) E - 77 **AUG. 28 (Th)** E - 68	**PUBLIC EXAMINATION PERIOD FOR BALLOT MEASURE MATERIALS** During this period the elections official shall make available for public examination a copy of any **ballot measure text**, **arguments**, and the **bond statement** if applicable, for any district or school measure. A fee may be charged to any person obtaining a copy of the materials. During this period any person may file a writ of mandate or an injunction to require any or all of the material to be amended or deleted. (E. C. §§ 9190, 9380 & 9509)

DATES		EVENTS
AUG. 28 (Th) **5 P.M.** E - 68		**IMPARTIAL ANALYSIS – LAST DAY TO SUBMIT** Recommended last day for County Counsel to transmit impartial analysis of any county, district or school measure. (E. C. §§ 9160, 9313 & 9500)
AUG. 28 (Th) E - 68		**REBUTTALS – LAST DAY TO SUBMIT** Last day for authors of arguments for or against a county, school or district measure to submit rebuttals. **Rebuttals** may not exceed **250** words in length. (E.C. §§ 9167, 9317 & 9504)
AUG. 29 (F) E - 67	**SEPT. 8 (M)** E - 57	**PUBLIC EXAMINATION PERIOD FOR REBUTTALS** During this period **rebuttals** and **impartial analyses** for measures shall be available for public examination. A fee may be charged to any person obtaining a copy of the material. During this period any person may file a writ of mandate or an injunction to require any or all of the material/data to be amended or deleted. (E.C. §§ 9190, 9380 & 9509)
SEPT. 25 (Th) E - 40	**OCT. 14 (Tu)** E - 21	**MAIL SAMPLE BALLOTS** A sample ballot shall be mailed to all voters during this period of not more than 40 or less than 21 days preceding the election. (E.C. § 13303)
OCT. 6 (M) E - 29	**OCT. 28 (Tu)** E - 7	**VOTE BY MAIL – FIRST AND LAST DAY TO APPLY** Applications may be filed between these dates (both dates inclusive). Applications received prior to the 29th day preceding the election will be kept and processed during this period. (E.C. §§ 3001 & 3003)
OCT. 7 (Tu) E - 28		**POLLWORKERS AND POLLING PLACES – APPOINTMENT** Last day to appoint pollworkers and designate polling places. A notice of appointment shall be mailed to each pollworker. (E. C. §§ 12286, 12307 & 12319)

DATES	EVENTS
OCT. 20 (M) E - 15	**REGISTRATION CLOSES** Last day to transfer or register to vote in the election. (E. C. §§ 2102 & 2107)
OCT. 21 (Tu) **OCT. 28 (Tu)** E - 14 E - 7	**NEW CITIZEN REGISTRATION/VOTING** Any person who becomes a citizen or establishes residence in California after the **15th** day prior to the election may register to vote beginning on the **14th** day prior to an election and ending on the seventh day prior to the election day. This registration must be executed in the Registrar-Recorder County Clerk's Office. A new resident shall vote a new resident's ballot in that office. (E. C. §§ 331, 332 & 3500 – 3503)
OCT. 21 (Tu) E - 14	**BILINGUAL PRECINCT OFFICER LIST** Last day to prepare list of appointed bilingual pollworkers. (E.C. § 12303)
OCT. 27* (M) E - 8*	**TALLY CENTER LOCATION – PUBLICATION** On or before this date a notice specifying the public place to be used as the tally center location for counting the ballots shall be published once in a newspaper of general circulation within the district. (E. C. § 12109)
OCT. 28 (Tu) E - 7	**POLLING PLACES – PUBLICATION** Not later than this date, a list of polling places for each precinct shall be published once in a newspaper of general circulation within the district. (E. C. § 12105 & Govt. Code § 6061) **CANVASS VOTE BY MAIL BALLOTS** The canvass may commence on the 7th day before the election but the results of the tally shall not be released until after the polls close. (E. C. § 15101)

*Date adjusted due to weekend and/or holiday

DATES		EVENTS
OCT. 29 (W) E - 6	**NOV. 4 (Tu)** ELECTION DAY	**EMERGENCY VOTING BY MAIL** Between these dates any voter may apply for vote by mail ballot if conditions require his or her absence from the precinct on election day. The voter may designate an authorized representative to pick up and return the ballot. (E. C. § 3021)
NOV. 4 (Tu) ELECTION DAY		**ELECTION DAY** Polls open 7 A.M., close 8 P.M., (E. C. §§ 1000, 1200, 10541 & 14212 & Ed. Code §§ 5000 & 19700) **VOTE BY MAIL BALLOTS RETURNED – 8 P.M.** Last day for vote by mail ballots to be received or turned in personally by the voter to the County Elections Official's office or at any polling place in the jurisdiction. A designated family member or person residing in the same household may return the voted ballot under specified conditions. (E. C. §§ 3017 & 3020) **DEFACING OF UNUSED BALLOTS** At 8 p.m. immediately after the polls close, commence defacing or sealing all unused ballots and file an affidavit of the number of ballots destroyed or sealed. (E. C. §§ 14403 & 14404)
NOV. 6 (Th) E + 2		**CANVASS ELECTION RETURNS** The canvass of returns shall commence not later than the first Thursday following the election. (E. C. § 15301)
DEC. 2 (Tu) E + 28		**COMPLETION OF OFFICIAL CANVASS** The official canvass must be completed within 28 days of the election. The legal deadline for County Elections Official to certify the election result is December 2. (E. C. § 15372) **NOTE**: On **December 1**, the Registrar-Recorder/County Clerk is tentatively scheduled to certify the election results. On **December 2**, the Board of Supervisors is scheduled to declare the election results official.

Chapter 3

Ballot Measures

BALLOT MEASURES

BALLOT MEASURE TEXT — To ensure that the Registrar-Recorder/County Clerk (RR/CC) uses the precise Ballot Measure Text the District wants printed on the Official Sample Ballot Booklet, include the Ballot Measure Text, with title, **(not to exceed 75 words)** in the body of the "Resolution Calling the Election." Ballot Measure Text should be clearly labeled and identified as such in the Resolution as shown in the example below.

To improve education, retain and attract quality teachers by repairing, upgrading outdated classrooms, restrooms, plumbing, roofing lighting electrical systems, libraries, improving safety, security, campuses, fire, removal of hazardous materials, improving handicapped student accessibility, increasing earthquake-safe classrooms, renovating, acquiring, constructing, repairing, equipping classrooms, science labs, neighborhood schools, sites, facilities, shall XYZ Unified School District issue $218,000,000 of bonds at legal rates, with annual audits, independent oversights, and no money for administrators' salaries?"

XYZ Unified School District
County of Los Angeles, State of California

RESOLUTION NO. 07-01

RESOLUTION CALLING FOR AN ELECTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE DISTRICT AT AN ELECTION TO BE HELD JUNE 12, 2007

WHEREAS, the Board of Trustees (the "Board") of the XYZ Unified School District (the "District"), within the County of Los Angeles, California (the "County"), is authorized to order elections within the District for the purpose of considering, *inter alia*, bond measures to meet the ongoing capital improvement needs of the District, pursuant to the Constitution of the State of California (the "State") and the Education Code of the State (the "Education Code"); and

WHEREAS, Section 18 of Article XVI and Section 1 of Article XIII A of the Constitution of the State and Section 15100 *et seq.* of the Education Code (collectively, "Prop 46") provide for a methodology by which the District may call for an election and, upon approval by 2/3 or more of the qualified voters voting on the bond measure, issue its general obligation bonds and cause the County to levy an *ad valorem* property tax to pay debt service on said bonds; and

WHEREAS, this Board has determined it to be in the best interests of the District to call such an election under Prop 46, as further described herein; and

WHEREAS, this Board has determined that the election be conducted on June 12, 2007 (the "Election Date") meets the consolidation requirements of the Education Code and may be consolidated with any County measure or election then pending; and

WHEREAS, the Board wishes to specify the manner in which the District shall call a bond election on the Election Date and to demonstrate compliance with related requirements of the Constitution, the Education Code and the Elections Code of the State;

NOW, THEREFORE, be it hereby resolved, determined and ordered by the Board of Trustees of the XYZ Unified School District as follows:

Section 1. Recitals. All of the foregoing recitals are true.

Section 2. Determination to Proceed under Prop 46. The provisions of Prop 46 shall control the administration of the election to consider the bond proposition of the District (the "Bond Proposition"), such that a favorable vote of no less than 2/3 of the qualified voters voting at the election shall constitute approval thereof, and the Board of Trustees of the District (the "Board") hereby declares its intention to meet the pertinent requirements of Prop 46.

Section 3. Bond Proposition. This Board does hereby order and request that the Registrar-Recorder of the County of Los Angeles (herein called the "Registrar") call an election (in the performance of her duties and in the exercise of her power, alone, or with the assistance of the Clerk of the County Board of Supervisors (the "County Clerk")) to consider the following

1

proposition on June 12, 2007 (the "Bond Measure"), which constitutes the election order prescribed under Education Code Section 15122 and Elections Code 13247:

To improve education, retain and attract quality teachers by repairing, upgrading outdated classrooms, restrooms, plumbing, roofing lighting electrical systems, libraries, improving safety, security, campuses, fire, removal of hazardous materials, improving handicapped student accessibility, increasing earthquake-safe classrooms, renovating, acquiring, constructing, repairing, equipping classrooms, science labs, neighborhood schools, sites, facilities, shall XYZ Unified School District issue $218,000,000 of bonds at legal rates, with annual audits, independent oversights, and no money for administrators' salaries?"

The Registrar is hereby requested to reprint the foregoing Bond Measure in its entirety in the voter information pamphlet to be distributed to voters pursuant to Section 13307 of the Section 18, Article XVI and Section 1, Article XIII A of the pregoing Bond Measure shall become effective upon the favorable e qualified voters voting on the proposition.

on of Bond Election; Services of County. Pursuant to Section he Superintendent of the District is hereby authorized to contract eby requested and authorized to perform such duties as may be useful, or customary and appropriate in the conduct of said Bond lidation of the Bond Election with other matters subject to the he District being conducted on the Election Date.

laces for said precincts in the District, and persons appointed and on officers for said Bond Election will be those determined, suant to state law by the Registrar of Voters. The County is canvass the returns of the election, in accordance with Section The District agrees to reimburse the County for all services ch services to include the publication of the Formal Notice and a in Section 9401 of the Elections Code) pursuant to the terms of d Section 12112 of the Elections Code.

of the Bonds. Terms of each series of Bonds issued following tablished at the time of sale thereof, based on then-prevailing s shall bear or accrete interest at rates not to exceed the legal per annum, and shall mature and be paid at various dates no later ate of issuance. The Bonds may be sold at a premium or discount sold pursuant to negotiated or competitive sale.

Order of Election. The Clerk of the Board is hereby directed to larch 16, 2007, which is a date no less than 88 days prior to the certified copy of this Resolution to the Registrar, together with the pared by the District's Financial Advisor (appointed below) and t of the District or the President of the Board, and shall file a lerk of the Board of Supervisors of the County.

ments. The members of the Board, or any one member or group but not directed, to file a formal Argument in Favor of the Bond

2

Measure given above, with the Registrar within the time limits established for such arguments by the Registrar.

Section 8. Retention of Consultants. The District hereby confirms the hiring of provide for special services in connection with the proposed issue(s) of Bonds e authorized at the Election, to wit, the financial advisory firm of Caldwell, Rivers as Financial Advisor to the District (the "Financial Advisor") and the law firm of aworski L.L.P, as Bond Counsel to the District ("Bond Counsel"), upon conditions forth in fee agreements heretofore negotiated and executed on behalf of the District ntendent. Payments of the fees and expenses of the Financial Advisor and Bond be paid from the proceeds of the Bonds of the District which may be authorized uccessful Bond Election, and not otherwise, unless this Board shall take further

n 9. Ratification. All actions heretofore taken by the officers, or their respective ployees and agents of the Board and the District in connection with the calling of ction are hereby ratified and confirmed. The officers and their designees, the d agents of the Board and the District are hereby authorized to take any and all nection with the financing of said facilities and as may be necessary and consistent with the purposes of this Resolution.

nbers of this Board, the es of the District are hereby and all things necessary or

effect immediately upon its

by the Board of Trustees of ving vote:
UY MARTINEZ, ADRIAN MUNK

EXAMPLES: How Ballot Measures Text will appear in the Official Sample Ballot Booklet:

- **Measure E — Official Ballot Measure Text (75 words)**

COMMUNITY COLLEGE DISTRICT SPECIAL ELECTION

E To prepare College students for jobs and four-year colleges; repair buildings, classrooms, science labs; upgrade earthquake/fire safety; repair sidewalks, leaky roofs, drainage/water pipes; upgrade wiring/equipment for computer technology; enhance nursing/ firefighter training; construct; acquire, and equip modern classrooms/buildings; improve campus security, shall issue $394,516,464 of bonds at legal rates, appoint a Citizens Oversight Committee and perform annual audits to ensure no money is used for administrators' salaries?

189	YES→	○
190	NO→	○

- **Measure S — Official Ballot Measure Text (75 words)**

UNIFIED SCHOOL DISTRICT SPECIAL ELECTION

S SCHOOL SAFETY AND REPAIR BOND MEASURE. Shall the Unified School District relieve overcrowding; repair, upgrade, construct, acquire equip neighborhood school/classrooms; install fire safety equipment, emergency lighting, energy efficient heating/cooling systems, fire doors, replace outdated plumbing/sewer and decayed drainage systems, leaking, rundown roofs/bathrooms; upgrade electrical wiring for technology; improve student safety conditions; and qualify for state funds by issuing $165,000,000 of bonds at legal rates, requiring annual audits, citizen oversight, and no money for administrators' salaries?

216	YES→	○
217	NO→	○

- **Measure B — Official Ballot Measure Text (58 words)**

LIBRARY DISTRICT SPECIAL ELECTION

B PER PARCEL TAX FOR ANY PLACE LIBRARY DISTRICT Shall the Any Place Library District be authorized to continue to levy a special per parcel tax annually for ten years to replace library funding lost due to the elimination of the Special Argumentation Fund.

193	YES→	○
194	NO→	○

LETTER DESIGNATIONS FOR MEASURES — The RR/CC, in accordance with Section 13116 of the Elections Code, will assign Letter Designations for each Local Measure on the Ballot. Letter Designations are assigned in alphabetical order commencing with Local County Measures, City, District Measures listed in alphabetical sequence. A local District may request a specific Letter Designation in writing by **83 days before election**. Alternate choice(s) should also be submitted, in case the requested designation has already been assigned to another Jurisdictions. Specific Letter Designation requests are processed in the order they are received. The RR/CC will notify the jurisdiction by **E-78** if the requested designation is assigned or if another letter assignment has been made.

LITIGATION — Notify the RR/CC of any pending litigation involving Ballot Measures that might potentially cause any delay in meeting established deadlines or printing of Official Sample Ballot Booklets.

WITHDRAWAL AND/OR AMENDMENTS — The District should file a resolution with the Registrar-Recorder/County Clerk by **E-83**, to amend a measure or if an election is being cancelled because a measure has been withdrawn. (E. C. § 9605)

Chapter 4

Ballot Enclosures

BALLOT ENCLOSURES

TEXT AND TITLES — Ballot Enclosures for Arguments, Rebuttals, etc. are printed in the voter information portion of the Official Sample Ballot Booklet immediately behind candidate and measure contest pages. Copies of Ballot Enclosures to be printed in the Official Sample Ballot Booklet should be submitted as attachments to the "Resolution Calling the Election" or as a separate mailing. Submitted attachments should be clearly identified by appropriate Ballot Enclosure Titles as shown on the limitations Chart on **Page 10**.

FORMAT AND STYLE — Please type Enclosure Text in upper and lower case letters. It is acceptable for some words or phrases to be **bold**, <u>underlined</u>, CAPITALIZED. Hyphens/dashes are allowed. The beginning of each paragraph may also be highlighted as shown in example. Enclosures will be typeset in the Official Sample Ballot Booklet using DUTCH801 Rm BT font in 10 point size. However, Enclosures may be submitted using any standard font.

Argument and/or Rebuttal Enclosure Text is printed in "block" paragraphs which means each paragraph will start on the left, and the right margins will be justified. A double space will appear between paragraphs, as shown in the example below.

EXAMPLE: How Argument and/or Rebuttal Text will appear in the Official Sample Ballots Booklets.

ARGUMENT AND/OR REBUTTAL
FOR MEASURE K

Our children need and deserve Measure K.

<u>**Measure K**</u> will continue to progress to repair, build and improve Any City neighborhood schools. Over 23 new schools and expansion projects are completed or under construction.

<u>**Measure K**</u> will create learning communities and improve technology to prepare student for jobs of the future.

<u>Vote for Measure K for the Kids.</u>

PATTY C. JONES
Mayor, Any City, USA

JOHN JAMES SMITH
Councilmember, Any City, USA

MARY SMITH-DOE
Businessperson, Any City, USA

Rev: 3/2007

FORM AND STYLE ONLY

BALLOT ENCLOSURE TITLES AND WORD LIMITATIONS CHART — To be used for submitting correct titles and word counts for Ballot Argument Enclosures.

See **Page 13** of this Chapter for Word Counting Guidelines.

TITLE	WORD LIMITATION	WORDS BOLD, UNDERLINED AND/OR CAPITALIZED
FULL TEXT OF BALLOT MEASURE	NO LIMIT	N/A
ARGUMENT IN FAVOR OF MEASURE	300	30
ARGUMENT AGAINST MEASURE	300	30
ARGUMENT IN FAVOR OF MEASURE – RE SCHOOL DISTRICT REORGANIZATION	500*	30
REBUTTAL TO ARGUMENT IN FAVOR OF MEASURE	250	25
REBUTTAL TO ARGUMENT AGAINST MEASURE	250	25
MEASURE EXHIBIT(S)	NO LIMIT	N/A
STATEMENT IN COMPLIANCE - MEASURE	NO LIMIT	N/A

*Exception: Ballot arguments to reorganize a School or Community College Districts shall not exceed 500 words. (Ed. C. Sec. 35758)

ARGUMENT AND REBUTTAL FORM — To be used by authors for submitting Measure "FOR or AGAINST" opinions.

Ballot Argument Text shall not exceed **300 words** in length.

Exception: Ballot Arguments to reorganize a school or community college district shall not exceed **500 words**. See chart above.

No rebuttal shall exceed **250 words**.

Exception: Rebuttals for County, School and General District Measures all need authorizations signed by the original authors of the Argument. An original signer on an Argument cannot authorize more than one signer on the Rebuttal.

All authors for submitted Ballot Arguments must sign Declaration on the reverse side of this form. See form example at top of **Page 11.**

ARGUMENT AND REBUTTAL FORM

ELECTION DATE: _____ MEASURE I.D. (if any): _____

JURISDICTION: _____

(Please mark (x) in the appropriate box)

☐ Argument in Favor ☐ Rebuttal to Argument Against	☐ Argument Against ☐ Rebuttal to Argument in Favor

Statements will be printed in uniform type, style and spacing. Use block paragraphs and single space format. Text submitted indented or centered will be typeset in block paragraph form. **Entire statements in all capital letters are not acceptable. Indentations, circles, stars, dots, italics and/or bullets cannot be accommodated.** However, you may use dashes/hyphens. Words to be printed in **boldface type**, underscored and/or CAPITALIZED are to be clearly indicated. Any combinations of enhanced words are counted as one word. The number of words/acronyms that are in **boldface type,** underscored and/or CAPITALIZED shall not exceed 30 words per document. All statements should be checked by the authors for spelling and punctuation as the elections official is not permitted to edit any material contained therein.

ALL AUTHORS MUST SIGN ON THE REVERSE SIDE

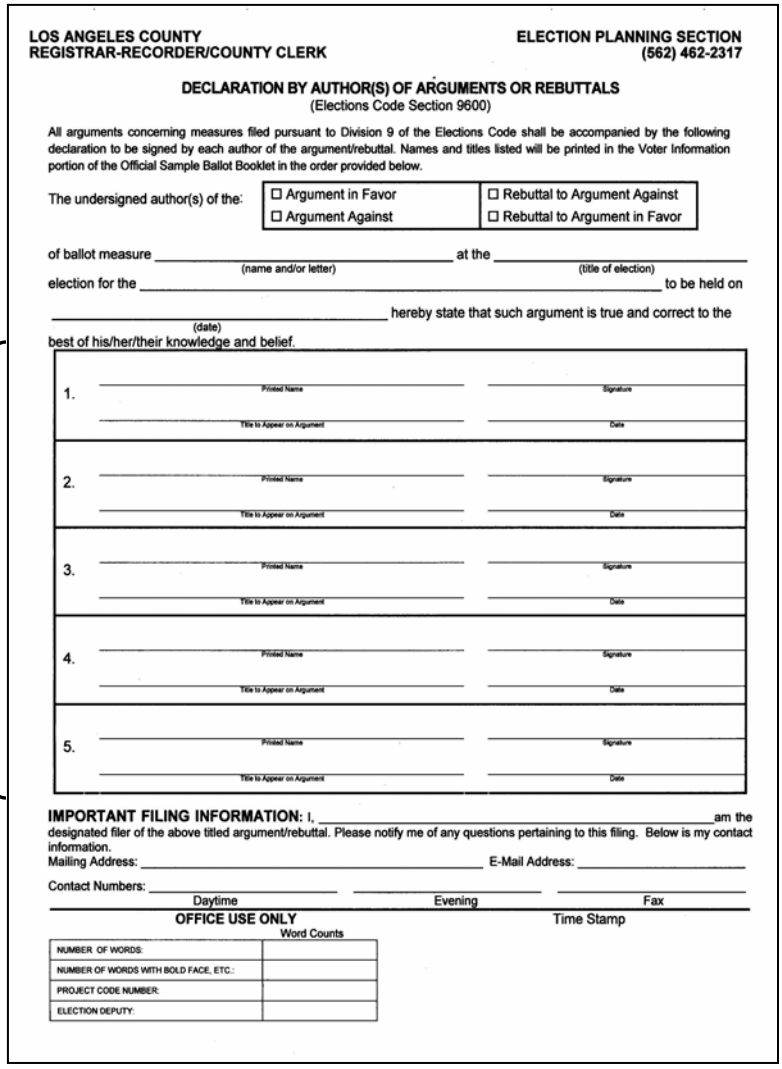
Please type statements below in upper and lower case letters. Statement will be typeset in the Official Sample Ballot Booklet using DUTCH801 Rm BT font in 10 point size. However, statement can be submitted using any standard font.

DECLARATION BY AUTHOR(S) OF ARGUMENTS OR REBUTTALS — To be completed by proponents or opponents for Ballot Measures.

This form includes statement (to be signed by each proponent/author) declaring that the submitted Argument and/or Rebuttal is true and correct to the best of his/her knowledge and belief.

Fill in the appropriate fields and provide information as indicated on the form.

No more than five author signatures shall appear on any Argument and/or Rebuttal.



LOS ANGELES COUNTY
REGISTRAR-RECORDER/COUNTY CLERK

ELECTION PLANNING SECTION
(562) 462-2317

DECLARATION BY AUTHOR(S) OF ARGUMENTS OR REBUTTALS
(Elections Code Section 9600)

All arguments concerning measures filed pursuant to Division 9 of the Elections Code shall be accompanied by the following declaration to be signed by each author of the argument/rebuttal. Names and titles listed will be printed in the Voter Information portion of the Official Sample Ballot Booklet in the order provided below.

The undersigned author(s) of the:

☐ Argument in Favor	☐ Rebuttal to Argument Against
☐ Argument Against	☐ Rebuttal to Argument in Favor

of ballot measure _____ (name and/or letter) at the _____ (title of election)
election for the _____ to be held on
_____ (date) hereby state that such argument is true and correct to the best of his/her/their knowledge and belief.

1.	Printed Name / Title to Appear on Argument	Signature / Date
2.	Printed Name / Title to Appear on Argument	Signature / Date
3.	Printed Name / Title to Appear on Argument	Signature / Date
4.	Printed Name / Title to Appear on Argument	Signature / Date
5.	Printed Name / Title to Appear on Argument	Signature / Date

IMPORTANT FILING INFORMATION: I, _____ am the designated filer of the above titled argument/rebuttal. Please notify me of any questions pertaining to this filing. Below is my contact information.
Mailing Address: _____ E-Mail Address: _____
Contact Numbers: _____ Daytime _____ Evening _____ Fax

OFFICE USE ONLY Time Stamp

Word Counts

NUMBER OF WORDS:	
NUMBER OF WORDS WITH BOLD FACE, ETC.:	
PROJECT CODE NUMBER:	
ELECTION DEPUTY:	

SELECTION OF ARGUMENT — If more than one Argument "FOR" or more than one Argument "AGAINST" any district measure is submitted within the time prescribed, the election official conducting the election shall select one of the Arguments In Favor and one of the Arguments Against the Measure for printing and distribution to the voters. In selecting the arguments, the election official conducting the election shall give preference and priority, in the order named, to the Arguments of the following:

a) The Governing Board of the District or Member(s) of the Board authorized by the board.

b) The individual voter, or bona fide associations of citizens, or combination of voters and associations, who are the bona fide sponsors or proponents of the Ballot Measure.

c) Bona fide associations of citizens.

d) Individual voters who are eligible to vote on the Measure. (E. C.§ 9503)

AUTHORIZATION FOR ANOTHER PERSON TO SIGN REBUTTAL ARGUMENT FORM — The authors of an argument in favor or against a ballot measure may prepare and submit rebuttal arguments, or may authorize, in writing, another person to sign the rebuttal.

Fill in the appropriate fields and provide information as indicated on the form. Form must include the printed name and signature of Author of ballot argument and the person authorized to sign as Rebuttal Author.

Attach completed Authorization form to Declaration By Author(s) of Arguments or Rebuttals submitted with Rebuttal argument text. Refer to form examples on **Pages 9 and 10**.

COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK

ELECTION PLANNING SECTION

AUTHORIZATION FOR ANOTHER PERSON TO SIGN REBUTTAL ARGUMENT
(Elections Code Section 9167, 9317 & 9504)

I, _____ authorize the person listed below to
(Print name of **AUTHOR** of the Argument)

sign the rebuttal to the argument ☐ in favor ☐ against Measure _____
(Check one)
(Letter)

for the _____
election to be
(Jurisdiction)

held on _____.
(Date)

Any Author of the Argument may be replaced with another author to sign the Rebuttal.

_____
(**Print** name of Rebuttal Author)

_____
(**Signature** of Rebuttal Author)

_____
(**Title** to appear on Rebuttal)

Signature of Argument Author: _____
Date: _____

Attach this form to the "Declaration by Authors Form" submitted with the Rebuttal Argument.

AVAILABLE FORMS — Copies of forms for submitting Ballot Measure Arguments and Rebuttals, referenced in this Chapter, may be obtained by calling the Election Planning Section at (562) 462-2317 or accessing the RR/CC website at www.lavote.net.

WITHDRAWAL OF ARGUMENTS — Ballot Arguments "FOR or AGAINST" any Measure may be withdrawn by proponents at any time prior to and including the final date fixed for filing arguments.

PUBLIC EXAMINATION — The public Examination Period allows for reviewing of submitted Arguments and Rebuttal Arguments in the **ten calendar day period** immediately following the filing deadline for such documents. During this period, any person may seek a writ of mandate or an injunction to require any or all of the material to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the ten (10) calendar day Public Examination Period.

ORIGINAL FORMS/SIGNATURES — Faxed copies of Arguments and/or Rebuttals may be sent to the Registrar-Recorder/County Clerk. However, forms with original signatures **mus**t be received by the RR/CC within 48 hours of the fax transmission.

RESTRICTIONS — Notify the Registrar-Recorder/County Clerk prior to Resolution adoption, if the District plans to include maps and/or graphics to ensure that there are no space limitation problems or to find out if the District request will require special arrangements and possibly result in additional costs.

LITIGATION — Notify the Registrar-Recorder/County Clerk of any pending litigation involving Ballot Enclosures. This includes action taken by the court if amendments or deletions are required on any Ballot Enclosures. This could potentially cause a delay in meeting established deadlines and/or printing of the Official Sample Ballot Booklets.

WORD COUNTING GUIDELINES
FOR
ARGUMENTS / REBUTTALS & OTHER ENCLOSURES
(Elections Code Chapter 1. General Provisions, § 9)

The following guidelines are used by the Registrar-Recorder/County Clerk for counting words on ballot measure text, arguments, rebuttals and other ballot enclosures. If the text exceeds the specified word limit, the author will be asked to delete words or change text until the enclosure conforms with the following requirements.

1. **PUNCTUATION MARKS** are not counted. Symbols such as "&" (and), and "#" (number/pound) are not considered punctuation and each symbol is counted as one (1) word.

2. **THE WORDS** "I", "a", "the", "and", "an" are counted as individual words.

3. **GEOGRAPHICAL NAMES** such as countries, states, counties, cities, towns, or jurisdictions are counted as one (1) word.
   EXAMPLE: "City of Los Angeles" = 1 word
   "City and County of San Francisco" = 1 word

4. **ABBREVIATIONS** each acronym or abbreviation for a word, phrase, or expression is counted as one (1) word.
   EXAMPLE: UCLA, PTA, USMC, LAPD, U.S.M.C.

5. **HYPHENATED WORDS** that appear in any generally available standard reference dictionary published in the U.S. at any time within the last 10 calendar years immediately preceding the election are counted as one (1) word.
   EXAMPLE: Attorney-at-law

6. **DATES** consisting of a combination of digits are counted as one (1) word.
   EXAMPLE: 3/18 7/21/89

7. **DATES** consisting of a combination of words and digits are counted as two (2) words.
   EXAMPLE: July 21, 1983 18 June, 1987

8. **NUMERIC COMBINATIONS** are counted as one (1) word.
   EXAMPLE: 1973 13 1/2 1971-73 5% 8/3/73 #14

9. **MONETARY AMOUNTS**
   EXAMPLE: $1,000.00 are counted as one (1) word
   EXAMPLE: $4 million are counted as two (2) words

10. **NAMES OF PERSONS AND THINGS** are counted as individual words.
    EXAMPLE: Gus Wright (2 words)
    L. A. Basketball Team (3 words)

11. **TELEPHONE/FAX NUMBERS** are counted as one (1) word.
    EXAMPLE: 1 (800) 815-2666 1-562-462-2317

12. **INTERNET WEB SITES/E-MAIL ADDRESSES** are counted as one (1) word.
    EXAMPLE:: 1) http://www.co.la.ca.us 2) www.lavote.net 3) http://www.lacounty.Info

Chapter 5

Campaign Statement Filing Requirements

CAMPAIGN STATEMENT FILING REQUIREMENTS

CAMPAIGN STATEMENT FILING REQUIREMENTS — California's Political Reform Act was adopted by Voter Initiative in 1974 and has been periodically amended by legislation and initiatives. The Act requires that Campaign Disclosure Reports provide the public with the identity of contributors and the amounts they give and the amount and purpose of expenditures made by Officeholders, Candidates, and Committees.

Proponents and all committees primarily formed to support or oppose a Ballot Measure in any election must comply with the Campaign Statement Filing Requirements if the committee receives contributions or makes independent expenditures that total $1,000 or more. Monetary penalties may be assessed for failure to file required statements.

Contact the Campaign Finance Disclosure Section at (562) 462-2339, if you have questions relating to filing requirements or need Campaign Statement Forms.

Chapter 6

Election Night Tally and Certification of Official Results

ELECTION NIGHT TALLY
AND
CERTIFICATION OF OFFICIAL RESULTS

ELECTION NIGHT/SEMI FINAL OFFICIAL RESULTS — All results will be released from the Registrar-Recorder/County Clerk at 12400 Imperial Highway, Norwalk, California 90650.

Absentee Ballot results will be available at approximately 8:30 p.m. Precinct results will be available as ballots are processed. Bulletins are updated and results released approximately every 20 minutes until the last **Semi Final Official Results** are completed on Election Night.

Election results will also be continuously updated and displayed on the Department's Internet Website at www.lavote.net on, Election Night and during the Official Canvass process.

Copies of results by Precinct will be available, at the Election Information Section counter after 10:00 a.m., on the Thursday following the election.

Registrar-Recorder/County Clerk
Election Information Section
12400 Imperial Highway 2nd Floor, Room 2013
Norwalk, California 90650

CERTIFICATION OF OFFICIAL RESULTS — On **December 1, 2008** the Registrar-Recorder/County Clerk is tentatively scheduled to certify the election results. On **December 2, 2008,** the Board of Supervisors is tentatively scheduled to declare the election results official.

Certificates will be mailed to the District unless other arrangements are made by the District. Please contact the Election Coordination Section at (562) 462-2632 to make arrangements for the pick up, faxing and/or mailing of your certification.

2008

JANUARY

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

MARCH

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	17	18	19	19
20	21	22	23	24	25	26
27	28	29	30			

MAY

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			