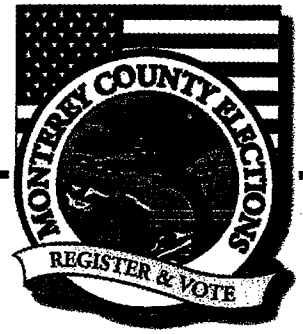


MONTEREY COUNTY ELECTIONS



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Salinas, CA 93902

1370B South Main Street
Salinas, CA 93901

831-796-1499 Phone
831-755-5485 Fax

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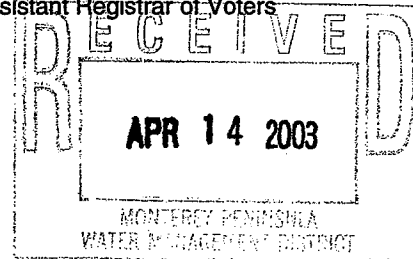
E-mail:ROV@MontereyCountyElections.us

Tony Anchundo

Registrar of Voters

Junel Davidsen

Assistant Registrar of Voters



**RE: TIME TO ADOPT RESOLUTIONS
CALLING THE NOVEMBER 4, 2003
ALL-MAIL BALLOT DISTRICT ELECTION**

April 11, 2003

Monterey Peninsula Water Management District
P.O. Box 85
Monterey CA 93940-0085

Dear District Secretary:

It is time to plan for the November 4, 2003 All-Mail Ballot District Elections in Monterey County. We are recommending to the Monterey County Board of Supervisors that the upcoming election be conducted as an all-mail ballot election pursuant to California Elections Code §4001. We are forwarding at this time the following information:

- 1) A sample resolution form for your Board of Directors to use in calling your November 4, 2003 district election; and,
- 2) A blank "STATEMENT OF FACTS" form for listing your current Board of Directors to include the date of expiration of their term of office (indicating full term or short term) and District/Ward area; and,
- 3) An election calendar with information for the public and the potential candidate about important dates for the November election. Feel free to copy the election calendar for distribution.

NOTE: If the boundaries have changed for your district and/or the district has annexed additional territory since the last election in 2001, please provide our office with a new district map.

Your Board of Directors must adopt their resolution calling the election no later than July 3, 2003 (Statutory deadline). Please plan your resolutions for approval and transmittal prior to June 14, 2003. The timing is important for the completion and printing of the Candidate's Guidelines, list of offices to be elected and various other publications. Please forward original of resolution to the Election Department as soon as possible. You could assist the Election Department greatly if you would forward a copy of your completed Statement of Facts form and verified map (if any changes) to us by June 3, 2003. Please inform us immediately of any resignations or vacancies on the Board.

Please call our office if your district is planning to submit a measure at the November election. We will be requesting transmittal of measure materials by electronic filing followed by the signed originals.

A copy of the Candidate's Guidelines will be available July 3, 2003.

If you have any further questions please do not hesitate to contact the Election Department.

Tony Anchundo
Registrar of Voters

WHEREAS Pursuant to Sections 10500 et seq. of the Elections Code (Uniform District Election Law, UDEL), the Governing Body of the above named district must call the election to be held on November 4, 2003 for the purpose of electing successors to the terms of office which will expire in 2003; and

WHEREAS Pursuant to Section 13307 Elections Code, it is incumbent upon this board to determine who will pay the cost of the candidate's statement and to fix the maximum number of words to be submitted; and

WHEREAS For the ease and convenience to the registered voters within this district and in order to take advantage of any possible reduction in election costs, it is desirable that this General District Election be consolidated with any other election to be held on the same day; and

WHEREAS There will be a total of _____ offices within this District to be filled at said Election said offices now filled by the following Board Members: **NOTE:** Indicate which of the offices to be filled are four year seat(s) or two year seat(s) to serve out remainder of four year seat(s).

NOW THEREFORE BE IT RESOLVED and ordered by the Governing Body of the named district that:

1. A General District Election be held within this district on November 4, 2003 for the purpose of electing _____ Director(s) to the terms of office which will expire in 2003; and
2. That this Governing Board resolves the number of words for Candidate Statements be fixed at:
 _____ Up to 200 words (1/4 page or 4 candidate statements per page), or
 _____ 201 to 400 words (1/2 page or 2 candidate statements per page), and
 That all costs of the Candidate's Statement (including extra printing charges for the increased word length of statements 201 to 400 words, if applicable) be paid by:
 _____ The candidate, or
 _____ The district.
3. The candidate shall submit payment to the Elections Department upon submission of the candidate's statement. If the District pays for the candidates statements the cost will be included in the billing to the District by the Elections Department; and
4. This election shall be consolidated with any other election to be held totally or partially within the boundaries of this district. Pursuant to Elections Code 4001, the District authorizes said election to be conducted by all-mailed ballot.

Passed and adopted this _____ day of _____, 20____ by the following vote:

AYES:
NOES:
ABSENT:

Chair, Board of Directors

ATTEST: _____
Secretary

STATEMENT OF FACTS

1. Full Legal Name: _____

2. Official Mailing Address: _____

Telephone Number: _____

Email address: _____

3. Members of the Governing Body:

<u>DIST./WARD #</u> <u>OR TRUSTEE #</u> (If applicable)	<u>NAME</u>	<u>ADDRESS*</u>	<u>TERM</u> <u>EXPIRES</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(If additional space is needed, please use the reverse side)

4. (a) Name and Address of the Presiding Officer:

_____ Name _____ Address _____

(b) Name and Address of Secretary:

_____ Name _____ Address _____

The Foregoing Statement is Submitted to the Monterey County Registrar of Voters.

_____ Date _____ Signature _____

* Please Indicate Whether Residence (R) or Business (B) Address.

ELECTION CALENDAR

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**Showing Only Areas of Interest to Candidates for a Public Office to Be Voted upon
November 4, 2003**

	DATE	ACTIVITY
125	July 2,2003	Deadline for special districts to call elections.
124	July 3,2003	Deadline for school district resolution calling election.
120	July 7,2003	Deadline for County Superintendent of Schools to formally call school district elections.
113 88	July 14,2003 August 8,2003	Period for filing the requisite candidacy documents for the offices to be voted upon November 4, 2003. Candidates must appear in person at the Elections Department in order to execute candidacy papers. Candidates for multi-county district offices must file in county of residence. All documents including candidate statement and fees are due no later than August 8, 2003 at 5:00 p.m.. Note: Candidate statements may not be changed or corrected after submitted.
103	July 24,2003	Deadline for resolution calling City measures.
92	August 4,2003 5:00 p.m.	Deadline for submission of arguments, tax rate statements, and impartial analysis. (Measures filed by July 24 th only.)
87 83	August 9,2003 August 13,2003	Extension of the filing period in the event an incumbent fails to file for re-election on August 8, 2003.
85 82	August 11,2003 August 14,2003	Withdrawal of a filed candidate's statement and a refund of charges collected may take place until the day after the close of the regular or extended nomination, if applicable.
84	August 12, 2003 5:00 p.m.	Deadline for rebuttal arguments. (Measures filed by July 24 th only.)
82	August 14,2003	Random alphabet drawing to determine the order of names appearing on the ballot takes place in the Sacramento office of the Secretary of State.
67	August 29,2003	Suggested date for approval of a campaign's absentee application form.
40	September 25,2003 5:00 p.m.	Deadline for filing first Campaign Disclosure Statement for period January 1, 2003 to September 20, 2003 (or July 1, 2003 to September 20, 2003 if a previous statement was filed on July 31, 2003.
29 11	October 6,2003 October 24,2003	Period during which ballot materials will be mailed to all eligible voters.
29	October 6,2003	Commence issuing Absentee Ballots upon written and signed request.
22	October 13,2003	Indices of the registered voters become available.
16 1	October 19,2003 November 3,2003	Within 24 hours, Late Contribution reports and Late Independent expenditure reports must be sent guaranteed overnight service, personal delivery, telegram or fax.
15	October 20,2003	Close of Voter Registration for the November 4 Election.
12	October 23,2003 5:00 p.m.	Deadline for filing second Campaign Disclosure Statement for the period of September 21, 2003 to October 18, 2003. Personal delivery or guaranteed overnight service only.
7	October 28,2003	Last day to mail ballot materials.
0	November 4,2003	****ELECTION DAY**** Polls open 7:00 a.m. to 8:00 p.m.
88	January 31,2004 (Feb. 2, 2004 due to 1/31/04 is on Saturday)	Last day to file Campaign Disclosure Statements for the period of October 19, 2003 to December 31, 2003. Filing obligations will continue until "ending cash balance" and "outstanding debt" categories are at zero.

GOVERNMENT CODE**ARTICLE 3****ROSTER OF PUBLIC AGENCIES**

§ 53051. Information concerning public agency and members of governing board

(a) Within seventy (70) days after the date of commencement of its legal existence, the governing body of each public agency shall file with the Secretary of State on a form prescribed by the Secretary of State and also with the county clerk of each county in which the public agency maintains an office, a statement of the following facts:

1. The full, legal name of the public agency.
2. The official mailing address of the governing body of the public agency.
3. The name and address or business address of each member of the governing body of the public agency.
4. The name, title, and residence or business address of the chairman, president, or other presiding officer, and clerk or secretary of the governing body of such public agency.

(b) Within 10 days after any change in the facts required to be stated pursuant to subdivision (a), an amended statement containing the information required by subdivision (a) shall be filed as provided therein. The information submitted to the Secretary of State shall be on a form prescribed by the Secretary of State.

(c) It shall be the duty of the Secretary of State and of the county clerk of each county to establish and maintain an indexed "Roster of Public Agencies", to be so designated, which shall contain all information filed as required in subdivisions (a) and (b), which roster is hereby declared to be a public record.

(Amended by Stats. 1990, c.210 (S.B.1773), § 1.)