

Jennifer Blackman

From: Dan Miller <Dan.Miller@MarinCounty.gov>
Sent: Wednesday, April 10, 2024 1:41 PM
Subject: Nov 2024 Election Notice - Public Utility Districts
Attachments: Measure Guide.pdf; Bolinas PUD.pdf; Inverness PUD.pdf

Hello everyone!

Board member elections are scheduled to be held on **November 5, 2024**.

Attached are two documents for each district. Please complete your district documents and return to me by email no later than **June 28**.

Discrepancies of office terms must be addressed right away.

Also by **June 28**, please deliver your resolution calling the election that:

1. requests consolidation with the statewide election;
2. lists the offices to be voted upon;
3. acknowledges reimbursement to the county for the services rendered;
4. acknowledges that the election will be held and conducted in the manner prescribed in Section 10418.

The pertinent candidate filing dates are **July 15 thru August 9** for all candidates. Incumbents must file during this period if they wish to continue.

If an incumbent does not file by August 9, the nomination filing period will be extended to **August 14** to those other than incumbents.

If applicable, **vacancies** occurring prior to June 28, 2024, of seats with terms ending December 2026 must be open for nomination as a Short-Term contest (2-year term).

If you wish to receive our not-yet-available candidate manual please let me know your preference: hard copy or e-version.

Included with this notification is the updated Measure Guide for November 2024.

Thank you,

Dan Miller
Political Reform Filings & Election Services
County of Marin Elections Department
PO Box E, San Rafael, CA 94913
415 473 6437
dan.miller@marincounty.gov

STAY CONNECTED:



Email Disclaimer: <https://www.marincounty.org/main/disclaimers>

Marin County Elections Department



August & November Measure Guide

- ✓ *Established election dates*
- ✓ *Filing a measure with our office*
- ✓ *Election specific calendars & deadlines*
- ✓ *Argument & rebuttal guidelines & forms*

ESTABLISHED ELECTION DATES

Ballot measures for this election:

August 27, 2024 (Mail Ballot Special Election)

November 5, 2024 (Statewide General Election)

Must be filed no later than this date:

E-88 deadline is May 31, 2024

E-88 deadline is August 9, 2024

Districts considering mail ballot elections must conform to the conditions set forth in Elections Code §4000 et seq.

- ❖ *Non-established election dates for specific jurisdictions and purposes are referenced in Elections Code §4000 et seq. These dates must be agreed to by the Elections Department, and resolutions must be received no later than 88 days before the election date.*

WHERE TO FILE YOUR MEASURE RESOLUTION AND/OR ORDINANCE

Cities:

Deliver your measure documents directly to the Elections Department who will prepare and forward to the Board of Supervisors.

School Districts:

Deliver your Bond measure resolution directly to the Elections Department. All other school district measure resolutions must be filed directly with the Marin County Office of Education who will notify this office.

Special Districts:

Deliver your original measure resolution directly to the Elections Department.

CONTACT the ***Property Tax Division*** of the Marin County Department of Finance to confirm the effective date of tax measures beginning the year of the election or the following year. This should be resolved prior to passing your election resolution.

FILING A MEASURE WITH OUR OFFICE

The following must be filed with our office no later than 88 days before any election:

___ **RESOLUTION** that includes the following information:

- ✓ Calls an election to put the measure on the ballot
- ✓ If applicable requests approval of Board of Supervisors to consolidate the election with other elections held on the same date
- ✓ Requests Board of Supervisors to permit the Elections Department to provide election services
- ✓ Text of the ballot question (75-word limit)
 - The measure label created by our office will be in ALL CAPS and bold type. Your measure question text must be in upper and lower case. Bullets, italics, underlining, and bolding are not permitted in the text.
 - The ballot question must contain the words: "Shall the measure (stating the nature thereof) be adopted?"
 - If the proposed measure imposes a tax or raises the rate of a tax, the ballot question must include the amount of funds to be raised annually and the rate and duration of the tax to be levied. *(EC 13119)*

___ **ORDINANCE** for the voters to approve (if applicable).

___ **TAX RATE STATEMENT** required for any *Bond Measure*. Refer to Elections Code §9400 thru §9402, and Education Code §15100 et seq. for applicable Bond information.

___ **COVER LETTER** transmitting the resolution and/or ordinance with *contact information* of those authorized to make decisions directly related to the measure. Include phone numbers and email addresses. This information can be provided on the cover letter and emailed to this office at dan.miller@marincounty.gov.

ADDITIONAL REQUIREMENTS & INFORMATION

* **FULL TEXT OF THE MEASURE**

Clearly label the portion of the resolution or ordinance considered to be the **Full Text** of the ballot measure. Word limitations are not applicable.

→ School Districts must print their **Full Text** in our Voter Information Guide (VIG), but other jurisdictions may opt out.

→ If the **Full Text** is not to be printed in the County VIG, provide this direction in writing. Voters will be directed to contact the elections official for a copy of the proposed measure with the following language after the impartial analysis:

"If you desire a copy of the ordinance or measure, please call the elections official's office at (telephone number) and a copy will be mailed at no cost to you."

EC §9160(b)(3) & §9312

*** VOTER INFORMATION GUIDE**

To help reduce printing and mailing costs, jurisdictions have the option to not print the resolution and/or ordinance in the County VIG.

→ Images, maps, or other non-text material must be print-ready and provided to our office when your measure is filed.

→ To help reduce the number of pages in the VIG and to maintain conformity of typeset, all text may be reformatted.

*** CONFIRMATION OR MAP: *Elections Code §12262 and §10522***

Jurisdictional boundary changes occurring less than **125 days** before any election will not be effective for purposes of that election. It is recommended that all jurisdictions confirm their current boundaries with LAFCo or the Marin County Office of Education to ensure all eligible voters are included.

*** ASSIGNMENT OF MEASURE LETTER**

Letters designating measures will be assigned by the Marin County Registrar of Voters three to four days after the deadline to file.

→ At the beginning of each calendar year, measures will commence with the letter A and continue in alphabetical order to the letter Z. It is our policy not to designate the letters C, D, or F to school district measures.

→ Our office reserves the right to block off letter designations for the County ballot measures so that letter designations of any measure in the county will have sequential numbering.

→ Though not guaranteed, a jurisdiction may request a preferred letter at the time the resolution is filed. An Elections Official will contact the jurisdiction if the measure letter is available. The Registrar has final approval.

→ Letter allocation may be affected when a multi-county district has a measure on the ballot. The Elections Officials of those counties may mutually agree to use a specific letter designation that may create gaps in letter assignment.

*** ORDER OF MEASURES**

Measures will appear on the ballot in the following order: *Elections Code §13109*

1. County Board of Education
2. Community College Districts
3. Unified School Districts
4. High School Districts
5. Elementary School Districts
6. County
7. Cities
8. Districts

To allow for the most efficient use of space on a specific ballot type, the Registrar may vary the order of the measures if necessary.

*** ELECTION COSTS**

Election costs vary based on the number of participating jurisdictions, and the overall expense of printing, labor, and mailing. Contact the Registrar by email to obtain an estimate of the costs. Due to many variables, cost estimations are subject to change.

→ If combining a measure with a candidate election the jurisdiction will be charged for two contests, but at an incremental cost. One contest is assigned the factor of 1. Generally, each additional contest (measures) will cost an increment of .15 to .30.

AUGUST 27, 2024

Ballot Measure Deadlines for the Mail Ballot Special Election

- **May 31, 2024 (E-88)**

Last day to submit Resolutions to the Board of Supervisors and Registrar of Voters calling an election and requesting consolidation where applicable. Must be filed with our office by 5:00 p.m..

The ballot measure question is limited to 75 words.

Last day to submit tax rate statement for bond measures.

EC §1405, §9401, §10002, §13247

- **June 1 thru June 10, 2024 (E-87 thru E-78)**

Ten (10) day public examination period of measures filed with the Elections Department.

EC §9190, §9380, §9509

- **June 3, 2024 (E-85)**

Measure letters are assigned by the Registrar of Voters. *EC §13116*

First day the Elections Department will accept primary measure arguments. *City measure arguments must be filed with the City Clerk. Cities may have different deadlines for arguments.*

- **June 5, 2024 (E-83)**

Last day to withdraw a measure from the ballot. Written notification must be received by the Elections Department no later than 5:00 p.m. on this date or the measure will remain on the ballot. *EC §9605*

- **June 10, 2024 (E-78)**

Last day to file or withdraw primary measure arguments (300-word limit) with the Elections Department.

Suggested submission date for all impartial analysis.

EC §9161-9166, §9601, §9280-9286

- **June 11 thru June 20, 2024 (E-77 thru E-68)**

Ten (10) day public examination period of measure arguments.

First day the Elections Department will accept rebuttal arguments.

- **June 17, 2024 (E-71)**

Last day to file rebuttals (250-word limit) to the arguments for or against a measure, submitted with all documents required by the Elections Department.

EC §9161-9166, §9601, §9280-9286

- **June 18 thru June 27, 2024 (E-70 thru E-61)**

Ten (10) day public examination period of measure arguments.

NOVEMBER 5, 2024

Ballot Measure Deadlines for the Statewide General Election

- **August 9, 2024 (E-88)**

Last day to submit Resolutions to the Board of Supervisors and Registrar of Voters calling an election and requesting consolidation where applicable. Must be filed with our office by 5:00 p.m..

The ballot measure question is limited to 75 words.

Last day to submit tax rate statement for bond measures.

EC §1405, §9401, §10002, §13247

- **August 10 thru August 19, 2024 (E-87 thru E-78)**

Ten (10) day public examination period of measures filed with the Elections Department.

EC §9190, §9380, §9509

- **August 12, 2024 (E-85)**

Measure letters are assigned by the Registrar of Voters. *EC §13116*

First day the Elections Department will accept primary measure arguments. *City measure arguments must be filed with the City Clerk. Cities may have different deadlines for arguments.*

- **August 14, 2024 (E-83)**

Last day to withdraw a measure from the ballot. Written notification must be received by the Elections Department no later than 5:00 p.m. on this date or the measure will remain on the ballot. *EC §9605*

- **August 19, 2024 (E-78)**

Last day to file or withdraw primary measure arguments (300-word limit) with the Elections Department.

Suggested submission date for all impartial analysis.

EC §9161-9166, §9601, §9280-9286

- **August 20 thru August 29, 2024 (E-77 thru E-68)**

Ten (10) day public examination period of measure arguments.

First day the Elections Department will accept rebuttal arguments.

- **August 26, 2024 (E-71)**

Last day to file rebuttals (250-word limit) to the arguments for or against a measure, submitted with all documents required by the Elections Department.

EC §9161-9166, §9601, §9280-9286

- **August 27 thru September 5, 2024 (E-70 thru E-61)**

Ten (10) day public examination period of measure arguments.

ARGUMENT & REBUTTAL GUIDELINES AND FORMS

County reference EC § 9160, et seq; Special District reference EC § 9501, et seq; Cities reference EC § 9281, et seq; Initiative Election reference EC § 9315, et seq; General reference EC § 9600, et seq.

General Information

City Measures: You must contact the appropriate City Clerk's office. Arguments for city measures must be filed only with the City Clerk's office. They may not have the same submission forms, deadlines, or procedures.

County, School & District Measures: File arguments and rebuttals with the Elections Department at the Marin County Civic Center, Room 121, San Rafael, by the deadline dates.

- You must file original argument signature documents with the Elections Department.
- An e-version of the argument text is required.
- Arguments/rebuttals must be filed with applicable forms included in this guide.
- The **argument filer** (*the author*) is responsible for the content of the argument as well as compiling/submitting all documents required by the Elections Department.
- The argument filer can have anyone deliver all required documents to the Elections Department without written authorization.

If no primary argument for or against a measure is filed, there can be no rebuttal argument. A statement will be printed in the voter guidebook that specific argument(s) were not filed.

If two or more primary arguments for or against a measure are filed the Registrar will choose only **one** based on the order of precedence for choosing arguments per **EC 9166 or 9503**. If all factors are equal the Registrar will choose the argument with the earliest 'Received' stamp date.

Copies of the opposing primary arguments will be sent promptly by email to the opposing filer(s) after each deadline.

The 10-day public review period of any measure-related document will begin the day after a specific filing deadline. Any legal challenges must be filed within the 10 calendar-day public review period.

Withdraw of arguments, or signatures of persons who've signed in support of an argument, may in writing withdraw those arguments or signatures no later than the deadline for filing that specific argument.

General Rules for Submitting Arguments

Each primary and rebuttal argument must be filed with an **Argument Submission Form**, and an **Argument Signature Form**, included with this guidebook.

No more than five signers for any argument.

If representing an organization or association:

Filers & Signers must have written authorization on letterhead that lists its members and is signed by at least one of its principal officers.

Primary arguments are limited to 300 words. Rebuttals are limited to 250 words.

On the **Argument Signature Form** each signer has the option to include a title with their name. There are no limitations other than allowable space. Names and titles will appear in the voter information guide exactly as written on the form unless provided in another format.

The filer(s) of the primary argument for or against the measure may designate any other person(s) to prepare and submit a rebuttal argument. The **Rebuttal Argument Authorization Form, Argument Signature Form, and Argument Submission Form** must be submitted with the rebuttal argument.

Primary argument filers must be either,

- A governing body, authorized members of the governing body, or an authorized representative,
- The individual voter, or bona fide association of citizens, or combination of both who are the bona fide proponents or sponsors of the measure,
- Bona fide association of citizens,
- Individual voters who are eligible to vote on the measure.

Who can author rebuttal arguments?

The original filer(s) or ***anyone they designate*** on the **Rebuttal Argument Authorization Form** may prepare the rebuttal. The new filer(s) and signer(s) are not required to be registered voters or live in the district but are required to complete the **Argument Submission, and Argument Signature Forms**.

Definition of terms:

- ❖ The **FILER** of any argument is the author and is responsible for compiling and submitting all documents related to the argument. The **FILER** is not required to be the signer of the argument. There may be more than one **FILER**, each completing the required **Argument Submission Form**. The **FILER** need not be a registered voter in the district *only* if representing an organization, association, or governing body.

- ❖ The **SIGNER(S)** may or may not be the author of the argument. The **SIGNER** need not be a registered voter in the district *only* if representing an organization, association, or governing body. The **SIGNER** must have written authorization on letterhead signed by at least one of its principal officers or members if representing an organization or association.

- ❖ A **BONA FIDE ASSOCIATION OF CITIZENS** is a recognized group of citizens bound together by a common interest or cause. The Elections Department must determine whether any group submitting an argument qualifies as a bona fide association of citizens and must consider several factors when determining the groups qualifications. Filers shall submit with its argument a copy of at least one of the following:
 - (1) Its articles of incorporation, articles of association, partnership documents, bylaws, or similar documents.
 - (2) Letterhead containing the name of the organization and its principal officers.
 - (3) If the organization is a primarily formed committee established to support or oppose the measure, its Statement of Organization (Form 410).

The Elections Department will also consider other factors and may request similar documentation such as regular meeting minutes/agendas, or proof of an active website. At least some of the names of the organizations authorizing principal officers must be listed in the requested documentation.

HOW TO WRITE YOUR ARGUMENT

Word limits

Primary arguments for and against measures are limited to 300 words – rebuttal arguments are limited to 250 words. Use the “How to Count Words” guide on the following page.

Form of arguments and rebuttals

- Use Word format to create your argument and rebuttal. This must be emailed and received by the Elections Department before each applicable deadline.
- Arguments and Rebuttals will be block formatted as left to right column justified. Paragraphs are allowed but indents are not. Spaces will be added for separation.
- Spelling, punctuations, and grammatical errors cannot be corrected by the Elections Department. Any correction must be made prior to each deadline.
- Our office no longer permits the use of enhancements such as **bolding**, CAPITALIZING, underlining, *italics*, multiple exclamation points, or any like type of formatting.
- Bullet points may be used but will be formatted as left justified.
- Profanity or objectionable language is not allowed.
- Type title of argument or rebuttal in **boldfaced** CAPS on top of the page as applicable:
 - **ARGUMENT IN FAVOR OF MEASURE _____, or**
 - **ARGUMENT AGAINST MEASURE _____, or**
 - **REBUTTAL TO ARGUMENT IN FAVOR OF MEASURE _____, or**
 - **REBUTTAL TO ARGUMENT AGAINST MEASURE _____.**
- Type the names of the signers and their titles at the bottom of the argument in the order that they should appear.
- Titles cannot include website or email addresses. Additional restrictions *may* include representation of business or government entities without approved authorization.

*Complete and file the **Argument Submission Form** and the **Argument Signature Form** with your primary argument. Include the **Rebuttal Argument Authorization Form** (if applicable) with your rebuttal argument.*

HOW TO COUNT WORDS

Ballot measure-related text are limited to a certain number of words. The rules below explain how we count words. These rules are based on California law, and cannot be changed.

Before you file your material, count the words carefully. If you have too many words, we will ask you to revise your text.

Items counted as 1 word:	Examples
Official jurisdiction names including State, City, County or District	Brooklyn High School District, New Jersey, County of Marin, Palos Verdes
Symbols	& # %
Proper nouns beginning with capital letters and used to denote a <i>specific</i> person, place, or thing.	Carnegie Hall, Boise Cascade Paper Company, Levi Stadium, George Washington
Abbreviations & acronyms	Dist., UCLA, U.S.M.C.
Measure designation	Measure A
Any descriptive date	July 21, 1989 or 7/21/89
Numbers written in numerals only, including telephone numbers	0, 12, 1,000,000, 415-473-6456
Numerals and letters or symbols that form a single word	100s \$1000 10¢ 12 th
Website & e-mail addresses	www.marinvotes.org, elections@marincounty.org
Hyphenated words listed in a standard U.S. dictionary published within 10 years, or in current website dictionaries.	Attorney-at-law, ex-president
Items NOT counted as 1 word:	Examples
Numbers that are spelled will be counted as a separate word	one hundred = 2 words
Groups of common nouns not definable as proper nouns	peck of pickled peppers, political consultant
Items NOT counted:	
Punctuation marks	? " " ! .

Refer to Election Code §9 for word count regulations.

Ballot Measure Argument Submission Form

The author (FILER) of any argument is required to complete this form

Check one of the following

- Primary Argument in Favor of Measure ____ Rebuttal to Argument in Favor of Measure ____
- Primary Argument Against Measure ____ Rebuttal to Argument Against Measure ____

The undersigned Filer of the measure argument checked above for the ____/____/____ election hereby declares that all documents required to be filed with the argument are accurate to the best of his/her knowledge. The author (Filer) of the submitted argument must complete this form and is responsible for compiling all documents related to the submission of the argument.

Filer's Printed Name _____ Filer's Signature _____

Filer's Address including city _____

Title (if applicable) _____ Jurisdiction (if applicable) _____

Contact Phone Number _____ Contact Email Address _____

Only one Primary Argument in Favor and one Primary Argument Against can be chosen for each measure. Refer to the guidebook for preference and priority determination if more than one argument is filed.

Please check the appropriate box below.

- Governing Body, authorized member(s) of Governing Body, or authorized representative**
Jurisdiction: _____
- Bona Fide Sponsor(s) of Measure, including Association of Citizens and/or individual voters**
Name of Association: _____
- Bona Fide Association of Citizens**
Name of Association: _____
- Individual voter who is eligible to vote on the measure**

If more than one Filer authored any argument, each Filer must complete and file this form

If representing an organization, association, or governing body, Filers must have written authorization on letterhead signed by at least one of its principal officers or officials and submitted with this document.

Ballot Measure Argument Signature Form

No more than five signatures shall appear with any argument

This form is required to be submitted by the **Filer**.
Every Signer of the argument must be listed on this form, including the Filer if applicable.

Check one of the following

- Primary Argument in Favor of Measure ____ Rebuttal to Argument in Favor of Measure ____
- Primary Argument Against Measure ____ Rebuttal to Argument Against Measure ____

We, the undersigned proponent(s) of the above checked measure argument have agreed to include our names as Signers of the submitted measure argument for the election dated ____/____/____, and that the contents thereof are accurate to the best of our knowledge, and are aware that our names will be printed with the argument in the Marin County Sample Ballot Booklet.

1) Proponent's Signature: _____ Printed Name: _____
Title (if applicable) _____ Representing (if applicable): _____
Residence Address _____ City _____

2) Proponent's Signature: _____ Printed Name: _____
Title (if applicable) _____ Representing (if applicable): _____
Residence Address _____ City _____

3) Proponent's Signature: _____ Printed Name: _____
Title (if applicable) _____ Representing (if applicable): _____
Residence Address _____ City _____

4) Proponent's Signature: _____ Printed Name: _____
Title (if applicable) _____ Representing (if applicable): _____
Residence Address _____ City _____

5) Proponent's Signature: _____ Printed Name: _____
Title (if applicable) _____ Representing (if applicable): _____
Residence Address _____ City _____

If representing an organization, association, or governing body, Signers must have written authorization on letterhead signed by at least one of its principal officers or officials and submitted with this document.

Ballot Measure Rebuttal Argument Authorization Form

Authorization must be provided by the original Filer(s) of the Primary Argument in Favor of or Against the specified measure when a different person(s) will prepare, submit, or sign the rebuttal argument.

Election Codes 9167, 9317, 9504

The undersigned Primary Argument FILER(s) authorize the individual(s) listed below as replacement to prepare, submit, and be responsible for the content of the Rebuttal Argument to the Primary Argument in Favor of, or Against, Measure _____ for the election to be held on ____/____/____.

Signature of Primary Argument FILER (author): _____

Printed name of Primary Argument FILER (author): _____

Date signed: ____/____/____.

If there are multiple Primary Filers and/or Rebuttal Filers you may list on one or multiple forms.

NEW FILER(S) (author):

Printed Name of Rebuttal Argument Filer (author) _____

Printed Name of Rebuttal Argument Filer (author) _____

Printed Name of Rebuttal Argument Filer (author) _____

This document to be filed only if applicable and must be submitted with the Argument Submission Form and the Argument Signature Form.

NOTICE OF ELECTIVE OFFICES

To Be Reviewed And Completed By Jurisdiction's Representative

Please complete and return this document by email to the Marin County Elections Department.

Jurisdiction:

Bolinas Community Public Utility District
PO Box 390
Bolinas CA 94924

*The scheduled candidate election
for this jurisdiction is **November 5, 2024***

Full Term Seats Ending December 2024

Directors: **Kevin McElroy**
Kirsten Walker

Full Term Seats Ending December 2026

Directors: **Grace Godino**
Andrew Green
Jack Siedman

Payment for the publication of the candidate's statement of qualifications in the Voter Information Guide is the responsibility of the _____ . *(candidate or district)*

I confirm that the above information is correct and I have indicated any changes as necessary.

Signature of representative _____

Title of representative _____

Date _____

*If available, place
seal of Jurisdiction here*

MARIN COUNTY ELECTIONS DEPARTMENT
JURISDICTIONAL BOUNDARY CONFIRMATION
For the November 5, 2024 Statewide General Election

Elections Code §12262: Jurisdictional boundary changes occurring less than 125 days before an election shall not be effective for purposes of that election.

Name of Jurisdiction: _____

Please Print

As the representative of the above-named jurisdiction, I understand that boundary changes must be completed and duly recorded with the Marin County Elections Department no later than 125 days prior to the upcoming election.

To the best of my knowledge the boundary map of the above-named jurisdiction is current and assumably equates to the voter database of the Marin County Elections Department.

Signed _____ Date _____

Name of Representative: _____

Please Print

Title of Representative: _____

Please Print

Please complete and email this form to danmiller@marincounty.org.