

MEASURE GUIDE



2025

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DISCLAIMER

This reference guide has been prepared to answer frequently asked questions and is intended to provide general information only. The San Joaquin County Registrar of Voters is not rendering legal advice. This guide does not have the force and effect of law and is not a substitute for legal counsel. In the unlikely event that there is a conflict between this guide and the law, the law shall take precedence. Before initiating any efforts related to a particular topic within this guide, please note that it is the public's responsibility to obtain the most current and accurate information that may be available on a topic.

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COUNTY MEASURES

FROM RESOLUTION TO LAW

This infographic outline illustrates the step-by-step process for county measures placed on the ballot by local legislative bodies. From drafting and adopting a resolution to preparing election materials and presenting the measure to voters, this guide shows how county laws and proposals reach the ballot through official action.

1. DISTRICT RESOLUTION

- Local legislative bodies, such as school and special district boards and the County Board of Supervisors, may **adopt a resolution proposing a measure** to be voted upon by the public.
- The board must **then adopt a resolution ordering the election**. The deadline for ordering an election with the county elections official is 88 days before an established election date.
- Electronic copies** must be delivered to the county elections official via email in Microsoft Word format **in addition to a hard copy** filed in person.

2. IMPARTIAL ANALYSIS, TAX RATE, FISCAL IMPACT STATEMENTS

- County Counsel prepares an Impartial Analysis** report no later than 88 days before the election. In the case of water district measures, if there is a legal counsel for the water district, that legal counsel shall prepare the Impartial Analysis, subject to review and revision by the County Counsel.
- Any local bond measure secured by a lien on property (through property-value-based taxes) must file a Tax Rate Statement. This statement, showing estimated tax rates and total debt service, must be provided to voters with the sample ballot.
- The County **Auditor-Controller** may be requested by the Board of Supervisors to **prepare a Fiscal Impact Statement** of a county measure. The Fiscal Impact Statement is limited to 500 words.

3. ORDER OF APPEARANCE ON BALLOT, MEASURE LETTER ASSIGNMENT

- Measures will appear on the ballot in the following order:**
 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. Uniform Districts
- Letters designating measures will be assigned by the elections official.** Letters are typically assigned in the order measures are filed; however, the Registrar of Voters reserves the right to wait until all measures are filed before issuing letter designations. It is the policy of San Joaquin County not to designate the letters F or I.
- Letter allocation could be affected** when a multi-county district places a measure on the ballot. The election officials should mutually agree to use a specific letter designation, which may create gaps in letter assignment. Withdrawal of a measure from the ballot may also create a gap in the sequence of the assigned letters.

4. ARGUMENTS IN FAVOR AND AGAINST

- Arguments can be filed by:**
 - County or District Measure: The Board of Supervisors and voters eligible to vote on the measure
 - School District Measure: District board and voters eligible to vote on the measure
- On the next business day after the applicable deadline, **the contact person** listed in the Primary Contact Information section **will receive an email** providing an Argument Submission Results Letter, copies of any opposing arguments (if applicable), and upcoming filing deadlines.
- The argument is limited to 300 words, or 500 words** for an argument to reorganize a school or college district. Documents will be printed as submitted. Spelling, punctuation, and grammatical errors will not be corrected by the elections official.

5. REBUTTALS TO ARGUMENTS

- When an argument in favor and an argument against a measure have been selected for publication in the voter information guide, **the elections official shall send copies** of the argument in favor to the authors of the argument against, and copies of the arguments against to the authors of the argument in favor.
- The authors may prepare and submit rebuttal arguments** not exceeding 250 words or may authorize in writing any other person or persons to prepare, submit, or sign the rebuttal argument. The rebuttal arguments shall be submitted to the elections official conducting the election no later than a date designated by the elections official.
- Rebuttals are limited to 250 words and will be printed exactly as submitted.** Spelling, punctuation, and grammatical errors will not be corrected by the elections official.

6. PUBLIC EXAMINATION PERIOD

- A 10-calendar day public review period is provided by law, during which **any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction** requiring any or all of the materials to be amended or deleted. Filings must be made before the 10-day public review period ends.
- A peremptory writ of mandate or an injunction shall be issued **only upon clear and convincing proof that the material in question is false, misleading or inconsistent with the requirements of law**, and that issuance of the writ or injunction will not substantially interfere with the printing or distribution of official election materials as provided by law.
- Timelines for County Voter Information Guide printing are critical at this point. If a writ of mandate or injunction is to be sought, it must be done as quickly as possible.

7. REVISIONS/WITHDRAWAL, ELECTION

- Arguments, rebuttals, and impartial analyses **may be revised or withdrawn until the final deadline** for submission of the item sought to be revised or withdrawn.
- Qualifying measures appear on the ballot. **If approved** by the required number of voters, **a measure becomes law** as prescribed in its jurisdiction.
- General Tax (City/County):** Majority
Special Tax (Designated Purpose): Two-Thirds
Local Bonds (Non-School): Two-Thirds
School Bonds (Prop 39 Compliant): 55%
School Bonds (Prop 13): Two-Thirds

General Information

A measure is an ordinance, question, issue, or charter amendment submitted to a vote of the people at any election. Local questions, issues, or amendments are referred to as “measures,” while those that are voted upon statewide are called “propositions.”

The information provided in this guide is applicable to documents filed directly with the San Joaquin County Registrar of Voters for county, school, and district elections.

City measures are under the jurisdiction of the city clerk, who serves as the elections official. Contact the relevant city clerk’s office directly for all information and deadlines related to a city measure.

Those interested in state propositions should contact the Elections Division of the Secretary of State’s office at (916) 657-2166 for further information.

Definitions of Terms Used in This Guide

Argument: A 300-word statement in favor of or against a measure.

Author of an Argument: A proponent of a measure, an individual voter, a bona fide association of citizens, or any combination of bona fide associations and individual voters who write the text of the argument in favor of or against a measure.

Authorization for Signers: A form that needs to be completed by the authors of an argument who wish to allow others to sign the rebuttal argument in their place. The form is filed with the Registrar of Voters at the time the rebuttal argument is filed.

Bona Fide Association of Citizens: A recognized group of citizens bound together by a common interest or cause.

Committee: Any person or combination of persons who, directly or indirectly, receives contributions or makes expenditures or contributions in relation to an election. See the Fair Political Practices Commission (FPPC) website for more information: fppc.ca.gov

Confidentiality: Arguments, rebuttals, and impartial analyses shall remain confidential until 5:00 p.m. on the date they are due.

County Voter Information Guide: A guide mailed to each registered voter before an election. It contains information on candidates, measures, and instructions for voting. In addition, a sample of the ballot may be included.

District: Jurisdictions including cities, counties, special districts, and school districts.

Elections Official: The San Joaquin County Registrar of Voters' office.

Electoral Jurisdiction: The district or area in which the measure will be voted upon.

Filer of an Argument in Favor of or Against a Measure: The author of the argument or any person the author authorizes to file the argument.

Proponent of a Measure: The entity that initiates the initiative petition process and has control of the circulation and signature collection for the petition. The proponent can also be the San Joaquin County Board of Supervisors for a countywide measure in this county. A proponent of a measure can author an argument in favor of their sponsored measure.

Public Review Period: Following the deadline for filing arguments in favor of or against a measure, rebuttal arguments, Impartial Analysis, Fiscal Impact Statement, and Tax Rate Statement, the public has 10 calendar days to review these documents at the Registrar of Voters’ office.

(Elections Code §§ 9190, 9295, 9380, 9509)

Rebuttal Argument: A 250-word statement that refutes an argument in favor of or against a measure.

Signature Statement Authorization Form: A form that must accompany each original argument filed in favor of or against a ballot measure, as well as any rebuttal argument, submitted to the elections official. It provides required identifying information and verifies the authorization of each signer of an argument or rebuttal.

Signer(s) of an Argument in Favor of or Against: The author of the argument in favor of or against a measure or any person whom the author authorizes in writing to sign the argument.

Signer(s) of Rebuttal Argument: The signer of the argument in favor of or against a measure, unless the signer of the argument in favor of or against a measure authorizes in writing another person to sign the rebuttal argument in their place.

Withdrawal/Changes: Arguments, rebuttals, and impartial analyses may be changed or withdrawn until and including the date fixed for final submission to the official elections.

(Elections Code §§ 9163, 9316, 9502, 9601)

Writ of Mandate: A written order issued by a Superior Court commanding a public official or body or a lower court to perform or cease to perform a specific duty or action.

Types of Local Ballot Measures: Legislative vs. Citizen-Initiated

There are two primary ways measures are placed on the ballot at the local level:

- **Legislative-Body-Initiated Measures:**

A city council, school board, board of supervisors, or other local governing body may place a measure on the ballot by adopting a resolution. These measures can include tax proposals, bond measures, charter amendments, and other policy decisions. No signature-gathering is required, and the governing body controls the timing and content of the measure.

(See Elections Code §§ 9222, 10403; Education Code § 5304.)

- **Citizen-Initiated Measures (Initiatives and Referenda):**

Citizens may propose new laws (initiatives) or seek to overturn recently adopted laws (referenda) by collecting a required number of valid signatures from registered voters within the jurisdiction. These measures must follow specific rules outlined in Elections Code §§ 9100–9295, and, if qualified, must be submitted to voters at a future election.

Both types of measures appear on the ballot as “measures,” but their paths to the ballot differ significantly in process and legal requirements.

Prohibition Against Use of Public Funds and Resources

Under Government Code § 54964, local agencies and their officers and employees are prohibited from using public funds or resources to advocate for or against any ballot measure or candidate. This includes using agency materials, websites, equipment, staff time, or other taxpayer-funded resources for campaign purposes.

Agencies may provide impartial information about the effects of a measure, such as its purpose, cost, and implications. However, communications must avoid language that expressly or implicitly urges a “yes” or “no” vote. Violations of this law may result in legal challenges or penalties.

For guidance on what constitutes permissible informational activity versus prohibited advocacy, agencies are encouraged to consult legal counsel or review Fair Political Practices Commission (FPPC) opinions and materials.

Cost Estimates

Districts can request a cost estimate for conducting a special election or consolidating with a regularly scheduled election. To obtain a cost estimate, send an email to registrar@sigov.org

Determining the Election Date

Except as provided in Elections Code § 1003, notwithstanding any other provisions of law, all state, county, municipal, district, and school district elections shall be held on an established election date.

Provided that the district can meet the administrative deadlines set forth by the Registrar of Voters Office, districts may choose to consolidate with a scheduled election or call a special election. Districts that consolidate with a scheduled election share costs with other districts, while a district that conducts a special election is fully responsible for the election costs.

For all elections, a vote-by-mail ballot will be mailed to all active registered voters eligible to vote in the election. The district must pay production and postage costs for ballots and county voter information guides. Additionally, if required, the district must pay for the costs of vote centers and ballot drop boxes. The number of locations depends on a jurisdiction's voter count.

In compliance with Elections Code § 1500, the established mail ballot election dates are as follows:

- The first Tuesday after the first Monday in May of each year.
- The last Tuesday in August of each year.

How to Place a Measure on a Ballot

I. Resolution to Call the Election and Consolidate

Your governing body must submit a resolution calling for the election and the consolidation with a specific election. The resolution must be filed in person with the elections office and must specify the election date, the purpose of the election, and the exact form of any question to be voted upon. The resolution should include the language to "request the board of supervisors to permit the county elections official to render specified services to the city/district relating to the conduct of the election, and specify the services requested. The city/district shall reimburse the county in full for services performed."

(Elections Code § 10002)

If the measure is shared with another county, please include that information in the Resolution.

- **Special Districts and Cities:** Submit a "Resolution Requesting Consolidation of Election and Ordering of Such Election" along with the "Notice to County Elections Official of Measure Submitted to the Voters."
- **County:** Submit a "Resolution Requesting Consolidation of Election and Ordering of Such Election."
- **Schools:** Submit a "Resolution Ordering Election, Specifications of the Election Order and Requesting Consolidation" along with the "Notice to County Elections Official of Measure Submitted to the Voters."

Please send electronic copies of documents in Microsoft Word file format via email to candidates@sigov.org in addition to the hard copy filed in person.

II. Measure Text

We need clear instructions on what portion of the resolution or ordinance is considered the Full Text of the Ballot Measure. There is no word limit on the full text. A document clearly titled "FULL TEXT" should be provided to the elections office with the hard copy, along with clear instructions to include or exclude printing the Full Text of the Ballot Measure in the County Voter Information Guide.

If you do not print the full text document in the County Voter Information Guide, voters will be directed to contact the elections official for a copy of the proposed measure. In this case, instead of full text, the following language will appear following the Impartial Analysis: *(Elections Code § 9160(b)(3))*

“The above statement is an impartial analysis of Ordinance or Measure _____. If you desire a copy of the ordinance or measure, please call the elections official’s office at **(insert telephone number)** and a copy will be mailed at no cost to you.”

If the proposed measure imposes a tax or raises the rate of a tax, the ballot shall include in the statement of the measure to be voted on the amount of money to be raised annually and the rate and duration of the tax to be levied. *(Elections Code § 13119(b))*

The statement of the measure shall be a true and impartial synopsis of the purpose of the proposed measure and shall be in a language that is neither argumentative nor likely to create prejudice in favor of or against the measure. *(Elections Code § 13119(c))*

III. 75-Word Ballot Question

The ballot question must be no more than 75 words. *(Elections Code §§ 303(b), 9051(b))*
Please see the guidelines for counting words on Page 10.

The ballot question must contain the words:

“Shall the measure (stating the nature thereof) be adopted?”

To the right or below the statement of the measure to be voted on, the words “Yes” and “No” shall be printed on separate lines. *(Elections Code § 13119(a))*

School reorganization measures are followed by the words:

“Reorganization of School Districts — Yes” and “Reorganization of School Districts — No.”

Similar words may be used. *(Education Code § 35762)*

The words to appear on the ballot for School Bond Measures are:

“Bonds — Yes” and “Bonds — No”

(Education Code § 15122)

Jurisdictions are allowed to begin their ballot question with a few key words to summarize the measure. This optional summary heading is included in the 75-word limit.

Here is an example of a ballot question that includes an optional summary heading:

WOODBIDGE FIRE DISTRICT PUBLIC SAFETY SPECIAL TAX

To ensure rapid fire protection and emergency medical response is continued in our community, shall the Woodbridge Fire District measure be adopted to levy an annual special tax for 13 years, including \$42.75/residential unit, raising approximately \$177,000/year, to acquire lifesaving equipment and emergency vehicles/apparatus, and to fund improvements to the fire station, with all money staying local with independent annual audits to protect the taxpayer investment?

IV. Voter Approval Requirement

The resolution should specify the voter approval passage rate required by law for the type of measure submitted. *(Elections Code § 9217; CA Const. Art. II, § 10(a), Art. XIII A, § 1(b)(c))*

- Majority
- 2/3 (two-thirds)
- 55%

Measure Due Dates

The administrative filing deadlines for submitting a resolution to request measure consolidation are based on the time reasonably necessary for the elections official to produce election material. The California Elections Code deadline is 88 days before an election, but this date does not allow sufficient time to coordinate scheduling the resolution for approval of election services with the Board of Supervisors, provide publication of the measure, argument, and rebuttal filing timelines, 10-day public examination period, translation services, and final printing and mailing preparations of the Official Ballot and County Voter Information Guide.
(Elections Code § 10403)

A Measure Consolidation Calendar is prepared for every election, and all measure consolidation requests should follow the filing schedule unless prior authorization for an alternate filing schedule has been approved and provided to you by the election official.

Our office is open to the public Monday to Friday, from 8:00 a.m. to 5:00 p.m. An appointment is not required; however, if you call Candidate Services at (209) 468-8945 to let us know when you plan to arrive, we can be ready for you.

Measure Letter Assignment

Letters designating measures will be assigned by the elections official. Letters are typically assigned in the order measures are filed; however, the Registrar of Voters reserves the right to wait until all measures are filed before issuing letter designations. It is the policy of San Joaquin County not to designate the letters F or I.
(Elections Code § 13116)

Letter allocation may be impacted when a measure is placed on the ballot in a multi-county district. In such cases, election officials should coordinate and agree on a specific letter designation, which could result in gaps in the overall letter sequence.

Withdrawal of a measure from the ballot may also create a gap in the sequence of the assigned letters.

Impartial Analysis, Tax Rate Statement, and Fiscal Impact Report

An Impartial Analysis will be submitted by the county counsel or the city attorney, whichever is applicable.
(Elections Codes §§ 9160, 9280, 9500)

Impartial Analysis:

The Impartial Analysis is limited to 500 words.

(Elections Code § 9160(b)(1))

If the entire text of the measure is not printed on the ballot, nor in the County Voter Information Guide, there shall be printed immediately below the Impartial Analysis, in no less than 10-point boldface type, a legend substantially as follows:
(Elections Code §§ 9280, 9160(b)(3)):

“The above statement is an impartial analysis of Ordinance or Measure _____. If you desire a copy of the ordinance or measure, please call the elections official's office at (insert telephone number) and a copy will be mailed at no cost to you.”

The elections official may, at their discretion, add the following message to the statement:

(Elections Code § 9160(b)(4))

“You may also access the full text of the measure on the county website at the following website address www.sjgov/rov.”

Water District Impartial Analysis:

The legal counsel for the water district, or if there is no legal counsel for the water district, the county counsel of the county with the largest number of registered voters, shall prepare an Impartial Analysis. If there is legal counsel for the water district, the Impartial Analysis shall be subject to review and revision by the county counsel.
(Elections Code § 9314)

Tax Rate Statement - New in 2024 (if applicable):

All bond measures proposed by a county, city, district, or other political subdivision or by any agency, department, or board thereof that secure funding by property liens within the jurisdiction shall file a Tax Rate Statement. *(Elections Code §§ 9400, 9401)*

Fiscal Impact Statement (if applicable):

The county auditor-controller may be requested by the Board of Supervisors to prepare a Fiscal Impact Statement of a county measure. The Fiscal Impact Statement is limited to 500 words. *(Elections Code § 9160(c))*

State Matching Funds for School Bonds

State Matching Funds (if applicable):

Education Code § 15122.5 requires the following statement to be published in the voter information guide if a school bond election involves a project for which state-matching funds may be required:

“Approval of Measure _ does not guarantee that the proposed project or projects in the ____ School District that are the subject of bonds under Measure _ will be funded beyond the local revenues generated by Measure _. The school district’s proposal for the project or projects may assume the receipt of matching state funds, which could be subject to appropriation by the Legislature or approval of a statewide bond measure.”

This statement can be included within the full text of the document if printing the full text in the voter information guide.

Transactions and Use Tax Measures

Transactions and Use Tax (if applicable):

California Public Utilities Code § 180203(c) states: “The sample ballot to be mailed to the voters, pursuant to § 13303 of the Elections Code, shall be the full proposition, as set forth in the ordinance calling the election, and the voter information guide shall include the entire adopted county transportation expenditure plan.”

Districts that place a "Transactions and Use Tax" measure on the ballot have a legal requirement to include the full text of their Expenditure Plan in the County Voter Information Guide.

Revenue and Tax Code § 8503(a) states: “Prior to imposing the tax, the commission shall adopt a regional transportation expenditure plan for the revenues derived from the tax. The regional transportation expenditure plan shall describe specific proposed transportation projects and the estimated cost of each project.”

See Revenue and Tax Code §§ 8500-8515 for a detailed explanation of the expenditure plan requirements.

Order of Appearance

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, the elections official may vary the order of the measures. However, the office of Superintendent of Public Instruction shall always precede any school, county, or city office, and state measures shall always precede local measures.

(Elections Code § 13109(o))

The information provided for a measure will appear in the County Voter Information Guide in the following order:

1. Ballot Question
2. Impartial Analysis
3. Full Text (optional)
4. Fiscal Impact Statement or Tax Rate Statement (if applicable)
5. Argument in Favor of a Measure
6. Argument Against a Measure
7. Rebuttal to the Argument in Favor of a Measure
8. Rebuttal to the Argument Against a Measure

Arguments in Multi-County Jurisdictions

If the boundaries of the district or school district contain more than one county, the provisions of this section prevail over any provision in those chapters to the extent they conflict.

(Elections Code § 9611)

For this section, “lead county” has the following meanings:

1. For district elections, “lead county” means the county with the most voters within the district boundaries.
2. For school district elections, “lead county” means the county whose superintendent of schools covers the district.

The elections official for the lead county will set all filing deadlines for arguments and will be the filing officer to accept the arguments and rebuttals for the measure. The lead county will provide the final arguments to all counties involved in the shared jurisdiction boundaries for printing in their voter information guide.

Who Can File an Argument in Favor of or Against a Measure

School District Measure: The governing board of the district or any member or members of the board, or any individual voter who is eligible to vote on the measure, or bona fide association of citizens, or any combination of such voters and associations may file a written argument in favor of or against any school measure.

(Elections Code § 9501(a))

County or District Measure: The Board of Supervisors or any member or members of the board, or any individual voter who is eligible to vote on the measure, or bona fide association of citizens, or any combination of such voters and associations may file a written argument in favor of or against any county or district measure.

(Elections Code § 9162)

Submitting Arguments and Rebuttals

Signature Statement Form: The Signature Statement Form must be submitted along with the Signature Statement Authorization Form. Both forms must be filled out completely, including the contact details of one designated individual who will serve as the official point of contact. This information is essential for communicating updates about your submitted argument.

The Primary Contact Information section must include the most current and reliable contact details to ensure we can promptly notify the designated person of the results of the argument filing period.

Once an argument is filed, the contact person listed in the Primary Contact Information section will receive an email from candidates@sjgov.org on the next business day after the applicable deadline. The email will include an Argument Submission Results Letter, copies of any opposing arguments (if applicable) and any upcoming filing deadlines.

When submitting arguments and rebuttals, please send electronic copies in Microsoft Word file format to candidates@sjgov.org in addition to submitting hard copies in person.

Each Signature Statement Form must include the printed name(s) and original signature(s) of the person(s) submitting the argument or rebuttal. If submitted on behalf of an organization, include the name of the organization and the printed name and signature of at least one of its principal officers.

Note: a maximum of five (5) signatures may appear on any argument or rebuttal. If more than five are submitted, only the first five will be printed.

(Elections Code § 9164)

Formatting Requirements

Arguments and Rebuttals: Limited use of enhanced words using bolding, underlining, CAPITALIZING, or italics is permitted. Approximately 30 enhanced words are not considered excessive. Bullets are allowed using only small round bullet points. The authors of an argument bear responsibility for errors and the accuracy of the statement submitted. The Registrar of Voters does not review or proofread arguments for an author's errors.

Translation of Election Materials

In compliance with federal law and state law, the San Joaquin County Registrar of Voters provides official election materials to voters in English and Spanish.

(Federal Voting Rights Act of 1965, § 203 (52 U.S.C. § 10503); § 4(f)(4) (52 U.S.C. § 10303(f)(4))

Please keep in mind that some common English phrases do not have the same meaning when translated into other languages.

Arguments in Favor of or Against a Measure

The argument is limited to 300 words (Elections Code §§ 9315, 9501, 9162, 9282) or 500 words for an argument to reorganize a school or college district (Education Code § 35758). (See Word Count Guidelines on Page 10.) Be accurate. Documents will be printed as submitted. Spelling, punctuation, and grammatical errors will not be corrected by the elections official. Profanity and other objectionable language are strongly discouraged.

Rebuttals to Arguments in Favor of or Against a Measure

The rebuttal is limited to 250 words. (*See Word Count Guidelines on Page 10.*)

Documents will be printed as submitted. Spelling, punctuation, and grammatical errors will not be corrected by the elections official. Profanity and other objectionable language are strongly discouraged.

If an argument in favor of and an argument against are submitted, filers will have the opportunity to submit rebuttals. (*Elections Code §§ 9167, 9285, 9317, 9504*)

When an argument in favor and an argument against a measure have been selected for publication in the voter information guide the official responsible for conducting the election shall send copies of the argument in favor of the measure to the authors of the argument against the measure and copies of the arguments against the measure to the authors of the argument in favor. The authors may prepare and submit rebuttal arguments not exceeding 250 words or may authorize in writing any other person or persons to prepare, submit, or sign the rebuttal argument. The rebuttal arguments shall be submitted to the elections official conducting the election no later than a date designated by the elections official

(*Elections Code § 9167*)

The authors may prepare and file a rebuttal argument or may authorize in writing any other person or persons to prepare, file, or sign the rebuttal argument. Written authorization must specifically designate the name of the substitute signer and must be signed by the original signer. The rebuttal argument shall be filed with the elections official conducting the election no later than a date designated by the elections official.

(*Elections Code §§ 9167, 9285, 9317, 9504*)

If only one argument in favor is filed, and no argument against, there is no rebuttal period.

If only one argument against is filed, and no argument in favor, there is no rebuttal period.

Public Examination Period

During the 10-calendar day public review period provided by law, any voter of the jurisdiction in which the election is being held, or the county elections official, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the 10-calendar day public review period. A fee will be charged to any person obtaining or requesting a copy of the materials. (*Elections Code § 9190*)

A peremptory writ of mandate or an injunction shall be issued only upon clear and convincing proof that the material in question is false, misleading or inconsistent with the requirement of law, and that issuance of the writ or injunction will not substantially interfere with the printing or distribution of official election materials as provided by law. (*Election Code § 9190(b)(2)*)

The county elections official shall be named as the respondent, and the person or official who authored the material in question shall be named as the real party of interest. In the case of the county elections official bringing the mandamus or injunctive action, the Board of Supervisors of the county shall be named as the respondent and the person or official who authored the material in question shall be named as the real party in interest. (*Elections Code § 9190(b)(3)*)

Should this be your course of action, contact the elections office immediately at (209) 468-8945. Timelines for County Voter Information Guide printing are critical at this point. Whatever you choose to do, it must be done as quickly as possible.

Word Count Guidelines

These are the guidelines utilized by the elections official in determining the number of words submitted on any measure document whose content is limited by statute. According to Elections Code § 9, this section shall not apply to counting words for ballot designations.

Counting of words shall be as follows:

Punctuation: Punctuation is NOT counted.

Proper Nouns: All proper nouns shall be counted as one word.

Example A: John Smith = one word

Example B: Modesto Police Department = one word

Geographical Names: All geographical names shall be counted at one word. Areas that have Political boundaries with an elected or appointed board are considered geographic areas by this office.

Example A: County of San Joaquin = one word

Example B: Sunshine Unified School District = one word

Abbreviations: Each abbreviation for a word, phrase, or expression shall be counted as one word.

Example A: PTA = one word

Hyphenations: Hyphenated words that appear in any generally available standard reference dictionary shall be counted as one word. Each part of all other hyphenated words shall be counted as a separate word.

Example A: Fifty-five = one word

Example B: Half-cent = two words

Dates: All dates, regardless of letter or number combination, shall be counted as one word.

Example A: 01/01/2016 = one word

Example B: January 1, 2016 = one word

Numbers: Any number consisting of a digit or digits shall be counted as one word. Any number that is spelled out shall be counted as a separate word or words.

Example A: 100 = one word

Example B: One hundred = two words

Contact Information: Telephone numbers, email addresses, and website addresses shall be counted as one word.

Example A: (525) 555-5555 = one word

Example B: smithjh16@gmail.com = one word

Example C: smithABC123.net = one word

Campaign Finance Disclosure Requirements

The Political Reform Act requires all proponents of ballot measures and committees supporting or opposing ballot measures to file campaign disclosure statements disclosing contributions received and expenditures made.

Refer to *Campaign Disclosure Manual 3 - Information for Ballot Measure Committees*, provided by the Fair Political Practices Commission (FPPC).

The statutory requirements of the Political Reform Act are contained in Government Code § 81000 et seq. Information and assistance relating to campaign reporting obligations under the Political Reform Act may be obtained from the FPPC.

Committee Filing Responsibilities

It is the responsibility of the committee to be aware of and to file the required campaign disclosure statements in a correct and timely manner.

Where to File

The location in which campaign disclosure statements are to be filed depends upon the type of statement and the jurisdiction where the committee is active. Please refer to the "Where to File" section of the instructions provided upon each full form as provided by the FPPC.

When to File

Refer to the FPPC Filing Schedule by visiting fppc.ca.gov. It is the responsibility of the committee to be aware of and to file the required campaign disclosure statements in a correct and timely manner.

NetFile

San Joaquin County Code of Ordinance Title 6, Division 12, Section 4 (6-12004) requires all campaign disclosure reports and documents mandated by the Political Reform Act of 1974 (Proposition 9) to be filed electronically. San Joaquin County has contracted NetFile to be the filing platform for all local candidates, their committees, and committees supporting or opposing ballot measures to electronically submit campaign finance statements. Campaign officials may find it helpful to watch the "How to Create a New Campaign NetFile User" video in the Videos section of the page at netfile.com/filer.

Forms, Manuals, Filing Schedules, and Advice are available directly from the FPPC:

Fair Political Practices Commission

1102 Q Street, Ste. 300
Sacramento, CA 95811
(866) 275-3772
fppc.ca.gov
advice@fppc.ca.gov

Measures Summary Overview

1. Submittal of Ballot Measures
 - The Board of Supervisors or legislative body of a jurisdiction may place measures on the ballot.
2. Impartial Analysis
 - If a measure qualifies, the elections official provides it to the county counsel or city attorney.
 - An impartial analysis is prepared to show the effect of the measure on existing law.
 - Printed in the County Voter Information Guide.
 - If requested by the Board of Supervisors, the county auditor may submit a fiscal impact statement.
3. Tax Rate Statement
 - Required for each bond issue proposed by a county, city, district, or subdivision.
 - Filed with the elections official, along with the resolution requesting election services.
 - Available to the public after the 5:00 p.m. deadline.
4. Labeling of Measures
 - Measures are assigned a letter by the elections official in order of submittal.
 - The Registrar of Voters determines letter assignments and ballot order for multiple measures.
5. Arguments In Favor of or Against
 - Who may submit: Board of Supervisors, City Council, governing bodies, or registered voters eligible to vote on the measure.
 - Length: No more than 300 words.
 - Selection: If multiple arguments are submitted, one for and one against is selected by the Registrar of Voters for publication.
 - Deadline: 5:00 p.m. on the date posted in the current election calendar.
 - Confidentiality: Remains confidential until 5:00 p.m. on the due date.
 - Required Forms: Must include a signed signature statement form and Signature Statement Authorization form containing the contact information for the primary contact individual.
6. Rebuttal Arguments
 - Who may submit: Authors of the original arguments.
 - Length: No more than 250 words.
 - Deadline: 5:00 p.m. on the posted date (typically one week after the arguments deadline).
 - Confidentiality: Remains confidential until 5:00 p.m. on the due date.
 - Required Forms: Must include a signed signature statement form and Signature Statement Authorization form containing the contact information for the primary contact individual.
7. Public Examination Period
 - A 10-day public inspection period follows each document's deadline.
 - Copies of impartial analyses, arguments, and rebuttals are available upon request.
 - Legal challenges (e.g., writ of mandate or injunction) may be filed during this period.
8. Withdrawal or Changes
 - Arguments, rebuttals, and impartial analyses may be changed or withdrawn until the final deadline for submission.
9. Election Day
 - Qualifying measures appear on the ballot.
 - If approved by the required number of voters, a measure becomes law as prescribed by its jurisdiction.

Deadlines & Filing Information

Where to File:

San Joaquin County Registrar of Voters Office

Attn: Candidate Services

44 North San Joaquin Street, Suite 350

Stockton, CA 95202

Phone: (209) 468-8945

Submission Requirements:

- In Person:** Submit to the address above **hard copies** of the **Resolution, Arguments, and Rebuttal Arguments.**
- By Email:** Send **electronic copies** of all documents in **Microsoft Word** format to:
Email: candidates@sigov.org **Subject Line:** "Measure Submission"

Important Notes:

- Filing Deadline:** All documents must be submitted **before the deadline** listed in the current election calendar.
- Election Calendar:** Available online at www.sigov.org/departments/rov → Click on the Current Election tab.
- Appointments:** **Not required**, but you are encouraged to call Candidate Services at: (209) 468-8945 to let us know when you plan to arrive so we can be ready for you.
- Shared County Jurisdictions:** If your jurisdiction spans multiple counties, you must file your resolution with **each** county's elections office. Be sure to include the shared jurisdiction information in your resolution.

Sample Resolution

RESOLUTION No. 25-19

RESOLUTION OF THE GOVERNING BOARD OF THE HOGWARTS UNIFIED SCHOOL DISTRICT ORDERING A SCHOOL BOND ELECTION ON NOVEMBER 8, 2022, REQUESTING CONSOLIDATION WITH OTHER MEASURES OCCURRING ON NOVEMBER 8, 2022, AND AUTHORIZING NECESSARY ACTIONS

WHEREAS, the Governing Board ("Board") of the Hogwarts Unified School District ("District") is authorized to order elections and specify their parameters pursuant to Education Code §§ 5304 and 5322;

WHEREAS, the Board is authorized under Education Code §§ 15100 et seq., Article XIII A § 1(b)(3), Article XVI § 18(b) of the California Constitution (Proposition 39), and Education Code § 15266 to submit to District voters the question of whether general obligation bonds shall be issued with approval of fifty-five percent (55%) of the votes cast; and Elections Code §§ 9400-9406 require preparation of a Tax Rate Statement to be included in the voter information materials;

WHEREAS, the Board finds it necessary and advisable to submit a bond measure to finance improvements to classrooms and school facilities as set forth in the Full Ballot Text attached as Exhibit B;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1. Specifications of Election Order. An election shall be held within the District for the purpose of submitting to voters the bond measure set forth in the Full Ballot Text (**Exhibit B**). The County Registrar of Voters shall conduct the election in accordance with law, including Education Code §§ 5303, 5304, 5322, and 15266.

Section 2. Ballot Label. Pursuant to Education Code § 15122 and Elections Code §§ 13119 and 13247, the Ballot Label (**Exhibit A**) shall be the abbreviation of the Full Ballot Text, subject to modification as required by law.

Section 3. Voter Information Guide. The County Registrar is requested to print the Full Ballot Text (**Exhibit B**) in the voter information guide.

Section 4. Required Vote. The bond measure shall become effective upon approval by at least 55% of the voters voting on the proposition.

Section 5. Consolidation. Pursuant to Education Code § 5342 and Elections Code §§ 10400-10411, the election is requested to be consolidated with other elections occurring on the same date, and the County is requested to canvass the returns.

Section 6. Delivery of Documents. The Clerk of the Board shall deliver this Resolution and the completed Tax Rate Statement (**Exhibit C**) to the County Registrar and file a copy with the County Board of Supervisors.

Section 7. Effective Date. This Resolution shall take effect upon adoption.

PASSED, ADOPTED, and APPROVED: this day, June 28, 2022, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

President of the Governing Board
of the Hogwarts Unified School District

Attest: _____
Clerk of the Governing Board
of the Hogwarts Unified School District

EXHIBIT A

BALLOT LABEL

HOGWARTS UNIFIED SCHOOL DISTRICT RENOVATION MEASURE

To improve local schools, shall Hogwarts Unified School District's measure to renovate classrooms and other facilities be adopted, authorizing \$200 million of bonds with legal rates, projected levies averaging below 4.85¢/\$100 of assessed valuation (averaging \$12 million/year for 24 years), annual audits, and no increase in current taxes?

Bonds – Yes _____

Bonds – No _____

SAMPLE

EXHIBIT B

FULL BALLOT TEXT

HOGWARTS UNIFIED SCHOOL DISTRICT RENOVATION MEASURE

By approval of this measure by at least fifty-five percent (55%) of the registered voters voting thereon, the Hogwarts Unified School District shall be authorized to issue and sell bonds of up to \$200 million in aggregate principal amount to provide financing for the specific school facilities projects listed below in the Bond Project List, subject to all of the accountability safeguards specified herein.

SECTION I: KEY FINDINGS

- The Governing Board of the District believes that a high-quality education is the fundamental right of every student and that many schools and buildings need to meet modern educational standards.
- Passing this bond measure provides a guaranteed source of local funding to maintain and improve this community's local school facilities.
- This bond measure requires strict fiscal accountability protection including mandatory annual audits and an independent citizens' oversight committee to ensure funds are managed and spent properly.

SECTION II: ACCOUNTABILITY MEASURES

The provisions in this section are included in this proposition in order that the voters and taxpayers of the District may be assured that their money will be spent to address specific facilities needs of the District, all in compliance with the requirements of Article XIII A, section 1(b)(3) of the State Constitution, and the Strict Accountability in Local School Construction Bonds Act of 2000 (codified at Section 15264 *et seq.* of the California Education Code).

Independent Citizens' Oversight Committee. The Governing Board shall establish an independent Citizens' Oversight Committee to ensure bond proceeds are expended only for the school facilities projects listed in the Bond Project List

Annual Performance and Financial Audit. After receiving their annual report, the Board shall conduct an annual, independent performance and financial audit to ensure that the bond proceeds have been expended according to the projects described in the Bond Project List.

SECTION III: BOND PROJECT LIST

Projects listed below may be completed at all school sites in the District if determined by the Governing Board to be necessary or required. Specific projects may include but are not limited to any or all of the following:

- Renovate classrooms and school facilities such as (but not limited to) multi-purpose rooms, libraries, cafeterias.
- Improvements for security systems, parking lots, service vehicle access, and pick-up/drop-off locations.
- Modernization of performing arts centers and/or athletic facilities.

SECTION IV: ADDITIONAL SPECIFICATIONS

No Administrator Salaries. Proceeds from the sale of Bonds authorized by this proposition shall be used only for the improvement of school facilities on the Bond Project List, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

Other Terms of the Bonds. The financial information in this measure is based on the District's current projections and estimates, which are not binding. Actual tax rates, total debt service, and the years in which taxes are collected may vary due to the timing and amount of bond sales, market interest rates, and actual assessed property valuations over time. In preparing these estimates, the District used reasonable projections of assessed valuations, including any available projections from the County Assessor, consistent with Education Code §15100(c).

EXHIBIT C

TAX RATE STATEMENT

An election will be held within the Hogwarts Unified School District ("District") on November 8, 2022, to authorize the issuance of up to \$200,000,000 in general obligation bonds to finance school facilities improvements identified in the measure. If approved, the District expects to issue the bonds in multiple series. Principal and interest will be paid from ad valorem taxes levied on taxable property within the District.

This information is provided in accordance with Elections Code §§ 9400-9404:

1. Average Annual Tax Rate:

The best estimate of the average annual tax rate required to repay the bonds is \$48.50 per \$100,000 of assessed valuation. The final fiscal year in which the tax is anticipated to be collected is 2047-48.

2. Highest Tax Rate:

The highest estimated tax rate is \$62.00 per \$100,000 of assessed valuation, anticipated in fiscal year 2042-43.

3. Total Debt Service:

The best estimate of the total debt service, including principal and interest, is approximately \$310 million.

Important:

Tax rates are based on assessed value, not market value. Actual tax rates and total debt service may vary depending on assessed valuations, the timing of bond sales, and market interest rates. The County Assessor determines assessed values; the County Auditor-Controller sets tax rates; and the County Treasurer-Tax Collector collects taxes. The District will issue bonds only if tax rates are projected to remain within the limits stated above.

Albus Dumbledore Jr., Superintendent



SAN JOAQUIN COUNTY

Argument / Rebuttal Signature Statement Form

Elections Code §§ 9164, 9283, 9501.5, 9600

A ballot argument shall not be accepted unless it is accompanied by the printed name(s) and signature(s) of the person(s) submitting it. No more than five signatures shall appear with any argument submitted. If any argument is signed by more than five persons, only the signatures of the first five shall be printed.

All arguments concerning measures filed pursuant to Division 9 of the Elections Code shall be accompanied by the following form statement, to be signed by each proponent and by each author, if different, of the argument:

The undersigned proponent(s) or author(s) of the:

☐

Argument in Favor of

☐

Argument Against

☐

Rebuttal to the Argument in Favor of

☐

Rebuttal to the Argument Against

ballot measure _____ at the ☐ Primary ☐ General ☐ Special Election for the
(Letter)

_____ to be held on _____ hereby state that
(Jurisdiction – Name of District) (Date)

this argument is true and correct to the best of His / Her / Their knowledge and belief.

1. _____
(Signature) (Printed Name - as signature)

(Title to Appear on Argument) (Date)

2. _____
(Signature) (Printed Name - as signature)

(Title to Appear on Argument) (Date)

3. _____
(Signature) (Printed Name - as signature)

(Title to Appear on Argument) (Date)

4. _____
(Signature) (Printed Name - as signature)

(Title to Appear on Argument) (Date)

5. _____
(Signature) (Printed Name - as signature)

(Title to Appear on Argument) (Date)

Primary Contact Information: Please provide the name of the individual designated to receive all correspondence related to the submitted argument. This person will serve as the primary point of contact for all communications.

(Primary Contact Name)

(_____) - _____
(Primary Contact Telephone Number)

(Primary Contact Email)

(_____) - _____
Primary Contact Fax Number



SAN JOAQUIN COUNTY

Rebuttal Argument – Alternate Signer Authorization Form

Elections Code §§ 9167, 9317, 9504

Any original author who wishes to allow someone else to sign the rebuttal argument in their place must provide written authorization on this form.

The undersigned proponent(s) or author(s) of the:

☐ Argument in Favor of

☐ Argument Against

ballot measure _____ at the ☐ Primary ☐ General ☐ Special Election for the
(Letter)

_____ to be held on _____ authorize(s) the
(Jurisdiction – Name of District) (Date)

following person(s) to sign the:

☐ Rebuttal to the Argument in Favor of

☐ Rebuttal to the Argument Against

in His / Her / Their place.

One or more people who signed the argument may be replaced with other people to sign the rebuttal argument.

Please print clearly:

1. _____ to sign instead of _____
(Print Name of Rebuttal Signer) (Printed Name of Argument Signer)

(Signature of Argument Signer)

(Date)

2. _____ to sign instead of _____
(Print Name of Rebuttal Signer) (Printed Name of Argument Signer)

(Signature of Argument Signer)

(Date)

3. _____ to sign instead of _____
(Print Name of Rebuttal Signer) (Printed Name of Argument Signer)

(Signature of Argument Signer)

(Date)

4. _____ to sign instead of _____
(Print Name of Rebuttal Signer) (Printed Name of Argument Signer)

(Signature of Argument Signer)

(Date)

5. _____ to sign instead of _____
(Print Name of Rebuttal Signer) (Printed Name of Argument Signer)

(Signature of Argument Signer)

(Date)

Primary Contact Information: Please provide the name of the individual designated to receive all correspondence related to the submitted argument. This person will serve as the primary point of contact for all communications.

(Primary Contact Name)

(_____) - _____
(Primary Contact Telephone Number)

(Primary Contact Email)

(_____) - _____
Primary Contact Fax Number