



Alameda-Contra Costa Transit District

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## STAFF REPORT

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**TO:** AC Transit Board of Directors  
**FROM:** Michael A. Hursh, General Manager  
**SUBJECT:** Hold Public Hearing to Place a Measure on November 8, 2016 Ballot

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### ACTION ITEM

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**RECOMMENDED ACTION(S):**

Hold a Public Hearing and consider the adoption of Resolution No. 16-024 calling For an election on a special tax measure in Special Transit District One (SD1) to extend the term of an existing parcel tax for 20 years with no increase, requesting consolidation of the measure with the General Election on November 8, 2016 and specifications of the election order, requesting the preparation of an impartial analysis by the Alameda County Counsel, and providing for such other actions as may be necessary or convenient

**BACKGROUND/RATIONALE:**

In November of 2008, AC Transit placed a parcel tax, Measure V V, on the ballot which was approved by 72% of the voters in SD1 and provided a stable 10-year funding stream of approximately \$29.5 million annually to support District operations and maintenance. This amount represents about 7% of the annual operating budget. Voters valued the public transit service that AC Transit provides enough to invest \$96 annually per parcel through June 30, 2019. Measure V V funding was critical to the District’s financial stability during the 2009/2010 economic downturn and the ensuing 2010 service cuts which would have been even more devastating without this reliable consistent funding source.

The Governor recently advised that he believes future economic conditions are uncertain in the May 2016 Budget Revision. State Transit Assistance (STA) funding for operating assistance has decreased for the District over the last few years and is not expected to increase in the future. Although the District receives revenues that are based on sales taxes, the levels of that funding can fluctuate greatly depending on the health of the economy.

**Poll Results**

The District strives to maintain a level of service that will provide the mobility that AC Transit riders need to get to school, work, and other destinations. A consistent funding stream would provide the reliability to offset economic uncertainties which could affect service levels. To gauge the public’s interest in providing a reliable funding stream to support AC Transit’s maintenance and operations, the District commissioned a telephone poll to gauge the likelihood of passing a measure to extend the existing Measure V V investment in public transit at the same levels with no increase for 20 years beyond the current term of the measure.

Among the 604 likely voter respondents in SD1 called during the last week of September, 2015, over 69% initially indicated their support of an extension of the existing Measure V V at the same level with no increase. After more information, both positive and negative is heard, the polling indicates that 81% would support such a measure. Likely voter respondents in Special District 2 (SD2) did not reach the required two – thirds threshold of support for a parcel tax on the ballot in November of 2016.

### Direct Public Outreach

AC Transit values the opinions of its constituents. From the beginning of this year, AC Transit staff has spoken to more than 400 constituents directly at over 35 community meetings to update the public on the District's current projects and programs. These meetings have occurred across the AC Transit service area. People are generally very interested in what AC Transit is doing. Over 300 meeting participants completed surveys in which the largest number of respondents indicated high concern for keeping fares reasonable for those most in need, followed by a desire to maintain frequent bus service. AC Transit conducted a telephone town hall last month during which 5,646 people participated. During a short survey, callers indicated their top priority was providing mobility for those who need it.

The polling, direct outreach, and telephone town hall indicate that the public values the service that AC Transit provides. The District continues to be a responsible steward of the public's trust. Staff recommends the extension of the current parcel tax at the same amount with no increase for a period of 20 years beyond the current term of the measure.

### Text of the Measure

The proposed text of the measure to extend the current parcel tax in SD1 is as follows:

"To preserve essential local public transportation services, including those for youth, commuters, seniors, and people with disabilities, while keeping fares reasonable, shall the Alameda-Contra Costa Transit District, extend its existing 8 dollars per month parcel tax at current levels for 20 years with no increase in tax rate, raising approximately 30 million dollars annually, with independent oversight and all money spent locally?"

Note: There is a 75 word limit that the measure cannot exceed. In accordance with the word count standards provided in Section 9 of the Elections Code, the draft measure contains 59 words and is contained in Exhibit B of the resolution.

Staff recommends proceeding with this ballot measure given the results of the likely voter poll in SD1 which indicated initial likely voter approval at %69, and then %81 approval with voter education. These polling results exceed the two-thirds voter approval threshold.

### The Need for a Public Hearing

The proposed measure is a special tax authorized under Public Utilities Code Section 25892.1. Government Code Section 50077 requires the District provide notice of and conduct a public hearing before it can adopt a resolution placing a special tax measure on the ballot.

The Board set the public hearing at its meeting on May 25, 2016. In accordance with Board Policy 163 – Public Hearing Process, notice of the hearing (Attachment 2) was published in a newspaper of general circulation (including: Oakland Tribune, Alameda Times-Star, Hayward Argus, Daily Review, West County Times) on June 3rd and 10th. In addition, the notice was also published in the Sing Tao Daily on June 10th and 17th; El Mundo on June 10th and 17th, and in the Post on June 10th and June 17th.

Prior to taking action on Resolution No, 16-024, the Board needs to hold the public hearing and receive verbal comments from the public. All written, voice, fax and email comments received by the June 22, 2016 noon deadline will be provided to the Board at the meeting for consideration. Although staff is recommending a continuation of the existing parcel tax, at the same level, with no increase for 20 years, to fund operations and maintenance and to provide a stable funding stream in light of possible future economic uncertainty, the Board may decide otherwise.

#### The Election Schedule

Included as Attachment 2 is the election schedule for the November 8, 2016 election.

The measure and request for consolidation must be submitted to the Board of Supervisors no later than August 12, 2016. Arguments on the measure must be submitted by August 19, 2016 and rebuttal arguments must be submitted by August 26, 2016.

If more than one argument for or against the measure is submitted, then the order of preference is governed by Elections Code §9166 as follows: (a) The board of supervisors, or member or members of the board authorized by the board; (b) the individual voter, or bona fide association of citizens, or combination of voters and associations, who are the bona fide sponsors or proponents of the measure; (c) bona fide associations of citizens; or (d) individual voters who are eligible to vote on the measure.

#### Draft Resolution No. 16-024

This resolution sets forth all of the requirements necessary to comply with PUC Section 25892.1. It requests the consolidation of this measure on the November 8, 2016 ballot, requires an accounting for the proceeds of the measure, continues the review of the oversight committee regarding the use of the proceeds of the special tax, and authorizes all other necessary steps required as a result of placing the item on the ballot.

#### **BUDGETARY/FISCAL IMPACT:**

The current parcel tax provided \$29,577,504 in revenue for SD1 during the last fiscal year ending June 30, 2015. The future measure would generate approximately \$30 million annually for the next 20 years.

Staff has spoken to the Alameda and Contra Costa County Registrar of Voters Offices to gauge the estimated costs for adding the parcel tax measure to the ballot. These costs are in addition to the costs for the general election. The total cost estimate for adding the parcel tax measure could amount to approximately \$1.5 million, including typesetting and translation costs in

Alameda and Contra Costa Counties. Staff has requested this amount be budgeted in the FY 16-17 budget for a parcel tax election.

**ADVANTAGES/DISADVANTAGES:**

The historically higher voter turnout during Presidential election cycles speaks to the advantage of AC Transit placing this measure on the November 2016 ballot. The presumed 2016 Presidential candidates are known at this time, and there are indications that significant resources will be expended to encourage a high amount of voters to exercise their civic right to participate. The investment spending in the Presidential contest decreases the resources AC Transit will need to direct toward public education to increase the awareness of the November 2016 election. The environment may not be as favorable toward an AC Transit parcel tax extension in the future.

The disadvantages of placing the AC Transit measure on the November 2016 ballot include the possibility of an overwhelmed electorate, which feels besieged, due to numerous competing local and state funding requests in the form of sales taxes, parcel taxes, income taxes, bonds, and other levies that could result in most measures failing up and down the ballot. Those failures could include other measures that would also benefit AC Transit.

**ALTERNATIVES ANALYSIS:**

The District could consider extending the parcel tax in June or November of 2018, prior to the sunset date of June 30, 2019. However, if the District waits until that time to seek an extension of this measure, the environment may not be as favorable as current polling indicates, thus risking future revenues.

**PRIOR RELEVANT BOARD ACTION/POLICIES:**

GC Memo 04-233b

GC Memo 08-160b

**ATTACHMENTS:**

1. Resolution No. 16-024 and related exhibits
2. Draft Public Hearing Notice
3. Election Timetable

**Approved by:** Beverly Greene, Director of Legislative Affairs & Community Relations

**Reviewed by:** Claudia A. Allen, Chief Financial Officer  
Denise Standridge, General Counsel  
Linda A. Nemeroff, District Secretary

**Prepared by:** Beverly Greene, Director of Legislative Affairs & Community Relations

**ALAMEDA-CONTRA COSTA TRANSIT DISTRICT**

**RESOLUTION NO. 16-024**

**A RESOLUTION CALLING FOR AN ELECTION ON A SPECIAL TAX MEASURE IN SPECIAL TRANSIT DISTRICT ONE TO EXTEND THE TERM OF AN EXISTING PARCEL TAX, REQUESTING CONSOLIDATION OF THE MEASURE WITH THE GENERAL ELECTION ON NOVEMBER 8, 2016 AND SPECIFICATIONS OF THE ELECTION ORDER, REQUESTING THE PREPARATION OF AN IMPARTIAL ANALYSIS BY THE ALAMEDA COUNTY COUNSEL AND PROVIDING FOR SUCH OTHER ACTIONS AS MAY BE NECESSARY OR CONVENIENT**

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**WHEREAS**, the Alameda-Contra Costa Transit District (the District), as a special transit district organized under the provisions of the Public Utilities Code, is authorized by Section 4 of Article XIII A of the California Constitution, and sections 50075, 50076, 50077 and 53722 et seq. of the Government Code and section 25892.1 of the Public Utilities Code, upon approval of two-thirds of the electorate voting on the measure, to levy a special tax for specified purposes following notice and a public hearing; and

**WHEREAS**, on November 5, 2002 District voters in Special Transit District Number One (District 1) approved Measure AA, a special parcel tax measure; and

**WHEREAS**, on November 2, 2004, District voters in District 1 approved Measure BB, a special parcel tax measure to increase the existing parcel tax and to extend the term of the parcel tax to 2013; and

**WHEREAS**, on November 4, 2008, District voters in District 1 approved Measure V V, a special parcel tax measure to increase the levy and extend the term of the parcel tax to 2019; and

**WHEREAS**, the District's Board of Directors (the Board) has determined that a special tax is necessary in District 1 for the purpose of providing for the continued operation and maintenance of bus service within District 1, as a transportation utility, over the next twenty years; and

**WHEREAS**, the need for a stable funding stream to offset future financial uncertainty of State Transit Assistance (STA) and other reductions in funding the District would receive from State and Federal funding sources, is paramount to maintaining and operating bus service for the public; and

**WHEREAS**, the Board recognizes that public transit funding based on sales taxes can fluctuate greatly based on economic conditions, and a reduction in or the absence of bus services can have serious impacts on the lives of the citizens who use the District's service, including school children, seniors and people with disabilities, as well as impact the Bay Area Region's efforts to reduce air pollution and traffic congestion on local streets and freeways; and

**WHEREAS**, the majority of the District's service is in District 1 and the passage of this special tax measure will help maintain service in District 1 especially given the needs of youth, seniors and the disabled who may not drive; and

**WHEREAS**, the Board previously adopted Resolution No. 16-022, requesting the consolidation of the District's Board election with the general election to be held on November 8, 2016; and

**WHEREAS**, in accordance with Elections Code Section 10400, this ballot measure should be consolidated with the general election to be held on November 8, 2016; and

**WHEREAS**, the Board held a noticed public hearing on June 22, 2016 in accordance with Government Code Section 50077 prior to the adoption of this Resolution.

**NOW, THEREFORE**, the Board of Directors of the Alameda-Contra Costa Transit District does resolve as follows:

**SECTION 1. Special Tax Measure Election.**

The Board of Directors is authorized pursuant to Public Utilities Code Section 25892.1 and Government Code Section 50077 to order an election for the extension of a special tax and, in accordance with that authority, calls and orders to be held in the territory of Special Transit District Number One (District 1), as identified in Exhibit A, within the counties of Alameda and Contra Costa, on Tuesday, November 8, 2016, an election on the special tax measure set forth in Exhibit B, which exhibits are attached to and incorporated into this resolution by reference.

**SECTION 2. Amount and Duration of the Measure**

Upon approval of two-thirds vote of the electorate, the special tax, in the amount of \$96 per year for twenty years, shall be imposed on the owner(s) of each parcel of taxable land in District 1 because the owners, occupants and visitors to said parcels benefit by having bus services available for them. The owner(s) of a parcel that is exempt from property taxes, that is undeveloped or that is developed but vacant for more than six months in any one year (July 1 through June 30) is exempt from the imposition of said special tax. A request for a refund of the tax must comply with Section 9 of this Resolution.

The parcel tax approved by this measure shall become effective on July 1, 2019 and terminate on June 30, 2039.

A parcel is defined as any unit of land in District 1 that now receives a separate tax bill from the Alameda County Tax Collector or the Contra Costa County Tax Collector.

**SECTION 3. Accounting For the Proceeds of the Measure**

In accordance with Government Code Section 50075.1 the Board specifies and directs:

- a. The purpose of the special tax is to obtain funding for a period of up to twenty years, for the operation and maintenance of bus services provided by AC Transit in District 1 for transportation purposes. The terms “operation” and “maintenance” refer to all activities necessary to provide bus service, including, but not limited to, equipment, supplies, fuel and lubricants, personnel, compensation, and payment for and maintenance of facilities in District 1.
- b. The proceeds of the special tax shall be applied only to the operation and maintenance of bus services in District 1.
- c. The General Manager and the Chief Financial Officer are directed to create an account into which the proceeds of the special tax will be deposited.
- d. The Chief Financial Officer shall file a written report with the Board no later than January 1, 2020 and will be required to continue making such reports during each subsequent year the proceeds of the special tax are collected for placement in the account. The annual report shall contain both of the following: (1) the amount of funds collected and expended, and (2) the status of the use of the funds for the operation and maintenance of bus service, as provided in subsection 3.a., above. The Board shall consider the written report at a regular meeting of the Board following the receipt of a recommendation from the appropriate Board Standing Committee.
- e. A separate annual audit of this account shall be prepared by the District’s external auditor.

**SECTION 4. Establishment of Independent Fiscal Oversight Committee**

In addition to the reporting requirements set forth in Section 3, an independent fiscal oversight committee of community representatives (The Committee) was created on August 8, 2002, with the adoption of Resolution No. 2067. The Committee membership has been established in Resolution Nos. 2098, 05-031, 12-045, and 14-047. The Committee shall review the use of the special account funds and provide its own annual written report at the same regular meeting of the Board that the Chief Financial Officer’s report is received by the Board. The Committee’s report also shall be referred to the appropriate Board Standing Committee and subsequently considered by the Board along with the recommendations of the Board Standing Committee.

**SECTION 5. Responsibilities of Registrar of Voters**

This Resolution shall stand as the order to the Registrars of Voters for Alameda County and Contra Costa County (the Counties) to call an election within the boundaries of District 1, as defined in Exhibit A.

The Registrars of Voters for the Counties are requested to perform within their respective county all of the duties applicable to this ballot measure and this election as required by the Elections Code.

**SECTION 6. Requests and Authorizations to the Boards of Supervisors**

- a. The Board requests the Boards of Supervisors of the Counties to consolidate the election of the aforementioned ballot measure with the general statewide and District elections to be held on November 8, 2016, in accordance with California Elections Code Section 10400, et seq.
- b. The Board requests the Boards of Supervisors of the Counties, pursuant to Elections Code section 10400, et seq., to permit the respective Registrars of Voters for the Counties to render all services necessary for this election as required by the Elections Code, including but not limited to, noticing the election, preparing and distributing election and ballot materials, and holding the election.
- c. The Board authorizes the Boards of Supervisors of the Counties, pursuant to Elections Code Section 10411, to canvass the returns of the election and report the results to the Board.
- d. The District agrees to reimburse the Counties for the actual cost incurred by the Elections Officials for conducting the General Election upon receipt of a bill stating the amount due as determined by the Elections Officials.

**SECTION 7. Preparation of Impartial Analysis**

The Board requests the County Counsel of Alameda County, as the principal county, to prepare an impartial analysis of this measure in accordance with Elections Code Section 9313.

**SECTION 8. Collection and Enforcement**

Pursuant to Public Utilities Code section 25896, the Board, elects to have the respective tax collectors for the Counties collect the special tax imposed by this Resolution. The tax shall be due each year and payable on November 1 and February 1. The tax shall be delinquent if not received on or before the delinquency date set forth in the notice mailed to the address of the owner(s) of the parcel as shown on the most current assessment roll of the Alameda County or Contra Costa County Tax Collector and shall be collected from the owner(s) in such a manner and at such times as the Board may provide.

The tax shall be collected by the Counties in conjunction with, at the same time, in the same manner, and enforced and subject to the same penalties as each county's collection of county taxes, as provided in Public Utilities Code section 25903.

## **SECTION 9. Administration and Refunds**

The Board may authorize the General Manager to adopt such administrative regulations as are deemed necessary related to the interpretation and enforcement of this resolution.

Any person claiming a refund of the tax for any reason shall first file a written claim with the District Secretary of the District on a form specified by the District Secretary. Such claim must be filed no later than 100 days after payment of the tax. All claims must be filed by the person who paid the tax, or his or her guardian, conservator, or the executor of his or her estate. No claim may be filed on behalf of other taxpayers or a class of taxpayers. Filing of a claim shall be a condition precedent to legal action against the District for refund of the tax.

## **SECTION 10. Miscellaneous**

- a. The President of the Board and the Board Officers are hereby authorized and directed, individually and collectively, to do any and all things to execute, deliver, and perform any and all agreements and documents that they deem necessary or advisable in order to effectuate the purposes of this Resolution.
- b. The President of the Board is authorized to consult with others to prepare a written argument in favor of the ballot proposition for each county not to exceed 300 words. The argument may be signed by bona fide associations or by individual voters who are eligible to vote in District 1.
- c. Any action to challenge the tax imposed by this Resolution shall be brought pursuant to Government Code section 50077.5 and Code of Civil Procedure section 860 et seq. If any provision, sentence, clause, section or part of this Resolution is found to be unconstitutional, illegal or invalid, such finding shall affect only such provision, sentence, clause, section or part, and shall not affect or impair any of the remaining parts of the Resolution.
- d. The abbreviated text of the measure (Exhibit B) is to be printed in the voter information pamphlet. A brief statement is to be printed under the impartial analysis in the voter information pamphlet informing voters that a copy of this resolution may be obtained by contacting the District Secretary at (510) 891-7284.

## **SECTION 11. California Environmental Quality Act**

- a. The placement of this tax measure on the November 8, 2016 ballot is not a project under the California Environmental Quality Act (CEQA) because the passage or defeat of the measure will result in neither a direct nor a reasonably foreseeable indirect physical change in the environment.
- b. The proposed tax measure is intended to provide funding for the operation and maintenance of the District which would help maintain existing bus services,

support mobility particularly for youth, seniors and the disabled, reduce the need for future service reductions (subject to unforeseen actions at the State or Federal level or the economy which affect the District's financial resources), and provide funding (along with other sources) that permit further improvements and retention of bus services.

- c. Any service reductions that occur will be subject to their own environmental analysis and any necessary and appropriate environmental document will be prepared at that time.
- d. As a result, the proposed tax measure is not a "project" as defined by CEQA Guidelines section 15378(b)(4). Its approval will result only in making funding for bus service operation and maintenance available; the allocation and spending of the resulting revenue, and any potential future service reductions necessitated by insufficient funding, will involve separate approvals that may require environmental analysis under CEQA. Therefore, review of the measure under CEQA is not necessary.
- e. The General Manager, the General Counsel or their designees are authorized to execute and file any documents necessary to carry out the aforementioned findings.

**SECTION 12. Duties of the District Secretary**

The Board directs the District Secretary to transmit an original signed certified copy of this Resolution to the Board of Supervisors of the Counties, and provide a certified copy of the Resolution to the Registrar of Voters for the Counties, no later than noon on August 12, 2016.

The Board of Directors directs the District Secretary to transmit a copy of the aforementioned measure to the County Counsel of Alameda for the preparation of an impartial analysis of the measure as provided in Elections Code Section 9313.

**SECTION 13. Effective Date of the Resolution**

This Resolution shall be effective immediately upon its adoption by four affirmative votes of the Board. Notwithstanding the effective date of this Resolution, the tax imposed pursuant to it shall not become effective until approved by a vote of two-thirds of the electorate voting on the measure at the November 8, 2016 election.

**PASSED AND ADOPTED** this 22nd day of June 2016.

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H. E. Christian Peeples, President

## **EXHIBIT A**

### **Alameda-Contra Costa Transit District**

#### **Special Transit Service District One Boundary Description**

As set forth in Resolution No. 11-048, Section 3, the boundaries of Special Transit Service District One shall consist of the entire District as it exists in Alameda and Contra Costa Counties with the exception of the cities of Fremont and Newark.

Special Transit Service District One is comprised of 11 cities and adjacent unincorporated areas in Alameda and Contra Costa Counties in the East Bay (west of the hills) from El Sobrante and North Richmond through the City of Hayward. The cities are Alameda, Albany, Berkeley, El Cerrito, Emeryville, Hayward, Oakland, Piedmont, Richmond, San Leandro and San Pablo. Present unincorporated areas include Ashland, Castro Valley, Cherryland, El Sobrante, Fairview, Kensington, North Richmond, and San Lorenzo.

Board of Directors  
June 22, 2016  
Agenda Item 2  
Resolution 16-024  
Exhibit A

**EXHIBIT B**

**Alameda-Contra Costa Transit District**

**BALLOT MEASURE LANGUAGE**

“To preserve essential local public transportation services, including those for youth, commuters, seniors, and people with disabilities, while keeping fares reasonable, shall the Alameda-Contra Costa Transit District, extend its existing 8 dollars per month parcel tax at current levels for 20 years with no increase in tax rate, raising approximately 30 million dollars annually, with independent oversight and all money spent locally?”



Alameda-Contra Costa Transit District

**PUBLIC HEARING NOTICE**  
**Alameda-Contra Costa Transit District**

**CONSIDERATION OF THE ADOPTION OF A RESOLUTION TO PLACE A MEASURE TO EXTEND THE LEVY OF  
A PARCEL TAX IN SPECIAL TRANSIT DISTRICT NUMBER ONE ON THE NOVEMBER 8, 2016 BALLOT**

Notice is hereby given that the AC Transit Board of Directors will hold a Public Hearing on **Wednesday, June 22, 2016, at 5:00 p.m.** at the **Emeryville City Council Chambers located at 1333 Park Avenue in Emeryville, California.** The subject of the public hearing is the consideration of a resolution to place on the November 8, 2016 ballot a measure to extend the District's existing parcel tax at current levels in Special Transit District Number One for 20 years, with an independent fiscal oversight committee and all money staying in District One. In general, Special Transit District Number One includes the area from the City of Richmond in the North to the southern boundary of the City of Hayward, including unincorporated territory within this general area.

At the public hearing, the Board of Directors will review a proposed resolution and receive any public comments. For more information, go to [www.actransit.org/public-hearings](http://www.actransit.org/public-hearings).

**Your Comments Are Invited**

Public Comment is invited either in writing or at the public hearing scheduled for 5:00 p.m. on Wednesday, June 22, 2016, at the Emeryville City Council Chambers located at 1333 Park Avenue in Emeryville, California. Comments provided by voicemail may be submitted at the numbers listed below and written comments may be submitted by letter, facsimile or e-mail prior to the hearing, but must be received no later 12:00 Noon on Wednesday, June 22, 2016 in order to be provided to the Board for consideration prior to the hearing. Written and voicemail comments will receive the same attention as verbal comments received at the hearing. Please address written comments to the AC Transit Board of Directors, 1600 Franklin Street, Oakland, California, 94612; by facsimile at (510) 891-7157; by email to [districtsecretary@actransit.org](mailto:districtsecretary@actransit.org); by voicemail at (510) 891-7201. For Spanish-language comments, call (510) 891-7291; and for Chinese-language comments, call (510) 891-7292.

**Meeting site is wheelchair accessible.**

Spanish and Chinese interpreters will be available at the hearing. Upon request, a sign language interpreter or a foreign language interpreter for languages other than those mentioned in this notice will be present at the hearing. Please contact the District Secretary's Office at (510) 891-7201 by Thursday, June 16, 2016, at 5:00 p.m., to make arrangements. For TDD for hearing impaired, call 711, California Relay Service, and specify (510) 891-4700.

**Transit to the Hearing Site**

AC Transit Lines F, 26 and 31, as well as Emery-Go-Round Hollis and Powell routes stop within walking distance of the public hearing site. Line F connects with Ashby BART, Line 26 with West Oakland and 12<sup>th</sup> Street BART, and Line 31 serves West Oakland, 12<sup>th</sup> Street and MacArthur BART stations. The Emery-Go-Round serves the MacArthur BART station. For trip-planning, visit [www.actransit.org](http://www.actransit.org) or call 511 (and say, "AC Transit").

**Please do not wear scented products to the meeting.**

**SPECIAL DISTRICT ELECTION TIMETABLE  
November 8, 2016 General Election**

Staff Report 15-148c  
Attachment 3

<b>Days Before Election</b>	<b>Action Taken By</b>	<b>Objective</b>	<b>Code Sections</b>
July 6, 2016 (E-125)	District	Last day to file the Notice of Election with the Registrar of Voters. The notice shall bear the District Secretary's signature and district seal. The district shall send a copy to the county board of supervisors' office and shall contain the following information: (1) The elective office to be filled and the names of the incumbents. (2) The candidate requirements/qualification for each office. (3) Whether the seat is at-large, by district, or ward. (4) Whether the District or the candidate is to pay for the publication of Candidate's Statement. (5) A map showing the boundaries of each seat.  <u>Tie Vote Procedure:</u> If governing body desires to resolve possible tie vote by conduct of a special runoff election rather than by lot, governing body must adopt such provision not less than 40 nor more than 125 days after certification of the election.	EC§10403 EC§10509 EC§10514 EC§10522  EC§10551 EC§15651
July 11, 2016 (E-120)	District Secretary	<b>District Policies:</b> Last day for the governing board of Districts to adopt or revise resolution of policies for candidate statements.	EC§13307
July 18 to August 12, 2016 (E-113 to E-88)	Registrar of Voters	<b>Nomination Period:</b> Candidate filing documents can be obtained Monday through Friday, 8:30 A.M. to 5:00 P.M.	EC§10603
August 12, 2016 (E-88)	District	<b>Last Day to Request Consolidation of Election:</b> Resolution requesting consolidation with statewide election must be filed no later than this date with the Board of Supervisors. This includes resolution to place local measures on state election ballot. A copy of the resolution must also be filed with the Registrar of Voters on or before this date.	EC§10403
August 13 to August 17, 2016 (E-87 to E-83)	Registrar of Voters	<b>Extension Period:</b> If the incumbent does not file a Declaration of Candidacy by the end of the nomination period, the seat will be extended for 5 calendar days.	EC§8022 EC§8024 EC§8204
August 18, 2016 (E-82)	Secretary of State	<b>Random Alphabet Drawing:</b> The drawing is to determine the order in which the candidates' names will appear on the ballot.	EC§13112
August 19, 2016 (E-81)	District	Last day for Submission of Direct Arguments for a measure (if any) to the Registrar of Voters Office. (300 word limit)	EC§9500-9502
August 26, 2016 (E-74)	District	Last day for Submission of Rebuttal Arguments for a measure (if any) to the Registrar of Voters Office. (250 word limit)	EC§9504
August 27 to September 6, 2016 (E-73 to E-63)	Registrar of Voters	<b>Public Examination Period:</b> The public has 10 days to inspect materials to be submitted for printing.	EC§9509
September 12 to October 25, 2016 (E-57 to E-14)	Registrar of Voters	<b>Write-in Period:</b> Filing documents for Write-in candidates can be obtained Monday through Friday, 8:30 A.M. to 5:00 P.M.	EC§8600-8605
October 10, 2016 (E-29)	Registrar of Voters	First day of mailing Vote by Mail Ballots and First Day of Early Voting in Registrar of Voters office.	EC§3001
October 24, 2016 (E-15)	Registrar of Voters	Last day to register to vote for the November 8, 2016 General Election.	EC§2107
November 1, 2016 (E-7)	Registrar of Voters	Last day to apply for a Vote by Mail Ballot: Applications must be received by our office no later than 5:00 P.M.	EC§3001
November 8, 2016 (E-0)	Registrar of Voters	<b>Election Day:</b> Polls open from 7:00 A.M. to 8:00 P.M.	
December 8, 2016 (E+30)	Registrar of Voters	<b>Certified Results:</b> No later than this date, the Registrar shall prepare a certified statement of the results and submit it to the governing body.	EC§15301 EC§15372
(+5) After Official Canvass		Deadline for voters to file a request for a recount is 5 days after the Registrar signs the Official Canvass.	EC§15620

\*When a deadline falls on a weekend or holiday, the deadline is extended to the following business day.