

# CANDIDATE HANDBOOK



**City of San Dimas**

**245 E. BONITA AVE  
SAN DIMAS, CA 91773**

**June 2, 2026 GENERAL MUNICIPAL ELECTION**

Dear Candidate,

This information guide has been prepared to inform interested parties and to assist candidates running for Mayor or Council Member in Districts 2 and 4 in the upcoming City of San Dimas General Municipal Election to be held on June 2, 2026.

The guide is not intended to be all encompassing and does not have the force and effect of law, regulation or rule. It is not the intent of the City Clerk to render legal advice. Accordingly, the guide is not a substitute for legal counsel for the individual, organization or candidate using it. In case of any conflict, the law, regulation or rule will apply. It does however summarize and answer basic questions regarding the candidate nomination process, campaign filing requirements, regulations regarding campaign literature and political signs and ads, availability of resource material, election results.

Candidates are encouraged to seek appropriate assistance to ensure compliance with all applicable election and campaign finance laws. This may include appointing a campaign treasurer, campaign manager, or other qualified advisors to help manage required filings, reporting, and administrative responsibilities.

Candidates will be provided with all of the required nomination documents from the City Clerk during the nomination period which opens on Monday, February 9, 2026, at 7:30 am and closes on Friday, March 6, 2026, at 4:30 pm. The nomination period will be extended from March 7, 2026 to March 11, 2026, if an incumbent does not file. The City Clerk will also provide official candidates and committees' information on filing dates and access to campaign disclosure forms throughout the election season. **Filing your nomination papers early allows for ample review time to ensure legal requirements are met.** You must schedule an appointment with the City Clerk to receive and file your nomination papers, which takes approximately 1 hour.

Campaign laws, reporting, and Statement of economic Interest forms can be complicated. The Candidate Information Guide includes helpful forms and resources, but you should also become familiar with the Fair Political Practices Commission (FPPC) website at [www.fppc.ca.gov](http://www.fppc.ca.gov) and use their available tools. You may call the FPPC toll-free advice number 866-275-3772 or 916-322-5660 or email them at [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov).

Official candidates are invited to attend a Candidate Orientation hosted by City Staff on a date to be determined. The purpose of this orientation will be to introduce candidates to staff members, to receive an overview of the election process and campaign regulations and requirements, to provide an overview of the City and its governance protocols, and to answer any questions the candidates may have regarding City operations and programs. The Chamber of Commerce will host a candidate forum on a date to be determined.

The City Clerk's Office is located at City Hall, 245 East Bonita Avenue, CA 91773. City Hall hours are Monday – Thursday, 7:30 am to 5:30 pm and Friday 7:30 am to 4:30 pm. If you have any questions, please contact Debra Black, City Clerk, via e-mail at [cityclerk@sandimasca.gov](mailto:cityclerk@sandimasca.gov) or (909)394-6216.

## TABLE OF CONTENTS

<b>Directory</b> .....	<b>1</b>
<b>Nomination Process Calendar</b> .....	<b>2</b>
<b>City Clerk Letter</b> .....	<b>4</b>
<b>Resolution 2026-02 Calling the Municipal Election</b> .....	<b>5</b>
<b>Resolution 2026-03 Consolidate the Municipal Election</b> .....	<b>7</b>
<b>Resolution 2026-04 Candidate Requirements</b> .....	<b>9</b>
<b>Our City Government</b> .....	<b>12</b>
<b>Candidate Information - General</b> .....	<b>14</b>
Eligibility .....	14
Nomination Period .....	14
Fees .....	15
City Manager – Candidate Orientation .....	15
Random Draw for Ballot Order.....	15
Voter/Precinct Information and Maps.....	15
Campaign Literature and Political Ads.....	15
Political Signs .....	16
Public Review of Information.....	16
City of San Dimas Website .....	16
Electioneering near Polling Place .....	16
Election Results.....	17
Contact Information .....	17
<b>Nomination Documents Instructions</b> .....	<b>18</b>
<b>Nomination Papers Checklist</b> .....	<b>20</b>
Candidate Information Guide.....	20
Candidate Information for Public Review .....	20
Permission to Post Candidate Information .....	20
Affidavit of Nominee and Oath or Affirmation .....	21
Nomination Paper .....	23
Ballot Designation Worksheet .....	27
Candidate’s Statement of Qualifications.....	31
Code of Fair Campaign Practices.....	37
<b>FPPC Campaign Disclosure Forms and Requirements</b> .....	<b>40</b>
Campaign Filing Schedule .....	41
FPPC Contacts. ....	43
Statement of Economic Interest (Form 700) .....	45
Form 501 - Candidate Intention Statement .....	47
Form 410 – Statement of Organization.....	48
Form 460 – Recipient Committee Campaign Statement.....	49
Form 462 – Verification of Independent Expenditures.....	50
Form 470 – Officeholders and Candidate Campaign Statement (Short Form).....	51
Form 496 – 24-hour Independent Expenditure Report .....	53
Form 497 – 24-hour Contribution Report .....	54
Campaign Committee – After the Election.....	55
Duties and Obligations of Candidate and Campaign Treasurer.....	56
Political Signs .....	57
Mailer Requirements.....	58
Electioneering .....	61

**City of San Dimas**  
**245 East Bonita Ave**  
**San Dimas, CA 91773-3002**  
**(909)394-6200**

[www.sandimasca.gov](http://www.sandimasca.gov)

**City Council Meetings**

Meetings held 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month, 7:00 p.m.

Council Chamber 245 E. Bonita Avenue

<b>ELECTED OFFICIALS</b>	<b><u>Term</u></b>	<b><u>Expires</u></b>
<b>MAYOR</b>		
Emmett Badar	06/26	(909)394-6216
<b>MAYOR PRO TEM</b>		
Eric Weber – District 1	03/28	(909)394-6216
<b>COUNCIL MEMBERS</b>		
Eric Nakano – District 2	06/26	(909)394-6216
Rachel Bratakos – District 3	03/28	
Ryan A. Vienna – District 4	06/26	(909)394-6216

<b>APPOINTED OFFICIALS</b>		<b>PHONE</b>	
City Manager	Brad McKinney	(909)394-6210	
City Attorney	Jeff Malawy		
<b>DEPARTMENT DIRECTORS AND MANAGEMENT STAFF</b>			
Assistant City Manager	Travis Sais	(909)394-6210	
City Clerk	Debra Black	(909)394-6210	
Administrative Services Director	Michael O'Brien	(909)394-6225	
Community Development Director	Luis Torrico	(909)394-6250	
Parks and Recreation Director	Scott Wasserman	(909)394-6230	
Public Works Director	Shari Garwick	(909)394-6240	
<b>PUBLIC SAFETY</b>			
Los Angeles County Sheriff's Department	Captain Michael Moen	(909)450-2700	
Los Angeles County Fire Department	F. S. 64	(909)599-6727	
Los Angeles County Fire Department	F.S. 141	(909)599-7117	

**NOMINATION PROCESS CALENDAR  
JUNE 2, 2026 GENERAL MUNICIPAL ELECTION**

February 2, 2026	Semi-Annual Campaign Statement Due. The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed. (G.C. § 84200)
February 9 2026	<b>Nomination Period – Papers may be obtained from the Office of the City Clerk (E.C. §§ 10220, 10224 and 10407)</b>
March 6, 2026	<b>Last Day to File Nomination Papers with the Office of the City Clerk (E.C. § 10220; 10224).</b> *Note: The nomination period is extended to 5:00 p.m. on March 11, 2026, only for prospective candidates in the district for which an incumbent did not file for re-election by 5:00 p.m. on March 6, 2026 (E.C. § 10225). A candidate may withdraw, but not change, the Candidate’s Statement up to 5:00p.m. of the next workday after the close of the nomination period. (E.C. § 13307)
March 6, 2026	<b>Candidate Withdrawal –</b> A candidate may withdraw nomination documents for any office – <b>other than a statewide office</b> – for which the candidate submitted a filing with the county elections official. If the extended period applies for a particular office, the candidate has until 5 p.m. on the 83 <sup>rd</sup> day before the general election to withdraw those documents. (E.C. §§ 8800 and 8020.5)
March 11, 2026	<b>Last Day to File Nomination Papers with the Office of the City Clerk for Extended Nomination Deadline*</b> (E.C. §10225) *Note: The nomination period is extended to 5:00 p.m. on March 11, 2026, only for prospective candidates in the district for which an incumbent did not file for re-election by 5:00 p.m. on March 9, 2026 (E. C. § 10225). A candidate may withdraw, but not change, the Candidate’s Statement up to 5:00p.m. of the next workday after the close of the nomination period. (E.C. § 13307)
March 12, 2026	Secretary of State to conduct randomized alphabet drawings to determine placement of candidates’ names on the ballot (E.C. §13112)
April 23, 2026	<b>1<sup>st</sup> Pre-Election Campaign Statement due.</b> Filing includes all reportable items from January 1 – April 18, 2026. (G.C. § 84200.8)
May 4, 2026	<b>Mailing of Vote By Mail Ballots –</b> No later than 29 days before the day of the election, the county elections official shall begin mailing the materials required by Section 3010. (E.C. § 3001 and 3010)
May 8, 2026	<b>Mailing of Official Sample Ballot Booklets –</b> An Official Sample Ballot shall be mailed to each voter no later than 21 days before the election. (E.C. § 13303)
May 18, 2026	<b>Close of Registration –</b> Last day to transfer or register to vote in the

	election. <b>(E.C. § 2102)</b>
May 21, 2026	<b>2<sup>nd</sup> Pre-Election Campaign Statement Due</b> – Filing includes all reportable items from April 19 – May 16, 2026. <b>(G.C. 84200.8)</b>
May 26, 2026	<b>Last Day to Request Vote By Mail Ballot</b> – Applications received prior to the 29 <sup>th</sup> day preceding the election will be kept and processed during this period. <b>(E.C. § 3001)</b>
Within 24 Hours	Contributions and Independent Expenditures due within 24 hours. Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates.
June 2, 2026	<b>ELECTION DAY</b>
June 26, 2026	<b>CERTIFICATION OF ELECTION BY REGISTRAR RECORDER</b>
July 31, 2026	<b>Semi-Annual Campaign Statement Due</b> – Filing includes all reportable items May 17 – June 30, 2026. <b>(G.C. § 84200)</b>

**City Council**  
Emmett G. Badar, Mayor  
Eric Weber, Mayor Pro Tem - District 1  
Rachel Bratakos – District 3  
Eric Nakano – District 2  
Ryan A. Vienna – District 4

**City Manager**  
Brad McKinney

**Assistant City Manager**  
Travis Sais

**City Attorney**  
Jeff Malawy



**Director of Administrative Services**  
Michael O'Brien

**Director of Community Development**  
Luis Torrico

**Director of Parks and Recreation**  
Scott Wasseman

**Director of Public Works**  
Shari Garwick

February 2026

**GENERAL MUNICIPAL ELECTION – JUNE 2, 2026**  
**NOMINATION PERIOD – FEBRUARY 9, 2026 – MARCH 6, 2026**

Thank you for your interest in the City of San Dimas and for expressing a desire to serve our community as a member of the City Council.

This Election Guide has been prepared by the City Clerk to provide you with some general information about the election process, as well as an overview of the documents you must file to become a qualified candidate for local office. Although our office cannot provide legal advice, this Guide will provide valuable information about the laws and requirements governing our election.

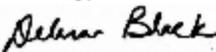
The Public Records Act allows the media and the public to know who has obtained nomination papers, and who has actually filed the papers. If you do not want your name in the media as a possible candidate, be sure to let me know, and we will not issue the nomination papers, but just provide this guide for your review.

Being a candidate for public office requires the timely filing of legal documents, including the nomination papers and various forms which are included in this packet. Please feel free to contact the Fair Political Practices Commission (FPPC) at (866) 275-3772 for any questions about contributions and expenditures, conflicts of interest, proper use of campaign funds, gifts, travel expenses, and other related issues.

The nomination period officially begins on Monday, February 9, 2026 and closes at 4:30 p.m. on Friday, March 6, 2026. If an incumbent fails to file papers by March 6, 2026, there will be an extension to 5:30 p.m. Wednesday, March 11, 2026, and any candidate, other than an incumbent, may file or withdraw on this date. This is not applicable where there is no incumbent eligible to be elected.

**Please call my office to schedule an appointment when you are ready to file all of your paperwork.** I am available to answer any further questions you may have and can be reached at (909) 394-6216 or you may send me an email message at [dblack@sandimasca.gov](mailto:dblack@sandimasca.gov).

Sincerely,

  
Debra Black  
City Clerk

**RESOLUTION 2026-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, JUNE 2, 2026, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

**WHEREAS**, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on June 2, 2026, for the election of Municipal Officers; and

**NOW, THEREFORE**, THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

**SECTION 1.** That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of San Dimas, California, on Tuesday, June 2, 2026, a General Municipal Election for the purpose of electing a Mayor for the full term of two years, one Member of the City Council from District 2 for the full term of four years, and one member of the City Council from District 4 for the full term of four years.

**SECTION 2.** That the ballots to be used at the election shall be in form and content as required by law.

**SECTION 3.** That the Los Angeles Registrar Recorder/County Clerk's office is authorized, instructed and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

**SECTION 4.** That the vote centers for the election shall be open as required during the identified voting period, pursuant to Sections 4007 and 14404 of the California Elections Code.

**SECTION 5.** That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

**SECTION 6.** That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

**SECTION 7.** That the City Council authorizes the Los Angeles Registrar Recorder/County Clerk's office to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted invoice.

**SECTION 8.** That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED AND ADOPTED** this 13<sup>th</sup>, day of January, 2026.



Emmett G. Badar, Mayor

**ATTEST:**



Debra Black, City Clerk

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    ) §  
CITY OF SAN DIMAS             )

I, DEBRA BLACK, CITY CLERK of the City of San Dimas, California, do hereby certify that Resolution 2026-02. It was duly adopted and passed at a regular meeting of the San Dimas City Council on the 13<sup>th</sup>, day of January, 2026 by the following vote:

- AYES:**           Badar, Bratakos, Nakano, Vienna, Weber
- NOES:**           None
- ABSENT:**       None
- ABSTAIN:**      None



Debra Black, City Clerk

**RESOLUTION 2026-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE THE CITY OF SAN DIMAS' GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, JUNE 2, 2026, WITH THE STATEWIDE PRIMARY ELECTION TO BE HELD ON THAT DATE, PURSUANT TO SECTION 10403 OF THE CALIFORNIA ELECTIONS CODE.**

**WHEREAS**, a General Municipal Election is to be held in the City of San Dimas, California, on Tuesday, June 2, 2026; and

**WHEREAS**, Ordinance 1290 adopted by the City Council on September 14<sup>th</sup>, 2021 moved the city's election date to coincide with the statewide primary election in even-numbered years as set forth in California Elections Code Sections 1201 and 1000; and

**WHEREAS**, a Statewide Primary Election will be held on Tuesday, June 2, 2026; and

**NOW, THEREFORE**, THE CITY COUNCIL OF THE CITY OF SAN DIMAS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

**SECTION 1. The City of San Dimas will consolidate its General Municipal Election with the County's Statewide Primary Election on Tuesday, June 2, 2026.**

(1) That pursuant to the requirements of §10403 of the California Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of the City of San Dimas General Municipal Election with the Statewide Primary Election on Tuesday, June 2, 2026, for the purpose of the election of a Mayor, a member of the City Council from District 2, and a Member of the City Council from District 4.

(2) That the City Council requests the Board of Supervisors to direct the Registrar-Recorder/County Clerk to administer, manage and oversee all facets of the City of San Dimas' June 2, 2026 General Municipal Election and further direct the Registrar-Recorder/County Clerk to perform all necessary functions, services and tasks related to: the complete and successful conduct of the election; the provision of all election materials and equipment; the hiring, training and supervision of poll workers and other election personnel; the printing and distribution of ballot materials; the translation of ballot materials; the collection of submitted ballots; the tallying of votes; canvassing and the certification of election results.

(3) That the County Election Department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the Election, including in the manner prescribed in Elections Code section 10418.

**SECTION 2.** That the City shall reimburse the County for services performed when the work is completed and upon presentation to the City of a properly approved bill.

**SECTION 3.** That the City Clerk is directed to forward without delay to the Board of Supervisors and to the County Election Department, each a certified copy of this resolution.

**SECTION 4.** That the Board of Supervisors is requested to issue instructions to the

county election department to take any and all steps necessary for the holding of the consolidated election.

**SECTION 5.** That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED AND ADOPTED** this 13<sup>th</sup> day of January, 2026.



Emmett G. Badar, Mayor

**ATTEST:**



Debra Black, City Clerk

STATE OF CALIFORNIA            )  
COUNTY OF LOS ANGELES    ) §  
CITY OF SAN DIMAS            )

I, DEBRA BLACK, CITY CLERK of the City of San Dimas, California, do hereby certify that the Resolution 2026-03. It was duly adopted and passed at a regular meeting of the San Dimas City Council on the 13<sup>th</sup>, day of January, 2026 by the following vote:

**AYES:**           Badar, Bratakos, Nakano, Vienna, Weber  
**NOES:**           None  
**ABSENT:**       None  
**ABSTAIN:**      None



Debra Black, City Clerk

**RESOLUTION 2026-04**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY JUNE 2, 2026**

**WHEREAS**, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

**NOW THEREFORE**, THE CITY COUNCIL OF THE CITY OF SAN DIMAS, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

**SECTION 1. GENERAL PROVISIONS.** That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an election to be held in the City of San Dimas on Tuesday, June 2, 2026, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

**SECTION 2.**

Pursuant to Section 13307(c) of the California Elections Code, the governing body of the City of San Dimas authorizes the preparation of candidate statements for nonpartisan elective office for the purpose of electronic distribution. Candidates will prepare statements for electronic distribution pursuant to Section 13307(a) of the Elections Code. A statement prepared pursuant to this subdivision shall be posted on the internet website of the County Elections Official. Pursuant to Section 13307.7(a) of the Elections Code, candidates shall provide payment of the requisite fee to cover the duties and procedures set forth in Sections 13307(b) and (d) of the Elections Code.

**SECTION 3. FOREIGN LANGUAGE POLICY.**

- A. Pursuant to the Federal Voting Rights Act, the city is required to translate candidate's statements into Spanish.
- B. Pursuant to state law, the candidate's statement must be translated and printed (in the voters pamphlet) in any language at the candidate's request.
- C. The Los Angeles Registrar Recorder County Clerk shall
  1. Translations:
    - a) Have all candidates' statements translated into Spanish as specified in (A) above.
    - b) Have translated those statements into the languages as requested by the candidate as specified in (B) above.

2. Printing:
  - a) Print all translations of all candidates' statements pursuant to (A) above, in the main voter pamphlets. Main voter pamphlets will be in English and Spanish.
  - b) Print any translations of candidates, who so request printing in the main voter pamphlet - the main voter pamphlet will be an English and Spanish pamphlet, also containing candidate statement translations if requested by the candidate.

#### **SECTION 4. PAYMENT.**

##### **A. Translations:**

- 1) The candidate shall be required to pay for the cost of translating the candidate's statement into any required foreign language as specified in Section 2 (A) above, pursuant to State and Federal law.
- 2) The candidate shall be required to pay for the cost of translating the candidate statement into any foreign language that is not required as specified in Section 2 (B) above, pursuant to Federal and/or State law, but is requested as an option by the candidate.

##### **B. Printing:**

- 1) The candidate shall be required to pay for the cost of printing the candidate's statement in English in the main voter pamphlet. The candidate shall be required to pay for the cost of printing of the candidate statement in any foreign language required in the voter pamphlet as specified in Section 2 (A) above.
- 2) The candidate shall be required to pay for the cost of printing the candidate's statement in a foreign language in the main voter pamphlet that is not required, but is requested by the candidate per Section 2 (B) above.

The City Clerk shall estimate the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the Clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of receipt of billing statement from the Los Angeles Registrar Recorder County Clerk.

**SECTION 5. MISCELLANEOUS.**

- A. All translations shall be provided by professionally-certified translators;
- B. The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections.

**SECTION 6. ADDITIONAL MATERIALS.** No candidate will be permitted to include additional materials in the sample ballot package.

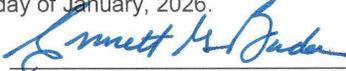
**SECTION 7.** That the City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

**SECTION 8.** That all previous resolutions establishing City Council policy on payment for candidate's statements are repealed.

**SECTION 9.** That this resolution shall apply only to the election to be held on Tuesday, June 2, 2026, and shall then be repealed.

**SECTION 10.** That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED AND ADOPTED** this 13<sup>th</sup>, day of January, 2026.

  
 \_\_\_\_\_  
 Emmett G. Badar, Mayor

**ATTEST:**

  
 \_\_\_\_\_  
 Debra Black, City Clerk

STATE OF CALIFORNIA            )  
 COUNTY OF LOS ANGELES    ) §  
 CITY OF SAN DIMAS            )

I, DEBRA BLACK, CITY CLERK of the City of San Dimas, California, do hereby certify that Resolution 2026-04. It was duly adopted and passed at a regular meeting of the San Dimas City Council on the 13<sup>th</sup>, day of January, 2026 by the following vote:

**AYES:**           Badar, Bratakos, Nakano, Vienna, Weber  
**NOES:**           None  
**ABSENT:**       None  
**ABSTAIN:**      None

  
 \_\_\_\_\_  
 Debra Black, City Clerk

## OUR CITY

San Dimas was incorporated in 1960 and is located approximately 27 miles between Los Angeles and San Bernardino, and is situated between 580 to 1,618 feet above sea level at the base of the spectacular San Gabriel foothills. San Dimas has grown from a key center of citrus activity to a well-planned community offering industrial, commercial and beautiful residential and park areas. Superior access to freeways offers a centralized location from which to enjoy Southern California's many excellent cultural and recreational activities. The A Line Station opened on September 19, 2025. Travel time from San Dimas to Pasadena will take approximately 27 minutes and 56 minutes for downtown Los Angeles.

## OUR GOVERNMENT

San Dimas is a "general law" city. General Law cities operate under the basic laws established by California's Codes for cities and its own resolutions and ordinances. San Dimas citizens receive a full range of services through the combined efforts of the City's four departments, Administrative Services, Community Development, Parks and Recreation, Public Works and the contract services of Los Angeles County which include police and fire protection, the construction and maintenance of highways, streets, and other infrastructures, and recreational activities and cultural events.

The City Council is comprised of a directly elected mayor and four elected council members. The city follows a Council/Manager form of local government, with a Council elected by the people and charged with the basic responsibility for governing the community and a City Manager appointed by the Council to manage the City organization.

On September 14, 2021 the City Council adopted Ordinance 1290 changing the date of the City's general municipal election from the first Tuesday after the first Monday in March of even-numbered years to the date of the Statewide Primary election in even-numbered years. On November 23, 2021 the City Council adopted Ordinance 1292 establishing a district-based election system for the members of City Council, providing for the election of four members of the City Council by Districts and the election of the Mayor city-wide, establishing the boundaries and identification number of each district, establishing the election order of each district (Map 131).

On June 2, 2026, voters will be electing a Mayor at-large and two members to the City Council, one each from Districts 2 and 4. The Mayor for a two-year term and Councilmembers representative of each of the two districts will all be elected for a four-year term.

Newly elected members of the City Council will take the oath of office and be seated, upon certification of the election results by the Los Angeles County Registrar-Recorder. The oath of office will be administered by the City Clerk and will be scheduled for the July 14, 2026 City Council meeting. In addition, the City Council shall also appoint one of its members to serve as Mayor Pro Tem for a term of one year at the July 14, 2026 meeting.

Members of the City Council also serve as the Board of the City's Successor Agency to the former San Dimas Redevelopment Agency, as the Board of the San Dimas Housing Authority, and Board of the San Dimas Public Facilities Financing Authority.

Regular meetings are scheduled for the second and fourth Tuesdays of each month at 7:00 p.m. in the Council Chamber at City Hall, with special meetings being held as necessary.

The salary for the Mayor and Council members is provided for in accordance with the provisions of city ordinances adopted by the City Council. Currently, Council members receive a salary of \$12,648.00 annually. The Mayor receives a salary of \$15,648.00 annually. Information regarding additional benefit packages available to members of the City Council will be provided to the successful candidates as part of the onboarding process.

The Mayor and Council Members may serve on various standing or ad hoc committees, and County or inter-jurisdictional agencies.

Elected officials are also required to comply with state ethics laws, conflict of interest regulations and disclosure, and all requirements related to open meeting or “Brown Act” laws. Training and information is available to newly elected officials in a variety of forms.

## Candidate Information - General

### Eligibility

In order to be eligible to hold office as a member of the Council, a person must be a U.S. citizen, 18 years of age on or before Election Day, and a registered voter of the district for which they are running at the time nomination papers are issued and shall continue to reside in the district for which they are elected during the term office (G.C. § 34882, 34904, 36502) A person is disqualified from holding office upon conviction of designated crimes as specified in the California Constitution and laws of California (G.C. § 1021). Persons residing in the unincorporated area of San Dimas are not eligible to run for city office. The City Clerk will verify voter registration and residency at the time papers are issued. Government Code section 1099 contains the provisions prohibiting the holding of incompatible, multiple offices. Questions regarding incompatible offices should be directed to the City Clerk. A person may continue to sit on a City Commission during the time he or she is a candidate for office.

### Nomination Period

A June 2, 2026 General Municipal Election Calendar can be found on page 2 of this guide. This calendar lists critical dates throughout the election period. **The nomination period opens at 7:30 a.m. on Monday, February 9, 2026 and closes at 4:30 p.m. on Friday, March 6, 2026.** The candidate must complete and return all required nomination documents by the filing deadline. All nomination papers must be obtained from the City Clerk.

An appointment is needed to take out and/or file nomination papers. **A 24 hours-notice** will help to ensure that the City Clerk's office is able to accommodate all candidates, contact the City Clerk at [cityclerk@sandimasca.gov](mailto:cityclerk@sandimasca.gov) (909)394-6216. In person appointments will be scheduled Monday through Friday with the first appointment available at 8:30 a.m. and the last appointment at 4:00 p.m.

A candidate should allow a minimum of 60 minutes for review and receipt of the candidate's nomination documents. If someone other than the candidate is delegated to pick up the nomination documents, the representative must provide the City Clerk with a letter of authorization signed by the candidate. While there is no prohibition against a person other than the candidate returning the nomination documents, the oath, which is part of the declaration form, must be administered by the City Clerk. To avoid any misunderstanding as to the instructions for completing the nomination documents and to ensure that all documents filed are complete and in compliance with all requirements, the City Clerk strongly encourages all candidates to pick up and return their own nomination documents.

**The verification of signatures gathered on the Nomination Paper will be handled by the Los Angeles County Registrar-Recorder's Office, Signature Verification Section. This could take 24-48 hours, so it is imperative that nomination papers are returned as soon as possible. This will allow time to gather additional signatures if necessary to qualify.**

*Candidates are encouraged to obtain and file nomination documents early in the process so that the City Clerk has the opportunity to review them with the candidate and to give the candidate an opportunity to correct any errors or omissions.* The nomination paper and all other required nomination documents **must be filed at the same time.** All information contained in the nomination documents, other than contact information, is kept confidential until the close of the nomination period at which time all information is made public.

If an incumbent fails to submit his or her nomination paperwork by the deadline or fails to qualify to run for office by the deadline, the nomination period is extended until 5:30 p.m. on Wednesday, March 11, 2026 for all candidates, **with the exception of incumbents** for that particular office only. This extension is not applicable when there is no incumbent eligible to be elected. A candidate may withdraw his or her nomination documents and remove his or her name from the ballot up until the close of the nomination period.

## **Fees**

The City of San Dimas does not collect a filing fee to run for office. However, if a candidate decides to have candidate statement appear in the sample ballot, they are required to pay the printing and translation costs.

A candidate may choose to submit a candidate statement of 200 words or less, providing a description of the candidate's education and qualifications. This statement will be published in the voter pamphlet that is mailed to each registered voter in the City. Per Council Resolution 2026-04, if the candidate desires to include a candidate statement as part of his or her nomination papers, the candidate must pay the estimated cost of publishing this statement at the time all nomination papers are filed with the City Clerk.

The candidate at the time of filing his or her candidate statement is required to pay the estimated cost of printing, handling, and mailing of the candidate statement of qualifications in English and Spanish in the amount as follows:

- Mayoral candidates - \$1,000.00
- District 2 Council Member Candidates - \$1,000.00
- District 4 Council Member Candidates - \$1,000.00

The amounts above are an estimate of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the City Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expenses or refund any excess paid depending on the final actual cost. In the event of underpayment, the City Clerk will require the candidate to pay the balance of the cost incurred. In the event of an overpayment, the City Clerk shall prorate the excess amount among the candidates and refund the excess amount paid within thirty days of receipt of invoice billing from the Los Angeles Registrar Recorder County Clerk.

## **City Manager - Candidate Orientation**

The City Manager will host a candidate orientation with Department Directors on a date to be determined. The purpose of this orientation is to introduce candidates to staff members, to provide an overview of the city, and to answer any questions the candidates may have regarding city operations and programs. Further information will follow.

## **Random Alpha Draw for Ballot Order**

The Secretary of State will perform a random alpha draw on March 12, 2026 which will determine the order that candidates' names will appear on the ballot. (*EC 13112*) The City Clerk will notify candidates as soon as the information is available.

## **Voter/Precinct Information Data and Precinct Maps**

Voter registration data and precinct maps are available from the [Los Angeles County Registrar of Voters](#), 12400 Imperial Highway, Norwalk, CA 90650.

## **Campaign Literature and Political Ads**

The City Clerk is required to provide each candidate, at the time of filing the declaration of candidate, a copy of the Mass Mailing Requirements (*GC 84305*). A mass mailing is defined as "over 200 substantially similar pieces of mail, but does not include a form letter or other mail which is sent in response to an unsolicited request, letter, or other inquiry. No newsletter or other mass mailing shall be sent at public expense. Candidates and their campaign committees should review and comply with the mass mailing requirements provided to you by the City Clerk.

In addition, any paid political advertisement that refers to an election or to a candidate for state or local elective office and that is contained or distributed with a newspaper shall bear on each surface or page, in type of lettering at least half as large as the type or lettering of the advertisement or in 10-point roman type, whichever is larger, the words "Paid Political Advertisement." The words shall be set apart from any other printed matter. As used in this section "Paid Political Advertisement" shall mean and shall be limited to published statements paid for by advertisers for purposes of supporting or defeating any person who has filed for an elective state or local office. *(EC 20008)*

Candidates may not use all or any part of the city's symbols, logo or related graphic materials on election signs, photographs or in any election material or mailings.

### **Political Signs**

The placement of political signs is subject to regulation by the state, county, city and utility agencies.

Political signs may not be placed on any private property (residential, commercial or industrial) without the permission of the owner. [\*\(SDMC 18.152.200\)\*](#)

The [San Dimas Municipal Code Chapter 18.152](#) regulates the placement of temporary political signs within the City limits. All political signs shall be removed within 10 days after the election. The City has the right to immediately remove all signs which violate the City code and obstruct visibility on City streets or which constitute a traffic hazard.

Signs posted in the unincorporated areas of Los Angeles County must comply with the requirements set forth under the County's Sign Ordinance.

The California Department of Transportation has strict procedures for the allowance of temporary political signs on the state right-of-way. Signs are prohibited within the right-of-way of any public road, highway, or adjacent to a landscaped freeway. Signs placed near highways are subject to regulation under the State Outdoor Advertising Act.

### **Public Review of Information**

At the time the candidate takes out nomination papers, the candidate will be asked to complete a Public Review Information Sheet which will include the name of the candidate, address, phone number, email address, and elective office being sought. Certain contact information designated by the candidate on the form will be made available to the public. Information on the date nomination papers and other candidate documents were obtained and filed will be posted daily during the nomination period as activity occurs.

### **City of San Dimas Website**

The City Clerk will post election information to the City's [Election page](#) as it becomes available. A listing of the official candidates and other public information regarding the candidates will be posted after the close of the nomination period.

### **Electioneering near Polling Place**

Candidates and their supporters must comply with Elections Code section 18370 when observing the voting process at the polling places on Election Day. No person may engage in "electioneering" or other election-related conduct within 100 feet of a polling place, which is defined as 100 feet from the room or rooms in which voters are signing the roster and casting ballots. Electioneering includes, but is not limited to, circulating petitions; soliciting a vote or speaking to a voter on the subject of marking his or her ballot; and displaying messages suggesting support or opposition of a candidate or a measure on signs, badges, buttons, clothes, etc. Any person who violates the prohibition on electioneering is guilty of a misdemeanor.

## **Election Results**

Real time election results, starting at 8:01 p.m. on June 2, 2026, may be obtained by logging on to [www.sandimasca.gov](http://www.sandimasca.gov) or the Los Angeles Registrar Recorder County Clerk website at <https://www.lavote.gov/home/voting-elections>

The Registrar of Voters has 30 days to certify the results of the election. This certification will be provided to the City Clerk, who in turn, will prepare a certification of election results to the City Council at the first City Council meeting following the certification (tentatively July 14, 2026). The newly elected or re-elected Mayor and members of the City Council from Districts 2 and 4 will take the oath of office and be seated at this meeting.

## **Contact Information**

Any questions related to the nomination process should be referred directly to Debra Black, City Clerk. She can be contacted via e-mail at [cityclerk@sandimasca.gov](mailto:cityclerk@sandimasca.gov) and by phone (909) 394-6216. Email is preferred to communicate with the City Clerk as it provides a documented record of the communication.

For other resources and information, you may wish to contact the following:

### Los Angeles County Registrar of Voters

12400 Imperial Highway

Norwalk, CA 90650

Web: <https://www.lavote.gov/home/voting-elections>

Phone: 800-815-2666

### Secretary of State Elections Division

1500 11<sup>th</sup> Street, Room 495, Sacramento, CA 95814

Phone: Elections Division: (916) 657-2166; Political Reform Division: (916) 653-6224

Web: <https://www.sos.ca.gov/>

E-mail: Elections – <https://www.sos.ca.gov/elections/contact/email-elections-division>

Political Reform – [prd@sos.ca.gov](mailto:prd@sos.ca.gov)

### Fair Political Practices Commission

1102 Q Street, #3000, Sacramento, CA

95811 Web: [www.fppc.ca.gov](http://www.fppc.ca.gov)

Technical or Legal Assistance: Phone: (866) 275-3772 or (916) 322-5660

Enforcement Division: Phone (800) 561-1861

### State Franchise Tax Board

Phones: (800) 852-5711 or (800) 338-0505

Web: [www.ftb.ca.gov](http://www.ftb.ca.gov)

### Other Helpful Websites:

Internal Revenue Service

<https://www.irs.gov/>

Federal Elections Commission

[www.fec.gov](http://www.fec.gov)

California Law

[www.leginfo.ca.gov](http://www.leginfo.ca.gov)

# NOMINATION DOCUMENTS AND INSTRUCTIONS

## OFFICIAL FILING REQUIREMENTS

Below is a list of forms and documents that will be provided at the time the official Nomination Forms are issued. The list indicates which forms are optional and which are required to be filed. With the exception of Form 501, all required forms and any optional forms you decide to file, must be submitted at the same time.

FORM#	REQUIRED	OPTIONAL	FORM
1	✓		Nomination Paper
2	✓		Ballot Designation Worksheet
3	✓		Declaration of Candidacy
4	✓		Form 700 Statement of Economic Interests
5		✓	Candidate's Statement of Qualifications
6		✓	Code of Fair Campaign Practices
7		✓	Candidate Biographical Information Form
8	✓		Form 501 Candidate Intention Statement (may have been filed prior to filing paperwork)
9		✓	Release of Personal Information Form

## ***Instructions for Completion of Nomination Documents***

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### **A. NOMINATION PAPERS CHECKLIST – *(Required)***

The City Clerk will review the nomination documents with the candidate and provide the candidate with a checklist of documents, indicating which documents must be returned by the end of the nomination period. The candidate will be asked to sign the checklist, as acknowledgement that he/she has received all applicable documents. A copy of the signed checklist will be given to the candidate.

### **B. CANDIDATE INFORMATION GUIDE**

The City Clerk will provide each candidate with a copy of the San Dimas Candidate Information Guide. This guide provides valuable information to assist the candidate in completing the nomination documents as well as general information to assist the candidate throughout the election season. A copy of the Los Angeles County Candidate Handbook and Resource Guide will also be provided.

### **C. CANDIDATE RELEASE OF INFORMATION FOR PUBLIC REVIEW – *(Required)***

At the time the candidate takes out nomination documents, the candidate will be asked to complete a form which will include the name of the candidate, address, contact phone numbers, and e-mail address. This information will be made available to anyone interested, along with information on the date nomination documents were taken out and when they are returned.

### **D. PERMISSION TO POST CANDIDATE HOME INFORMATION TO WEB – *(Required)***

Candidate related information will be posted to the [City's Election](#) page after the close of the nomination period. Government Code section 7928.205 requires written approval be obtained prior to the posting of a home address or phone number of elected or appointed officials. The candidate should indicate on this form, whether or not, he or she authorizes the posting of a home address and home phone number to the web.

### **E. QUESTIONS AND INFORMATION**

Contact **Debra Black**, City Clerk, via e-mail at [cityclerk@sandimasca.gov](mailto:cityclerk@sandimasca.gov) or by phone (909) 394-6216.

## AFFIDAVIT OF NOMINEE AND OATH OR AFFIRMATION OF ALLEGIANCE - **REQUIRED AT FILING**

*Sections 10223 10226 - Elections Code*

**Affidavit of the Nominee:** This section is a declaration stating that the candidate will accept the nomination and the office in the event of their election. In addition, the candidate must state their ballot designation. This section should be left blank and should be completed in the presence of the City Clerk at the time the nomination documents are filed. The affidavit section includes the name of the nominee, the office sought, the candidate's name and designation (occupation) as it will appear on the official ballot and in the voter pamphlet, and the oath of allegiance. Note: Please refer to Ballot Designation Worksheet Section.

**Oath of Candidate:** *This portion must be completed in the presence of the City Clerk* at the time the candidate files their Nomination Paper. The oath will be administered by the City Clerk and signed by the candidate in front of the City Clerk at the time the filing is complete. The candidate must sign and date the affidavit. *(EC 10223, 10226)* **Do not sign it prior to that time.**

<b>OFFICIAL FILING FORM</b>
<p>Attest: _____  City Clerk</p> <p>Date: _____</p>

**AFFIDAVIT OF NOMINEE AND OATH  
OR AFFIRMATION OF ALLEGIANCE**

(Elections Code §§ 20, 200, 10223, 10226  
CA Constitution Article xx, Section 3)

I, \_\_\_\_\_  
hereby declare myself a candidate for nomination to the office of \_\_\_\_\_

To be voted for at the STATEWIDE DIRECT PRIMARY ELECTIONS to be held on JUNE 2, 2026.

I request my name and ballot designation to appear on the ballot as follows:

Print Your Name for Use on the Ballot	Candidate initials below if NO ballot designation is preferred: <div style="border: 1px solid black; width: 100%; height: 20px;"></div>
Print Ballot Designation Requested	

Print your principal profession, vocation or occupation in 3 words or less. If you hold an elective office, you may use the elective office title or use the word "Incumbent". See written instructions provided for restrictions and examples.

**IMPORTANT NOTE:** A ballot designation is optional. If one is requested, a completed **BALLOT DESIGNATION WORKSHEET** must be submitted. If no ballot designation is requested, write "NONE" and initial in the box. (Elections Code §§ 13107, 13107.3)

Mailing Address: _____	Apt or Unit #: _____
City: _____	State: _____ Zip Code: _____
Residence Address (Required): _____	Apt or Unit #: _____
City: _____	State: _____ Zip Code: _____
Business Address: _____	Apt or Unit #: _____
City: _____	State: _____ Zip Code: _____
Telephone Numbers: Day ( ) _____	Evening ( ) _____ Fax ( ) _____
Email: _____	Website: _____

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter."

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed by me in \_\_\_\_\_, California, on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_.

\_\_\_\_\_  
Signature of Candidate

CAN\_ANO 6/2025

## NOMINATION PAPER – OFFICIAL FILING FORM – **REQUIRED AT FILING**

*Sections 10220, 10221, 10222 – Elections Code*

**Issuing Nomination Paper:** The nomination period opens at 7:30 a.m. on **Monday, February 9, 2026**. The Nomination Papers shall be taken out and filed with the City Clerk. This form is important and should be handled **very** carefully. It is recommended that candidates file as far in advance as possible of the deadline so that any deficiency in the papers may be found and cleared in time to qualify.

An appointment to take out and/or file nomination papers is **required with 24 hours-notice** by contacting the City Clerk at [cityclerk@sandimasca.gov](mailto:cityclerk@sandimasca.gov). In person appointments will be scheduled Monday through Friday with the first appointment available at 8:30 a.m. and the last appointment at 4:00 p.m. Double booking of appointments is not allowed.

The City Clerk will affix her signature and imprint the date to the nomination paper at the time it is issued and will type or print the name of the candidate and office sought on the nomination paper.

The signatures of registered voters shall be appended on the same sheet of paper. Once a nomination paper is filed, the paper may not be returned to the candidate to obtain additional signatures. If the candidate fails to obtain enough valid signatures, the City Clerk will issue one Supplemental Nomination Paper on which the candidate may collect additional signatures. The supplemental nomination paper shall be filed no later than the last day for filing the nomination paper. (*EC 10220, 10221 and 10227*)

The **first step** to consider in completing your petition is to decide if you will personally be the circulator or if someone will circulate it for you. Remember, whoever circulates the petition must personally witness each person's signature. Also, if you have someone else circulate the petition for you, he/she must be 18 years of age or older and must complete the "Affidavit of Circulator". If the candidate chooses to personally be the circulator, the "Affidavit of Circulator" portion must be completed in the presence of the City Clerk at the time the candidate files their Nomination Paper. **Do not sign it prior to that time.**

The **second step** is to obtain the signatures. You will notice that the petition has 30 spaces for signatures. Although only 20 signatures are required, it is advisable to obtain 30. This will give you 10 extra signatures in case some of the first 20 signatures do not qualify. **Signatures qualify if they are registered voters of the geographical area making up the City of San Dimas District in which you are qualified to run for office.** Signatures and the residence address must match the information on the voter's registration card or affidavit on file at the Los Angeles County Registrar of Voters Office. Please do not use ditto marks. Ensure names and addresses are written legibly. The City Clerk will do a preliminary check of signatures followed by verification by the Los Angeles County Registrar of Voters Office and if a name or address is not legible, verification may not be possible. No voter may sign more than one (1) nomination paper for a Council District or Mayor.

### **Signatures; Verifications; Residence Address**

*Section 105 - Elections Code*

For purposes of verifying signatures on any Nomination Paper, the Elections Official shall determine that the residence address on the petition is the same as the residence address on the affidavit of registration. If the addresses are different, the affected signature shall not be counted as valid.

**The candidate should try to obtain the required number of signatures as soon as possible in order for the nomination paper to be filed and examined for sufficiency well before the filing deadline. Once a nomination paper is filed with the City Clerk, it may not be returned to the candidate to obtain additional signatures.** If the nomination paper is determined to be insufficient or the candidate fails to obtain the correct number of valid signatures, the City Clerk shall retain the original nomination paper, provide a copy of the nomination paper to the candidate with an indication as to which signatures are valid, and issue one supplemental nomination paper to the candidate on which the candidate may collect additional signatures. The supplemental nomination paper shall be filed not later than the last day for filing for that office. (*EC 10221*)

**Declaration of Circulator:** This section must be completed by hand and signed by the circulator. The candidate may be the circulator. Only one person may circulate the nomination paper. The City Clerk will verify the signatures on the Nomination Petition at submittal, the Registrar of Voters will act as the secondary verification in cases where the City Clerk is not able to make a determination. This may hold up the certification of signatories. *(EC 104, 10220, 10222)* **This is a vital component for early submission of nomination documents.**

Please refer to the next page for a Sample Form.

Page \_\_\_\_ of \_\_\_\_

**FOR OFFICE USE ONLY**

---

**FOR CHECKERS**

TOTAL OK \_\_\_\_\_

TOTAL X \_\_\_\_\_

GRAND TOTAL \_\_\_\_\_

---

DATE \_\_\_\_\_ CHECKED BY \_\_\_\_\_

# Nomination Paper

Non Partisan Offices  
(Elections Code Sections 10220.5, 10222, 10226 and 17100)

**OFFICIAL FILING FORM**

City Clerk or Deputy City Clerk

Date: \_\_\_\_\_

I, the undersigned signer for \_\_\_\_\_, candidate  
Name of Candidate  
 for the \_\_\_\_\_ nomination/election to the office of \_\_\_\_\_

Full Term, or  Unexpired term ending \_\_\_\_\_, to be voted for at the

STATEWIDE DIRECT PRIMARY ELECTIONS to be held on June 2, 2026 hereby assert as follows:

I am a resident of \_\_\_\_\_ in \_\_\_\_\_ County and  
 registered to vote at the address shown on this paper.

I am not at this time a signer of any other nomination paper of any other candidate for the above-named office, or in case there are several places to be filled in the above-named office, I have not signed more nomination papers than there are places to be filled in the above-named office.

My residence is correctly set forth after my signature hereto:

Signer must personally affix his/her own printed name, signature and residence address.

PRECINCT <small>(To be entered by Elections Official)</small>	NAME (AS REGISTERED)	RESIDENCE ADDRESS (AS REGISTERED - NO P.O. BOX) WITH CITY & ZIP	Verification <small>(To be entered by Elections Official)</small>
	Print <u>Mary Smith</u> Sign <u>Mary Smith</u>	100 N. Main St. L.A. 90012	
	1 Print _____ Sign _____		
	2 Print _____ Sign _____		
	3 Print _____ Sign _____		
	4 Print _____ Sign _____		
	5 Print _____ Sign _____		

**Please Complete Affidavit of Circulator on Reverse Side**

NPP 06/2025



## BALLOT DESIGNATION WORKSHEET – REQUIRED AT FILING

### *Section 13107 - Elections Code*

The **Ballot Designation Worksheet** is the word or group of words that will appear on the ballot under the candidate's name, designating the principal profession, vocation, or occupation of the candidate. It must be completed or it will not be accepted and you will not be entitled to a ballot designation. This worksheet corresponds with the Affidavit of the Nominee on the Declaration of Candidacy. The City Clerk, as Elections Official, follows the Secretary of State Ballot Designation Regulations set forth in the California Administrative Code, Chapter 7 (commencing with section 20710) and Elections Code 13107. In the event the candidate fails to file a Ballot Designation Worksheet, no designation shall appear under the candidate's name on the ballot.

### **Ballot Designations**

On the ballot immediately under the name of each candidate, and not separated from the name by any line, may appear, at the option of the candidate, only one of the following designations:

1. Words designating the elective city, county, district, state, or federal office which the candidate holds at the time of filing the nomination documents to which they were elected by vote of the people.
2. The word "incumbent" if the candidate is a candidate for the same office which they hold at the time of filing the nomination papers and was elected to that office by a vote of the people.
3. No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.
4. The phrase "appointed incumbent" if the candidate holds an office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In either instance, the candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed." However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to Sections 5326 and 5328 of the Education Code or Section 7228, 7423, 7673, 10229, or 10515 of this code.

### **Unacceptable Ballot Designations**

No election official shall accept a designation which:

1. It would mislead the voter.
2. It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
3. It abbreviates the word "retired" or places it following any word or words which it modifies.
4. It uses a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of the word "retired."
5. It uses the name of any political party, whether or not it has qualified for the ballot.
6. It uses a word or words referring to a racial, religious, or ethnic group.
7. It refers to any activity prohibited by law.

## BALLOT DESIGNATION WORKSHEET CONTINUED

If, upon checking the nomination documents and the ballot designation worksheet, the elections official finds the designation to be in violation of any of the restrictions set forth in this section, the elections official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address provided on the candidate's ballot designation worksheet. The candidate shall, within three days, excluding Saturday, Sunday, and state holidays, from the date he or she receives notice by registered or certified mail, or from the date the candidate receives actual notice of the violation, whichever occurs first, appear before the elections official and provide a designation that complies with this section.

In the event the candidate fails to provide an alternate designation, within the three-day period specified, a designation shall not appear after the candidate's name.

No designation given by a candidate shall be changed by the candidate after the final date for filing Nomination Papers except as specifically requested by the election official under circumstances heretofore set forth.

A Ballot Designation Sample Form can be found on the next page. (front page)



California Secretary of State  
BALLOT DESIGNATION WORKSHEET

June 2, 2025, Statewide Direct Primary Election (Elections Code §§ 13107, 13107.3, 13107.5; California Code of Regulations § 20711)

This entire form must be completed, or it will not be accepted, and you will not be entitled to a ballot designation. DO NOT LEAVE ANY RESPONSE SPACES BLANK. If information requested is not applicable, please write "N/A" in the space provided, otherwise the information MUST be provided. UPON FILING, THIS WORKSHEET WILL BE A PUBLIC DOCUMENT.

Candidate Information	1	Candidate Name:	_____		
		Office:	_____	Email:	_____
		Home Address:	_____		
		Mailing Address:	_____		
		Business Address:	_____		
		Phone Number(s):	_____	Home/Mobile:	_____

Attorney or Other Authorized Person Information	2	Attorney Name (or other person authorized to act on your behalf):	_____				
		Address:	_____				
		Phone Number(s):	_____	Mobile:	_____	Fax:	_____
		Business:	_____	Mobile:	_____	Fax:	_____

You may select as your ballot designation one of the following designations:

- (a) Your current principal profession(s), vocation(s), or occupation(s) [maximum total of three words, separated by a slash ("/)].
- (b) The full title of the public office you currently occupy and to which you were elected.
- (c) "Appointed [full title of public office]" if you currently serve by appointment in an elective public office and are seeking election to the same office or to some other office.
- (d) "Incumbent" if you were elected (or, if you are a Superior Court Judge, you are a candidate for the same office that you hold) to your current public office and seek election to the same office.
- (e) "Appointed Incumbent" if you were appointed to your current elective public office and seek election to the same office.

Proposed Ballot Designation(s)	3	Proposed Ballot Designation(s):	_____		
		Alternate Ballot Designation(s) 1:	_____		
		Alternate Ballot Designation(s) 2:	_____		

If your proposed ballot designation is pursuant to Elections Code § 13107(a)(3):

The professions, vocations or occupations relied upon to support my proposed ballot designation(s) constitute my primary, main or leading professions, vocations or occupations. Initial \_\_\_\_\_

Translation of Proposed Designation: Gender specific translations will default to the masculine form for uniformity in translation unless you specify otherwise: ( ) Masculine ( ) Feminine

In the spaces provided on the next page(s):

- (a) Describe why you believe you are entitled to use the proposed ballot designation.
- (b) If your proposed ballot designation contains one or more slashes ("/) separating words in your ballot designation for separate principal profession(s), vocation(s), or occupation(s) (collectively known as "PVOs"), complete a justification section for each separate PVO.
- (c) Attach any documents or exhibits that you believe support your proposed ballot designation. (Note: It is not necessary to provide copies of Certificates of Election if you are currently a seated member for a voter-nominated office).
- (d) If using the title of an elective office, attach a copy of your certificate of election or appointment.
- (e) Any supporting documents will not be returned to you. Do not submit originals.

It is your responsibility to justify your proposed ballot designation and to provide all requested details.



## CANDIDATE'S STATEMENT OF QUALIFICATIONS - **OPTIONAL**

### *Section 13307-13312- Elections Code*

Each candidate may file a Candidate's Statement of Qualifications of no more than 200 words. The Statement will be printed in the Voter's Pamphlet and distributed to all registered voters with the sample ballot prior to the election. Statements must be filed at the same time the Nomination Paper is filed. **This Statement may be withdrawn, but not changed**, on or before 5:00 p.m. on the next working day after the close of the nomination period. The Statement may include the name, age, and occupation of the candidate and a description of the candidate's education and qualifications. You are requested to type your statement on a sheet of paper.

### **Format of Statement of Qualifications**

All statements should be typewritten in upper and lower case, with paragraphs clearly indicated. Your name, age and occupation are not included in the word count. If you leave your age or occupation blank, it will not be printed (we will not contact you to determine whether this was intentional). Your occupation is not subject to the same restrictions that apply to your ballot designation; however, reason must apply and occupations exceeding one line will be shortened. Statements are printed in BLOCK PARAGRAPH STYLE with spacing between paragraphs (no indentations). Words in all capitals, indentations, italics, underlines, stars, dots, etc., are prohibited. Lists and enumerations will be wrapped as a single paragraph. Multiple single sentence paragraphs that do not fit in the space allotted will be wrapped.

Please note that this office will not be responsible for the accurate printing of any statement which must be reconfigured to comply with these guidelines. Although we prefer that the statement be submitted on our form, we do accept statements that are typewritten (or computer generated) and attached to our form. However, it is extremely important that all pertinent information be included. We will not attempt to clarify information that is missing and/or unclear due to the attachment of your own form. We suggest you to email your statement to the City Clerk on the same day that you are filing their paperwork so it may be sent to the Register of Voters on your behalf.

### **Word Count Standard for Candidate's Statement**

#### *Section 9 - Elections Code*

1. Punctuation is not counted.
2. Each word shall be counted as one word except as specified in this section.
3. All proper nouns/geographical names shall be considered as one word; for example, County of Los Angeles or City of San Dimas = 1 word.
4. Each abbreviation of a word, phrase, or expression shall be counted as one word i.e. U.S.A..
5. Hyphenated words that appear in any generally available standard reference dictionary published in the United States shall be counted as one word. Each part of all other hyphenated words shall be counted as a separate word.
6. Dates shall be counted as one word
7. Digital numbers shall be counted as one word (e.g., 100). Numbers which are written out are counted as one word each (e.g., "one" shall be counted as one word and "one hundred" shall be counted as two words).
8. Telephone numbers shall be counted as one word.
9. Internet web site addresses shall be counted as one word.

### **Word Count Standard for Candidate's Statement Continued**

Statements must be typewritten in upper and lower case, with paragraphs clearly marked. Statements must be submitted on the appropriate form; however, statements may be prepared on a word processor and attached to the form, providing no pertinent information is covered by the attachment. Statements submitted in a format other than block paragraph will be reformatted as illustrated above. If age and/or occupation are left blank, none will be printed. Occupation is not restricted by ballot designation limitations; however, occupations exceeding one line will be shortened. Statement Must be Written in the First Person (e.g., "I am running..." not "Jane Doe is running..." or "He is running...").

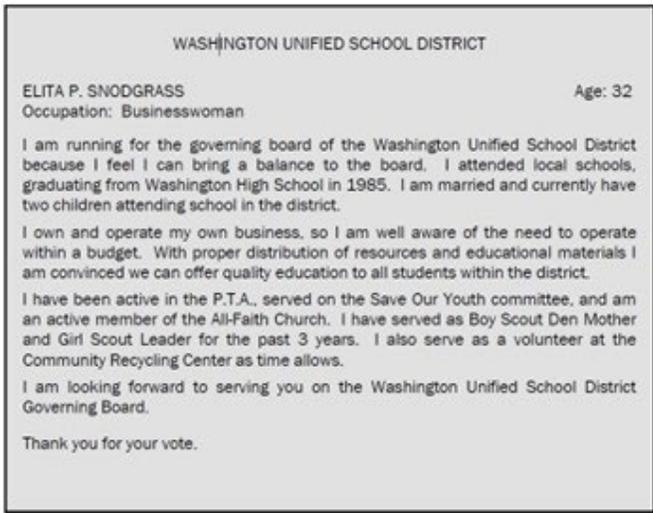
# CANDIDATE'S STATEMENT OF QUALIFICATIONS CONTINUED

Please proofread your statement. This office will not be responsible for the accurate printing of any re-formatted statement or handwritten statement, nor will it correct any misspellings or errors in grammar or punctuation.

Special formatting using ALL CAPITALS, italics, underlines, boldface type, \*\*\*stars\*\*\*,!!!, dots..., etc., are prohibited.

*This is a sample of a Candidate's Statement of qualifications, as it will appear in the Voter's Information Pamphlet.*

*The word count begins after the heading "Occupation"*



### Cost of Statements of Qualifications

The statement is optional and is printed at the expense of the candidate. The candidate at the time of filing his or her candidate statement is required to pay the estimated cost of printing, handling, and mailing of the candidate statement of qualifications in English and Spanish in the amount as follows:

- Mayoral candidates - \$1,000.00
- District 2 councilmember candidates - \$1,000.00
- District 4 councilmember candidates - \$1,000.00

Elections Code Section 13311 makes the Candidate's Statement confidential until the close of nominations. The purpose of confidentiality is to prevent candidates from writing what amounts to a rebuttal. The City Clerk will not release the statement to the media until the expiration of the filing deadline. Pursuant to Elections Code 13313, Candidate Statements of Qualifications will be available for public examination for a period of 10 (ten) calendar days immediately following the close of the nomination period.

The above estimated payments are just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the City Clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expenses or refund any excess paid depending on the final actual cost. In the event of underpayment, the City Clerk may require the candidate to pay the balance of the cost incurred. In the event of an overpayment, the City Clerk shall prorate the excess amount among the candidates and refund the excess amount paid within thirty days of receipt of a final invoice from the Los Angeles Registrar Recorder County Clerk.

If a candidate alleges to be indigent and unable to pay the fee for submitting a candidate statement, the candidate will be required to submit a Statement of Financial Worth to the City Clerk to be used in determining whether or not he or she is eligible to submit a candidate statement without payment of the fee in advance (*EC 13309*).

See the next several pages for important additional information to be used in completing your Candidate Statement including a blank Candidate's Statement of Qualifications and Requirements for Preparing Candidate's Statement of Qualifications.

## NOTICE TO PERSONS SUBMITTING CANDIDATE STATEMENTS

### CANDIDATE STATEMENTS LIMITED TO CANDIDATE'S OWN QUALIFICATIONS

**This applies to all candidates.**

The California Elections Code and case law prohibit **CANDIDATES** from making any reference to another candidate or to another candidate's qualification, character or activities. If the **COUNTY ELECTIONS OFFICIAL** discovers improper content in a candidate statement, the **COUNTY ELECTIONS OFFICIAL** will notify the candidate and give the individual an opportunity to correct the improper language in the candidate statement. If the candidate refuses to correct the improper language, the **COUNTY ELECTIONS OFFICIAL**, as well as any other voter, may bring legal action against the candidate to correct the statement. The prevailing party may also be entitled to obtain attorney's fees for bringing the action.

The **COUNTY ELECTIONS OFFICIAL** will not accept language in a candidate statement that in any way makes reference to other candidates or to another candidate's qualifications, character, or activities pursuant to California Elections Code Section 13308. For these candidates, the **COUNTY ELECTIONS OFFICIAL** will remove the improper language from the statement and not allow it to be printed. The candidate will be notified of the improper language and its removal from the statement.

All prospective candidates may want to refer to California Elections Code Sections 13307, 13307.5, 13308, 13311, 13313, and 13314, as well as the California Court of Appeal ruling in *Dean v. Superior Court*, (1998 4th Dist.) 62 Cal. App. 4th 638. However, this list is not exhaustive and candidates are solely responsible for preparation and submittal of candidate's statements that are in conformance with the law. A copy of the above described Election Code Sections and the *Dean* decision are available from our office at no cost.

NTP 9/03



**CANDIDATE STATEMENT FORM - NONPARTISAN OFFICES**  
**(Elections Code Sections 13307, 13308, 13311, and 13313)**  
**READ INFORMATION ON BACK OF FORM BEFORE SUBMITTING STATEMENT**

Page 1 of 2

STATEMENT OF:

CANDIDATE FOR:

ELECTION DATE:

AGE:

OCCUPATION:

**[BEGIN STATEMENT HERE (1 COLUMN)]**

**FORMATTING INSTRUCTIONS:**

Please type your statement in the first column using upper- and lower-case letters. The statement text will be typeset using font style Times New Roman, size 11-point or a comparable size and style determined by system requirements. We recommend you use Times new Roman, 11-point font when submitting your statement even though it will later be formatted to fit the system requirements.

Candidate statements that are within the word limit but do not fit in the allowed column space provided will be charged double or more, depending on how many columns are used to print the statement, or the second column space will be populated with the next candidate statement by another Candidate in the Official Sample Ballot Booklet.

The format and style of the candidate statement are in a column width (newspaper) style, and the estimated cost of the candidate statement is derived from per column use.

**NOTE:** Spanish may be longer than the English version, so the statement may continue over into the second column for an estimated cost of two (2) columns. For more information, please contact the Election Planning Section at [electionplanning@rrcc.inyo.gov](mailto:electionplanning@rrcc.inyo.gov).

**PLEASE CONSIDER THIS INFORMATION BEFORE PURCHASING A CANDIDATE STATEMENT.**

The Registrar-Recorder/County Clerk makes every effort to mail Sample Ballots/Candidate Statements as early as possible during the voting period and prior to the voters' receipt of their Vote By Mail ballots. However, this is not always possible due to the volume of material and the complexity of coordinating mail distribution. For mailing timelines and more information, refer to Section 1, Chapter 3 of the Candidate Handbook and Resource Guide.

Column 1

Column 2

**(Elections Code Sections 13307, 13308, 13311, and 13313)  
 READ INFORMATION ON BACK OF FORM BEFORE SUBMITTING STATEMENT**

**ESTIMATED COST**

The estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on number of voter registration, the length and/or format of the statement submitted, printing cost, and if it is published online only. Accordingly, the elections official is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense to or refund any excess paid depending on the final actual cost. In the event of underpayment, the elections official may require the candidate pay to the balance of the cost incurred. In the event of overpayment, the elections official shall prorate the excess amount among the candidates and refund the excess amount paid.

Pursuant to California law, the local agency has authorized a word maximum of  200 or  400, and requires that the estimated cost be paid by one of the following:

- In advance, by all candidates,                       District will pay for all candidate statements,  
 District will bill candidate after the election,       \_\_\_\_\_

The estimated cost of your printed English statement is \_\_\_\_\_  
 The estimated cost of your printed English & Spanish statement is \_\_\_\_\_  
 The estimated cost of an English Online Only Candidate Statement is \$279.60 (Please be advised that your candidate statement will only appear online and NOT in the Official Sample Ballot Booklet, if you select ONLINE ONLY (English)).  
 NOTE: Cost is estimated on a per column basis for the printing of the Official Sample Ballot Booklet and by a standard fee for English Online Only Candidate Statements. The estimated cost may double, triple, or quadruple depending on your language selection(s) and/or statement formatting.

**I have read, understood, and enclosed the provisions contained on this form that includes all pages, and read the Candidate Handbook and Resource Guide (see Chapter 3), and request that my statement as shown to be printed as indicated:**

- A. Please mark (X) one box:       English                       English & Spanish  
 B. Please mark (x) one box:       Print & Online               Online Only (English)

 \_\_\_\_\_                      \_\_\_\_\_  
 Signature of Candidate                      Date  
 ( )                      ( )  
 Phone Number (Daytime)              Phone Number (Evening)              Email Address

**DO NOT PRINT THIS STATEMENT IN THE EVENT**

\_\_\_\_\_ There is no opposition to this contest on the ballot.      \_\_\_\_\_ No other candidate for this contest files a statement.  
 INITIALS                      INITIALS

**OFFICE USE ONLY**

Verified filing of Declaration of Candidacy and/or Nomination Papers

\_\_\_\_\_                      \_\_\_\_\_  
 Date                      Election Official

Project No.		Candidate No.	
Total No. of Words:		Total No. of Enhanced Words:	
By Elections Official Deputy:			



# CODE OF FAIR CAMPAIGN PRACTICES - OPTIONAL

## Sections 20440 - Elections Code

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of California has a moral obligation to observe and uphold in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

The [Elections Code \(Section 20440\)](#) requires that City Clerks/Elections Officials provide a blank form of the code and a copy of Chapter 5 of Division 20. In endorsing this Code, you pledge to conduct your campaign in a fair and honest manner. Endorsement of the Code is voluntary and is not a requirement. If you choose to sign the Code, it will be on file in the City Clerk's Office and available for public inspection. Please see the next page for more information.



California Secretary of State  
**CODE OF FAIR CAMPAIGN PRACTICES**  
(Elections Code § 20440)

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of California has a moral obligation to observe and uphold in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- (1) I SHALL CONDUCT my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing without fear or favor the record and policies of my opponents or political parties that merit this criticism.
- (2) I SHALL NOT USE OR PERMIT the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or his or her personal or family life.
- (3) I SHALL NOT USE OR PERMIT any appeal to negative prejudice based on a candidate's actual or perceived race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age, sexual orientation, sex, including gender identity, or any other characteristic set forth in Section 12940 of the Government Code, or association with another person who has any of the actual or perceived characteristics set forth in Section 12940 of the Government Code.
- (4) I SHALL NOT USE OR PERMIT any dishonest or unethical practice that tends to corrupt or undermine our American system of free elections, or that hampers or prevents the full and free expression of the will of the voters including acts intended to hinder or prevent any eligible person from registering to vote, enrolling to vote, or voting.
- (5) I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees.
- (6) I SHALL IMMEDIATELY AND PUBLICLY REPUDIATE support deriving from any individual or group that resorts, on behalf of my candidacy or in opposition to that of my opponent, to the methods and tactics that I condemn. I shall accept responsibility to take firm action against any subordinate who violates any provision of this code or the laws governing elections.
- (7) I SHALL DEFEND AND UPHOLD the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of California or treasurer or chairperson of a committee making any independent expenditures, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office

Rev: 11/2021



## CANDIDATE BIOGRAPHICAL INFORMATION FORM - **OPTIONAL**

This optional form is to be completed at the candidate's discretion and will be kept on file in the City Clerk's Office. The information will be provided to the public and/or news media upon request. A copy is included with your Nomination Packet.

## RELEASE OF PERSONAL INFORMATION FORM - **OPTIONAL**

This optional form is to be completed at the candidate's discretion and will be kept on file in the City Clerk's Office. The information will be provided to the public and/or news media upon request. A copy is included with your Nomination Packet.

## FAIR POLITICAL PRACTICES COMMISSION FORMS – **REQUIRED AT FILING**

[Candidate Statement of Economic Interest \(Form 700\)](#) must be filed with the Nomination Papers.

[Candidate Intention Statement \(Form 501\)](#) must be filed before you solicit or receive any contributions or before you make expenditures from personal funds on behalf of your candidacy, and is not necessarily filed at same time as nomination papers.

For more information, refer to the Fair Political Practices Commission section on Page 43 of this guide.

# FAIR POLITICAL PRACTICES COMMISSION (FPPC)

**Fair Political Practices Commission**  
**Filing Schedule for**  
**Candidates and their Controlled Committees for Local Office**  
**Listed on the June 2, 2026 Ballot**

<i>Deadline</i>	<i>Period</i>	<i>Form</i>	<i>Notes</i>
<b>Feb 2, 2026</b> <i>Semi-Annual</i>	* – 12/31/25	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>• <b>460:</b> All committees must file this statement.</li> <li>• <b>470:</b> If a candidate raised or spent less than \$2,000 during 2025, file Form 470 (see below).</li> <li>• The January 31 deadline falls on a Saturday, so the deadline is extended to the next business day.</li> </ul>
<b>Within 24 Hours</b> <i>Election Cycle Reports</i>	3/4/26 – 6/2/26	<a href="#">497</a>	<ul style="list-style-type: none"> <li>• File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>• File if a contribution of \$1,000 or more in the aggregate is made to or in connection with another candidate or measure being voted on the June 2, 2026, ballot.</li> <li>• The recipient of a non-monetary contribution of \$1,000 or more in the aggregate must file a Form 497 within 48 hours of receiving the contribution.</li> <li>• File by personal delivery, e-mail, guaranteed overnight service, or fax. The committee may also file online if available.</li> </ul>
<b>Apr 23, 2026</b> <i>1<sup>st</sup> Pre-Election</i>	1/1/26 – 4/18/26	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>• Each candidate on the ballot must file Form 460 or Form 470 (see below).</li> </ul>
<b>May 21, 2026</b> <i>2<sup>nd</sup> Pre-Election</i>	4/19/26 – 5/16/26	<a href="#">460</a>	<ul style="list-style-type: none"> <li>• All committees must file this statement.</li> <li>• File by personal delivery or guaranteed overnight service. The committee may also file online if available.</li> </ul>
<b>Jul 31, 2026</b> <i>Semi-Annual</i>	5/17/26 – 6/30/26	<a href="#">460</a>	<ul style="list-style-type: none"> <li>• All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before June 30, 2026.</li> </ul>

**Additional Notes:**

- **\*Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Local Ordinance:** Always check whether additional local rules apply.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to a 24-hour/10-day Contribution Report (Form 497) due the weekend before the election, and this extension never applies to any 24-hour/10-day Independent Expenditure Report (Form 496). Such reports must be filed within 24 hours, regardless of the day of the week.
- **Method of Delivery:** Unless otherwise noted, all paper filings may be filed by first-class mail. A paper copy of a statement may not be required if a local agency requires online filing under a local ordinance.
- **Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.

## Fair Political Practices Commission

- **Form 460:** Candidates who have raised/spent \$2,000 or more file Form 460. The Form 410 (Statement of Organization) must also be filed once \$2,000 or more has been raised/spent.
- **Form 470 (2025):** Non-incumbent candidates who raised or spent less than \$2,000 during 2025 and did not have an open committee must file Form 470 by February 2, 2026.
- **Form 470 (2026):** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2026 and do not have an open committee may file Form 470 on or before April 23, 2026. If the candidate raises or spends \$2,000 or more later during the calendar year, a Form 470 Supplement and a Form 410 must be filed.
- **Independent Expenditures:** Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates or ballot measures also file:
  - **Form 496:** This form is due within 24 hours if made in the 90-day, 24-hour reporting period of the candidate's or measure's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected candidate or measure.
  - **Form 462:** This verification form must be e-mailed to the FPPC within 10 days.
- **After the Election:** Reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open. See [Campaign Disclosure Manual 2](#) for additional information.
- **Public Documents:** All statements and reports are public documents.
- **Resources:** Campaign manuals and other instructional materials are available on the [Campaign Rules](#) page. You can also visit [fppc.ca.gov/](http://fppc.ca.gov/) Learn > Campaign Rules. Refer to the FPPC video tutorial for candidates and treasurers for basic information for candidates and committees.

## FAIR POLITICAL PRACTICES COMMISSION (FPPC)

The [Fair Political Practices Commission \(FPPC\)](#) is a five-member independent, non-partisan commission that has primary responsibility for the impartial and effective administration of the Political Reform Act. The FPPC mandates the filing requirements for candidates.

Appropriate information manuals, addendums, and forms will be provided to each candidate. Copies of the Political Reform Act, manuals, additional forms, and other helpful information may be obtained by contacting the FPPC. The FPPC website will connect you with valuable tools.

### General Information:

1-916-322-5660

<http://www.fppc.ca.gov/>

Tip: Review the FPPC website to become familiar with the resources available (including training, additional information on disclosure requirements, advertising regulations, etc.).

### FPPC Toll-Free

1-866-ASK-FPPC (1-866-275-3772)

Monday – Thursday 9 am to 11:30 am

[FPPC Advice](#)

### Gift Tracking Mobile Application

FPPC has created and launched a gift tracking app for mobile devices. The app helps filers track gifts they receive in a calendar year and provides a quick and easy way to upload the information to [Form 700](#). The data is not collected electronically; it is fully stored on the phone.

## FILING SCHEDULE FOR LOCAL OFFICE

The filing schedule provides deadlines, period covered, the form to use, and notes regarding filing requirements.

**It is your responsibility to become familiar with the filing requirements and request forms from this office as you need them. You will be fined by this office and/or the FPPC if filing deadlines are not met.**

Completed campaign forms are public documents and they are available for public inspection.

Please visit this link to review the [Filing Schedule](#).

The City of San Dimas utilizes the NetFile Platform for filing campaign statements electronically. The City Clerk's Office will activate accounts for all candidates after nomination papers are filed. To file your campaign statements, visit [NetFile](#)

## *FAQS: CAMPAIGN ACTIVITY AND FAST FACTS*

The FAQs are selected from questions people frequently ask the FPPC about campaign-related activities. Also included are some [Fast Facts from the FPPC](#) on how to get started for candidates spending \$2,000 or more.

## STATEMENT OF ECONOMIC INTEREST (FORM 700) - **REQUIRED AT FILING**

Every elected official and public employee who makes or influences governmental decisions is required to submit a [Statement of Economic Interest](#), also known as the Form 700. The Form 700 provides transparency and ensures accountability in two ways:

- It provides necessary information to the public about an official's personal financial interests to ensure that officials are making decisions in the best interest of the public and not enhancing their personal finances.
- It serves as a reminder to the public official of potential conflicts of interest so the official can abstain from making or participating in governmental decisions that are deemed conflicts of interest.
- Note: Most state and local officials, employees and candidates are prohibited from accepting gifts totaling more than \$590 in a calendar year from a single source. See Form 700 Reference Pamphlet to learn more about honorariums, loan prohibitions, disqualification and late filing information.

When you file your Nomination Paper, you will be **required** to complete a Form 700. All Forms 700's for any city office are *filed with the City Clerk* and are forwarded to the Fair Political Practices Commission in accordance with Political Reform Act of 1974.

[FAQS regarding the Form 700 can be found here.](#)

**STATEMENT OF ECONOMIC INTERESTS  
COVER PAGE  
A PUBLIC DOCUMENT**

Date Initial Filing Received  
*Filing Official Use Only*

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

**1. Office, Agency, or Court**

Agency Name *(Do not use acronyms)*

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. *(Do not use acronyms)*

Agency: Position:

**2. Jurisdiction of Office *(Check at least one box)***

State  Judge (Supreme, Appellate, Superior Court), Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)

Multi-County \_\_\_\_\_  County of \_\_\_\_\_

City of \_\_\_\_\_  Other \_\_\_\_\_

**3. Type of Statement *(Check at least one box)***

**Annual:** The period covered is January 1, 2025, through December 31, 2025.  **Leaving Office:** Date Left \_\_\_\_/\_\_\_\_/\_\_\_\_  
*(Check one circle below.)*

-or- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through December 31, 2025.  The period covered is January 1, 2025, through the date of leaving office.

**Assuming Office:** Date assumed \_\_\_\_/\_\_\_\_/\_\_\_\_  The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through the date of leaving office.

**Candidate:** Date of Election \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_

**4. Schedule Summary (required)**

► **Total number of pages including this cover page:** \_\_\_\_\_

**Schedules attached**

**Schedule A-1 - Investments** – schedule attached  **Schedule C - Income, Loans, & Business Positions** – schedule attached

**Schedule A-2 - Investments** – schedule attached  **Schedule D - Income - Gifts** – schedule attached

**Schedule B - Real Property** – schedule attached  **Schedule E - Income - Gifts - Travel Payments** – schedule attached

**Attachment 700-P - Prospective Employment (87200 Filers Only)** – schedule attached

-or-  **None** - No reportable interests on any schedule

**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
*(Business or Agency Address Recommended - Public Document)*

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS  
( )

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed \_\_\_\_\_ Signature \_\_\_\_\_  
*(month, day, year) (File the originally signed paper statement with your filing official.)*

# CANDIDATE INTENTION STATEMENT (FORM 501) – **REQUIRED AT FILING**

State and local candidates and officeholders who intend to raise or spend campaign funds must **file with the City Clerk** a [Form 501 \(Candidate Intention\)](#) before soliciting or receiving any contributions (including loans) or making expenditures from personal funds. If you do not plan to raise or spend any money, including personal funds, you do not need to file this form. Please refer to the Campaign Disclosure Manual 2 for instructions on completing the form.

## Candidate Intention Statement

Check One:  Initial  Amendment (Explain)

Date Stamp	CALIFORNIA FORM <b>501</b>

### 1. Candidate Information:

NAME OF CANDIDATE (Last, First Middle Initial)	DAYTIME TELEPHONE NUMBER ( ) ( )	FAX NUMBER (optional) ( ) ( )	EMAIL (optional)
STREET ADDRESS	CITY	STATE	ZIP CODE
OFFICE SOUGHT (POSITION TITLE)	AGENCY NAME	DISTRICT NUMBER, if applicable.	<input type="checkbox"/> NON-PARTISAN OFFICE
OFFICE JURISDICTION	PARTY PREFERENCE:		
<input type="checkbox"/> State (Complete Part 2.)	(Check one box, if applicable.)		
<input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Multi-County: _____ (Name of Multi-County Jurisdiction)	<input type="checkbox"/> PRIMARY / GENERAL		
	(Year of Election)	<input type="checkbox"/> SPECIAL / RUNOFF	

### 2. State Candidate Expenditure Limit Statement:

*(CalPERS and CalSTRS candidates, judges, judicial candidates, and candidates for local offices do not complete Part 2.)*

(Check one box)

- I **accept** the voluntary expenditure ceiling for the election stated above.
- I **do not accept** the voluntary expenditure ceiling for the election stated above.

Amendment:

- I did not exceed the expenditure ceiling in the primary or special election held on \_\_\_\_\_ and I accept the voluntary expenditure ceiling for the general or special run-off election.

(Mark if applicable)

- On \_\_\_\_\_ I contributed personal funds in excess of the expenditure ceiling for the election stated above.

### 3. Verification:

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_ (month, day, year) Signature \_\_\_\_\_ (Candidate)

FPPC Form 501 (August/2023)  
 FPPC Advice: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov) (866/275-3772)  
[www.fppc.ca.gov](http://www.fppc.ca.gov)

# STATEMENT OF ORGANIZATION (FORM 410)

[Form 410](#) must be filed by all candidates and "recipient committees" who have received \$2,000 or more in contributions (including the candidate's personal funds) during a calendar year.

The Form 410 must be *filed with the Secretary of State* include a payment of \$50 made payable to the Secretary of State within 10 days of receiving \$2,000 in contributions. The Secretary of State will issue an identification number to the committee. The identification number is to be included on all campaign disclosure forms. If any of the information on a Statement of Organization changes, the committee must file an amendment to the Statement within 10 days of the change. Please refer to the [Campaign Disclosure Manual 2](#) for instructions on completing the form.

There are special requirements for committees which qualify (i.e., receive \$2,000) during the 90 days prior to an election in which the committee would otherwise be required to file pre-election statements and for committees, which must amend certain information contained on a Statement of Organization during the 90 days before an election.

If any of the information on a Statement of Organization changes, the committee must file an amendment within 10 days of the change. Please see Form 410 for special requirements during the 16-day period prior to the election.

<b>Statement of Organization Recipient Committee</b>		Date Stamp	<b>CALIFORNIA FORM 410</b>	
Statement Type			For Official Use Only	
<input type="checkbox"/> Initial	<input type="checkbox"/> Amendment	<input type="checkbox"/> Termination – See Part 5		
<input type="radio"/> Not yet qualified or <input type="radio"/> Date qualification threshold met	Date qualification threshold met	Date of termination		
<b>1. Committee Information</b>		<b>2. Treasurer and Other Principal Officers</b>		
NAME OF COMMITTEE		NAME OF TREASURER		
STREET ADDRESS (NO P.O. BOX)		STREET ADDRESS (NO P.O. BOX)      CITY      STATE      ZIP CODE		
CITY      STATE      ZIP CODE      AREA CODE/PHONE		EMAIL ADDRESS OF TREASURER (REQUIRED)      AREA CODE/PHONE		
FULL MAILING ADDRESS (IF DIFFERENT)		NAME OF ASSISTANT TREASURER, IF ANY		
E-MAIL ADDRESS OF COMMITTEE (REQUIRED) / FAX (OPTIONAL)		STREET ADDRESS (NO P.O. BOX)      CITY      STATE      ZIP CODE		
COUNTY OF DOMICILE	JURISDICTION WHERE COMMITTEE IS ACTIVE	EMAIL ADDRESS OF ASSISTANT TREASURER (REQUIRED)      AREA CODE/PHONE		
Attach additional information on appropriately labeled continuation sheets.		NAME OF PRINCIPAL OFFICER(S)		
		STREET ADDRESS (NO P.O. BOX)      CITY      STATE      ZIP CODE		
		EMAIL ADDRESS OF PRINCIPAL OFFICER(S) (REQUIRED)      AREA CODE/PHONE		
<b>3. Verification</b>				
I have used all reasonable diligence in preparing this statement and to the best of my knowledge the information contained herein is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.				
Executed on	DATE	By	SIGNATURE OF TREASURER OR ASSISTANT TREASURER	
Executed on	DATE	By	SIGNATURE OF CONTROLLING OFFICERHOLDER, CANDIDATE, OR STATE MEASURE PROPONENT	
Executed on	DATE	By	SIGNATURE OF CONTROLLING OFFICERHOLDER, CANDIDATE, OR STATE MEASURE PROPONENT	
Executed on	DATE	By	SIGNATURE OF CONTROLLING OFFICERHOLDER, CANDIDATE, OR STATE MEASURE PROPONENT	

# CANDIDATE CAMPAIGN STATEMENT - LONG FORM (FORM 460)

## WHO FILES

- Candidates, Officeholders and their Controlled Committees who will spend or raise \$2,000 or more
- Primarily Formed Ballot Measure Committees
- Primarily Formed Candidate/Officeholder Committees
- General Purpose Committees

## WHEN TO FILE

Please see the [Filing Schedule for Local Office](#).

## WHERE TO FILE

All campaign statements are filed with the City Clerk.

\*\*Penalties may be imposed on late filings. A blank Form 460 can be found [here](#).

Recipient Committee Campaign Statement Cover Page		Date Stamp	COVER PAGE CALIFORNIA FORM 460									
Statement covers period from _____ through _____			Page _____ of _____ For Official Use Only									
Date of election if applicable: (Month, Day, Year) _____												
SEE INSTRUCTIONS ON REVERSE												
<b>1. Type of Recipient Committee:</b> All Committees – Complete Parts 1, 2, 3, and 4. <input type="checkbox"/> Officeholder, Candidate Controlled Committee <input type="checkbox"/> State Candidate Election Committee <input type="checkbox"/> Recall <small>(Also Complete Part 5)</small> <input type="checkbox"/> General Purpose Committee <input type="checkbox"/> Sponsored <input type="checkbox"/> Small Contributor Committee <input type="checkbox"/> Political Party/Central Committee		<b>2. Type of Statement:</b> <input type="checkbox"/> Preelection Statement <input type="checkbox"/> Semi-annual Statement <input type="checkbox"/> Termination Statement <small>(Also file a Form 410 Termination)</small> <input checked="" type="checkbox"/> Amendment (Explain below) _____ _____ <input type="checkbox"/> Quarterly Statement <input type="checkbox"/> Special Odd-Year Report										
<b>3. Committee Information</b> I.D. NUMBER _____ COMMITTEE NAME (OR CANDIDATE'S NAME IF NO COMMITTEE) _____ STREET ADDRESS (NO P.O. BOX) _____ CITY _____ STATE _____ ZIP CODE _____ AREA CODE/PHONE _____ MAILING ADDRESS (IF DIFFERENT) NO. AND STREET OR P.O. BOX _____ CITY _____ STATE _____ ZIP CODE _____ AREA CODE/PHONE _____ OPTIONAL: FAX / E-MAIL ADDRESS _____		<b>Treasurer(s)</b> NAME OF TREASURER _____ MAILING ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____ AREA CODE/PHONE _____ NAME OF ASSISTANT TREASURER, IF ANY _____ MAILING ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____ AREA CODE/PHONE _____ OPTIONAL: FAX / E-MAIL ADDRESS _____										
<b>4. Verification</b> I have used all reasonable diligence in preparing and reviewing this statement and to the best of my knowledge the information contained herein and in the attached schedules is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. <table border="0"> <tr> <td>Executed on _____ <small>Date</small></td> <td>By _____ <small>Signature of Treasurer or Assistant Treasurer</small></td> </tr> <tr> <td>Executed on _____ <small>Date</small></td> <td>By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer or Responsible Officer of Sponsor</small></td> </tr> <tr> <td>Executed on _____ <small>Date</small></td> <td>By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer</small></td> </tr> <tr> <td>Executed on _____ <small>Date</small></td> <td>By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer</small></td> </tr> </table>					Executed on _____ <small>Date</small>	By _____ <small>Signature of Treasurer or Assistant Treasurer</small>	Executed on _____ <small>Date</small>	By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer or Responsible Officer of Sponsor</small>	Executed on _____ <small>Date</small>	By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer</small>	Executed on _____ <small>Date</small>	By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer</small>
Executed on _____ <small>Date</small>	By _____ <small>Signature of Treasurer or Assistant Treasurer</small>											
Executed on _____ <small>Date</small>	By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer or Responsible Officer of Sponsor</small>											
Executed on _____ <small>Date</small>	By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer</small>											
Executed on _____ <small>Date</small>	By _____ <small>Signature of Controlling Officeholder, Candidate, State Measure Proposer</small>											
<input type="button" value="CLEAR FORM"/> <input type="button" value="PRINT FORM"/>		FPPC Form 460 (Jan/2016) FPPC Advice: <a href="mailto:advice@fppc.ca.gov">advice@fppc.ca.gov</a> (866/275-3772) <a href="http://www.fppc.ca.gov">www.fppc.ca.gov</a>										

# Verification of Independent Expenditures (Form 462)

## WHO FILES

- Committee's principal officer, candidate or officeholder

## WHEN TO FILE

- 10 days from date of an independent expenditure that totals in the aggregate, \$1,000 or more in a calendar year

## WHERE TO FILE

- Fair Political Practices Commission (FPPC) by email. The originally signed form must be maintained with the committee's campaign records.

### Form 462 Verification of Independent Expenditures

CALIFORNIA  
FORM **462**

This verification form identifies the individual responsible for ensuring that a campaign committee's independent expenditures were not coordinated with the listed candidate (or the opponent) or measure committee and that the committee will report all contributions and reimbursements as required by law. An independent expenditure is not subject to state or local contribution limits.

Amendment (Explain)

#### 1. Name of Committee:

NAME OF RECIPIENT COMMITTEE, ENTITY OR INDIVIDUAL

COMMITTEE ID #

STREET ADDRESS

CITY

STATE

ZIP CODE

E-MAIL

TELEPHONE NUMBER

( )

#### 2. Candidate or Measures:

This committee has reported an independent expenditure(s) to support or oppose the candidate(s) or measure(s) listed on a ballot for the election date identified below. (Note: The reporting of an independent expenditure may occur after this form is filed if an independent expenditure is made before the 90 day, 24-hour reporting period of Government Code Sections 84204 and 85500.)

NAME OF CANDIDATE (First/Last) OR BALLOT MEASURE	SUPPORT	OPPOSE	OFFICE SOUGHT OR HELD/ BALLOT NO./LETTER	JURISDICTION AND DISTRICT, IF ANY	ELECTION DATE
NAME OF CANDIDATE (First/Last) OR BALLOT MEASURE	<input type="checkbox"/>	<input type="checkbox"/>	OFFICE SOUGHT OR HELD/ BALLOT NO./LETTER	JURISDICTION AND DISTRICT, IF ANY	ELECTION DATE
NAME OF CANDIDATE (First/Last) OR BALLOT MEASURE	<input type="checkbox"/>	<input type="checkbox"/>	OFFICE SOUGHT OR HELD/ BALLOT NO./LETTER	JURISDICTION AND DISTRICT, IF ANY	ELECTION DATE
NAME OF CANDIDATE (First/Last) OR BALLOT MEASURE	<input type="checkbox"/>	<input type="checkbox"/>	OFFICE SOUGHT OR HELD/ BALLOT NO./LETTER	JURISDICTION AND DISTRICT, IF ANY	ELECTION DATE
NAME OF CANDIDATE (First/Last) OR BALLOT MEASURE	<input type="checkbox"/>	<input type="checkbox"/>	OFFICE SOUGHT OR HELD/ BALLOT NO./LETTER	JURISDICTION AND DISTRICT, IF ANY	ELECTION DATE

#### 3. Verification:

I have not received any unreported contributions or reimbursements to make these independent expenditures. I have not coordinated any expenditure made during this reporting period with the candidate or the opponent of the candidate who is the subject of the expenditure, with the proponent or the opponent of the state measure that is the subject of the expenditure, or with the agents of the candidate or the opponent of the candidate or the state measure proponent or opponent. I certify under penalty of perjury under the laws of the State of California that the following is true and correct.

Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Signed on \_\_\_\_\_  
(month, day, year)

(Check One):  Principal Officer  Candidate/Officeholder  State Ballot Measure Proponent

FPPC Form 462 (Aug/2016)  
FPPC Advice: advice@fppc.ca.gov (866/275-3772)  
www.fppc.ca.gov

## CANDIDATE CAMPAIGN STATEMENT - SHORT FORM AND SUPPLEMENT (FORM 470) – **REQUIRED AT FILING**

### ***WHO FILES***

Officeholders or Candidates who:

- do not have a controlled committee
- do not anticipate receiving contributions totaling \$2,000 or more in the calendar year
- do not anticipate spending \$2,000 or more in a calendar year

If an officeholder or candidate files the [Form 470](#), for an election year and later receives contributions totaling \$2,000 or more or makes expenditures totaling \$2,000 or more during the same calendar year, the officeholder or candidate must send a written notice within 48 hours.

Use the attached [Form 470 Supplement](#) or follow the instructions below for preparing the notice. See [Manual 2, Chapter 4](#) for additional required filings.

### ***WHEN TO FILE***

File at the same time Nomination Papers (Declaration of Candidacy) are filed or as a first pre-election statement in connection with an election, covering the year of the election.

### ***WHERE TO FILE***

Filed with the City Clerk.

**Officeholder and Candidate  
Campaign Statement –  
Short Form**

Date of election if applicable: (Month, Day, Year)  _____	<input type="checkbox"/> <b>Amendment</b> (Explain Below)  _____ _____	Date Stamp  _____	<b>CALIFORNIA FORM 470</b> For Official Use Only
--	---	-------------------------	---

**1. Statement Covers Calendar Year 20 \_\_\_\_\_ .**

**2. Officeholder or Candidate Information**

NAME OF OFFICEHOLDER OR CANDIDATE  
\_\_\_\_\_

STREET ADDRESS  
\_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

AREA CODE/DAYTIME PHONE NUMBER \_\_\_\_\_ OPTIONAL FAX/E-MAIL ADDRESS \_\_\_\_\_

**3. Office Sought or Held**

OFFICE SOUGHT OR HELD  
\_\_\_\_\_

JURISDICTION (LOCATION) \_\_\_\_\_ DISTRICT NUMBER (IF APPLICABLE) \_\_\_\_\_

**4. Committee Information**

List all committees of which you have knowledge that are primarily formed to receive contributions or to make expenditures on behalf of your candidacy.

COMMITTEE NAME AND I.D. NUMBER	COMMITTEE ADDRESS	NAME OF TREASURER

**5. Verification**

I declare under penalty of perjury that to the best of my knowledge I anticipate that I will receive less than \$2,000 and that I will spend less than \$2,000 during the calendar year and that I have used all reasonable diligence in preparing this statement. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_ DATE

By \_\_\_\_\_ SIGNATURE OF OFFICEHOLDER OR CANDIDATE

FPPC Form 470/470 Supplement (Jan/2016)  
 FPPC Advice: advice@fppc.ca.gov (866/275-3772)  
 www.fppc.ca.gov

# 24-HOUR INDEPENDENT EXPENDITURES REPORT (FORM 496)

## WHO FILES

- Committee

## WHEN TO FILE

- 24 hours or 10 business days ( see instructions sheet attached to form)

## WHERE TO FILE

- Filed with the City Clerk

### 496 Independent Expenditure Report

Amounts may be rounded to whole dollars.

NAME OF FILER _____		Date of This Filing _____	Date Stamp _____	<b>CALIFORNIA FORM 496</b> <small>For Official Use Only</small>
AREA CODE/PHONE NUMBER _____	I.D. NUMBER (if applicable) _____	Report No. _____		
STREET ADDRESS _____		<input type="checkbox"/> Amendment to Report No. _____ <small>(explain below)</small>	No. of Pages _____	
CITY _____	STATE _____	ZIP CODE _____		

#### 1. List Only One Candidate or Ballot Measure

NAME OF CANDIDATE SUPPORTED OR OPPOSED _____				NAME OF BALLOT MEASURE SUPPORTED OR OPPOSED _____			
OFFICE SOUGHT OR HELD _____	DISTRICT NO. _____	SUPPORT _____	OPPOSE _____	BALLOT NO./LETTER _____	JURISDICTION _____	SUPPORT _____	OPPOSE _____

#### 2. Independent Expenditures Made Attach additional information on appropriately labeled continuation sheets.

DATE	DESCRIPTION OF EXPENDITURE	AMOUNT

Reason for Amendment \_\_\_\_\_

CLEAR FORM PRINT FORM

FPPC Form 496 (Feb/2019)  
FPPC Advice: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov) (866/275-3772)  
[www.fppc.ca.gov](http://www.fppc.ca.gov)

# 24-HOUR CONTRIBUTION REPORT (FORM 497)

[Form 497 24-hour Contribution Report](#) provides immediate reporting of contribution received or made near or on the election date. Form 497 must be filed if a committee receives or makes contributions that total in the aggregate of \$1,000 or more.

A late contribution includes contributions or loans from a candidate to their campaign committee during the late contribution period.

A Late Contribution Report must be sent via telegram, mailgram, guaranteed overnight delivery service, fax, or personal delivery. **Regular mail may not be used.** The Report must be filed **within 24 hours** of the time the contribution was made. The recipient must also file a Report **within 24 hours** of receiving the late contribution. The Report must be filed with the City Clerk's Office.

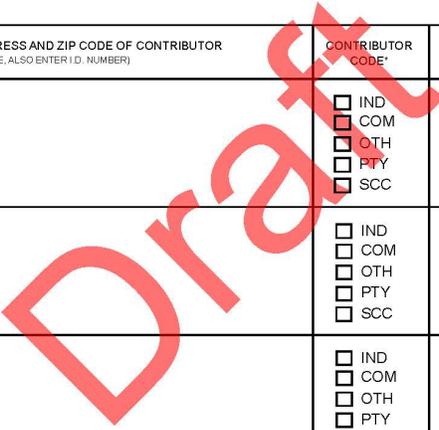
Please see the [Campaign Disclosure Manual 2, Chapter 10](#).

**497 Contribution Report** Amounts may be rounded to whole dollars.

NAME OF FILER _____		Date of This Filing _____	Date Stamp _____	<b>CALIFORNIA FORM 497</b> <small>For Official Use Only</small>
AREA CODE/PHONE NUMBER _____	I.D. NUMBER (if applicable) _____	Report No. _____		
STREET ADDRESS _____		<input type="checkbox"/> Amendment to Report No. _____ <small>(explain below)</small>		
CITY _____	STATE _____	ZIP CODE _____	No. of Pages _____	

**1. Contribution(s) Received**

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR <small>(IF COMMITTEE, ALSO ENTER I.D. NUMBER)</small>	CONTRIBUTOR CODE*	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER <small>(IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)</small>	AMOUNT RECEIVED
		<input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC		<input type="checkbox"/> Check if Loan _____% Provide interest rate
		<input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC		<input type="checkbox"/> Check if Loan _____% Provide interest rate
		<input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC		<input type="checkbox"/> Check if Loan _____% Provide interest rate



Reason for Amendment: \_\_\_\_\_

\* Contributor Codes  
 IND - Individual  
 COM - Recipient Committee (other than PTY or SCC)  
 OTH - Other (e.g., business entity)  
 PTY - Political Party  
 SCC - Small Contributor Committee

CLEAR FORM PRINT FORM

FPPC Form 497 (Feb/2019)  
 FPPC Advice: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov) (866/275-3772)  
[www.fppc.ca.gov](http://www.fppc.ca.gov)

## CAMPAIGN DISCLOSURE MANUAL 2 (FPPC MANUAL)

Campaign Disclosure Manual 2 provides important and helpful information regarding state campaign finance and disclosure law that applies to local candidates and committees. This manual provides detailed information to assist both the candidate and his/her treasurer.

You can find the [FPPC Manual here](#).

## CAMPAIGN FINANCE REGULATIONS

The City of San Dimas follows California State limits of \$5,900 per person in an election cycle for campaign contributions.

## CAMPAIGN COMMITTEE - AFTER ELECTION

Per Government Code Section 89519, upon leaving any elected office, or at the end of the post-election reporting period following a defeat of a candidate for elective office, whichever occurs last, campaign funds raised and under the control of the former candidate will be considered surplus campaign funds and must be used only for the following purposes:

1. The payment of outstanding campaign debts or elected officer's expenses.
2. Pro rata repayment of contributions.
3. Donations to any bona fide charitable, educational, civic, religious or similar tax-exempt, nonprofit organization, where no substantial part of the proceeds will have a material financial effect on the former candidate, any member of his/her immediate family, or his/her campaign treasurer.
4. Contributions to a political party or committee as long as funds are not used to make contributions in support of or opposition to a candidate for elective office.
5. Contributions to support or oppose any candidate for federal office, any candidate for elective office in a state other than California, or any ballot measure.
6. Payment for professional services required by the committee to assist in performance of its administrative functions, including payment for attorney's fees for litigation which arises directly from a candidate's activities, duties, or status as a candidate.
7. Payment or reimbursement to the state of costs of installing an electronic security system in the home and/or office of a candidate who received threats to his/her physical safety, provided that the threats arise from his/her activities, duties, or status as a candidate and that the threats have been reported to and verified by an appropriate law enforcement agency.

## DUTIES AND OBLIGATIONS OF CANDIDATE AND CAMPAIGN TREASURER

The Political Reform Act of 1974 requires that officeholders and candidates, without a committee, must verify their own statements and reports. An officeholder or candidate verifies the truth and completeness of the statement as well as his/her use of reasonable diligence in its preparation.

Every Recipient Committee must have a treasurer. Committees may not accept contributions or make expenditures before a treasurer is appointed. Committee treasurers are required to sign campaign statements under penalty of perjury. Treasurers are legally responsible for the accuracy and completeness of campaign statements. An officeholder or candidate may act as his/her own committee treasurer. A Recipient Committee may designate one assistant treasurer on the committee's Statement of Organization (Form 410). The assistant treasurer will assume the duties of the treasurer if the treasurer is unavailable or vacates the office of treasurer.

Controlling officeholders and candidates must sign the campaign statement of each committee subject to their control. The officeholder or candidate must verify that, to the best of his/her knowledge, the treasurer used all reasonable diligence in statement preparation and that the statement is true and complete.

It is the duty of each treasurer, candidate and elected officer to maintain detailed accounts, records, bills and receipts that are necessary to prepare campaign statements and to comply with the Political Reform Act. *(GC 84104)*

If any person files a statement or report or a copy of a statement or report after any deadline, he/she is liable to the filing officer or other officer with whom the copy is required to be filed in the amount of \$10.00 per day after the deadline. *(GC 91013)*

In addition, if a committee qualifies as a committee before the election, but after the closing date of the last campaign statement required to be filed before the election, the committee must file, by telegram or personal delivery within 24 hours of qualifying as a committee, the information required to be reported in the Statement of Organization, Form 410, to the Secretary of State and the City Clerk.

All contributions received by a person acting as an agent of a committee must be reported promptly by the recipient to the committee's treasurer or any of his designated agents. "Promptly" means before the closing date of any campaign statement required to be filed by the treasurer. *(GC 84306)*

All contributions must be segregated from and may not be commingled with any personal funds of the recipient or any other person. *(GC 84307)*

For complete information regarding the duties and obligations of candidates and their treasurers, refer to the FPPC Campaign Disclosure Manual 2, which may be viewed or downloaded from the FPPC website at [www.fppc.ca.gov](http://www.fppc.ca.gov).

## POLITICAL SIGNS

Political signs are a traditional means of expressing a candidate's philosophy or position. As a candidate for City Council, your interest in reducing litter and preventing aesthetic blight is appreciated. [San Dimas Zoning Code 18.152](#) regulates political signs to prevent an undue concentration of signs and clutter throughout the City and avoid an embarrassing situation from occurring to you or members of your campaign staff.

Campaign Signs are subject to [Code Section 18.152.200](#).

- Campaign signs are not permitted on any public property or within any public right-of-way.
- Campaign signs placed upon privately owned property must receive consent of the owner or occupant.
- Campaign signs must be removed within ten (10) days after the day of the election. The person placing the sign, owner, or occupant of the premises upon which the sign is placed are each responsible for the removal of sign.

If you have any questions or need to report signs that look questionable as to placement, please contact Code Compliance at 909-394-6201.

## POLITICAL SIGNS ON STATE HIGHWAYS

A Statement of Responsibility for Temporary Political Signs must be filled out and submitted to the Department of Transportation Division of Right of Way. A form and additional information can be found [here](#).

## MAILER REQUIREMENTS

### *Sections 84305 - Elections Code*

The Political Reform Act specifies that a candidate or committee who sends a mass mailing (200 or more identical or nearly identical pieces of mail in a calendar month) must identify itself on the mailer.

The [Election Code 16](#) requires that city and county clerks or election officials provide a copy of [Government Code Section 84305](#) to each candidate, or their agent, at the time that a declaration of candidacy is filed. A copy of [Section 84305](#) is included on the following pages and a hard copy will be included with your nomination papers.

Additional information regarding mass mailing can be found in the [Fair Political Practices Commission \(FPPC\) Campaign Disclosure Manual 2](#).

Links to additional mass mailing related regulations:

[Government Code Section 82041.5](#)

[Elections Code Section 18303](#)

[FPPC Regulations Section 18435](#)

[Government Code Section 89001](#)

[Government Code Section 89003](#)

[Elections Code Section 20008](#)



**State of California GOVERNMENT CODE**  
**Section 84305**

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84305. (a) (1) Except as provided in subdivision (b), a candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee shall not send a mass mailing unless the name, street address, and city of the candidate or committee are shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type that is in a color or print that contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the candidate's, candidate controlled committee established for an elective office for the controlling candidate's, or political party committee's address is a matter of public record with the Secretary of State.

(2) Except as provided in subdivision (b), a committee, other than a candidate controlled committee established for an elective office for the controlling candidate or a political party committee, shall not send a mass mailing that is not required to include a disclosure pursuant to Section 84504.2 unless the name, street address, and city of the committee is shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type that is in a color or print that contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the committee's address is a matter of public record with the Secretary of State.

(b) If the sender of the mass mailing is a single candidate or committee, the name, street address, and city of the candidate or committee need only be shown on the outside of each piece of mail.

(c)(1) A candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee shall not send a mass electronic mailing unless the name of the candidate or committee is shown in the electronic mailing preceded by the words "Paid for by" in at least the same size font as a majority of the text in the electronic mailing.

(2) A committee, other than a candidate controlled committee established for an elective office for the controlling candidate or a political party committee, shall not send a mass electronic mailing that is not required to include a disclosure pursuant to Section 84502 or 84504.3 unless the name of the committee is shown in the electronic mailing preceded by the words "Paid for by" in at least the same size font as a majority of the text in the electronic mailing.

(d) If the sender of a mass mailing is a controlled committee, the name of the person controlling the committee shall be included in addition to the information required by subdivision (a) or (c).

- (d) For purposes of this section, the following terms have the following meanings:
- (1) “Mass electronic mailing” means sending more than 200 substantially similar pieces of electronic mail within a calendar month. “Mass electronic mailing” does not include a communication that was solicited by the recipient, including, but not limited to, acknowledgments for contributions or information that the recipient communicated to the organization.
  - (2) “Sender” means the candidate, candidate controlled committee established for an elective office for the controlling candidate, or political party committee who pays for the largest portion of expenditures attributable to the designing, printing, and posting of the mailing which are reportable pursuant to Sections 84200 to 84216.5, inclusive.
  - (3) To “pay for” a share of the cost of a mass mailing means to make, to promise to make, or to incur an obligation to make, any payment: (A) to any person for the design, printing, postage, materials, or other costs of the mailing, including salaries, fees, or commissions, or (B) as a fee or other consideration for an endorsement or, in the case of a ballot measure, support or opposition, in the mailing.
- (e) This section does not apply to a mass mailing or mass electronic mailing that is paid for by an independent expenditure.
- (Amended by Stats. 2019, Ch. 558, Sec. 1. (AB 864) Effective January 1, 2020. Note: This section was added on June 4, 1974, by initiative Prop. 9.)

## ELECTIONEERING NEAR POLLING PLACE

### *Section 18370, 18371 - Elections Code*

No person, on Election Day, or at any time that a voter may be casting a ballot, shall, within 100 feet of a polling place or an elections official's office:

- a) Circulate an initiative, referendum, recall, or nomination petition or any other petition.
- b) Solicit a vote or speak to a voter on the subject of marking his or her ballot.
- c) Place a sign relating to voters' qualifications or speak to a voter on the subject of his or her qualifications except as provided in Section 14240.
- d) Do any electioneering.

As used in this section, "100 feet of a polling place or an elections official's office" means a distance 100 feet from the room or rooms in which voters are signing the roster and casting ballots.

Any person who violates any of the provisions of this section is guilty of a misdemeanor.

## PLACEMENT OF NAMES ON BALLOT

### *Section 13112 - Elections Code*

The Secretary of State will conduct a random alphabetical drawing on March 12, 2026 to determine the order in which qualified candidates' name shall appear on the ballot for election held on June 2, 2026. The resulting order of letters constitutes the "randomized alphabet" to be used for determining the order of candidates' names on the ballot.

The City will notify candidates of the results of the drawing.

## REGISTRAR OF VOTERS FEE SCHEDULE

The Los Angeles County Register of Voters has voter registration information available for governmental, political, journalistic, or educational purposes only. Commercial use of voter registration information is prohibited by law and is a misdemeanor.

Please visit [General Info](#) for more information.

## REGISTRATION DEADLINE

### *Section 2107 - Elections Code*

The last day to register to vote for this election is Monday, May 18, 2026. You can obtain voter registration form at the City Clerk's Office or register online at [Register to Vote](#).

## FREQUENTLY ASKED QUESTIONS

### **1. When do the newly-elected Councilmembers take office?**

The oath of office is tentatively scheduled to be administered by the City Clerk at the City Council Reorganization Meeting on July 14, 2026.

### **2. Where are election results available?**

Official election results will begin being posted online shortly after 8:00 p.m. on Election Night and posted on the Los Angeles County Registrar of Voters (ROV) website [Live Results](#)

### **3. When will the official results of the election be received and certified?**

The Los Angeles County Registrar of Voters will commence canvassing and certify the results of the election no later than June 4, 2026. The City Clerk is tentatively scheduled to present the results at the July 14, 2026, City Council Reorganization Meeting.

### **4. How does San Dimas government work?**

San Dimas follows a Council/Manager form of local government, with a Council elected by the people and charged with the basic responsibility for governing the community and a City Manager appointed by the Council to manage the City organization.

### **5. What is the difference between the City Council and City Manager?**

San Dimas is a California municipal corporation. The City Council is the community's legislative body and is similar to the Board of Directors of a private or public corporation. The Council provides direction on business matters, sets policy, adopts the annual budget, and hires/evaluates the performance of the City Manager. The City Manager serves as the City Council's chief advisor, prepares the budget, oversees staff, and acts to carry out City Council programs. Because the City Council is the legislative body, its members are the community's elected decision makers. The City Manager is hired to serve at the pleasure of the City Council as its full-time executive whose job is to administer staff, projects, and programs on behalf of the City Council.

## FREQUENTLY ASKED QUESTIONS CONTINUED

### **6. What does the Mayor do?**

The Mayor represents the City at community functions, maintains liaison with other governmental agencies, and serves as the presiding officer at City Council meetings. The City Council selects a Mayor Pro Tem to act for the Mayor when not available.

### **7. What are City Council/City Manager Policies?**

The City Council retains the sole power of being the policy making and legislative body for the City. However, both the City Council and City Manager have responsibility for initiating consideration of new policies. The City Manager routinely prepares policy alternatives and recommendations for consideration by the City Council. The City Council may adopt, reject, or modify the recommendations. The City Manager is bound by whatever action the City Council takes and is responsible for implementation of City Council-approved policies.

### **8. Who appoints city officials?**

The City Council is responsible for appointing the City Manager and City Attorney. The City Manager, serving as the City's Executive Officer, is responsible for appointing all other employees.

### **9. What does the City Manager do?**

The City Manager exercises general supervision and provides direction to the city staff. The Leadership Team (Directors) report to the City Manager. The Council interacts with the administration of the City

through the City Manager.

**10. Who handles the City Council Meeting Agenda?**

The City Council generally meets twice a month on Tuesdays to consider and act on City business. The agenda is coordinated via the City Clerk Department under the direction of the City Manager with items submitted from the City Council through the City Manager, City Attorney, and City Departments.

**11. Who appoints the City Commission, Committee, and Board Members?**

The City Council appoints members of official City Boards, Committees, and Commissions.

**12. Who prepares the City Budget?**

The City Manager and Finance Director are responsible for the preparation of the proposed annual budget for the City. The City Council is responsible for reviewing the document and making policy choices to ensure the budget fits the needs of the community. After adoption by the City Council, the City Manager implements and administers the budget. A copy of the budget is available to candidates by request, and on the City's [website](#).