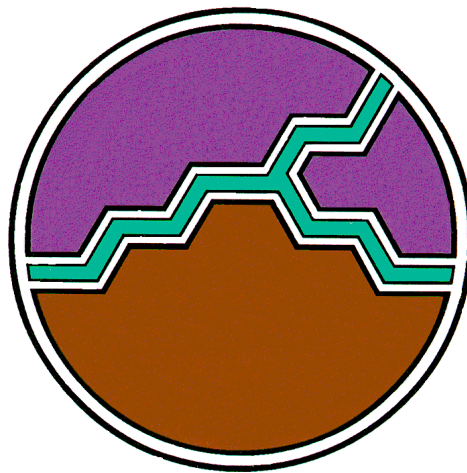


# 2009 ELECTION INFORMATION FOR CANDIDATES

CITY OF YUMA



OFFICE OF THE CITY CLERK  
ONE CITY PLAZA  
YUMA, AZ 85364  
P. 928-373-5035  
F. 928-373-5036  
TTY 928-373-5149  
[CityClerk@YumaAZ.gov](mailto:CityClerk@YumaAZ.gov)

**OFFICE OF THE CITY CLERK**

One City Plaza  
P.O. Box 13012  
Yuma, AZ 85366-3012  
928-373-5035 (phone)  
928-373-5036 (fax)  
clerk@YumaAz.gov

Dear Candidate:

This informational booklet has been prepared to assist you in complying with election filings and requirements as a candidate in the 2009 City of Yuma elections. While our office will attempt to assist with informational items, this booklet is provided with the understanding that City Clerk's Office personnel cannot render legal, financial or other professional advice.

This booklet contains basic information regarding election requirements, nomination filing, candidate's financial obligations, and campaign finance information. **Please note that all original signed documents must be filed, within the deadlines noted in the statutes, in the City Clerk's Office, Yuma City Hall, One City Plaza, Yuma, Arizona.**

Candidates are encouraged to refer to the Arizona State Constitution, the Arizona Revised Statutes, the Yuma City Charter and the Yuma City Code for legal requirements pertaining to candidates for elective office. If you need further assistance during the nomination period or the election process, please contact the City Clerk's Office, One City Plaza, P.O. Box 13012, Yuma, Arizona 85366-3012 or call (928) 373-5035 / TTY (928) 373-5149.

Sincerely,



Brigitta M. Kuiper  
City Clerk



## 2009 Primary and General Election Information

<u>Primary Election:</u>	Tuesday, September 1, 2009
<i>Voter Registration closes:</i>	Monday, August 3, 2009
<u>General Election:</u>	Tuesday, November 3, 2009
<i>Voter Registration closes:</i>	Monday, October 5, 2009
<u>Offices to be filled (incumbent):</u>	One (1) Mayor (Lawrence K. Nelson)
	Three (3) City Councilmembers (Ross Hieb, Paul Johnson, Ema Lea Shoop)
	One (1) Presiding Municipal Judge (Douglas Stanley)
<u>Term of Offices:</u>	Four year term beginning January 1, 2010 and ending December 31, 2013
<u>Candidate Packets:</u>	Available beginning Monday, March 23, 2009, 7:30 a.m.; signatures required for nomination petitions - <b>not less than 231 nor more than 383</b> signatures of qualified electors of the City of Yuma.

### CANDIDATE NOMINATION FILING DEADLINES

First day to file nomination papers - Monday, May 4, 2009

Last day to file nomination papers - Wednesday, June 3, 2009 at **5:00 p.m.**

## Where to Call for Information on....



- ✓ **Candidate filings, candidate requirements, and related election information:**

### **CITY CLERK'S OFFICE**

One City Plaza

P.O. Box 13012

Yuma, AZ 85366-3012

(928) 373-5035

TTY (928) 373-5149

E-mail: [clerk@YumaAz.gov](mailto:clerk@YumaAz.gov)

Website address: [www.YumaAz.gov/elections](http://www.YumaAz.gov/elections)

Monday - Thursday: 7:30 a.m. to 5:30 p.m.

Friday: 7:30 a.m. to 5:00 p.m.; closed every other Friday

- ✓ **Voter registration, voter lists and early voting:**

### **YUMA COUNTY RECORDER**

410 S. Maiden Lane

Yuma, AZ 85364

(928) 373-6034

TTY (928) 373-6033

Website address: [www.co.yuma.az.us/recorder](http://www.co.yuma.az.us/recorder)

Monday - Friday: 8:00 a.m. to 5:00 p.m.

- ✓ **Campaign Finance and other related election questions:**

### **SECRETARY OF STATE**

Elections Division

1700 W. Washington Street, 7th Floor

Phoenix, AZ 85007-2888

(602) 542-8683

TTY (602) 255-8683

1-877-THE VOTE

(1-877-843-8683)

Web site address: [www.azsos.gov](http://www.azsos.gov)

# Candidate Information



## Qualifications

A candidate for City office must meet the following qualifications:

- be eighteen (18) years of age or older (at the time of filing nomination papers)
- be a qualified elector of the City of Yuma (at the time of filing nomination papers)
- have resided in the City of Yuma, or in any area annexed to the City, for at least one year (at the time of election)

A candidate for Presiding Municipal Judge must meet the following *additional* qualifications for pro tem judges as set forth in Article VI, Section 31 of the Arizona Constitution:

- be at least 30 years of age
- be of good moral character
- be admitted to the practice of law in and a resident of the state of Arizona for five years next preceding taking office

## City of Yuma Elective Offices

Office	Term	Term Expiration	Annual Salary	Incumbents
Mayor	4 years	December 31, 2013	\$ 12,000	Lawrence K. Nelson
Councilmember	4 years	December 31, 2013	\$ 3,600	Ross Hieb Paul Johnson Ema Lea Shoop
Presiding Municipal Judge	4 years	December 31, 2013	* \$ 97,000	Douglas Stanley

\* Current annual salary pursuant to Ordinance O2005-41. The salary and benefits for Presiding Municipal Judge are currently under review and subject to change.

## Signature Requirements

The nonpartisan nomination petition must contain the signatures of not less than three percent (3%) nor more than five percent (5%) of the total number of valid ballots cast at the last preceding General Municipal Election (November 2007). The required number of signatures to qualify for the 2009 Primary Election ballot is no less than **231** valid signatures and no more than **383** valid signatures.

## Majority to elect in primary election

Any candidate who receives, in the Primary Election (September 1, 2009), a majority of votes of all the ballots cast (50% + 1), will be declared elected to the office for which he/she is a candidate, as of the date of the General Election (November 3, 2009). If more candidates receive a majority of votes of all the ballots cast than there are offices to be filled, those candidates, equal to the number of offices to be filled, receiving the highest number of votes shall be declared elected.

## Write-in candidates

State election law allows an individual to file as a write-in candidate for an elective office by filing a **Nomination Paper** with the City Clerk's Office, **no later than 5:00 p.m.**, 40 days prior to the election (Thursday, July 23, 2009 for the Primary Election and Thursday, September 24, 2009 for the General Election). For information pertaining to write-in candidates, please refer to Arizona Revised Statutes §16-312.

# Candidate Filing Information



## **Nonpartisan Nomination Paper**

(a combined form including an Affidavit of Qualification and a Campaign Finance Laws Statement)

The Nomination Paper must be notarized and contains basic information about the candidate. The Affidavit of Qualification includes sufficient information to indicate that the person will be qualified to hold the office. The Campaign Finance Statement portion includes a statement indicating that the candidate has read all applicable laws relating to campaign finance and reporting.

## **Nonpartisan Nomination Petitions**

A Nonpartisan Nomination Petition is signed by qualified electors who support the nomination of the individual whose name appears in the certificate portion. Only those persons who are qualified electors of the State of Arizona **and the City of Yuma** may sign a nomination petition. A person may sign a nomination petition for only one candidate for each office. For this election, an individual may sign up to three nomination petitions for City Councilmember, one nomination petition for Mayor and one nomination petition for Municipal Judge.

The petition circulator must be qualified to register to vote in the State of Arizona. Each petition must be signed by the circulator who circulated that petition. The circulator's name shall be typed or printed under his signature. The circulator shall verify that, in his belief, each signer was a qualified elector who resides at the address given as the signer's residence on the date indicated.

## **Financial Disclosure Statement**

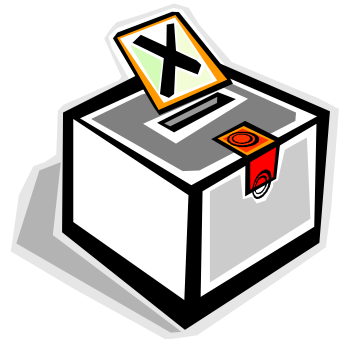
A Financial Disclosure Statement must be filed by any candidate for public office. The statement shall cover the preceding twelve-month period and shall be filed at the time of filing the Nomination Paper and Nonpartisan Nomination Petitions.

### **✓ Checklist for Filing**

The following forms with original signatures must be filed **at the same time** in the City Clerk's Office, Yuma City Hall, One City Plaza, Yuma, Arizona **no later than 5:00 p.m.**, Wednesday, June 3, 2009 for the official filing of a candidate:

1. Nonpartisan Nomination Paper
2. Nonpartisan Nomination Petitions
3. Financial Disclosure Statement

# Voter Registration and Early Voting



## Voter Registration

Voter Registration is conducted by the Yuma County Recorder's Office, located at 410 S. Maiden Lane, Yuma, Arizona. Mail-in registration forms (postage paid) are available at the City Clerk's Office, One City Plaza, and at other locations throughout the community such as banks, post offices, and the public library. In addition, individuals may register to vote at [www.servicearizona.com](http://www.servicearizona.com).

Deadlines for voter registration are as follows:

<i>Primary Election</i>	<b>Monday, August 3, 2009</b>
<i>General Election</i>	<b>Monday, October 5, 2009</b>

## Early Voting

Early voting is conducted by the Yuma County Recorder's Office, 410 S. Maiden Lane, Yuma, Arizona. Early voting for the Primary Election begins on July 30, 2009. For the General Election, early voting begins on October 1, 2009.

Voters may request an early ballot by completing a *Request for Early Ballot* form, which will be mailed to each registered voter prior to the start of early voting for the Primary Election. Or, any registered voter may request an early ballot by contacting the Yuma County Recorder's Office at (928) 373-6034 or TTY (928) 373-6033. Requests to receive an early ballot by mail must be received by the Yuma County Recorder's Office by **5:00 p.m. on the second Friday preceding each election (Friday, August 21, 2009 for the Primary Election and Friday, October 23, 2009 for the General Election).**

Disabled or ill electors may send a written request or call the Yuma County Recorder to have a ballot personally delivered to their place of confinement by a Special Election Board. The request for special assistance must be received by the Yuma County Recorder's Office by **5:00 p.m. on the second Friday prior to each election (Friday, August 21, 2009 for the Primary Election and Friday, October 23, 2009 for the General Election).**

## Campaign Finance Information



State law requires candidates to account for all monies or things of value received and expended by them, their campaign committee or individuals on behalf of a person's candidacy for public office. State statutes do not limit the dollar amount a candidate can spend during the campaign. Campaign contributions are, however, limited pursuant to state law.

### Registration of Political Committees

Candidates must file a **Political Committee Statement of Organization** or a **\$500 Threshold Exemption Statement** before:



- circulating nomination petitions
- distributing campaign literature
- receiving or expending money

Each candidate who intends to receive contributions or make expenditures of more than \$500 in connection with a campaign for office shall designate in writing a political committee to serve as the candidate's campaign committee. The candidate shall make the designation by filing a Statement of Organization before making any expenditures, accepting any contributions, distributing any campaign literature or circulating nomination petitions.

Each candidate who intends to receive contributions or make expenditures of \$500 or less shall file a signed \$500 Threshold Exemption Statement that states this intention before making any expenditures, accepting any contributions, distributing any campaign literature or circulating nomination petitions. If the candidate later receives or expends more than \$500, a Statement of Organization must be filed within five business days after exceeding the \$500 limit.



### Late Penalties

Political Action Committees are liable for a late penalty of ten dollars for each day (including weekends and holidays) the report is filed late. The City Clerk's Office cannot accept a late report unless it is accompanied by the penalties imposed by Arizona Revised Statutes §§ 16-918 (B) and 16-924.

## Filing Dates for Campaign Finance Reports

### June 30 Report

**Filing Deadline:** Tuesday, June 30, 2009 at 5:30 p.m.  
**Reporting Period:** January 1, 2009 through May 31, 2009

### Pre-Primary Election Report

**Filing Deadline:** Thursday, August 20, 2009 at 5:30 p.m.  
**Reporting Period:** June 1, 2009 through August 12, 2009

### Post-Primary Election Report

**Filing Deadline:** Thursday, October 1, 2009 at 5:30 p.m.  
**Reporting Period:** August 13, 2009 through September 21, 2009

### Pre-General Election Report

**Filing Deadline:** Thursday, October 22, 2009 at 5:30 p.m.  
**Reporting Period:** September 22, 2009 through October 14, 2009

### Post-General Election Report

**Filing Deadline:** Thursday, December 3, 2009 at 5:30 p.m.  
**Reporting Period:** October 15, 2009 through November 23, 2009

### January 31 Report

**Filing Deadline:** January 31, 2011 at 5:30 p.m.  
**Reporting Period:** November 24, 2009 through December 31, 2010

## Campaign Contribution Limits

Pursuant to ARS 16-905 (J), campaign contribution limits are adjusted biennially by a percentage change in the consumer price index and published by the Secretary of State's Office. The *2009-2010 Election Cycle Campaign Contribution Limits* form, effective February 2009, is contained on the next page.

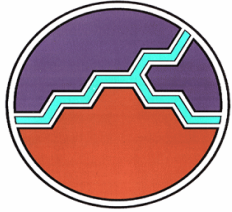
## 2009-2010 CONTRIBUTION LIMITS

**FEBRUARY 3, 2009 PURSUANT TO A.R.S. § 16-905(J)**

<b>CAMPAIGN CONTRIBUTION LIMITS</b>	<u>NON-STATEWIDE OFFICES</u>		<u>STATEWIDE OFFICES</u>
	Candidate or Authorized Candidate's Committee		Candidate or Authorized Candidate's Committee
	<b>LOCAL</b>	<b>LEGISLATIVE</b>	
<b>Individual's contribution to a candidate</b> A.R.S. § 16-905(A)(1) A.R.S. § 16-905(A)(2) A.R.S. § 16-905(B)(1)	\$410	\$410	\$840
<b>Political Committee's contribution to a candidate</b> A.R.S. § 16-905(A)(3) A.R.S. § 16-905(A)(4) A.R.S. § 16-905(B)(2)	\$410	\$410	\$840
<b>Committees certified by the Secretary of State to give at the upper limit "Super PAC"</b> A.R.S. § 16-905(I) A.R.S. § 16-905(A)(5) A.R.S. § 16-905(B)(3)	\$2,080	\$1,664	\$4,176
<b>Combined total from all Political Committees other than political parties</b> A.R.S. § 16-905(C)	\$10,440	\$13,464	\$83,448
<b>Nominee's total from political party and all political organizations combined</b> A.R.S. § 16-905(D)	\$10,440	\$8,352	\$83,448
<b>Total contributed by an individual to candidates and committees who give to candidates</b> A.R.S. § 16-905(E)	\$5,850 in a calendar year		

**NOTIFICATION LEVELS  
FOR CANDIDATES' AND DESIGNATING INDIVIDUALS' PERSONAL MONIES**

<b>PERSONAL MONIES NOTIFICATION</b> A.R.S. § 16-905(F)&(G)	<u>NON-STATEWIDE OFFICES</u> Candidate or Authorized Candidate's Committee		<u>STATEWIDE OFFICES</u> Candidate or Authorized Candidate's Committee	
	Candidate	Exploratory	Candidate	Exploratory
Candidates' and Designating Individuals' obligated or contributed personal monies: <b>first notification</b> A.R.S. § 16-905(F)&(G)	\$16,330	\$16,330	\$32,650	\$32,650
Candidates' and Designating Individuals' obligated or contributed personal monies: <b>subsequent notification</b> A.R.S. § 16-905(F)&(G)	\$8,180	\$8,260	\$16,330	\$16,620



## POLITICAL AND CAMPAIGN SIGNS

CITY OF YUMA  
COMMUNITY DEVELOPMENT DEPARTMENT

Political signs for candidates and election issues need to comply with the City of Yuma Sign Code. For further information, please contact the Community Development Department at One City Plaza, Second Floor or call 373-5000, ext. 3003.

### Sign Registration and Sign Permit Requirements

The size of the sign dictates whether the sign is exempt from registration, whether the sign is required to be registered with the City or whether the sign requires a building permit. The following table summarizes the City requirements:

Sign Size	Exempt from registration with the City of Yuma	Require owner's phone number (waterproofed) on the sign	Require sign locations to be registered with the City of Yuma	Require a sign permit from the City of Yuma
Less than 10 square feet	X	X		
10-32 square feet		X	X	
Over 32 square feet or taller than 6 feet in height				X

### Maximum Sign Sizes and Sign Locations

The table below summarizes the number and size of temporary political and campaign signs allowed, by zoning district:

Zoning District	Max. Size	Max. No.	Maximum Height		
			In the setback	Outside setback	
Agriculture	32 sq ft	As long as the sign contains a non-commercial message, there is no maximum number of political or campaign signs for any given lot.	6'	12'	
Residential:					
▪ Less than an acre	10 sq ft		6'	6'	
▪ More than an acre	32 sq ft		6'	8'	
Transitional	32 sq ft		6'	8'	
All Other Zones:					
▪ Freestanding	100 sq ft		6'	12'	
▪ Wall mounted	32 sq ft	Refer to sign code			

The signs can be installed on **private property**, with the property owner's permission. Installing a sign on **public land** requires the permission of the agency that controls the land. Political signs are **not allowed** on City-owned property, this includes street rights-of-way.

The City asks candidates and those that placed signs relating to ballot issues, to **remove their signs within 10 days** after the election. If signs have been installed for a primary election, they may be left in place if the primary candidate is also a candidate in the general election.

(Revised 2/26/09)

