

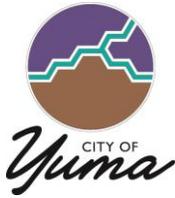
# 2019 Election Information for Candidates



Compiled and Issued by:

*Office of the City Clerk  
One City Plaza  
Yuma, AZ 85364  
Phone: 928.373.5035  
Email: [Clerk@YumaAZ.gov](mailto:Clerk@YumaAZ.gov)*





OFFICE OF THE CITY CLERK

One City Plaza  
Yuma, AZ 85364  
928-373-5035 (phone)  
Clerk@YumaAz.gov

Dear Candidate:

Thank you for your interest in running as a candidate in the 2019 City of Yuma election. This candidate packet has been prepared to assist you in complying with election filings and requirements in the 2019 City of Yuma election. While the City Clerk's Office will assist with informational items, this candidate handbook and the noted resources are provided with the understanding that City Clerk's Office staff cannot render legal or financial advice; **it is the candidate's responsibility to ensure that all legal requirements have been met.**

This candidate packet contains information related to the following:

- Important dates and contact information
- Candidate requirements and filing information
- Nomination filing requirements and forms
- Political signs requirements
- Financial disclosure
- Political Action Committees

For your convenience, we have provided links to forms that can be filled out electronically. However, please note that all required documents must have an original signature and be filed in the City Clerk's Office located at Yuma City Hall, One City Plaza, Yuma, Arizona, 85364, within the deadlines noted in the statutes.

Every effort was made to provide you with materials that are current. However, State statutes are subject to change and neither the City Clerk nor the City Attorney is able to provide legal advice on election questions to individual candidates. Given the complexity of election laws, particularly campaign finance laws, and the importance of timely compliance, candidates are strongly encouraged to seek the assistance of an attorney or other professionals with knowledge of election laws.

The City of Yuma appreciates your interest in our election process and welcomes suggestions regarding additional information that would be of assistance to you. Please contact the City Clerk's Office if you have any questions.

Sincerely,

Lynda L. Bushong, CMC  
City Clerk

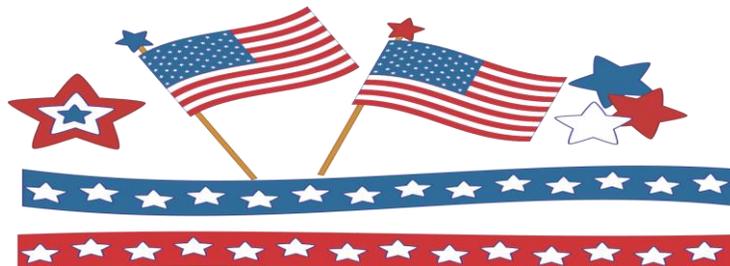
# IMPORTANT DATES

## CITY OF YUMA 2019 ELECTION



Deadlines		Contact/Filing Office
April 29, 2019 through May 29, 2019 5:00 p.m.	Nomination Packet ARS § 16-311 (B)	City Clerk's Office
July 18, 2019 5:00 p.m.	Write In Candidate – Primary Election Filing of nomination paper ARS § 16-312 <a href="#">[Click Here]</a>	City Clerk's Office
July 29, 2019	Voter Registration – Primary ARS § 16-120	Yuma County Recorder's Office <a href="http://www.servicearizona.com">www.servicearizona.com</a>
July 31, 2019	Early Voting Begins – Primary ARS § 16-542 (C)	Yuma County Recorder's Office
August 16, 2019 5:00 p.m.	Voter Assistance – Primary ARS § 16-549 (C)	*Yuma County Recorder's Office
August 27, 2019	<b>PRIMARY ELECTION</b>	
September 26, 2019 5:00 p.m.	Write In Candidate – General Election Filing of nomination paper ARS § 16-312 <a href="#">[Click Here]</a>	City Clerk's Office
October 7, 2019	Voter Registration - General	Yuma County Recorder's Office <a href="http://www.servicearizona.com">www.servicearizona.com</a>
October 9, 2019	Early Voting Begins - General	Yuma County Recorder's Office
October 25, 2019 5:00 p.m.	Voter Assistance - Primary	*Yuma County Recorder's Office
November 5, 2019	<b>GENERAL ELECTION</b>	

\*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 residency by a Special Election Board



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



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

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

One City Plaza  
Yuma, AZ 85364  
(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: 8:00 a.m. to 5:00 p.m.; closed every other Friday

Office is closed from noon to 1:00 p.m. every day

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

### **YUMA COUNTY RECORDER**

197 S. Main Street  
Yuma, AZ 85364

(928) 373-6020 (Recorder)

(928) 373-6034 (Voter Registration or Early Voting)

TDD (928) 373-6033

Website address: [www.yumacountyaz.gov/government/recorder](http://www.yumacountyaz.gov/government/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 85007-2808

(602) 542-8683

TDD (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 City Council candidate must meet the following qualifications as set forth in Arizona Revised Statutes § 9-232 (at the time of the election):

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

A Municipal Judge candidate must meet the following qualifications as set forth in Article XI, Section 3(d) of the Yuma City Charter:

- be at least 30 years of age
- be of good moral character with no felony convictions
- have resided in the City of Yuma, or in any area annexed to the City for at least five years prior to taking office

### Elective Offices to be filled

Number of positions	Office	Term	Term of Office	Annual Salary
3	Councilmember	4 years	January 1, 2020 - December 31, 2023	\$ 3,600
1	Municipal Judge	4 years		*\$99,000

\* Salary set through the Yuma City Council by ordinance.

### 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 2017). The required number of signatures to qualify for the 2019 Primary Election ballot is no less than 228 and no more than 379 signatures of qualified electors of the City of Yuma.

### Majority to elect in primary election

Any candidate who receives, in the Primary Election (August 27, 2019), 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 5, 2019). 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 as set forth in Article IV, Section 5 of the Yuma City Charter.

## CAMPAIGN INFORMATION



This campaign information serves as a guideline to incumbent and non-incumbent candidates during the election campaigns:

- Use of the City’s logo on campaign material and related communication platforms, such as social media accounts is prohibited.
- Unlawful acts of electioneering and violations of the “Seventy-five foot limit” are subject to a class 2 misdemeanor, as prescribed in A.R.S § 16-1018 & §16-515.
- Arizona Revised Statutes § 9-500.14 prohibits the use of City resources to influence elections
- All legally declared incumbent and non-incumbent candidates for any elected office will not receive air time on any City of Yuma television/radio programming, other than regularly scheduled coverage of City Council meetings and other official City events. This restriction shall remain in effect until after the applicable August and/or November election.
- All legally declared incumbent and non-incumbent candidates for any elected office will not issue any newsletters, brochures and/or printed, electronic or web-based information updates that are produced with City dollars. This restriction shall remain in effect until after the applicable August and/or November election.
- All documents filed as part of the candidate nomination requirements, are subject to Arizona Public Record Laws.
- Materials provided by the City of Yuma are intended to assist in meeting the requirements of candidacy. However, it is the candidate’s responsibility to see that all legal requirements have been met. All candidates should familiarize themselves with election requirements and should seek legal counsel, if necessary, regarding questions about candidate requirements and/or qualifications.

### Additional resources:

- Secretary of State: <https://www.azsos.gov/elections>
- Arizona Revised Statutes: <http://www.azleg.gov/arstitle/>
- Arizona State Constitution: <http://www.azleg.gov/constitution/>
- Yuma City Charter and City Code: : <http://www.yumaaz.gov/city-clerks-office/yuma-city-charter-and-code.html>

## CANDIDATE FILING INFORMATION



### **Nonpartisan Nomination Paper/Declaration of Qualification [[click here](#)]**

The Nomination Paper provides written notification of an individual's intent to become a candidate for office and requests sufficient information to indicate that the person will be qualified to hold the office.

### **Nonpartisan Nomination Petitions [[click here](#)]**

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 vacancy. For this election, an individual may sign up to three nomination petitions for City Councilmember and one nomination petition for Municipal Judge.

The petition circulator must be qualified to register to vote in the State of Arizona and, if not a resident of this State, shall register as a circulator with the Secretary of State. Each petition must be signed by the circulator who circulated that petition. The circulator's name shall be typed or printed under his/her signature along with circulator's actual residence address. The circulator shall verify that, in his/her 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 [[click here](#)]**

A Financial Disclosure Statement must be filed by any candidate running for public office. The statement shall cover the preceding twelve-month period.

### **Political Action Committee [[click here](#)]**

Each candidate committee that intends to accept contributions or make expenditures, in any combination, of more than five hundred dollars (\$500) shall file a *Committee Statement of Organization* with the City Clerk's Office. All committees are required to file campaign finance reports as required by Title 16, Chapter 6 of the Arizona Revised Statutes.

As a candidate, you must file a Statement of Organization for political committees within ten days of meeting the committee criteria. For additional requirements and restrictions refer to A.R.S. § 16-905 and § 16-906.

## ✓ 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, May 29, 2018, for the official filing of a candidate:

1. Nonpartisan Nomination Paper
2. Nonpartisan Nomination Petitions
3. Financial Disclosure Statement
4. Political Action Committee - Statement of Organization (see requirements above if not already filed)





# 2019 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 (§ 154-17). For further information, please contact the Community Development Department at One City Plaza, Second Floor or call 373-5000, ext. 3003.

### The Location of Political and Campaign Signs:

1. The City of Yuma Code prohibits any sign to be located within any public street right-of-way as classified by the circulation element of the Yuma General Plan, nor shall any portion of a sign or sign structure overhang such right-of-way (§ 154.17.05(F)), however, the State of Arizona’s Attorney General has opined that political and campaign signs may be located within the public rights-of-way that are owned or controlled by said jurisdiction (A.R.S. 16-1019).
2. Signs shall not be located in a manner which is hazardous to public safety, obstructs clear vision for pedestrians or vehicular traffic in the area or interferes with the requirements of the Americans with Disabilities Act (§ 154-15.03(C) and § 154-17.05(E)(3)).
3. 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.
4. Any entity or person placing a sign is solely responsible to the safety of the traveling public. The City of Yuma does not condone or approve the locations of signs and will only intervene as permitted in A.R.S. § 16-1019, as amended.

### Sign Registration and Sign Permit Requirements [\[click here\]](#)

The size of the sign dictates:

- If the sign is exempt from registration,
- If the sign is required to be registered with the City, or,
- If the sign requires a building permit.

The following table summarizes City sign registration and permit requirements:

Sign Size	Exempt from registration with the City of Yuma	Requires owner’s phone number (waterproofed) on each sign	Requires sign locations to be registered with the City of Yuma	Requires a sign permit from the City of Yuma
Less than 10 square feet (3’x3’ or smaller)	X	X		
10-32 square feet		X	X	X
Over 32 square feet or taller than 6 feet in height (larger than 4’x8’ – the size of a standard sheet of plywood).				X

### Maximum Sign Sizes and Sign Locations

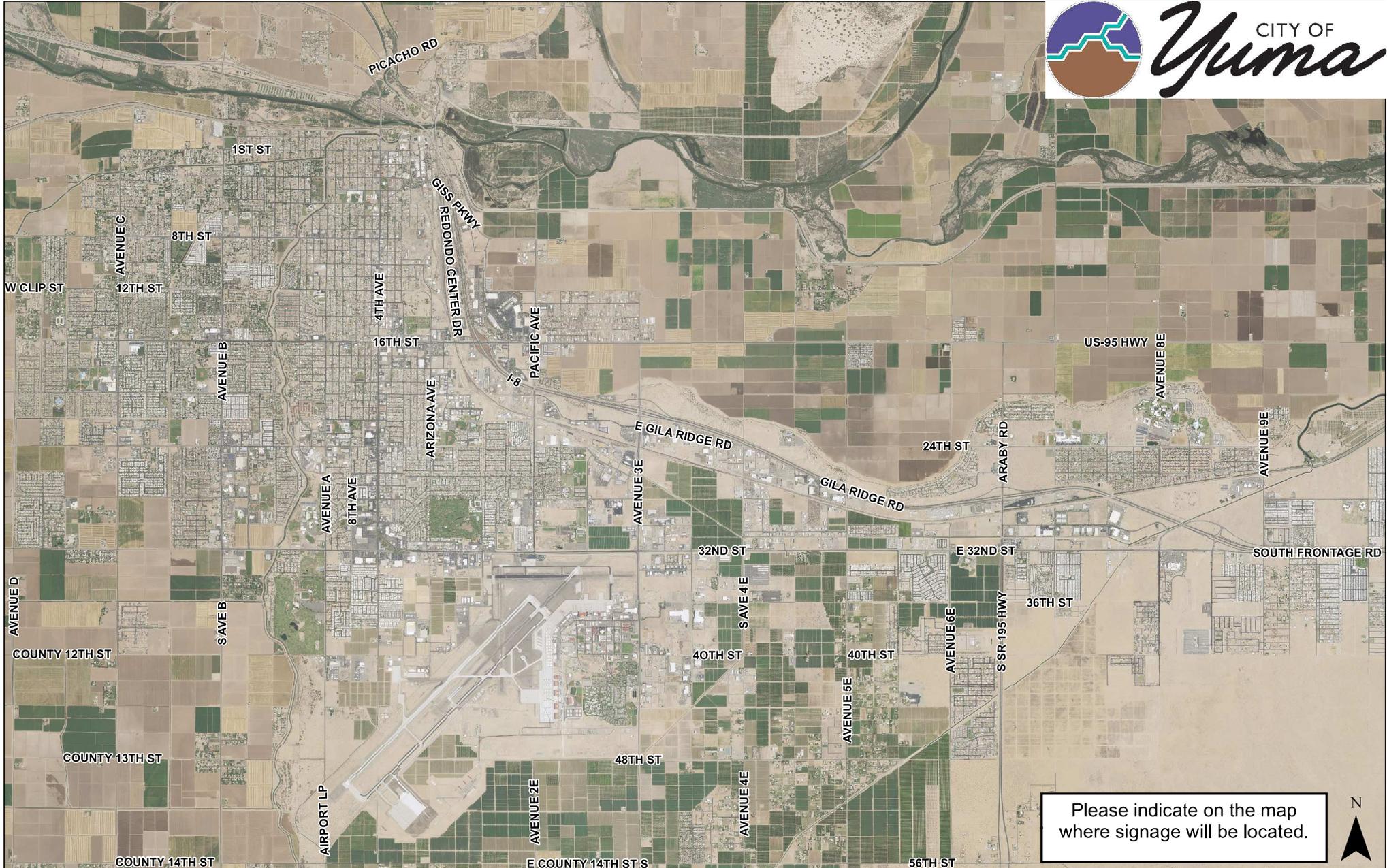
The table below summarizes the maximum number and size of temporary political and campaign signs allowed in the City, by zoning district category type:

Zoning District	Maximum Size	Maximum Height		Maximum Number
		In the Setback	Outside Setback	
AGRICULTURE ZONE	32 square feet	6 feet	12 feet	As long as the sign contains a non-commercial message, there is no maximum number of political/campaign signs per lot
RESIDENTIAL ZONES: <ul style="list-style-type: none"> <li>• Less than 1 acre</li> <li>• More than 1 acre</li> </ul>	10 square feet	6 feet	6 feet	
	32 square feet	6 feet	8 feet	
TRANSITIONAL ZONE	32 square feet	6 feet	8 feet	
COMMERCIAL AND INDUSTRIAL ZONES <ul style="list-style-type: none"> <li>• Freestanding Signs</li> <li>• Wall-Mounted Signs</li> </ul>	100 square feet	6 feet	6 feet	
	32 square feet	Refer to sign Code		

### Length of Time Signs are Allowed

- Signs may be posted **no earlier than sixty (60) days** before a primary election.
- All signs must be **removed within fifteen (15) 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.
- Those signs for the general election must be **removed within fifteen (15) days** after that election.

Candidates for office and/or their managers and staff chiefs are responsible for removing campaign signs and the support materials in a timely manner and restoring the location to its pre-sign condition. Failure to remove these signs and abate the area after the election places an unnecessary burden on the local jurisdictions to use public resources to undertake this task. Moreover, leftover signage or damaged signage creates a negative impression to the area and places an unnecessary blight to the community. As such, candidates and their managers and staff are respectfully asked to monitor their signs and remove them as soon as practicable after the conclusion of the election.



Please indicate on the map where signage will be located.

