

Generic Schedule for SAN DIEGO COUNTY INITIATIVE

(All references are to the California Elections Code, unless otherwise stated)

RESPONSIBLE PARTY	ACTION	ALLOTTED TIME
Proponents	File a Notice of Intent to Circulate a Petition with the Registrar of Voters, along with a \$200 fee. The fee will be refunded to the filer if, within one year of the date of filing the notice, the Registrar certifies the petition has qualified. (9103)	Anytime
Registrar of Voters	Transmit a copy of the proposed measure to County Counsel. (9105)	Same day Notice of Intent is filed
Proponents	Contact Registrar of Voters to determine if there are financial disclosures filing obligations. Types of reports and deadlines are dependent on the level of financial activity.	Before money is raised or spent on political activities
County Counsel	Prepare a ballot title and summary in 500 words or less and submit to the Registrar of Voters. (9105a)	1 to 15 days
Registrar of Voters	Provide a copy of the ballot title and summary to the proponents. (9105)	Same day received from County Counsel
Proponents	May seek a writ of mandate requiring the ballot title and summary to be amended. (9106)	Unable to determine
Proponents	Must publish the Notice of Intent to Circulate Petition, including title and summary prepared by County Counsel, and provide proof of publication to the Registrar of Voters <u>prior</u> to collecting any signatures. (9105b)	After receipt of title and summary from Registrar of Voters
Proponents	Prepare the petition, including (but not limited to) the following: <ul style="list-style-type: none"> ◆ Ballot title and summary prepared by County Counsel ◆ Complete text of the proposed measure ◆ Notice (in 12 pt. type) required by Sec. 101: NOTICE TO THE PUBLIC THIS PETITION MAY BE CIRCULATED BY A PAID SIGNATURE GATHERER OR A VOLUNTEER. YOU HAVE THE RIGHT TO ASK. ◆ Spaces for printed name, signature and residence address ◆ Declaration of Circulator The California Elections Code contains specific requirements regarding type style, type size and spacing. Refer to Sections 100, 101, 9105, 9108 and 9109.	Unable to determine
Proponents	Circulate petition to obtain signatures. File signatures (all sections at one time) with the Registrar of Voters no later than 180 days from date of receipt of title and summary from County Counsel. (9108, 9110)	1 to 180 days
Registrar of Voters	Verify the signatures on the petition. (9114, 9115)	30 days max., excluding weekends and holidays
Registrar of Voters	Present a certification of the results of the verification process to the Board of Supervisors. The matter will be docketed under the normal procedures for the next regular meeting of the Board of Supervisors. (9114, 9115)	2 to 3 weeks
Board of Supervisors	Take appropriate action listed below, depending on the number of valid signatures gathered.	1 to 30 days
	IF THE PETITION IS SIGNED BY 10%, THE BOARD SHALL:	
	1 Adopt the ordinance without alteration, (9118)(Does not apply to initiatives to amend the County Charter) OR	Within 10 days after certification is presented
	2 Submit the ordinance to the voters at the next statewide election occurring at least 88 days from the date of the order, (9118) OR	On day certification is presented
	3 Order a report from any county agency pursuant to Elections Code Section 9111. The report must be presented to Board of Supervisors no later than 30 calendar days after Registrar of Voters presents the petition to the Board. (9111) <i>Note: Referral for a report may also be done during the period for circulating the petition.</i>	On day certification is presented, or sooner
4 Upon receipt of the report, refer back to Steps 1 and 2 above. (9118)		