



# CITY OF PINOLE

City Clerk's Office

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[www.ci.pinole.ca.us](http://www.ci.pinole.ca.us)



## GENERAL MUNICIPAL ELECTION NOVEMBER 5, 2024

Dear Candidate,

Thank you for considering running for public office. This is an exciting time to be running for office and regardless of the position, our democracy works best when people are willing to step up and get involved. The City of Pinole consolidated its General Municipal Election with the Contra Costa County Elections Division for the November 5, 2024 General Election where Pinole voters will be electing two (2) Council members and one (1) Treasurer.

The reference guide will assist you during the electoral process; it summarizes the major provisions related to candidates running for office and not intended to be an all-encompassing guide. It will offer you information about regulations and important candidate filing dates and campaign deadlines. I hope you find this information helpful. My staff and I are here to help you during the process and answer questions not answered in the guide; however, we cannot provide legal advice or legal interpretations. Should you have questions about campaign contributions and forms, please contact the Fair Political Practices Commission (FPPC).

A Candidate's Statement is optional. This candidate statement may include the name, age and occupation of the candidates and a brief description, of no more than **250 words**, of the candidate's education and qualifications expressed by the candidate. The estimated cost to file a Candidate's Statement in the Voter Pamphlet is **\$393.00** and will be collected upon receipt of statement. The City Council has adopted an ordinance Establishing Local Campaign Contribution Limits – Ordinance 2008-06. All candidates will be subject to this ordinance, and a copy will be included in the candidate packet.

Please contact me to schedule an **appointment to obtain and file nomination papers** at (510) 724-8928 or by email at [hbell@pinole.gov](mailto:hbell@pinole.gov). The City Clerk's normal office hours are Monday – Thursday between 8 a.m. and 4:30 p.m. Please note, that City Hall is closed on Friday; however, I will be available by appointment on the **final filing deadline of Friday, August 9, 2024 at from 8:30 a.m. - 4:30 p.m.**

Sincerely,

Heather Bell, CMC  
City Clerk

### NOTICE

No duty is imposed upon the Registrar of Voters to determine whether a candidate meets the requirements for holding office. The Declaration of Candidacy signed by a candidate, states that the candidate meets the statutory and/or constitutional qualifications for office (including, but not limited to, citizenship, residency, etc.).

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**ELECTION KEY DATES**  
**General**  
**November 5, 2024**

Military and Overseas Voter Ballots Mailed	September 21, 2024
Voter Information Guide Mailing	September 26, 2024
Vote-by-Mail Mailing	October 7, 2024
Registration Deadline	October 21, 2024
Supplemental Voter Information Guide Mailing	October 22, 2024
Last Day to Request a Vote-by-Mail Ballot	October 29, 2024
Last Day to Return or Mail a Vote-by-Mail Ballot	November 5, 2024
Election Day	November 5, 2024
Canvass Period	November 6 – December 5, 2024
Certification Deadline / Final Results Transmitted	December 5, 2024



**KEY DATES**  
**November 5, 2024 General Election**

	APPLIES TO	DATES
Candidate Filing Period	All Cities, School and Special Districts	July 15 – August 9 E-113 – 89
Last day for candidates to file and pay for “Candidate Statement”	All Candidates	August 9 E-89
Extended Filing Period	Offices for which no incumbent files nomination papers by Aug. 12. <b>Only non-incumbents may file</b>	August 10 – 14 E-87 – 83
Public Review of “Ballot Designations” and “Candidate Statements”	All candidates	August 10 – 19 E-87 – 78
	Candidates who filed during the extended filing period	August 15 – 24 E-82 – 73
Last day to withdraw “Candidate Statement”	All candidates	August 12 E-85
	Candidates who filed during the extended filing period	August 15 E-82
Last day to file a petition forcing a contest on the General Election ballot	Applies only to offices where the number of candidates does not exceed the number of positions	August 14 E-83
Randomized alphabet drawing for ballot placement	All candidates	August 15 E-82
Deadline to file a “Write-In Candidacy”	Write-In candidates	October 22 E-14
1 <sup>st</sup> Pre-Election Campaign Expenditure Reporting (Form 460/470) <i>Reporting periods: 07/01/22 – 09/24/22</i>	All candidates	September 29, 2022
Deadline to Register to Vote in the November 8, 2022 General Election	All voters	October 24, 2022 E-15
2 <sup>nd</sup> Pre-Election Campaign Expenditure Reporting (Form 460/470) <i>Reporting periods: 09/25/22 – 10/22/22</i>	All candidates	October 27, 2022
Election Day	Polls open from 7:00 a.m. to 8:00 p.m.	November 5, 2024
Deadline to certify the General Election		December 5, 2024 E+28
Semi-Annual Campaign Expenditure Reporting (Form 460/470) <i>Reporting periods: 10/23/22 – 12/31/22</i>	All candidates	January 31, 2023

# OFFICES FOR ELECTION

## November 5, 2024 General Election

	NUMBER OF POSITIONS TO BE ELECTED	TERM OF OFFICE	NOMINATION SIGNATURES REQUIRED
<b>CITIES</b> Antioch	City Clerk Treasurer Mayor 1 Councilmember, District 2 1 Councilmember, District 3	4 years	20
Brentwood	Mayor 1 Councilmember, District 1 1 Councilmember, District 3	4 years	20
Clayton	3 Councilmembers	4 years	20
Concord	1 Councilmember, District 2 1 Councilmember, District 4	4 years	20
Danville	3 Councilmembers	4 years	20
El Cerrito	3 Councilmembers	4 years	20
Hercules	3 Councilmembers	4 years	20
Lafayette	3 Councilmembers	4 years	20
Martinez	Treasurer 1 Councilmember, District 2 1 Councilmember, District 3	4 years	20
Moraga	3 Councilmembers	4 years	20
Oakley	1 Councilmember, District 1 1 Councilmember, District 3 1 Councilmember, District 5	4 years	20
Orinda	2 Councilmembers	4 years	20
Pinole	Treasurer 2 Councilmembers	4 years	20
Pittsburg	2 Councilmembers	4 years	20
Pleasant Hill	1 Councilmember, District 1 1 Councilmember, District 2 1 Councilmember, District 5	4 years	20
Richmond	1 Councilmember, District 1 1 Councilmember, District 5 1 Councilmember, District 6	4 years	20
San Pablo	3 Councilmembers	4 years	20
San Ramon	Mayor 1 Councilmember, District 1 1 Councilmember, District 3	4 years	20
Walnut Creek	3 Councilmembers	4 years	20

## GENERAL QUALIFICATIONS FOR OFFICE

### A candidate must be:

- a) A U.S. Citizen; and
- b) A registered voter at the time the Declaration of Candidacy is issued; and
- c) A registered voter in the political subdivision for which they are running; and
- d) Not have been convicted of a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes.

*Government Code 1021/Election Code 20, 201*

## 2024 FILING PERIODS

### General Election - November 5, 2024

Filing Period:

July 15 - August 9, 2024

\*Extended Filing Period:

August 10 - August 14, 2024

### \*Extended Filing Period

If nomination papers for an incumbent elective officer are not filed by the filing deadline, the filing period for that office is extended 5 calendar days for non-incumbents only. There shall be no extended filing period for candidates where the incumbent cannot file due to term limits or for offices that are vacant.

*Election Code 8024*

## CANDIDATE APPLICATION PACKET

The Candidate Application Packet often referred to as “papers”, includes the following forms:

- Nomination Petitions
- Filing Fee Information – **NO FILING FEE**
- Declaration of Candidacy
- Ballot Designation Worksheet
- Candidate Statement of Qualifications (*Optional*) **Estimated Cost of \$393.00**
- Statement of Economic Interests (Form 700)
- Campaign Finance Disclosure
- Code of Fair Campaign Practices (*Optional*)
- Voluntary Expenditure Limitation Agreement (*Optional*)

### **Nomination Petitions**

Candidates for City offices are required to file nomination petitions containing no less than the 20 required signatures, and no more than 30 signatures. Signers of nomination petitions must be registered voters of the City of Pinole. A signer can only sign as many nomination papers as positions up for election. To qualify, candidates must obtain a minimum of 20 valid signatures, as required within a city of 1,000 or more.

A signature is valid if it is of a registered voter who lives within the boundaries of the City. The signer must be a registered voter to the address at which they reside.

The Nomination Paper, to collect signatures, shall be obtained from the City Clerk’s office during the nomination period of July 15, 2024 – August 9, 2024.

### **Circulators of Nomination Petitions**

Circulators must be 18 years of age or older. Candidates may circulate and sign his/her own nomination petitions.

The Affidavit of Circulator, located on the back of each petition, must be completed in the circulator's own hand, including if the candidate circulates his or her own petition.

*Election Code 102, 104*

### **Signers’ Qualifications**

Signers must be registered voters of the City of Pinole. Signers do not need to be of the same political party as the candidate.

*Election Code 8068*

### **Signers' Limitations**

Signers may only sign one nomination petition for any candidate for a given office. If more than one position is to be filled in the same office, signers may sign nomination petitions for as many candidates as there are positions to be filled for that office.

*Election Code 8069*

### **Verification of Signatures on Nomination Petitions**

Petitions are validated in the order of arrival. The signatures of all signers on nomination petitions are verified by the Elections Division, generally within 48 hours. Candidates will be notified immediately after signatures have been verified.

### **Deficient Signatures**

Once the nomination paper is filed with the Elections Official, it may not be returned to the candidate to obtain additional signatures. If it is determined to be insufficient, the Elections Official shall provide a copy of the nomination paper to the candidate with an indication of which signatures are valid/invalid, and issue one supplemental petition to the candidate on which the candidate may collect additional signatures. The supplemental petition shall be filed not later than the last day for filing for that office. The form of the supplemental petition shall be the same as the nomination paper, except that the word "Supplemental" shall be inserted above the phrase "Nomination Paper."

**PLEASE NOTE: The Circulator Information must be COMPLETED & SIGNED BY THE CIRCULATOR PRIOR to filing the nomination petitions with the City Clerk.**

### **Circulating Petitions in More than One County**

If the nomination petition and/or signatures in-lieu of filing fee petitions are circulated for an office located in more than one county, the circulator must use separate petition forms in each county. The signatures must be submitted to the Elections Office of the county in which the petition was circulated.

*Election Code 8104*

### **Declaration of Candidacy**

The "Declaration of Candidacy" is filed by each candidate for City offices.

The "***Declaration of Candidacy***" is an official document in which the candidate indicates how his/her name and ballot designation is to appear on the ballot. The candidate declares that he/she meets the statutory and/or constitutional qualifications for the office sought, and that if nominated, the candidate will accept the nomination and not withdraw.

*Election Code 8001, 8800, 8801*

The "Declaration of Candidacy" is **NOT** to be removed from the City's office.

### **Ballot Designation Worksheet**

The ballot designation is the word or group of words that will appear on the ballot under the candidate's name, designating the candidate's principal profession, vocation, or occupation.

Ballot designations may be rejected if they do not comply with the rules set by California Election Code 13107. If rejected, the candidate will be notified by phone or by registered or certified mail, with a return receipt, addressed to the mailing address appearing on the candidate's ballot designation worksheet. If an alternative designation is not provided within the time allowed, no designation will appear on the ballot. If a candidate fails to file a "Ballot Designation Worksheet", no designation will appear on the ballot. Ballot designations for City candidates will be reviewed and accepted by the City Clerk's office.

Ballot Designation Guidelines and examples are found in **Attachment A**.

*Election Code 13107, 13107.3, 13107.5*

### Public Review Period

After the close of the filing period, anyone may examine any candidate's ballot designation. During a 10-calendar-day period commencing the day after the close of the filing period, any voter of the jurisdiction in which the election is being held may seek a writ of mandate or an injunction challenging a ballot designation.

No challenges may be submitted to or will be considered by the Elections Division, Registrar or City Clerk.

*Election Code 13313, 13314*

### **Candidate Statement of Qualifications**

Each candidate for elective office must complete a "Candidate Statement of Qualifications" and may prepare an optional candidate statement at their own expense. The candidate statement is designed to familiarize voters with a candidate's qualifications for the office he/she is seeking. The candidate statement is incorporated into the "Voter Information Guide" and will be mailed to all registered voters eligible to vote for that particular office. The candidate statement is printed in English, Spanish, and Chinese.

*Election Code 13307*

For a sample of the Statement of Qualifications Information, see **Attachment B**.

### Filing of Candidate Statement

In addition to filing a hardcopy, candidates need to submit the statement in an editable text format, to the following email address: [hiopu@ci.pinole.ca.us](mailto:hiopu@ci.pinole.ca.us)

The candidate statement will be formatted to appear, as closely as possible, to the hardcopy filed. Statements are subject to the word counts and guidelines described in **Attachment B**.

### Restrictions

The candidate statement cannot make reference to other candidates for that office or to another candidate's qualifications, character, or activities.

*Election Code 13308*

### Candidate Statement Costs

The cost of **\$393.00** for the candidate statement must be paid at the time the statement is filed. For candidate statement costs see **Attachment C**.

### Withdrawing/Changing a Candidate Statement

The candidate statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 pm of the next business day, after the close of the filing period. A candidate must sign a statement if he/she chooses to withdraw the candidate statement. A new candidate statement cannot be filed to replace a withdrawn candidate statement after the end of the filing period. The candidate statement will remain confidential until after the close of the filing period for the office sought.

*Election Code 13311*

### Public Review Period

After the close of the filing period, anyone may examine candidate statements. During a 10-calendar day period, commencing the day after the close of the filing period, any voter of the jurisdiction in which the election is being held or the county elections official may seek a writ of mandate or an injunction challenging any or all of the material in a candidate statement. No challenges may be submitted to or will be considered by the Elections Division, Registrar or City Clerk.

*Election Code 13313, 13314*

*Election Code 13307*

### Statement of Economic Interests (Form 700)

Every candidate is required to file a "Statement of Economic Interests" (Form 700) disclosing certain financial interests.

The Form 700 is not required if the candidate has filed a statement for the same jurisdiction within **60 days** prior to the filing of his/her "Declaration of Candidacy". The candidate shall file a copy of their previously filed Form 700.

*Government Code 87202, 87203*

The City Clerk's Office is the filing official for "Statements of Economic Interests" in conjunction with candidacy for elective offices only.

*Government Code 87200*

### **Campaign Finance Disclosure**

All local candidates, their committees, and committees supporting or opposing ballot measures are required to report campaign contributions and expenditures.

Effective January 1, 2016, the recipient committee qualification threshold was raised from \$1,000 to \$2,000. When a candidate receives nomination papers, he/she will receive an informational manual prepared by the Fair Political Practices Commission (FPPC) and the appropriate forms that give specific information.

Candidates should familiarize themselves thoroughly with the information provided by the FPPC and carefully note the filing deadlines, as the Act imposes penalties for late filing of campaign statements. Information and requirements can be found at [www.fppc.ca.gov](http://www.fppc.ca.gov).

For a brief summary of the most commonly used forms, see **Attachment E**.

### **Code of Fair Campaign Practices**

By subscribing to the Code of Fair Campaign Practices, a candidate vows to follow the principles of decency, honesty, and fair play. Subscription to the Code is optional. Completed forms are to be filed with the City Clerk and shall be retained for public inspection until 30 days after the election.

*Election Code 20400, 20420, 20440-20444*

### **WRITE-IN CANDIDATES**

A person who did not file during the regular filing period may file for office as a write-in candidate. There is no fee or charge required of a write-in candidate, except in the case of some city offices.

Any person who desires to be a write-in candidate and have votes cast for him/her counted shall file a "Statement of Write-In Candidacy".

Forms are available at the City Clerk's Office between the following dates:

**General Election: September 19 - October 22, 2024**

*Election Code 8605*

Some offices require nomination signatures to be collected for a valid write-in candidacy. Signers of nomination papers for write-in candidates shall be voters of the City of Pinole. A minimum of 20, with no more than 30, qualified signatures are required.

Write-in candidates must also file the same forms required of other candidates who have filed during the regular filing period. The candidate statement form or ballot designation form does not apply to write-in candidates and they may not submit a candidate statement.

Only votes cast for official write-in candidates will be reported at the time of certification.

*Election Code 8605, 8606*



## COMMON QUESTIONS AND SITUATIONS

### Filing Nomination Papers on Behalf of a Candidate

If a candidate is unable to pick up their Candidate Application Packet in person, he/she may designate a person to act on his/her behalf. A written statement or “Authorization Form”, signed and dated by the candidate, authorizing a person to receive the “Declaration of Candidacy” form and all other nomination papers from the Elections Office is required.

The “Authorization Form” is available on our website. If the candidate will not be filing in person, the “Declaration of Candidacy” must be notarized before filing. ***Because an original signature is required, nomination documents may not be filed by fax or email.*** The candidate’s designee may only receive and deliver papers and may not make any changes on the nomination documents.

See **Attachment D** for a sample of the “Authorization Form”.

*Election Code 8028*

### Appearance of Names on the Ballot

A randomized alphabet drawing is the basis for determining the order of candidates on the ballot. Each candidate will be placed on the ballot in the order that each of the letters of his/her surname was drawn. For example, the placement of candidates with the surnames of Miller and Ramos will depend on the order in which the letters M and R were drawn.

Six calendar days after the end of the filing period, the Secretary of State conducts a drawing of the letters. For the November 2024 Election the drawing will be conducted on August 15, 2024.

*Election Code 13112*

### Candidates Elected at General Election

The candidate(s) for city office that receive(s) the highest number of votes from all votes cast for candidates for that office shall be elected to that office.

*Election Code 10551, 10600*

### Election Night Results

Election results are available on the Contra Costa County Elections website at [www.cocovote.us](http://www.cocovote.us) beginning at 8:00 p.m. on Election Night. Results will be updated periodically, until all Election Day ballots are counted.

Candidates and/or members of their campaigns are welcome to observe the Election Night processes. Observer guidelines will be issued upon arrival.

## Final Official Results

Beginning the day after the election, a complete audit of all returns is performed by the Contra Costa County Elections Department. Any uncounted Vote by Mail ballots are processed and counted. Additionally, provisional ballots are processed and counted and votes cast for qualified write-in candidates are counted.

Election code requires the election to be certified by 30 days following the election.

*Election Code 15372*

## Taking Office

OFFICE	AUTHORITY	DATE
City Offices	City of Pinole – Upon certification of the ballot	<i>Tentative</i> December 5, 2024

## Holding or Running For More Than One Office

Candidates are not prohibited from seeking more than one elective office and may serve in more than one office. There are, however, situations when holding more than one office is considered a conflict and incompatible.

There is no single statute that defines “incompatibility of offices”. The common law doctrine of incompatibility of offices prevents an elected official from holding two offices simultaneously if the offices have overlapping and conflicting public duties.

The courts have defined this concept as follows: “One individual may not simultaneously hold two public offices where the functions of the offices concerned are inherently inconsistent, as where there are conflicting interests, or where the nature of the duties of the two offices is such as to render it improper due to considerations of public policy for one person to retain both.”

*Government Code 1099*

For further information about conflict of interest or incompatibility of offices, contact the Fair Political Practices Commission’s website at [www.fppc.ca.gov](http://www.fppc.ca.gov) or phone toll free (866) 275-3772.

*The Political Reform Act, Government Code 1099*

## **POLITICAL SIGN GUIDELINES**

The Elections Division does not enforce the usage of political signs. The placement of political signs is subject to local regulation.

If a candidate chooses to post campaign signs, a completed "Statement of Responsibility for Temporary Political Signs" form must be filed with the Department of Transportation. This form is issued to all candidates during the filing period and is part of the Nomination Papers. See Attachment F.

Signage in The City of Pinole is subject to the Pinole Municipal Code as noted below:

"Unless specifically authorized by this chapter, no signs may be affixed to city property by private parties. Any sign posted on city property in violation of this chapter may be summarily removed by the city as a trespass and a public nuisance."

(Ord. 2010-02 § 1 (part), 2010) Municipal Code 17.54.030

## **ATTACHMENT A - BALLOT DESIGNATION GUIDELINES**

The ballot designation is the word or words, which appear on the ballot under the candidate's name, designating the current principal profession, vocation, or occupation of the candidate. The listing of a designation on the ballot is optional.

*Election Code 13107*

Ballot designations cannot be changed and they become public once the "Declaration of Candidacy" has been filed.

### **Format of Ballot Designation**

A ballot designation may be an elective office title, officeholder status, or profession.

The following examples illustrate each type. Combining these types is not permitted.

#### Elective Office Title

Words designating the elective public office currently held, provided the officeholder was elected to the office. In the case of judicial offices only, an appointed Judge may use the office title.

Example A: Governing Board Member

Example B: Board member, XYZ School District

#### Officeholder Status

Incumbent: The word "Incumbent" may be used if the candidate is seeking re-election to the same office and was elected to that office by a vote of the people or was appointed as a nominated candidate in lieu of an election.

Appointed Incumbent: The phrase "Appointed Incumbent" may be used if:

- a) the candidate holds an office other than a judicial office by virtue of appointment and is a candidate for the same office; or,
- b) a candidate for the same or other office, the word "Appointed" and the title of the office.

The phrase "Appointed Incumbent" is not required of a candidate who seeks reelection to an office that they hold and to which they were appointed in-lieu of an election.

Example A: Appointed Incumbent

Example B: Appointed Board member, XYZ School District

#### Profession

Principal Occupation: 3-Word Profession/Occupation/Vocation - No more than three words designating the current principal professions, vocations, or occupations of the candidate.

Example A: High School Teacher

Example B: Attorney/Educator/Rancher

Example C: Businessman/Councilmember

## ATTACHMENT A - BALLOT DESIGNATION GUIDELINES

### Community Volunteer

A Community Volunteer shall constitute a valid principal vocation or occupation subject to the following conditions:

- a) A candidate's community volunteer activities constitute his or her principal profession, vocation or occupation.
- b) A candidate may not use the designation of "Community Volunteer" in combination with any other principal profession, vocation or occupation.
- c) A candidate is not engaged concurrently in another principal profession, vocation or occupation.

### No Occupation Desired

If no ballot designation is requested, the word "NONE" and the candidate's initials must be written in the space provided for ballot designation on the Declaration of Candidacy form. The space provided for the ballot designation on the official ballot will be blank.

### **Unacceptable Designations**

Designations will not be accepted if:

- It would mislead the voter.
- It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- It abbreviates the word "retired" or places it following any word(s) that it modifies.

Unacceptable: Ret. Policeman  
Policeman, Retired

- It uses a word or prefix, such as "former" or "ex-," which means a prior status.

Unacceptable: Former Policeman  
Ex-Policeman

The only exception is the use of the word "retired."

Acceptable: Retired Policeman

- It includes the name of any political party, whether or not it has qualified for the ballot.
- It uses any word(s) referring to a racial, religious or ethnic group.
- It refers to any activity that is prohibited by law.

## ATTACHMENT B - CANDIDATE STATEMENT OF QUALIFICATIONS INFORMATION

**Candidate Statement of Qualifications**  
**For the General Election to be held November 5, 2024**  
(Election Code §§ 13307, 13309, and 13311)

**Instructions to Candidate:** Your statement will be printed exactly as submitted. Carefully check for content, spelling, punctuation, and grammar before submission. No changes are allowed once the statement is filed.

This form must be filed along with the candidate statement.

In addition to filing a hard copy, you will need to submit your final candidate statement in an editable text format to the following email address: [cfile@vote.cccounty.us](mailto:cfile@vote.cccounty.us)

Hard copy requires candidate signature.

Office Name: \_\_\_\_\_ Contest ID: \_\_\_\_\_ Candidate ID: \_\_\_\_\_

Word Limit: \_\_\_\_\_ • Cost: \$ \_\_\_\_\_ • Paid By: ☐ Candidate ☐ District

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Candidate Name: \_\_\_\_\_

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☐ I have reviewed the attached statement and I understand that no corrections or changes are allowed after it has been filed (pursuant to EC § 13307). I understand that Contra Costa County is mandated under the Voting Rights Act to provide voting materials and information in English, Spanish, and Chinese.

☐ I do not wish to file a Candidate Statement.

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

## ATTACHMENT B - CANDIDATE STATEMENT - WORD COUNT CRITERIA

The following are the guidelines for computing the word count for candidate statements.

<b>Acronyms</b> Examples: UCLA, PTA, U.S.M.C. A description of each acronym must be provided	one word
<b>California Geographical Names</b> Examples: Contra Costa County Walnut Creek City of Pittsburg Bay Area	one word
<b>Districts with an Elected Board</b> Examples: Contra Costa Community College District Antioch Unified School District East Bay Regional Park District San Francisco Bay Area Rapid Transit District	one word
<b>Numbers/Numerical Combinations</b> Digits (a, 10, or 100, etc.) 1990-1991, 100%, etc. Spelled out (one, ten, or one hundred)	one word one word one for each word
<b>Dates</b> All digits (11/5/96) Word and digits (June 2, 1998)	one word one word
<b>Hyphenated words</b> Regularly hyphenated words that appear in the Merriam-Webster Dictionary online.	one word
<b>Normal punctuation</b>	not counted
<b>Telephone numbers</b>	one word
<b>Email/Website addresses</b>	one word

**ATTACHMENT C - CANDIDATE STATEMENT COST TABLE**  
**November 5, 2024**

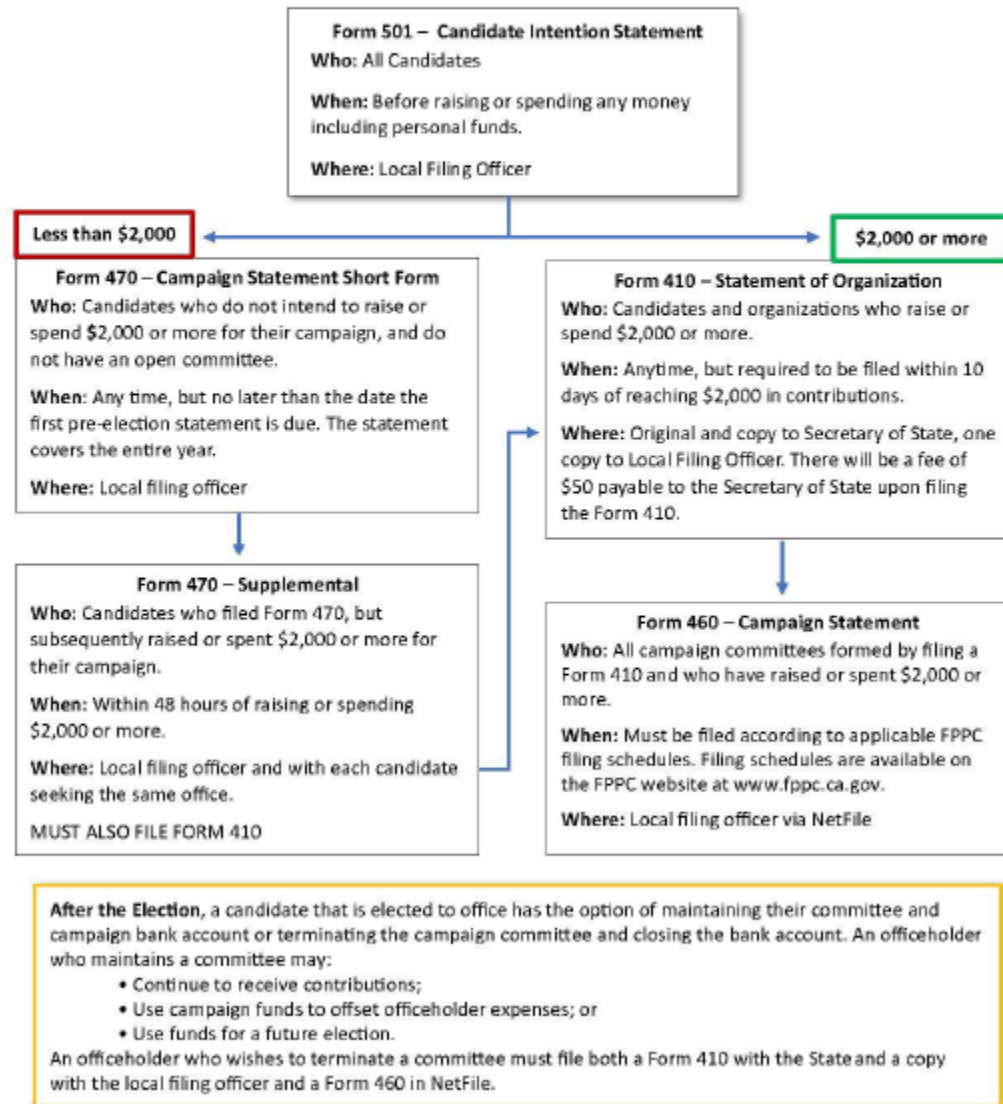
CITY	STATEMENT COSTS	WORD LIMIT	PAID BY
Antioch City Clerk, Treasurer, Mayor District 2 District 3	\$1,424.00 \$452.00 \$524.00	250	Candidate
Brentwood Mayor District 1 District 3	\$984.00 \$345.00 \$405.00	250	
Clayton	\$319.00	250	
Concord District 2 District 4	\$457.00 \$462.00	250	
Danville	\$789.00	250	
El Cerrito	\$499.00	250	
Hercules	\$491.00	250	
Lafayette	\$529.00	250	
Martinez Treasurer District 2 District 3	\$664.00 \$271.00 \$290.00	250	
Moraga	\$378.00	250	
Oakley District 1 District 3 District 5	\$262.00 \$264.00 \$249.00	250	
Orinda	\$449.00	250	
Pinole	\$393.00	250	
Pittsburg	\$948.00	250	
Pleasant Hill District 1 District 2 District 5	\$226.00 \$231.00 \$249.00	250	
Richmond District 1 District 5 District 6	\$298.00 \$368.00 \$352.00	250	
San Pablo	\$405.00	250	
San Ramon Mayor District 1 District 3	\$1,144.00 \$390.00 \$371.00	400	
Walnut Creek	\$1,129.00	250	



## ATTACHMENT D – SUMMARY OF CAMPAIGN FINANCE DISCLOSURE REQUIREMENTS



Basic Filing Guidelines for candidates and committees. For more information you may contact FPPC at [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov) or (866) 275-3772, and by visiting the FPPC website at [www.fppc.ca.gov](http://www.fppc.ca.gov).



## **ATTACHMENT D - SUMMARY OF CAMPAIGN FINANCE DISCLOSURE REQUIREMENTS**

### **FORM 501 - Candidate Intention Statement**

This statement must be filed before a candidate solicits or receives any contributions or loans from others or before any expenditure are made from personal funds on behalf of his/her candidacy, excluding personal funds used to pay filing fees and/or fees for Statements of Qualifications.

Exception: Form 501 is not required to be filed by candidates who do not intend to receive any contributions or loans, and the only expenditures from personal funds would be for payment of the filing fee, if applicable, and the Statement of Qualifications. Form 501 is not used to obtain a Committee Identification Number.

### **FORM 410 - Statement of Organization**

The Form 410 must be filed if a candidate or committee receives contributions or loans totaling \$2,000 in a calendar year. This statement must be filed within 10 days of opening a campaign bank account at a financial institution in California. All personal funds and/or contributions or loans made to the candidate, to a person on behalf of the candidate, or to the candidate's controlled committee shall be deposited in the campaign bank account prior to expenditure. *A printed copy of the Form 410 must be filed with the Secretary of State's Office to obtain a Committee Identification Number.*

### **FORM 460 - Recipient Committee Campaign Statement**

Candidates for office who receive contributions or have expenditures in excess of \$2,000 must file pre-election and semi-annual campaign statements during the year in which their election is being held. Please refer to the Filing Schedule for filing deadlines.

### **FORM 470 - Officeholder/Candidate Campaign Statement-Short Form**

Candidates for office who expect to receive or spend less than \$2,000 during the election and who do not have a controlled committee may file a Form 470 with their Declaration of Candidacy (or no later than the filing deadline for the first pre-election campaign statement).

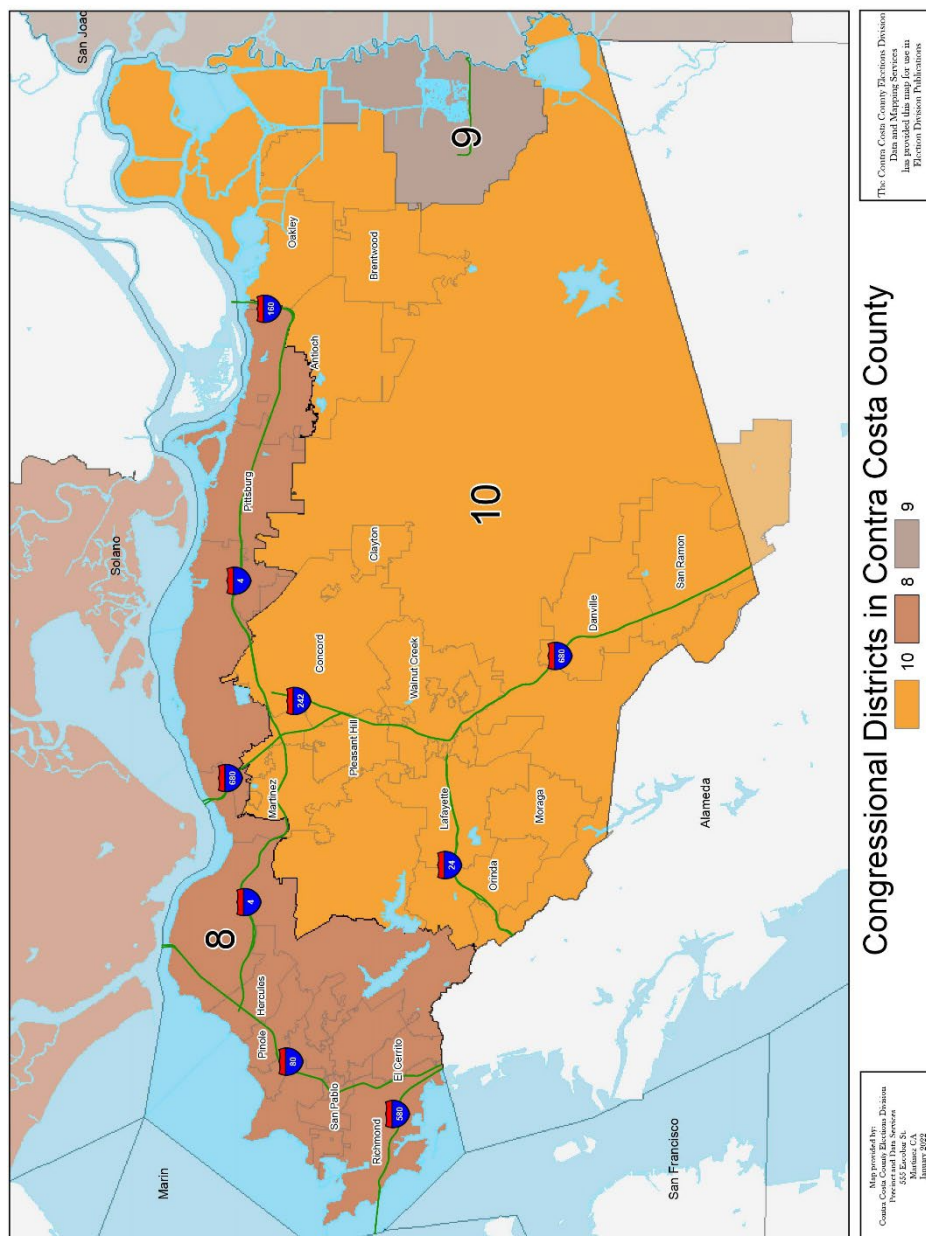
### **FORM 470 - Supplemental**

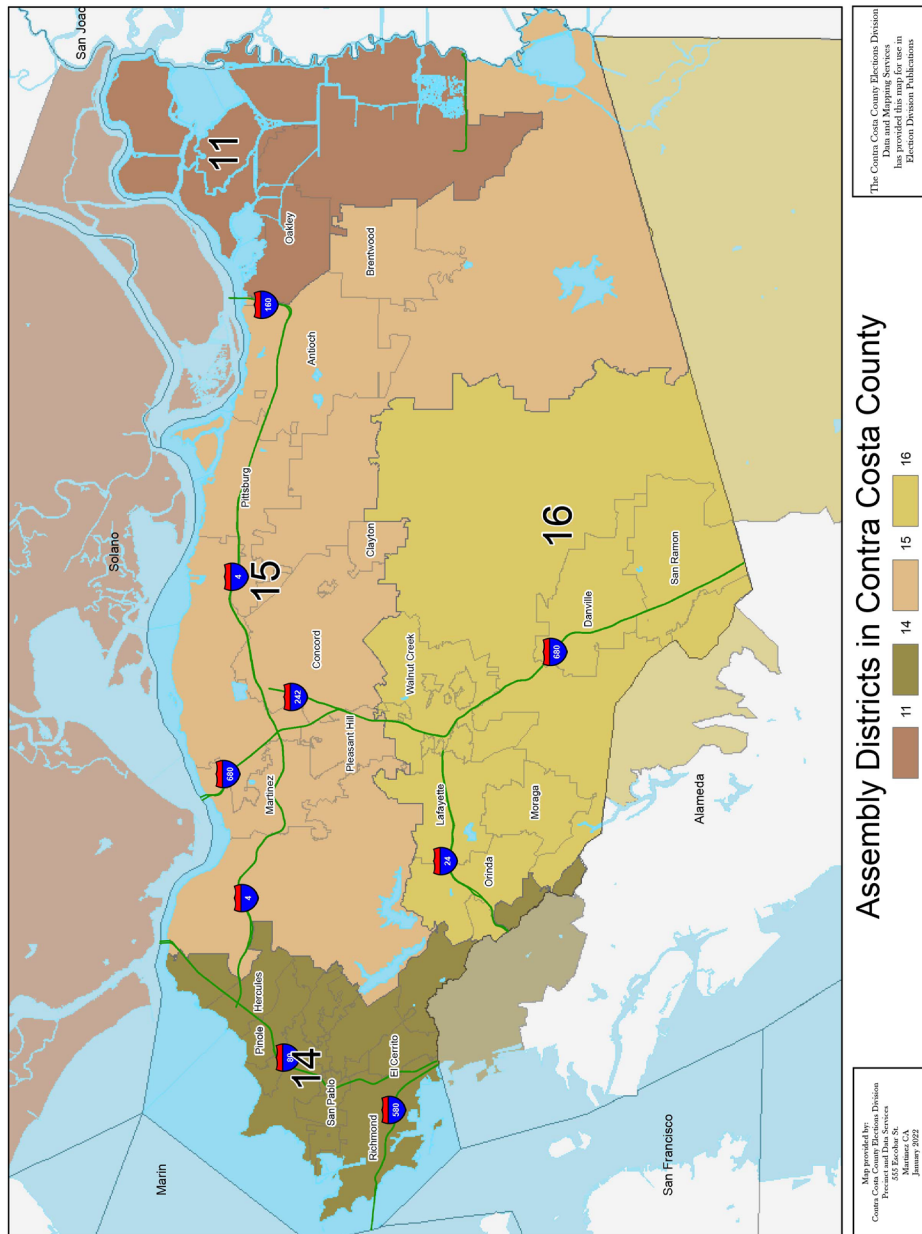
Supplemental Candidate and Officeholder Campaign Statement. This form applies to candidates and officeholders who have filed a Form 470 and subsequently receive contributions or make contributions totaling \$2,000 or more for a calendar year. Once a Supplemental Form 470 is filed, the candidate or officeholder will be required to file a Form 410 and 460.

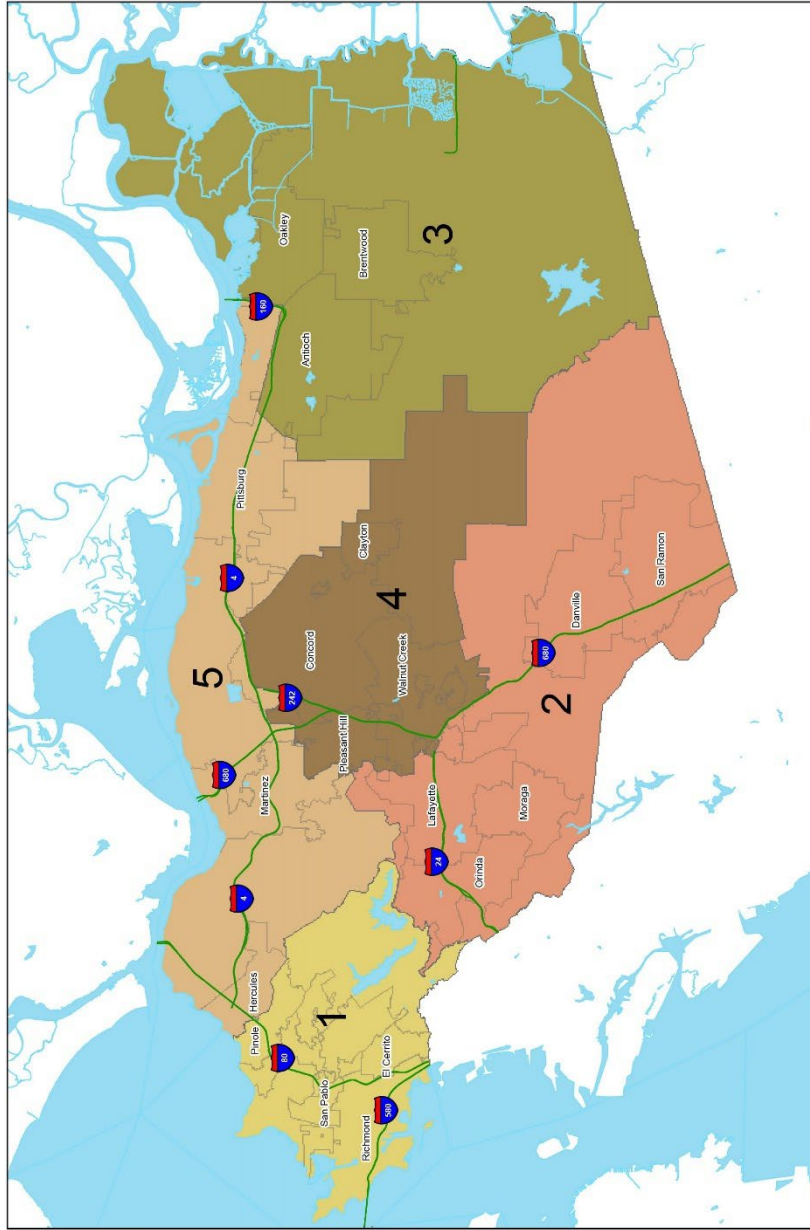
## ATTACHMENT E - DISTRICT VOTER REGISTRATION BY PARTY

### District Registration by Party *As of February 22, 2024*

	Democrat	Republican	No Party Preference	Other	Total
Contra Costa County	380,324	131,986	152,503	44,813	709,626
<b>Federal and State Offices:</b>					
Congressional District 8	145,772	26,368	49,552	14,332	236,024
Congressional District 9	4,049	4,595	2,232	993	11,869
Congressional District 10	230,503	101,023	100,719	29,488	461,733
Senate District 3	36,642	24,087	17,217	6,558	84,504
Senate District 7	96,491	13,316	30,428	8,091	148,326
Senate District 9	247,191	94,583	104,858	30,164	476,796
Assembly District 11	17,805	12,354	8,572	3,296	42,027
Assembly District 14	96,496	13,318	30,429	8,092	148,335
Assembly District 15	158,342	58,759	63,462	21,505	302,068
Assembly District 16	107,681	47,555	50,040	11,920	217,196
<b>County Offices:</b>	<b>Total Registered Voters</b>				
Member, Board of Supervisors, District 5					125,492
<b>Cities:</b>					
Antioch					64,293
Antioch - District 2					15,212
Antioch - District 3					18,854
Brentwood					42,115
Brentwood - District 1					9,828
Brentwood - District 3					12,851
Clayton					8,529
Concord					71,970
Concord - District 2					15,498
Concord - District 4					15,730
Danville					32,251
El Cerrito					17,440
Hercules					17,189
Lafayette					19,127
Martinez					25,956
Martinez - District 2					6,086
Martinez - District 3					7,031
Moraga					11,476
Oakley					27,295
Oakley - District 1					5,649
Oakley - District 3					5,736
Oakley - District 5					4,978
Orinda					15,067
Pinole					12,255
Pittsburg					40,273
Pleasant Hill					23,272
Pleasant Hill - District 1					3,832
Pleasant Hill - District 2					4,055
Pleasant Hill - District 5					4,997
Richmond					58,225
Richmond - District 1					7,439
Richmond - District 5					10,997
Richmond - District 6					10,182
San Pablo					12,875
San Ramon					50,188
San Ramon - District 1					12,105
San Ramon - District 3					11,128
Walnut Creek					49,418







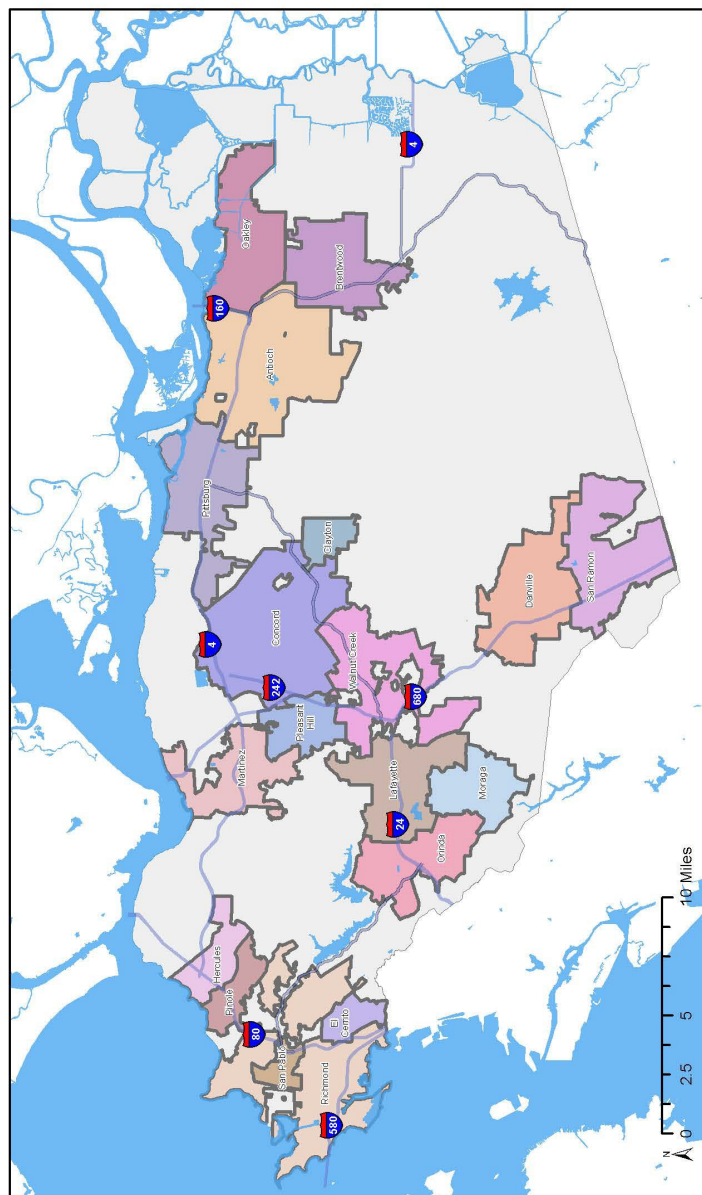
## Contra Costa County Board Of Supervisors

1st Supervisor District    2nd Supervisor District    3rd Supervisor District    4th Supervisor District    5th Supervisor District

Map provided by:  
Contra Costa County Board of Supervisors  
Planning and Data Services  
3555 Knepper St.  
Fremont, CA 94555  
January 2022

The Contra Costa County Planning Division  
has provided this map for use in  
Electron Division Publications





# Cities and Towns of Contra Costa County

Map provided by:  
Contra Costa County Elections Division  
Precinct and Data Services  
555 Escobar St.  
Martinez CA  
September 2017

## ATTACHMENT G - POLITICAL SIGNS

Political signs are considered Non-Commercial signs (PMC 17.98 Definitions) and are exempt from sign permits and City review (17.52.040. EXEMPT SIGNS). Listed below are code excerpts regarding size and location of signs on private property.

Political signs may be erected when a candidate or Political Action Committee (PAC) has filed the required forms to establish a committee with the Secretary of State (SOS) or Nomination forms to run for office. Signs shall be removed within 5 days following the election. (Approved by Council minute order)

**Signage on any public property or in any right-of-way is prohibited. (PMC 17.54.030)**

**NONCOMMERCIAL SIGN:** A sign that displays noncommercial speech, e.g., commentary or advocacy on topics of public debate and concern.

### 17.52.040. EXEMPT SIGNS.

- A. The city has a compelling interest in allowing signs in order to comply with state and local laws, promote public safety, protect life and private property, promote the identification of property, guide emergency response personnel, and permit minor changes to make sign maintenance a less onerous burden on property owners; therefore, the following sign types are expressly exempted from the entitlement requirements of this chapter and Zoning Code but still must satisfy any and all other applicable city permit requirements when necessary (e.g., building, electrical, plumbing, grading, encroachment).
- B. To qualify for any of the exemptions listed below, strict compliance with the exemption as established in this section is required.
- 2. Exempt Signs with Limitations. The following signs are exempt from sign permits and city review requirements but must comply with all other requirements of this chapter (unless specifically noted otherwise) and the requirements as listed below:
  - f. Noncommercial signs consistent with the following requirements:
    - i. Noncommercial signs on all private property except residential property, not exceeding sixteen (16) square feet in area and not exceeding ten (10) feet in height from finish grade.
    - ii. Noncommercial signs on residential property, not exceeding thirty-two (32) square feet in area, provided that they are set back at least five (5) feet from the public right-of-way and do not project over the roofline of any structure.
    - iii. Noncommercial signs on (MULTI-FAMILY) residential property, limited to one (1) for each dwelling unit or rentable room on the property, that are no more than one-half (1/2) square foot in area and which are attached to and parallel with the building. The maximum sign area for such signage shall be twelve (12) square feet.



**ATTACHMENT H**  
**ORDINANCE NO. 2008- 06**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PINOLE  
ADDING CHAPTER 1.16 "LOCAL CAMPAIGN CONTRIBUTION LIMITS" TO  
THE PINOLE MUNICIPAL CODE**

The City Council of the City of Pinole does ordain as follows:

Section 1. Pinole Municipal Code Amendment. Chapter 1.16 the City of Pinole Municipal Code entitled "Local Campaign Contribution Limits" is hereby added as follows:

<b>1.16.010</b>	<b>FINDINGS</b>
<b>1.16.020</b>	<b>PURPOSE</b>
<b>1.16.030</b>	<b>DEFINITIONS</b>
<b>1.16.040</b>	<b>CONTRIBUTION LIMITATIONS</b>
<b>1.16.050</b>	<b>REQUIRED DISCLOSURE OF CONTRIBUTIONS AND EXPENDITURES</b>
<b>1.16.060</b>	<b>CLERK AND CITY ATTORNEY REVIEW</b>
<b>1.16.070</b>	<b>INFORMATIONAL MEETING</b>
<b>1.16.080</b>	<b>PENALTIES</b>
<b>1.16.090</b>	<b>AMENDMENTS</b>

**1.16.010 FINDINGS**

(A) Monetary contributions to political campaigns are a legitimate form of participation in the American political process; however, the financial strength of certain individuals or organizations should not permit them to exercise a disproportionate or controlling influence upon the election of candidates in Pinole.

(B) The increasing costs of political campaigns compel many candidates to raise larger percentages of money from interested groups with a specific financial stake in matters which may come before the Pinole City Council. This has caused a public perception that votes may be improperly influenced by monetary contributions.

(C) The tendency for campaign contributions to be dominated by a small number of very large contributors undermines the integrity of the governmental process, the competitiveness of campaigns, and the public confidence in local officials and local agencies.

**1.16.020 PURPOSE**

The City Council enacts this chapter to accomplish the following purposes:

(A) To improve methods of financing campaigns in order to ensure the public's right-to-know, combat corruption and undue influence, and promote citizen participation in the political process.

(B) To prevent parties with a specific financial interest in the City's decision from exerting undue influence over those decisions by means of large campaign contributions.

(C) To allow candidates and officeholders to spend a lesser proportion of their time on fund raising and greater proportion of their time dealing with issues of importance to the City and its residents.

(D) To improve the disclosure of contribution sources in reasonable and effective ways.

(E) To restore public trust in governmental electoral institutions.

(F) To ensure that independent expenditures were not used to evade contribution limits.

(G) To prevent large contributors to independent expenditure committees from influencing candidates in the same way that candidates are influenced by large contributors who give to them directly.

(H) To prevent the corruption or appearance of corruption of candidates who have been given large contributions by independent expenditure committees and thus who may be influenced by those large contributions.

(I) To reduce the political *quid pro quo* by candidates who might be more inclined to provide favors and attention to those entities that, without this chapter, would have contributed large sums to the candidate's campaign through the independent expenditure intermediary.

#### **1.16.030 DEFINITIONS**

As used in this chapter, the following words shall have the following meanings, and all other words and terms shall have the meanings ascribed to them by the definitions set forth in the Political Reform Act:

(A) **BALLOT MEASURE** means and includes initiatives, referenda, resolutions, advisory measures, and measures which are required by law to be submitted to a vote by the electorate.

(B) **BROAD-BASED POLITICAL COMMITTEE** means a committee of persons that has been in existence for more than six (6) months, receives contributions from one hundred (100) or more persons, and whose members act in concert to make contributions to five (5) or more candidates.

(C) **CANDIDATE** means a person who seeks election to an elective City office, including an office holder and all individuals specified in Government Code section 82007.

(D) **CITY ELECTION** means any municipal election to fill public offices in the City of Pinole, to hold recall elections, and to vote on ballot measures relating to City law.

(E) **ELECTION CYCLE** means -- for each elective City office, including the office of the City Treasurer -- a two (2) year period of time commencing on January 1st and ending at midnight on December 31st following the next election for the same office.

(F) **PERSON** means an individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, association, committee, or labor organization.

(G) **POLITICAL COMMITTEE** means a committee of persons which receives contributions from two (2) or more persons and whose members act in concert to make contributions to candidates.



(H) ***POLITICAL REFORM ACT*** means the Political Reform Act of 1974 (Government Code Section 81000 *et seq.*) as it has been and may be amended from time to time.

(I) ***PRIMARILY FORMED COMMITTEE*** means a committee pursuant to Government Code Section 82013(a) which is formed or exists primarily to support or oppose a single candidate or a single measure, or a group of specific candidates being voted upon in the same City election.

(J) ***SPECIAL ELECTION CYCLE*** means that period of time which begins the day on which the elective office becomes vacant and ends the day of the special election.

#### **1.16.040 CONTRIBUTION LIMITATIONS**

(A) Monetary contributions by persons. In any election cycle or special election cycle, no person shall make, and no candidate for elective City office, or campaign treasurer, shall solicit or accept, any monetary contribution, including loans, which would cause the total amount of monetary contributions made by that person to that candidate for elective City office or to any committees controlled by that candidate, including monetary contributions to all committees controlled by the candidate, to exceed five hundred dollars (\$500.00).

(B) Monetary contributions by political committees and broad-based political committees. In any election cycle or special election cycle, no political committee or broad-based political committee shall make, and no candidate for elective City office, or campaign treasurer, shall solicit or accept, any monetary contribution, including loans, which would cause the total amount of monetary contributions made by a political committee or broad-based political committee to that candidate for elective City office or to any committees controlled by that candidate to exceed one thousand dollars (\$1,000).

(C) In-kind contributions. In any election cycle or special election cycle, no candidate for elective City office, or campaign treasurer, shall solicit or accept any in-kind goods and services (nonmonetary) which would cause the total amount contributed (monetary and nonmonetary) to that candidate, including contributions to all committees controlled by the candidate, to exceed the following amounts:

1. One thousand dollars (\$1,000) by a person;
2. Two thousand dollars (\$2,000) by a political committee or broad-

based political committee.

(D) Limitations applicable to specified committees. Primarily formed committees or similarly organized committees formed or existing primarily to support or oppose a single candidate or a group of specific candidates for elective City office being voted upon in the same election shall be subject to the campaign contribution limitations set forth in this chapter. Committees organized solely to support or oppose ballot measure(s) relating to City law shall not be subject to said campaign contribution limits.

(E) Return of excess contributions. Contributions, including loans, which either in the aggregate or on their face exceed the contribution limits of this chapter shall be deemed not to have been accepted if returned by the effective date of this chapter, or returned prior to deposit or negotiation, within twenty (20) business days of receipt.

1. A late nonmonetary contribution shall be returned by returning to the contributor either the nonmonetary contribution or its monetary equivalent. It

is permissible to return only the monetary amount by which the value of the nonmonetary contribution exceeds the contribution limits of this chapter, in an instance where the reason for the return is to avoid exceeding monetary limits.

2. This section shall not be construed to authorize the making or solicitation of any contribution in excess of the contribution limits of this chapter, or in violation of any of its other provisions.

(F) Loans and Discharge of Loans. A candidate for elective City office may forgive loans made by the candidate to his or her campaign upon leaving office and by filing the relevant termination statements required by the Fair Political Practices Commission.

#### **1.16.050 REQUIRED DISCLOSURE OF CONTRIBUTIONS AND EXPENDITURES**

Each campaign statement required by the Political Reform Act shall contain the same information required thereby, including the information required by Government Code Section 84211.

#### **1.16.060 CITY CLERK AND CITY ATTORNEY REVIEW**

(A) In addition to other duties required by law, the City Clerk shall monitor all campaign statements filed with the City. The City Clerk shall:

1. Determine whether the campaign statement required by this chapter has been timely filed with the City Clerk;
2. Determine if any reported contributions on any campaign statement exceed the allowable limits established by this chapter; and
3. Notify candidate(s) or groups of any errors in their campaign statements.

(B) The candidate or group may correct any mistake made in the preparation of any statement within five (5) days after receipt of the notice from the City Clerk or City Attorney. The correction(s) must be accompanied by an explanation of how the error occurred.

(C) The City Clerk shall report to the City Attorney any apparent violations of this chapter which have not been corrected or cannot be corrected by the candidate or group.

(D) The City Attorney may prosecute the violations of this chapter or refer violations to the District Attorney for enforcement.

#### **1.16.070 NOTICE TO CANDIDATES**

The City Clerk shall provide a copy of this Chapter to all qualified candidates for City office during the nomination period for City office, to inform candidates of the provisions of this chapter.

#### **1.16.080 PENALTIES**

(A) Criminal penalties.

1. A violation of this chapter is a misdemeanor.
2. A person who violates a provision of this chapter, or causes any other person to violate a provision of this chapter, or who aids or abets any other person in the violation of any provision of this chapter is subject to criminal penalties as set forth in Chapter 1.12 of the Pinole Municipal Code.
3. Prosecution of a violation of any provision of this chapter shall be commenced within two (2) years after the date of the violation.
4. No person convicted of a misdemeanor under this chapter shall act as a City contractor or consultant for a period of four (4) years following the date of conviction unless the court at the time of sentencing specifically determines that this provision shall not be applicable.

(B) Civil penalties.

1. Any person who intentionally or negligently violates any provisions of this chapter may also be subject to a civil penalty of no more than \$1,000 or the amount of the unlawful contribution, if any, or the amount which was not properly disclosed, if any, whichever is greater.
2. No civil penalty may be imposed more than two (2) years after the date the violation occurred.

(C) Cumulative remedies. The foregoing remedies are nonexclusive, cumulative and in addition to any other remedy the City may have at law or in equity.

## **1.16.090 AMENDMENTS**

This chapter may be amended by a majority vote of the entire City council to ensure consistency with state or federal law, including but not limited to the state Political Reform Act.

### **Section 2. Severability.**

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of this ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this ordinance are severable. The City Council of the City of Pinole hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid, or unenforceable.

### **Section 3. Effective Date.**

In accordance with California Government Code Section 36937, this ordinance shall take effect and be in force on the thirty-first (31<sup>st</sup>) day after adoption.

### **Section 4. Publication.**



Within fifteen (15) days after the passage of this ordinance the City Clerk shall cause this ordinance or a summary thereof to be published or to be posted in at least three (3) public places in the City of Pinole in accordance with the requirements of California Government Code Section 36933.

INTRODUCED this 1<sup>st</sup> day of July, 2008 by the following vote:

AYES: Fujita, Long, Murray, Swearingen

NOES: None

ABSENT: Horton

ABSTAIN: None

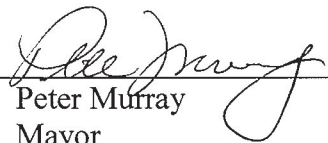
PASSED AND ADOPTED this 15th day of July, 2008 by the following vote:

AYES: Fujita, Horton, Long, Murray, Swearingen

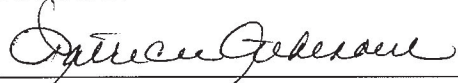
NOES: None

ABSENT: None

ABSTAIN: None

By:   
Its: Mayor

ATTEST:

  
By: Patricia Athenour  
Its: City Clerk

APPROVED AS TO FORM:

  
By: Benjamin T. Reyes, II  
Its: City Attorney

Pursuant to G.C. Code Section 40806 (c), I certify the following:

Published: West County Times, July 26, 2008

Posted:   
By: Patricia Athenour, City Clerk

## CHAPTER 17.54

### SIGNS ON CITY PROPERTY

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#### Sections:

- 17.54.010 Purpose and proprietary capacity.
- 17.54.020 Intent as to public forum.
- 17.54.030 General prohibition.
- 17.54.040 Signs allowed on city property.
- 17.54.050 Temporary signs displaying noncommercial messages.
- 17.54.060 Street banner program.

#### **17.54.010 PURPOSE AND PROPRIETARY CAPACITY.**

The purpose of this chapter is to provide the process and requirements for establishing signage on city property. In adopting this chapter, the City Council acts in its proprietary capacity as to city property, as defined herein, within the city. This chapter is adopted pursuant to the city's general powers, property rights, Government Code Sections 65850(b), 38774, and 38775, Business and Professions Code Sections 5200 *et seq.*, and Penal Code Section 556 *et seq.* (Ord. 2010-02 § 1 (part), 2010)

#### **17.54.020 INTENT AS TO PUBLIC FORUM.**

The city declares its intent that not all city property shall function as a designated public forum, unless some specific portion of city property is designated herein as a public forum of one (1) particular type. In such case, the declaration as to public forum type shall apply strictly and only to the specified area and for the specified time period. (Ord. 2010-02 § 1 (part), 2010)

#### **17.54.030 GENERAL PROHIBITION.**

Unless specifically authorized by this chapter, no signs may be affixed to city property by private parties, including, but not limited to, political and campaign signs, or any other sign designed to influence voters to support or oppose any candidate or ballot measure. Any sign posted on city property in violation of this chapter may be summarily removed by the city as a trespass and a public nuisance.

(Ord. 2024-01 § 2, 2024; Ord. 2010-02 § 1 (part), 2010)

#### **17.54.040 SIGNS ALLOWED ON CITY PROPERTY.**

The following signs may be erected and displayed on city property:

- A. Traffic control and traffic directional signs erected by the city or another governmental unit;
- B. Signs required by law;
- C. Signs erected and maintained by a public agency on public property;
- D. Safety and emergency signs, including identification and warning signs concerning potential hazards or hazardous conditions, utility installations, flood hazards or flood control facilities, emergency conditions or services and crime and accident scene control;
- E. Signs allowable under Section 17.54.050 (Temporary Signs Displaying Noncommercial Message) of this chapter;
- F. Signs authorized under Section 17.54.060 (Street Banner Program); and
- G. Signs authorized pursuant to a temporary use permit issued pursuant to Section 17.12.070 of the Pinole Municipal Code.

(Ord. 2010-02 § 1 (part), 2010)

#### **17.54.050 TEMPORARY SIGNS DISPLAYING NONCOMMERCIAL MESSAGES.**

In areas qualifying as traditional public forums, private persons may display noncommercial message signs thereon, provided that such signs conform to all of the requirements listed below. These requirements are intended to preserve safety and aesthetic quality within the city.

- A. The signs must be personally held by a person or personally attended by one (1) or more persons. "Personally attended" means that a person is physically present within five (5) feet of the sign at all times.
- B. The maximum aggregate size of all signs held or personally attended by a single person is six (6) square feet. For purposes of this rule, apparel and other aspects of personal appearance do not count toward the maximum aggregate sign

area.

C. The maximum size of any one (1) sign which is held or personally attended by two (2) or more persons is fifty (50) square feet, measured on one (1) side only.

D. The sign must have no more than two (2) display faces and may not be inflatable or air-activated.

E. In order to serve the city's interests in traffic flow and safety, persons displaying signs under this chapter may not stand in any vehicular traffic lane when a roadway is open for use by vehicles, and persons displaying signs on public sidewalks must give at least five (5) feet width clearance for pedestrians to pass by. Persons holding signs may not obstruct the clear vision triangle, as defined in this title.

F. The message substitution policy of the sign ordinance applies only to traditional public forum areas. (Ord. 2010-02 § 1 (part), 2010)

#### **17.54.060 STREET BANNER PROGRAM.**

A. The street banner program is limited to signs, banners, pennants or other displays placed by the city and/or redevelopment agency relating to any civic events or activities organized or sponsored by the city or redevelopment agency on public property.

B. For purposes of this section, "civic event or activity" shall mean the following: any event or activity organized or sponsored by the city or redevelopment agency, including but not limited to:

1. Any public program or educational activity; and
2. The commemoration or celebration of any historical date, event or person, holiday or persons or events of local, state or national significance.

C. For purposes of this section, "sponsored by" shall mean the following: The city and/or redevelopment agency is:

1. Participating in an official capacity in the planning, preparation or promotion of the event or activity; and
2. Contributing twenty-five percent (25%) of the total estimated costs of the civic event or activity, or at least one thousand dollars (\$1,000), whichever is less. This contribution may take the form of funds, labor, staff time, materials, fee subsidies, or any combination of the foregoing. (Ord. 2010-02 § 1 (part), 2010)