

Candidate Packet



City of Peoria
CITY CLERK'S OFFICE



City of Peoria

City Clerk

8401 West Monroe Street, Peoria, Arizona 85345
Phone: 623-773-7340 Email: CityClerk2@peoriaaz.gov

Dear Candidate:

Thank you for your interest in the City of Peoria election. The City is represented by the Mayor and six Councilmembers. The Mayor is elected at-large for a four-year term and Councilmembers are elected within their respective districts for four-year terms on a staggered basis. Elections are regularly scheduled in the fall of even-numbered years. Electors will consider candidates for Councilmembers in the Ironwood, Mesquite, and Willow districts in the Primary Election, to be held on August 4, 2020; and if necessary, a runoff election will be held at the General Election on November 3, 2020.

Enclosed you will find the necessary paperwork to open a committee as well as information relevant to the upcoming election. Candidates are required to obtain the minimum number of signatures to appear on the ballot. Nomination signatures are due between **March 9, 2020*** and **April 6, 2020 at 5:00 p.m.**

Effective August 27, 2019, aspiring candidates must file a [Statement of Interest](#) with the City Clerk's Office prior to collecting their first nomination petition signature. [[A.R.S. §16-311\(H\)](#); [§16-341\(I\)](#)] For the 2020 election, candidates who began collecting nomination petition signatures before August 27, 2019 have until January 2, 2020 to file a Statement of Interest. [[S.B. 1451 § 6\(A\), 54th Leg., 1st Sess. \(Az. 2019\)](#)].

Pursuant to [A.R.S. §16-905B](#), once you have received contributions or make expenditures, in any combination, of at least \$500, a [Statement of Organization](#) must be filed with the City Clerk's Office within ten days, if it has not already been filed.

Please visit www.peoriaaz.gov/elections for additional election information. Please make note of the Election calendar, which highlights important dates relevant to your campaign, such as candidate filing periods and campaign finance report due dates.

Should you have any questions, please feel free to contact the City Clerk's Office at (623) 773-7340.

Sincerely,

Rhonda Geriminsky MMC
City Clerk

*First day to file as a candidate has been changed due to City Offices being closed on Saturday, March 7, 2019.

Disclaimer: Candidates are responsible for compliance with the Arizona Constitution, Title 16 of the Arizona Revised Statutes, Peoria City Charter, and Peoria City Code as applicable to elections. Questions regarding completion of forms or interpretation of election laws should be referred to an attorney.

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Section 1 Candidate Filing Checklist

Candidates must file a [Statement of Interest](#) with the City Clerk's Office prior to collecting their first nomination petition signature. If nomination petition signatures were collected prior to August 27, 2019, a Statement of Interest must be filed by January 2, 2020.

The candidate filing period for the nomination paperwork listed below begins **March 9, 2020 and ends April 6, 2020 at 5:00 p.m.** Write-in candidate filings are due by 5:00 p.m., 40 days prior to the election. Please note that the nomination petition signatures will be counted by the City Clerk's Office in the presence of the submitter at the time of filing. Please contact the City Clerk's Office at 623-773-7340 to make an appointment to file nomination paperwork.

Candidates (or their representatives) must present the following documents at the same time:

1. [Nonpartisan Nomination Paper Declaration of Qualification](#)

- Has every question and blank been completed?
- Does the candidate's name appear exactly as you want it printed on the ballot? The candidate's last name must appear first. Nicknames are permissible as long as they do not suggest a title. [\[A.R.S. §16-311\(G\)\]](#)
- Has the form been signed by the candidate?

2. [Nonpartisan Nomination Petition Signature Sheets](#)

- Do the petitions contain at least the minimum number of signatures required? If the petitions do not contain the minimum number of signatures, the nomination paperwork cannot be filed.

NOMINATION PETITION SIGNATURES		
OFFICE	MINIMUM	MAXIMUM
Ironwood	342	683
Mesquite	389	777
Willow	324	647

For more information regarding signature requirements, [\[CLICK HERE\]](#).

It is the duty of the Courts and not the City Clerk to determine legal sufficiency of candidate nomination petitions. The City Clerk is only required to determine that the nomination petitions are substantially in regular form and contain the required number of signatures pursuant to [A.R.S. §16-315](#), [A.R.S. §16-322\(A\)](#), and [A.R.S. §19-113](#). The City Clerk does not have the authority to determine whether signers of nomination petitions are qualified electors. *League Manual - Sims Printing Co. v. Frohmiller*, 47 Ariz. 561, 58 P2d 518; *Hunt v. Superior Court in and for Navajo County*, 64 Ariz. 325, 170 P2d 293. *Attorney General Opinion 101-019 and General Counsel Opinion dated April 22, 1998.*

3. [Financial Disclosure Statement](#)

- Does the form cover the 12-month period preceding the filing date? (This report covers a different time period than the Annual Financial Disclosure statement filed by public officers in January.)

Section 2 Election Calendar

AUGUST 4, 2020 PRIMARY ELECTION

Event	Date	Statutory Reference
First Day to File as a Candidate	March 9, 2020*	150 Days Prior [§16-311.A]
Last Day to File as a Candidate	April 6, 2020 @ 5:00 p.m.	120 Days Prior [§16-311.A]
First Day to Request an Early Ballot	May 3, 2020	93 Days Prior [§16-542.A]
First Day to Install Political Signs	May 6, 2020	90 Days Prior [City Code]
Last Day to File as a Write-In Candidate	June 25, 2020 @ 5:00 p.m.	40 Days Prior [§16-312.B]
Last Day to Register To Vote	July 6, 2020 @ midnight	29 Days Prior [§16-120]
First Day to Cast an Early Ballot	July 8, 2020	27 Days Prior [§16-542.C]
Last Day to Remove Political Signs for Candidates NOT Advancing to the General Election	August 19, 2020	15 Days After [City Code]

NOVEMBER 3, 2020 GENERAL ELECTION

Event	Date	Statutory Reference
First Day to Request an Early Ballot	August 2, 2020	93 Days Prior [§16-542.A]
Last Day to File as a Write-In Candidate	September 24, 2020 @ 5:00 p.m.	40 Days Prior [§16-312.B]
Last Day to Register To Vote	October 5, 2020 @ midnight	29 Days Prior [§16-120]
First Day to Cast an Early Ballot	October 7, 2020	27 Days Prior [§16-542.C]
Last Day to Remove Political Signs	November 18, 2020	15 Days After [City Code]

*First day to file as a candidate has been changed due to City Offices being closed on Saturday, March 7, 2019.

Section 3 Forms

3.1 [Statement of Interest](#)

Effective August 27, 2019, aspiring candidates seeking a primary election nomination must file a Statement of Interest with the City Clerk's Office no later than the date of the first nomination petition signature. [[A.R.S. §16-311\(H\)](#); [§16-341\(I\)](#)] However, for the 2020 election, candidates who began collecting nomination petition signatures before August 27, 2019 have until January 2, 2020 to file a Statement of Interest. [[S.B. 1451 § 6\(A\), 54th Leg., 1st Sess. \(Az. 2019\)](#)]

3.2 [Statement of Organization](#)

Once a potential candidate has received contributions or made expenditures, in any combination, of at least \$500, a Statement of Organization must be filed with the City Clerk's Office within ten days, if it has not already been filed. [[A.R.S. §16-905B](#)]

3.3 [Nonpartisan Nomination Petition Signature Sheet](#)

All potential candidates are required to obtain no less than and no more than the minimum and maximum signatures required for the office sought in order for their name to appear on a ballot. If a candidate does not have the minimum number of signatures, the City Clerk's Office cannot accept the nomination paperwork. The Nonpartisan Nomination Petitions Signature Sheets shall be filed along with the Candidate Nomination Paper Declaration of Qualification and the Financial Disclosure Statement with the City Clerk's Office. The candidate filing period begins **March 9, 2020 and ends April 6, 2020 at 5:00 p.m.**

NOMINATION PETITION SIGNATURES		
OFFICE	MINIMUM	MAXIMUM
Ironwood	342	683
Mesquite	389	777
Willow	324	647

For more information regarding signature requirements, [\[CLICK HERE\]](#).

3.4 [Candidate Nomination Paper Declaration of Qualification](#)

All potential candidates shall file a Candidate Nomination Paper Declaration of Qualification declaring their qualifications. The Candidate Nomination Paper Declaration of Qualification shall be filed along with the Nonpartisan Nomination Petition Signature Sheets and Financial Disclosure Statement with the City Clerk's Office. The candidate filing period begins **March 9, 2020 and ends April 6, 2020 at 5:00 p.m.**

3.5 [Write-in Candidate Nomination Paper Declaration of Qualification](#)

All potential write-in candidates shall file a Write-in Candidate Nomination Paper Declaration of Qualification along with a Financial Disclosure Statement with the City Clerk's Office. Nomination petitions are not required for write-in candidates. Write-in candidate filings are due by 5:00 p.m., 40 days prior to the election.

Section 3 Forms (Continued)

3.6 [Financial Disclosure Statement](#) [\[Instructions\]](#)

All potential candidates shall file a Financial Disclosure Statement covering the twelve month period preceding the filing of nomination paperwork. The financial disclosure statement shall be filed along with the Nonpartisan Nomination Petition Signature Sheets and Candidate Nomination Paper Declaration of Qualification with the City Clerk's Office. The candidate-filing period begins **March 9, 2020 and ends April 6, 2020 at 5:00 p.m.**

3.7 [Campaign Finance Report](#)

Campaign finance reports shall be filed with the City Clerk's Office. Reports may be filed by email to the City Clerk's Office at CityClerk2@peoriaaz.gov, by mail or in person.

The campaign finance reporting filing due dates pursuant to [A.R.S. §16-927](#) are listed on the campaign finance report and available on the City Clerk's website: www.peoriaaz.gov/electiondates.

3.8 [Termination Statement](#)

To terminate a committee, the committee treasurer shall file a termination statement along with a Final Campaign Finance Report showing a zero balance with the City Clerk's Office. After a termination statement is filed, a committee is no longer required to file campaign finance reports. [[A.R.S §16-934](#)]

When terminating, the committee treasurer shall certify under penalty of perjury that:

- The committee will no longer receive contributions or make disbursements;
- The committee has no outstanding debts and/or obligations or has outstanding debts and/or obligations that are all more than five years old, and the creditors have agreed to discharge the debts and/or obligations and have agreed to the termination of the committee;
- Any surplus monies have been disposed of and that the committee has no cash on hand; and
- All contributions and expenditures have been reported, including any disposal of surplus monies.

Section 4 Resources

4.1 [Arizona Secretary of State - Campaign Finance Candidate Guide](#)

The Arizona Secretary of State's Office has published an Arizona Campaign Finance Handbook to guide candidates through the campaign finance reporting process.

4.2 Campaign Finance Training

Campaign Finance Training workshops are available through the Maricopa County Recorder's Office or the Arizona Secretary of State's Office. Contact the offices below for more information:

Maricopa County Recorder's Office
510 South Third Avenue
Phoenix, Arizona 85003
(602) 506-1511

Secretary of State's Office - Elections Division
1700 West Washington Street, 7th Floor
Phoenix, Arizona 85007
(602) 542-8683

4.3 [City of Peoria District Map](#)

The City of Peoria has provided an interactive City Council district map that is available online.

4.4 [Political Signs Pamphlet](#)

The City of Peoria's Planning and Community Development Department has provided guidance regarding the placement of political signs.

4.5 [Arizona 811 - Political Signs Installation](#)

Installing political signs without having utilities marked in advance is a violation of [A.R.S. §40-360.22](#). This law is enforced by the Arizona Corporation Commission (ACC) who can issue citations for civil penalties of up to \$5,000 per violation. Knowing the location of buried lines, pipes and cables – and then carefully working around them – prevents serious injuries and protects the critical utilities we all rely on every day. Visit <http://www.arizona811.com/politicalsigns/> for more information.

Section 5 Statutory References

- 5.1 [Failure to File Campaign Finance Reports \[A.R.S. §16-937\]](#)

- 5.2^a [Resign to Run \[AZ Constitution, Article 22, §18\]](#)

- 5.2^b [Resign to Run \[A.R.S. §38-296\]](#)

- 5.3 [Signing and Certification of Nomination Petitions \[A.R.S. §16-321\]](#)

- 5.4 [Use of City or Town Resources \[A.R.S. §9-500.14\]](#)

- 5.5 [75-Foot/Electioneering Notice \[A.R.S. §16-515\]](#)

- 5.6 [Peoria Zoning Code – Political Signs](#)

- 5.7 [Peoria Resolution – Prescribing Standards of Financial Disclosure](#)

- 5.8 [Peoria City Charter](#)

- 5.9 [Peoria City Code](#)

- 5.10 [Title 16 of the Arizona Revised Statutes – Elections and Electors](#)

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CITY OF PEORIA CANDIDATE PACKET



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