

RUNNING FOR REDLANDS CITY CLERK...

In Redlands, the City Clerk is an elected official and is responsible directly to the voters. Deputies may be appointed by the City Clerk and shall hold office at the pleasure of the City Clerk. The City Clerk serves the City Council, the City Manager, and all administrative departments. The department keeps an accurate record of the proceedings of the City Council and the Board of Directors of the Successor Agency to the Redevelopment Agency and a comprehensive general index. The Clerk's Office is also responsible for keeping an accurate record of all City ordinances and resolutions; attests, publishes, and preserves an accurate record of all City ordinances and resolutions; is the custodian of the City Seal; maintains files of City contracts, agreements, and deeds; and administers oaths, affirmations and acknowledgments.

A voter who wants to run for office must be a registered voter within the Redlands' City limits at the time the nomination paper is issued. Nomination papers are issued only by the City Clerk or his deputy during normal office hours. The nomination paper must be signed by at least 20, no more than 30, registered voters of Redlands. Any person registered to vote at the election may circulate the nomination paper. The circulator must sign the "Declaration of Circulator" and the candidate must sign the "Affidavit of Nominee and Oath/Affirmation of Allegiance."

A candidate must complete and file, with his or her nomination paper, a Statement of Economic Interests (also known as a conflict of interest filing). This document, required by State law, informs voters of the candidate's investments, interests in real property, and income.

A candidate may prepare a candidate statement for inclusion in the sample ballot. The statement may include name, age, and occupation of the candidate, and a brief description of no more than 200 words of the candidate's education and qualifications. This statement must be filed with the nomination paper; it may be withdrawn, but not changed, during the filing period and until 5:00 P.M. the next working day. Payment of a deposit to cover the costs of translation and printing of the candidate statement must accompany the statement. This deposit is an estimate of the cost. If the deposit exceeds the cost, a refund will be made following the election. If the cost exceeds the deposit, the candidate will be billed.

The Political Reform Act was adopted by voter initiative in 1974 and requires that campaign disclosure reports provide the public with the identity of contributors and the amounts they give; and the amount officeholders, candidates, and committees spend. A Statement of Organization (Form 410) must be filed with the Fair Political Practices Commission (FPPC) in Sacramento within 10 days of receiving \$1,000.00 in contributions. A Candidate Intention Statement (Form 501) must be filed with the FPPC upon declaration of a candidate's intention to run for a specific office. These forms are available through the City Clerk's Office or the FPPC and will be provided at the time the nomination paper is issued, as well as a calendar which includes filing dates.

Future Elections for Redlands City Clerk

November 6, 2012

November 8, 2016

(Dates subject to change)