



Thinking about running for Sunnyvale City Council in November 2020?

The following information is provided to assist you in meeting local, county and State regulations, if you decide to run for City Council. *Please note that this guide is not all-encompassing and is not intended to be a sole source of election information.*

2020 Candidate Guidelines

There are six members of the City Council elected by district; members are eligible to run for the district where they reside. The Mayor is elected at-large. There are three Council seats to be voted upon in the November 3, 2020 election: District 2, District 4 and District 6 along with the position of Mayor. Councilmembers and the Mayor elected in this election will serve a four-year term from January 5, 2021 to the first Council meeting in January 2024.

City Council ratifies the certification of the results at the first regular meeting in January following the November election.

Council selects the vice mayor annually.

Eligibility

Candidates must be registered to vote in the City. To be a registered voter in the City, one must reside in the City of Sunnyvale and be a U.S. citizen 18 years of age or older. Candidates for City Council Districts 2, 4 or 6 must reside in the respective District. To ensure this qualification is met, the Office of the City Clerk will verify voter registration status with the County of Santa Clara Elections Office before issuing nomination papers.

Filing obligations – Updated June 15, 2020

Candidates who intend to file nomination papers during the Nomination period may incur filing obligations prior to the Nomination Period, pursuant to the Political Reform Act and Fair Political Practices Commission (FPPC) regulations. See [FPPC Campaign Disclosure Manual 2](#) for additional information regarding filing obligations.

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| Form 501 | Candidate Intention Statement: Must be filed before soliciting or receiving any contributions, or before making expenditures on behalf of a candidacy.
<i>This Form must be filed in hardcopy with the Office of the City Clerk.</i> |
| Form 410 | Statement of Organization of Recipient Committee: Must be filed within 10 days of receiving \$2,000 in contributions. |

This guide is intended as a reference only; compliance with all applicable law is required.

The City of Sunnyvale requires electronic filing of campaign statements. Contact the [Office of the City Clerk](#) to request a NetFile electronic campaign filing account to file campaign statements electronically. The City's [Campaign Statement Public Portal](#) contains financial information provided by candidates and committees. Use the Campaign Statement Public Portal to research campaign contributions and expenditures, review campaign statements filed by candidates and committees, or examine a committee's filing history by election.

Important Dates to Remember - Updated June 15, 2020

**July 13, 2020 to
Aug. 7, 2020
(E-113 to E-88)**

Nomination period for the November 3, 2020 election - Updated June 15
During the nomination period, nomination papers for Council Districts 2, 4, & 6 and Mayor are available at the Office of the City Clerk, Monday through Friday (except holidays), 8 a.m. to 5 p.m. Please contact the Office of the City Clerk at (408) 730-7483 to schedule an appointment.

These appointments can be accommodated in-person in conference rooms to allow for social distancing as required by state and/or local regulations or at the request of the potential candidate. The Office of the City Clerk will accept written requests for appointments in alternate formats as provided for by [Elections Code section 8028](#).

Regardless of the method used to issue nomination paperwork, the original nomination paperwork, including original signatures, must be received by the Office of the City Clerk prior to the close of the nomination period.

Only one candidate may be named in any one set of nomination papers, and no person may file nomination papers for more than one position for the same election.

The City does not charge a filing fee for nomination papers.

**July 31, 2020
(E-95)**

FPPC Semi-Annual Statement Due
Deadline for semi-annual Fair Political Practices Commission financial disclosure report Form 460 covering the period Jan. 1, 2020 to June 30, 2020 or the day after the closing date of the last statement filed before June 30, 2020.

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**Aug. 5, 2020 to
Nov. 3, 2020**
(E-90 to E)

Contribution / Independent Expenditures

Sums of \$1,000 or more to/from a single source must be reported within 24 hours. The Independent Expenditure report is required only for committees (not candidate controlled) that make independent expenditures totaling \$1,000 or more to support or oppose a single ballot measure or a single candidate.

**Aug. 8, 2020 to
Aug. 12, 2020**
(E-87 to E-83)

Extension Nomination Period – if applicable

If an eligible incumbent fails to file a Declaration of Candidacy by 5 p.m. on Aug. 7 for his or her office, there is a 5-calendar-day extension period during which any candidate, other than the incumbent, may file for said office.

**Aug. 8, 2020 to
Aug. 17, 2020**
(E-87 to E-83)

Examination Period for All Ballot Designations and Candidate Statements for Those Contests Not in Extension¹

10-calendar day public examination period immediately following the filing deadline of candidate statements when the statements and ballot designations may be reviewed for potential legal action. During this 10-calendar day examination period, any voter of the jurisdiction in which the election is being held, or any candidate may take legal action to challenge the contents of the statement or the ballot designations.

**Aug. 13, 2020 to
Aug. 24, 2020²**
(E-82 to E-71)

Examination Period for All Ballot Designations and Candidate Statements for Those Contests in Extension¹

10-calendar day public examination period immediately following the filing deadline of candidate statements when the statements and ballot designations may be reviewed for potential legal action. During this 10-calendar day examination period, any voter of the jurisdiction in which the election is being held, or any candidate may take legal action to challenge the contents of the statement or the ballot designations.

Aug. 13, 2020
(E-82)

Randomized Alphabet Drawing

The Secretary of State will conduct a random drawing of letters of the alphabet to determine the order in which candidates appear on the ballot.

¹ Refer to California Elections Code §§13313, and 13314 for details of public examination periods and writ of mandate

² Date falls on a weekend or public holiday; deadlines move forward to the next business day.

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Sep. 8, 2020² to Oct. 20, 2020 (E-56 to E-14)	Write-In Candidacy Opens and Closes Filing period for write-in candidates to obtain and file nomination documents.
Sep. 24, 2020 (E-40)	FPPC 1st Pre-Election Statement Due Deadline for Fair Political Practices Commission financial disclosure report Form 460, for campaign committees supporting or opposing local candidate or measures, covering the period of July 1, 2020 through Sep. 19, 2020.
Oct. 5, 2020 (E-29)	First Day for Mailing of <i>Vote By Mail</i> Ballots First day <i>Vote by Mail</i> ballots will be mailed
Oct. 20, 2020 (E-14)	Last Day to Register to Vote for the November Election Deadline to register to be eligible to vote in the November 3, 2020 Election.
Oct. 22, 2020 (E-12)	FPPC 2nd Pre-Election Statement Due Deadline for Fair Political Practices Commission financial disclosure report Form 460, for campaign committees supporting or opposing local measures covering the period of Sep. 20, 2020 through Oct. 17, 2020.
Oct. 24, 2020 to Nov. 2, 2020 (E-10 to E-1)	Vote Centers Open 10 Days Before Election Day Vote Centers are open to all registered voters in Santa Clara County. Any voter can go to any Vote Center location throughout the County. Hours vary by location. Voter Centers
Oct. 27, 2020 (E-7)	Last Day to Request <i>Vote by Mail</i> Ballot from ROV Deadline at 5 p.m. to submit to the Santa Clara County Registrar of Voters a request for a <i>Vote by Mail</i> ballot to be mailed to you.
Nov. 3, 2020 (E)	Election Day All Vote Centers are open from 7 a.m. to 8 p.m.
Dec. 3, 2020 (E+30)	Official Canvass of Vote Santa Clara County Registrar of Voters to certify election results.
Feb. 1, 2021 (E+90)	FPPC Semi-Annual Statement Due Deadline for all committees to file a Form 460 covering the period Oct. 18, 2020 to Dec. 31, 2020 unless the committee filed termination Forms 410 and 460 before Dec. 31, 2020.

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Additional Documents to be Filed During the Nomination Period

Ballot Designations

The candidate's designation of occupation or identification to be printed on the ballot shall not exceed three words. There are additional requirements and prohibitions under [Section 13107 of the California Elections Code](#).

Candidate Written Statements – Updated May 11 and June 15, 2020

This is optional. If you choose to submit a statement for publication in the voter information guide sent to voters, the Office of the City Clerk will provide the appropriate form. Once filed, the statement may be withdrawn, but not changed, on or before the closing of the nomination period. There are additional requirements and prohibitions in preparing this statement under [Section 13307 of the Elections Code](#).

There is an estimated cost associated with filing this statement. The County Registrar of Voters estimates the cost of publishing candidate statements at \$3,400 for each candidate for the office of the Mayor, \$2,520 for each candidate for District 2, \$2,530 for each candidate for District 4 and \$2,540 for each candidate for District 6, which includes the cost of ballot printing in five languages. This cost is typically paid by each candidate who chooses to have their candidate statement published in the voter information pamphlet unless waived pursuant to [Sunnyvale Municipal Code section 2.28.010](#). This section allows for the fee to be waived if the candidate submits 250 valid signatures and is prorated if fewer valid signatures are submitted. However, at its meeting on June 9, 2020, the City Council adopted [Resolution No. 998-20](#) waiving the signature gathering requirement of Municipal Code section §2.28.010 and providing for the City to pay the costs of statements for all candidates for City Council and Mayor for the November 3, 2020 election due to the COVID-19 Emergency.

FPPC Statement of Economic Interests (Form 700)

The Political Reform Act under [Government Code Section 87200](#) requires officials and candidates for the elective offices specified in the Code to file Form 700, Statement of Economic Interests, at the time of filing nomination papers and periodically to disclose certain investments, interests in real property, sources of income, gifts, loans and business positions. State law requires that an original form be filed with the City Clerk at the same time nomination papers are filed. [Sunnyvale Municipal Code Section 2.29.010](#) requires electronic filing of Form 700s and other forms required by [Government Code Sections 87200 and 84100](#).

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Additional Regulations and Requirements

Mass Mailing Requirements

[Government Code Section 84305](#) pertaining to mass mailing of election literature will be provided to each candidate when they file their Declaration of Candidacy.

Political Signs

Posting of political signs are regulated under the City's [Municipal Code Chapter 19.44](#).

Public Disclosure of Records

Nomination petitions and campaign statements are subject to public disclosure pursuant to the California Public Records Act. However, candidate statements are not subject to public disclosure until after the nomination period closes.

If you have any questions, please contact the City Clerk at (408) 730-7483.

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