



OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Resolution RESOLUTION NO. 647

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, PROVIDING FOR A CALL OF ELECTION FOR THE 2006 PRIMARY AND GENERAL ELECTIONS, DESIGNATING THE ELECTION DATES AND PURPOSE, DESIGNATING THE DEADLINE AND LOCATION FOR CANDIDATES TO FILE NOMINATION PETITIONS AND DESIGNATING THE DEADLINE FOR VOTER REGISTRATION

WHEREAS, the City of San Luis Primary and General Elections for 2006 are required to be held on certain dates pursuant to Arizona Revised Statutes §16-204, which are March 14, 2006 and May 16, 2006, respectively; and,

WHEREAS, City of San Luis elections are required in order to fill the offices of Mayor, and three City Council seats,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of San Luis, Arizona, as follows:

SECTION 1. That March 14, 2006 has been set as the date for holding the Primary Election in the City of San Luis, Arizona, for the purpose of nominating candidates for Mayor and three (3) City Council seats whose names shall appear on the ballot at the General Election to be held on May 16, 2006. Any candidates receiving a majority of all the ballots cast at the Primary Election shall be declared elected without running at the General Election.

SECTION 2. That May 16, 2006 has been set as the date for holding the General Election in the City of San Luis, Arizona, for the purpose of electing a Mayor and three (3) City Council Members.

SECTION 3. Candidates seeking municipal office may obtain nominations papers and other materials from the Office of the City Clerk, located at San Luis City Hall, 767 N. First Avenue, beginning Monday, November 14, 2005. Candidate nomination papers are required to be filed at the Office of the City Clerk. The first day to file nomination papers and other forms is Monday November 14, 2005 and the last day to file the nomination paperwork is 5:00 p.m. on Wednesday, December 14, 2005 at the Office of the City Clerk in order for their names to appear on the Primary Election ballot. Write-In candidates filing deadline is Thursday, February 2, 2006 at 5:00 p.m.

SECTION 4. Yuma County registration and voting lists will be used for the Primary and General elections. In order to be qualified to vote in the Primary Election, voters must be registered by February 13, 2006. To be qualified to vote in the General Election, voters must be registered by April 17, 2006.

PASSED AND ADOPTED this 9th day of November, 2005.

APPROVED:



Guillermina Fuentes
Mayor

ATTEST:



Sonia Sanchez
City Clerk

APPROVED AS TO FORM:



Glenn Gimbut
City Attorney

CHAPTER III

ELECTION PROCEDURES

[Click here to go to the list of forms related to this Chapter](#)

In this chapter the procedures involved in holding a municipal election are detailed. This explanation of election procedures includes sections on preparatory steps leading to the election, actions required on election day and post election procedures. This chapter can be used by the clerk as a checklist of necessary tasks in the election process. These procedures apply basically to both primary and general elections. Statutory requirements are quite specific for primary elections and most cities and towns have used these as a guide when applicable for holding a general election.

PREPARATORY STEPS

Call and/or Notice of Election

Effective January 1, 1994, the Legislature changed the call and notice of election requirements to apply only to special district elections. Although cities and towns are, therefore, no longer required by state law to adopt or publish either a call or notice of election, a call of election, in particular, remains a good way to inform the public about the election and to alert candidates to filing dates. Accordingly, we recommend publication of a call of election approximately 100 days prior to the election. Council adoption of the call of election is not necessary; the clerk can simply publish the information.

Although consolidation of elections has made it unnecessary, some cities may also wish to continue publication of a notice of election. This should be accomplished, if desired, approximately 30 days before the election. Once again, the notice can be adopted by the council or simply issued by the clerk.

If you have decided to publish the call, publication must comply with the guidelines found in A.R.S. § 39-204. The call should be published once a week for two consecutive weeks in a weekly paper or four times consecutively in a daily paper approximately 100 days prior to the election.

Polling Places

The city or town clerk is charged with the responsibility of securing the use of polling places. The clerk will have to contact school administrators and those in charge of firehouses or other likely polling places, and secure permission to use these facilities for the election. Recent changes to law state that all polling places used must allow, on election day, political activity and electioneering in public areas and parking lots outside the 75 foot limit. All public schools are required to provide sufficient space for use as a polling place by any city or town when requested by the officer in charge of elections. However, the principal of the school may deny the request to provide space for either of the following reasons: the safety or welfare of the children would be jeopardized or space is not available at the school. It is a good practice to receive a confirming letter that the polling place will be free for the election. At the same time, the clerk may save time by reserving the same polling place for the general election. If no suitable polling place can be found within a precinct, polls can be located in an adjacent precinct.¹

¹ A.R.S. § 16-411 (B).