

HOW TO PLACE A MEASURE ON THE BALLOT



GUIDE FOR THE COUNTY, CITIES, SCHOOL DISTRICTS & SPECIAL DISTRICTS

Revised August 2006

Provided by

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This Guide is intended to provide general information about the subject matter covered and does not have the force and effect of law, regulations, or rules. It is distributed with the understanding that I am not rendering legal advice and that the Guide is, therefore, not to be a substitute for legal counsel of the individual using it. In case of conflict, the law, regulation, or rule will apply. It is recommended that you review these pages carefully. Placing a measure on the ballot is an expensive and difficult process with laws that must be adhered to.

TABLE OF CONTENTS

What the Elections Department Needs	3
How to Count Words	4
Ballot Measure Committees	5
Example of Printed Measure	6
Follow these Guidelines	7
Example Resolution	8-20

WHAT THE ELECTIONS DEPARTMENT NEEDS

THE RESOLUTION TO CALL THE ELECTION AND CONSOLIDATE

- ▶ **Districts & Cities:** Submit a “*Resolution Requesting Consolidation of Election and Ordering of Such Election*” along with the “*Notice to the Registrar of Voters of Measure Submitted to the Voters.*”
- ▶ **County:** Submit a “*Resolution Requesting Consolidation of Election and Ordering of Such Election.*”
- ▶ **Schools:** Submit a “*Resolution Ordering Election, Specifications of the Election Order, and Requesting Consolidation*” along with the “*Notice to the Registrar of Voters of Measure Submitted to the Voters.*”

THE MEASURE TEXT

- ▶ When submitting materials to place a measure on the ballot, indicate clearly in writing, which portion of the resolution, ordinance, or measure text is to be printed in the Voter’s Information Pamphlet.
- ▶ If you do not want the entire text of the measure printed in the Voter’s Information Pamphlet, please provide this direction in writing within the resolution. Jurisdictions will be billed for costs.
- ▶ To ensure arguments are printed exactly as filed, we encourage submitting the measure text by email, on a computer diskette or CD.

THE 75-WORD BALLOT QUESTION

- ▶ Elections Code §13247 requires the ballot question to be limited to 75 words. Measures are followed by the words *YES* and *NO*. The following page contains directions for word counting. Jurisdictions may want to consider beginning their ballot question with a few key words to summarize the measure, which are included in the word count.
- ▶ The words to appear on the ballot for school bond measures are: “Bonds—Yes,” “Bonds—No.”(Ed. Code § 15122)
- ▶ Letters designating measures will be assigned by the Elections Department pursuant to Elections Code §13116.
- ▶ For districts that overlap into other counties, the counties will mutually agree on a letter designation for the measure when possible.
- ▶ Measures will appear on the ballot in the following order pursuant to Elections Code §13109: County Board of Education, College, Unified Schools, County, Cities, and Districts. In order to allow for the most efficient use of space, the Elections Department may vary the order of the measures.

ARGUMENT IN FAVOR OR AGAINST (OPTIONAL)

Whenever any county, school or special district measure qualifies for placement on the ballot, a written argument for or against the measure may be filed. When both an argument in favor and against a measure have been selected, the election official shall send a copy of the argument in favor to the author(s) of the argument against and a copy of the argument against the measure to the author(s) of the argument in favor. The authors may prepare and submit rebuttal arguments.

- ▶ Arguments are printed in the Sample Ballot, following the appropriate measure and the analysis of that measure. If more than one argument is submitted, Elections Code §9166, 9287, and 9503 require the Elections Department to select one argument based on the following preference:
 - 1) The governing body or its members
 - 2) An individual voter, bona fide association of citizens who are sponsors or proponents of the measure
 - 3) Bona fide association of citizens
 - 4) Individual voters eligible to vote on the measure.
- ▶ Obtain the manual “A Guide to Writing Arguments” from the Elections Department if you are planning on submitting an argument. Arguments are limited to 300 words.

OTHER BALLOT MATERIALS

- ▶ If arguments in favor and against are submitted, authors will have the opportunity to submit rebuttal arguments.
- ▶ An impartial analysis will be submitted by county counsel or the city attorney.
- ▶ Bond measures require a tax rate statement to be filed by the 88th day before the election.
- ▶ A fiscal impact statement may also be ordered.

HOW TO COUNT WORDS

Pursuant to Elections Code Section 9

This section does not apply to counting words for ballot designations

Each word is counted as one word, except:

- **PUNCTUATION:** Punctuation is not counted.
- **TITLES:** Words used in the title of the document, such as "Argument in Favor of Measure A" are not counted.
- **CITIES/COUNTIES:** All geographical names shall be counted as one word. For example, "County of Shasta" and "City and County of San Francisco" will each be counted as one word.
- **ABBREVIATIONS:** Each abbreviation for a word, phrase, or expression shall be counted as one word.
- **HYPHENATIONS:** Hyphenated words that appear in any generally available standard reference dictionary, published in the U.S. at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.
- **DATES:** Dates consisting of a combination of words and digits will be counted as two words. Dates consisting of only a combination of digits shall be counted as one word. January 1, 2007 will be counted as two words, whereas 1/1/07 will be counted as one word.
- **NUMBERS:** Any number consisting of a digit or digits will be considered one word. Any number that is spelled will be considered a separate word. "100" will be counted as one word, whereas "one hundred" will be counted as two words.
- **PHONE & INTERNET:** Website addresses and telephone numbers will be counted as one word.
- **SYMBOLS:** It is department policy to count numbers consisting of a digit or digits used with a dollar sign (\$), cent sign (¢), percentage sign (%), or number sign (#) as one word.

BALLOT MEASURE COMMITTEES

How to Raise or Spend Money

IMPORTANT – BEFORE RAISING OR SPENDING AND MONEY, PLEASE:

- **FIRST:** Obtain a copy of Campaign Disclosure Manual 3 – Information for committees primarily formed to support or oppose a Ballot Measure. (May 2006) You may also request a copy from the Fair Political Practices Commission by calling 1-866-275-3772 or from your local filing officer, Shasta County Clerk, at (530) 225-5730 or 1-888-560-8683. <http://www.fppc.ca.gov/manuals/manual3.pdf>
- **SECOND:** File a Form 410 – Statement of Organization – with the Secretary of State Political Reform Division and your local filing officer. Campaign Disclosure Forms are available online at www.fppc.ca.gov or by calling your local filing officer at (530) 255-5730 or the Fair Political Practices Commission at 1-866-275-3772. Any person who receives contributions totaling \$1,000 or more within a calendar year, qualifies as a recipient committee and within 10 days of qualifying must file a Form 410 with the Secretary of State and your local filing officer.

A Form 410 may be filed prior to qualifying. Upon receipt of the Form 410, the Secretary of State will issue an identification number, which must be included on all campaign disclosure forms. Link: <http://www.fppc.ca.gov/forms/1-05forms/410.pdf>

- **THIRD:** Once qualified, be prepared to file Form 460 (long form) or Form 450 (short form), quarterly, and Pre-Election and Semi-Annual Statements. Refer to the FPPC's website for filing deadlines and specific details regarding campaign disclosure filing requirements for local ballot measure committees.

Elections Department staff can also provide you with a filing schedule. For technical advice on completing the forms, call the Fair Political Practices Commission toll free number 1-866-275-3772 or visit their website at www.fppc.ca.gov

- **FOURTH:** File a Form 410 termination with the Secretary of State Political Reform Division to terminate the committee upon completion of your initiative efforts. You must also file a Form 410 termination **and** a Form 460 or Form 450 termination with your local filing officer to terminate the committee upon completion of your initiative efforts.

Form 450: <http://www.fppc.ca.gov/forms/1-05forms/450.pdf>

Form 460: <http://www.fppc.ca.gov/forms/1-05forms/460.pdf>

For technical advice on completing the forms, contact:

Fair Political Practices Commission

P.O. Box 807 (95812-0807)

428 J St, Suite 450

Sacramento, CA 95814

www.fppc.ca.gov

HOW MEASURE MAY APPEAR

Example of an Absentee Ballot

SCHOOL	
GATEWAY UNIFIED SCHOOL DISTRICT BOND MEASURE B	
B	To improve student safety and provide quality education by completing replacement and repair of leaky roofs, deteriorated bathrooms, removing asbestos, reducing earthquake hazards, installing fire safety systems, upgrading electrical wiring to accommodate modern technology, installing energy efficient classroom heating, cooling, ventilation systems, upgrading plumbing, constructing/acquiring/equipping classrooms/facilities/sites, shall Gateway Unified School District issue \$14.5 million of bonds, at legal rates, with guaranteed financial audits, citizen oversight and no money for administrative salaries?
BONDS YES	← <input type="checkbox"/>
BONDS NO	← <input type="checkbox"/>

Example of what the ballot looks like on the Edge

MEASURES SUBMITTED TO THE VOTERS	
DISTRICT	
BURNEY WATER DISTRICT MEASURE B	
Shall the Burney Water District increase the existing pool fee from \$2.00 per month to \$4.00 per month for the purpose of maintaining, operating, and repairing of the public swimming pool facility? Annually, the fee may be reduced following review by the Burney Water District's resident oversight committee, should adequate reserves exist. Additionally, the Board of Directors of the Burney Water District shall have the authority to raise the fee up to and no more than \$1.00 every five years after a financial review by the same committee.	
YES	<input type="radio"/>
NO	<input type="radio"/>

FOLLOW THESE GUIDELINES

Clearly identify what needs to be in the Sample Ballot and the order it should be in.

The following pages are an example of the River Delta Unified School District resolution submitted to the Sacramento County Registrar of Voters Office.

Notice how the cover sheet indicates exactly what is to be included in the Sample Ballot. Also included are examples of the items requested in the order they will appear in the Sample Ballot Booklet.

If more than one county is involved, send an email or letter to all counties to ensure that the Ballot will reflect the same information in every county.

SEE EXAMPLE BELOW

Re: *River Delta Unified School District
School Facilities Improvement District No. 2
Election of November 2, 2004; Measure V*

As you know, this office represents the River Delta Unified School District (the "District") with regard to its formation of School Facilities Improvement District No. 2 ("SFID No. 2") and calling the election for authority to issue bonds for SFID No. 2 for November 2, 2004. The District has determined that the following items should appear in the ballot (in their entirety) for each county in which SFID No. 2 has territory:

1. The Ballot Measure Question contained in Exhibit B of Resolution R-479;
2. California Education Code Section 15122.5(b);
3. Resolution No. R-479 of the Board of Trustees of the River Delta Unified School District Ordering the formation of School Facilities Improvement District No. 2, Calling an Election Within the Boundaries of School Facilities District No. 2, Establishing Specifications of the Election Order, and Requesting Consolidation with Other Elections (which contains Exhibit A, the Bond Project List, and Exhibit B, the Formal Notice of Election) (the Formal Notice of Election is also published in accordance with usual election procedures);
4. Tax Rate Statement;
5. County Counsel's Impartial Analysis;
6. Arguments "FOR," which will be submitted prior to their due date to your offices;
7. Arguments "AGAINST," if any;
8. Rebuttals "FOR," if any, which will be submitted prior to their due date to your offices; and
9. Rebuttals "AGAINST," if any.

In addition, we have attached the text for items 1 through 4 above, to this letter.

We will appreciate it very much if each of you will provide our office with a list of the measure due dates leading up to the November 2 election, including the due dates for the Impartial Analysis, Arguments and Rebuttals.

We hope that this information assists your office. If there are any questions or concerns, please do not hesitate to contact our office.

Regards,

/s/

Your Signature

Attachments

cc

**It is imperative that our office know exactly what is to appear in the Sample Official
Ballot Pamphlet.
Clearly identify what is to appear in the Sample Ballot.**

Ballot Measure Question

“To improve the quality of education in River Delta Unified School District, shall the School Facilities Improvement District No. 2 of River Delta Unified School District construct, upgrade, and improve classrooms and school facilities, upgrade electrical systems, improve student access to technology, renovate restrooms and plumbing, replace heating and air conditioning, make health and safety improvements, and qualify for State grants by issuing \$9,000,000 in bonds, with interest within legal limits, annual audits, a citizens’ oversight committee and NO money for administrators’ salaries?”

BONDS YES **BONDS NO**

California Education Code Section 15122.5(b)

The words to appear in the sample ballot in satisfaction of the requirements of subdivision (a) are as follows:

“Approval of Measure __ does not guarantee that the proposed project or projects in the River Delta Unified School District that are the subject of bonds under Measure V will be funded beyond the local revenues generated by Measure V. The school district’s proposal for the project or projects may assume the receipt of matching state funds, which could be subject to appropriation by the Legislature or approval of a statewide bond measure.”

If this is a school bond measure and you will require matching state funds for any phase of the project, you **MUST** include Education Code 15122.5(b) under your ballot measure question. On a separate page include **instructions for Shasta County Elections to print or not to print Education Code 15122.5** in the Sample Official Ballot Pamphlet.

SAMPLE RESOLUTION

RESOLUTION NO. R-479

**A RESOLUTION OF THE BOARD OF TRUSTEES
OF THE RIVER DELTA UNIFIED SCHOOL DISTRICT
ORDERING THE FORMATION OF
SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2,
CALLING AN ELECTION WITHIN THE BOUNDARIES
OF SCHOOL FACILITIES DISTRICT NO. 2,
ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER,
AND REQUESTING CONSOLIDATION WITH OTHER ELECTIONS**

WHEREAS, the Board of Trustees (the “Board”) of the River Delta Unified School District (the “District”), on June 15, 2004, adopted its Resolution No. 477 (the “Resolution of Intention”) (i) declaring its intention to establish School Facilities Improvement District No. 2 (the “SFID No. 2”) pursuant to Chapter 2 of Part 10 of Division 1 of Title 1 of the Education Code of the State of California (Sections 15300-15425) (the “Act”), and (ii) calling a public hearing on the establishment of SFID No. 2;

WHEREAS, the District duly published and posted a notice of public hearing in accordance with Chapter 2; the Board duly held and conducted the public hearing on July 20, 2004, to consider the Resolution of Intention and the formation of SFID No. 2, as provided in the Resolution of Intention; all parties who expressed a desire to speak to the matter have been given the opportunity to do so; and all other acts, conditions and things required by law to have been done, fulfilled or performed precedent to the order of this Board forming SFID No. 2 have been done, fulfilled and performed;

WHEREAS, the Board concluded the public hearing at its July 20, 2004 Board meeting and, at the conclusion thereof, no written protests were filed against the establishment of SFID No. 2;

WHEREAS, the Board has found and determined that it is necessary and in the best interest of the District and of the residents and taxpayers of the proposed improvement district to form SFID No. 2 and that the overall cost of financing the facilities the District intends to acquire and construct with bonds issued pursuant to Chapter 2 would be less than the overall cost of other school facilities financing options available, including special tax bonds issued under the Mello-Roos Community Facilities Act of 1982;

WHEREAS, the Board is specifically authorized to order elections, pursuant to Education Code Sections 15340 *et seq.*, for the purpose of submitting to the electors of SFID No. 2 the question of whether the bonds of the District (“Bonds”) shall be issued and sold for specified purposes;

WHEREAS, the Board deems it necessary and advisable to submit a bond proposition to the electors that, if approved by the requisite amount of electors voting on the measure, would permit the District to issue the Bonds; and

WHEREAS, it is desirable that the election to determine whether the Bonds shall be issued and sold be consolidated with such other election or elections as may be held on the same day in the same territory or in territory that is in part the same.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the River Delta Unified School District, that:

1. **Recitals.** The foregoing recitals are true and correct.
2. **No Majority Protest.** The proposed establishment of SFID No. 2 has not been precluded by majority protest pursuant to the Act.
3. **Formation of SFID No. 2.** As proposed in the Resolution of Intention, a school facilities improvement district is hereby established pursuant to the Act, and shall be numbered and designated the “River Delta Unified School District School Facilities Improvement District No. 2.”
4. **Finding of Procedural Regularity.** The Board finds and determines that all prior proceedings had and taken by the Board with respect to the formation of the SFID No. 2 are valid and in conformity with requirements of the Act.
5. **Cost of Carrying Out Purpose of SFID No. 2.** The estimated cost of the facilities proposed to be financed by bonds of SFID No. 2 is approximately \$26,200,000, of which approximately \$9,000,000, not including costs incidental to the creation of SFID No. 2, the conduct of a bond election, and the issuance of the bonds, will be financed from the bonds sold by SFID No. 2.
6. **Description of Facilities.** The Facilities to be financed by the SFID No. 2 are set forth in *Exhibit A*, attached hereto and incorporated herein, which include completed facilities. The Facilities have a useful life of five years or longer. The cost of financing the acquisition and construction of the Facilities includes “incidental expenses,” which include the cost of planning and designing the Facilities and environmental evaluations thereof; costs associated with the creation of the SFID No. 2, issuance of bonds, determination of the amount of special taxes, collection or payment of special taxes, or costs otherwise incurred in order to carry out the authorized purposes of the SFID No. 2; and any other expenses incidental to the construction, completion, and inspection of the Facilities.
7. **Election Order; Ballot Proposition.** Pursuant to Education Code Sections 5304, 5322, 15340 and 15348(b), an election shall be held within the boundaries of SFID No. 2 on November 2, 2004, submitting to the voters of the District the question of whether Bonds of SFID No. 2, in the amount of \$9,000,000 shall be issued and sold for the purposes described in *Exhibit A* attached hereto and incorporated herein. The Bonds proposed to be issued and sold shall bear interest at a rate not exceeding the statutory limit per annum, and the number of years the whole or any part of the bonds are to run shall not exceed the statutory maximum, which is 25 years in the case of bonds issued under the authority of the Education Code and 40 years in the case of bonds issued under the authority of the Government Code.
8. **Authorization at 55% Voter Approval.** The Board hereby decides to proceed pursuant to Chapter 1.5 (commencing with Education Code section 15264) to pursue authorization and issuance of the bonds pursuant to Article XIII A, section 1(b)(3), and Article XVI, section 18(b) of the California Constitution, under which the bonds will be approved if 55% of the votes cast by voters voting on the measure are in favor.
9. **Abbreviated Statement of the Bond Measure.** The abbreviated statement of the bond measure is set forth in the Notice of Election attached hereto as *Exhibit A* and incorporated herein by reference. The District hereby requests the Sacramento County Registrar of Voters to designate the measure on the ballot by a letter printed on the left margin of the square containing the abbreviated statement of the measure as provided in Section 13116 of the Elections Code.

10. **County Registrar of Voters to Call and Conduct Election.** Pursuant to Section 5303 of the Education Code, the Registrar of Voters of the Counties of Sacramento, Solano and Yolo are hereby requested to take all steps to prepare for and hold the election within the boundaries of SFID No. 2 in accordance with law and these specifications.
11. **Consolidation with Other Elections.** Pursuant to Sections 5342 and 15344 of the Education Code and Part 3 (commencing with Section 10400) of Division 10 of the Elections Code, the County of Sacramento is requested to order consolidation of the election with such other election or elections as may be held on the same day in the same territory or in territory that is in part the same.
12. **Canvass of Returns.** The Boards of Supervisors of Sacramento, Solano, and Yolo Counties are authorized to canvass the returns of the election pursuant to Section 10411 of the Elections Code.
13. **Services of Registrar of Voters.** Pursuant to Section 5303 of the Education Code and Section 10002 of the Elections Code, the Boards of Supervisors of Sacramento, Solano and Yolo Counties are requested to permit the Registrar of Voters of Sacramento, Solano, and Yolo Counties to render all services specified by Section 10418 of the Elections Code relating to the election, for which services the District agrees to reimburse the Counties, such services to include the publication of a Formal Notice of Election (as described herein) and the mailing of the sample ballot and tax rate statement (described in Section 9401 of the Elections Code) pursuant to the terms of Section 5363 of the Education Code and Section 12112 of the Elections Code.
14. **Formal Notice of Election.** The District's Superintendent is hereby directed to prepare and execute a Formal Notice of Election for delivery to the Registrar of Voters of Sacramento, Solano, and Yolo Counties containing the information specified in Sections 5361 and 15120 of the Education Code (as modified under the authority of Government Code Section 53506.5), in substantially the form attached hereto and incorporated herein as *Exhibit B* with such changes as may be required by the Office of the Sacramento County Counsel or the District's bond counsel. The Registrar of Voters of Sacramento, Solano and Yolo Counties are hereby requested to publish the Formal Notice of Election.
15. **Availability of State Funds.** Approval of the measure does not guarantee that the school facility projects proposed for construction will be funded beyond the local revenues generated by the measure. Certain of the District's proposed projects assume the receipt of matching State funds, which could be subject to appropriation by the State Legislature or approval of a statewide bond measure. Reduction in state funds may result in a subsequent reduction in funding of projects provided for herein.
16. **Specifications of the Election Order.** The foregoing specifications of the election order are made pursuant to Section 5322 of the Education Code.
17. **Delivery of Specifications of the Election Order and Notice of Election.** The District's Superintendent is hereby directed to deliver, not later than July 21, 2004, one certified copy of this resolution and order along with the Notice of Election to the Registrar of Voters of Sacramento County along with one certified copy of both to the Board of Supervisors of Sacramento, Solano and Yolo Counties.
18. **General Authorization with Respect to the Election.** The members of the Board, the Superintendent, and the other officers of the District are hereby authorized and directed, individually and collectively, to do any and all things and to execute, deliver, and perform any and all agreements and documents that they deem necessary or advisable in order to effectuate the purposes of this Resolution, including, without limitation, to prepare and submit for inclusion in the voter information pamphlet a tax rate statement and an argument in favor of passage of the ballot proposition. All actions heretofore taken by the officers and agents of the District that are in

conformity with the purposes and intent of this Resolution are hereby ratified, confirmed, and approved in all respect.

19. **Use of Bond Proceeds, Facilities Specifications and Audit Requirements.**

- (a) Use of Bond Proceeds. Proceeds from the sale of the bonds may be used only for the purposes specified in Article XIII A, section 1(b)(3), of the California Constitution.
- (b) Specification of Facilities. The specific school facilities projects to be funded are described in *Exhibit A*, attached hereto and incorporated herein. The Board hereby certifies that it evaluated safety, class size reduction, and information technology needs when identifying the purpose for the bond proceeds.
- (c) Performance Audit. The Board shall conduct an annual, independent performance audit to ensure that the bond funds have been expended only on the specific projects listed.
- (d) Financial Audit. The Board shall conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for the school facilities projects.

20. **Government Code Accountability Requirements.** Pursuant to Government Code sections 53410 and 53411, the District hereby finds or directs that:

- (a) The purpose of the Bonds is to fund the specific facility needs as set forth in this Resolution;
- (b) The bond proceeds shall only be used on the specific projects authorized in this Resolution;
- (c) All proceeds of the Bonds shall be placed in a separate account; and
- (d) The Assistant Superintendent, Business of the District shall issue an annual report to the Board containing the amount of funds collected and expended as well as the status of the projects authorized.

PASSED AND ADOPTED on July 20, 2004, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

RIVER DELTA UNIFIED SCHOOL DISTRICT

By: _____
President, Board of Trustees

ATTEST:

Secretary, Board of Trustees

EXHIBIT A

[Project List]

BOND PROJECT LIST SFID No. 2 (Walnut Grove, Courtland, Clarksburg)

The River Delta Unified School District, School Facilities Improvement District No. 2 (with schools in Walnut Grove, Courtland, Clarksburg), intends to complete the following projects, using a combination of funding sources. It is anticipated that bond proceeds will contribute \$9,000,000 to said total cost. Other anticipated sources include state aid matching funds and other available funds. In addition, to the specific projects listed below, monies from this bond measure may also be used to address unforeseen conditions revealed by construction/modernization (e.g. plumbing or gas line breaks, seismic, structural, etc. asbestos and other hazardous materials).

Delta High School – Built in 1939

- Renovate outdated restrooms and plumbing systems to comply with health and safety standards
- Upgrade and renovate electrical systems including lighting and power supply to improve student access to computers and modern technology
- Improve handicapped access to comply with federal standards including building access, restrooms and provide wheelchair access and lifts as needed
- Replace heating, ventilation and air conditioning systems with modern energy efficient controls and materials
- Upgrade and modernize classroom interiors and support facilities including replacing outdated windows, white boards, blinds and repainting school facilities as needed
- Make health and safety improvements by abating (removing) hazardous materials including asbestos
- Make general site improvements including parking, paving, utility system, septic tank and sanitary sewer upgrades and school exterior and ground improvements
- Upgrade communication and fire systems including telephone, public address, data wiring and fire alarms
- Provide temporary facilities during construction/modernization including additional site improvements as needed
- Provide or purchase other school furniture and equipment, as needed

Mokelumne High School – Built in 1949

- Improve handicapped access to comply with federal standards including building access, restrooms and provide wheelchair access and lifts as needed
- Upgrade and modernize classroom interiors and support facilities such as replacing outdated windows, doors, white boards, blinds and repainting school facilities as needed

- Replace heating, ventilation and air conditioning systems with modern energy efficient controls and materials as needed
- Provide or purchase other school furniture and equipment, as needed
- Make health and safety improvements by abating (removing) hazardous materials including asbestos and provide ADA accessible including walkways
- Upgrade communication and fire systems including telephone, public address, data wiring and fire alarms
- Make general site improvements including parking, utility system upgrades and school exterior and ground improvements
- Provide temporary facilities during construction/modernization including additional site improvements as needed

Bates Elementary School – Built in 1951
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- Improve handicapped access to comply with federal standards including building access, and provide wheelchair lifts as needed
- Upgrade and renovate electrical systems including power supply to improve student access to computers and modern technology
- Make health and safety improvements by abating (removing) hazardous materials including asbestos
- Replace heating, ventilation and air conditioning and window systems with modern energy efficient controls and materials
- Renovate outdated restrooms, plumbing systems and drinking fountains to comply with health and safety standards
- Upgrade and modernize classroom interiors, media center and support facilities including replacing outdated windows, white boards, blinds and repainting school facilities as needed
- Provide or purchase other school furniture and equipment, as needed
- Make general site improvements including parking, utility system upgrades and school exterior and ground improvements
- Upgrade communication and fire systems including telephone, public address, data wiring and fire alarms
- Provide temporary facilities during construction/modernization including additional site improvements as needed

Walnut Grove School – Built in 1935
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- Renovate outdated restrooms and plumbing systems to comply with health and safety standards
- Upgrade and renovate electrical systems including lighting and power supply to improve student access to computers and modern technology
- Make health and safety improvements by abating (removing) hazardous materials including asbestos
- Replace heating, ventilation and air conditioning systems with modern energy efficient controls and materials
- Improve handicapped access to comply with federal standards including building access and provide wheelchair lifts as needed

- Upgrade and modernize classroom interiors, media center and support facilities including replacing outdated windows, white boards, blinds and repainting school facilities as needed
- Provide or purchase other school furniture and equipment, as needed
- Make general site improvements including parking, utility system upgrades and school exterior and ground improvements
- Upgrade communication and fire systems including telephone, public address, data wiring and fire alarms
- Provide temporary facilities during construction/modernization including additional site improvements as needed

Clarksburg Elementary School – Built in 1928

- Improve handicapped access to comply with federal standards including building access, restroom and provide wheelchair access and lifts as needed
- Upgrade and modernize classroom interiors and support facilities including replacing outdated windows, white boards, blinds and repainting school facilities as needed
- Replace heating, ventilation and air conditioning systems with modern energy efficient controls and materials as needed
- Make health and safety improvements by abating (removing) hazardous materials including asbestos
- Upgrade communication and fire systems including telephone, public address, data wiring and fire alarms
- Provide or purchase other school furniture and equipment, as needed
- Make general site improvements including parking, utility system upgrades and school exterior and ground improvements
- Provide temporary facilities during construction/modernization including additional site improvements as needed

**THIS SECTION
WAS LEFT
BLANK
INTENTIONALLY**

EXHIBIT B

FORMAL NOTICE OF ELECTION

1. NOTICE IS HEREBY GIVEN to the qualified electors of the River Delta Unified School District, School Facilities Improvement District No. 2 of Sacramento, Solano, and Yolo Counties, California (the "District"), that in accordance with the provisions of the Education Code of the State of California, a school bond election will be held on Tuesday, November 2, 2004, in SFID No. 2.
2. At the election, the following proposition will be submitted to the qualified electors of the District and voted upon:

MEASURE __: "To improve the quality of education in Walnut Grove, Cortland, and Clarksburg, shall the School Facilities Improvement District No. 2 of River Delta Unified School District construct, upgrade, and improve classrooms and school facilities, upgrade electrical systems, improve student access to computers and technology, renovate restrooms and plumbing, replace heating and air conditioning, make health and safety improvements, and qualify for State grants by issuing \$9,000,000 in bonds, with interest within legal limits, annual audits, a citizens' oversight committee and NO money for administrators' salaries?"

The proposition shall be designated on the ballot by a letter printed on the left margin of the square containing the description of the measure as provided in Section 13116 of the Elections Code of the State of California.

3. Approval of the District's measure does not guarantee that the projects that are the subject of the measure will be funded beyond the local revenues generated by the bond measure. The District's proposed projects may assume the receipt of state funds, which could be subject to appropriation by the Legislature or approved at a statewide bond measure.
4. All of the purposes enumerated in the foregoing proposition shall be united and voted upon as one single proposition. The bonds proposed to be issued and sold shall bear interest at a rate not exceeding the statutory limit per annum, and the number of years the whole or any part of the bonds are to run shall not exceed the statutory maximum, which is 25 years in the case of bonds issued under the authority of the Education Code and 40 years in the case of bonds issued under the authority of the Government Code.
5. If fifty-five percent (55%) of qualified electors voting on the proposition vote "YES," the proposition is approved.
6. The polls at the polling places will be open from 7:00 a.m. until 8:00 p.m. on the day of the election. The boundaries of the voting precincts within the District, the location of the polling places, and the names of the officers selected to conduct the election shall be determined by the Registrar of Voters of Sacramento, Solano, and Yolo Counties.
7. The Board of Trustees of the River Delta Unified School District, by adoption of Resolution No. R-479 (the "Resolution"), on July 20, 2004, has ordered the election, and the District's Superintendent, by execution of this Formal Notice of Election, has called the election ordered by the Resolution in

accordance with the provisions of Sections 5322 and 15340 of the Education Code. In all particulars not recited in this Notice, the election shall be held and conducted as provided by law for holding school district elections.

Dated: July 20, 2004.

/s/

Sam Garamendi, Superintendent
River Delta Unified School District

**THIS SECTION
WAS LEFT BLANK
INTENTIONALLY**

CERTIFICATION

I, Sam Garamendi, Secretary of the Board of Trustees of the River Delta Unified School District, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly approved and adopted by the Board of Trustees of the District at a special meeting thereof held on July 20, 2004, of which meeting all the members of the Board of Trustees had due notice and at which a majority thereof were present, and that at the meeting the resolution was adopted by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

An agenda for the meeting was posted at least twenty-four (24) hours before the meeting at the offices of the District at 445 Montezuma, Rio Vista, California 94571, a location freely accessible to members of the public, and a brief description of the resolution appeared on the agenda.

I have carefully compared the foregoing resolution with the original minutes of the meeting on file and of record in my office, and the foregoing is a full, true, and correct copy of the original resolution adopted at the meeting and entered in the minutes.

Date: July 20, 2004

/s/ _____
Secretary of the Board of Trustees
River Delta Unified School District

**Tax Rate Statement In Connection With
School Facilities Improvement District No. 2 of the River Delta Unified School District**

An election will be held in School Facilities Improvement District No. 2 of the River Delta Unified School District (the "District") on November 2, 2004, to authorize the sale of up to \$9,000,000 in bonds of the District to finance school facilities as described in the proposition. If the bonds are approved, the District expects to sell the bonds in three series. Principal and interest on the bonds will be payable from the proceeds of tax levies made upon the taxable property in School Facilities Improvement District No. 2. The following information is provided in compliance with Sections 9400-9404 of the Elections Code of the State of California.

1. The best estimate of the tax which would be required to be levied to fund this bond issue during the first fiscal year after the sale of the first series of bonds, based on estimated assessed valuations available at the time of filing of this statement, is 4.5 cents per \$100 (\$45.00 per \$100,000) of assessed valuation in fiscal year 2005-06.
2. The best estimate of the tax rate which would be required to be levied to fund this bond issue during the first fiscal year after the sale of the last series of bonds, based on estimated assessed valuations available at the time of filing of this statement, is 4.5 cents per \$100 (\$45.00 per \$100,000) of assessed valuation in fiscal year 2015-16.
3. The best estimate of the highest tax rate which would be required to be levied to fund this bond issue, based on estimated assessed valuations available at the time of filing of this statement, is 4.5 cents per \$100 (\$45.00 per \$100,000) of assessed valuation. The tax rate is expected to remain the same in each year.

Voters should note that the estimated tax rates are based on the *ASSESSED VALUE* of taxable property on the County's official tax rolls, *not* on the property's market value. Property owners should consult their own property tax bills to determine their property's assessed value and any applicable tax exemptions.

Attention of all voters is directed to the fact that the foregoing information is based upon the District's projections and estimates only, which are not binding upon the District. The actual tax rates and the years in which they will apply may vary from those presently estimated, due to variations from these estimates in the timing of bond sales, the amount of bonds sold and market interest rates at the time of each sale, and actual assessed valuations over the term of repayment of the bonds. The dates of sale and the amount of bonds sold at any given time will be determined by the District based on the need for construction funds and other factors, including the legal limitations on bonds approved by a 55% vote. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of each sale. Actual future assessed valuation will depend upon the amount and value of taxable property within the District's School Facilities Improvement District No. 2 as determined by the County Assessor in the annual assessment and the equalization process.

Dated: July 20, 2004