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**RESOLUTION NO. 2024-36**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALBANY,  
CALIFORNIA ADOPTING REGULATIONS FOR CANDIDATES FOR  
ELECTIVE OFFICES ADMINISTERED BY THE LOCAL ELECTION  
OFFICIAL PERTAINING TO CANDIDATE STATEMENTS  
SUBMITTED TO THE VOTERS AT A GENERAL MUNICIPAL ELECTION  
TO BE HELD ON TUESDAY, NOVEMBER 5, 2024**

**WHEREAS**, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency shall adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate statement; and

**WHEREAS**, these regulations will assist the staff in the impartial handling of all candidate statements.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALBANY, CALIFORNIA, DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:**

**SECTION 1. GENERAL PROVISIONS.** Pursuant to Sections 13307 and 13308 of the Elections Code of the State of California, each candidate for elective office to be voted for at the General Municipal Election to be held in the City of Albany on Tuesday, November 5, 2024, may prepare a candidate statement on an appropriate form provided by the Elections Official for inclusion in the voter information guide. The statement may include the name, age and occupation of the candidate and a brief description of no more than two hundred (200) words of the candidate’s education and qualifications expressed by the candidate themself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. In addition, the statement shall be limited to a recitation of the candidate’s own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate’s qualifications, character,

1 or activities. The statement shall be filed in typewritten format in the office of the City Clerk  
2 at the time the candidate's nomination papers are filed. The City Clerk will not correct spelling  
3 and/or grammatical errors occurring in the candidate statement. The statement may be  
4 withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m.  
5 of the next working day after the close of the nomination period.

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7 SECTION 2. FOREIGN LANGUAGE POLICY.

8 (A) Pursuant to the Federal Voting Rights Act, candidate statements will be  
9 translated into all languages required by the County of Alameda. The County is required to  
10 translate candidate statements into the following languages: Chinese, Spanish, Tagalog,  
11 Vietnamese.

12 (B) The County will mail separate voter information guides and candidate  
13 statements in English and the languages in subsection (A) of Section 2 above to only those  
14 voters who are on the county voter file as having requested a voter information guide in a  
15 particular language. The County will make the voter information guides and candidate  
16 statements in the required languages available at all Vote Centers, County Registrar of Voters  
17 Office, on the County's website, and in the Election Official's office.

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19 SECTION 3. PAYMENT.

20 A. The candidate shall not be required to pay for the cost of translating the  
21 candidate's statement into any required foreign language as specified in  
22 subsections (A) and (B) of Section 2 above pursuant to Federal and State law.

23 B. The candidate shall not be required to pay for the cost of printing the candidate's  
24 statement in English in the main voter information guide.

25 C. The candidate shall not be required to pay for the cost of printing the candidate's  
26 statement in a foreign language required by subsection (A) of Section 2 above  
27 in the main voter information guide.

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29 SECTION 4. MISCELLANEOUS

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- A. That all translations shall be provided by professionally-certified translators as set forth in Elections Code 13307(b).
- B. That candidates' statements shall comply with the formatting and submission guidelines provided by the City Clerk and the Alameda County Registrar of Voters.
- C. That the City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections.
- D. On August 15, 2024 at 3:00 PM at Albany City Hall, a drawing will be held to determine the position of various candidate names on the ballot pursuant to Albany City Charter Sections 2.03 and 6.03.

SECTION 5. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the sample ballot or voter information guide package.

SECTION 6. The Elections Official shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 7. All previous resolutions establishing City Council policy on payment for candidates' statements to the extent they are inconsistent herewith are deemed to be of no further force or effect.

SECTION 8. This Resolution shall apply only to the election to be held on November 5, 2024, and shall thereafter be deemed to be of no further force or effect.

SECTION 9. The City Clerk shall certify to the adoption of this Resolution.

  
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JOHN MIKI, MAYOR



# City of Albany

1000 San Pablo Avenue • Albany, California 94706  
(510) 528-5710 • [www.albanyca.org](http://www.albanyca.org)

## RESOLUTION NO. 2024-36

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF ALBANY,

The 3rd day of June, 2024, by the following votes:

AYES: Council Members Hansen-Romero, Jordan, López, Tiedemann and

Mayor Miki

NOES: none

ABSENT: none

ABSTAINED: none

RECUSED: none

WITNESS MY HAND AND THE SEAL OF THE CITY OF ALBANY, this 4th  
day of June, 2024.

Anne Hsu  
CITY CLERK

*Albany is committed to providing a healthy, safe, and accessible city,  
and strives to lift every voice in our community.*