

CITY OF TUSCALOOSA 2013 MUNICIPAL ELECTIONS CANDIDATE OVERVIEW

GENERAL INFORMATION:

- **Date of Election:** August 27, 2013
- **Runoff Election (As Necessary):** October 8, 2013
- **Assume Office:** November 4, 2013
- **City of Tuscaloosa offices available:**
 - Mayor
 - Seven (7) Council seats
- **Tuscaloosa City Board of Education offices available:**
 - One (1) Board of Education chair
 - Seven (7) Board of Education seats
- **Qualifying Fee:**
 - Candidates for mayor and council must pay a qualifying fee of \$200.00
 - Candidates for the board of education must pay a qualifying fee of \$50.00

QUALIFICATIONS:

Mayor/Councilmember

- Qualified elector of the city
- Resident of the city/district for at least 90 days prior to election day
- Resident of the city/district during term of office

Board of Education Chair/Member

- At least 18 years of age
- No record of conviction for any crime involving moral turpitude
- Resident of the city/district at least 90 days prior to election day
- Resident of city/district during term of office

WHEN DO I BECOME A CANDIDATE:

The Fair Campaign Practices Act (FCPA) defines a candidate as a person who has:

- Qualified to be listed on an election ballot by filing qualification forms; or
- Received contributions or made expenditures for an election campaign equal to \$1,000 or more for municipal or county office
- Candidates must comply with set rules as required by the Fair Campaign Practices Act. If you reach the candidate threshold prior to filing qualification forms, please visit www.sos.state.al.us for candidate guidelines.

FORMS

- Statement of Candidacy (qualifying form) is available from the City Clerk's Office beginning July 2, 2013 through July 16, 2013.
- Statement of Economic Interests form is available from the City Clerk's Office or online at www.ethics.alabama.gov.

- Appointment of Principal Campaign Committee form is available from the City Clerk's Office or the Alabama Secretary of State
- Summary of Contributions and Expenditures form is available from the City Clerk's Office or the Alabama Secretary of State

TELEPHONE NUMBERS:

- Tuscaloosa City Clerk: 248-5010
- Tuscaloosa County Probate Judge: 349-3870, extension 204
- Tuscaloosa County Board of Registrars: 349-3870, extension 415
- Secretary of State Elections Division: 1-800-274-8683
- Alabama Ethics Commission: 334-242-2997
- Alabama Association of School Boards: 1-800-562-0601

IMPORTANT WEBSITES:

- [Alabama League of Municipalities](#)
- [City of Tuscaloosa](#)
- [State of Alabama](#)

CALENDAR OF CANDIDATE EVENTS:

August 27, 2012 (12 months before election)

- First day candidates for municipal elections can begin raising money. Section 17-22A-7 (b) (2), *Code of Alabama 1975*. Campaign pre-election financial reports are due on the last day of each month beginning 12 months prior to the election date after becoming a candidate. The Fair Campaign practices Act defines two ways to become a candidate Section 17-5-18. (1) Reaching a threshold by either raising or spending \$1,000 or (2) Qualifying as a candidate.

May 29, 2013 (90 days prior to election)

- Last day a person can become a resident of the municipality and district and still be a candidate for election. Sections 11-46-25 (g) and 11-44B-5, *Code of Alabama, 1975*, as amended; Section 4 of Act No. 97-616 of the Alabama Legislature as amended by Act No. 2000-362.

July 2, 2013 (first Tuesday in July preceding election)

- Mayor gives notice of election by publishing notice in newspaper on July 2. Section 11-46-22 (a), *Code of Alabama 1975*.
- Candidates may begin formal qualifying after Mayor gives notice. Section 11-46-22 (a), *Code of Alabama 1975*.

July 2 – July 16, 2013 (from first day of qualifying until last day of qualifying)

- Simultaneously with the date he or she becomes a candidate or files his or her qualifying papers, a candidate must file with the city clerk a completed

statement of economic interests. **The clerk is required to remove from the ballot the name of any candidate who fails to file the statement of economic interests by the deadline.** Incumbents do not have to file statements of economic interests if they have an annual report that is on file with the State Ethics Commission. Sections 36-25-14 (a) (3); 36-25-15 (a); 36-25-15 (c), *Code of Alabama 1975*.

July 5, 2013 (Friday of each week beginning on the month prior to the election date)

- All candidates are required to file campaign finance disclosure reports on the Friday of each week beginning July 5. Section 17-5-8 (a) (2), *Code of Alabama 1975*. **NOTE: Required filing dates are July 5, July 12, July 19, July 26, August 2, August 9, August 16 and August 23.**

July 8 – July 22, 2013

- City clerk forwards statement of economic interests to the State Ethics Commission within five days of when each candidate qualifies. Section 36-25-15 (a), *Code of Alabama 1975*.
- Within five days of when each candidate qualifies, the city clerk notifies the State Ethics Commission of the name of each candidate and the date the person became a candidate. Section 36-25-15 (b), *Code of Alabama 1975*. Note: July 7 and 21 fall on Sundays; therefore, beginning and ending deadlines are Mondays, July 8 and 22. Error! Bookmark not defined.
- The Fair Campaign Practices Act requires all candidates within five days after becoming a candidate to file with the probate judge a statement naming the candidate's principal campaign committee, together with a written acceptance or consent by such committee. Sections 17-22A-4 and 17-22A-9 (a), *Code of Alabama 1975*. Note: July 7 and 21 fall on Sundays; therefore, beginning and ending deadlines are Mondays, July 8 and 22. Error! Bookmark not defined.

July 16, 2013 (third Tuesday in July)

- Qualifying ends at 5:00 p.m. Section 11-46-25 (g), *Code of Alabama 1975*.

July 22, 2013 (within five days after qualifying ends; 30 days preceding election)

- Last possible day a candidate can file with the probate judge a statement naming a principal campaign committee. Sections 17-22A-4 and 17-22A-9 (a), *Code of Alabama 1975*. Note: July 21 falls on a Sunday; therefore, deadline for task is Monday, July 22. Error! Bookmark not defined.
- Last day for city clerk to forward statements of economic interest filed by candidates to the Ethics Commission. Section 36-25-15 (a), *Code of Alabama*

1975. Note: July 21 falls on a Sunday; therefore, deadline for task is Monday, July 22. **Error! Bookmark not defined.**

- ❑ Last day the city clerk can notify the Ethics Commission of the name of each candidate and the date each person became a candidate. Section 36-25-15 (b), *Code of Alabama 1975*. Note: July 21 falls on a Sunday; therefore, deadline for task is Monday, July 22. **Error! Bookmark not defined.**
- ❑ Last day City Council can place a voting machine, sample of the ballot or vote card on display. Section 11-46-31, *Code of Alabama 1975*.

July 23, 2013 (not more than seven days after last day to qualify)

- ❑ At the first regular City Council meeting following council's receipt of any statements certifying only one person filed statement of candidacy, the City Council adopts a resolution declaring any sole qualifier duly elected to office and issues certificate of election to such person. Section 11-46-26, *Code of Alabama 1975*.

August 6, 2013 (not less than 21 days prior to election)

- ❑ Last day mayor or other chief executive officer shall obtain and deliver absentee ballots and supplies to the city clerk. Section 11-46-32 (a), *Code of Alabama 1975*. Note: See July 26. Pursuant to Section 11-46-57, Chapter 10 of Title 17 of the state code appears to take precedence over any code sections pertaining to absentee balloting when there is a conflict between Title 17 and another title; therefore, July 26 will be used as the deadline for delivery of absentee ballots and supplies to the city clerk.

August 13, 2013 (not more than 14 days before the election)

- ❑ First day electronic vote counting system can be tested. Testing shall be as close as is practical to the date of the election. Public notice of the test must be sent to news media and filed with Secretary of State at least 48 hours prior to test. Section 17-24-9 (a), *Code of Alabama 1975* as amended by Act No. 99-663 of the Alabama Legislature; Rule 307-X-1-.04 of the state of Alabama "Procedures for Electronic Vote Counting Systems."

August 16, 2013 (10 days prior to election)

- ❑ Deadline for registering to vote at Tuscaloosa County Board of Registrars. Sections 11-46-38 (b) and 17-4-120 (a), *Code of Alabama 1975*. Note: August 17 is a Saturday; therefore, deadline for this task is Friday, August 16. **Error! Bookmark not defined.**
- ❑ First day for treasurers of candidates' principal campaign committees to file with probate judge second report of contributions and expenditures. Sections 17-22A-8 (a) (1) and 17-22A-9 (a), *Code of Alabama 1975*. Note: since August 17 falls on a Saturday, this task would be accomplished on Friday, August 16. **Error! Bookmark not defined.**

August 22, 2013 (5 days prior to election)

- ❑ Last day City Clerk can publish list of registered voters by placing list in at least three public places. Section 11-46-36 (a), *Code of Alabama 1975*.
- ❑ Last day a voter can apply for a regular absentee ballot. Section 17-10-3 (a), *Code of Alabama 1975*.

August 26, 2013 (one day prior to election)

- ❑ Last day for an absentee voter who is required to provide identification but failed to include it with the ballot to submit this identification by 5:00 p.m. to prevent the ballot from becoming a provisional ballot. Section 17-10A-2(c)(1)(a).
- ❑ Last day any candidate may withdraw as a candidate by giving written notice to the mayor. Section 11-46-25 (j), *Code of Alabama 1975*.
- ❑ Inspection and sealing of vote counting machines must begin no later than 9:00 a.m. of the Monday before the election. Section 11-46-33 (b), *Code of Alabama 1975*. Public notice must be given 48 hours prior to the test. Section 17-24-9 (a), *Code of Alabama 1975*.
- ❑ Last day voter can apply for and vote an emergency absentee ballot. Sections 17-10-12 (b) and 17-10-12 (c), *Code of Alabama 1975*.
- ❑ Absentee ballots must be postmarked as of the date prior to the day of the election and received no later than noon on the day of election or hand delivered to absentee election manager no later than 5:00 p.m. on the day prior to the election. Section 17-10-23, *Code of Alabama 1975*.

August 27, 2013 (fourth Tuesday in August)

- ❑ Election Day. Sections 11-44B-4 and 11-46-21 (a), *Code of Alabama 1975*; sections 5 (b) and 5 (c), Act No. 97-616 of the Alabama Legislature as amended by Act No. 2000-362.
- ❑ Every polling place shall open for voting at 7:00 a.m. and shall close at 7:00 p.m. Election workers arrive at polling sites at least 30 minutes before polls open. Section 11-46-28 (a), *Code of Alabama 1975*; Rule 307-X-1-.11, state of Alabama “Procedures for Electronic Vote Counting Systems.”
- ❑ Prior to the opening of polls, city clerk furnishes list of qualified voters to inspectors at each poll site. Section 11-46-36 (a), *Code of Alabama 1975*.
- ❑ At the Tuesday City Council meeting, council designates time to convene and canvass the returns of the election. The canvass must take place no later

than noon on the Wednesday following the election. Section 11-46-46 (a), *Code of Alabama 1975*.

August 28, 2013 (one day after election)

- ❑ Deadline for absentee election manager to notify voters whose absentee ballots have become provisional due to the inspector's personal knowledge that voter was not eligible to vote. Section 17-10A-2(c)(3)(b). Municipal clerk must deliver the written affirmations of the provisional voters, inspector challenge statements, and all voter reidentification forms in a sealed envelope addressed to the board of registrars to the board of registrars no later than noon.

August 30, 2013

- ❑ Last day for an absentee voter who was required to provide identification but failed to provide it before the election to submit identification to the board of registrars in order to have the vote counted. Section 17-10A-2(c)(1)(c)

September 3, 2013

- ❑ If necessary, City Council orders runoff to be held on the **sixth** Tuesday following the regular election. Section 11-46-55 (d), *Code of Alabama 1975*.

September 24, 2013 (not more than 14 days before the run-off election)

- ❑ First day electronic vote counting system can be tested. Testing shall be not more than 14 days before but shall be as close as is practical to the date of the election. Public notice of the test must be sent to news media and filed with Secretary of State at least 48 hours prior to test. Section 17-24-9 (a), *Code of Alabama 1975* as amended by Act No. 99-663 of the Alabama Legislature; Rule 307-X-1-.04 of the state of Alabama "Procedures for Electronic Vote Counting Systems."

September 27, 2013 (10 days before runoff)

- ❑ First day for treasurers of candidates' principal campaign committees to file with probate judge third report of contributions and expenditures. Sections 17-22A-8 (a) (2) and 17-22A-9 (a), *Code of Alabama 1975*. Note: Since September 28 falls on a Saturday, the first day for this task to be completed would be on Friday, September 27. Error! Bookmark not defined.
- ❑ Last day for registering to vote. Sections 11-46-38 (b) and 17-4-120 (a), *Code of Alabama 1975*. Note: Since September 28 falls on a Saturday, this task must be performed Friday, September 27.
- ❑ Supplemental list of qualified voters furnished to absentee election manager as soon as the list becomes available. Section 17-10-5 (b), *Code of Alabama 1975*. Note: this list cannot be completed until after registration ends. Since registration does not end until close of business day on Friday, September 27, the list will be furnished on Monday, September 30.

October 3, 2013 (5 days before runoff)

- ❑ Last day a voter can apply for a regular absentee ballot. Section 17-10-3 (a), *Code of Alabama 1975*.
- ❑ Last day for treasurers of candidates' principal campaign committees to file with probate judge third report of contributions and expenditures. Sections 17-22A-8 (a) (2) and 17-22A-9 (a), *Code of Alabama 1975*.

October 7, 2013 (one day before runoff)

- ❑ Last day for an absentee voter who is required to provide identification but failed to include it with the ballot to submit this identification by 5:00 p.m. to prevent the ballot from becoming a provisional ballot. Section 17-10A-2(c)(1)(a).
- ❑ Last day any candidate may withdraw as a candidate by giving written notice to the mayor. Section 11-46-25 (j), *Code of Alabama 1975*.
- ❑ Inspection and sealing of vote counting machines must begin no later than 9:00 a.m. of the Monday before the election. Section 11-46-33 (b), *Code of Alabama 1975*.
- ❑ Last day voter can apply for and vote an emergency absentee ballot. Section 17-10-12 (b) and (c), *Code of Alabama 1975*.
- ❑ Absentee ballots must be postmarked as of the date prior to the day of the election or hand delivered to absentee election manager no later than 5:00 p.m. on the day prior to the election. Section 17-10-23, *Code of Alabama 1975*.

October 8, 2013 (sixth Tuesday following fourth Tuesday in August)

- ❑ Runoff. Sections 11-46-21 (a) and 11-46-55 (d), *Code of Alabama 1975*; sections 5 (b) and 5 (c), Act No. 97-616 of the Alabama Legislature as amended by Act No. 2000-362.
- ❑ Election workers arrive at polling sites at least 30 minutes before polls open. Section 11-46-28 (a), *Code of Alabama 1975*; Rule 307-X-1-.11, state of Alabama "Procedures for Electronic Vote Counting Systems."
- ❑ Prior to the opening of polls, city clerk furnishes list of qualified voters to inspectors at each poll site. Section 11-46-36 (a), *Code of Alabama 1975*
- ❑ At the Tuesday City Council meeting, council designates time to convene and canvass the returns of the election. The canvass must take place no later than noon on the Wednesday following the election. Section 11-46-46 (a), *Code of Alabama 1975*.

October 9, 2013 (one day after run-off election)

- Deadline for absentee election manager to notify voters whose absentee ballots have become provisional due to the inspector's personal knowledge that voter was not eligible to vote. Section 17-10A-2(c)(3)(b). Municipal clerk must deliver the written affirmations of the provisional voters, inspector challenge statements, and all voter reidentification forms in a sealed envelope addressed to the board of registrars to the board of registrars no later than noon.

October 11, 2013

- Last day for an absentee voter who was required to provide identification but failed to provide it before the election to submit identification to the board of registrars in order to have the vote counted. Section 17-10A-2(c)(1)(c)

November 4, 2013 (first Monday in November following election)

- Elected officials assume office at noon on the first Monday in November following their election. Section 11-44B-3, *Code of Alabama 1975*; Section 5 (d), Act No. 97-616 of the Alabama Legislature as amended by Act No. 2000-362. See 11-46-21(c). The Council meets for its organizational session.

DISCLAIMER: The preceding information is provided as a courtesy to candidates in the city of Tuscaloosa municipal elections. The information contained therein is not inclusive, is not intended to be an authoritative statement of law, and is subject to change. It is the responsibility of each candidate to comply with all requirements, regulations, and laws pertaining to the election and to the office sought and to verify the dates on which forms or other election-related matters are due. For further information, please consult the *Code of Alabama 1975* or other appropriate legal resources.

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