

IRRIGATION WATER CONSERVATION DISTRICT
ELECTION CALENDAR FOR NOVEMBER 15, 2016

Deadline	Before Election Day	Action	Statute	Instruction Per Statute	Applicable Process V=Voter Info C=Candidate Info E=Election Process
Tuesday, June 7, 2016	Last day to request approval for a mail ballot election prior to publishing the call for election	Board of Supervisors approval for a mail ballot election at the June 22, 2016 Formal Meeting	ARS 16-558(A)	A. Notwithstanding section 16-225, a special district as described in title 48 may conduct a mail ballot election if the governing board of the special district obtains approval from the board of supervisors of the county in which the special district or greater part of the special district is located before publishing the call of election as provided in section 16-227.	E
Wednesday, July 6, 2016	Six weeks preceding 90 days before election	First day to publish 1st call of election	ARS 16-227 (A)	A. The governing body shall publish a call of election at least twice in a newspaper of general circulation in the election district in which a nonpartisan election is being held not less than one week apart during the six calendar weeks preceding ninety days before the election which shall contain: 1) The purpose of the election; 2) The date of holding the election; 3) The last date and place for filing nomination petitions, if applicable; 4) The last date to register to vote in the election; 5) The name of the election district conducting the election; 6) The proposed boundaries of the election district, if for establishment or annexation; 7) If the election is a special district mail ballot election as described in chapter 4, article 1 of this title, the date the mail ballots will be mailed to qualified electors of the district.	E
Monday, July 18, 2016	120 days prior to election	Last day to call an election	ARS 16-226(A)	Nonpartisan elections shall be called no later than one hundred twenty days before the date of holding the election. (Not required to be by resolution)	E
Monday, July 18, 2016	120 days prior to election	First day to file petitions for candidates	ARS 16-311(B)	B. Any person desiring to become a candidate at any nonpartisan election and to have the person's name printed on the official ballot shall be at the time of filing a qualified elector of such county, city, town or district and, not less than ninety nor more than one hundred twenty days before the election , shall sign and cause to be filed a nomination paper giving the person's actual residence address or description of place of residence and post office address, stating the office and county, city, town or district and ward or precinct, if any, for which the person offers the person's candidacy, stating the exact manner in which the person desires to have the person's name printed on the official ballot pursuant to subsection G of this section and giving the date of the election. A candidate for office shall reside at the time of filing in the county, city, town, district, ward or precinct that the person proposes to represent.	C
Thursday, July 28, 2016	Approximately 10 days after the call for election	Notice to the Board of Supervisors	ARS 16-225(C)	C. The governing body of a special district shall call all other elections for the district in accordance with subsection A of this section and shall notify the board of supervisors and the officer in charge of elections of the county in which the special district or greater portion of the assessed valuation of the property in the district is located of the purpose of the election.	E
Monday, August 15, 2016	93 days prior to election	First day to request an early ballot	ARS 16-542(A)	A. Within ninety-three days before any election called pursuant to the laws of this state, an elector may make a verbal or signed request to the county recorder, or other officer in charge of elections for the applicable political subdivision of this state in whose jurisdiction the elector is registered to vote, for an official early ballot. In addition to name and address, the requesting elector shall provide the date of birth and state or country of birth or other information that if compared to the voter registration information on file would confirm the identity of the elector. If the request indicates that the elector needs a primary election ballot and a general election ballot, the county recorder or other officer in charge of elections shall honor the request. For any partisan primary election, if the elector is not registered as a member of a political party that is entitled to continued representation on the ballot pursuant to section 16-804, the elector shall designate the ballot of only one of the political parties that is entitled to continued representation on the ballot and the elector may receive and vote the ballot of only that one political party. The county recorder may establish on-site early voting locations at the recorder's office, which shall be open and available for use beginning the same day that a county begins to send out the early ballots. The county recorder may also establish any other early voting locations in the county the recorder deems necessary.	V

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Wednesday, August 17, 2016	90 days prior to election	Last day to publish 2nd call of election	ARS 16-227(A)	<p>A. The governing body shall publish a call of election at least twice in a newspaper of general circulation in the election district in which a nonpartisan election is being held not less than one week apart during the six calendar weeks preceding ninety days before the election which shall contain:</p> <ol style="list-style-type: none"> 1) The purpose of the election; 2) The date of holding the election; 3) The last date and place for filing nomination petitions, if applicable; 4) The last date to register to vote in the election; 5) The name of the election district conducting the election; 6) The proposed boundaries of the election district, if for establishment or annexation; 7) If the election is a special district mail ballot election as described in chapter 4, article 1 of this title, the date the mail ballots will be mailed to qualified electors of the district. 	E
Wednesday, August 17, 2016	90 days prior to election	Last day to mail call of election rather than publish the call	ARS 16-227(B)	In lieu of publishing the call described in subsection A, the governing body may mail a call of election to each household in the district containing a qualified elector. Such call shall contain the same information described in subsection A and be mailed not later than ninety days before the election.	E
Wednesday, August 17, 2016	90 days prior to election	Last day to file petitions for candidates except under ARS 48-3011(A)	ARS 16-311(B)	ARS 16-311B: Any person desiring to become a candidate at any nonpartisan election and to have the person's name printed on the official ballot shall be at the time of filing a qualified elector of such county, city, town or district and, not less than ninety nor more than one hundred twenty days before the election , shall sign and cause to be filed a nomination paper giving the person's actual residence address or description of place of residence and post office address, stating the office and county, city, town or district and ward or precinct, if any, for which the person offers the person's candidacy, stating the exact manner in which the person desires to have the person's name printed on the official ballot pursuant to subsection G of this section and giving the date of the election. A candidate for office shall reside at the time of filing in the county, city, town, district, ward or precinct that the person proposes to represent.	C
Wednesday, August 17, 2016	90 days prior to election	Landowners must be in possession of title of land	ARS 48-3043(A)	A. In the acreage system of voting every bona fide owner of land within the district holding title or evidence of title of record, including entrymen upon public lands under the public land laws of the United States or a certificate of purchase from the state, who has held such title for ninety days and who is a resident of the state, shall be an elector of the district and, unless otherwise provided by subsection E, is entitled to one vote on each question submitted and to one vote for each office to be filled for each acre of land owned in the district, but not more than one thousand two hundred eighty votes. When the holder of record title is a married person, only the spouse in whose name the title stands may vote at such election. If record title is held in more than one name, each owner otherwise possessing the qualifications of an elector may vote the number or fractions of acres represented by the legal interest or proportionate share of and in the lands. (Only applies to acreage voting)	V
Thursday, September 1, 2016	75 days prior to election	First day Board of Supervisors has ability to cancel an election	ARS 48-410(A)	Notwithstanding any other law, in any election that is to be held pursuant to title 15, title 48 or section 16-822, if the total of the number of persons who file a nomination petition for a candidate and the number of persons who file a nomination paper for a write-in candidate as prescribed by chapter 3, articles 2 and 3 of this title is less than or equal to the number of positions to be filled at the election for which the nomination petition or nomination paper is filed, the county board of supervisors may cancel the election no earlier than seventy-five days before the election and appoint the person or persons who filed the nomination petition or nomination paper to fill the position for the term of office for which the candidate was nominated by the qualified electors.	E
Wednesday, September 14, 2016	Six weeks preceding 20 days before the election	First day to publish 1st notice of election for non-mail ballot election	ARS 16-228(A)	<p>The governing body shall publish a notice of election at least twice in a newspaper of general circulation in the election district in which a nonpartisan election is being held not less than a week apart during the six calendar weeks preceding twenty days before the election. This notice shall contain at least:</p> <ol style="list-style-type: none"> 1. The date of the election. 2. The location of the polls. 3. The hours the polls will be open. 4. The purpose of the election. 5. The election district conducting the election. 	E

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Monday, September 26, 2016	50 days prior to election	Voter registration books close	ARS 48-3015(A)	A. The board of directors of an irrigation district using the personal and individual system of voting shall provide for and require a registration of the voters of the irrigation district. The registration books shall be opened for a period beginning on the thirtieth day after an election and closing on the fiftieth day before the date of the next election , and the place of registration shall be the business office of the district. The registration books shall include the full name and sex of the registrant, and the certificate of the registrant that he is a qualified elector of the district as provided by section 48-2917.	E
Monday, October 3, 2016	45 days prior to election	Last day to mail notice of election for a mail ballot election	ARS 16-228(D)	D. In lieu of publishing the notice described in subsection C, the governing body may, and for a nonresident qualified elector of any special district shall, mail a notice of election to each household containing a qualified elector of the district. The notice shall contain the same information described in subsection C and shall be mailed not later than forty-five days before the election. (MAIL BALLOT ELECTION ONLY)	E
Monday, October 3, 2016	Two weeks preceding 30 days before an election	First day to publish the 1st notice of election for a mail ballot election	ARS 16-228(C)	In mail ballot elections, the governing body shall publish a notice of election at least twice in a newspaper of general circulation in the special district in which the election is being held once a week during each of the two weeks immediately preceding the 30 days before the election . This notice shall contain at least: 1. The date of the election. 2. The date ballots will be mailed. 3. The deadline and location for return of the ballots, 4. The method for obtaining a replacement if a ballot is destroyed, lost, spoiled or not received. 5. A statement that no polling place will be provided. 6. The name of the district that is conducting the election. 7. The qualifications of electors. MAIL BALLOT ELECTION ONLY	E
Thursday, October 13, 2015	33 days prior to election	Early ballots prepared and delivered to election officer in charge	ARS 16-545(B)	B. The officer charged by law with the duty of preparing ballots at any election shall: 1. Prepare the official early ballot and deliver a sufficient number to the recorder or other officer in charge of elections not later than the thirty-third day before the election . Except as provided in section 16-542, subsection D, regular early ballots shall not be distributed to the general public before the beginning of early voting. 2. Ensure that the ballot return envelopes are of a type that are tamper evident when properly sealed	E
Monday, October 17, 2016	30 days prior to election	Certificate of Resolution form due from corporate landowners	ARS 48-3051(B)	B. Under the acreage system of voting, acreage standing in the name of a corporation, not exceeding one thousand two hundred eighty acres in all, may be voted by an officer of the corporation designated by resolution of the board of directors of the corporation, adopted and filed with the secretary of the board at least thirty days previous to an election at which the acreage is to be voted. (Only applies to acreage voting)	V
Monday, October 17, 2016	30 days prior to election	Last day to publish 2nd notice of election for mail ballot election	ARS 16-228(C)	C. In mail ballot elections, the governing body shall publish a notice of election at least twice in a newspaper of general circulation in the special district in which the election is being held once a week during each of the two weeks immediately preceding the thirty days before the election . This notice shall contain at least: 1. The date of the election. 2. The date the ballots will be mailed. 3. The deadline and location for return of ballots. 4. The method for obtaining a replacement if a ballot is destroyed, lost, spoiled, or not received. 5. A statement that no polling place will be provided. 6. The name of the district that is conducting the election. 7. The qualifications of electors. (MAIL BALLOT ELECTION ONLY)	E

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	Anytime prior to and including the day of election	Obtain appropriate authorizations for individuals voting on behalf of trusts, etc.	ARS 48-3043	<p>A. In the acreage system of voting every bona fide owner of land within the district holding title or evidence of title of record, including entrymen upon public lands under the public land laws of the United States or a certificate of purchase from the state, who has held such title for ninety days and who is a resident of the state, shall be an elector of the district and, unless otherwise provided by subsection E, is entitled to one vote on each question submitted and to one vote for each office to be filled for each acre of land owned in the district, but not more than one thousand two hundred eighty votes. When the holder of record title is a married person, only the spouse in whose name the title stands may vote at such election. If record title is held in more than one name, each owner otherwise possessing the qualifications of an elector may vote the number or fractions of acres represented by the legal interest or proportionate share of and in the lands.</p> <p>B. The administrator or executor of a deceased person, and the guardian of a minor or an incompetent person, appointed and qualified under the laws of the state, may represent and cast the vote of the person or estate. An officer of a corporation designated and authorized by a resolution of the board of directors of the corporation may represent and cast the vote of the corporation.</p> <p>C. The general partner of a partnership in whose name title to property within the district is vested as a holder of title or evidence of title, who is designated and authorized in writing by all of the general partners, may register and cast the vote of the partnership.</p> <p>D. The trustee of a trust, and the trustee who is designated and authorized in writing by all of the trustees of a trust in which there are more than one trustee, in whose name title to property within the district is vested as a holder of title or evidence of title, may register and cast the vote of the trust.</p> <p>E. For a district in a county with a population of more than two million persons, under an acreage system of voting the board of directors may determine by resolution that each qualified elector of the district is entitled to the number of votes or fractional votes equal to the number of acres or fractional acres, rounded to the next one-tenth acre, owned by that owner, but not more than one thousand two hundred eighty votes.</p> <p>(Only applies to acreage voting)</p>	V
Monday, October 17, 2016	29 days prior to election	Last day to register to vote	ARS 16-120	No elector shall vote in an election called pursuant to the laws of this state unless the elector has been registered to vote as a resident within the boundaries or the proposed boundaries of the election district for which the election is being conducted and the registration has been received by the county recorder or his designee pursuant to section 16-134 prior to midnight of the twenty-ninth day preceding the date of the election.	V
Thursday, October 20, 2016	26 days prior to election	Early voting begins	ARS 16-542(C) ARS 48-3049	<p>ARS 16-542(C): The county recorder or other officer in charge of elections shall mail the early ballot and the envelope for its return postage prepaid to the address provided by the requesting elector within five days after receipt of the official early ballots from the officer charged by law with the duty of preparing ballots pursuant to section 16-545, except that early ballot distribution shall not begin more than twenty-six days before the election. If an early ballot request is received on or before the thirtieth day before the election, the early ballot shall be distributed on the twenty-sixth day before the election.</p> <p>ARS 48-3049: An elector absent from the county in which the district is located, or who expects to be absent therefrom at the time of holding an election in the district, or who furnishes the secretary of the board with a doctor's certificate of physical inability to attend the polls, may vote at an election held in the district substantially in the manner as provided by title 16, chapter 4, article 8. The duties therein required of the county recorder shall be performed by the secretary of the board.</p>	E

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5:00 p.m. Thursday, October 20, 2016	10 days after 40th day before election excluding Saturdays, Sundays, and Holidays	Last day to challenge non-partisan candidate who filed petition or papers pursuant to Title 16	ARS 16-351(A)	A. Any elector filing any court action challenging the nomination of a candidate as provided for in this chapter shall do so no later than 5:00 p.m. of the tenth day, excluding Saturday, Sunday and other legal holidays, after the last day for filing nomination papers and petitions. The elector shall specify in the action the petition number, line number and basis for the challenge for each signature being challenged. Failure to specify this information shall result in the dismissal of the court action. Within ten days after the filing of the action, the superior court shall hear and render a decision on the matter. Such decision shall be appealable only to the supreme court, and notice of appeal shall be filed within five days after the decision of the superior court in the action. The supreme court shall hear and render a decision on the appeal promptly.	V
Thursday, October 20, 2016	26 days prior to election	First day to mail ballots for mail ballot election	ARS 16-558.01	Not more than twenty-six days before the election and not fewer than fifteen days before the election, the county recorder or other officer in charge of elections for the special district shall send by nonforwardable mail all official ballots with printed instructions and a return envelope bearing a printed ballot affidavit as described in section 16-547 to each qualified elector entitled to vote in the election. The envelope in which the ballot is mailed shall be clearly marked with the statement required by the postmaster to receive an address correction and notification. The district governing board shall determine whether the voter or the district governing board will pay for the postage for the return of electors' marked ballots. An elector who votes in a special district mail ballot election shall return the elector's marked ballot to the recorder or other officer in charge of the election or to a designated depository site as provided in section 16-411 no later than 7:00 p.m. on the day of the election. MAIL BALLOT ELECTION ONLY	E
Wednesday, October 26, 2016	20 days prior to election	Resolution	ARS 48-3042(A)	A. The board of directors shall prescribe the form of registration lists, ballots, poll lists, election returns and all other papers and documents used in connection with the holding of elections, and shall provide for preserving the secrecy of the ballot. The provisions and forms shall be prescribed at least twenty days prior to holding an election. (Only applies to acreage voting)	E
Prior to Wednesday, October 31, 2016	Prior to posting Notice of Election	Last day to appoint/designate election officials	ARS 48-3016(B)	B. Prior to the time for posting notices , the board of directors shall appoint three registered voters of this state to be election judges at each polling place and shall designate one judge at each polling place to act as clerk and one to act as inspector. If the board fails to appoint the election judges or the persons appointed do not attend the opening of the polls on the morning of the election, the electors who are present at the opening hour stated in the notice may appoint the judges or appoint another person in place of an absent judge.	E
Monday, October 31, 2016	15 days prior to election	Last day to post notice of election	ARS 48-3016(A)	A. Fifteen days before a district election , the district secretary shall: 1. Cause a notice or notices to be posted in each division: (a) Giving the time and place of holding the election. (b) Specifying the polling places of each division or a central polling place for the district, which may be the district's business office. 2. Post a general notice of the election in the office of the district.	E
Monday, October 31, 2016	15 days prior to election	Last day to mail ballots for mail ballot election	ARS 16-558.01	Not more than twenty-six days before the election and not fewer than fifteen days before the election , the county recorder or other officer in charge of elections for the special district shall send by nonforwardable mail all official ballots with printed instructions and a return envelope bearing a printed ballot affidavit as described in section 16-547 to each qualified elector entitled to vote in the election. The envelope in which the ballot is mailed shall be clearly marked with the statement required by the postmaster to receive an address correction and notification. The district governing board shall determine whether the voter or the district governing board will pay for the postage for the return of electors' marked ballots. An elector who votes in a special district mail ballot election shall return the elector's marked ballot to the recorder or other officer in charge of the election or to a designated depository site as provided in section 16-411 no later than 7:00 p.m. on the day of the election. MAIL BALLOT ELECTION ONLY	E

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By 5:00 p.m. Friday, November 4, 2016	11 days prior to election	Last day to request an early ballot in person or for receipt of early ballot request (unless an emergency)	ARS 16-542(E)	E. In order to be complete and correct and to receive an early ballot by mail, an elector's request that an early ballot be mailed to the elector's residence or temporary address must include all of the information prescribed by subsection A of this section and must be received by the county recorder or other officer in charge of elections no later than 5:00 p.m. on the eleventh day preceding the election . An elector who appears personally no later than 5:00 p.m. on the Friday preceding the election at an on-site early voting location that is established by the county recorder or other officer in charge of elections shall be given a ballot and permitted to vote at the on-site location. If an elector's request to receive an early ballot is not complete and correct but complies with all other requirements of this section, the county recorder or other officer in charge of elections shall attempt to notify the elector of the deficiency of the request.	V
Monday, November 7, 2016	10 days prior to election	Last day for electors to file nominating petitions and papers	ARS 48-3011(A)	A. An election shall be held in the district each year in which the term of office of a director at large expires and in each division of the district in which the term of office of a director from a division expires. The election shall be held on the second Tuesday after the first Monday of November. Not less than ten days before the election ten or more electors in the district may file with the board of directors a petition requesting that the name of the person specified in the petition be placed on the ballot as candidate for the office of director and indicating whether the candidate would represent a division or serve at large. Only the names proposed by the various petitions filed shall be printed on the ballots, but a blank space shall be left in which electors may write other names if they desire. The one director to be elected from a division shall be elected by the general electors of the division of the district in which the election is held. The candidate for director from a division receiving the highest number of votes shall be elected, and, for appropriate districts, the two candidates for director at large receiving the highest numbers of votes shall be elected. A tie vote between two or more persons shall be decided by lot between them under the direction of the chairman of the board of supervisors of the county in which the district is organized.	V
Thursday, November 10, 2016	5 days prior to election	Affidavit of Compliance to the Board of Supervisors	ARS 16-229	The governing body of a special district as described in title 48 shall submit to the board of supervisors an affidavit certifying compliance with the applicable federal and state election laws not later than five days before the nonpartisan election .	E
Thursday, November 10, 2016	5 days prior to election	Election registers due	ARS 48-3044	When voting is conducted under the acreage system, at least five days before holding a regular or special election the secretary of the district shall make up an election register. The election register shall denote the names of the holders of lands within the district, the number of acres held by each and the number of votes which they are entitled to cast. The lists shall be arranged by divisions, if the district is divided into divisions, with the name of the holder and the number of votes he is entitled to cast as shown by the records of the county recorder, the state land department, and the United States land office for the district in which the irrigation district is located as of the twentieth day before the time fixed for holding the election. No person shall be allowed to vote unless his name appears as a holder upon such public records, nor shall he cast more votes than the number of votes to which he is entitled as shown by the district register. (Only applies to acreage voting)	E
Friday, November 4, 2016 through Monday, November 14, 2016	Between 5 PM on second Friday preceding the election & 5 PM on the Monday preceding the election	Elector may use an early ballot as a result of an emergency	ARS 16-542(H)	H. As a result of an emergency occurring between 5:00 p.m. on the second Friday preceding the election and 5:00 p.m. on the Monday preceding the election , qualified electors may request to vote early in the manner prescribed by the county recorder of their respective county. For the purposes of this subsection, "emergency" means any unforeseen circumstances that would prevent the elector from voting at the polls.	V
Monday, November 14, 2016	1 day prior to election	List of early ballots to election board	ARS 16-542(G)	G. The county recorder or other officer in charge of early balloting shall provide an alphabetized list of all voters in the precinct who have requested and have been sent an early ballot to the election board of the precinct in which the voter is registered not later than the day prior to the election .	E

