

A large, stylized graphic of the American flag, featuring a blue field with white stars in the upper left and red and white stripes flowing across the rest of the page. The flag is positioned behind the main title and year.

**2015**

# **Election Guide for Candidates**

**Includes Online Voters' Guide  
Administrative Rules**

Island County Elections Division  
400 North Main Street  
Coupeville, WA 98239

[www.islandcounty.net/elections](http://www.islandcounty.net/elections)  
[elections@co.island.wa.us](mailto:elections@co.island.wa.us)  
360-679-7366

Updated Apr. 2015



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## About This Guide

This guide should be used in conjunction with state and local laws, not in place of them. The Revised Code of Washington, Washington Administrative Code and other notations are offered as references for additional research. The material contained herein may change due to new legislation, judicial determination or rule changes.

Island County Auditor.....Sheilah Crider  
Elections Supervisor ..... Michele Reagan  
Elections/Voters Services Coordinator ..... M’Lissa Christopherson

## Open Offices, Incumbents, and Filing Fees

Information is current as of April 1, 2015. Visit [www.islandcounty.net/elections](http://www.islandcounty.net/elections) for updates.

Office	Fee	Incumbent	Term
<b>TOWN OF COUPEVILLE</b>			
Mayor	\$ 360.00	Nancy Conard	4 Years
Councilmember, Position 1	\$ 00.00	Jacquelyn Henderson	4 Years
Councilmember, Position 2	\$ 00.00	Robert A. Clay	4 Years
Councilmember, Position 3	\$ 00.00	Molly J. Hughes	4 Years
<b>CITY OF LANGLEY</b>			
Mayor	\$ 535.32	Fred McCarthy	4 Years
Councilmember, Position 2	\$ 10.00	Robin Black	2 Years U*
Councilmember, Position 3	\$ 10.00	Jim Sundberg	4 Years
Councilmember, Position 4	\$ 10.00	Bruce Allen	4 Years
<b>CITY OF OAK HARBOR</b>			
Mayor	\$ 499.08	Scott Dudley	4 Years
Councilmember, Position 1	\$ 71.52	Tara Hizon Wentland	4 Years
Councilmember, Position 2	\$ 71.52	Beth Munns	4 Years
Councilmember, Position 3	\$ 71.52	Rick Almberg	4 Years
<b>PUBLIC HOSPITAL DISTRICT</b>			
Commissioner, Position 2	\$ 00.00	Georgia Gardner	6 Years
Commissioner, Position 4	\$ 00.00	Nancy Fey	4 Years U*
<b>OAK HARBOR SCHOOL DISTRICT #201</b>			
Director, Position 1	\$ 00.00	Peter M. Hunt	4 Years
Director, Position 2	\$ 00.00	Christine Abbott	4 Years
Director, Position 3	\$ 00.00	Christine Cribb	4 Years
<b>COUPEVILLE SCHOOL DISTRICT #204</b>			
Director, Position 1	\$ 00.00	Christine Sears	4 Years SF*
Director, Position 4	\$ 00.00	Glenda Merwine	4 Years
<b>SOUTH WHIDBEY SCHOOL DISTRICT #206</b>			
Director, Position 1	\$ 00.00	Damian Greene	4 Years
Director, Position 2	\$ 00.00	Julie Hadden	2 Years SF*
Director, Position 3	\$ 00.00	Linda Racicot	4 Years
Director, Position 4	\$ 00.00	Steven Scoles	4 Years
<b>STANWOOD CAMANO SCHOOL DISTRICT #401</b>			
Director, District 3	\$ 00.00	Julie Dean	4 Years
Director, District 4	\$ 00.00	Ken Christoferson	4 Years
Director, At Large Position 5	\$ 00.00	Darlene Hartley	4 Years
<b>PORT OF COUPEVILLE</b>			
Commissioner, District 1	\$ 00.00	Marshall W. Bronson	4 Years
Commissioner, District 2	\$ 00.00	John Carr	4 Years
<b>PORT OF MABANA</b>			
Commissioner, Position 3	\$ 00.00	Michael T. O'Brien	6 Years

Office	Fee	Incumbent	Term
<b>PORT OF SOUTH WHIDBEY</b>			
Commissioner, Position 1	\$ 00.00	Kwok (Jack) Ng	2 Years U
Commissioner, Position 2	\$ 00.00	Edward Halloran	6 Years SF*
<b>FIRE DISTRICT NO. 1</b>			
Commissioner, Position 1	\$ 00.00	W. P. (Pat) Metz	6 Years
Commissioner, Position 3	\$ 00.00	Stephen (Steve) Lich	6 Years
Commissioner, Position 5	\$ 00.00	Don Timmerman	6 Years
<b>N. WHIDBEY FIRE AND RESCUE</b>			
Commissioner, Position 3	\$ 00.00	Jerry Goen	6 Years
<b>CENTRAL WHIDBEY FIRE</b>			
Commissioner, Position 3	\$ 00.00	Steven Hutchinson	6 Years
<b>S. WHIDBEY FIRE EMS</b>			
Commissioner, Position 3	\$ 00.00	Mike Helland	6 Years
<b>N. WHIDBEY PARKS AND RECREATION</b>			
Commissioner, Position 1	\$ 00.00	Sean Merrill	4 Years
Commissioner, Position 2	\$ 00.00	Wendy Shingleton	2 Years U
Commissioner, Position 3	\$ 00.00	Steven Hoffmire	4 Years
Commissioner, Position 4	\$ 00.00	Donna Sue Holly	2 Years U
Commissioner, Position 5	\$ 00.00	Dave Smith	2 Years U
<b>S. WHIDBEY PARKS AND RECREATION</b>			
Commissioner, Position 1	\$ 00.00	Donald V. Wood	4 Years
Commissioner, Position 4	\$ 00.00	Joel Gerlach	4 Years
<b>CEMETERY DISTRICT ONE</b>			
Commissioner, Position 2	\$ 00.00	Ralph DuBois	4 Years U
Commissioner, Position 3	\$ 00.00	Lee Koetje	6 Years SF
<b>CEMETERY DISTRICT NO. 2</b>			
Commissioner, Position 2	\$ 00.00	Don Sherman	4 Years U
Commissioner, Position 3	\$ 00.00	Vin Sherman	6 Years
<b>ADMIRALS COVE WATER</b>			
Commissioner, Position 1	\$ 00.00	Adel T. Saba	6 Years
<b>BAYVIEW BEACH WATER</b>			
Commissioner, Position 2	\$ 00.00	Leroy Pool	4 Years U
Commissioner, Position 3	\$ 00.00	Gordon R. Anderson	6 Years
Commissioner, Position 4	\$ 00.00	David Haworth	6 Years
<b>CAMANO VISTA WATER</b>			
Commissioner, Position 3	\$ 00.00	Tom R. Nyland	6 Years
<b>CLINTON WATER</b>			
Commissioner, Position 3	\$ 00.00	Maury Hood	6 Years
<b>CROCKETT LAKE WATER</b>			
Commissioner, Position 2	\$ 00.00	Susan E. Johnson	6 Years

Office	Fee	Incumbent	Term
<b>JUNIPER BEACH WATER</b>			
Commissioner, Position 3	\$ 00.00	Tom Kettwig	6 Years
Commissioner, Position 5	\$ 00.00	Mary Ann Plambeck	6 Years
<b>LAGOON POINT WATER</b>			
Commissioner, Position 3	\$ 00.00	Ray Lane	6 Years
Commissioner, Position 5	\$ 00.00	Robert P. Boehm	6 Years
<b>LEDGEWOOD BEACH WATER</b>			
Commissioner, Position 3	\$ 00.00	Wil Shellenberger	6 Years
<b>LONG BEACH WATER</b>			
Commissioner, Position 2	\$ 00.00	Elliott Pierce	6 Years
<b>NORTH WHIDBEY WATER</b>			
Commissioner, Position 1	\$ 00.00	Joseph Farina	4 Years U*
Commissioner, Position 2	\$ 00.00	Gene Loper	6 Years SF*
Commissioner, Position 3	\$ 00.00	Mike Johannsen	2 Years U*
<b>PENN COVE PARK WATER</b>			
Commissioner, Position 2	\$ 00.00	Jon Breilein	4 Years U*
Commissioner, Position 3	\$ 00.00	James Allen	6 Years
<b>RHODENA BEACH WATER</b>			
Commissioner, Position 1	\$ 00.00	Roger Eelkema	6 Years
Commissioner, Position 2	\$ 00.00	Daniel Zust	4 Years U*
<b>SARATOGA WATER</b>			
Commissioner, Position 2	\$ 00.00	William Poss	6 Years
<b>SCATCHET HEAD WATER</b>			
Commissioner, Position 3	\$ 00.00	Charles L. Bash	6 Years
<b>SWANTOWN WATER</b>			
Commissioner, Position 2	\$ 00.00	Daniel Rientjes	4 Years U*
Commissioner, Position 3	\$ 00.00	John Fakkema	6 Years
<b>FREELAND WATER AND SEWER</b>			
Commissioner, Position 2	\$ 00.00	Eric Hansen	6 Years
<b>HOLMES HARBOR SEWER</b>			
Commissioner, Position 1	\$ 00.00	Stan Walker	6 Years
Commissioner, Position 5	\$ 00.00	Robert (Bob) Miller	6 Years
<b>MAIN STREET SEWER</b>			
Commissioner, Position 1	\$ 00.00	Ken Fisk	6 Years
Commissioner, Position 3	\$ 00.00	Norma Jackson	4 Years U*

SF: Short and Full term positions are sworn in and assume office as soon as the General Election is certified, then are sworn in again as appropriate for the full term.

U: Unexpired term positions are sworn in and assume office as soon as the General Election is certified.

## 2015 Election Calendar

4/27/2015	First day to file by mail (RCW 29A.24.081)
5/11/2015	First day to file for office (RCW 29A.24.050)
5/15/2015	Last day to file for office (RCW 29A.24.050)
5/18/2015	Last day to withdraw (RCW 29A.24.131)
6/20/2015	Overseas and military ballots mail deadline for Primary Election (RCW 29A.40.070)
7/6/2015	Last day for mail-in or online registrations and address changes for Primary Election (RCW 29A.08.140)
7/17/2015	Local ballots mail deadline. Accessible voting units available at Island County Election Center for Primary Election (RCW 29A.40.070)
7/17/2015	Last day to file as a write-in candidate for Primary Election (RCW 29A.24. 11)
7/27/2015	Deadline for in-person registration for Primary Election (RCW 29A.08.140)
8/4/2015	<b>PRIMARY ELECTION</b> (RCW 29A.04.311)
8/18/2015	County certification of Primary Election (RCW 29A.60.190)
8/21/2015	State certification of Primary Election (RCW 29A.60.240)
9/19/2015	Overseas and military ballots mail deadline for General Election (RCW 29A.40.070)
10/5/2015	Last day for mail-in or online registrations and address changes for General Election (RCW 29A.08.140)
10/16/2015	Local ballots mail deadline. Accessible voting units available at Island County Election Center for General Election (RCW 29A.40.070)
10/16/2015	Last day to file as a write-in candidate for General Election (RCW 29A.24.311)
10/26/2015	Deadline for in-person registration for General Election (RCW 29A.08.140)
11/3/2015	<b>GENERAL ELECTION</b> (RCW 29A.04.321)
11/24/2015	County certification of General Election (RCW 29A.60.190)
12/3/2015	State certification of General Election (RCW 29A.60.250)

# Filing for Office

## Where to file

Candidates file with Island County Elections for the following offices:

- City and Town Councilmembers/Mayors
- Public Hospital District Commissioners
- School District Directors
- Port District Commissioners
- Fire District Commissioners
- Parks and Recreation Commissioners
- Cemetery District Commissioners
- Water District Commissioners
- Sewer District Commissioners

## How to file in Island County

Island County allows candidates to file in person or online at [www.islandcounty.net/elections](http://www.islandcounty.net/elections)

### Requirements

- Be a registered voter of the district and meet the residency requirements for the office for which you are filing. (see page 10)
- Pay filing fee by Visa or MasterCard (online only).
- Pay by cash or check. Your name will not appear on any official lists as a candidate for office until your Declaration of Candidacy is approved and your filing fee is paid.
- Provide an email address.

The online filing tool will give you step by step instructions, email you a confirmation notice, alert you when other candidates file in your race, and provide a link to submit your Online Voters' Guide information.

Candidates may file in person at the Elections Office.

400 North Main Street  
Coupeville, WA 98239

## **When to file**

### **File online:**

Monday, May 11 at 9:00 a.m. through Friday, May 15 at 4:00 p.m.

### **File in person**

Monday, May 11 through Friday, May 15, 2015  
9:00 a.m. to 4:00 p.m.

### **Candidate filing closes:**

**Friday, May 15, 2015 at 4:00 p.m.**

## **Campaign Information**

It is **highly** recommended that when filing, you provide a campaign mailing address, telephone number, and website.

By statute, the contact information that you provide when filing for office is public record and will be published on our website.

## **Withdrawal of Filing RCW 29A.24.131**

A candidate may withdraw a Declaration of Candidacy in writing through Monday, May 18, 2015 at 4:00 p.m. There shall be no withdrawal period for Declarations of Candidacy filed during special filing periods. Filing fees are not refundable.

## **Order of Appearance On Ballots and in Online Voters' Guide**

The order of candidates' names on the Primary Election ballot and in the Primary Election Online Voters' Guide is determined by lot draw. The lot draw occurs after the close of filing on Friday, May 15, 2015. The process is open to the public and begins after the candidate filings have been proofed for accuracy. (RCW 29A.36.131)

In the General Election, the candidate with the most votes in the Primary Election will be listed first on the ballot, as well as in the General Election Online Voters' Guide.

If no Primary Election is held for an office, candidates will appear in lot draw order on the General Election ballot

# Online Voter's Guide

## Submit your Online Voters' Guide Information online.

The Online Voters' Guide provides an opportunity for every candidate to publish biographical information, photo, candidate statement, and contact information.

After you file for office, you will receive an email with a link. Use this link to submit your biographical information, candidate statement, and photo for publication in the Online Voters' Guide.

Any candidate who experiences technical problems should call the Elections Division immediately.

## Candidate Biographical Information and Statement

### Biographical Information

#### Length

The biographical information must be **100** words or less allocated between the four section headings.

Biographical information should be organized in accordance with the four section headings listed below. Section headings are not included in the word count.

- Elected Experience.
- Other Professional Experience.
- Education.
- Community Service.

When a candidate doesn't submit a response to a section heading, the heading will appear and "No information submitted" will appear in the section area.

### Statement

#### Length

The word limit for candidate statements is **250** words.

Microsoft Word will be used to verify word counts. Each part of a hyphenated word will be counted as a separate word. (Example - "Around-the-corner" = 3 words)

Statements exceeding word limits will be shortened by the Elections Division without notice and without consulting the candidate. Submissions are shortened by deleting full sentences, starting from the end of the section until the limit for that section is reached.

### **Format**

Italics may be used to emphasize specific words or sentences. Any other formatting, such as all caps, bold or underlining is not permitted. Caps, bold and underlines will be converted to italics by the Elections Division.

Lists and bullets are not permitted. Lists and bullets will be converted by the Elections Division to paragraph style.

### **Content**

Candidates may upload their own statements and photographs directly to the Online Voters' Guide. The Auditor's Office is not obligated to make corrections to statements and assumes no responsibility for errors and/or inaccuracies in the original statement submitted directly to the Online Voters' Guide by the candidate.

In a document of this magnitude, it is inevitable that material submitted for publication may contain some inadvertent errors in spelling, punctuation or syntax which could adversely affect the readability of the statement and improperly reflect on the candidate. We encourage candidates or committees to spell check and proofread statements before submittal and to cc themselves when submitting a statement online.

**Unacceptable Statements:** If any portion of the candidate's statement is rejected, only the rejected portion may be re-written and re-submitted for inclusion in the statement.

Candidates will be notified in writing if their statement or any portion thereof contains what the Auditor believes are libelous statements or otherwise inappropriate material. Candidates will have until the day following the Auditor's notice to either (1) appeal the determination citing reasons why the candidate believes the statement is not libelous or otherwise inappropriate, or (2) resubmit a re-written statement for the portion found objectionable. The County Canvassing Board shall consider any appeal. After consideration of the Auditor's written notice and the candidate's appeal statement, the Canvassing Board will make a final determination.

## **Candidate Photo Rules**

Candidates may submit photographs in paper or electronic form to be included with their statements.

A candidate's photograph cannot be more than five years old, and must be head and shoulders only.

A candidate's photograph must be of the candidate only.

Any photograph that reveals clothing, uniform or insignia suggestive of holding public office is prohibited.

Paper photographs should be glossy print, color or black and white, not smaller than 3 x 5 inches or larger than 5 x 7 inches. Digital photographs must be either .tiff or .jpg format.

## Public Disclosure Commission

### Washington State Public Disclosure Commission

The Public Disclosure Commission (PDC) provides public access to accurate information about the financing of political campaigns, lobbyist expenditures, and the financial affairs of public officials and candidates. The commission ensures compliance and enforcement of Washington's disclosure and campaign finance laws.

Note: The information contained in this section is for informational purposes only. Candidates are advised to verify that they are in compliance with all state, county and local laws. Candidates must contact the PDC directly with any questions or concerns.

### Forms, Instruction Manuals and Brochures Available Online

Visit the PDC website at [www.pdc.wa.gov](http://www.pdc.wa.gov) for public disclosure information and forms. Call PDC at (360) 753-1111. Paper forms and instruction manuals are not available at the Elections Office.

### Where to file PDC Reports

File forms electronically on the PDC website: [www.pdc.wa.gov](http://www.pdc.wa.gov)

## Candidate Filing Guidelines

### Residency Requirements RCW 42.04.020

No person shall be competent to qualify for or hold any elective public office within the state of Washington, or any county, district, precinct, school district, municipal corporation or other district or political subdivision, unless he or she be a citizen of the United States and state of Washington and an elector of such county, district, precinct, school district, municipality or other district or political subdivision.

You must be a resident at the time of candidate filing.

**No Double Filings  
RCW 29A.36.201**

Excluding the office of Precinct Committee Officer, a candidate's name shall not appear for more than one office on the ballot.

**Candidates Who Lack Funds to  
Pay the Filing Fee  
RCW 29A.24.091, 101, 111  
29A.84.261**

Candidates or candidate committees lacking sufficient income or assets to pay the filing fee may submit a filing fee petition. The petition must be presented with the Declaration of Candidacy. The form is available at the Elections Office. It must contain one valid (registered voter) signature for each dollar of the filing fee. For example, if the filing fee for the office you are seeking is \$200.00, the petition must contain 200 valid signatures of registered voters who reside in the district/jurisdiction of the office you are seeking. You should gather extra signatures to allow for invalid signers. No signatures may be submitted after Friday, May 15, 2015 at 4:00 p.m. Petitions cannot be combined with money for the filing fee.

**Write-in Candidates  
RCW 29A.24.311, 320,  
29A.60.021**

A write-in candidate may file a Declaration of Candidacy and pay the filing fee. Write-in declarations must be filed by 18 calendar days prior to the election.

Write-in votes will only be tallied when they impact the outcome of the election.

Votes cast for write-in candidates who have filed declarations need only specify the name of the candidate in the appropriate location on the ballot to be counted.

**No person may file a write-in declaration:**

- For the General Election, if the candidate lost the Primary Election, either as a candidate or a write-in candidate.
- A valid write-in declaration has already been filed for another office.
- The candidate already appears on the ballot for another office.

No write-in candidate filing under RCW 29A.24.311 will be included in the Online Voters' Guide unless that candidate qualifies to have his or her name printed on the General Election ballot.

Write-in votes for candidates who have not filed a Declaration of Candidacy must include the office sought and, if applicable, position number and political party preference in order to be counted.

### **Voids in Candidacy RCW 29A.24.181**

A void in candidacy occurs if, after the regular filing week, but prior to the day of the primary:

- No candidate has filed for office
- All candidates who filed have withdrawn, or
- All candidates who have filed dies or have been disqualified.

There is no void in candidacy as long as there is at least one viable candidate.

If a void in candidacy exists, a special three-day filing period will be opened. Notice of the special filing period will be given by notifying the media and will be posted on the Elections homepage.

If a void in candidacy is filled by special filing period, no primary will be held. All candidates who file during the special filing prior appear on the General Election ballot.

### **Vacancy in Office RCW 29A.24.171**

When an incumbent resigns, dies, or is disqualified mid-term, and candidate filings have not been held for the office, one of the following occurs:

- If the Elections Division is notified of a vacancy before regular candidate filing, the office will be included in regular filing.
- If the vacancy in office occurs on or after regular candidate filing has begun, no election is held for that office. The jurisdiction will fill the vacant position with an appointment until the next election for that office.

**What if no one files for a non-partisan office?  
(Lapsed Elections)  
RCW 29A.24.191, 201**

If no candidate files during the regular filing period and subsequent special filing period, an election for an office will not be held until the next applicable election for the office.

If after the special three-day filing period is passed and no candidate has filed for any city, town, or district position, the incumbent continues to serve until a successor is elected at the next election when such positions are voted upon.

## **Primary Election Guidelines**

**Partisan Offices  
RCW 29A.52., 29A.36,  
WAC 434-230-015 and 045**

A partisan office is an office for which a candidate may choose to indicate a political party preference on his or her Declaration of Candidacy. Federal, statewide, legislative and some county positions are partisan offices. (Exceptions: Judiciary and Secretary of Education.)

A Primary Election will be held for each partisan office open for election, regardless of the number of candidates filing.

Candidates for partisan office may state a political party that he or she prefers. A candidate's preference does not indicate endorsement by the party. No changes to party preference will be accepted after the deadline for withdrawal of candidacy.

It is the voter's option to vote for partisan candidates of their choice and/or vote for any or all nonpartisan races and issues.

On the Primary Election ballot, candidates shall be listed in the order determined by lot.

The names of candidates for Board of County Commissioners will appear only on ballots within their Commissioner district.

The two candidates who receive the greatest number of votes cast will advance to the General Election ballot regardless of party preference. They will appear on the ballot with the top vote getter appearing first.

**Nonpartisan Offices  
RCW 29A.52.220,  
35.61.050, 36.69.090**

A nonpartisan office is an office for which candidates do not indicate a party preference. All judicial and most special purpose offices are nonpartisan offices. No party preference appears on the ballot for these races.

A Primary Election will be held if three or more candidates file in any nonpartisan office, or a city, town, school, special purpose district or district court office. The two candidates with the most votes continue on to the General Election. The top vote getter appears first.

A Primary Election will not be held for park and recreation district or cemetery district offices. All candidates will advance directly to the General Election ballot in lot draw order.

**Precinct Committee  
Officer (PCO)**

**(Even years only)**

Anyone who is a registered voter and a member of a major political party may become a candidate. Since voters do not register by political party in Washington, a candidate declares himself/herself to be a member of a political party at the time of filing.

Precinct Committee Officers will be elected at the Primary Election.

Only contested PCO races will appear on the ballot, and write-in candidates are not allowed. If only one person files for office, he or she is deemed elected. If no one files for office, the position is filled by the county chair of the county central committee of the appropriate political party

### **Term of Office and Vacancies**

The term of office is two years. Should a vacancy occur in the office (caused by death, disqualification, resignation, or failure to elect), the chairperson of the County Central Committee fills the vacancy by appointment.

### **Judicial Offices State Constitution Art. IV, Sec. 29**

Judicial candidates will only appear on the Primary Election ballot when three or more candidates file for the office. The candidates' names will appear in lot draw order.

See the chart on next page for more judicial office ballot information.

## Judicial Elections in Washington State

Candidates	Municipal Court District Court Court of Appeals Supreme Court		Superior Court	
	Primary	General	Primary	General
1	No <sup>1</sup>	Yes <sup>2</sup>	County population less than 100,000: No <sup>1</sup>  County population 100,000 or more: No because certificate of election is issued after candidate filing <sup>3</sup>	County population less than 100,000: Yes <sup>2</sup>  County population 100,000 or more: No because certificate of election was issued after candidate filing <sup>3</sup>
2	No <sup>1</sup>	Yes <sup>2</sup>	No <sup>1</sup>	Yes <sup>2</sup>
3 or more	Yes	Yes <sup>2</sup>	Yes	Yes <sup>2</sup>

<sup>1</sup>RCW 29A.52.220

<sup>2</sup>RCW 29A.36.170

<sup>3</sup>Article IV, Section 29

An election to fill a vacancy in District Court may not occur in an odd-numbered year, per ALGO 1973 No. 76 and RCW 29A.04.321(1).

## General Election Guidelines

### Partisan Offices

On General Election ballots, the name of the candidate who receives the greatest number of votes for the position at the Primary Election shall be listed first, followed by the name of the candidate who receives the next greatest number of votes

### Nonpartisan/Judicial Offices RCW 29A.36.170

On General Election ballots, the name of the candidate who receives the greatest number of votes for the position in the Primary Election shall be listed first, followed by the name of the candidate who receives the next greatest number of votes.

If a Primary Election was not required for a nonpartisan office, the candidates' names will appear in lot draw order.

## Political Signs

### Island County Sign Regulations

Island County Code Chapter 12.24.020 prohibits the placement of unauthorized signs within the county road right-of-way, including campaign signs, without written approval of the Board of County Commissioners. All political signs placed in the road right-of-way will be considered unauthorized, unless written approval has been granted. County Public Works personnel will remove such signs. Utility poles normally lie within the road right-of-way, but near the edge. Signs should be placed beyond that distance, outside the right-of-way.

Signs removed from the right-of-way by County personnel will be kept at the respective road shops (Oak Harbor, Coupeville, Bayview and Camano) for 30 days for retrieval. Unclaimed signs will be disposed of after 30 days.

## State Sign Regulations

View the link provided at the Department of Transportation's website:  
[www.wsdot.wa.gov/operations/traffic](http://www.wsdot.wa.gov/operations/traffic)

The Department of Transportation outdoor advertising representative is available to answer questions and help interpret the regulations. Call (360) 705-7296.

## Complaints

Sign violation complaints do not fall under the jurisdiction of the Island County Elections Office.

To report illegal roadside signs in unincorporated Island County, contact the Public Works Department at 360-679-7331.

To report potential sign violations in a city or town, contact the local jurisdiction regarding regulations and requirements.

## Observing the Election Process

### Public Access at the Elections Office

Citizens may view ballot processing any time during the workday at the Island County Elections Office, located at 400 North Main Street in Coupeville.

### Acts Prohibited in the Vicinity of a Voting Center or Ballot Deposit Site WAC 434-250-100, RCW 29A.84.510, 540

During the voting period, no person may, within a voting center or ballot deposit site:

- Suggest, persuade or attempt to suggest or persuade any voter to vote for or against any candidate or ballot measure;
- Circulate cards or handbills of any kind;
- Solicit signatures to any kind of petition;
- Engage in any practice which interferes with the freedom of voters to exercise their franchise or disrupts administration of the voting center.

No person may:

- Interfere with a voter attempting to vote at a voting center or ballot drop box.
- Without lawful authority, remove any ballot from a voting center or ballot deposit site.
- Within 25 feet of a ballot drop box not located within a voting center, no person may electioneer, circulate campaign material, solicit petition signatures or interfere or impede the voting process.

## **Election Results**

Election results are available at approximately 8:15 p.m. on Election Night at the Island County Elections Office, 400 N. Main Street in Coupeville.

Elections results are also available online at:  
[www.islandcounty.net/elections](http://www.islandcounty.net/elections)

After Election Day

Elections Division staff will continue to verify, open, count and update results on any day when there are 500 or more ballots on hand.

## **Recounts**

### **Mandatory/Automatic Recounts RCW 29A.64**

An automatic recount applies to candidates and statewide measures and will occur if less than 2,000 votes and also less than 1/2 of 1% of the votes cast for that race separate candidates or issues. The recount is applicable only to candidates apparently nominated or elected and the closest defeated opponent. The automatic recount will tally only votes for the position or measure in question and will be conducted without charge to any candidate.

For statewide elections, if the difference in the number of votes cast for the apparent winner and the closest apparently defeated opponent is less than 1,000 votes and also less than 1/4 of 1% of the total number of votes cast for both candidates, the votes shall be recounted manually.

For all other elections, if the difference in the number of votes cast for the apparent winner and the closest apparently defeated opponent is less than 150 votes and also less than 1/4 of 1% of total number of votes cast for both candidates, the votes shall be recounted manually. An alternative counting method may be used if both candidates agree in writing and the procedure is suited to the ballot system that was used for casting the votes for the office.

If a mandatory recount is required for a candidate in a jurisdiction, the costs of the recount are billed as a direct cost to the jurisdiction.

**Local Measure, Question, or Issue**

Automatic recounts do not apply to non-statewide ballot measures, such as levy, bond and other questions or issues.

**Requested Recounts**

All requested recounts must be submitted no later than two business days after the certification of the election. A deposit equal to \$.15 (machine recount) or \$.25 (manual recount) per ballot by certified check or cash is required.

Final cost of the recount will be determined by the canvassing board and may be less or more than the deposit.

## Purchasing Election Data

**Island County  
Voter Data  
RCW 29A.08.710**

Voter information is available in the form of an Excel file.

The most current information is available approx. 29 days prior to each election.

Data listing voters who have returned their ballots (matchbacks) is also available for purchase.

Voter data (including matchbacks) includes:

- Voter's name
- Registered address
- Mailing address
- Precinct number
- Date of birth
- Date of registration
- Voter history
- A field identifying those who have or have not returned a ballot for an election in progress

State law does NOT allow telephone numbers or email addresses to be made public.

**Common Data Requests:**

- Data file of all registered voters in Island County or in a specific district or precinct
- Data file of voters from a specific election
- Data file of voters who have returned their ballots (matchbacks)

**To order data or lists:**

Visit the Elections Office to place an order or mail your payment with the order form.

Payment is required in advance for all orders.

Your order will generally be completed within 24 hours of receipt.

**Restricted Use of  
Voter Data  
RCW 29A.08.740**

State law establishes rules and restrictions on the use of registered voter data. Voter information may not be used for commercial or other non-political purposes.

RCW 29A.08.740 states: “Any person who uses registered voter data for the purpose of mailing or delivering any advertisement or offer for any property, establishment, organization, product, or service or for the purpose of mailing or delivering any solicitation for money, services, or anything of value is guilty of a class C felony punishable by imprisonment in a state correctional facility for a period of not more than five years or a fine of not more than ten thousand dollars or both such fine and imprisonment, and is liable to each person provided such advertisement or solicitation, without the person’s consent, for the nuisance value of such person having to dispose of it, which value is herein established at five dollars for each item mailed or delivered to the person’s residence.”

**Commercial Demographic Firms**

Business firms also offer various voter statistic formats and services, such as targeting, printing, designing and mailing. They may also provide phone numbers and other demographic information. Options and charges for these services vary from vendor to vendor. Check sources for a variety of products, services and fees.

# Voter and Election Data Request Form

Island County Auditor/Elections  
 P. O. Box 1410  
 Coupeville, WA 98239  
 Phone: 360-679-7366  
 Fax: 360-678-2326  
 elections@co.island.wa.us



## 1. Print your contact information

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## 2. Tell us about the data you are requesting

2a What are you interested in purchasing? (\$7.75 per file, except Countywide)  
 Voter File  Countywide (\$23.25)  
 Returned Ballot File ("Matchback" File)  District/Precinct: \_\_\_\_\_

2b How often do you want this list created?  
 Just once  Every business day; start \_\_\_\_\_ end \_\_\_\_\_  Other \_\_\_\_\_

2c On what media do you want the data saved? (additional cost in parenthesis)  
 email file to me  CD (+\$1.00)  Paper (+\$0.25/page)

2d How much voting history do you want?  
 None  All available elections  Specific Election Dates: \_\_\_\_\_

2e What other data criteria do you want:  
 include inactive voters  include date of birth  include only voters registered between \_\_\_\_\_ and \_\_\_\_\_

2f Special Instructions \_\_\_\_\_

## 3. Acknowledge and finalize your request

Orders placed before 3:00 pm will be available for pick up the following business day after 12:00 pm. Orders placed after 3:00 pm will be available for pick up after 12:00 pm on the second business day.

Payable to: Island County Auditor

Orders are not processed until payment is received. It is the responsibility of the purchaser to know how to use the data in the format provided (Excel format). Any corrections or other concerns with the data must be brought to our attention within 48 hours of purchase, otherwise all sales are final. Data is only current as of the time the file is generated and is subject to change based on normal voter registration and election activities.



I have read and understand the legal statutes on the back of this request form that describe the limits on what data may be contained in the files and on how this data may be used. I will not use this data for commercial purposes. I understand that any violation of RCW 29A.08.720 relating to the misuse of lists of registered voters is a felony and may be punished by imprisonment for a period of not more than five years and/or a fine of not more than five thousand dollars.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

OFFICE USE ONLY		
DATE REC'D _____	DATE PROVIDED _____	STAFF INITIALS _____

## Resources for New Elected Officials

**I won the election and have been certified the winner. What do I need to do next?**

### **Take your oath of office RCW 29A.04.133**

Candidates are elected when the General Election results have been certified. In order to become “qualified” for the office, winning candidates must take and subscribe to an oath or affirmation that you will faithfully and impartially carry out the duties of your office to the best of your ability. Candidates elected to an unexpired or short term take office upon certification of the election.

### **Who can administer oaths**

Judges, court clerks, a notary public or any officer authorized to administer oaths. County Commissioners, the County Auditor and school or educational service district superintendents are also authorized to give oaths.

### **Where to obtain a blank oath of office**

Elections Division Office or by email at [elections@co.island.wa.us](mailto:elections@co.island.wa.us) and we will send you the form.

### **Filing your oath of office**

Once the oath of office has been taken for a local or county office, the original oath must be filed with the Auditors Recording Division where it is filed as part of the official records for the jurisdiction. Once the oath has been filed, it becomes a public record. Elected officials may wish to complete a second original oath for retention or display purposes.

### **To learn more about public office**

Newly elected officials may wish to contact their local city or town clerk, school superintendent as well as fellow Council, members and commissioners to learn more about their jurisdiction and the duties required.