

Yakima County Official Local

Voters' Guide

Administrative Rules for Committees

ballot measure committee
local voter guide rules



2023

Yakima County Elections Division
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YCE Local Voters' Guide Rules for Committees

“for” and “against” committees

Jurisdiction responsibility. For each ballot measure, the legislative authority of that jurisdiction is responsible for appointing “for” and “against” committees.

Committee membership.

- Committee members must be registered voters in Yakima County.
- Each committee is limited to three (3) members. The committee may; however, seek the advice of other people.
- A committee is considered to be formed with only one (1) or two (2) members.
- A person may serve on multiple committees.
- An email address is required.

Deadline. A Committee Appointment Form must be submitted no later than the deadline for submitting the resolution and ballot title.

Election Division responsibility. If the jurisdiction fails to make committee appointments by the deadline, the Election Division will distribute a press release and post notice on the Yakima County Elections website for one week seeking participation.

Interested individuals must specify the district(s)/committee(s) for which they wish to serve. Requests to serve will be compiled by district/committee during the advertised time. At the conclusion of the week seeking participation, if there are more than 3 volunteers for a district/committee, members for that committee will be selected by a random lot drawing. Committee chairs for each committee will also be selected by a random lot drawing.

The Election Division will provide each committee chair with a copy of the administrative rules and deadlines. All communication will be by email.

The Election Division will *not* coordinate communications between committee members or arbitrate disagreements among them.

Committee responsibility. Each committee must select a chairperson to act as the sole contact person with the Election Division. An email address and prompt communication skills are required. The committees are solely responsible for submitting their statements to the Elections Division.

If the committee is unable to agree or if multiple statements are submitted, the statement submitted by the Chair/Spokesperson will be the statement that appears in the local voters' guide.

If a committee member wishes to withdraw from the committee, he or she must notify the Elections Division by email no later than 24 hours prior to the deadline to submit the statement.

“for” and “against” statements

Content. Statements shall be limited to the proposition to which the committee member was appointed. The statement may not endorse, speak about, or advocate for or against another proposition, measure, candidate, or current office holder. Commercial advertisements and solicitations for contributions are not allowed.

Word limit. Statements are limited to 100 words. Statements that are more than 100 words will be shortened by deleting full sentences from the end until the word limit is reached.

Stay within the word limit. Once submitted, corrections and changes are not allowed.

Hyphenated words are counted as two words. Prefixes such as pre-tax or mid-January count as one word.

Only the names of committee members are published in the voters' guide. In addition, each committee may include *one* form of contact information for publication in the voters' guide -- a phone number, email address, *or* a website address. Government email and web addresses like those ending in .gov, may not be used. This contact information does not count toward the word limit.

Format and Style. Text must be written in paragraphs. All statements will be typeset in block paragraph style with a double space between paragraphs. The statement will be reformatted if it does not follow the formatting and style standards.

ALL CAPS, **bolding**, and underlining, are *not* allowed. Only *italics* may be used to emphasize words or phrases.

Tables, lists denoted by a colon, enumerated items and bullets are not allowed.

Deadline. Statements must be submitted no later than one calendar week (7 calendar days) after the deadline for the formation of the committee. There are no extensions or exceptions to the deadline.

Proofing. Prepare and edit your statement carefully. Once you submit your statement, you cannot make changes or corrections. The elections division does not correct spelling, punctuation, or typographical errors. Statement content is printed as submitted if it complies with content rules.

How to Submit. The Chair of each committee is responsible for submitting statements on behalf of the committee. Yakima County Elections prefers to receive statements by email at iVote@co.yakima.wa.us. We request that all communications identify the ballot measure or district and specify which committee you are representing.

Exchange of statements. The Elections Division will exchange statements with committee chairs after the latest deadline to submit a statement has passed and the statements have been approved by the Election Division.

rebuttal statements

The failure of a committee to submit a “for” or “against” statement disqualifies them from submitting a rebuttal statement.

Content. Rebuttal statements cannot interject new issues or arguments and are limited to addressing issues and arguments raised in the opposing statement.

Word limit. Statements are limited to 75 words. Statements that are more than 75 words will be shortened by deleting full sentences from the end until the word limit is reached.

Stay within the word limit. Once submitted, corrections and changes are not allowed.

Hyphenated words are counted as two words. Prefixes such as pre-tax or mid-January count as one word.

Format and Style. Text must be written in paragraphs. All statements will be typeset in block paragraph style with a double space between paragraphs. The statement will be reformatted if it does not follow the formatting and style standards.

ALL CAPS, **bolding**, and underlining, are *not* allowed. Only *italics* may be used to emphasize words or phrases.

Tables, lists denoted by a colon, enumerated items and bullets are not allowed.

Deadline. Rebuttal statements are due three (3) calendar days after the elections division has completed the exchange of statements. There are no extensions or exceptions to the deadline.

Proofing. Prepare and edit your statement carefully. Once you submit your statement, you cannot make changes or corrections. The elections division does not correct spelling, punctuation, or typographical errors. Statement content is printed as submitted if it complies with content rules.

How to Submit. The Chair of each committee is responsible for submitting statements on behalf of the committee. Yakima County Elections prefers to receive statements by email at iVote@co.yakima.wa.us. We request that all communications identify the ballot measure or district and specify which committee you are representing.

rejection and appeal

All submissions are reviewed by Yakima County Elections for compliance with the administrative rules and laws. Libelous or inappropriate statement(s) including obscene, profane or defamatory statements will result in the removal of the entire sentence or sentences.

You will be notified if any portion of your submission is rejected and why. You have two (2) business days after notification of the rejection to appeal in writing or submit a new statement. The County Auditor and Prosecuting Attorney or their designees, shall review appeals. A decision on your appeal will be made within two (2) business days.

A second rejection is final, due to time limitations.

public information

Explanatory statements. An explanatory statement is available for public inspection after it has been approved by the County Prosecuting Attorney if such approval is required.

“For” and “against” statements. Statements are available for public inspection only after the latest deadline for the submission of the statement has passed and statements have been exchanged between committees or when statements for both sides have been received by the Elections Division.

Rebuttal statements. Rebuttal statements are available only after statements from both sides have been received by the Elections Division or after the latest deadline for the submission of such statement has passed.

Committee Information. The Election Division will provide copies of committee appointment forms to interested parties upon request.

disclaimer

This disclaimer will appear in the voters' guide in substantially the following form. The content of candidate statements, ballot measure explanatory statements, “for” or “against” statements and rebuttal statements are the sole responsibility of the authors and do not represent the position of the Auditor's Office, Election Division, or Yakima County. Submissions are not proofed for accuracy or fact, and are not corrected for errors in spelling or punctuation.

no submission

No statement submitted will appear in the space where a statement would have been printed.

translations

Yakima County provides all election information in English and Spanish as required by Section 203 of the Voting Rights Act. Statements are translated only by election staff.

calendar

All deadlines are at close of business (4pm) on the day indicated

2023				
Election Date	Feb 14 2023	Apr 25 2023	Aug 1 2023	Nov 7 2023
<i>Jurisdiction's Responsibility and Deadlines</i>				
Resolution Resolution cover sheet Explanatory Statement Committee Member Appointment Form	Dec 16	Feb 24	May 12	Aug 1
Committee Responsibility and Deadlines				
<i>if jurisdiction appointed the committee</i>				
'for' and 'against' statements	Dec 23	Mar 3	May 19	Aug 8
rebuttal statements	Dec 27	Mar 6	May 22	Aug 11
<i>if jurisdiction failed to appoint the committee (advertised and appointed by YCE) *</i>				
'for' and 'against' statements	Dec 31	Mar 10	May 26	Aug 15
rebuttal statements	Jan 3	Mar 13	May 29	Aug 18

* YCE advertising timelines for committee participation

Election Date	Feb 14 2023	Apr 25 2023	Aug 1 2023	Nov 7 2023
	Dec 17-23 4pm	Feb 25 -Mar 3 4pm	May 13-19 4pm	Aug 2-8 4pm

Administrative rules were developed in 1989 in conjunction with the first local voters' pamphlet published in Yakima County. The preceding represents the current rules for jurisdictions and ballot measures. The rules, as adopted by the Yakima County Auditor, contain dates that change from year to year. Solely changing these dates and deadlines will not result in amending the administrative rules.

These administrative rules were amended and adopted the 10th day of November, 2021 by the Yakima County Auditor.

