

ZONE 7 BOARD OF DIRECTORS ADMINISTRATIVE COMMITTEE

DATE: October 1, 2025
TIME: 3:00 p.m.
LOCATION: Boardroom
Zone 7 Administration Building
100 North Canyons Parkway, Livermore

Director Benson
Director Figuers
Director Palmer

AGENDA

1. Call Meeting to Order
2. Public Comment on Items Not on the Agenda
3. Development of a Candidate Statement Funding Policy
4. Adjournment

DATE: October 1, 2025

TO: Administrative Committee

FROM: Valerie Pryor

SUBJECT: Development of a Candidate Statement Funding Policy

SUMMARY:

- The proposed action is in support of Strategic Plan Goal F – Effective Operations: Provide the Agency with effective leadership, administration and governance.
- At the September 20, 2023 Board meeting, the Zone 7 Board considered the funding of candidate statements. The Board direction was to not provide funding of candidate statements and to develop a candidate statement funding policy.
- A draft policy has been developed based on the Board direction from 2023. The key components of the attached draft policy are:
 - Candidate statement funding – Consistent with past practice and Board direction on September 20, 2023, Zone 7 will not fund candidate statements.
 - Indigent candidates – Candidates who allege to be indigent may apply for Zone 7 to fund candidate statements.

FUNDING:

N/A

RECOMMENDED ACTION:

Provide direction.

ATTACHMENT:

Draft Policy

BACKGROUND

Each candidate at the General Election for the office of Director of Zone 7 Water Agency may file a candidate's statement, as provided for in the Elections Code. The candidate's statement

may include the name, age and occupation of the candidate and a brief description of no more than 200 words about the candidate's education and qualifications. Zone 7 board candidates who wish to have statements of qualification printed on the ballot will be charged the actual costs associated with printing, translating (Spanish, Chinese, Tagalog, English and Vietnamese) and typesetting the statements. All cost figures are provided by the Registrar of Voters and are based on actual costs and the number of registered voters in Zone 7. **There is no charge for candidates who choose not to have a ballot statement.**

The estimated cost of the statement of qualifications is provided by the Registrar of Voters. Past practice has been for Zone to collect the estimated cost at the time of filing. If actual costs are less than the estimate, candidates will receive refunds. If the costs are more, Zone 7 will bill each candidate for the difference. There is no charge for candidates who choose not to have a ballot statement.

For the 2024 election, the Registrar of Voters provided an estimated cost of \$4,450. The actual costs for the full term (four-year term) were \$5,197.69 and the actual cost for the short term (two-year term) were \$20,790.78.

Information from nearby agencies is as follows:

Agency	Funding?	Amount
Alameda County Water District	Yes	50% of total
Contra Costa County Water District	No	
City of Dublin	No	
Dublin San Ramon Services District	Yes	Amount over \$250
East Bay Municipal Utilities District	Yes	Amount over \$1,000
City of Livermore	No	
City of Pleasanton	No	



POLICY AND PROCEDURE

POLICY TITLE: Candidate Statement Policy	NUMBER: 2025-01	PAGE: 1 of 2
APPROVED BY:	REVISION:	EFFECTIVE DATE:

1. AUTHORITY

Zone 7 Water Agency ("Agency") is a special district formed and operating under the Alameda County Flood Control and Water Conservation District Act ("District Act"). The Agency is governed by a seven-member Board of Directors. The Board is the legislative body that governs the Agency, sets the Agency's policies, hires its General Manager, appoints its officers, and is ultimately responsible and accountable to the residents of Zone 7. It exercises these powers pursuant to Section 36 of the District Act.

2. PURPOSE AND SCOPE

This policy establishes Zone 7's policy for the recovery of the cost of the publication of a candidate's statement by a candidate for election to the Zone 7 Board, pursuant to Elections Code Sections 10509 and 13307.

3. GENERAL

Each candidate for a position on the Zone 7 Board of Directors may file a 200-word candidate statement to be circulated with ballot materials. The candidate's statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words about the candidate's education and qualifications. The statements will be printed on the ballot and will be translated to languages consistent with federal laws and State Elections Code 13301(b).

4. COST RECOVERY

Zone 7 board candidates who submit statements of qualification for inclusion on the ballot will be charged the actual costs associated with printing, translating (Spanish, Chinese, Tagalog, English and Vietnamese) and typesetting the statements. All cost figures are provided by the Alameda County Registrar of Voters and are based on actual costs and the number of registered voters in Zone 7. **There is no charge for candidates who choose not to have a ballot statement.**

5. ADVANCE DEPOSIT AND PAYMENT

The estimated cost of the statement of qualifications is provided by the Registrar of Voters prior to the election. Zone 7 will collect this estimated cost from each candidate that chooses to have a statement of qualifications printed on the ballot at the time of filing. If actual costs are less than the estimate, candidates will receive refunds. If the costs are more, Zone 7 will bill each candidate for the difference. There is no charge for candidates who choose not to have a ballot statement.

6. INDIGENT CANDIDATES

As provided in Elections Code Section 13309, a candidate who alleges to be indigent and unable to pay the cost for submitting a candidate statement shall submit a certified statement of financial worth and other verifying information. The Board of Directors will review this information and shall promptly determine, in its sole discretion, whether or not the candidate is indigent. The Board will notify the candidate in writing. If the candidate is indigent, Zone 7 will fund the printing of the candidate statement. If the candidate is not determined to be indigent, the candidate will have three business days to either pay the deposit or withdraw the candidate statement.

HISTORY

Date	Action	Resolution