



# **2022 Campaign Finance Presentation - Ethics Commission August 25, 2021**

**An Overview of Campaign Finance for the City of Long Beach  
2022 Election Cycle**

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# CAMPAIGN FINANCE ROLES

State of California  
Fair Political Practices Commission  
(FPPC)

Filing Officer

Candidate  
Treasurer

Public

## Fair Political Practices Commission

- Sets Rules & Fines
- Responsible for Enforcement
- Advises Filing Officers & Filers

## Filing Officer

- Filing Officer is the City Clerk
- Supplying Current Forms & Manuals
- Maintain list of all candidates/committees required to file within jurisdiction
- Review forms for completeness & Provide Public Access
- Notify Non-Filers & refer for Enforcement
- Ensure Compliance with the Political Reform Act & Local Municipal Code

## Candidate & Treasurer

- Accurate Reporting & Recordkeeping
- Be aware of bank deposits & proper expenditures
- File timely

## Public

- Review filings & file complaints with the Fair Political Practices Commission

# FILING OFFICER REVIEW

**Recipient Committee Campaign Statement Cover Page**

COVER PAGE

Date Stamp

**CALIFORNIA FORM 460**

Page \_\_\_\_\_ of \_\_\_\_\_

For Official Use Only

Statement covers period from \_\_\_\_\_ through \_\_\_\_\_

Date of election if applicable: (Month, Day, Year) \_\_\_\_\_

SEE INSTRUCTIONS ON REVERSE

**1. Type of Recipient Committee:** All Committees - Complete Parts 1, 2, 3, and 4.

Officeholder, Candidate Controlled Committee  
 State Candidate Election Committee  
 Recall  
(Also Complete Part 5)

General Purpose Committee  
 Sponsored  
 Small Contributor Committee  
 Political Party/Central Committee

Primarily Formed Ballot Measure Committee  
 Controlled  
 Sponsored  
(Also Complete Part 6)

Primarily Formed Candidate/Officeholder Committee  
(Also Complete Part 7)

**2. Type of Statement:**

Preelection Statement  
 Semi-annual Statement  
 Termination Statement  
(Also file a Form 410 Termination)  
 Amendment (Explain below)

Quarterly Statement  
 Special Odd-Year Report

**3. Committee Information** I.D. NUMBER \_\_\_\_\_

COMMITTEE NAME (OR CANDIDATE'S NAME IF NO COMMITTEE) \_\_\_\_\_

STREET ADDRESS (NO P.O. BOX) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ AREA CODE/PHONE \_\_\_\_\_

MAILING ADDRESS (IF DIFFERENT) NO. AND STREET OR P.O. BOX \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ AREA CODE/PHONE \_\_\_\_\_

OPTIONAL: FAX / E-MAIL ADDRESS \_\_\_\_\_

**Treasurer(s)**

NAME OF TREASURER \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ AREA CODE/PHONE \_\_\_\_\_

NAME OF ASSISTANT TREASURER, IF ANY \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ AREA CODE/PHONE \_\_\_\_\_

OPTIONAL: FAX / E-MAIL ADDRESS \_\_\_\_\_

**4. Verification**

I have used all reasonable diligence in preparing and reviewing this statement and to the best of my knowledge the information contained herein and in the attached schedules is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Signature of Treasurer or Assistant Treasurer

Executed on \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Signature of Controlling Officeholder, Candidate, State Measure Proponent or Responsible Officer of Sponsor

Executed on \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Signature of Controlling Officeholder, Candidate, State Measure Proponent

Executed on \_\_\_\_\_ Date \_\_\_\_\_

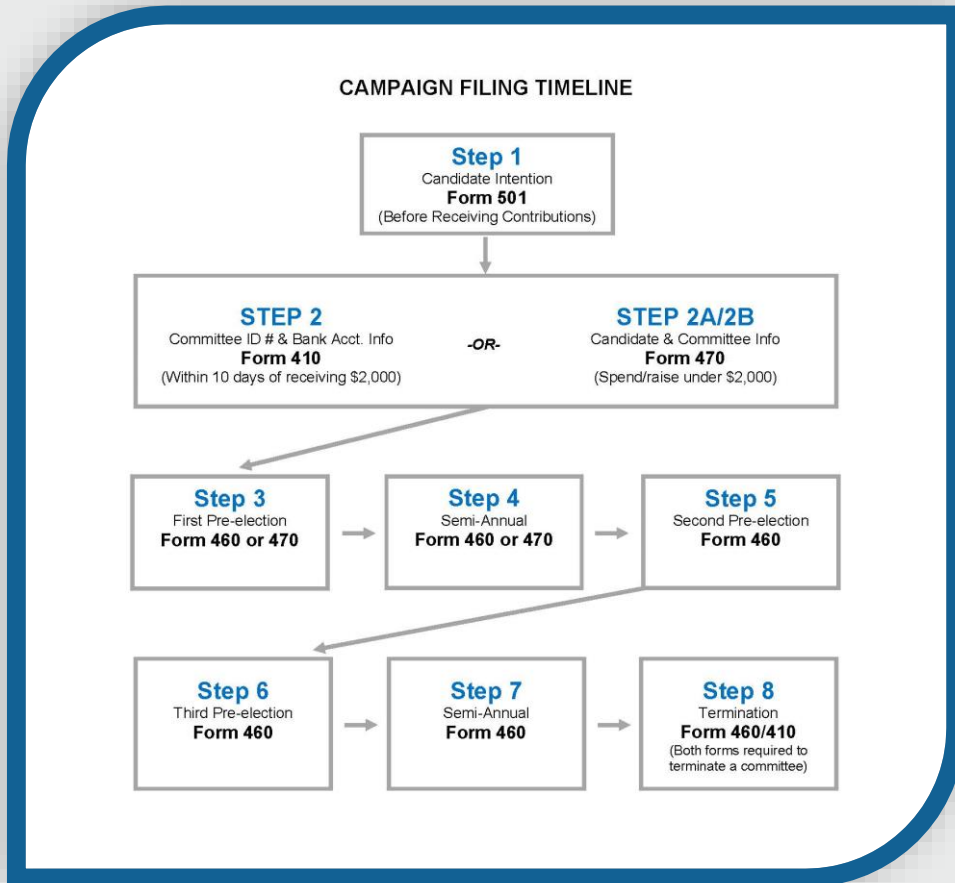
By \_\_\_\_\_ Signature of Controlling Officeholder, Candidate, State Measure Proponent

FPPC Form 460/1

Filing Officers must review all statements filed to determine if they contain information required by the Act (FPPC Regulation 18110).

Filing Officers are not required to seek or obtain information to verify entries, examine previously filed statements, or check mathematical calculations.

# CAMPAIGN FILING TIMELINE



## Step 1 - Candidate Intention

- Filing a Form 501 begins candidacy, allows candidates to start raising or spending during an election

## Step 2 – File to Create a Committee or File Candidate Campaign Statement

- Candidates who remain under the \$2,000 threshold, are only responsible for filing a Form 470
- Candidates who surpass the \$2,000 threshold, must file a Form 410 establishing a committee with the State

## Steps 3 – 7 Pre-Election & Semi-Annual Filings

- Candidates are required to file financial disclosures (Form 460 or 470) throughout the election cycle

## Step 8 – Termination

- Candidates are responsible for terminating their account with State and local jurisdictions

# CAMPAIGN FINANCE FILING SCHEDULE

## Fair Political Practices Commission - City of Long Beach Filing Schedule for Candidates and Controlled Committees Being Voted on June 7, 2022

Deadline	Period	Form	Notes
Jan 31, 2022* <i>Semi-Annual</i>	* - 12/31/21	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file this report.</li> <li>May be filed on January 31, 2022.</li> <li>E-file only. No paper copy is required.</li> </ul>
Within 24 Hours <i>Contribution Reports</i>	Ongoing – file any time other than 90-day election cycle	<a href="#">497</a>	<ul style="list-style-type: none"> <li>File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>File if a contribution of \$1,000 or more in the aggregate is made to or in connection with a candidate or ballot measure being voted on the June 7 ballot, or made to a political party committee.</li> <li>The recipient of a non-monetary contribution of \$1000 or more in the aggregate must file a Form 497 within 48 hours from the time the non-monetary contribution is received.</li> <li>E-file only. No paper copy is required.</li> </ul>
April 28, 2022 <i>1<sup>st</sup> Pre-Election</i>	1/1/22 – 4/23/22	<a href="#">460</a> or <a href="#">470</a>	<ul style="list-style-type: none"> <li>Each candidate listed on the ballot must file Form 460 or Form 470 (see below).</li> <li>E-file only. No paper copy is required.</li> </ul>
May 26, 2022 <i>2<sup>nd</sup> Pre-Election</i>	4/24/22 – 5/21/22	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file Form 460.</li> <li>E-file only. No paper copy is required.</li> </ul>
June 3, 2022 <i>3<sup>rd</sup> Pre-Election</i>	5/22/22 – 6/1/22	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file Form 460.</li> <li>E-file only. No paper copy is required.</li> </ul>
Aug 1, 2022 <i>Semi-Annual</i>	6/2/22 – 6/30/22	<a href="#">460</a>	<ul style="list-style-type: none"> <li>All committees must file unless the committee filed termination Forms 410 and 460 before June 30, 2022.</li> <li>E-file only. No paper copy is required.</li> </ul>

### Additional Notes:

- \* **Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- Local Ordinance:** Always check on whether additional local rules apply.
- Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for the Form 497 that is due the weekend before the election. Such reports must be filed within 24 hours regardless of the day of the week. Statements filed after the deadline are subject to a \$10 per day late fine.
- Method of Delivery:** The Office of the City Clerk asks all filers to submit digitally, via the online [eCampaign](#) portal or email [CampaignDocs@longbeach.gov](mailto:CampaignDocs@longbeach.gov). If you are unable to file electronically, please file by personal delivery or first-class mail unless otherwise noted. A paper copy of a report may not be required if a local agency requires online filing pursuant to a local ordinance.
- Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.

[www.fppc.ca.gov](http://www.fppc.ca.gov)

Email Advice:  
[advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)

Phone Advice  
1-866-ASK-FPPC

Campaign Filing Schedule

Local Candidate 2022 – 6/7/22

The City of Long Beach adheres to the FPPC Filing Schedule with one modification, a third pre-election filing requirement in addition to the State's two required filings

The schedule is provided to all potential candidates and made available to the public on the City Clerk Elections website



# MATCHING FUNDS

**CITY OF LONG BEACH  
PRIMARY NOMINATING ELECTION  
MARCH 3, 2020  
APPLICATION FOR MATCHING FUNDS  
PURSUANT TO THE LONG BEACH CAMPAIGN REFORM ACT  
(Chapter 2.01 of the Long Beach Municipal Code)**

Candidate Name \_\_\_\_\_ Street Address \_\_\_\_\_

Committee Name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office Sought \_\_\_\_\_ Phone \_\_\_\_\_

Election Date \_\_\_\_\_ Committee ID \_\_\_\_\_

As of \_\_\_\_\_, I have raised a total of \$\_\_\_\_\_ in contributions.  
Date \_\_\_\_\_

These contributions were raised between the dates of \_\_\_\_\_ and \_\_\_\_\_.

I hereby submit my Application for Matching Funds for the above referenced election. Attached is the Matching Funds Table to provide the contributor list with qualified totals. I understand that all documents pertaining to matching funds (e.g., bank statements, copies of checks and deposit slips, invoices, etc.) will be retained by me for four years from the date of the election. All available documents will be submitted to the Office of the City Clerk for review and audit purposes upon request.

Date \_\_\_\_\_ Candidate's Signature \_\_\_\_\_

**CITY CLERK USE ONLY**

This application is being REJECTED because the candidate:

\_\_\_\_ has NOT filed a Statement of Acceptance of Expenditure Limits,  
\_\_\_\_ has EXCEEDED the accepted expenditure limits,  
\_\_\_\_ has NOT raised the qualifying minimum in contributions and, or  
\_\_\_\_ is NOT opposed by a candidate who has qualified for Matching Funds or has raised the contribution minimum for this office.

Date \_\_\_\_\_ City Clerk of the City of Long Beach \_\_\_\_\_

I, Monique DeLaGarza, City Clerk of the City of Long Beach, County of Los Angeles, State of California, have verified the qualifications for Matching Funds for the above referenced candidate and do hereby ACCEPT and APPROVE this application for same.

Date \_\_\_\_\_ City Clerk of the City of Long Beach \_\_\_\_\_

**Please contact the Office of the City Clerk for determination of adjusted expenditure ceilings in specific elections (see LBMC Section 2.01.410 for reference).**

Matching Funds are governed by the Campaign Reform Act

Provides a neutral source of campaign financing in the form of limited public funds

Ensures that individuals have an equal opportunity to participate in municipal elective governmental processes

## Verification

- City Clerk's office verifies all funds adhere to the City's code, which is reviewed by a contracted CPA

# CAMPAIGN FINANCE eRETRIEVAL

## SEARCH BY:

FILER NAME

BALLOT ITEM

ELECTION

FORM TYPE

All committees required to file with the City of Long Beach are published and ready for public review

The City Clerk makes all filings (from 2010 forward) available online

Filings prior to 2010 are available by record request

The screenshot shows the 'CampaignDocs eRetrieval' web application. At the top left is the City of Long Beach logo. The main header reads 'CampaignDocs eRetrieval' with a 'Home' link. On the left is a 'Search By' sidebar with options: Search by Filer's Name, Search by Candidate's Last Name, Search by Ballot Item, Search by Election, Search by District, Search by Filed Form, and Advanced Search. The main area is titled 'Campaign Finance Filings Search' and contains a search form with the following fields: Filing Year (All), Filing Date Range (To), Filer Name, State ID, Candidate Name, Ballot Measure, Office of Candidate (All), Form Type (All), Election Year (All), Election Type (All), Election Date (All), Filing Period (All), District (All), Jurisdiction (All), Contributor/Recipient Name (with 'Is a Lobbyist' checkbox), Transaction Date Range (To), Contribution Amount (0.00 To 0.00), Expenditure Amount (0.00 To 0.00), Allow Partial Match (checked), and Show Transactions (checked). There are 'Search' and 'Reset' buttons. Below the form are 'Search Tips' and a table with columns for Filer Name, Form Type, and Amendment. The table currently shows 'No data to display'.

**Search By**

- Search by Filer's Name
- Search by Candidate's Last Name
- Search by Ballot Item
- Search by Election
- Search by District
- Search by Filed Form
- Advanced Search

**Campaign Finance Filings Search**

Filing Year: All

Filing Date Range: To

Filer Name: State ID:

Candidate Name:

Ballot Measure, Office of Candidate: All

Form Type: All

All  Calendar Filing  Pre-Election Filing  Non Recurring Filing

Election Year: All District: All

Election Type: All Jurisdiction: All

Election Date: All

Filing Period: All

Contributor/Recipient Name:  Is a Lobbyist

Transaction Date Range: To

Contribution Amount: 0.00 To 0.00

Expenditure Amount: 0.00 To 0.00

Allow Partial Match:

Show Transactions:

Search Reset

Search Tips:

- \* The *Filing Year* drop-down will control the items displayed in the search results based on the Filing Year the filed form is linked to.
  - **Period Covered Forms** (E.g. 460, 460-T, 425, 450, 461, 401) linked to the year of period covered
  - **Forms Linked to an Election** (E.g. 501, 496, 497, 498) linked to the year of election
  - **Non-Recurrence Forms** (E.g. 410, 410-T, 511, 400) linked to the filed date
- \* The *Contributor/Recipient Name* field will also show Lender and Borrowers in the search results.
- \* To display all items for a specific field, leave the specific field blank and click "Search".

Filer Name	Form Type	Amendment
No data to display		



# ONLINE TOOLS & INFORMATION

City Clerk » Elections » Candidates

## CANDIDATES AND CAMPAIGNS

The next regularly scheduled election is June 7, 2022 for the offices of Mayor, City Attorney, City Auditor, City Prosecutor, Council Districts 1, 3, 5, 7, 9.

- LA County Calendar - Pending
- [Calendar of Events \(tentative dates\)](#)
- [List of Potential Candidates - 2022 Election](#)
- [Adjusted Contribution Limitations](#) (Effective January 1, 2021) [ORD-17-0007](#)
- [Beginner's Guide for Prospective Candidates](#)

## FORMING A COMMITTEE AND WHAT FORMS TO USE

Below is a list of different types of committees and what forms to use to open up a committee.

\*\*\*Please be advised that before any money is raised or spent in connection with an election, the candidate and committee treasurer should become familiar with the various campaign disclosure forms applicable to the type of campaign or committee involved.

FPPC ADVICE	FPPC CAMPAIGN FORMS	FPPC CAMPAIGN MANUAL
FPPC CAMPAIGN CALENDAR	FILE YOUR CAMPAIGN FORMS	SEARCH FILED CAMPAIGN FORMS

### Candidate Controlled Committee Forms

#### [Campaign Disclosure Manual 2](#)

Required Forms to file before raising money and spending less than \$2,000.

- [Form 501](#) – Candidate Intention Statement
- [Form 470](#) – Officeholder and Candidate Campaign Statement

Required Forms to file before raising money and spending more than \$2,000.

- [Form 501](#) – Candidate Intention Statement
- [Form 410](#) – Campaign Statement of Organization
- [Form 460](#) – Consolidated Campaign Disclosure Form

## CALENDARS

Fair Political Practices Commission - City of Long Beach  
Filing Schedule for Candidates and Controlled Committees  
Being Voted on June 7, 2022

Deadline	Period	Form	Notes
Jan 31, 2022 Semi-Annual	- - 12/31/21	450	<ul style="list-style-type: none"> <li>• All committees must file this report.</li> <li>• May be filed on January 31, 2022.</li> <li>• E-file only. No paper copy is required.</li> </ul>
Within 24 Hours Contribution Reports	Ongoing – file any time other than 90-day election cycle	457	<ul style="list-style-type: none"> <li>• File if a contribution of \$1,000 or more is received from any source.</li> <li>• File if a contribution of \$500 or more is received from any source.</li> </ul>
April 28, 2022 1 <sup>st</sup> Pre-Election	1/1/22 – 4/23/22	450 or 470	
May 26, 2022 2 <sup>nd</sup> Pre-Election	4/24/22 – 5/21/22	450	
June 3, 2022 3 <sup>rd</sup> Pre-Election	5/22/22 – 6/1/22	450	
Aug 1, 2022 Semi-Annual	6/2/22 – 6/30/22	450	

Additional Notes:

- **Period Covered:** The period covered by any statement has been filed.
- **Local Ordinance:** Always check on whether additional forms are required.
- **Deadline Extensions:** Deadlines are extended when the deadline for the Form 457 that is due the weekend before the election. Statements filed after the deadline are subject to a \$100 penalty.

www.fppc.ca.gov | Email Advice: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)

## BEGINNER'S GUIDE

### BEGINNER'S GUIDE FOR PROSPECTIVE CANDIDATES CITY OF LONG BEACH Primary Nominating Election | June 7, 2022



The information compiled in this document is intended to provide information and is specific to residents considering running for the offices of Mayor, City Auditor, City Prosecutor, and City Council Districts.

As a result of the California Voter Participation Rights Act, Long Beach has consolidated its Primary Nominating and General Elections with the Los Angeles Registrar-Recorder/County Clerk's regular elections which will now coincide with the Statewide General elections as reflected in Long Beach Municipal Elections.

While the information contained herein is substantially complete, it does not constitute legal or factual advice. Candidates and others using this information assume full responsibility to make their own determinations as to the accuracy and as to all factual matter contained herein.

On February 14, 2022 prospective candidates will be invited to attend a City Clerk Candidate Information Workshop, at which time a Candidate Handbook and a nomination packet will be distributed.

Our office staff is committed to providing the best possible service. If you have any questions or comments, please contact us at [cityclerk@fppc.ca.gov](mailto:cityclerk@fppc.ca.gov) (562) 570-6101.

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## MANUALS

LOCAL CANDIDATES, SUPERIOR COURT JUDGES, THEIR CONTROLLED COMMITTEES, AND PRIMARILY FORMED COMMITTEES FOR LOCAL CANDIDATES  
CAMPAIGN DISCLOSURE **MANUAL 2**

California Fair Political Practices Commission  
advice@fppc.ca.gov  
1 (866) ASK-FPPC / www.fppc.ca.gov  
June 2021

# Helpful Links

[Guidance for Form Campaign Filing Officers](#)

[Campaign Manuals](#)

[Long Beach Municipal Code - Political Reform Act](#)

[FPPC Regulations](#)



**2022 Campaign Finance Presentation - Ethics Commission August 25, 2021**

**Thank You!**