

RESOURCES FOR CANDIDATES FOR ELECTIVE OFFICE

CITY OF TORRANCE RESOURCES

Torrance Municipal Code

The Torrance Municipal Code contains specific sections relevant to campaigns. These sections are 17.1.6 to 17.1.8 and comprises ordinances 3698, 3699, 3700, and 3701. To access the Torrance Municipal Code visit www.torranceca.gov/government/city-clerk then select the “Torrance Municipal Code” link on the left-hand menu.

DIVISION 1 – ADMINISTRATION	
CHAPTER 7 – CAMPAIGN CONTRIBUTION LIMITS	
ARTICLE 1 – GENERAL PROVISIONS	
Section 17.1.4	Limitations on Campaign Contributions
Section 17.1.5	Limitation on Loans
Section 17.1.6	Cash Contributions
Section 17.1.7	Late Contributions
Section 17.1.8	Identification of Senders of Campaign Information

DIVISION 1 – ADMINISTRATION	
CHAPTER 8 – USE OF CITY BUILDINGS AND EQUIPMENT	
ARTICLE 1 – GENERAL PROVISIONS	
Section 18.1.3	Prohibitions on making a contribution, or soliciting or accepting a contribution, or engaging in prohibited fundraising while on or in the property of the City

DIVISION 1 – ADMINISTRATION	
CHAPTER 4 – CIVIL SERVICE AND PERSONNEL	
ARTICLE 4 – DEPARTMENT HEADS DEFINED	
Section 14.4.4	Post employment restrictions on Department Heads and other designated employees

Report of the Blue Ribbon Committee on Ethics and Integrity, Dated January 15, 2008

This report was submitted to the Torrance City Council on January 15, 2008 and contains recommendations for ethical practices for all areas of governance, including campaign conduct. The Committee presentation and report that were presented before City Council can be accessed online by visiting www.torranceca.gov/government/council-agendas-minutes then select “Current and Past City Council Agenda with Staff Reports”, “2008 List of Council Meetings”, and “January 15, 2018” to view the meeting video or review the agenda and minutes.

CITY OF TORRANCE RESOURCES

Office of the City Clerk

3031 Torrance Boulevard
Torrance, CA 90503
(310) 618-2870

- Excellent resource for obtaining information on conducting a campaign in the City of Torrance
- Provide assistance to candidates to better understand legal requirements and ethical practices
- Review Torrance candidate filing and campaign finance statements for current and past elections

Torrance Public Library

For locations and hours of operation visit www.torranceca.gov/home-library or call the main library at (310) 618-5959

- Many books, periodicals, and online resources are available addressing running for public office, ethical campaigning, and local government overview

LOS ANGELES COUNTY RESOURCES

Los Angeles County Registrar of Voters

12400 Imperial Highway

Norwalk, CA 90650

(800) 815-2666

(800) 201-8999 Recorder/County Clerk

www.lavote.net

- Purchase voter/election and street index/vote by mail files from the Registrar-Recorder/County Clerk
- Request Geographic Information Systems (GIS) precinct data, district data, and election data

Los Angeles County District Attorney

Public Integrity Division

320 West Temple Street, Room 766

Los Angeles, CA 90012

(310) 974-3512

<http://da.co.la.ca.us/>

- Numerous candidate resources are available regarding legal requirements and all forms required for campaigning
- File Political Reform Act violation complaints
- Complete ethics training, as required by AB1234
- Candidates can ask questions about their obligations under the Act and request information or formal advice from FPPC staff

STATE OF CALIFORNIA RESOURCES

Fair Political Practices Commission (FPPC) Website

www.fppc.ca.gov

- Numerous candidate resources are available regarding legal requirements and all forms required for campaigning
- File Political Reform Act violation complaints
- Complete ethics training, as required by AB1234
- Candidates can ask questions about their obligations under the Act and request information or formal advice from FPPC staff

OTHER ORGANIZATIONS

City of Santa Clara

www.santaclaraca.gov

- The website includes a wealth of information on ethics and ethical decision making with material for elected and appointed City officials, City staff, and City volunteers
- Santa Clara's Ethics & Values program can be accessed at www.santaclaraca.gov/government/ethics-values

California League of Women Voters

www.ca.lwv.org

- A nonpartisan political organization that encourages informed and active participation in government
- The website contains information to better understand the electoral process and provides links to other similar resources

Institute for Local Government (ILG)

www.ca-ilg.org

- The research and education affiliate of the California State Association of Counties and the League of California Cities
- ILG has ethics programs that promote public confidence and trust in local agency decision-making by helping local officials understand the unique legal and ethical obligations of being a servant

ADDITIONAL RESOURCES

Win the Right Way: How to Run Effective Local Campaigns in California

Christine Trost & Matt Grossman

Published in 2005 by Berkeley Public Policy Press

Institute of Government Studies

Berkeley, CA

Understanding the Basics of Public Service Ethics: Promoting Personal and Organization Ethics

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1400 K Street, Suite 205

Sacramento, CA 95814

Josephson Institute of Ethics

www.josephsoninstitute.org