



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Clerk, Recorder and Assessor  
**Department No.:** 062  
**For Agenda Of:** 07/07/2020  
**Placement:** Administrative  
**Estimated Tme:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department Director(s) Joseph E. Holland, Clerk, Recorder and Assessor  
Contact Info: Renee Bischof, Chief Deputy Registrar of Voters- 696-8963

**SUBJECT:** Los Olivos Community Services District Requesting Consolidation with the Statewide General Election – Change to Even-Numbered Year Elections for Board of Directors

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**County Counsel Concurrence**

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:**

Clerk of the Board

**Recommended Actions:**

That the Board of Supervisors:

- a) Receive from the Clerk of the Board a report of any input received from districts on the effect of the consolidation (included in the Impact Analysis) as required by Elections Code Section 10404(c);
- b) Adopt a resolution approving the request of the Los Olivos Community Services District to consolidate its Board of Directors elections with the Statewide General Election, unless the Board of Supervisors finds that the ballot style, voting equipment, or computer capacity is such that additional elections or materials cannot be handled, in accordance with Elections Code Section 10404(e); and
- c) Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5) of the CEQA Guidelines, because they consist of organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

Los Olivos Community Services District was formed in January 2018. California Elections Code Section 10505 outlines the terms of office for districts formed in the even-numbered year, with the officers elected at the formation election holding office until noon on the first Friday in December on the second next following odd-numbered year. District elections are held in November of the odd-numbered years, unless the district pursuant to Section 10404 of the Elections Code seeks consolidation with the general elections held in the even-numbered years.

Pursuant to California Elections Code Section 10404, the Los Olivos Community Services District passed resolution 19-09 to move their Board of Directors Election from odd-numbered years to even-numbered years, and resolution 20-01 consolidating their election with the Statewide General Election.

The resolutions must be submitted to the County Board of Supervisors no later than 240 days prior to the district's currently scheduled election of November 2, 2021.

The two resolutions were submitted to your Board at the June 16, 2020 meeting. At that meeting, your Board approved the receipt of the resolutions, gave direction to the Clerk of the Board to notify the districts and receive input on the impact of this consolidation request on each district, and received a report on the impacts of the consolidation from the elections official and a report on the cost-effectiveness of the proposed action.

If your Board approves the consolidation request, the elections official will notify the voters of the affected district by mail.

**Impact Analysis:**

Elections Code Section 10404 requires that the Board of Supervisors notify all districts located in the county of the receipt of the resolution to consolidate and request input from each district on the effect of the consolidation.

Letters were sent to all districts within the county requesting their input on the impacts of this consolidation request with a deadline for response by June 29, 2020. As of June 29, 2020, the Clerk of the Board has confirmed they have not received input from any district.

**Deadline for Approval of Consolidation:**

In accordance with Elections Code 10404, your Board must take action to either approve or deny the district's request for consolidation with the Statewide General Election within 60 days of receipt of the resolutions requesting the consolidation. Due to the opening of candidate filing for the November 3, 2020 election on July 13, 2020, it is requested that this Board take action at the July 7, 2020 meeting of the Board of Supervisors to either approve or deny the request for consolidation.

**Criteria for Denial of Consolidation:**

Your Board may deny this request in accordance with Elections Code Section 10404(e), if you find that the ballot style, voting equipment or computer capacity prevent the handling of additional elections or material. None of these issues present a problem in our county. Also, pursuant to Elections Code Section 10404(h), if a special district is located in more than one county, it may not consolidate if any

county in which the district is located denies the request for consolidation. The Los Olivos Community Services District is located entirely within Santa Barbara County; therefore, this section does not apply.

**Fiscal and Facilities Impacts:**

**On-Going Costs:**

We estimate the cost savings to the Los Olivos Community Services District to be approximately \$14,000. Generally speaking, the cost to a jurisdiction is less in a statewide general election than it is for a general district election. This lower cost results from having a smaller proportional share of the cost due to a significantly higher number of state, federal, school district, and special district issues that are on a statewide general election ballot.

**One-Time Cost:** Elections Code Section 10404(f) requires the district to pay the cost of notifying the voters of the district's consolidation with the statewide general election. The estimated cost to prepare, process and deliver this notice to the voters is listed below:

<b>District</b>	<b>Registered Voters</b>	<b>Cost</b>
Los Olivos Community Services District	503	\$350

**Staffing Impacts:**

**FTEs:**

**Legal Positions:**

No significant staffing impacts.

**Special Instructions:**

The Clerk of the Board shall make public notice of the proceedings pursuant to Gov. Code Section 25151. Please forward a copy of the Minute Order and Board of Supervisors Resolution to the Elections Office, Attn: Renee Bischof.

**Attachments:**

- A. Board of Supervisors Resolution Approving the Request of the Los Olivos Community Services District to Consolidate Its Board of Directors Elections with the Statewide General Election.
  
- B. Los Olivos Community Services District Resolutions of the Board of Directors to consolidate with the Statewide General Election.

**Authored by:**

Renee Bischof

**cc:**

Joseph E. Holland, Clerk Recorder and Assessor  
Dylan Tekautz, Dept. Fiscal Manager  
Elaina Cano, Elections Division Manager  
Doug Pike, General Manager, Los Olivos Community Services District