



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: September 22, 2022
Placement: Administrative
Estimated Time: n/a
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Joseph E. Holland, County Clerk Recorder and Assessor,
Director(s) Registrar of Voters
Contact Info: Andrea Luparello (805) 696-8955
**SUBJECT: Persons to be determined and appointed by the Board of Supervisors to
Special District Offices**

County Counsel Concurrence

As to form:

Other Concurrence:

As to form:

Auditor-Controller Concurrence

As to form:

Recommended Actions:

Pursuant to California Elections Code § 10515, the Board of Supervisors shall consider the following:

- a) Receive the Certificate of Facts by Certificate of Facts by County Clerk, Recorder, Assessor Regarding Appointment in Lieu Procedures for Special District Offices where no candidate has filed listing seven (7) special districts that have one or more offices where no candidates filed a declaration of candidacy. Direct staff to conduct outreach to potential candidates to fill the offices.
- b) Determine that the above action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), because it consists of organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

Summary Text: Pursuant to California Elections Code § 10515(b), if no person has filed a declaration of candidacy for any office, the supervising authority shall appoint any person to the office who is qualified on the date when the election would have been held. The person appointed shall qualify and take office and serve exactly as if elected at a general district election for the office.
"Attachment A" lists seven (7) districts that have one or more offices where no candidates filed a declaration of candidacy. In order to facilitate the appointment process, it is recommended that the

Board of Supervisors contact those special district offices for recommendations for appointment(s). The Board of Supervisors shall make the appointments at a regular or special meeting held prior to the Monday before the first Friday in December, therefore it is requested that the Board of Supervisors make the appointments prior to November 28, 2022.

The appointed candidates will take office on December 2, 2022. In the event that no qualified candidates are identified to fill the offices, four (4) of the districts would at this time maintain a quorum, and three (3) potentially would lack a quorum. The districts that may not meet the requirements for a quorum should an insufficient number of appointments be made are Casmalia Community Services District, Cuyama Community Services District, and Cuyama Valley Recreation District.

Background: N/A

Performance Measure:

N/A

Contract Renewals and Performance Outcomes:

N/A

Fiscal and Facilities Impacts:

Budgeted: N/A

Fiscal Analysis: N/A

Key Contract Risks:

N/A

Staffing Impacts: N/A

Special Instructions:

Please send a copy of the minute order to the Elections Division, Attn: Andrea Luparello

Attachments:

Attachment A - Certificate of Facts by County Clerk, Recorder, Assessor regarding Appointment in Lieu procedures for Special District Offices where no Candidate has filed

Authored by: Andrea Luparello

cc: Joseph E. Holland, Renee Bischof, Heather McCaslin, and John Beck