



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: 06/16/2020
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

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

County Counsel Concurrence

As to form: N/A

Other Concurrence: N/A

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Receive resolutions 19-09 and 20-01 (resolutions attached) adopted by the Los Olivos Community Services District requesting that the Board of Supervisors accept the consolidation of the District's elections of governing Board of Directors members with the Statewide General Election in accordance with Elections Code Section 10404(b); and
- b) Notify all districts located in the County of the receipt of the resolutions to consolidate and request input from each district on the effect of the consolidation as required by Elections Code Section 10404(c); and
- c) Receive from the elections official an Impact Analysis of the proposed consolidation as required by Elections Code Section 10404(d) and included in this board letter; and
- d) Receive from the elections official a report on the cost-effectiveness of the proposed action (included in the Impact Analysis) as required by Elections Code Section 10404(e); and

Auditor-Controller Concurrence

As to form: N/A

- e) 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.

Background:

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.

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.

Should the Board of Supervisors approve this request, the Los Olivos Community Services District will be consolidated with the Statewide General Election beginning on November 3, 2020, and continuing each even-numbered year thereafter.

Additionally, Elections Code Section 10404 requires that (1) 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. Typically, the Board of Supervisors would have 60 days to complete this process; however, candidate filing for the November 3, 2020 election opens on July 13, 2020; therefore our office will work with the Clerk of the Board on preparing and mailing this notice on behalf of the Board of Supervisors and set the deadline for response prior to the July 7, 2020 Board of Supervisors meeting; (2) the County Elections Official prepare and submit to the Board of Supervisors an impact analysis of the Consolidation (Impact Analysis included in this Board Letter); (3) a public notice of the proceedings in which the resolution is to be considered be made pursuant to Section 25151 of the Government Code and (4) at the July 7, 2020 Board of Supervisors meeting, approve the consolidation request unless it 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 after approval of the resolution the elections official notify the voters of the affected district by mail.

Impact Analysis:

The Clerk, Recorder and Assessor's Department supports this request as impacts associated with this consolidation are reasonable and there will be financial gains for the district. The elections staff, and vendors who assist them in conducting these elections, will be able to implement this change and effectively complete the tasks necessary to consolidate this general district election on the ballot for the Statewide General Election.

With all other special districts having moved their elections to the Statewide General Election, the Los Olivos Community Services District is the only registered voter district in the County that would otherwise hold their election in November of odd-numbered years.

On-Going Costs: We estimate the cost savings to Los Olivos Community Services District to be approximately \$14,000. Generally speaking, the cost to a jurisdiction is less in a 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 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:

District	Registered Voters	Estimated Cost
Los Olivos Community Services District	503	\$350.00

Criteria for Denial of Consolidation:

On July 7, 2020, 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:

Fiscal Impacts are addressed in the Impact Analysis above.

Staffing Impacts:

No significant staffing impacts.

Special Instructions:

Please forward a copy of the Minute Order to the Elections Office, Attn: Renee Bischof.

Attachments:

Attachment A: Los Olivos Community Services District Resolution 19-09

Attachment B: Los Olivos Community Services District Resolution 20-01

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