



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: SBCERS  
Department No.: 810  
For Agenda Of: 6/25/13  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

---

**TO:** Board of Supervisors

**FROM:** Department Gary A. Amelio, Chief Executive Officer  
Director(s) 568-2915  
Contact Info: Thomas Bignell, Administrative Professional  
568-2915

**SUBJECT:** Administration of Election for Members of the Board of Retirement

---

**County Counsel Concurrence**

As to form: No

**Other Concurrence:** N/A

As to form: No

**Auditor-Controller Concurrence**

As to form: No

**Recommended Actions:**

Authorize and refer a Minute Order to the Elections Division of the County Clerk-Recorder-Assessor to administer elections for the Board of Retirement.

**Summary Text:**

These elections are required by the County Employees Retirement Law which controls the Santa Barbara County Employees' Retirement System. The terms of three elected positions on the Board of Retirement will expire on December 31, 2013. Administering Board elections is outside the normal scope of work for retirement system staff. However, the Elections Division of the County Clerk-Recorder-Assessor has procedures and experienced staff to efficiently administer the election. Therefore, the Board of Retirement is requesting to outsource the administration of the election to the Elections Division of the County Clerk-Recorder-Assessor.

The Board of Retirement is composed of nine members with two alternates (four members appointed by the Board of Supervisors, one of which may be a member of the Board of Supervisors, two elected general members, one elected safety member, one elected retired member, and the County Treasurer as an ex-officio member. There are two elected alternates; to the safety and retired members). The elections this year are for one general member position and the safety and alternate safety member. Therefore the ballots for two separate elections will have to be polled, unless there is only one candidate for any of the positions, in which case that candidate is declared the winner.

Subject: Administration of Election for Members of the Board of Retirement

Agenda Date: 6/25/13

Page 2 of 2

**Fiscal Analysis:**

The Retirement System will reimburse the County Clerk-Recorder-Assessor for its services.

**Special Instructions:**

Please send Minute Order to the Elections Division of the County Clerk-Recorder-Assessor and a copy to the Retirement Office.

**Authored by:**

Thomas Bignell

**cc:** Joseph Holland, County Clerk-Recorder-Assessor