



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: 6/21/2011
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department *Lila E. Deeds* Lila E. Deeds, Assistant Chief Executive Officer
Director(s) 568-2941
Contact Info: Thomas Bignell, Administrative Professional
568-2915

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

County Counsel Concurrence N/A

As to form:

Auditor-Controller Concurrence N/A

As to form:

Other Concurrence: N/A

As to form:

Recommended Actions:

Authorize and refer a Minute Order to the Elections Division of the County Clerk-Recorder-Assessor to administer the election 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, 2011. 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 has requested 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 retired and alternate retired member. Therefore the ballots for three separate elections will have to be polled, unless there is only one qualified candidate for any of the positions, in which case that candidate is declared the winner.

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

SANTA BARBARA COUNTY
 EMPLOYEES' RETIREMENT SYSTEM (SBCERS)
 3916 State Street Suite 210
 Santa Barbara CA 93105
 2400 Professional Parkway Suite 150
 Santa Maria CA 93455

COUNTY ELECTIONS OFFICES
 4440-A Calle Real
 Santa Barbara, CA 93110
 511 East Lakeside Parkway, Suite 134
 Santa Maria CA 93444
 401 E. Cypress St. Room 102
 Lompoc, CA 93436

SBCERS

2011 ELECTION CALENDAR

Offices of General, Retired & Retired Alternate-Members of the Board of Retirement

Term beginning January 1, 2012; ending December 31, 2014

July 5, 2011	<i>Forward notices to all work sites of the election and nominating procedure via Payroll Clerks.</i>
July 5, 2011	Notices of vacancy are mailed to the home address of each eligible General member and each eligible Retired member.
July 5, 2011 (Tuesday)	Nominating petitions will be available at SBCERS Office, 3916 State Street, Suite 210, Santa Barbara; in the Santa Maria Office at 2400 Professional Parkway, Suite 150; on our website: www.sbcers.org , or County Intranet, Employee Resources, Employee Retirement System. Office hours are 8:00 a.m. to 5:00 p.m. Instructions to candidates regarding Statement of Qualification and the Form will be included in the Nominating Petition packet along with this calendar.
August 5, 2011 (Friday)	Friday, August 5, 2011, at 5:00 p.m. is the deadline for filing nominating petitions. To qualify, a candidate must be nominated by petition, signed by not less than 15 nor more than 25 SBCERS members in the same category, i.e., General or Retired. Candidates are invited to submit a statement of their qualifications, not to exceed 200 words in length, to be enclosed with the ballot and voting instructions. These must be filed with the COUNTY ELECTIONS OFFICE no later than August 5, 2011, at 5:00 p.m. Any candidate not submitting a statement before the deadline will be considered to have declined to file a statement.
August 8 – 19, 2011	The candidate statements will be available for review for ten days in the COUNTY ELECTIONS OFFICES in Santa Barbara, Lompoc and Santa Maria. During that period any member qualified to vote may file an injunction requiring any or all of the material to be amended or deleted if it is false, misleading, or inconsistent with the requirements for the statement. A statement may not refer to opponents. The order of appearance of the candidates' names upon the ballot is determined by the Secretary of State of California's most recent random alphabet drawing conducted for the state-wide election. If only one member files in any category, no election is held and that person is declared the winner.
September 2, 2011 (Friday)	A ballot containing the names of the candidates, voting instructions, candidate statements and a return envelope will be mailed to the home address of each qualified voting member of SBCERS. General members receive only ballots and statements of the General candidates. Retired members receive only ballots and statements of Retired candidates. No person shall be eligible to vote unless they are members or retirees as of September 4, 2011.
September 2 – September 23, 2011	Beginning September 2, ballots may be cast in manners consistent with the voting instructions. Ballots cast after 5:00 p.m., September 23, will not be considered. Eligible members not receiving ballots may obtain a ballot in one of the Elections Offices in the County.
September 26, 2011 (Monday)	Results will be tabulated by Elections division. Interested parties may observe the count. The County Clerk-Recorder will certify the results to the Board of Supervisors of Santa Barbara County within seven (7) calendar days after the election. The candidate who receives a majority of the votes cast in each class (General, Retired, and Retired Alternate) will be declared elected.