



San Bernardino County Employees' Retirement Association  
Special Vacancy Election Calendar | September 19, 2023

Special Vacancy Election  
One General Member of the Board of Retirement

Number of General Members to be Elected and Term of Office

On March 31, 2023, the second member of the Board resigned from the Board causing a vacancy resulting in one General member of the Board of Retirement to be elected by the General Members of the Association this calendar year. The term of office shall be for the remaining term of the vacant 2<sup>nd</sup> seat and shall commence on October 5, 2023 and expire on December 31, 2024. (Government Code §31520.1)

Board of Retirement Call Special Vacancy Election

The Board of Retirement shall call a San Bernardino County Employees' Retirement Association (SBCERA) Special Vacancy Election.

Conduct of Special Vacancy Election

The special vacancy election shall be conducted under the California Uniform District Election Law except that all balloting shall be conducted according to SBCERA's General Policy No. 006 "Board of Retirement Elections" and that the Notice of Election shall be posted rather than published.  
(Sec. 10500, 4000, et.seq.-'94 Elec. Code)

Date	Responsible Party	Event
May 22 (-120 <sup>th</sup> day) thru June 21 (-90 <sup>th</sup> day)	Registrar of Voters and SBCERA	<b>Notice of Election</b> Post Notice of Election at SBCERA, SBCERA plan sponsors, the Registrar of Voters office, the San Bernardino County Government Center, and on the SBCERA website.
May 30* (-113 <sup>th</sup> day) thru June 23 5:00 p.m. (-88 <sup>th</sup> day)	Registrar of Voters	<b>Declaration of Candidacy</b> Eligible SBCERA Members may obtain Declarations of Candidacy and procedural information from the office of the Registrar of Voters, 777 East Rialto Avenue, San Bernardino during normal business hours. (Sec. 10510, Elec. Code)

Date	Responsible Party	Event
<b>June 23</b> 5:00 p.m. (-88 <sup>th</sup> day)		Last day and hour for eligible candidates to file candidacy papers. (Sec. 10510, Elec. Code)
<b>June 28</b> (-83 <sup>rd</sup> day)	Registrar of Voters	<b>Candidate List</b> The Registrar of Voters will provide the SBCERA CEO with an unofficial list of candidates for the election.
<b>June 28</b> (-83 <sup>rd</sup> day)	SBCERA	<b>Insufficient Nominees</b> If only one Member has been duly nominated in accordance with the rules established for the holding of the election, no election will be held in that office. The SBCERA CEO shall prepare a resolution for the Board of Retirement to declare the uncontested candidate(s) the winner(s) at a regular meeting held prior to the first day of the term of the office(s), and prepare the item for the Board of Supervisors to declare the winner. (Sec. 10515 Elec. Code)
<b>July 21</b> (-60 <sup>th</sup> day)	SBCERA	<b>Initial Ballot Mailing List</b> Provide initial mailing list of General SBCERA members to the Registrar of Voters (if there are sufficient candidates for election).
<b>July 24</b> (-57 <sup>th</sup> day) thru <b>Sep 5</b> (-14 <sup>th</sup> day)	Registrar of Voters	<b>Write-In Candidates</b> Should there be sufficient candidates to hold an election, write-in candidates may apply at the Registrar of Voters office. (Sec. 8601 Elec. Code). The Registrar of Voters shall confer with the CEO to ensure eligibility.
<b>Aug 21</b> (-29 <sup>th</sup> day)	SBCERA	<b>Updated Ballot Mailing List</b> Provide to the Registrar of Voters a list of members who have been added or dropped from eligibility to vote in the appropriate election (if there are sufficient candidates for election).
<b>Aug 21</b> (-29 <sup>th</sup> day) thru <b>Sep 8*</b> (-10 <sup>th</sup> day)	Registrar of Voters	<b>Mail Official Ballots</b> The Registrar of Voters shall commence mailing the official ballots and Voter Information Guides to each eligible SBCERA member not before 29 days prior and shall complete the mailing by the 10th day prior to the election. (Sec. 4101 Elec. Code)
<b>Aug 21</b> (-29 <sup>th</sup> day) Thru	SBCERA Members	<b>Return of Official Ballots</b> Eligible SBCERA members may return voted ballots by mail or drop them off at the Registrar of Voters office in San

Date	Responsible Party	Event
Sep 19 5:00 p.m. (+0 day)		Bernardino. Members may also request a replacement ballot in person at the Registrar of Voters office or by email or fax to the Registrar of Voters during this period. Tuesday, September 19, 2023 at 5:00 p.m. is the last day and hour that voted ballots may be received in the office of the Registrar of Voters in order that they may be eligible to be counted.
Sep 19 (+0 day)	Registrar of Voters	<b>Election Day</b> The Registrar of Voters will be open 8 a.m. – 5 p.m. on Election Day to receive voted ballots and issue replacement ballots.
Sep 19 5:00 p.m. (+0 day)	Registrar of Voters	<b>Return of Official Ballots</b> Last day and hour that voted ballots may be received in the office of the Registrar of Voters in order that they may be counted.
Sep 20 (+1 <sup>st</sup> day)	Registrar of Voters	<b>Official Canvass</b> The Registrar of Voters shall commence the canvass of the Mail Ballots no later than the first Thursday after Election Day. Upon conclusion of the canvass, the Registrar shall certify the results to provide them to the SBCERA CEO.
Oct 5	SBCERA	<b>Declaration of Results/Election</b> SBCERA CEO shall present a resolution to the Board of Retirement to declare the results of the Election.

\* Dates adjusted for holidays and weekends

Dated: April 14, 2023

Registrar of Voters  
777 E. Rialto Avenue  
San Bernardino, CA 92415-0770