



LOCAL AGENCY FORMATION COMMISSION
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M E M O

DATE: October 5, 2021

TO: Special District Selection Committee

FROM: Erica Sanchez, Interim Executive Officer

SUBJECT: **Instant Runoff Election of Regular Special District Representative to El Dorado LAFCO**

Election of Special District Representative to LAFCO

Thank you for submitting nominations for the Special District Representative election.

At the time a minimum number of ballots are received to establish a quorum, in order to be selected as a LAFCO Representative, a nominee must receive more than fifty-percent (50%) of the submitted votes. If none of the candidates receive the necessary majority of votes, LAFCO will conduct an “instant runoff election” in the interest of avoiding the additional costs of a runoff election. An informational explanation describing this election process is included for your convenience.

Also enclosed with this memo you will find a ballot and a copy of each candidate’s Statement of Qualifications received as of the date of this memo.

Please note that there is one regular (voting) seat up for election. Whomever receives the highest number of votes in this election will serve the remainder of the vacated four-year term, from May 2019 to May 2023. Should Michael Saunders, who currently serves as the Alternate Special District Representative, be elected to the open regular seat, then the second highest vote getter becomes the new alternate special district member to LAFCO, to serve the remainder of the Alternate term through May 2023.

Please take the opportunity to fill out the ballot, ranking each nominee in the order of preference using “1” for your first preference, “2” for second, and so on. It is okay to vote for only one person; however, ranking additional candidates *will not* help defeat your first-choice candidate. Please do not mark the same number beside more than one candidate and do not skip numbers.

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COMMISSIONERS

Public Member: Michael Powell • Alternate Public Member: Vacant

City Members: Cody Bass, Jackie Neau • Alternate City Member: Patricia “Patty” Borelli

County Members: John Hidahl, Wendy Thomas • Alternate County Member: George Turnbo

Special District Members: Brian Veerkamp, Vacant • Alternate Special District Member: Michael Saunders

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Erica Sanchez, Assistant Executive Officer • Kelly Witt, Administrative Assistant

Malathy Subramanian, Commission Counsel

The nominees are:

- 1) Michael Saunders
- 2) Monique Scobey
- 3) Tim White

Election Deadline

The voting period will be 56 days from October 5, 2021; all votes are due in writing on or before **5:00 pm on November 30, 2021**. Voting will cease on this date or whenever a quorum of special districts is reached, whichever occurs later. Please do not forget to have the presiding officer (Board President or Chair) of the board meeting in which you made your selection sign the returned ballot.

Signature on Returned Ballot

If the presiding officer is unable to vote, the legislative body of the district may designate another board member to cast the ballot in place of the presiding officer. Board members designated by their district board to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members **may not** substitute their signature for the presiding officer's signature.

Additionally, if the presiding officer has changed since the last Special District Representative Election, please provide supporting documentation to LAFCO about the change so that LAFCO staff can update its records.

If any of these requirements are not met, the ballot will be considered invalid.

Thank you for your time and please feel free to contact me or any member of my staff at (530) 295-2707, if you have any questions.



INSTANT RUNOFF ELECTION PROCESS

Introduction

The following procedure implements the instant runoff voting method for determining the winner in a fictional “Central Division Director” election. A process, similar to the one explained below, will be utilized in determining the LAFCO Special District representative.

Ballot Specifications and Directions to Voters

A voting ballot shall allow a voter to rank candidates for the Central Division Director in order of choice. All candidates are listed on the ballot with one additional slot for a write-in candidate. The voter may include no more than one write-in candidate among his/her ranked choices. Directions provided to voters shall conform substantially to the following specifications:

Vote for candidates by indicating your first-choice candidate, your second-choice candidate and so on. Indicate your first choice by marking the number “1” beside a candidate’s name, your second choice by marking the number “2” by that candidate’s name, your third choice by marking the number “3,” and so on, for as many choices as you wish. You are free to rank only one candidate, but ranking additional candidates cannot help defeat your first-choice candidate. Please do not mark the same number beside more than one candidate and do not skip numbers.

Ballot Counting

The ballots cast shall be tabulated and the result declared by the Central Division Election Coordinator after review by the Central Division Election Review Committee using the following procedure:

- The first choice marked on each ballot shall be counted. If any candidate receives a majority of the first choices, that candidate shall be declared elected.
- If no candidate receives a majority of first choices, the candidate who received the fewest first choices shall be eliminated and each vote cast for that candidate shall be transferred to the next-ranked candidate on that voter's ballot. If, after this transfer of votes, any candidate has a majority of the votes from the continuing ballots, that candidate shall be declared elected.
- If no candidate receives a majority of votes from the continuing ballots after a candidate has been eliminated and his/her votes have been transferred to the next-ranked candidate, the continuing candidate with the fewest votes from the

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continuing ballots shall be eliminated. All votes cast for that candidate shall be transferred to the next-ranked continuing candidate on each voter's ballot. This process of eliminating candidates and transferring their votes to the next-ranked continuing candidates shall be repeated until a candidate receives a majority of the votes from the continuing ballots. This candidate shall be declared elected.

Example:

There are three candidates: Smith, Jones and Marks. 60 ballots are submitted with the following results:

- Smith is ranked 1 by 25 voters
- Jones is ranked 1 by 20 voters
- Marks is ranked 1 by 15 voters.

In the first round no one receives a majority (31 votes). Thus, Marks is eliminated and those ballots that had Marks ranked 1 are reviewed for their second choice.

- Smith is ranked 2 on 10 of the of the 15 ballots
- Jones is ranked 2 on 3 of the 15 ballots.

Thus, Smith wins with 35 votes and Jones is second with 23 votes. (Note: In this example, only 13 votes were counted in round two because two of the Marks ballots only voted for first choices.)