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# City of Los Angeles

CALIFORNIA



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September 17, 2018

Honorable Members of the  
Los Angeles City Council  
c/o Office of the City Clerk  
Room 395, City Hall

**SUBJECT: SPECIAL ELECTION FOR LOS ANGELES UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION - DISTRICT 5**

Honorable Members:

The resignation of Ref Rodriguez has created a vacancy in the Office of Member of the Board of Education - District 5 of the Los Angeles Unified School District (LAUSD). The LAUSD Board of Education met on August 21, 2018, and adopted a resolution, in accordance with City Charter Section 410(b), requesting that the City Council call a Special Election to be held on Tuesday, March 5, 2019, and a Special Runoff Election to be held, if necessary, on May 14, 2019, to fill the vacancy in the office of Member of the Board of Education - District 5.

**RECOMMENDATIONS:**

Pursuant to the action taken by the Board of Education and the resulting request submitted to the Council, it is recommended that the City Council take the following actions:

1. ADOPT the Special Election Ordinance prepared and submitted by the City Attorney that calls and orders a Special Election to be held on March 5, 2019, and a Special Runoff Election to be held, if necessary, on May 14, 2019, to fill the vacancy in the office of Member of the Board of Education - District 5.
2. ADOPT the attached Resolution requesting that the Los Angeles County Board of Supervisors direct the Los Angeles County Registrar-Recorder/County Clerk (LARR/CC) to take all necessary actions to conduct the Special LAUSD Election on behalf of the City of Los Angeles.
3. DIRECT the City Administrative Officer (CAO) to identify funds required to front the costs associated with the conduct of the Special LAUSD Election(s), if required, and include instructions for the transfer of appropriate funds to the City Clerk in the next Financial Status Report to be submitted to Council, subject to the full reimbursement by LAUSD.

4. APPROVE the Agreement with the LAUSD Board of Education for the calling and conducting of a Special LAUSD Election, for purposes of filling the vacancy on the Board of Education - District 5, consistent with the terms of the existing contract that requires LAUSD to reimburse the City for all costs incurred in conducting the Special Election(s), and authorize the City Clerk to take all necessary steps to effectuate the Agreement and reimbursement.

## **BACKGROUND**

At its August 21 meeting, the LAUSD Board of Education discussed cost and timing of calling a Special Election to fill the District 5 vacancy. The City Clerk attended the meeting and explained the cost and timing options available. In establishing the Special Election and Special Runoff Election dates, the LAUSD Board of Education cited the need to provide the District 5 of the LAUSD with elected representation as soon as possible and also, if possible, to consolidate the Special Election with another jurisdiction's election to facilitate cost sharing. The suggested election dates require the City Clerk to initiate election preparation activities as soon as possible to ensure that candidates and voters are provided the necessary information to fully participate in the election process.

While either the City of Los Angeles or the County of Los Angeles can administer this election and, despite the City projected costs being lower than County projections, the City Clerk is recommending the LARR/CC administer this Special Election. The LARR/CC has recently received State Certification of its new Vote by Mail tally system that will be utilized in November 2018. Additionally, the County is conducting elections for other municipalities on this date in surrounding areas, and finally, recent changes in the administration of the statewide voter registration database and its relationship to local voter data management make it necessary for the LARR/CC to conduct the special election.

The LARR/CC has informed the City Clerk and LAUSD Board of Education of the estimated \$4.2 million cost to conduct the two Special Elections. Additionally, the City Clerk estimates it will cost approximately \$150,000 to conduct candidate filing and candidate petition verification services. As of the writing of this report, it appears the election costs will not be shared with any other jurisdictions and the Special Election(s) will stand alone.

The City Clerk will administer candidate filing at a projected cost of \$150,000. These costs may be able to be absorbed within the \$4.5 million allocated to the City Clerk for the November 2018 ballot measures. The City Clerk will request any funding needs through the CAO's Financial Status Report. As required by Charter Section 410(b), LAUSD will reimburse all costs associated with conducting the Special Election(s).

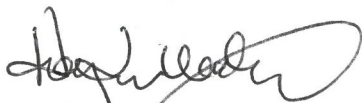
Accordingly, the City Clerk recommends that the City Council adopt the Special Election Ordinance prepared and submitted by the City Attorney. In addition to setting the election dates, the Special Election Ordinance establishes that the candidate filing period start on November 5, 2018, with nominating petitions due no later than December 5, 2018. This filing and nomination period will allow the City Clerk to transmit candidate names to the LARR/CC so they can prepare and mail the Official Sample Ballots to LAUSD Board of Education - District 5 voters in time for a March 5, 2019, Election. It should also be noted that, per the City Charter, candidates must be residents of LAUSD District 5 at least 30 days prior to the first day to file for office (in this case, candidates would have to be residents no later than October 6, 2018).

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**Fiscal Impact Statement**

Calling, ordering and conducting candidate filing for the Special Election(s) to fill the vacancy in the office of Member of the Board of Education - District 5, will have no impact on the General Fund as all costs will be reimbursed by the LAUSD.

Respectfully submitted,



Holly L. Wolcott  
City Clerk

**Attachments**

HLW/SH:amm  
EXE-033-18

## RESOLUTION

**WHEREAS**, the Board of Education of the Los Angeles Unified School District has requested, and the Council of the City of Los Angeles has called, a Special Election to be held on Tuesday, March 5, 2019, and a Special Runoff Election to be held, if necessary, on Tuesday, May 14, 2019, for the purpose of filling the vacancy in District 5 of the Board of Education of the Los Angeles Unified School District for the portion of the unexpired term remaining through December 13, 2020; and

**WHEREAS**, the Board of Education and the City Council intend and desire that the Special Election and Special Runoff Election be consolidated or otherwise conducted by the Registrar-Recorder/County Clerk of the County of Los Angeles.

### **NOW, THEREFORE, BE IT RESOLVED:**

Section 1. That the Council of the City of Los Angeles respectfully requests the Board of Supervisors of the County of Los Angeles to consolidate and/or conduct the Special Election to be held on Tuesday, March 5, 2019, and Special Runoff Election to be held on Tuesday, May 14, 2019, for the purpose of filling the vacancy in District 5 of the Board of Education of the Los Angeles Unified School District, with any appropriate elections already scheduled to be held in the County on those same dates.

Section 2. That the Board of Supervisors be requested to fix the costs to be paid by the City of Los Angeles and Los Angeles Unified School District for conducting the Special Election and Special Runoff Election, and that the City of Los Angeles and Los Angeles Unified School District will reimburse the County of Los Angeles for the costs incurred in conducting the elections.

Section 3. That the Board of Supervisors is hereby authorized to canvass the returns of the Special Election and Special Runoff Election.

Section 4. That the Special Election and Special Runoff Election shall be held and conducted as provided by law for the conduct of elections administered by the Registrar-Recorder/County Clerk except as provided in the Ordinance calling the Special Election and Special Runoff Elections and as otherwise provided by applicable law.

Section 5. That the City Clerk file a duly certified copy of this Resolution forthwith with the Board of Supervisors of the County of Los Angeles and provide a copy of the resolution to the County Registrar-Recorder.

I hereby certify that the foregoing Resolution was adopted by the Council of the City of Los Angeles at its meeting held on \_\_\_\_\_.

HOLLY L. WOLCOTT, City Clerk

By \_\_\_\_\_

Deputy

C.F. No. \_\_\_\_\_