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DEFERRED COMPENSATION PLAN BOARD REPORT 08-20



Date: May 8, 2008

To: Board of Deferred Compensation Administration

From: Staff

Subject: Board Elections

Recommendation:

That the Board of Deferred Compensation Administration receive and file the following information regarding upcoming elections for the Board of Deferred Compensation Administration.

Discussion:

Following is an update regarding upcoming elections for the LACERS and Pensions seats on the Board of Deferred Compensation Administration. Petitions for these seats were made available at the Employee Benefits Division from April 18 to May 2. Four individuals requested nominating petitions. In order to qualify, candidates were required to obtain a minimum of 100 and not more than 200 signatures from their respective constituencies.

Staff is currently working on the creation of the Notice of Election, which will be submitted to the City Clerk and posted on May 23, 2008. The Notice will include the names of the individuals who have qualified to run, the election date, a sample ballot, and rules concerning participants' eligibility to vote. The City Clerk will mail the official ballots on May 30, 2008. Ballots must be returned by June 13, 2008. The Board will receive the official election results from the City Clerk by June 27, 2008.

The following is an updated schedule of events, completed and pending, concerning the election:

Date	Event	Description	Status
March 7, 2008	Initial Mailing	Plan participants will receive a special mailing which will include several topics, one of them being announcement that elections will be held for LACERS/Pensions representatives	Completed
March 14, 2008	Department Notification	As required by the Board's adopted policy, official notification of the upcoming elections will be given to the City Clerk and the General Manager of the Personnel Department	Completed
March 18, 2008	Mailing List	The City Controller will be contacted to generated a mailing list of eligible voters	Completed
April 1, 2008	Election Letter	Eligible voters will receive a detailed letter informing them of the elections including the requirements for both voting and candidacy	Completed
April 18,2008	Petitions Made Available	Prospective candidates will be able to obtain their petitions from Plan staff between 8 AM and 5 PM	Completed
April 18, 2008	Official Mailing List	The City Controller will be contacted to generate an updated mailing list of all eligible voters	Completed
May 2, 2008	Petitions Due	All outstanding petitions will be due by 5 PM to Deferred Compensation Plan staff	Completed
May 23, 2008	Notice of Election	A Notice will be posted with the election date, sample ballot, rules concerning eligibility to vote, and additional voter information	
May 30, 2008	Mail Ballots	Official Ballots will be mailed to all eligible participants	
June 10, 2008	List of Observers	Candidates will give the City Clerk the names of their designated observers who will make sure ballots are properly counted	
June 13, 2008	Election Day	All ballots will be due to the office of the City Clerk by 5 PM	
	Ineligible List	An ineligible list (including, but not limited to, recently retired participants) will be delivered to the City Clerk	
June 27, 2008	Election Results	No later than this date the City Clerk shall furnish the official results of the Election to the Board.	

Submitted by: _____
Ashley Stracke

Reviewed by: _____
Steven Montagna

Approved by: _____
Maryanne Keehn