



**San Bernardino County Employees' Retirement Association
Election Calendar | December 3, 2024**

General and Safety Election

One General Member of the Board of Retirement
One Safety Member of the Board of Retirement
One Alternate Safety Member of the Board of Retirement

Number of General Members to be Elected and Term of Office

One General member of the Board of Retirement is to be elected by the General Members of the Association. The term of office shall be a full term of three years and shall commence January 1, 2025. (Government Code §31520.1)

Number of Safety Members to be Elected and Term of Office

One Safety Member and one Alternate Safety Member is to be elected from the Safety Members of the Retirement Association. The Safety Member will be that member who receives the highest number of votes of all candidates in that group, and the Alternate Safety Member will be that member who receives the second highest number of votes of all candidates in that group. The term of offices shall be a full term of three years and shall commence January 1, 2025. (Government Code §31520.1 and Government Code §31520.5)

Board of Retirement Call Election

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

Conduct of Election

The 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 and published. (Sec. 10500, 4000, et.seq.-'94 Elec. Code)

Date	Responsible Party	Event
July 1, 2024	SBCERA	<p>Notice of Election A Notice of Election and Election Calendar shall be posted at SBCERA, SBCERA plan sponsors, the San Bernardino County Government Center, and published on the SBCERA website.</p>
August 12, 2024 Thru September 6, 2024	SBCERA	<p>Declaration of Candidacy and Candidate Statements Eligible SBCERA Members may obtain Candidacy materials and procedural information online at www.sbcera.org/elections (Sec. 10510, Elec. Code)</p>
September 6, 2024 5:00 p.m.		<p>Last day and hour for eligible candidates to file the required candidacy form and pay filing fees (\$350).</p> <p>The required Candidacy form can be accessed at www.sbcera.org/elections and must be submitted electronically by 5:00 p.m. In person filing will not be accepted at SBCERA offices.</p> <p>Please make check for filing fees payable to SBCERA and mail to 348 W. Hospitality Lane, Suite 100, San Bernardino, CA 92408, Attention: SBCERA Elections. Check must be received before 5:00 p.m. (Sec. 10510, Elec. Code)</p>
September 11, 2024 5:00 p.m.	SBCERA	<p>Nomination Extension If an incumbent elected officer for the Board of Retirement does not file the required Candidacy form and pay the filing fee by 5:00 p.m. on the deadline listed above, any other eligible SBCERA member shall have 3 business days to file candidacy materials and pay filing fees for such elective office. (Sec. 91523 Gov't Code, 10516 Elec. Code)</p>
September 11, 2024	SBCERA	<p>Insufficient Nominees 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. SBCERA's 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). (Sec. 10515 Elec. Code)</p>
September 13, 2024	SBCERA	<p>Candidate List SBCERA's CEO and Chief Counsel shall certify candidate</p>

		eligibility and an official candidate list will be published online at www.sbcera.org/elections .
October 4, 2024	SBCERA	Initial Ballot Mailing List Provide initial mailing list of Safety and General SBCERA members to the Contracted Election Provider (if there are sufficient candidates for election).
November 4, 2024	SBCERA	Updated Ballot Mailing List Provide the Contracted Election Provider 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).
November 5, 2024	Contracted Election Provider	Mail & Email Official Ballots The Contracted Election Provider shall commence mailing & emailing official ballots to each eligible SBCERA member via USPS and email. (Sec. 4101 Elec. Code)
November 5, 2024 Thru December 3, 2024 5:00 p.m.	SBCERA Members	Return of Official Ballots Eligible SBCERA members may return voted ballots by mail to P.O. Box 921, San Bernardino, CA 92402 using the pre-stamped return envelopes provided. Eligible ballots must be received by 5:00 p.m. to be counted. Eligible SBCERA members have the option of voting electronically by following the steps listed on election materials. Electronic ballots must be submitted by 5:00 p.m. in order that they may be eligible to be counted. Replacement ballots can be requested from the Contracted Election Provider by calling (209) 259-6740.
December 3, 2024 5:00 p.m.	SBCERA Members	Return of Official Ballots Mail-in ballots must be received at P.O. Box 921, San Bernardino, CA 92402 by 5:00 p.m. in order that they may be eligible to be counted. Electronic ballots must be submitted by 5:00 p.m. in order that they may be eligible to be counted.
December 3, 2024 5:00 p.m.	SBCERA Members	Election Day Mail-in ballots must be received at P.O. Box 921, San Bernardino, CA 92402 by 5:00 p.m. in order that they may be eligible to be counted. Electronic ballots must be submitted by 5:00 p.m. in order that they may be eligible to be counted.
December 4, 2024	Contracted Election	Official Canvass Upon conclusion of the canvass, the Contracted Election

	Provider	Provider shall certify the results and provide the results to SBCERA's CEO. SBCERA shall publish the certified results online at www.sbcera.org/elections .
December 17, 2024	SBCERA	Declaration of Results/Election SBCERA CEO shall present a resolution to the Board of Retirement to declare the results of the Election.

If the above-mentioned dates fall on a holiday, the deadline will be observed on the next business day. Calendar dates change annually, and the dates listed herein are "approximate".

Dated: June 6, 2024

SBCERA
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