



February 23, 2023

via electronic mail

**2023 BALLOT INSTRUCTIONS FOR SPECIAL DISTRICT SELECTION COMMITTEE,
ONE (1) EASTERN REGION MEMBER AND ONE (1) WESTERN REGION MEMBER
OF THE RIVERSIDE LOCAL AGENCY FORMATION COMMISSION**

To Special District Selection Committee Members:

Please read these instructions carefully before completing your ballot. As previously announced, a physical meeting of the Special District Selection Committee (SDSC) is not feasible at this time, therefore, the selection proceedings are being conducted by electronic mail or regular USPS mail. A nomination period for the positions in the title above was opened on Monday, January 23, 2023, and closed at 5:00 p.m. on Tuesday, February 21, 2023.

Enclosed you will find an official election ballot sectioned by region, as follows:

One (1) LAFCO Regular Special District Member – Eastern Riverside County: A total of three (3) eligible nominations were received for this position. Candidates are restricted to the eastern region area of the County.

One (1) LAFCO Regular Special District Member – Western Riverside County: A total of six (6) eligible nominations were received for this position. Candidates are restricted to the western region area of the County.

All members of the SDSC may cast a ballot for one (1) regular member from each region.

Pursuant to procedures adopted by the Selection Committee in 2016, the election for a LAFCO regular member position will be conducted using Instant Runoff Voting (IRV). IRV eliminates the requirement for the expensive and lengthy process of sending out a second runoff ballot to achieve a majority. An example demonstrating how IRV works is attached.

Please fill out your ballot by ranking each region's nominees in the order of preference, using "1" for your first choice, "2" for your second choice and so on. Please note ranking more than one candidate will not work against your first choice candidate, however, voting for only one candidate is allowed. Do not mark the same number beside more than one candidate and do not skip numbers.

General Instructions and Information:

- Completed ballots must be delivered via electronic mail to rholtzclaw@lafco.org, or by regular mail delivered to the LAFCO office at 6216 Brockton Avenue, Suite 111-B, Riverside CA 92506 **no later than 5:00 p.m. on Monday, March 27, 2023.**
- Only the presiding officer or another board member authorized by your board of directors to vote, may cast the ballot. Board members designated by their district board to vote in place of the presiding officer must 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 vote.
- The voting member must print his or her name on the ballot as well as sign and date the certification indicating he or she is authorized to vote for the district.
- We must receive a ballot with an original signature. However, if you deliver your ballot via electronic mail, you may return a scanned copy of the signed ballot by email to +
- Failure to follow these instructions will invalidate the ballot.

Finally, these positions ensure special districts are appropriately represented on our local boards. Appointments are only valid if ballots representing a quorum, from 28 of our 55 independent special districts, are returned. Please return your ballots in a timely manner.

If you have any questions, please contact our office at (951) 369-0631.

Sincerely,



GARY THOMPSON
Executive Officer

Attachments:

2023 Special District Selection Committee – Official Election Ballot
Instant Runoff Voting Election Process (IRV)

SPECIAL DISTRICT SELECTION COMMITTEE 2023 OFFICIAL ELECTION BALLOT

Name of District: _____
Print District Name Here (required)

Certification of voting member:

I, _____ hereby certify that I am (check one):
Print Name Here (required)

- ☐ the presiding officer of the above-named district.
- ☐ a member of the board of the above-named district authorized by the board to vote in place of the presiding officer. [Authorization ☐ previously transmitted ☐ attached]

Presiding Officer Signature (required) _____
Date (required)

RIVERSIDE LOCAL AGENCY FORMATION COMMISSION Regular Special District Members

Vote for one (1) from each region

Please rank the candidates in preferential order, "1" being the first preference, "2" being the second, etc.

Eastern Region

(Term runs through May 6, 2024)

	<i>Circle rank for each candidate</i>
BRUCE C. UNDERWOOD , Coachella Valley Public Cemetery District	1 2 3
KIMBERLY BARRAZA , Desert Healthcare District	1 2 3
CÁSTULO R. ESTRADA , Coachella Valley Water District	1 2 3

Listed in random drawing order conducted on 2-22-2023

Western Region

(Term runs through May 4, 2026)

	<i>Circle rank for each candidate</i>
LARRY SMITH , San Geronio Pass Water Agency	1 2 3 4 5 6
CAROL L. GONZALES-BRADY , Rancho California Water District	1 2 3 4 5 6
STEPHEN J. CORONA , Eastern Municipal Water District	1 2 3 4 5 6
STEVE A. PASTOR , Lake Hemet Municipal Water District	1 2 3 4 5 6
ANGELA D. LITTLE , Valley-Wide Recreation & Park District	1 2 3 4 5 6
JOHN SKERBELIS , Rubidoux Community Services District	1 2 3 4 5 6

Listed in random drawing order conducted on 2-22-2023

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INSTANT RUNOFF VOTING (IRV) ELECTION PROCESS

Introduction

In 2016, the Special District Selection Committee voted to utilize instant runoff voting (IRV) for all future elections to appoint members to the Riverside Local Agency Formation Commission (LAFCO). IRV is a method of conducting elections with three or more candidates whereby a majority determines the winner without the need to have a second ballot/runoff proceeding. A separate runoff election could cause a delay of more than 90 days, as well as causing LAFCO additional expense. The explanation below and example that follows illustrates how the instant runoff voting method will be used for determining the winner in a fictional election for the Porcupine Lodge Board of Directors. A process similar to the one explained below will be utilized to determine the LAFCO Special District Member.

Ballot Specifications and Directions to Voters

The ballot will allow a voter to rank candidates in order of preference. All nominated candidates are listed on the ballot. Voters will vote for candidates by indicating their first-choice candidate, their second-choice candidate and so on. The voter will indicate his/her first choice by marking or circling the number "1" beside a candidate's name, the second choice by marking or circling the number "2" by that candidate's name, the third choice by marking the number "3," and so on, for as many choices as the voter wishes. Voters are free to rank only one candidate, however, doing so does not offer any additional advantage to that candidate, as ranking additional candidates cannot help defeat a voter's first-choice candidate. Voters must not mark the same number beside more than one candidate or skip rank numbers.

Ballot Counting

The ballots cast will be tabulated and the result declared by the official responsible for conducting the election. Votes will be counted for each candidate 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.
- A majority is a number of votes greater than half of the total number of ballots received.
- 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 number of votes constituting a majority, that candidate shall be declared elected.

INSTANT RUNOFF VOTING (IRV) ELECTION PROCESS (continued)

- 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 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:

Three candidates are running for the Porcupine Lodge Board of Directors: Paul Alto, Mort Bragg and Samantha Cruz.

60 ballots are cast, therefore a candidate needs a majority of 31 votes to win the election:

- Alto is ranked #1 by 15 voters
- Bragg is ranked #1 by 25 voters
- Cruz is ranked #1 by 20 voters

In the first round no one receives the required majority of 31 votes.

Alto, as the candidate receiving the fewest first choice (#1) votes, is eliminated. Those 15 ballots that had Alto ranked as their first choice are reviewed for their second (#2) choice. On those 15 ballots:

- Bragg is ranked #2 on 9 of those 15 ballots
- Cruz is ranked #2 on 4 of the 15 ballots.
- Two of the ballots did not pick a second choice candidate.

These second choice votes are added to the results of the first choice count as follows:

- Bragg has 25 plus 9 for a total of 34 votes
- Cruz has 20 plus 4 for a total of 24 votes

Thus, Bragg wins with 34 votes (the required majority was 31) and Cruz is second with 24 votes.

https://www.rankedchoicevoting.org/single_seat