

LOS ANGELES CITY EMPLOYEES' RETIREMENT SYSTEM (LACERS)

**2025 SPECIAL ELECTION CALENDAR**  
**Office of Employee-Member of the Board of Administration**

**Unexpired Term Ending June 30, 2028**

July 9 (Wed.)	LACERS shall formally notify the Office of the City Clerk – Election Division (Election Division) and the General Manager of the Personnel Department of the special election, and forward notices of the upcoming election and nominating procedure to all Departments.
August 4 (Mon.)	<p>Nominating Petitions will be available in-person only at the LACERS Office, at 977 N. Broadway, Los Angeles, CA 90012, during regular office hours of 7:00 a.m. to 4:00 p.m., Monday to Friday.</p> <p>A candidate must be nominated by petition with a minimum of 100 but no more than 200 valid signatures from active LACERS members in order to qualify for the election ballot.</p>
August 18 (Mon.)	<p>The deadline to file Nominating Petitions will be at 5:00 p.m. at the LACERS Office, at 977 N. Broadway, Los Angeles, CA 90012. Candidates who will be dropping off a packet between 4:00 p.m. and 5:00 p.m. must email <a href="mailto:Lacers.Board@lacers.org">Lacers.Board@lacers.org</a>, by 9:00 a.m., at least one day prior, in order to coordinate staffing for after hours.</p> <p>Interested candidates have the option to submit a typewritten statement of qualifications (not to exceed 250 words) to be enclosed with the official ballot and voting instructions, and an occupational ballot designation to appear on the ballot under the candidate's name. Any candidate who does not submit a statement of qualifications or an occupational ballot designation by the Nominating Petition filing deadline shall be considered to have declined to file, and the sections for the statement of qualifications or occupational ballot designation shall be left blank.</p>
August 19 (Tue.)	A public drawing of letters to determine the random alphabetical order of appearance of the candidates' last names on the ballot will be conducted at 9:00 a.m., at the Election Division, 555 Ramirez St, Los Angeles, CA 90012. The public may request access to observe the randomized drawing via livestream by emailing <a href="mailto:Clerk.ElectionAdmin@lacity.org">Clerk.ElectionAdmin@lacity.org</a> .
Sept. 2 (Tue.)	A Notice of Election with a sample ballot shall be posted in the Election Division, specifying the election date, names of each qualifying candidate, voting eligibility rules, and voting instructions. The Notice of Election will be forwarded to all Departments.
Sept. 10 (Wed.)	<p>An official ballot, voting instructions, and statement of qualifications will be mailed to the home address of each eligible voter. An identification envelope and return envelope will also be included in the ballot packet.</p> <p>Ballots may be deposited in any United States postal mailbox or at the Election Division and received no later than 5:00 p.m. on September 26, 2025, the day of the election. The voter shall enclose the voted ballot in the identification envelope provided, with the voter's name, mailing address, last four digits of their Social Security Number, signature, and date of signature. The identification envelope containing the voted ballot and voter information shall be returned in the return envelope provided.</p>

Sept. 19 (Fri.) through Sept. 26 (Fri.)	<p>New employees having become active LACERS members on or after August 24, 2025 may present themselves at the Election Division during regular office hours of 8:00 a.m. to 5:00 p.m., Monday to Friday, to obtain an official ballot no earlier than September 19, 2025, and no later than 5:00 p.m., on September 26, 2025.</p> <p>New Employees must present a Personnel Department-issued Certificate verifying their eligibility to vote. The certificate can be obtained at the City Personnel Department, Employment Verification Section, 700 East Temple Street, Los Angeles, CA 90012.</p> <p>Any eligible voter who has inadvertently damaged, spoiled, lost, or did not receive an official ballot may obtain a replacement ballot upon filing a signed Affidavit of Loss/No-Receipt at the Election Division no later than September 26, 2025. The replacement ballot can be requested in person at the Election Division or by contacting (213) 978-0444 or emailing Clerk.ElectionAdmin@lacity.org.</p>
Sept. 23 (Tue.)	Each candidate, along with up to two (2) observers may observe that ballots are properly cast, and votes are properly counted at the Election Division. The names of all designated observers and candidates who wish to attend shall be presented to the Election Division no later than 5:00 p.m. Candidates/designees will have the option to observe in-person or virtually via Zoom.
Sept. 26 (Fri.) <b>ELECTION DAY</b>	The last day for any eligible voter who has not cast a ballot may do so in person at the Election Division during the regular office hours.
Oct. 1 (Wed.)	The ballots will be counted and tallied at the Election Division starting at 9:00 a.m. The candidate who receives a plurality of all votes cast shall be elected to the position of Employee Member of the Board for the unexpired term ending June 30, 2028.
Oct. 6 (Mon.)	Any challenges to the proceedings, acts or omissions that may be material to the election shall be filed by written notice to the Election Division no later than 5:00 p.m. The Election Division will review the protests and submit a report of findings and recommendations to the LACERS Board of Administration within 14 calendar days after the date of election.
Oct. 10 (Fri.)	Last day for the Election Division to furnish the official results of the election of the LACERS Board of Administration.