



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 7/9/2024

To: Board of Supervisors

Department or Agency Name(s): Clerk-Recorder-Assessor-Registrar of Voters

Staff Name and Phone Number: Kim Barrett (707) 565-3471

Vote Requirement: Majority

Supervisory District(s): County Wide

Title:

Delegate Authority to Registrar of Voters to enter into contracts with Secretary of State

Recommended Action:

Delegate authority for the Clerk-Recorder-Assessor-Registrar of Voters or their designee to enter into any future contracts with the Secretary of State for Elections.

Executive Summary:

The Clerk-Recorder-Assessor-Registrar of Voters is requesting delegated authority to enter into contracts with the State of California and/or the California Secretary of State to receive funding for elections. This is necessary due to mandated, compressed timelines around elections.

Discussion:

The Registrar of Voters seeks clarification of previously delegated authority to enter into contracts for State and Federal grant funding for election related activities. On April 5, 2022, the Board delegated authority to the Registrar of Voters to enter into contracts with the Secretary of State and agreements for polling place / vote centers and drop box locations. To clarify that the delegated authority is not limited to agreements related to polling place, vote center and drop box locations, the Registrar of Voters is bringing a new Resolution to the Board to delegate authority for all agreements with the Secretary of State.

Federal funds are distributed through the State of California via State contracts for Help America Vote Act (HAVA) funding, to date the Department has received over \$8.5 million dollars. Requiring Board approval creates approximately a month and a half delay in securing funding. In certain situations, the lag in approval can cause the Registrar of Voters office to lose out on or be unable to expend the full amount of the grant due to timing constraints for spending and claiming expenses. The Department is asking for delegated authority for the Registrar of Voters or their designee to enter into all funding and grant agreements with the State of California and/or the California Secretary of State to expedite funding for elections.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

Approved Resolution 22-0116 dated April 5, 2022 authorizing delegated authority to the Registrar of Voters to enter into any future contracts with the Secretary of State and agreements to secure locations for Vote Center, Ballot Drop Boxes, and other locations necessary for election purposes.

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

There are no fiscal impacts related to this delegated authority.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Resolution

Related Items "On File" with the Clerk of the Board:

N/A