



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 8/4/2020

To: Sonoma County Board of Supervisors
Department or Agency Name(s): County Clerk-Recorder-Assessor
Staff Name and Phone Number: Deva Marie Proto, 707-565-3246
Vote Requirement: Majority
Supervisory District(s): Countywide

Title:

Coronavirus Funding Agreement for the November 2020 General Election

Recommended Action:

Adopt a Resolution authorizing the County Clerk-Recorder-Assessor to enter into a contract proposed by the California Secretary of State for Coronavirus funding for the November 2020 General Election, in order to seek maximum reimbursement allowable by the agreement.

Executive Summary:

The Coronavirus Aid, Relief, and Economic Security (CARES) Act allocated \$400 million dollars for the 2020 federal election cycle for election-related costs to prevent, prepare for, and respond to the coronavirus. The funds must be expended by December 31, 2020. To receive these funds, the Secretary of State requires counties to enter into an agreement that specifies terms, permissible uses, payments and auditing. Prior to entering an agreement for reimbursement, counties must provide a copy of the resolution which grants the authority to enter into the proposed contract, authorizing executive of the agreement.

Discussion:

Governor Gavin Newsom issued Executive orders N-64-20 and N-67-20 to ensure that the November 3, 2020, General Election is secure and safe for voters and election workers amid the coronavirus pandemic. These Executive Orders require county election officials to send vote-by-mail ballots to Californians registered to vote in the General Election, while ensuring that those who may need to access in-person voting opportunities are able to do so safely during three days of early voting starting the Saturday before Election Day. In-person voting requirements include providing at least one polling place per 10,000 registered voters and at least one vote by mail ballot drop-off location per 15,000 registered voters.

The Secretary of State devised a formula to divide the allocated funds among all counties, of which Sonoma County's share is a maximum of \$886,086 for general COVID-19 costs and \$162,245 for outreach and communication costs. To receive funds, Sonoma County must enter into an agreement with the Secretary of State and comply with all terms of the contract. The contract permits counties to seek reimbursement for expenses made after January 26, 2020 and before November 30, 2020.

Election-related coronavirus costs include any costs that our county incurs that is in addition to normal election-related costs as a result of the pandemic. Such costs include, but are not limited to: increased vote by mail costs, additional staff time and resources, planning costs, cleaning supplies, protective masks and equipment for staff

and poll workers, consulting and training costs, outreach and communication to voters, and equipment purchases to meet vote by mail and in-person voting requirements.

The County Clerk-Recorder-Assessor is eager to seek reimbursement for any and all permissible expense that results in securing the maximum allowable reimbursement. However, to be eligible for reimbursement, the County Clerk-Recorder-Assessor must provide proof of her lawful authority, as granted by the local governing body, to enter into an agreement with the California Secretary of State.

Prior Board Actions:

FISCAL SUMMARY

Expenditures	FY 20-21 Adopted	FY21-22 Projected	FY 22-23 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

The Secretary of State has determined that funding for Sonoma County is \$886,086 for general COVID-19 costs and \$162,245 for outreach and communication costs related to the November 2020 election. These funds can be used for costs that are in addition to normal election costs and do not supplant funds already allocated under state or local budget authority, as part of the normal conduct of elections.

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

Narrative Explanation of Staffing Impacts (If Required):

Agenda Date: 8/4/2020

Attachments:

- 1) Resolution
- 2) Copy of Standard Agreement

Related Items “On File” with the Clerk of the Board: