

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

**February 27, 2024**

**FROM**

**STEPHENIE SHEA, Registrar of Voters**

**SUBJECT**

**Budget Adjustments to Purchase Accessible Voting Booths and Other Election Expenses**

**RECOMMENDATION(S)**

1. Approve the purchase of accessible voting booths, in the amount of \$278,230.
2. Approve appropriation and revenue budget adjustments in the amount of \$11,684,871 to the Registrar of Voters' 2023-24 budget for the purchase of election-related expenses for the 2024 Presidential Primary Election.
3. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments to the Registrar of Voters' 2023-24 budget, as detailed in the Financial Impact section (Four votes required).

(Presenter: Stephenie Shea, Registrar of Voters, 387-2100)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this item will result in the use of additional Discretionary General Funding (Net County Cost). Appropriation and Revenue in the amount of \$278,230 was included in the Registrar of Voters (ROV) 2023-24 budget for the purchase of accessible voting booths. However, the ROV requests budget adjustments, including a request for Discretionary General Funding of \$4,929,761 to the ROV 2023-24 budget, as reflected in the table below, to provide sufficient appropriation for costs associated with 2024 Presidential Primary Election expenses. ROV is also requesting the use of the Annual Elections Cycle Reserve in the amount of \$6,755,110.

<b>Funds Center</b>	<b>Commitment Item/ GL Account</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>
6800001000	51001010	Regular Salary	Decrease	\$1,000,000
6800001000	52002135	Special Department Expense	Increase	\$4,311,752
6800001000	52002335	Temporary Help – Outside Services	Increase	\$5,147,041
6800001000	52002445	Other Professional and Specialized Services	Increase	\$624,722
6800001000	52002450	Application Development Enhancement	Increase	\$2,000,000
6800001000	52002895	Rents & Leases - Equipment	Increase	\$601,356
1000	37008190	Annual Elections Cycle Reserve	Decrease	\$6,755,110

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<b>Funds Center</b>	<b>Commitment Item/ GL Account</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>
1280001000	56006000	Contingencies	Decrease	\$4,929,761

**BACKGROUND INFORMATION**

Recommendation No. 1 will allow ROV to purchase 600 additional booths to ensure the booths are consistent in size to the existing booths, aiding in efficiencies in logistics and poll worker training. The booths are being replenished due to normal wear and tear.

Recommendation Nos. 2 and 3 requests budget adjustments of \$11,684,871 to provide sufficient appropriation and sources to fund the expenses for the 2024 Presidential Primary Election. The budget adjustments are necessary as it is County practice to establish a conservative budget for ROV during a given budget cycle in an election year, with the understanding that the budget may be adjusted for the complete costs of that year's election.

The request for additional funding is necessary to cover increased election expenses due to new state mandates. There were several bills chaptered in the last few months that modified how elections are conducted. Most of these new laws have a financial impact. Assembly Bill (AB) 1416 requires a ballot label for statewide measures to include a list of signers of ballot arguments that support and oppose the measure. The impact of this law would mean longer ballots, which could lead to more ballot cards, increasing the costs to print and mail ballots.

Under AB 292, for any nonpartisan ballot provided to a voter who has declined to disclose a political party preference for use in a presidential primary election, the ballot must provide specified information regarding how a voter may request and cast a partisan ballot. The additional language increases the printing and mailing costs of these ballots. The Presidential Primary also adds an additional Voter Information Guide style for no party preference voters, resulting in higher costs.

**PROCUREMENT**

Three vendors were contacted for this procurement, including Inclusion Solutions, Printelect and Elections Source. Printelect and Elections Source responded that they do not manufacture this type of booth. ROV currently owns booths purchased from Inclusion Solutions, and purchasing additional booths would maintain consistency in equipment, logistics, and poll worker training. The Purchasing Department supports this competitive procurement based on the informal solicitation of three quotes.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Jolena Grider, Deputy County Counsel, 387-5455) on January 16, 2024; Purchasing (Veronica Pedace, Buyer III, 387-2198) on February 2, 2024; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Deputy Chief Controller, 382-3193) on January 17, 2024; Finance (Elias Duenas, Administrative Analyst, 387-4378) on February 1, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on February 1, 2024.

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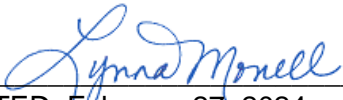
Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman    Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: February 27, 2024



cc:     File - Registrar of Voters  
CCM   02/28/2024