



# San Bernardino County

## Legislation Text

**File #: 7434, Agenda Item #: 52**

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

**January 24, 2023**

**FROM**

**MICHAEL JIMENEZ, Interim Registrar of Voters, Registrar of Voters**

**SUBJECT**

Budget Adjustments to Purchase Data Switches for Data Transfer and Other Election Expenses

**RECOMMENDATION(S)**

1. Approve purchase of switches, in the amount of \$156,000, as unbudgeted fixed assets, for networking devices and to support data transfer.
2. Approve appropriation and revenue budget adjustments in the amount of \$8,675,642 to the Registrar of Voters' 2022-23 budget for the purchase of unbudgeted fixed assets and election-related expenses for the 2022 November General Election, and authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments to the Registrar of Voters' 2022-23 budget, as detailed in the Financial Impact Section (Four votes required).

(Presenter: Michael Jimenez, Interim 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). The Registrar of Voters (ROV) requests budget adjustments, including a request for Discretionary General Funding of \$8,675,642 to the ROV 2022-23 budget, as reflected in the table below, to provide sufficient appropriation for costs associated with the one-time purchase of unbudgeted fixed assets and 2022 November General Election expenses.

<b>Funds Center</b>	<b>Commitment Item/ GL Account</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>
6800001000	51001010	Regular Salary	Increase	\$386,842
6800001000	52002135	Special Dept. Expense	Increase	\$3,703,624
6800001000	52002310	Presort & Packaging	Increase	\$1,000,000
6800001000	52002335	Temporary Help - Outside Svcs	Increase	\$3,261,176
6800001000	52412410	Data Processing	Increase	\$15,000
6800001000	52942940	Private Mileage Non-Taxable	Increase	\$3,000

6800001000	54404040	Equipment	Increase	\$156,000
6800001000	55405010	Salary & Benefits Transfers Out	Increase	\$126,000
6800001000	51001010	Regular Salary	Decrease	\$126,000
6800001000	55405012	Services & Supply Transfers Out	Increase	\$150,000
1280001000	56006000	Contingencies	Decrease	\$8,675,642

On June 14, 2022 (Item No. 103), the Board of Supervisors approved ROV's 2022-23 budget in the amount of \$19,900,000 to include \$5,600,000 for staffing, and \$14,300,000 for ongoing operational costs, including election expenses and system, equipment, and software license and support requirements. Of this amount, \$17,000,000 was funded by Discretionary General Funding and \$2,900,000 was funded by fees collected by ROV for election-related costs. ROV's total current expenses are \$28,600,000.

**BACKGROUND INFORMATION**

Network switches allow for data transfer and networking within the County. The switches currently used by ROV are scheduled to cycle out of warranty during 2023, requiring the purchase of new switches. Additionally, the Innovation and Technology Department (ITD) will begin taking over managing ROV's switches, and ROV's current switches do not meet ITD requirements. Currently, lead time for this equipment is nine months, necessitating the initiation of the purchase process now. The \$156,000 is to purchase 3 switches at the cost of \$52,000 each.

The requested budget adjustments of \$8,675,642 will provide sufficient appropriation and sources to fund the costs for the \$156,000 for the switches, and \$8,519,642 for the 2022 November General Election. Due to the uncertainty involved in projecting election costs, it has been 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 not be sufficient for the complete costs of that year's election.

The 2022 November General Election had increases in expenses, including but not limited to having a 3<sup>rd</sup> card ballot; change in the size of the Voter Information Guide from a digest size to a quarter book size; larger number of contests and districts due to redistricting; staffing utilization of county extra help; reimbursing other County Departments for drivers during the election; and outsourcing delivery services during the election. Once the election is completed, ROV then reports the final budget and requests additional Discretionary General Fund budget to support the difference.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on December 28, 2022; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Deputy Chief Controller, 382-3193) on January 3, 2023; Finance (Elias Duenas, Administrative Analyst, 387-4378) on January 6, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on January 6, 2023.