



**County of Ventura
COUNTY CLERK-RECORDER
& REGISTRAR OF VOTERS**

Michelle Ascencion
County Clerk-Recorder
& Registrar of Voters

June 18, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, California 93009

Subject: Authorize the County Clerk-Recorder and Registrar of Voters (CCRRV) to Accept \$168,000.00 in “Help America Vote Act” (“HAVA”) State Grant Funds from the State of California (“State”) to Offset Costs Related to Election Technology and Election Security Improvements, Accept \$1,363,794.96 in HAVA State Grant Funds from the State to Offset Costs Related to Voting System Replacement Activities, and Accept \$679,443.65 in HAVA State Grant Funds from the State to Offset Costs Related to HAVA Section 301 Voting Systems Program and Certification of HAVA Title III Compliance; Authorize the CCRRV to Take All Necessary Actions, Including Entering Agreements With the State, to Accept the Funds; and Authorize the Auditor-Controller to Make the Necessary Accounting Adjustments. (Recommendation No. 6 Requires 4/5ths Vote)

Recommendations:

It is recommended that your Board:

1. Authorize the County Clerk-Recorder and Registrar of Voters (CCRRV) to accept \$168,000.00 in “Help America Vote Act” (HAVA) State Grant Funds from the State of California (State) to offset costs related to Election Technology and Election Security Improvements.
2. Authorize the CCRRV to accept \$1,363,794.96 in HAVA State Grant Funds from the State to offset costs related to Voting System Replacement activities pursuant to the approval by the Board of Supervisors on 10/04/2022.
3. Authorize the CCRRV to accept \$679,443.65 in HAVA State Grant Funds from the State to offset costs related to Voting Systems Program and Certification of HAVA Title III Compliance pursuant to approval by the Board of Supervisors on 11/01/2005 and 04/03/2007.

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4. Authorize the CCRRV, or designee, to take all necessary actions to accept funding from the State, including executing the State required Agreement(s).
5. Authorize the CCRRV, or designee, to amend the Agreement(s) as needed to implement the state grants, with approval from County Counsel as to form.
6. Authorize the Auditor-Controller to process the necessary accounting adjustments for FY24-25 to adjust appropriations and revenue as follows: (4/5ths vote required):

Election, DIV 1920, UNIT 1921	
INCREASE Intergovernmental Revenue	\$ 2,211,238
INCREASE Services and Supplies	\$ 533,505
INCREASE Fund Balance Assigned to Program Mitigation	\$ 1,677,733

Fiscal/Mandates Impact:

Mandatory:	No [X] Yes []
Source of Funding:	Help America Vote Act State Funding
Funding Match Required:	No
Impact on Other Departments:	None

Summary of Revenues and Costs	FY 2023-24	FY 2024-25
Revenue	\$ 0	\$ 2,211,238
Costs:		
Direct	\$ 0	\$ 533,505
Indirect-Agency/Dept.	\$ 0	\$ 0
Indirect-County CAP	\$ 0	\$ 0
Total Costs	\$ 0	\$ 533,505
Net Gain/(Loss)	\$ 0	\$ 1,677,733

Current Fiscal Year Budget Projection:

FY 2023-24 BU1921	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/Deficit
Appropriations	\$8,235,113	\$8,311,936	\$8,307,597	\$4,339
Revenue	\$230,000	\$230,000	\$230,000	\$0
Net Cost	\$8,005,113	\$8,081,936	\$8,077,597	\$4,339

The \$533,505 is for future costs and the \$1,677,733 is to recover the prior year costs.

Strategic Plan:

These items contribute to your Board's 2024–2027 strategic priority to focus on Fiscal Responsibility and Economic Vitality. These state grants will offset costs that otherwise would have been borne by the General Fund. Savings associated with these grants total \$2,211,238.61. The projects implemented under these grant funds have improved accessibility to voting and increased election security.

Discussion:

HAVA was enacted in 2002 to improve key areas of election administration including voting systems, voter access, and election security. New HAVA funding – via State and federal resources – has been authorized for past and future elections. For fiscal year 2023-2024, \$9.2 million was made available to counties for costs associated with election security. Ventura County's allocation of funding is \$168,000. As with all previous rounds of HAVA funding, the County will be compensated via reimbursement by the State. The CCRRV has incurred election costs for physical security (equipment cages and storage), security enhancements, and security services (through County contracts with GSA and IT Services). As such, the CCRRV recommends that your Board authorize the CCRRV to accept these funds and to take all necessary actions (including entering into an agreement with the Secretary of State) to facilitate the acceptance of the funds.

Additionally, the CCRRV has incurred Voting System Replacement Contract 2018 expenditures in excess of the \$1,363,794.96 HAVA fund grant. The Board of Supervisors approved the CCRRV to enter into a contract with the State in connection with this grant on 10/04/2022. Standard Agreement 22G30101 was executed by both the CCRRV and the State of California on 09/29/2022. However, your Board must now authorize the CCRRV to accept these funds. The CCRRV has incurred election costs related to external IT Consultants (TEKSystems and Bluecrest) and printing and mailing Voter Information Guides (Toppan Merrill), a percentage of which is payable from the proceeds of this grant. The CCRRV recommends that your Board authorize the CCRRV to accept these funds and to take all necessary actions to facilitate acceptance of these funds.

Lastly, the CCRRV has incurred HAVA Section 301 Voting Systems Program and Certification of HAVA Title III Compliance expenditures in excess of the \$679,443.65 HAVA fund grant. Your Board approved the CCRRV to enter into contracts with the State in connection with this grant on 11/01/2005 and 04/03/2007. Standard Agreement 22G30104 was executed by both the CCRRV and the State of California on 02/23/2023. However, your Board must now authorize the CCRRV to accept these funds. The CCRRV has incurred additional election costs related to external IT Consultants (TEKSystems and Bluecrest) and printing and mailing Voter Information Guides (Toppan Merrill), a percentage of which is payable from this grant as well. The CCRRV recommends that your Board approve the CCRRV to take all necessary actions to accept these funds.

June 18, 2024

This letter has been reviewed by the County Executive Office, Auditor-Controller's office, and County Counsel. If you have any questions regarding this item, please call Miranda Nobriga at (805) 654-3059.



MICHELLE ASCENCION

County Clerk-Recorder & Registrar of Voters

Attachments:

Exhibit 1 – CCROV Memorandum No 24056

Exhibit 2 – Standard Agreement No 22G30101

Exhibit 3 – Board Letter & Approval, Board of Supervisors, County of Ventura 10-04-2022

Exhibit 4 – Standard Agreement No 22G30104

Exhibit 5 – Board Letter & Approval, Board of Supervisors, County of Ventura 11-01-2005

Exhibit 6 – Board Letter & Approval, Board of Supervisors, County of Ventura 04-03-2007