



County of Santa Cruz 0093

ELECTIONS DEPARTMENT

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Richard W. Bedal
County Clerk-Recorder
Gail Pellerin
Elections Manager

June 13, 2002

AGENDA: JUNE 25, 2002

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

Re: APPROPRIATING UNANTICIPATED REVENUES

Dear Members of the Board,

The costs of the March 2002 Election were substantially higher than anticipated, primarily because of increased costs of printing ballots and sample ballots. The costs of the election are shared with the cities and districts that were on the ballot, resulting in unanticipated revenues sufficient to cover the additional costs. Board action is needed to increase the appropriations to pay the remaining bills associated with the March Election.

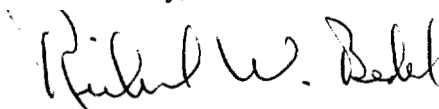
The costs of the March 2002 Election were \$41,935 higher than anticipated for a variety of reasons: The redistricting of the Congressional and State Senate and Assembly lines caused a record number of ballot types, and more central committees and local measures were on the ballot than normal. Each of these items increases the number of ballot types, resulting in higher printing and mailing costs. Because the various cities and districts on the ballot share the costs of elections, the resulting revenues from these agencies will also increase. There are sufficient unanticipated revenues to cover the increased costs.

In addition to the higher cost of the March election, the appropriation for the contract with DFM Associates, the Election Department's software vendor, needs to be increased to cover the cost of sales tax that was mistakenly overlooked. At the June 2001 Budget hearings your Board approved the upgrade to the County Election Department's computer system. However, because of an error we neglected to include sales tax in the total cost of the project. The contract with DFM Associates included the purchase and installation of software and hardware to upgrade the Election Department's computer system. The system was successfully installed and used in the March Primary Election. All items have been paid for except for a printer and some software totaling \$5,965. There are adequate funds in unused, encumbered funds from prior years.

It is therefore RECOMMENDED that your Board

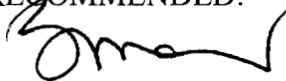
1. Adopt the attached resolution accepting and appropriating unanticipated revenues in the amount of \$41,935 for costs associated with conducting the March 2002 Election.
2. Increase the encumbrance for DFM Associates for election software and hardware in the amount of \$5,965, approve the attached ADM-29, and approve expenditures of \$5,965 from prior year encumbrances to finance the current year expenditures.

—Sincerely,



Richard W. Bedal
County-Clerk-Recorder

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

cc: County Auditor

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

Resolution No. _____

On the motion of Supervisor _____

Duly seconded by Supervisor _____

The following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

Whereas, the County of Santa Cruz is a recipient of funds from District Elections
Revenue for Elections Program; and

WHEREAS, THE County is recipient of funds in the amount of \$41,935 which are either in excess of those anticipated or are not specifically set forth in the current fiscal year budget of the County; and

WHEREAS, pursuant to Government Code Section 29130 (c) / 29064 (b), such funds may be made available for specific appropriation by four-fifths vote of the Board of Supervisors;


NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller accept funds in the amount of \$ 41,935 into Department _____

T/C	Index Number	Revenue Subobject Number	Account Name	Amount
001	214000	1242	District Elections	41,935

and that such funds be and are hereby appropriated as follows:

T/C	Index Number	Expenditure Subobject Number	PRJ/UCD	Account Name	Amount
021	214000	3493		Office Supplies	\$41,935

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue has been received within the current fiscal year.

By 
Department Head

Date June 13, 2002

COUNTY ADMINISTRATIVE OFFICER

_____/ Recommended to Board

_____/ Not recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, 19____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Henry A. Oberhelman Jr.
County Counsel 12/14/97

APPROVED AS TO ACCOUNTING DETAIL:

P. Silbaugh 6/13/02
Auditor-Controller

Distribution:

Auditor-Controller
County Counsel
County Administrative Officer
Originating Department

AUD60 (REV 12/97)

c:\audit\aud60.wpd

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COUNTY OF SANTA CRUZ

REQUEST FOR APPROVAL OF AGREEMENT

TO: Board of Supervisors
County Administrative Office
Auditor Controller

FROM: Elections (Department)
BY: [Signature] (Signature) 6/13/02 (Date)
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check *One*)

Expenditure Agreement ☒

Revenue Agreement ☐

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of same.

1. Said agreement is between the Elections Department (Department/Agency)
and DFM Associates, 10 Chrysler, Irvine, CA 92718 (Name/Address)

2. The agreement will provide Software and Hardware support

3. Period of the agreement is from July 1, 2001 to June 30, 2002

4. Anticipated Cost is \$ 5,965 increase ☐ Fixed ☐ Monthly Rate ☐ Annual Rate ☒ Not to Exceed

Remarks: This is to cover the cost of sales taxes that were overlooked.

5. Detail: ☐ On ~~coming~~ Agreements List for FY , Page CC- Contract No: OR ☐ 1st Time Agreement
☐ Section II No Board letter required, will be listed under Item 8
☐ Section III Board letter required
☐ Section IV Revenue Agreement

6. Appropriations/Revenues are available and are budgeted in 214000 (Index) 8404 (Sub object)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60

Appropriations are available and will be encumbered.
are not will be

Contract No: CO 1 0150-02

By: [Signature] Date: 6-13-02
Auditor-Controller Deputy

Subject to Log of PY Encumb.

Proposal and accounting detail reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize

[Signature] (Dept/Agency Head) to execute on behalf of the County of Santa Cruz (Department/Agency)

Date: 6-18-02

By: [Signature]
County Administrative Office

Distribution:

Board of Supervisors - White
Auditor Controller - Canary
Auditor-Controller - Pink
Department - Gold

State of California
County of Santa Cruz

I, ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California, do hereby certify that the foregoing request for approval of agreement was approved by said Board of Supervisors as recommended by the County Administrative Office by an order duly entered in the minutes of said Board on a—

ADM - 29 (8/01)
Title I, Section 300 Proc Man

By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

CO	\$	Lines	H/TL	Keyed By	Date
Document No.	JE Amount				
TC110	\$	Amount	Index	Sub object	User Code
Auditor Description					