

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
TUESDAY, MAY 23, 2023**

MINUTE ORDER NO. 15

**SUBJECT: ADMINISTRATIVE ITEM:
SECOND CONSIDERATION AND ADOPTION OF ORDINANCE:
NOTICED PUBLIC HEARING: ORDINANCE AMENDING SECTION 439.2 OF
THE COUNTY OF SAN DIEGO ADMINISTRATIVE CODE RELATING TO
THE REGISTRAR OF VOTERS FEES FOR RECORDS AND SERVICES
(5/02/2023 - FIRST READING; 5/23/2023 - SECOND READING UNLESS
ORDINANCE IS MODIFIED ON SECOND READING) (DISTRICTS: ALL)**

OVERVIEW

On May 2, 2023 (28), the Board of Supervisors took action to further consider and adopt the Ordinance on May 23, 2023.

With over 1.9 million active registered voters, the mission of the Registrar of Voters (ROV) is to conduct voter registration and voting processes with the highest level of professional election standards, including accountability, security and integrity, thereby earning and maintaining public confidence in the electoral process. The ROV conducts elections on behalf of the more than 500 political districts in San Diego County.

Today's actions request that the Board of Supervisors review and approve amendments to Section 439.2 of the San Diego County Administrative Code related to the Registrar of Voters' fees for products and services. The recommended changes reflect fees and rates that are fair and equitable for customers and the public and recover the department's full cost of services provided, as required by Board Policy B-29 "Fees, Grants, Revenue Contracts - Department Responsibility for Cost Recovery" (Board Policy B-29). The proposed changes are the result of an analysis of services provided to the public, processing times and corresponding costs to provide those services. The Auditor and Controller has reviewed and approved the supporting documentation and the methodology for establishing the fees in this proposal.

Today's actions include introducing an Ordinance amending Section 439.2 of the San Diego County Administrative Code (first reading) and if approved, it will be scheduled for adoption on May 23, 2023. If the proposed ordinance is altered on May 23, 2023, then on that date a subsequent meeting date will be selected for the ordinance's adoption.

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

Approve the adoption of the following Ordinance (second reading):

**AN ORDINANCE AMENDING SECTION 439.2 OF THE COUNTY OF SAN DIEGO
ADMINISTRATIVE CODE RELATING TO FEES FOR THE REGISTRAR OF VOTERS RECORDS
AND SERVICES**

If the proposed ordinance is altered on May 23, 2023, then on that date a subsequent meeting date will be selected for the ordinance's adoption.

EQUITY IMPACT STATEMENT

A person's vote can influence policy and who represents them in government, which in turn impacts their environment, health and quality of life. Having the appropriate resources to conduct a fair, accurate and transparent election allows all eligible citizens to have a part in matters that affect them.

SUSTAINABILITY IMPACT STATEMENT

A person's vote has a direct influence on the sustainability of their neighborhood, community, and local region. By voting, San Diego residents have a direct impact on their health, equity, the economy and environment. With the County's implementation of the vote center model, all active registered voters receive a ballot in the mail as required by current law. This increases accessibility by providing voters with the opportunity to consider the method that is most convenient for them to return their ballot and has the possibility of reducing vehicle miles traveled to cast their vote. In addition, voters have the option of receiving their voter information guides electronically to reduce paper waste. The recommended action today aligns with the County of San Diego Sustainability Goal of providing just and equitable access to County services.

FISCAL IMPACT

There is no current year fiscal impact associated with these recommendations. If approved, this proposal will result in estimated additional annual costs and revenue of \$7,000 for the Registrar of Voters beginning in Fiscal Year 2023-24, as detailed below. Funds for this request will be included in the Fiscal Year 2023-25 CAO Recommended Operational Plan in the Registrar of Voters. The fees are estimated in an amount sufficient to ensure full cost recovery as required by Board Policy B-29: Fees, Grants, Revenue Contracts - Department Responsibility for Cost Recovery. Accordingly, there is no projected unrecovered cost and a waiver of Board Policy B-29 is not needed. There will be no change in net General Fund cost and no additional staff years.

Fees for Records and Services (Non-Candidate Statement Fees)

If approved, this request will result in annual costs and revenue of approximately \$2,000 due to an increase in labor and material costs. The funding source is fees paid by customers.

Fees for Candidate Statements

If approved, this request will result in additional estimated annual costs and revenue of approximately \$5,000. The funding source is fees paid by candidates running for office who wish to exercise the option of having a candidate statement printed in the voter information guide per Elections Code 13307.

BUSINESS IMPACT STATEMENT

N/A

ACTION:

ON MOTION of Supervisor Desmond, seconded by Supervisor Lawson-Remer, the Board of Supervisors closed the Hearing and took action as recommended, on Consent, adopting Ordinance No. 10846(N.S.), entitled: AN ORDINANCE AMENDING SECTION 439.2 OF THE COUNTY OF SAN DIEGO ADMINISTRATIVE CODE RELATING TO FEES FOR THE REGISTRAR OF VOTERS RECORDS AND SERVICES.

AYES: Vargas, Anderson, Lawson-Remer, Desmond

ABSENT: (District 4 Seat Vacant)

State of California)
County of San Diego) §

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER
Clerk of the Board of Supervisors



Signed
by Andrew Potter

