

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: JUN 4 - 1996
AGENDA ITEM NO.: 6-A

DEPARTMENT: Office of County Clerk
County of Mariposa BY: Don Z. Phillips PHONE: 966-2007
RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: () Yes () No)

Appropriation to Elections budget to cover ballot counting specialist from DFM Assoc. DFM has submitted a bill in the amount of \$6,713.00. Needed to cover these services \$4,115.00. DFM supplies the ballot counting equipment, and has a specialist on board election day, and the day following, to count ballots and verify accuracy of the ballot count. We do not have enough in the budget to cover this service for the following reasons: 1) Non-budgeted special election last Nov. for Lake Don Pedro. 2) Two political parties added to the primary election last March requiring additional printing costs. 3) Added printing and supply expenses due to Motor Voter (address change cards & notices). 4) Increased costs of paper and printing. 5) Increased costs of supplies and printing at election polls due to "fail safe" requirements, and being able to register at the polls, both items new this year.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

This year was unusual because of the tremendous increase in paper costs, and added expenses of additional political parties, and the special election. It is hard to estimate early, what an election is going to cost. We only increased the budget \$783.00 over the last primary election in 1994. I believe with the unforeseen expenses, and my inexperience in the elections process, I simply didn't budget enough.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Elections, being mandated, bring hardship on counties because they must bear the costs. Very little is reimbursed by the state. Section 13001 of the Elections Code.

COSTS: () Not Applicable
A. Budgeted Current FY.....\$ 65,500
B. Total Anticipated Costs.....\$ 69,615
C. Required additional funding.....\$ 4,115
D. Internal Transfer.....\$

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively.
Copy of DFM Assoc. bill
Copy of Elections Code
Budget Transfer

SOURCE: (x) 4/5ths Vote Required
A. Unanticipated Revenues.....\$
B. Reserve for Contingencies.....\$ 4,115
C. Source Description:
Balance left in Reserve for Contingencies, if approved: (Operating Balance)
\$ 14,456

CLERK'S USE ONLY:
Res. No.: 96-256 Ord. No. _____
Vote: Ayes: _____ Noes: _____
Absent: _____ Abstained: _____
() Approved () Denied
(x) Minute Order Attached () No Action Necessary

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
 Recommended
 Not Recommended
 For Policy Determination
 Returned for Further Action
Comments: _____

The foregoing instrument is a correct copy of the original on file in this office.


Date: _____
ATTEST:

Margie Williams, Clerk of the Board
By: _____
Deputy

C.A.O. Initials W

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: DON Z. PHILLIPS, County Clerk
FROM: MARGIE WILLIAMS, Clerk of the Board 
SUBJECT: RESOLUTION NUMBER 96-256

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,
ADOPTED THIS Order on June 4, 1996

ACTION AND VOTE:

Don Z. Phillips, County Clerk;

A) Request for Appropriation of \$4,115 from General
Contingency for Elections Expenses (4/5ths Vote Required)
BOARD ACTION: Following discussion, (M)Taber, (S)Parker, Res.
96-256 adopted appropriating unanticipated revenue from special
election for election expenses/Ayes: Unanimous.

cc: Ken Hawkins, Auditor
File



DFM ASSOCIATES
 10 CHRYSLER
 IRVINE, CA 92718
 (714) 859-8700

INVOICE

Page: 1

RECEIVED

COPY

MAY 13 1996

Invoice No: 0016533-IN
 Invoice Date: 05/13/96
 Ship Date: 05/13/96
 Order Number: 0005686
 Order Date: 05/13/96

MAR002 Don Z. Phillips

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Mariposa County - Clerk-Reg
 Ms. Lynne Robinson
 Courthouse, P.O. Box 247
 Mariposa CA 95338

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Lynne Robinson
 Mariposa County Elections
 5088 Bullion Street
 Mariposa CA 95338

COMMENT: Election Night Support & Suppl

CUSTOMER P.C.	SHIP VIA	T.O.R.	TERMS
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NET - 30

ITEM NO	UNIT	ORDERED	SHIPPED	BACK ORDERED	PRICE	AMOUNT
Election						
VS*CH	EA	0.00	0.00	0.00	.0000	.00
Header Card Stock						
VS*CE	EA	0.00	0.00	0.00	.0000	.00
End Card Stock						
VS*CHI	EA	0.00	0.00	0.00	.0000	.00
Header Card Punch/Interpret						
VS*CEI	EA	0.00	0.00	0.00	.0000	.00
End Card Punch/Interpret						
/M00001						100.00
Minimum Fee-Card Punch/Interprt						
EL-DSKTP	EA	1.00	1.00	0.00	3,000.0000	3,000.00
Desk Top Computer Lease						
ES-PROG SETUP	HR	4.00	4.00	0.00	100.0000	400.00
Election Program Setup						
ES-LA TEST	HR	4.00	4.00	0.00	100.0000	400.00
Logic and Accuracy Testing						

Net Invoice:
 Less Discount:
 Freight:
 Sales Tax:

Invoice Total:
 Less Deposit:

Invoice Balance: CONTINUED



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 IRVINE, CA 92718
 (714) 859-8700

INVOICE

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Don Z. Phillips

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CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS
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NET - 30

ITEM NO	UNIT	ORDERED	SHIPPED	BACK ORDERED	PRICE	AMOUNT
ES-SUPPLIES Set Up Expenses/Supplies	EACH	1.00	1.00	0.00	100.0000	100.00
ES-ELECNIGHT Election Night Support	HR	13.00	13.00	0.00	100.0000	1,300.00
ES-EXPENSES Election Travel Expenses	EACH	1.00	1.00	0.00	788.1600	788.16
ES-SOV Statement of Vote Preparation	HR	4.00	4.00	0.00	100.0000	400.00

Net Invoice: 6,488.16
 Less Discount: .00
 Freight: .00
 Sales Tax: 224.75

Invoice Total: 6,712.91
 Less Deposit:

Invoice Balance:

DIVISION 13. BALLOTS, SAMPLE BALLOTS, AND VOTER PAMPHLETS

Chapter 1. Purchasing Procedures

13000. Providing and printing of ballots.

The person in charge of elections for any county, city and county, city, or district shall provide ballots for any elections within his or her jurisdiction, and shall cause to be printed on them the name of every candidate whose name has been certified to or filed with the proper officer pursuant to law and who, therefore, is entitled to a place on the appropriate ballot.

(Added by Stats. 1994, c. 920, §2.)

13001. Expenses paid from county, city or state treasuries.

(a) Except as specified in subdivision (b), all expenses, authorized and necessarily incurred in the preparation for and conduct of elections as provided in this code, shall be paid from the county treasuries, except that when an election is called by the governing body of a city, the expenses shall be paid from the treasury of the city. All payments shall be made in the same manner as other county or city expenditures are made. The elections official, in providing the materials required by this division, need not utilize the services of the county or city purchasing agent.

(b) All expenses authorized and necessarily incurred in the preparation for and conduct of elections proclaimed by the Governor to fill a vacancy in the office of State Senator or Member of the Assembly, or to fill a vacancy in the office of United States Senator or Representative in the United States House of Representatives, shall be paid by the state. If an election proclaimed by the Governor to fill a vacancy in an office specified in this subdivision is consolidated with any other local election, only those additional expenses directly related to the election proclaimed by the Governor to fill a vacancy in the office shall be paid by the state.

(c) This section shall remain in effect only until January 1, 1996, and as of that date is repealed, unless a later enacted statute, which is enacted before January 1, 1996, deletes or extends that date.

(Added by Stats. 1994, c. 920, §2.)

EDITORIAL NOTE: Provisions of Section 13001 above remains in effect until January 1, 1996.

13001. Expenses paid from county or city treasuries.

(a) All expenses authorized and necessarily incurred in the preparation for and conduct of elections as provided in this code shall be paid from the county treasuries, except that when an election is called by the governing body of a city the expenses shall be paid from the treasury of the city. All payments shall be made in the same manner as other county or city expenditures are made. The elections official, in providing the materials required by this division, need not utilize the services of the county or city purchasing agent.

(b) This section shall become operative on January 1, 1996.

(Added by Stats. 1994, c. 920, §2.)

EDITORIAL NOTE: Provisions of Section 13001 above becomes operative on January 1, 1996.

13002. Ballot paper watermark.

All ballot paper and punchcards used by any jurisdiction holding an election pursuant to the laws of California, shall be tinted and watermarked or overprinted

COUNTY OF
MARIPOSA

BUDGET ACTION FORM

Office of the County Clerk
Dept./Div.: County Administration

Contact: Don K. Phillips

Date: MAY 4 - 1996

Phone: 966-2007

ACTION REQUESTED: (Check all that apply)

- Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the budget orin any one fund of the budget, or appropriating Reserve for Contingencies;
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit; from Trust Fund of the Department to Budget line item;
- Transfer by Administrator: Moving existing appropriations within a single budget category between line items;
- Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under \$50.00 to accommodate minor variations from the budget.

FUND/DEPT./ACCT. NO.	LINE ITEM DESCRIPTION	AMOUNT <FROM>/TO
0104-414-1090-40 001- 00000000000000000000	Contingency Reserve <i>Special Election - Unanticipated Revenue</i>	<4,115.00>
001-0121-453-0433	Primary Election	4,115.00

See Minute Order.

Justification: To pay expenses against the primary election. The only bill left is DFM Assoc. who do the ballot and accuracy count. With the costs incurred this year for elections, the two additional political party's added to the ballot, and the special election last Nov., there is not enough in the present budget to meet the election expenses this year.

Department Head Signature: *Don K. Phillips* Date: MAY 12 1996

Approved by: 96-256 Clerk: *mm* Date: 6-4-96

Administrator: _____ Date: _____

Auditor: *Don Phillips* Date: 5/21/96

AUDITOR'S USE ONLY:

Description: _____ Transfer No.: _____ B.R. No.: _____