



COUNTY OF HUMBOLDT

For the meeting of: 8/10/2021

File #: 21-945

To: Board of Supervisors

From: Clerk/Recorder

Agenda Section: Consent

SUBJECT:

RECOMMENDATION(S):

That the Board of Supervisors:

1. Receive staff report;
2. Adopt Ordinance No. ____ (Attachment 1);
3. Direct Clerk of the Board to post the summary for publication after adoption of ordinance within 15 days after adoption by the Board, along with the names of those Supervisors voting for and against the ordinance (Attachment 2) and to post in the Office of the Clerk of the Board of Supervisors a certified copy of the full text of the adopted ordinance along with the names of those Supervisors voting for and against the ordinance.

SOURCE OF FUNDING:

General Fund Budget Unit 1100 140

DISCUSSION:

The California Political Reform Act of 1974 (PRA) (Government Code, Sections 84100-84511) requires the filing of campaign disclosure statements, including but not limited to local candidates for elective office, or those supporting or opposing local candidates or ballot measures. The PRA also requires all elected and appointed officials and designated employees to file Statements of Economic Interests (Form 700) (Government Code, Sections 87100-87505). Since the enactment of the PRA, candidates and political committees have complied with filing requirements by filing paper copies of campaign statements and reports with the Office of Elections. In recent years, the Fair Political Practices Commission (FPPC) established a voluntary electronic reporting system for certain elected offices under Government Code, Section 87200.

The Office of Elections is the campaign finance reporting filing officer and Form 700 reporting filing officer for the County of Humboldt. Currently, Elections tracks filer reporting and maintains electronic records manually. Filings are tracked in a spreadsheet and notifications are sent individually to filers through a manual process. Paper filings require manual processes such as scanning, auditing for errors and omissions, and maintaining hard copy records.

On June 5, 2018, County Administrative Office - Information Technology (CAO-IT) received approval from the Board of Supervisors to enter into a service agreement with Granicus for its web-based public meeting software. The Office of Elections worked with CAO-IT and Granicus to amend this existing agreement to include the CampaignDocs and DisclosureDocs modules; your Board signed the contract amendment on June 3, 2021, and approved a subsequent appropriation fund transfer for purchase of the Granicus CampaignDocs and DisclosureDocs modules on June 15, 2021.

On July 20, 2021, the Board of Supervisors conducted a public hearing to introduce an ordinance for online electronic filing of campaign statements and statements of economic interest. Public comment was received and considered. The Board directed the Clerk of the Board to post a summary of publication for at least five (5) days prior to this morning's meeting, for which the ordinance is proposed to be adopted.

FINANCIAL IMPACT:

The financial impact of this ordinance on the General Fund is minimal. Original cost of the Granicus CampaignDocs and DisclosureDocs for FY 2021-22 was \$17,818. Efficiencies realized by employing an electronic filing system for campaign filing and Form 700 filing will reduce staff costs for administering these services and necessity for amendments to be filed. Resulting staff salary savings will likely offset the purchase cost.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing community-appropriate levels of service, managing our resources to ensure sustainability of services, and fostering transparent, accessible, welcoming and user-friendly services.

OTHER AGENCY INVOLVEMENT:

Board of Supervisors
County Counsel
County Administrative Office - Information Technology
County Appointed Department Heads
County Elected Officials
School Districts
Special Districts
Political Parties
Political Committees

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to adopt the proposed ordinance. Choosing not to adopt the proposed ordinance is not recommended. The county is legally required to make redacted copies of campaign finance documents available on its website. Finance reports and documents filed must be manually scanned, redacted, and posted to the county's website. The Granicus online reporting web platform provides filers the ability to electronically submit filings, which reduces time and staff costs associated with manual processing and increases public transparency.

File #: 21-945

ATTACHMENTS:

Attachment 1: Ordinance No. _____

Attachment 2: Summary for Publication After Adoption of Ordinance

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-10, C-9, J-1

Meeting of: June 5, 2018; June 15, 2021; July 20, 2021

File No.: 18-519, 21-635, 21-944