



COUNTY OF HUMBOLDT

For the meeting of: 4/22/2025

File #: 25-461

To: Board of Supervisors

From: Clerk/Recorder

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Appropriation Transfer for Elections, 1100140, in the amount of \$314,489

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the attached Appropriation Transfer for Elections, 1100140, in the amount of \$314,489.

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

Help American Vote Act (HAVA) Section 301 funding is designated to assist or reimburse the county in fulfilling the requirements of Section 301, including providing accessible voting equipment, voter education, election worker training, vote-by-mail system upgrades, and meeting alternative language mandates. Additional funds are provided by the Secretary of State's Voting System Replacement Grant.

Approval is requested for a budget adjustment to transfer appropriations from Line Item 2190 (HAVA Section 301) and Line Item 8983 (Voting Equipment) under fixed assets into Line Item 2122 (Minor Equipment). This reallocation ensures that grant funds are properly allocated under the Minor Equipment category for the necessary purchases of an assortment of voting equipment including items such as printers, touch writers, cradle points, label printers, etc. These items would not meet the fixed asset threshold.

SOURCE OF FUNDING:

Federal and State funds via Help American Vote Act (HAVA) funding administered by the U.S. Election Assistance Commission.

FINANCIAL IMPACT:

<i>Expenditures (1100,140)</i>	FY24-25
<i>Budgeted Expenses</i>	<u>\$314,489</u>
<i>Additional Appropriation Requested</i>	

Total Expenditures	<u>\$314,489</u>
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**Projected amounts are estimates and are subject to change.*

Funding Sources (1100,140)	FY24-25
General Fund	<u>0</u>
State/Federal Funds	<u>\$314,489</u>
Fees/Other	
Use of Fund Balance	
Contingencies	
Total Funding Sources	<u>\$314,489</u>

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

Approval of the attached appropriation transfer will allow Elections to secure necessary purchases of minor voting equipment needs and assist the Elections Department in compliance with the mandates of HAVA Section 301. Sufficient funds are budgeted in the approved fiscal year 2024-25 budget in Elections, 1100140.

STAFFING IMPACT: N/A

Narrative Explanation of Staffing Impact:

There are no staffing impacts with the approval of this item.

OTHER AGENCY INVOLVEMENT:

U.S. Election Assistance Commission
California Secretary of State
Humboldt County Auditor

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose to not approve the appropriation transfer request. However, this is not recommended as it would inhibit the ability to utilize federal grant funding for needed voting equipment.

ATTACHMENTS:

140 Budget Adjustment Form 2122

PREVIOUS ACTION/REFERRAL:

Meeting of: 02/15/2022
File No.: 22-146