



# COUNTY OF HUMBOLDT

For the meeting of: 10/3/2023

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File #: 23-1294

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**To:** Board of Supervisors

**From:** Clerk/Recorder

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Resolution Authorizing the County Clerk, Recorder and Registrar of Voters, or their Designee, to Execute Facility Use Agreements for County Elections

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Adopt Resolution No. \_\_\_\_\_ (Attachment 1);
2. Authorize County Clerk, Recorder and Registrar of Voters, or their designee, to execute future facility use agreements for the purpose of facilitating elections in the County of Humboldt for the next three years.

**SOURCE OF FUNDING:**

General Fund (1100 140)

**DISCUSSION:**

Pursuant to Elections Code, Section 12200 et seq., the Office of Elections is charged with establishing voting precincts and coordinating voting places for said precincts to facilitate countywide unified district, primary, and general elections throughout the County of Humboldt. The Office of Elections coordinates with a variety of facilities such as schools, churches, fire stations, service districts, county departments, other local public agencies, community centers, and for-profit and non-profit organizations to provide temporary, short-term use as election voting places. On April 25, 2017, the Board of Supervisors approved Resolution No. 17-34 authorizing the County Clerk, Recorder, and Registrar of Voters, or their designee, to execute use agreements with facilities for the purposes of facilitating elections in the County of Humboldt.

The County Clerk, Recorder and Registrar of Voters requests the Board authorize them, or their designee, to execute facility use agreements necessary for the purpose of carrying out the Presidential Primary Election on March 5, 2024. Further, the County Clerk, Recorder and Registrar of Voters request the Board adopt a resolution (Attachment 1) authorizing them, or their designee, to execute

future facility use agreements for the purpose of facilitating elections in the County of Humboldt for the next three years until December 2026.

**FINANCIAL IMPACT:**

There is no immediate financial impact to the County of Humboldt for facility use, as facilities waive costs associated with Election use.

**STRATEGIC FRAMEWORK:**

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

Core Roles: Enforce laws and regulations to protect residents

New Initiatives: Invite civic engagement and awareness of available services

Strategic Plan: N/A

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could choose not to approve the resolution. This alternative is not recommended as establishing a usable voting facility requires the County Clerk, Recorder and Registrar of Voters to locate willing facilities within a given precinct and conduct Americans with Disability Act (ADA) site surveys to ensure the facilities meet federal and state accessibility guidelines. Not approving the attached resolution would require the County Clerk, Recorder and Registrar of Voters to search for a new facility and conduct a new ADA site survey, creating time delays and increased staff costs to the County of Humboldt. Additionally, this alternative would increase election costs as voters must be notified of changes to assigned voting locations.

**ATTACHMENTS:**

Attachment 1: Resolution No. \_\_\_\_\_

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: C-9

Meeting of: April 25, 2017

File No.: 17-1766