



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Chair

Angela Curro
District No. 4
Vice-Chair

Bea Gonzales
District No. 5

Item Number: 2.3

MEETING DATE: 05/23/2023

DEPARTMENT: COUNTY CLERK/RECORDER/ELECTIONS

AGENDA ITEM PREPARER: Francisco Diaz

DEPT HEAD/DIRECTOR: Francisco Diaz

SUBJECT:

COUNTY CLERK/RECORDER/REGISTRAR OF VOTERS - F. DIAZ

Receive presentation from the Elections Department on the Elections Administration Plan (EAP) in accordance with the Voter's Choice Act (VCA) and the California Elections Code Section 4005.

SBC FILE NUMBER: 285

AGENDA SECTION:

REGULAR AGENDA

BACKGROUND/SUMMARY:

Background

The Voter's Choice Act (VCA) requires each participating county to create an Election Administration Plan (EAP) through a process of public input and public hearings. The EAP is required to describe how the county will administer elections under the VCA and include their plans to educate and outreach to the public. Counties are also required to translate their EAP into all languages that have been assigned to them by the California Secretary of State. State law requires the Secretary of State to accept, reject or accept with modifications the education and outreach provisions of the EAP.

Drafting the Election Administration Plan

The Election Administration Plan (EAP) describes San Benito County's strategy to administer elections under the California Voter's Choice Act. The EAP communicates the County's voter education and outreach plan and the process of identifying and operating vote centers located throughout the County.

The EAP was first drafted and posted on our website for public review and was open for public comments. The Elections Department hosted public hearings, educational workshops, performed information presentations, and held one-on-one meetings with civic organizations and received substantive public comments. The EAP was later amended to include feedback received through the public comment process and was submitted to the California Secretary of State (SOS) for approval. The SOS is currently reviewing the EAP.

Amended Election Administration Plan

The Amended Election Administration Plan (EAP) includes the services and information available at vote centers and ballot drop box locations, and information specific to voters with disabilities and language minority voters.

Key Amendments to the EAP:

- The National Guard Armory Vote Center will be replaced with the Abundant Life Church.
- The next future Vote Center will be the Church of Jesus Christ of Latter-Day Saints.

Contingent to Budget Allocations:

- The Aromas Fire Station will serve as the next location for a Drop Box.
- The elections van will be retrofitted to serve as a Mobile Vote Center. The Mobile Vote Center will serve isolated communities, like Aromas, Paicines, Panoche, Tres Pinos, and those living on Fairview Road and San Felipe Road.

Elections Costs

The Elections Department has created a budget and plan for necessary resources to conduct countywide elections in San Benito County. The proposed budget is contingent to County Supervisors approval. The breakdown for the recommended budget may be found on page 26 of the EAP, or at the following link: <https://www.sanbenitocounty-ca-cre.gov/home/showpublisheddocument/10742/638170862179470000>

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

N/A

CONTRACT NEEDED FOR THIS ITEM:

N/A

CONTRACT AND RFP HISTORY:

N/A

LAST CONTRACT AMOUNT OR N/A:

N/A

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

Yes

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

No

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

General Fund

UNFUNDED MANDATE:

Yes

SBC BUDGET LINE ITEM NUMBER:

101.20.1115.1000.619.250

CURRENT FY COST:

N/A

STAFF RECOMMENDATION:

Receive presentation from the Elections Department on the Elections Administration Plan (EAP) in accordance with the Voter's Choice Act (VCA) and the California Elections Code Section 4005.

BOARD ACTION RESULTS:

Presentation only, no action taken.

ATTACHMENTS:

[Presentation EAP](#)

[Draft Election Administration Plan](#)

[VCA flyer](#)

[Bill Text - SB-450](#)