

Legislation Details (With Text)

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Title: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH CONTRA COSTA COUNTY FOR THE INSTALLATION OF A BALLOT BOX AT CITY HALL

Sponsors:

Indexes:

Code sections:

Attachments: 1. RES 2020-110 County Ballot Box Installation at City Hall, 2. SanPablo_DropBox_MOU_CCCSigned.pdf, 3. AGM between County and San Pablo re ballot boxes 081920.pdf

Date	Ver.	Action By	Action	Result
9/8/2020	1	City Council	adopted	

PREPARED BY: LYNN TRACY NERLAND **DATE OF MEETING:** 09/08/20

SUBJECT:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH CONTRA COSTA COUNTY FOR THE INSTALLATION OF A BALLOT BOX AT CITY HALL

CITY MANAGER RECOMMENDATION

Adopt Resolution

COMPLIANCE STATEMENTS

City Council's Priority Workplan

Civic Engagement/Community Outreach is an identified Policy Area in the FY2019-21 City Council Priority Workplan last amended on May 18, 2020.

CEQA Compliance Statement

The addition of a ballot box outside of City Hall would be categorically exempt from CEQA as a minor alteration of existing facilities pursuant to 14 Cal Code of Regulations section 15301.

BACKGROUND

The City of San Pablo has long worked with Contra Costa County ("County") on providing voting facilities for San Pablo residents, including a temporary ballot box that was previously housed in the City Manager/City Clerk Office. Many residents prefer dropping their ballots off in an official ballot box as opposed to mailing their ballot or voting in person.

The County recently approached the City about installing a permanent ballot box at the new City Hall

that would be uncovered during elections so that San Pablo residents can vote and then covered when not in use. The photo and location of the box are an exhibit to the attached Memorandum of Understanding (MOU) with the County Elections Department.

Under the MOU, the City will drill the holes for the ballot box, but the County will install and maintain it. On election days, City staff will be responsible for securing the ballot box at 8:00 p.m. at the close of voting. City staff requested that the MOU include a mutual indemnity (as is common with two public agencies), but the County Elections Department did not want to process the agreement through County Counsel and the Board of Supervisors. Given the timing issues and the public policy to make voting accessible, staff is recommending that the City Council approve the MOU despite the lack of indemnity. In fact, because of timing constraints, the November 2020 Voter Information Guide will show a ballot box at City Hall. If the MOU is not approved, then the County and City will provide updated information on their respective websites. The closest other ballot box is located at the Richmond City Hall.

FISCAL IMPACT

Other than the Public Works' staff time involved with initially preparing the site and City Clerk staff time to close the ballot box on election days, the County Elections Department will bear all costs for the installation and maintenance of the ballot box.

ATTACHMENTS:

- (1) Memorandum of Understanding with the County - Signed
- (2) Memorandum of Understanding with the County, with color photo exhibits