

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 1/3/02  
**Department Name:** Clerk-Recorder-Assessor  
**Department No.:** 062  
**Agenda Date:** 03/26/02  
**Placement:** Departmental  
**Estimate Time:** 5 min.  
**Continued Item:** Yes  
**If Yes, date from:** 3/5/02

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**TO:** Board of Supervisors

**FROM:** Kenneth A. Pettit  
Clerk-Recorder-Assessor

**STAFF** Jason L. Jewell, Accountant, Ext. 2218  
**CONTACT:** Billie Alvarez, Elections Division Supervisor, Ext. 2203

**SUBJECT:** Revision of Election Services Fees

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**Recommendation(s):**

That the Board of Supervisors:

A) Adopt a resolution revising fees for services performed in the Election Division, as set forth in Exhibit A.

**Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No. 3. A Strong, Professionally Managed County Organization.

**Executive Summary and Discussion:**

Upon our annual review of existing Election services fees, it was determined that a number of existing fees needed to be reduced in order to not exceed the cost of providing the actual service(s). This is due primarily to advances in computer software and technology, resulting in a lower cost to provide such services. Actual costs have been reviewed and determined by the Auditor Controller's Office in conjunction with our office. Current fees and the proposed reduction in fees are shown in Exhibit A.

**Mandates and Service Levels:**

No change in program or service levels.

**Fiscal and Facilities Impacts:**

Revenue for Election Division administration services is approximately \$14,500 per fiscal year. We are anticipating an annual estimated decrease of approximately \$3,500-\$4,500 from the lowering of these fees for services.

**Special Instructions:**

That the Clerk of the Board send a copy of the minute order to Jason Jewell, Accountant, Clerk-Recorder-Assessor.

**Concurrence:**

Auditor-Controller  
County Administrator