

## 2020-2021 Budget Issue Paper

Department:	City Clerk's Office
BIP Title	2020 General Municipal Election
Division or Program(s) affected:	Information Technology
Estimated \$ Expenditure change:	General Fund \$ \$323,303
Estimated \$ Revenue change: (donations, grants, etc.)	Revenue to General Fund \$
Other departments affected:	Citywide

**Please do not modify the question headings.**

**(1) Summary of BIP. Please summarize this proposal, including service-level impacts. This might be used as the basis for budget book narratives (100 words or less).**

In accordance with the Carson Municipal Code, Chapter 1.5, the City shall conduct its general municipal election on the first Tuesday after the first Monday in November of even-numbered years. The City Clerk's reduced its non-personnel budget by 15% as directed by the City Manager's Office to help absorb some of the cost. The 15% reduction generated \$23,789 which makes the total costs for the General Municipal Election \$299,514 as stated on the staff report.

**(2) Detailed explanation. Please provide a detailed explanation and justification for this proposal, including information on current staffing (# of FTE) and funding where this change is proposed. Please identify any adverse or negative consequences from this proposal.**

Historically, the City Council approves initial estimates based on scheduled vacancies and/or possible measures. This year the General Municipal Election (Election) will be held to elect two contests: Mayor vote for 1; and City Council vote for 2. The City Clerk obtained a cost estimate from the Los Angeles County Registrar/Recorder (LARRCC) for the Election, attached hereto.

**(3) Measurable Outcomes. Only answer this item if the BIP includes a new initiative or a major programmatic expansion. What are the long-term and measurable goals of the program? What is the gap between the status quo and the long-term goals? Please describe how this BIP would help achieve the program's desired goals.**

N/A

**(4) Funding Details. Is funding for this proposal one-time or ongoing? If ongoing, please describe any substantive changes in future costs including any operation and maintenance implications. Please identify all specific revenue and funding sources.**  
Funding for General elections is bi-annual every even numbered year.

**(5) Interdepartmental impacts. If other departments are affected, or have been involved in the planning of this BIP, please describe that here.**  
Community Services: room rental for vote centers.

**(6) Please provide suggested expenditure cuts to offset the cost of this proposal, in case this proposal is prioritized and there is no additional funding available**  
The City Clerk recommends the City negotiate cost for rental space at the Community Center and Parks be used to offset the cost related to the conduct of the Election. Possibly explore a Memorandum of Understanding between the City and LARRCC.



Los Angeles County  
Registrar-Recorder/County Clerk

VOTING & ELECTIONS



## Election Estimating Calculator

Select Estimate Type

Select Jurisdiction(s)

Estimated Result

The estimated cost is based on the cost factors below. Any changes to the election cost factors will impact the final costs for your jurisdiction.

If you need cost estimates for other elections or further assistance in using the cost estimate calculator, please contact our Election Billing team at [electionbilling@rrcc.lacounty.gov](mailto:electionbilling@rrcc.lacounty.gov).

### CITY OF CARSON

#### CITY OF CARSON - At Large

Voter Count	Rate Breakdown	Estimated Cost
Registered Voters (RV)	62,019	
Permanent Vote By Mail (PVBm)	31,532	

Election Operations (rate * (RV - PVBm))	\$8.4952 * 30487	\$258,993.16
Vote By Mail Processing (rate * PVBm)	\$1.0116 * 31532	\$31,897.77

#### Sample Ballot Processing and Printing

Office(s)/Seat(s) (rate * No. of Offices * (RV - PVBm))	\$0.0198 * 2 * 30487	\$1,207.29
Measures(s) (rate * No. of Measures * (RV - PVBm))	\$0.0198 * 1 * 30487	\$603.64
Measure Text (rate * No. of Text Pages for all measures * (RV - PVBm))	\$0.0790 * 7 * 30487	\$16,859.31
Voting Information (rate * No. of RV)	\$0.2470 * 30487	\$7,530.29

Candidate Filing and Campaign Finance (rate * No. of Candidates)	\$645.4390 * 0	\$0.00
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Election Preparation Cost (Flat rate per jurisdiction)	\$6,211.75
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CITY OF CARSON TOTAL ESTIMATE	\$323,303.21
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