



Agenda Date: 7/10/2007  
Agenda Placement: 6F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** John Tuteur - Registrar of Voters  
Elections  
**REPORT BY:** John Tuteur, Assessor-Recorder-County Clerk, 253-4459  
**SUBJECT:** Request for Approval of Out of State Travel for Assessor-Recorder-Clerk

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### **RECOMMENDATION**

Assessor-Recorder-County Clerk requests authorization to travel out of state to attend a national Sequoia Voting Systems User Group Conference in Denver, Colorado, from August 1 - August 3, 2007.

### **EXECUTIVE SUMMARY**

The County's transportation and travel policy requires all out of state travel by the County Executive Officer, elected officials, and members of the Board of Supervisors receive prior approval from the Board of Supervisors. Therefore, the Assessor-Recorder-County Clerk requests Board authorization for out of state travel to attend a national Sequoia Voting Systems User Group Meeting in Denver, Colorado, from August 1-3, 2007.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Sufficient funds are budgeted in 13600 Primary General Elections for the Registrar of Voters and the Staff Services Manager to attend this user meeting.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Attendance at the national user meeting is very helpful prior to conducting three Federal elections in 2008.
Is the general fund affected?	Yes
Future fiscal impact:	None.
Consequences if not approved:	Napa County Elections managers will not be briefed on most current training

and issues for the 2008 election cycle.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Assessor-Recorder-County Clerk requests Board authorization for out of state travel to attend a national Sequoia Voting Systems User Group Meeting in Denver, Colorado, from August 1-3, 2007, at an estimated cost of \$925. Sequoia Voting Systems hosts a national user group meeting every other year (the last meeting was in Napa) to provide training and discussion of current operations and issues related to touch screen and optical scan voting.

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### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Karen Gratton