

**Caroline County
Board of Supervisors Agenda
Executive Summary**

Meeting Date: February 8, 2022

Title: Consent Agenda: Proposed Supplemental Appropriation to FY 2021/2022 Electoral Board Budget

(Check Mark)

<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Closed Meeting
<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> No Action (Information Only)	<input type="checkbox"/> Ordinance
<input type="checkbox"/> Resolution	<input type="checkbox"/> PowerPoint Presentation

Summary: Attached is a memorandum from Registrar/Director of Elections Kathy McVay regarding the need to purchase updated election laptops and software from DemTech in the amount of \$83,000. Existing laptops and software will be out of compliance with state standards as of June 30, 2022. The proposed purchase will also include equipment for a new precinct at Wright's Chapel United Methodist Church to avoid a split precinct at Ladysmith Elementary School.

Additional information is included in Ms. McVay's memorandum.

Budget Impact: A total of \$22,500 is available in the adopted FY 2021/2022 Electoral Board budget. Therefore, a supplemental appropriation of \$60,500 is needed from the FY 2021/2022 Undesignated General Fund Balance to provide the balance of the required funds.

Action(s) Requested of Board of Supervisors: Approve supplemental appropriation of \$60,500 to the FY 2021/2022 Electoral Board budget from the FY 2021/2022 Undesignated General Fund Balance as outlined above.



Caroline County Registrar's Office

PO Box 304

Bowling Green, VA 22427

(804)633-9083

kmcvay@vote.carolinecountyva.gov

February 3, 2022

To: Charles Culley, County Administrator

From : Kathy McVay, Registrar/Director of Elections

Subject: Purchase of New Voting Equipment

History: The department is currently utilizing Toshiba laptops for elections in Caroline County. These laptops were purchased beginning in 2013. Current State standards require software that has been certified by the Virginia Department of Elections. Our current version of software will expire June 30th. Due to the age of these laptops and software requirements it is now time to update to new equipment.

The Caroline Electoral Board has reviewed three vendors that are certified by the State to provide election equipment. At the February 1, 2022 meeting the Board selected DemTech to provide new equipment. Their equipment provided user friendly equipment that meets all the State requirements.

The cost is expected to be around \$83,000 and the cost will include the addition of a new precinct at Wright's Chapel.

Request: A request is being made that \$83,000 be allocated to the Electoral Board's Budget (13100-8201) for the purchase of new voting equipment.