

Supervisor of Elections

The Supervisor of Elections program includes the following responsibilities:

Elections:

- Conduct Federal, State, County, and Municipal elections
- Qualify candidates for County and Special District elections
- Recruit, train, and assign poll workers
- Locate and contract with polling places
- Survey polling places and make improvements to comply with ADA accessibility requirements
- Maintain voting equipment and supplies
- Comply with bilingual requirements of Section 203 of the Voting Rights Act

Voter Registration:

- Register voters and maintain accurate voter registration records in accordance with the National Voter Registration Act (NVRA), Florida law, and the Florida Voter Registration System (FVRS)
- Comply with bilingual requirements of Section 203 of the Voting Rights Act

Voter Education:

- Voter education, registration, and outreach for all citizens (including senior citizens; minority community groups; language community groups; persons with disabilities; college, high school, middle, and elementary school students)
- Publish sample ballots in newspapers and mail to voters
- Comply with bilingual requirements of Section 203 of the Voting Rights Act

Supervisor of Elections

FY22 Budget Review

Budget Summary w/ Variance and Percent Change

Summary	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Budget	FY21 Estimate	FY22 Request	Budget to Budget Change	Budget to Budget % Change
Personal Services	4,568,557	4,747,557	5,650,153	5,093,340	5,099,557	5,357,670	264,330	5.19%
Operating Expenses	2,578,953	1,967,163	4,129,796	3,280,747	3,452,109	4,820,710	1,539,963	46.94%
Capital Outlay	334,197	1,307,521	241,278	1,773,953	1,401,953	327,380	(1,446,573)	-81.55%
Total	7,481,707	8,022,241	10,021,228	10,148,040	9,953,619	10,505,760	357,720	3.53%

The Supervisor of Elections budget fluctuates from year-to-year depending on the number and type of elections conducted. The FY22 Budget of \$10.5M reflects an increase of \$357,720 or 3.5% over the FY21 Revised Budget.

Personal Services are increasing \$264,330, or 5.2%, from the FY21 Revised budget to accommodate the addition of four new positions for FY22, bringing their total FTE count to 49. These four positions include one IT position to handle day-to-day IT work as the current staff are highly specialized in other areas; and three Voter Services staff to accommodate a shift in workload due to the increase in the vote-by-mail option.

Program	Fund	FY18 Adopted Budget	FY19 Adopted Budget	FY20 Adopted Budget	FY21 Adopted Budget	FY22 Request
Supervisor of Elections	General Fund	40.0	40.0	44.0	45.0	49.0
Total FTE (Full time equivalent positions)		40.0	40.0	44.0	45.0	49.0

Operating Expenditures are increasing \$1.5M, or 46.9% from the FY21 Revised Budget resulting from increases to accommodate:

- Temporary staff replacing Casual Workers to ensure proper staffing levels in upcoming elections. During the pandemic, many Casual Workers did not report for duty due to COVID concerns. Transitioning to using a staffing agency will provide better consistency in staff availability during elections.
- Increases in data plans on Verizon air cards used at polling locations.
- Additional printing, freight and postage resulting from the increase in vote-by-mail option in which citizens have enrolled, the SOE now paying for return postage on the vote-by-mail option, as well as communication surrounding redistricting efforts that will take place in the upcoming year. Costs associated with these items have previously been partially offset by the Federal Elections Activities Grant, and CARES in FY20, both of which are not being renewed in FY21 or FY22.
- Increases in rental costs as many locations have increased their rates to include deep cleaning services after the elections.

Supervisor of Elections

- Annual maintenance services for the new ClearAudit system as well as the log aggregation software whose annual maintenance was previously covered by the Joint Election Security Initiative (JESI) grant.
- Cyclical replacement of the desktop computers in the call center.

Capital Outlay is decreasing \$1.4M, or 81.6% as the FY21 Revised budget includes non-recurring requests in the amount of \$1.1M for 325 ExpressVote machines, as well as \$372,000 for the ClearAudit system.

Decision Package

The Supervisor of Elections has also submitted a decision package in the amount of \$177,730 for scanning and indexing of historical voter registration applications. Voter registration forms must be retained indefinitely. Currently the Pinellas County Supervisor of Elections has hundreds of thousands of applications spanning several decades that are deteriorating. Delaying this project could cause further harm to the integrity of the documents. Outsourcing this project to the Clerk will save the County approximately \$200,000 and it will free up needed space for conducting elections, thereby avoiding request for additional space.

The total budget request for FY22, including the decision package is **\$10,683,490**.

As mentioned above, the Supervisor of Elections budget fluctuates year to year based on the number and type of elections being held in the upcoming year. Their budgets and costs have also been greatly impacted by the pandemic. Supervisor of Elections typically sets a Mail Ballot Request (vote-by-mail) goal of 300,000 requests per year. The pandemic resulted in an increase in mail ballot requests to 363,660 in FY20 and 452,469 in FY21, which covered the Presidential Preference Primaries and Presidential election respectively. Other activities driving up printing and postage for FY22 are the redistricting efforts that take place once every ten years. Costs for printing and postage associated with those increases were partially covered by CARES funding and the Federal Elections Activities Grant, but now fall entirely on the Supervisor of Elections. The pandemic also brought into focus the importance of a stable workforce during elections, which is the driving factor in moving forward using a staffing agency rather than relying on Casual Workers.

Supervisor of Elections

