

Supervisor of Elections

Supervisor of Elections: Julie Marcus

<https://www.voteinellas.gov>

Department Purpose

The Supervisor of Elections (Supervisor) conducts Federal, State, County, and Municipal elections. The Supervisor registers voters and maintains accurate voter registration records using the Florida Voter Registration System (FVRS), in accordance with Federal and state law. The Supervisor recruits, trains, and assigns poll workers, locates, and contracts with polling places, and surveys polling places, to make improvements to comply with Americans with Disabilities Act (ADA) accessibility requirements. The Supervisor conducts voter registration and education for college, high school, middle and elementary students. The Supervisor mails sample ballots to voters, as well as publishes them in newspapers. The Supervisor complies with bilingual requirements of Section 203 of the Voting Rights Act (VRA).

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)
- Mail sample ballots to voters and publish them in newspapers
- Comply with bilingual requirements of Section 203 of the Voting Rights Act

Budget Summary

The Supervisor of Elections is requesting \$10.0M, a decrease of \$402,610 (3.9%) from the FY22 Budget. The cost of personal services increases to accommodate annual salary increases and the reclassification of three positions to exempt class. The overall budget decrease is mostly related to reductions in Operating Expenditures resulting from cyclical budget needs as well as spending trends; and reduced Capital Outlay for one-time purchases budgeted for FY22.

The Supervisor of Elections Office submitted one Decision Package:

- **Cannon Titan Printer (non-recurring; \$151,000)**
 - The Cannon Titan Printer will be able to print large volumes of ballots at a faster speed than the current ballot on demand printers.
 - The higher production rate will ensure legal deadlines are met during compressed timelines.

Supervisor of Elections

	2022			2023		
Expenditure Account	General Fund	Non-General Fund	Total	General Fund	Non-General Fund	Total
Constitutional Officers Transfers	\$10,439,470		\$10,439,470	\$10,036,860		\$10,036,860
Expenditure Total	\$10,439,470		\$10,439,470	\$10,036,860		\$10,036,860

Budget Summary by Program and Fund

Supervisor of Elections Program

Elections includes conducting Federal, State, County, and Municipal elections; qualifying candidates for County and Special District elections; recruiting, training, and assigning poll workers; locating and contracting with polling places; surveying polling places and making improvements to comply with ADA accessibility requirements; maintaining voting equipment and supplies; and complying with bilingual requirements of Section 203 of the Voting Rights Act. Voter Registration includes registering voters and maintaining accurate voter registration records in accordance with the National Voter Registration Act (NVRA), Florida law, and the Florida Voter Registration System (FVRS) and complying with bilingual requirements of Section 203 of the Voting Rights Act. Voter Education includes 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); publishing sample ballots in newspapers and mail to voters; and complying with bilingual requirements of Section 203 of the Voting Rights Act.

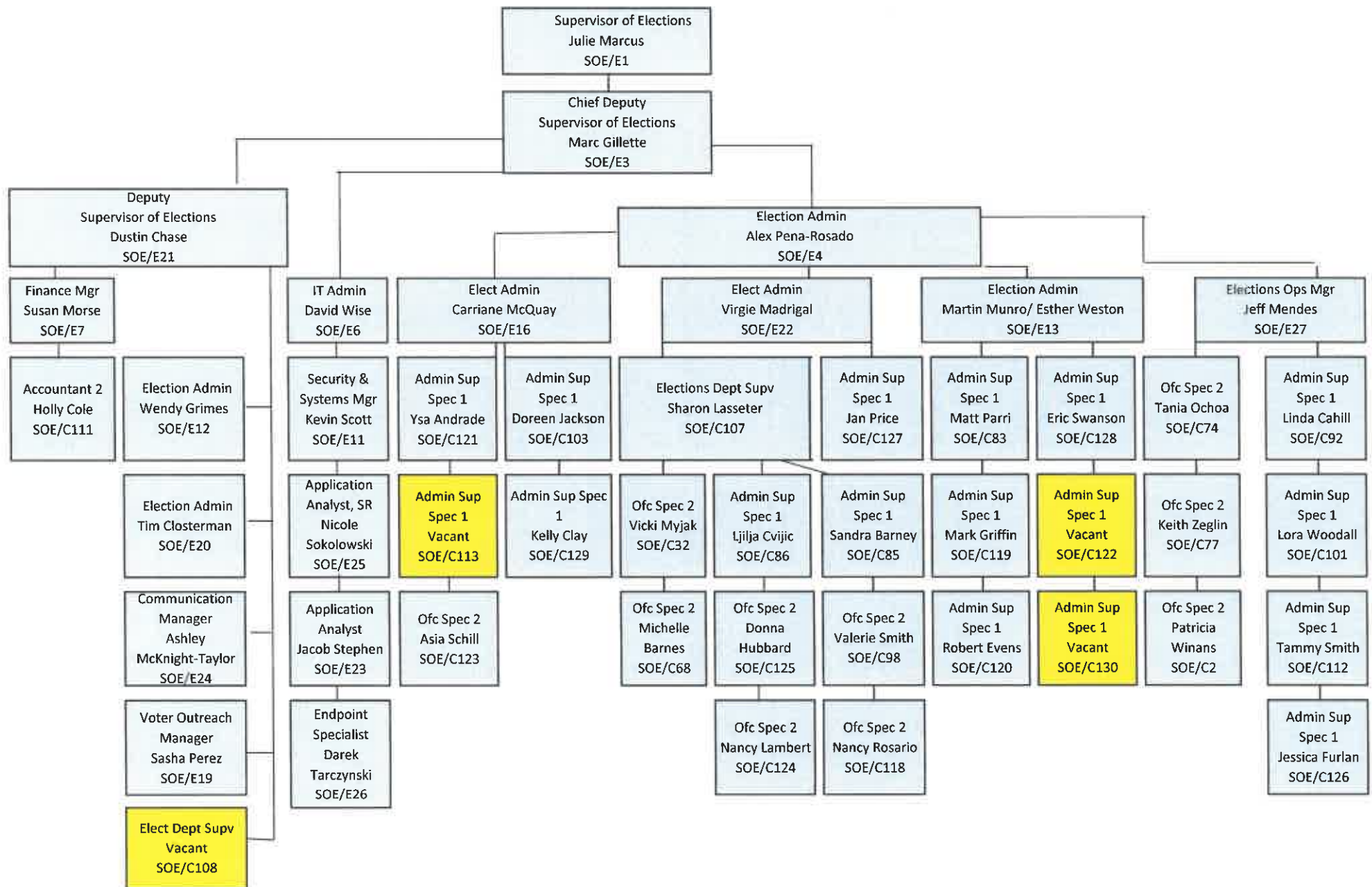
Program	Fund	FY20 Actual	FY21 Actual	FY22 Budget	FY23 Budget
9870-Supervisor of Elections Program	0001 - General Fund	\$10,127,320	\$10,148,040	10,439,470	\$10,036,860
	Total	\$10,127,320	\$10,148,040	\$10,439,470	\$10,036,860

Attachments

1. Organization Chart
2. Budget Report
3. Decision Package

Pinellas County Supervisor of Elections - Organizational Chart

Attachment 1



Supervisor of Elections

Account	FY19 Actual	FY20 Actual	FY21 Actual	3-year Average	FY22 Budget	FY22 Estimate	FY23 Request	Budget to Budget Change	Budget to Budget % Change
5110001 - Executive Salaries	1,335,683	1,470,620	1,648,247	1,484,850	1,732,020	1,928,150	2,057,890	325,870	18.8%
5120001 - Regular Salaries & Wages	1,062,070	1,178,622	1,167,738	1,136,143	1,392,640	1,260,920	1,294,280	(98,360)	-7.1%
5120002 - Regulr Salaries&Wages-WIB	855,555	1,345,342	612,952	937,950	312,480	448,410	287,680	(24,800)	-7.9%
5140001 - Overtime Pay	220,789	221,531	201,664	214,661	93,840	119,390	145,190	51,350	54.7%
5200001 - Employee Benefits-Overtime	0	0	0	0	0	0	0	0	
5210001 - FICA Taxes	193,687	212,498	206,761	204,316	234,940	240,510	251,640	16,700	7.1%
5210002 - FICA Taxes-WIB	46,174	50,853	48,953	48,660	0	0	0	0	
5220001 - Retirement Contributions	239,254	323,905	403,010	322,056	443,090	457,780	492,830	49,740	11.2%
5230001 - Hlth,Life,Dntl,Std,Ltd	789,376	828,659	827,916	815,317	904,640	858,190	916,540	11,900	1.3%
5230002 - Life&Health Insurance-WIB	3,646	4,264	3,035	3,648	0	0	0	0	
5230011 - Wellness Incentive Program	1,130	150	1,080	787	0	0	0	0	
5250001 - Unemployment Compensation Exp	193	13,709	10,124	8,009	0	0	0	0	
5320001 - Accounting & Auditing	19,000	19,400	19,500	19,300	19,400	19,500	19,500	100	0.5%
5340001 - Other Contractual Svcs	420,541	1,310,052	916,244	882,279	1,568,210	1,524,070	1,680,020	111,810	7.1%
5400001 - Travel and Per Diem	39,135	46,711	56,043	47,296	89,440	89,435	78,800	(10,640)	-11.9%
5410001 - Communication Services	20,827	36,104	31,805	29,579	36,370	36,370	39,010	2,640	7.3%
5420003 - Freight & Postage Services	15,369	561,946	313,435	296,917	833,430	813,940	893,690	60,260	7.2%
5444000 - Rental&Leases-Equipment	24,619	104,983	29,578	53,060	70,290	70,295	37,690	(32,600)	-46.4%
5460001 - Repair&Maintenance Svcs	412,954	388,067	1,031,757	610,926	762,460	762,460	758,670	(3,790)	-0.5%
5464000 - Repair&Maint-Equipment	492,680	669,896	0	387,525	323,610	323,610	283,840	(39,770)	-12.3%
5470001 - Printing and Binding Exp	267,424	760,190	265,158	430,924	945,230	889,810	300,490	(644,740)	-68.2%
5480001 - Promotional Activities Exp	32,688	16,709	35,219	28,205	47,680	47,680	34,230	(13,450)	-28.2%
5490011 - Otr Chg-Bnk Chgs/Nsf Chks	2,689	1,222	3,600	2,504	3,210	3,210	3,720	510	15.9%
5490020 - Otr Chgs- Legal Advertising	11,577	(4,011)	44,884	17,483	67,520	67,520	96,900	29,380	43.5%
5496521 - Intgv Sv-Fleet-Op & Maint	1,830	2,135	2,418	2,127	2,120	2,110	3,110	990	46.7%
5496551 - Intgv Sv-Risk Financing	83,750	81,390	113,300	92,813	75,260	75,260	98,430	23,170	30.8%
5510001 - Office Supplies Exp	19,691	27,381	39,639	28,904	25,500	25,500	25,420	(80)	-0.3%
5520001 - Operating Supplies Exp	95,007	95,415	270,322	153,581	111,830	111,830	93,670	(18,160)	-16.2%
5540001 - Bks, Pub, Subscrp & Membrshps	7,383	12,206	9,628	9,739	16,880	16,880	15,880	(1,000)	-5.9%
5640001 - Machinery And Equipment	1,307,521	236,538	1,750,923	1,098,328	322,640	246,640	123,000	(199,640)	-61.9%
5640200 - Equip-Data Processing	0	4,740	0	1,580	4,740	0	4,740	0	0.0%
Expenditures Total	8,022,241	10,021,228	10,064,932	9,369,467	10,439,470	10,439,470	10,036,860	(402,610)	-3.9%

Change Request Summary

Attachment 3

Change Request	AUTO - 614 - Cannon Titan Printer
Budget Year	2023
Change Request Type	Operating Decision Package Request
Change Request Stage	County Admin Review [Operating Decision Package Request]
Acct. Reference	
Publish Date	
Description (What is it) *	The Cannon Titan Printer
Summary of Request	Requesting to purchase a new Cannon Titan Printer
Justification *	The Cannon Titan Printer will be able to print large volumes of ballots at a faster speed than the current ballot on demand printers that are in use.
Ranking	1
Operational Impacts	The ballot printer is a compact solution that saves space, network capacity and electrical considerations. Long term cost savings will be realized in reduced waste, fewer staff hours to operate and less maintenance. The higher production rates over current printers will help ensure legal deadlines are met during compressed timelines.
Net Operating Budget	151,000
Net Capital Budget	-
Net Budget	151,000

Operating Budget Details

Account	Position	Description (What is it?)	2023 Budget
Expenses			
970100 - Supervisor of Elections (SOE Funds Only)			
5640001 - Machinery And Equipment		Cannon Titan Printer	151,000
Total 970100 - Supervisor of Elections (SOE Funds Only)			151,000
Total Expenses			151,000
Total			151,000
Net Total			151,000