

*FAYETTE COUNTY BOARD OF ELECTIONS AND VOTER REGISTRATION
SPECIAL MEETING FOR BUDGET REVIEW*

March 15, 2012

The Fayette County Board of Elections met to review the budget prepared by Supervisor Sawyer that was to be presented to Fayette County for FY 2013. Members Addison Lester and Marilyn Watts were present as the meeting started at 10:00am. Member Darryl Hicks was not able to attend in person but joined the meeting via a conference call.

Supervisor Sawyer began the meeting by presenting a spread sheet that he had prepared indicating staffing needs for poll workers as well as part-time persons needed for Absentee by Mail, Absentee in Person and equipment Logic & Accuracy testing and support for the 36 voting precinct. These were prepared with the reduction in advanced voting to 21 days taken into consideration. This should be right on target and we shouldn't have the large budget shortages that we had in 2008.

Supervisor Sawyer briefly described the make up of the budget sections as follows:
10010400 - 100 designates the GENERAL FUND and the 10400 indicated the Elections & Voter Registration department. All accounts beginning with 51 pertains to salaries and benefits, 52 accounts pertain to *services* and 53 accounts pertain to *supplies*.

The total of all "51" – Salaries and Benefits as prepared by Human Resources is \$676,905.00

Supervisor Sawyer began reviewing the budget line items with those in attendance and with Member Hicks by phone. The following accounts were discussed and changes made as indicated:

Technical Services (521316) This account represents funds to contract with Andy Crunkelton for election support – L & A and tabulation on the GEMS.

Office Equipment Services (52231) After reviewing this account, the Board recommended increasing the requested amount up to \$4,500 for maintenance and/or replacement of DRE's and Express Poll Units.

Building Maintenance Service (522231) This account will be increased in order to add dampers in suite 209A – 10 @ \$15 per damper = \$150,

Car Rental (522320) Funds are being requested to rent 3 26' covered trucks with a lift for 2 elections. The Purchasing Department reported that the county's insurance did not cover any of this equipment and we had to add the cost of daily insurance to the cost for renting these trucks. We will use county vans for the smaller runoff elections.

Postage Services (523202) After discussions with the Board, they recommended that the estimated number of ballot for the upcoming elections be increased from 8,000 to 9,000. Supervisor Sawyer stated that the other postage items listed were for correspondence with newly registered voters that have moved and also for sending hearing notices to family of deceased voters and those voters who had been convicted of felonies.

Printing / Binding Services (523400) With the law changes from last year, ballots not have to be ordered by specific precincts. The number of ballots ordered has more than doubled from previous years. Each election also requires a \$250 set-up fee.

Lodging & Meals (523591) Supervisor Sawyer reported that he had budgeted for four members to attend the only conference scheduled for FY 2013 – GEOAC – on May 5 – 8, 2013. The date for MEALS should be changed to the same as lodging - May 5 – 8, 2013. Also the number of days should be changed to 4 days since we leave on Sunday and return on Wednesday. The amount should be correct for it included funds for allowed meals not covered by conference registration fees.

Office Supplies (531114) The Board recommended that the amount be increased due to larger number of elections to be held in this fiscal year.

Other Supplies (531116) This account is set up for supplies specific to elections. The amount shown includes replacement batteries for all 328 DRE's at a cost of \$35 each. ES&S is also recommending the replacement of all batteries for the 80 Express Poll units at a cost of \$199. This is because ES&S is indicating that these are approaching the end of their useful life. This totals \$15,920 which will need to be added to the total as presented to the Board. It is erroneously being shown as a negative \$15,920 under Muni Office Supplies. This will increase the final budget amount by \$31,840. The Board was of the opinion that the amount for thermal paper packers should be increased in order to have sufficient funds for the large number of elections in FY 2013.

Road Signs (531174) A request has been made from Sign-A-Rama for a quote to replace the outside road signs at each precinct. The Board thought that since this was such a large election year that we might need to consider going ahead and replacing all these signs. Supervisor Sawyer said that he would e-mail the board members once he received the quote from Sign-A-Rama.

Supervisor Sawyer reported that he had been to the Board of Commissioner's retreat on the previous Saturday and had presented the EASY VOTE sales proposal for a total of \$ 19,200. The Board took no action at this retreat. This would be under Capital Projects. This project would make the overall advance voting procedure run smoother. This project will help us to reduce the amount of time needed to process each voter and should also be able to reduce the number of part-time staff. This software would be used at all four locations.

Board member Watts said that they would like to know about the signs since this was going to be a large election year. Member Lester wanted to know if we had a total. The total of the 52's and 53's with changes without the signs is \$98,788. The total of the 51's is \$676,905 making the total requested amount for FY 2013 \$775,693, The total with the EASY VOTE would be \$794,893. The EASY VOTE amount is not included in any of the numbers presented to the Board. This project had already been presented to the Board with the total amount being requested. By and large the largest amount of the budget is salaries. Member Watts stated that the code requires the Board to compare the current budget to the previous years actual results. She thought that it would be better to compare the current budget to that for FY 2009,

Supervisor Sawyer showed the budget comparison from Finance as well as the budget and results for FY 2009 which will show the comparable elections. He also stated that pay for each of the specific elections was to be put into projects. Member Lester asked if we had enough time to get the EASY VOTE implemented for the General Election Primary Election to be held July 31, 2012.

Supervisor Sawyer called for a vote with the addition of the Express Poll Replacement batteries, the signs once the quote is received and other changes as cited above. Member Watts made a motion that the budget as presented with changes be approved. Member Lester seconded the motion. The motion passed 3 to 0. The meeting adjourned at 10:45AM.