

WESTCHESTER COUNTY
BOARD OF ELECTIONS
2017 BUDGET PRESENTATION
BOARD OF LEGISLATORS
BUDGET COMMITTEE

Prepared by:

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Overview: Board of Elections

- The Board of Elections is New York State's government agent for the administration and execution of the State Election Law. Under New York State Election Law, the Board of Elections' goal is to facilitate the registration of every qualified voter in Westchester County. The Board executes the laws pertaining to designating and nominating petitions for public office and party positions and is required by New York State Election Law to assist with school board and village elections in Westchester County. The Department is required to operate under New York State Laws and State Codes, Rules and Regulations.

Board of Elections: General Initiatives

- To produce lists, maps, poll books and all other information pertinent to election matters without relying upon vendors and other County departments whenever possible.
- To provide voters, candidates and the general public with information in a more precise fashion.
- To print poll books and supply lists for all elections held in Westchester County.
- To facilitate the translation of all materials that are required under NYS Election Law into Spanish language by in- house staff.
- To provide services to high schools, nursing homes, adult centers and community organizations for the purpose of registering potential new voters, or to explain the voting process and answer any election related questions.

Organizational Structure - Staff

Departments

- **Registration** – Provides for the timely administration and execution of the State Election Law and related laws pertaining to voter registration and the holding of public elections.
- **Election Inspector Training and Development** – Ensures elections are conducted smoothly by recruiting, training and developing knowledgeable, competent and impartial individuals to staff the polls on each Election Day.
- **Absentee** - Assists voters in securing and completing absentee ballots including visiting nursing homes and assisted living centers throughout the County to help residents in the proper completion of ballots to ensure all votes are properly cast and counted.
- **Information Technology** - Carries full responsibility for the programming, maintenance, and operation of Plan A and Plan B voting machines as well as the Maptitude system that produces maps for public use.
- **Campaign Financial Disclosure** – Supplies candidates with disclosure statements and maintains a cursory audit of statements filed by political candidates to ensure compliance with Ethics Laws

BOARD OF ELECTIONS STATISTICAL DATA

- 1.) There are currently 652,910 registered voters in Westchester County.
- 2.) The Board of Elections currently utilizes the space of 371 polling sites located throughout Westchester County for its general elections.
- 3.) During the 2016 year the Absentee department processed and mailed over 46,850 ballots. They received and processed 37,472 return ballots.

STAFFING AT OTHER COMPARABLE COUNTY BOARD OF ELECTIONS

FULL TIME EMPLOYEES

NASSAU - 160

SUFFOLK - 123

WESTCHESTER - 90

Comparison of Counties in 9th Judicial District

<u>County</u>	<u>Number of ED's</u>	<u>Number Polling Sites</u>
Dutchess	220	104
Orange	321	125
Putnam	86	22
Rockland	277	68
Westchester	942	371

General Cost Analysis of 2017 Budget

• <u>Fixed Cost</u>		
• Salary cost	(1010)	<u>\$6,262,205</u>
• <u>Total fixed cost</u>		\$ 6,262,205
• <u>Variable Cost</u>		
• Hourly/Overtime	(1400)	\$1,100,000
• Equip/Supplies/Expenses		\$5,641,700
• Inter-department	(5000)	<u>\$1,952,754</u>
• <u>Total variable cost</u>		\$ 8,694,454
• TOTAL BUDGET COST		\$ 14,956,659
• Operating budget Revenue		(1,492,382)
• Department Tax Levy		\$ 13,464,277

All changes/additions in RED type.

OBJECTS OF EXPENDITURE:		EXPENDED	ADOPTED	APPROPRIATED	PROJECTED	REQUESTED	Analysis
		2015	2016	2016	2016	2017	
Personal Service:							
Annual-Regular:	GROUP						
Commissioner		2	2	2	2	2	2
Deputy Commissioner	XVI	2	2	2	2	2	2
Director of Technical Services	XIV	2	2	2	2	2	2
Program Administrator	XII	6	8	8	8	8	8
Supervising Voting Mach. Tech	XII	2	2	2	2	2	2
Program Specialist	X	20	20	20	20	20	20
Voting Machine Tech	X	10	10	10	10	10	10
Executive Secretary to Comm.	X	2	2	2	2	2	2
Jr. Administrative Assistant	VIII	3	3	3	3	3	3
Sr. Clerk-Board of Elections	VIII	11	11	11	11	11	11
Supervisor of Poll Records	VIII	2	2	2	2	2	2
Clerk-Board of Elections	VII	1	1	1	1	1	1
Unit Record Supervisor	VII	1	1	1	1	1	1
Office Asst.	VI	4	4	4	4	4	4
Payroll Clerk	VI	1	1	1	1	1	1
Supervising File Clerk	VI	1	1	1	1	1	1
Sr. File Clerk	V	1	1	1	1	1	1
Sr. Clerk	V	9	9	9	9	9	9
Receptionist	IV	2	2	2	2	2	2
Int. File Clerk	III	6	6	6	6	6	6
Total Positions		88	90	90	90	90	90

2016 ELECTIONS CONDUCTED/SUPPORTED BY THE BOARD OF ELECTIONS

JANUARY 12, 2016:

***MAMARONECK UNION FREE SCHOOL DISTRICT BOND VOTE**

MARCH 15 2016:

**VILLAGE ELECTIONS CONDUCTED BY THE BOARD OF ELECTIONS:
(ELMSFORD, PELHAM, RYE BROOK, SLEEPY HOLLOW & TARRYTOWN)**

***VILLAGE ELECTIONS NOT CONDUCTED BY THE BOARD:**

**(BRIARCLIFF MANOR, BRONXVILLE, BUCHANAN, HASTINGS-ON-HUDSON, PELHAM MANOR
AND TUCKAHOE)**

BEDFORD SPECIAL ELECTION FOR COUNCIL

***MT. VERNON CITY SCHOOL DISTRICT BOND REFERENDUM VOTE**

APRIL 19, 2016:

PRESIDENTIAL PRIMARY

MAY 3, 2016:

***MT. VERNON PUBLIC LIBRARY ELECTION**

MAY 17, 2016:

***SCHOOL DISTRICT ELECTIONS FOR WHOLE COUNTY**

JUNE 14, 2016:

***CHAPPAQUA CENTRAL SCHOOL DISTRICT BOND VOTE**

JUNE 28, 2016:

FEDERAL PRIMARY

AUGUST 9, 2016:

SPECIAL ELECTION FOR 14TH LD

SEPTEMBER 13, 2016:

STATE/LOCAL PRIMARY

OCTOBER 6, 2016:

***VALHALLA UNION FREE SCHOOL DISTRICT BOND VOTE**

RYE NECK UNION FREE SCHOOL DISTRICT BOND VOTE

OCTOBER 18, 2016:

***MT. PLEASANT CENTRAL SCHOOL DISTRICT ELECTION/BUDGET VOTE**

CROTON HARMON UNION FREE SCHOOL DISTRICT ELECTION/BUDGET VOTE

HARRISON CENTRAL SCHOOL DISTRICT ELECTION/BUDGET VOTE

NOVEMBER 8, 2016:

GENERAL ELECTION

DECEMBER 7, 2016:

***MAMARONECK PUBLIC LIBRARY ELECTION**

DECEMBER 13, 2016:

***FIRE DISTRICT ELECTIONS – DECEMBER 13, 2016**

***The Board provides Technical and Office staff support for School, Library, Fire, Water District Elections and Village Elections not conducted by the Board (Briarcliff Manor, Bronxville, Buchanan, Hastings-on-Hudson, Pelham Manor and Tuckahoe)**

AFFIDAVITS FOR 2016 ELECTIONS

ELECTIONS

AFFIDAVITS

BEDFORD SPECIAL ELECTION MARCH 15, 2016

8

VILLAGE ELECTIONS MARCH 15, 2016

13

PRESIDENTIAL PRIMARY APRIL 19, 2016

6,272

FEDERAL PRIMARY JUNE 28, 2016

3

SPECIAL ELECTION 14TH LEG. AUGUST 9, 2016

14

PRIMARY ELECTION SEPT. 13, 2016

115

GENERAL ELECTION NOV. 8, 2016

8,075

TOTAL AFFIDAVITS

14,500