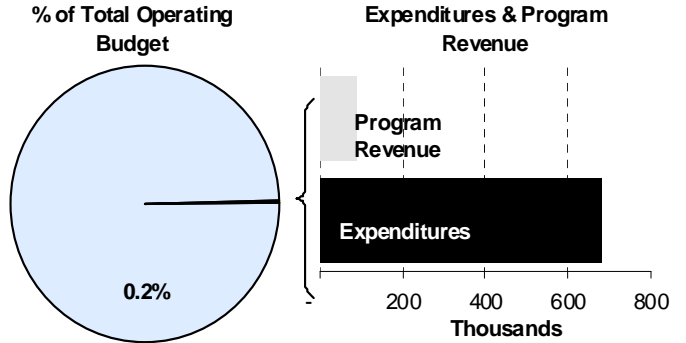
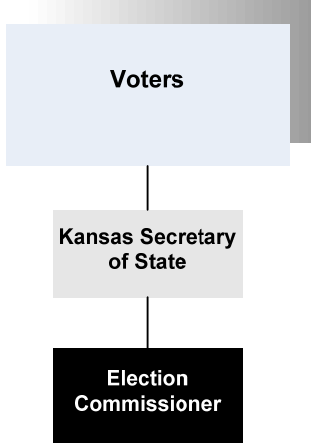




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Mission:
 □ To provide all eligible Sedgwick County citizens the opportunity to register to vote and participate in an informed manner in simple, accessible and secure elections.



Program Information

The Election Commissioner, who is appointed by the Kansas Secretary of State, oversees all voter registration and elections within Sedgwick County. Many State statutes relate to the conduct of elections, but the primary statutes governing elections are found in Chapter 25 of the Kansas Statutes. Statutes specifically outlining the main duties and responsibilities of the Election Commissioner are in Kansas Statutes 19-3419 through 19-3439. These duties and responsibilities include:

- Establishing, fixing, and proclaiming all of the boundaries of wards and precincts in the County
- Accepting and filing nomination and declaration papers of candidates and declarations of party affiliation
- Providing public notice of elections
- Printing the ballots for all elections
- Performing the duties of the clerk of the court for the trial of contested local elections
- Conducting and controlling all elections within the County

- Verifying petitions
- Maintaining records pertaining to the administration of elections
- Maintaining records pertaining to voter registration

In an effort to make the election process flow as smoothly as possible and to accomplish the goals and the mission of the Election Commissioner, the Election Office receives valuable support from the County. This financial, logistical, personnel and technical support is received from the Board of County Commissioners, the County Manager, other County departments and employees who ensure that elections in Sedgwick County run smoothly. The Election Office is also fortunate to have hundreds of “volunteer” election board workers whose hard work makes sure that holding elections is possible. These board workers assist with advance voting and Election Day voting in multiple capacities, often working long hours to ensure that all registered voters have the opportunity to cast their vote in an election.

Departmental Sustainability Initiatives

The Election Office has taken multiple steps to contribute to the County’s sustainability initiative. Economic sustainability is fostered by the Election Office providing more convenient and efficient options for voting. In turn, citizens spend less time and effort casting their vote, causing less disruption in their normal, daily activities. By offering advance voting options, citizens also have the ability to vote on a day when it is convenient for them, or if they wish to avoid the Election Day crowds.

The Election Office strives to mitigate its impact on the environment by working to conserve resources. One way is through the utilization of scanning and other means to reduce the amount of printing and paper used in the Office. The Election Commissioner and staff also coordinate travel and carpool whenever possible to conserve fuel and other travel expenses.

Social equity is an important initiative for the Election Office, as opportunities for voter registration and voting need to be made available to everyone in a fair and equitable manner. In order to provide socially equitable services, voter registration and advance voting applications are available online, as well as at numerous outposts throughout the County, including Quik Trip, Dillon’s and Kwik Shop businesses. Additionally, voting options include advance voting in-person, advance voting by mail, or attending a strategically located polling place on Election Day.

The Election Commissioner continually seeks efficiencies in departmental operations and in the entire election process to enhance the Office’s financial and institutional viability. In recent years, the Election Office greatly reduced discretionary spending and implemented numerous cost and labor-saving measures in order to maintain and even increase the level of services provided to their customers. One change is to provide more services electronically to decrease the need for

customers to drive to the Election Office for information. The Election Office is also partnering with the Sedgwick County Call Center to provide more efficient and effective services to customers.

Department Accomplishments

The 2008 Presidential election saw a record number of voters in Sedgwick County. Of the almost 195,000 that voted, 57 percent voted in advance of Election Day. Approximately 70,000 voted in advance by mail and an additional 40,000 advance-voted in person at the Election Office or one of the 15 satellite advance voting locations. Advance voting continues to grow in popularity in Sedgwick County and these advance percentages are the highest ever seen in Kansas to date.

The Election Office also continues to work toward the goal of implementing vote centers in the near future. Vote centers would allow any registered voter to vote at any voting location on Election Day instead of having one specific polling location.

Budget Adjustments

Changes to the Election Commissioner’s 2011 budget reflect a one percent increase in contractual, commodity, and capital equipment based on 2009 actual expenditures for all property tax supported funds, in addition to a reduction of \$264,454 to adjust for the election cycle and the elimination of an Office Specialist position, shifting the savings to contractual in 2011.

Alignment with County Values

- **Professionalism** - Elections are conducted efficiently and in an environment of continual improvement in order to provide the greatest access to the process
- **Commitment** - Working hard to make the election process available and convenient for all citizens
- **Honesty** - Elections are conducted in an open and transparent manner

Goals & Initiatives

- **Provide voter registration to all eligible citizens within Sedgwick County**
- **Expand the awareness and opportunity for advance voting**
- **Increase accessibility and awareness for voters at all voting locations**

Awards & Accreditations

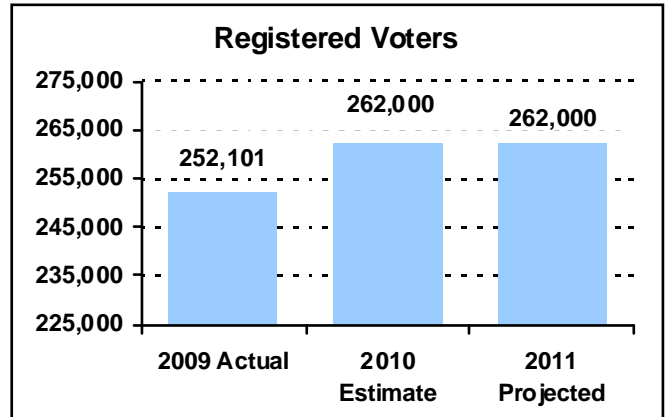
- Margaret Champ Award from the Wichita Association for the Visually Handicapped for working on voter accessibility

PERFORMANCE MEASURE HIGHLIGHTS

The following chart illustrates the Key Performance Indicator (KPI) of the Election Commissioner’s Office.

Registered Voters in Sedgwick County -

- Measure of the number of voters registered to vote in Sedgwick County. This measure helps determine the extent to which the Election Commissioner is providing citizens the opportunity to register to vote in a simple and accessible manner.



Department Performance Measures	2009 Actual	2010 Est.	2011 Proj.
Registered voters in Sedgwick County (KPI)	252,101	262,000	262,000
Voter participation rate for April/November elections	9%	54%	24%
Number of advanced ballots cast in April/November elections	6,600	58,000	18,000
Number of permanent FTE’s	9	8	7
Number of polling places on April/November election	63	63	63
Number of registered voters per FTE	28,011	32,750	37,428
Number of April/November votes per voting machine	72.7	241.8	172.0
Number of recounts where results changed	0	0	0

Significant Adjustments From Previous Budget Year

- Eliminate an Office Specialist position and shift savings to contractals
- Adjustment for election cycle in 2011

Expenditures	Revenue	FTEs
(264,454)		(1.00)

Total	(264,454)	-	(1.00)
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Budget Summary by Category

	2009 Actual	2010 Adopted	2010 Revised	2011 Budget	% Chg. '10-'11
Expenditures					
Personnel	470,711	506,226	506,226	471,460	-6.9%
Contractual Services	128,001	418,902	418,902	202,409	-51.7%
Debt Service	-	-	-	-	
Commodities	32,354	10,000	10,000	6,500	-35.0%
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	50,000	-	-	-	
Total Expenditures	681,066	935,128	935,128	680,369	-27.2%
Revenue					
Taxes	-	-	-	-	
Intergovernmental	-	-	-	-	
Charges For Service	110,700	28,549	28,549	87,313	205.8%
Other Revenue	151	496	496	377	-24.0%
Total Revenue	110,851	29,045	29,045	87,690	201.9%
Full-Time Equivalents (FTEs)	11.00	10.00	10.00	9.00	-10.0%

Budget Summary by Fund

Expenditures	2010 Revised	2011 Budget
General Fund-110	935,128	680,369
Total Expenditures	935,128	680,369

Budget Summary by Program

Program	Fund	Expenditures				2011 Budget	% Chg. '10-'11	Full-Time Equivalents (FTEs)		
		2009 Actual	2010 Adopted	2010 Revised	2010 Adopted			2010 Revised	2011 Budget	
Administration	110	511,822	620,079	620,079	505,046	-18.6%	9.00	9.00	8.00	
Election Operations	110	169,244	315,049	315,049	175,323	-44.4%	1.00	1.00	1.00	
Total		681,066	935,128	935,128	680,369	-27.2%	10.00	10.00	9.00	



Personnel Summary by Fund

Position Title(s)	Fund	Band	Budgeted Personnel Costs			Full-Time Equivalents (FTEs)			
			2010 Adopted	2010 Revised	2011 Budget	2010 Adopted	2010 Revised	2011 Budget	
Chief Deputy Election Commission	110	B324	61,590	62,822	65,238	1.00	1.00	1.00	
Administrative Specialist	110	B219	74,084	75,564	78,470	2.00	2.00	2.00	
Fiscal Associate	110	B216	54,390	55,478	57,612	2.00	2.00	2.00	
Office Specialist	110	B115	68,758	70,102	36,063	2.00	2.00	1.00	
Office Assistant	110	B112	27,719	28,268	29,355	1.00	1.00	1.00	
Election Commissioner	110	APPOINT	76,566	76,566	79,511	1.00	1.00	1.00	
Temp: Protective Service	110	0	1,000	1,000	1,038	1.00	1.00	1.00	
Subtotal					347,287		10.00	10.00	9.00
Add:									
Budgeted Personnel Savings (Turnover)					(10,387)				
Compensation Adjustments					-				
Overtime/On Call/Holiday Pay					161				
Benefits					134,399				
Total Personnel Budget*					471,460				

* The 2011 personnel budget accommodates one additional payroll posting period. The budget is not reflective of an individual employee's annual salary due to the timing variance between the posting of payroll and the employee's receipt of compensation.



• Administration

The Election Commissioner is appointed by the Kansas Secretary of State for a four-year term. The Office is responsible for registering citizens to vote, negotiating with other entities for polling location arrangements, and organizing and scheduling employees and volunteers to staff polling places for elections, provide advance ballots, and tabulating the results of voting. Indirect costs for the election process are funded from this program.

Fund(s): General Fund 110

66001-110

	2009	2010	2010	2011	% Chg.
	Actual	Adopted	Revised	Budget	'10-'11
Expenditures					
Personnel	470,352	504,473	504,473	470,146	-6.8%
Contractual Services	36,745	105,606	105,606	28,400	-73.1%
Debt Service	-	-	-	-	
Commodities	4,725	10,000	10,000	6,500	-35.0%
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	-	-	-	-	
Total Expenditures	511,822	620,079	620,079	505,046	-18.6%
Revenue					
Taxes	-	-	-	-	
Intergovernmental	-	-	-	-	
Charges For Service	-	-	-	-	
Other Revenue	151	496	496	377	-24.0%
Total Revenue	151	496	496	377	-24.0%
Full-Time Equivalents (FTEs)	10.00	9.00	9.00	8.00	-11.1%

Goal(s):

- Provide voter registration to all eligible citizens within Sedgwick County
- Expand the opportunity for Advance Voting
- Increase accessibility and awareness for voters at traditional voting locations

• Election Operations

This program is established to capture the direct costs associated with conducting annual elections. The largest expense is for Election Day board worker salary and mileage. These employees are hired on a temporary basis prior to, during and after the election. Also included is printing of ballots, payment to polling places, set up and delivery of voting machines, administrative costs, voter registration, and voter outreach.

This program also captures the revenue generated by fees candidates pay to file for election and reimbursements received for special elections. These fees are not enough to cover the cost of elections and the majority of funding comes from the County's general fund.

Fund(s): General Fund 110

	2009	2010	2010	2011	% Chg.
	Actual	Adopted	Revised	Budget	'10-'11
Expenditures					
Personnel	359	1,753	1,753	1,314	-25.0%
Contractual Services	91,257	313,296	313,296	174,009	-44.5%
Debt Service	-	-	-	-	
Commodities	27,629	-	-	-	
Capital Improvements	-	-	-	-	
Capital Equipment	-	-	-	-	
Interfund Transfers	50,000	-	-	-	
Total Expenditures	169,244	315,049	315,049	175,323	-44.4%
Revenue					
Taxes	-	-	-	-	
Intergovernmental	-	-	-	-	
Charges For Service	110,700	28,549	28,549	87,313	205.8%
Other Revenue	-	-	-	-	
Total Revenue	110,700	28,549	28,549	87,313	205.8%
Full-Time Equivalents (FTEs)	1.00	1.00	1.00	1.00	0.0%

Goal(s):

- Coordinate sufficient numbers of volunteers and temporary employees to staff all voting locations
- Increase Advance Voting participation rates over previous years of same election type

