

Election Commissioner

Mission: *To conduct elections and enfranchise all eligible Sedgwick County citizens, giving them the opportunity to register to vote and participate in an informed manner in simple, accessible, and secure elections.*

Angela Caudilo
Sedgwick County Election Commissioner

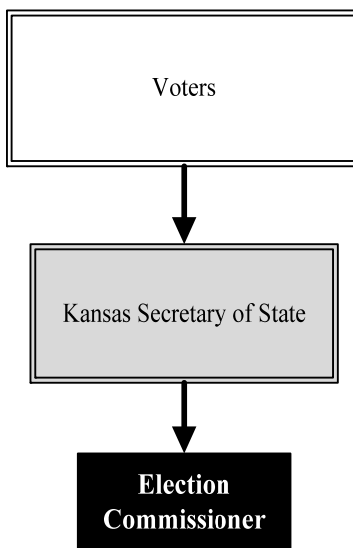
510 N. Main St., Suite 101
 Wichita, KS 67203
 316.660.7100

angela.caudillo@sedgwick.gov

Overview

The Election Commissioner, who is appointed by the Kansas Secretary of State, oversees all voter registration and elections within Sedgwick County. Many Kansas 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.

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, and other County departments.



Strategic Goals:

- *Continue the tradition of conducting successful elections in Sedgwick County*
- *Streamline office operations and conduct elections in an efficient manner*
- *Improve the voting experience for Sedgwick County voters*

Highlights

- Hundreds of board workers assist in advance voting and Election Day voting, working long hours to ensure that all registered voters have the opportunity to cast their vote in an election



Accomplishments and Strategic Results

Accomplishments

The Election Office currently serves over 320,000 registered voters in Sedgwick County. During County-wide elections, the office operates 17 early voting sites, 14 advance mail ballot secure drop boxes, and 82 election day polling places.

Strategic Results

In 2021, the Election Office conducted four elections serving 57 jurisdictions. Turnout for the municipal primary and general elections was 6.6 percent and 15.5 percent, respectively.

Logistical staff prepares and manages over 1,600 pieces of equipment, 99.9 percent of which is ready and deployable.

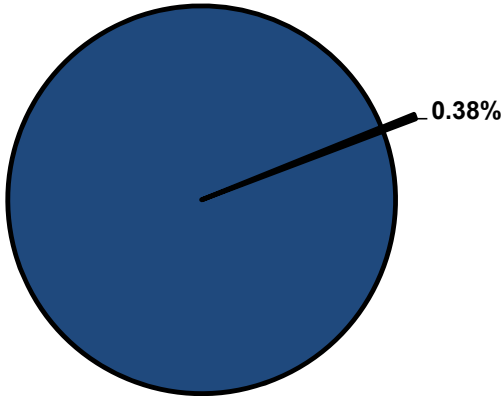


Significant Budget Adjustments

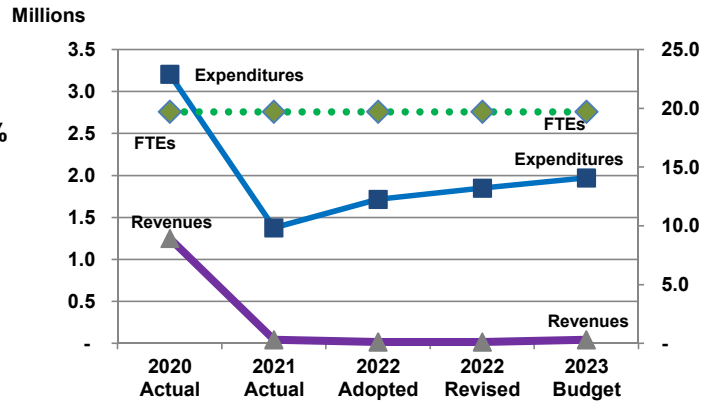
Significant adjustments to the Election Commissioner’s 2023 Recommended Budget include an increase in personnel for Election Worker’s pay (\$219,762) as well as a decrease in personnel due to the 2022 Gubernatorial Election (\$147,094), a decrease in expenditures (\$127,258) for a one-time transfer for purchase of updated software, a \$19,750 increase in expenditures for programming support, and an \$18,800 increase in expenditures for licensing and maintenance on existing equipment.

Departmental Graphical Summary

Election Commissioner
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amount Chg '22 Rev.-'23	% Chg '22 Rev.-'23
Expenditures							
Personnel	1,526,592	829,496	1,048,670	1,048,670	1,266,951	218,282	20.82%
Contractual Services	921,592	490,939	589,945	724,670	636,178	(88,492)	-12.21%
Debt Service	-	-	-	-	-	-	-
Commodities	742,372	55,604	76,879	76,879	68,645	(8,234)	-10.71%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	15,176	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-	-
Total Expenditures	3,205,733	1,376,039	1,715,494	1,850,219	1,971,774	121,556	6.57%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	418,664	-	-	-	-	-	-
Charges for Services	833,473	5,765	17,189	17,189	5,846	(11,343)	-65.99%
All Other Revenue	292	37,409	303	303	38,146	37,843	12469.14%
Total Revenues	1,252,429	43,174	17,493	17,493	43,992	26,499	151.49%
Full-Time Equivalents (FTEs)							
Property Tax Funded	19.70	19.70	19.70	19.70	19.70	-	0.00%
Non-Property Tax Funded	-	-	-	-	-	-	-
Total FTEs	19.70	19.70	19.70	19.70	19.70	-	0.00%

Budget Summary by Fund

Fund	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amount Chg '22 Rev.-'23	% Chg '22 Rev.-'23
General Fund	1,970,611	1,376,039	1,715,494	1,850,219	1,971,774	121,556	6.57%
Stimulus Funds	1,235,122	-	-	-	-	-	-
Total Expenditures	3,205,733	1,376,039	1,715,494	1,850,219	1,971,774	121,556	6.57%

Significant Budget Adjustments from Prior Year Revised Budget

	Expenditures	Revenues	FTEs
Increase in personnel costs for Election Worker pay	219,762		
Decrease in personnel costs for 2022 Gubernatorial Election	(147,094)		
Decrease in expenditures for one-time transfer for purchase of updated software	(127,258)		
Increase in expenditures for programming support for Elections	19,750		
Increase in expenditures for licensing and maintenance of equipment	18,800		
Total	(16,040)	-	-

Budget Summary by Program

Program	Fund	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	% Chg '22 Rev.-'23	22-'23' FTEs
Administration	110	771,168	789,082	772,648	772,648	864,233	11.85%	10.00
Election Operations	110	1,199,443	586,957	942,845	1,077,570	1,107,541	2.78%	9.70
CARES HAVA	277	418,664	-	-	-	-	0.00%	-
CTCL Elections Grant	277	816,458	-	-	-	-	0.00%	-
Total		3,205,733	1,376,039	1,715,494	1,850,219	1,971,774	6.57%	19.70

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2022 Adopted	2022 Revised	2023 Budget	2022 Adopted	2022 Revised	2023 Budget
Election Commissioner	110	APPOINT	90,000	91,800	91,800	1.00	1.00	1.00
Chief Deputy Election Commissioner	110	GRADE132	60,937	56,873	56,873	1.00	1.00	1.00
Deputy Election Commissioner	110	GRADE127	42,910	42,891	42,891	1.00	1.00	1.00
Administrative Support VI	110	GRADE125	40,084	40,082	40,082	1.00	1.00	1.00
Election Specialist	110	GRADE123	177,224	212,515	212,515	5.00	6.00	6.00
PT Fiscal Associate	110	EXCEPT	5,000	-	-	1.00	-	-
Temp: Office/Administrative	110	EXCEPT	53,627	53,627	53,627	2.90	2.90	2.90
Poll Worker	110	ELECT	294,470	297,470	379,138	6.80	6.80	6.80
Subtotal					876,926			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					96,271			
Overtime/On Call/Holiday Pay					1,375			
Benefits					292,379			
Total Personnel Budget					1,266,951	19.70	19.70	19.70

• 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, organizing and scheduling employees and volunteers to staff polling places for elections, providing advance ballots, and tabulating the results of voting. Indirect costs for the election process are funded from this program.

Fund(s): County General Fund 110

Expenditures	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	680,546	669,219	657,704	657,704	746,605	88,901	13.5%
Contractual Services	85,668	113,154	107,944	107,944	112,628	4,684	4.3%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	4,954	6,709	7,000	7,000	5,000	(2,000)	-28.6%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	771,168	789,082	772,648	772,648	864,233	91,585	11.9%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	11	-	-	11	11	0.0%
All Other Revenue	-	161	-	-	164	164	0.0%
Total Revenues	-	172	-	-	175	175	0.0%
Full-Time Equivalents (FTEs)	10.00	10.00	10.00	10.00	10.00	-	0.0%

• 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 salaries 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): County General Fund 110

Expenditures	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	604,306	160,277	390,965	390,965	520,346	129,381	33.1%
Contractual Services	541,014	377,785	482,001	616,726	523,550	(93,176)	-15.1%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	54,123	48,895	69,879	69,879	63,645	(6,234)	-8.9%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	1,199,443	586,957	942,845	1,077,570	1,107,541	29,971	2.8%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	17,015	5,754	17,189	17,189	5,834	(11,355)	-66.1%
All Other Revenue	292	37,248	303	303	37,982	37,679	12415.1%
Total Revenues	17,307	43,002	17,493	17,493	43,816	26,324	150.5%
Full-Time Equivalents (FTEs)	9.70	9.70	9.70	9.70	9.70	-	0.0%

• CARES HAVA

On March 11, 2020, the World Health Organization declared the coronavirus disease (COVID-19) a pandemic. On March 27, 2020, the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law. The Act provided \$2.0 trillion in economic relief funding and allocated \$400 million in Help America Vote Act (HAVA) funds to states. This funding was intended to prevent, prepare for, and respond to COVID-19 for the 2020 Federal election cycle. The Kansas Secretary of State’s Office authorized use of the funds as reimbursements to counties for COVID expenditures in preparation for the August and November election cycles. Only eligible expenditures as defined by the United States Election Assistance Commission were able to be reimbursed up to a specified amount per county. Each county’s reimbursable amount was pre-determined by the Secretary of State; Sedgwick County was authorized for reimbursement up to \$420,307.

Fund(s): Stimulus Funds 277

Expenditures	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	10,459	-	-	-	-	-	0.0%
Contractual Services	200,706	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	192,323	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	15,176	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	418,664	-	-	-	-	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	418,664	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	418,664	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	0.0%

• CTCL Elections Grant

The Center for Tech and Civic Life grant was awarded to assist the Election Office with meeting the demands of the 2020 General Election. Grant funds were used to increase the number of electronic voting machines in the Election Office fleet. A mega-site was also created to provide adequate social distancing for early voters, as well as an increase in the number of poll workers at polling locations. Promotional materials were translated into Vietnamese and Spanish to expand voter outreach.

Fund(s): Stimulus Funds 277

Expenditures	2020 Actual	2021 Actual	2022 Adopted	2022 Revised	2023 Budget	Amnt. Chg. '22 - '23	% Chg. '22 - '23
Personnel	231,281	-	-	-	-	-	0.0%
Contractual Services	94,204	-	-	-	-	-	0.0%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	490,973	-	-	-	-	-	0.0%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	816,458	-	-	-	-	-	0.0%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	816,458	-	-	-	-	-	0.0%
All Other Revenue	-	-	-	-	-	-	0.0%
Total Revenues	816,458	-	-	-	-	-	0.0%
Full-Time Equivalents (FTEs)	-	-	-	-	-	-	0.0%