



Finance Division The Council of the City of New York

Hon. Melissa Mark-Viverito
Speaker of the Council

Hon. Julissa Ferreras-Copeland
Chair, Committee on Finance

Hon. Council Member Ben Kallos
Chair, Committee on Governmental Operations

Latonia McKinney, Director

Regina Poreda Ryan, Deputy Director

Nathan Toth, Deputy Director

Paul Scimone, Deputy Director

John Russell, Unit Head

Brittany Morrissey, Legislative Financial Analyst

Report to the Committees on Finance and Governmental Operations
on the Fiscal Year 2016 Executive Budget for the

Board of Elections

June 2, 2015

Executive Budget Summary

- **BOE Fiscal 2016 Budget:** The Board of Elections' (BOE or the Board) budget for Fiscal 2016 totals \$111.2 million, including \$46 million in Personal Services funding to support 355 positions and over 30,000 poll workers. The Board's five-year average spending from Fiscal 2010-2014 totals \$106.4 million. The BOE's needs vary significantly from year to year making it common for its budget to be modified throughout the year as needs are identified.
- **New in the Executive Budget.** The Fiscal 2016 Executive Budget included \$24.4 million in new needs and \$2.5 million in other adjustments. During the Preliminary Budget Hearing, the Board's projected Fiscal 2016 Budget was \$144.8 million, \$33.6 million more than its 2016 budget.
- **BOE Contract Budget.** The BOE's contract budget for Fiscal 2016 totals \$36.9 million to support 37 contracts, with printing contracts representing 46 percent of the total contract budget.
- **Capital Budget:** The BOE's planned capital commitments total \$15.4 million for Fiscal 2015-2025, with \$4.8 million included for Fiscal 2015-2019.

BOE Overview

This report provides an overview of the Board of Elections Fiscal 2016 Budget, a review of the significant initiatives included in the Executive Budget, and a summary of the Department's Capital Budget for Fiscal 2014-2016. Appendices 1 reports the changes made to the Fiscal 2015 and Fiscal 2016 Budget since adoption of the Fiscal 2015 Budget. For additional information on the Department's Budget and its various programs, please refer to the "Fiscal 2016 Preliminary Report" available on the Council's website: <http://council.nyc.gov/html/budget/2016/Pre/boe.pdf>

BOE Financial Summary						
	2013	2014	2015	Executive Plan		*Difference
<i>Dollars in Thousands</i>	Actual	Actual	Adopted	2015	2016	2015 - 2016
Spending						
Personal Services	\$52,682	\$57,410	\$55,917	\$57,813	\$46,001	(\$9,917)
Full-Time Salaried	19,035	16,325	25,076	26,119	18,668	(6,408)
Unsalaries	28,148	33,981	27,289	27,846	22,097	(5,193)
Overtime	4,883	6,450	2,292	2,292	2,292	0
Additional Gross Pay	207	285	89	89	89	0
Amounts to be Scheduled	0	0	1,146	1,146	1,146	0
Other	409	369	25	321	1,708	1,684
Other Than Personal Services	\$54,791	\$58,753	\$54,952	\$57,581	\$65,199	\$10,247
Supplies and Materials	5,232	3,824	3,783	4,613	3,957	174
Property and Equipment	1,575	587	990	1,959	2,550	1,560
Other Services & Charges	23,785	25,764	27,314	22,064	21,752	(5,563)
Contractual Services	24,188	28,569	22,864	28,945	36,940	14,076
Fixed and Misc. Charges	10	9	0	0	0	0
TOTAL	\$107,473	\$116,163	\$110,869	\$115,395	\$111,200	\$330
Funding						
City Funds			\$108,647	\$113,009	\$111,199	\$2,553
State			1,988	2,101	0	(1,988)
Federal - Other			235	285	0	(235)
TOTAL	\$107,473	\$116,163	\$110,869	\$115,395	\$111,200	\$330
Budgeted Headcount						
Full-Time Positions	342	367	346	355	355	9
TOTAL	342	367	346	355	355	9

*The difference of Fiscal 2015 Adopted Budget compared to Fiscal 2016 Executive Budget.

BOE's Fiscal 2016 Budget

The Board's proposed Fiscal 2016 Expense Budget totals \$111.2 million, including \$46 million in personal services funding to support 355 full-time positions and over 30,000 poll workers. Because of the nature of elections, the BOE's budget varies significantly from year-to-year based on several variables, including the type of election (local, statewide, congressional or presidential), implementation of new voter laws, and special elections and other changes in election scheduling, many of which occur mid-year. While BOE routinely identifies budget shortfalls, funding for any deficits are added to the Board's budget by the fiscal year's end.

Executive Budget Actions

The Fiscal 2016 Executive Budget included \$24.4 million in new needs and \$2.5 million in other adjustments. The following new needs are included in the plan.

- \$8.2 million for Americans with Disability Act (ADA) Compliance (compliance surveys of citywide poll sites);
- \$7.2 million for general other than personal services costs;
- \$5.3 million for poll worker training;
- \$1.9 million for anticipated overtime spending; and
- \$1.7 million for seasonal temporary employees.

During the Preliminary Budget Hearing, the Board projected a Fiscal 2016 Budget of \$144.8 million. This projection reflects a need that is \$33.6 million more than the Fiscal 2016 Executive Budget and \$28.6 million more than the Fiscal 2014 actual expense budget total of \$116.2 million. During Fiscal 2014, the Board conducted several notable local elections, including the 2013 Mayoral election, thus creating the need for additional funds. In Fiscal 2014, expenses were budgeted at \$143 million and the Board ended the year with a \$25 million budget surplus. The Board foresees an increased financial need in Fiscal 2016 due to the General Presidential Primary, Federal Office Primary, and State and Local Primary election events.

Five-Year Average Spending

BOE Actuals <i>Dollars in Thousands</i>	Fiscal Year				
	2010	2011	2012	2013	2014
Personal Services	\$26,951	\$48,487	\$57,651	\$52,682	\$57,410
Other Than Personal Services	68,755	54,387	52,187	54,791	58,753
Agency Total	\$95,706	\$102,874	\$109,839	\$107,473	\$116,163

From Fiscal 2010 through 2014, the Board's total expenditures averaged \$106.4 million per year, peaking at \$116.2 million in Fiscal 2014. The Board's Fiscal 2015 Budget of \$115.4 million is approximately \$9 million more than its five-year spending average. Funding for poll workers shifted from other than personal services to personal services beginning in Fiscal 2011 due to an Internal Revenue Service ruling that said they should be considered New York City employees and not consultants.

BOE Contract Budget

The BOE's contract budget for Fiscal 2016 totals \$36.9 million to support 37 contracts. As the BOE is responsible for printing all ballots for elections held in the City, printing contracts total \$17 million and represent 46 percent of BOE's contract budget. During the Preliminary Budget Hearing, the Board testified that it would achieve a significant reduction in ballot printing costs by using a competitive bidding process for its printing contracts. These savings were not reflected in the Executive Budget.

BOE Capital Program

The BOE's planned capital commitments total \$15.4 million for Fiscal 2015-2025. Of the \$15.4 million, only \$4.8 million is included for Fiscal 2015-2019. BOE capital projects include IT upgrades, call center upgrades, relocation of offices and additional warehouse space.

Appendix 1: Fiscal 2016 Executive Budget Actions

<i>Dollars in Thousands</i>	Fiscal 2015			Fiscal 2016		
	City	Non-City	Total	City	Non-City	Total
BOE Budget as of the Fiscal 2016 Preliminary Plan	\$111,555	\$2,386	\$113,941	\$84,362	\$0	\$84,362
New Needs						
ADA Compliance	\$0	\$0	\$0	\$8,222	\$0	\$8,222
BOE Other Than Personal Services Costs	0	0	0	7,223	0	7,223
BOE Seasonal Temps	0	0	0	1,684	0	1,684
Overtime	0	0	0	1,922	0	1,922
Poll Worker Training	0	0	0	5,289	0	5,289
Terminal Leave	0	0	0	18	0	18
Subtotal New Needs	\$0	\$0	\$0	\$24,356	\$0	\$24,356
Other Adjustments						
CWA L1183 Collective Bargaining	\$1,491	\$0	\$1,491	\$1,329	\$0	\$1,329
Heat, Light and Power	(37)	0	(37)	(37)	0	(37)
Lease Adjustment	0	0	0	1,188	0	1,188
Subtotal Other Adjustments	\$1,453	\$0	\$1,453	\$2,481	\$0	\$2,481
TOTAL All Changes	\$1,453	\$0	\$1,453	\$26,837	\$0	\$26,837
BOE Budget as of the Fiscal 2016 Executive Plan	\$113,009	\$2,386	\$115,395	\$111,200	\$0	\$111,200

Appendix 2 Budget Actions since Fiscal 2015 Adoption

<i>Dollars in Thousands</i>	Fiscal 2015			Fiscal 2016		
	City	Non-City	Total	City	Non-City	Total
BOE Budget as of the Fiscal 2015 Adopted Plan	\$108,646	\$2,223	\$110,869	\$84,220	\$0	\$84,220
New Needs						
ADA Court Order Compliance	\$2,800	\$0	\$2,800	\$0	\$0	\$0
ADA Compliance	0	0	0	8,222	0	8,222
BOE Other Than Personal Services Costs	0	0	0	7,223	0	7,223
BOE Seasonal Temps	0	0	0	1,684	0	1,684
Overtime	0	0	0	1,922	0	1,922
Poll Worker Training	0	0	0	5,289	0	5,289
Terminal Leave	0	0	0	18	0	18
Subtotal New Needs	\$2,800	\$0	\$2,800	\$24,356	\$0	\$24,356
Other Adjustments						
Federal	\$0	\$50	\$50	\$0	\$0	\$0
State	0	113	113	0	0	0
Salary Adjustments	109	0	109	142	0	142
CWA L1183 Collective Bargaining	1,491	0	1,491	1,329	0	1,329
Heat, Light and Power	(37)	0	(37)	(37)	0	(37)
Lease Adjustment	0	0	0	1,188	0	1,188
Subtotal Other Adjustments	\$1,562	\$163	\$1,725	\$2,623	\$0	\$2,623
TOTAL All Changes	\$4,362	\$163	\$4,525	\$26,979	\$0	\$26,979
BOE Budget as of the Fiscal 2016 Executive Plan	\$113,009	\$163	\$113,172	\$111,200	\$0	\$111,200