

THE COUNCIL OF THE CITY OF NEW YORK



Hon. Melissa Mark-Viverito  
Speaker of the Council

Hon. Ben Kallos  
Chair, Committee on Governmental Operations

Report on the Fiscal 2016 Preliminary Budget and the  
Fiscal 2015 Preliminary Mayor's Management Report

Board of Elections

**March 19, 2015**

**John Russell, Unit Head**

**Finance Division**

Latonia McKinney, Director

Regina Poreda Ryan, Deputy Director

Nathan Toth, Deputy Director



## Table of Contents

Board of Elections Overview .....	1
Financial Summary .....	1
Preliminary Plan Highlights.....	1
Fiscal 2015 Budget.....	1
Fiscal 2016 Budget.....	2
Actual Expenditures .....	2
Capital Program .....	2
Appendix A: Budget Actions in the November and Preliminary Plans .....	3
Appendix B: Contract Budget .....	3
Appendix C: Fiscal 2013 Preliminary Mayor’s Management Report .....	4



## Board of Elections Overview

The Board of Elections (the Board or BOE) conducts, as specified by State law, all elections within the City of New York. The Board has a central office and five borough offices. The Board receives and examines candidates' petitions, registers voters either by mail or on specified registration days, and keeps current the City's voter registration lists. The Board staff holds and keeps minutes of all of the Commissioners' meetings.

## Financial Summary

<b>BOE Financial Summary</b>						
	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>Preliminary</b>		<b>*Difference</b>
<i>Dollars in Thousands</i>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>2015</b>	<b>2016</b>	<b>2015 - 2016</b>
<b>Spending</b>						
<b>Personal Services</b>	<b>\$52,682</b>	<b>\$57,410</b>	<b>\$55,917</b>	<b>\$56,026</b>	<b>\$35,759</b>	<b>(\$20,158)</b>
Full-Time Salaried	19,035	16,325	25,076	25,185	15,818	(9,258)
Unsalaries	28,148	33,981	27,289	27,289	16,389	(10,900)
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	25	25	0
<b>Other Than Personal Services</b>	<b>\$54,791</b>	<b>\$58,753</b>	<b>\$54,952</b>	<b>\$57,915</b>	<b>\$48,603</b>	<b>(\$6,349)</b>
Supplies and Materials	5,232	3,824	3,783	4,613	3,783	0
Property and Equipment	1,575	587	990	4,219	800	(190)
Other Services and Charges	23,785	25,764	27,314	22,343	21,600	(5,714)
Contractual Services	24,188	28,569	22,864	26,739	22,420	(444)
Fixed and Misc. Charges	10	9	0	0	0	0
<b>TOTAL</b>	<b>\$107,473</b>	<b>\$116,163</b>	<b>\$110,869</b>	<b>\$113,941</b>	<b>\$84,363</b>	<b>(\$26,507)</b>
<b>Funding</b>						
City Funds			108,647	111,556	84,363	(24,284)
State			1,988	2,101	0	(1,988)
Federal - Other			235	285	0	(235)
<b>TOTAL</b>	<b>\$107,473</b>	<b>\$116,163</b>	<b>\$110,869</b>	<b>\$113,941</b>	<b>\$84,363</b>	<b>(\$26,507)</b>
<b>Positions</b>						
<b>TOTAL</b>	<b>342</b>	<b>367</b>	<b>346</b>	<b>346</b>	<b>346</b>	<b>0</b>

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

## Preliminary Plan Highlights

### Fiscal 2015 Budget

In the Preliminary Plan, the Board's expense budget for Fiscal 2015 totals \$113.9 million, including \$56 million in personal services funding to support 346 full-time positions and over 36,000 poll workers. This total is slightly less than the Board's actual expenditures of \$116.2 million in Fiscal 2014. However, Fiscal 2014 was a year that included a very heavy election schedule, leaving the potential for a year-end budget surplus. In Fiscal 2014, expenses were budgeted at \$143 million and the Board ended the year with a \$25 million budget surplus.

**Americans with Disability Act (ADA) Court Order Compliance Funding.** The November Plan included additional funding of \$2.8 million in the current fiscal year to conduct surveys at poll sites throughout the City to ensure compliance with the ADA.

### Fiscal 2016 Budget

The Board's Fiscal 2016 proposed budget of \$84.4 million is likely to be modified to meet the Board's changing needs. 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. Budgeted headcount for Fiscal 2016 totals 346 positions which remains unchanged when compared to Fiscal 2015.

### Actual Expenditures

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
<b>Agency Total</b>	<b>\$95,706</b>	<b>\$102,874</b>	<b>\$109,839</b>	<b>\$107,473</b>	<b>\$116,163</b>

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 \$113.9 million is \$7.5 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.

### Capital Program

Included in the Capital Plan for 2015 are planned commitments totaling \$15.4 million for BOE equipment and infrastructure. BOE capital projects include purchasing voter machines, call center upgrades, relocation of offices and additional warehouse space.

## Appendix A: Budget Actions in the November and Preliminary Plans

<i>Dollars in Thousands</i>	FY 2015			FY 2016		
	City	Non-City	Total	City	Non-City	Total
<b>BOE Budget as of Fiscal 2015 Adopted Plan</b>	<b>\$108,646</b>	<b>\$2,223</b>	<b>\$110,869</b>	<b>\$84,220</b>	<b>\$0</b>	<b>\$84,220</b>
<b>New Needs</b>						
ADA Court Order Compliance	2,800	0	\$2,800	0	0	0
<b>TOTAL New Needs</b>	<b>\$2,800</b>	<b>\$0</b>	<b>\$2,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Adjustments</b>						
Federal	0	50	50	0	0	0
State	0	113	113	0	0	0
Salary Adjustments	109	0	109	142	0	142
<b>Total Other Adjustments</b>	<b>\$109</b>	<b>\$163</b>	<b>\$272</b>	<b>\$142</b>	<b>\$0</b>	<b>\$142</b>
<b>Total All Changes</b>	<b>\$2,909</b>	<b>\$163</b>	<b>\$3,072</b>	<b>\$142</b>	<b>\$0</b>	<b>\$142</b>
<b>BOE Budget as of Fiscal 2016 Prelim Plan</b>	<b>\$111,555</b>	<b>\$2,386</b>	<b>\$113,941</b>	<b>\$84,362</b>	<b>\$0</b>	<b>\$84,362</b>

## Appendix B: Contract Budget

Category	FY 2015 Adopted	Number of Contracts	FY 2016 Preliminary	Number of Contracts
Contractual Services General	\$1,500,000	2	\$1,500,000	2
Telecommunications Maintenance	\$1,000	8	\$1,000	8
Maint & Repair, General	\$1,132	1	\$1,132	1
Office Equipment Maintenance	\$220,000	2	\$220,000	2
Data Processing Equipment	\$200,000	1	\$200,000	1
Printing Contracts	\$17,007,500	9	\$17,007,500	9
Security Services	\$200,000	1	\$200,000	1
Cleaning Services	\$100,000	1	\$100,000	1
Transportation Expenditures	\$2,791,383	9	\$2,750,000	9
Training Programs for City Employees	\$198,005	1	\$190,000	1
Professional Services Legal Services	\$150,000	1	\$150,000	1
Professional Services: Other	\$494,976	1	\$100,000	1
<b>Total</b>	<b>\$22,863,996</b>	<b>37</b>	<b>\$22,419,632</b>	<b>37</b>

The BOE's contract budget for Fiscal 2016 totals \$22.4 million and accounts for 26.5 percent of the Board's total budget. The budget slightly decreases when compared to the Fiscal 2015 Adopted Budget. Because the BOE is responsible for printing all ballots for elections held in the City, printing contracts represent 75.9 percent of its total contract budget.

## Appendix C: Fiscal 2013 Preliminary Mayor's Management Report

As an independent agency, the Board is not required to provide performance measurements for the PMMR. The data in the PMMR is collected from the Board's annual report. Four-Month Actual data is not provided.

Performance Indicators	Actual			4-Month Actual	
	FY12	FY13	FY14	FY13	FY14
Voter turnout - general election (000)	N/A	2,467	1,102	N/A	N/A
Voter Registration forms processed	N/A	642,460	642,460	N/A	N/A
Registered voters (000)	N/A	4,640	4,275	N/A	N/A
Poll worker attendance on Election Day (%)	N/A	95.6%	87.5%	N/A	N/A
Voter complaints regarding poll workers	N/A	434	422	N/A	N/A
Voter complaints regarding poll workers - service	N/A	146	253	N/A	N/A
Voter complaints regarding poll workers - procedure	N/A	288	169	N/A	N/A
Voting equipment replacement rate - ballot scanners (%)	N/A	3.2%	0.40%	N/A	N/A
Voting equipment replacement rate - ballot marking devices (%)	N/A	5.6%	0.90%	N/A	N/A
Precision of unofficial election results (%)	N/A	1.0%	1.80%	N/A	N/A
Interpreters deployed on election day	N/A	1,917	1,908	N/A	N/A
Interpreters deployed on election day - Bronx	N/A	156	138	N/A	N/A
Interpreters deployed on election day - Brooklyn	N/A	511	530	N/A	N/A
Interpreters deployed on election day - Queens	N/A	836	832	N/A	N/A
Interpreters deployed on election day - Manhattan	N/A	374	366	N/A	N/A
Interpreters deployed on election day - Staten Island	N/A	40	42	N/A	N/A