

# THE COUNCIL OF THE CITY OF NEW YORK

Hon. Melissa Mark-Viverito  
Speaker of the Council

Hon. Benjamin Kallos  
Chair, Committee on Governmental Operations



## Report on the Fiscal 2017 Preliminary Budget and the Fiscal 2016 Preliminary Mayor's Management Report New York City Board of Elections

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## The 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>						
<i>Dollars in Thousands</i>						
	2014	2015	2016	Preliminary Plan		*Difference
	Actual	Actual	Adopted	2016	2017	2016 - 2017
<b>Personnel Services</b>						
Full-Time Salaried - Civilian	\$16,325	\$17,676	\$20,413	\$25,234	\$22,064	\$1,650
Overtime - Civilian	6,450	4,869	2,292	2,292	2,292	0
Unsalariated	33,981	26,578	34,475	30,884	12,193	(22,282)
Other PS	654	2,269	4,543	3,572	1,260	(3,283)
<b>SUB TOTAL</b>	<b>\$57,410</b>	<b>\$51,391</b>	<b>\$61,724</b>	<b>\$61,982</b>	<b>\$37,808</b>	<b>(\$23,915)</b>
<b>Other Than Personnel Services</b>						
Contractual Services	\$28,208	\$18,513	\$34,538	\$32,199	\$23,570	(\$10,968)
Professional Services	361	3,113	13,122	13,528	250	(\$12,872)
Other Services & Charges	25,773	26,266	24,039	26,055	21,553	(\$2,486)
Property & Equipment	587	3,569	2,550	3,852	1,196	(\$1,354)
Supplies & Materials	3,824	3,903	4,281	4,781	3,999	(\$282)
<b>SUB TOTAL</b>	<b>\$58,753</b>	<b>\$55,364</b>	<b>\$78,529</b>	<b>\$80,415</b>	<b>\$50,568</b>	<b>(\$27,961)</b>
<b>TOTAL</b>	<b>\$116,163</b>	<b>\$106,755</b>	<b>\$140,252</b>	<b>\$142,397</b>	<b>\$88,376</b>	<b>(\$51,876)</b>
<b>Funding</b>						
City Funds			\$140,252	\$140,252	\$88,376	(\$51,876)
State			0	2,004	0	0
Federal - Other			0	140	0	0
<b>TOTAL</b>	<b>\$116,163</b>	<b>\$106,755</b>	<b>\$140,252</b>	<b>\$142,397</b>	<b>\$88,376</b>	<b>(\$51,876)</b>
<b>Budgeted Headcount</b>						
Full-Time Positions - Civilian	<b>367</b>	<b>367</b>	<b>360</b>	<b>480</b>	<b>475</b>	<b>115</b>
<b>TOTAL</b>	<b>367</b>	<b>367</b>	<b>360</b>	<b>480</b>	<b>475</b>	<b>115</b>

\*The difference of Fiscal 2016 Adopted Budget compared to Fiscal 2017 Preliminary Budget.

## Preliminary Budget Highlights

### Fiscal 2016

In the Preliminary Plan, the Board's expense budget for Fiscal 2016 totals \$142.3 million, including \$37.8 million in personnel services funding to support 480 full-time positions and over 36,000 poll workers. The Board's Fiscal 2016 budget is \$35.5 million more than

the average actual expenditures of \$106.7 million from the previous six years, resulting in a strong possibility of a year-end surplus. The Board will conduct presidential primary elections in April 2016.

### Fiscal 2017

The Board's Fiscal 2017 proposed budget of \$88.3 million, includes \$22 million in personnel services funding to support 475 full-time positions and over 36,000 poll workers. Budgeted headcount for Fiscal 2017 increases by 115 when compared to the Fiscal 2016 Adopted Budget. This increase is the result of the BOE converting temporary positions to full-time positions. The BOE's Fiscal 2017 headcount is likely to be modified on an ongoing basis to meet the Board's changing needs.

Large decreases in the PS and OTPS budgets are attributed to the election cycle. 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. For example, the Fiscal 2016 Adopted Budget included nearly \$30 million in new needs when compared to its preliminary budget.

**Funding for Tablets.** The Fiscal 2017 Preliminary Plan for the BOE includes additional funding of \$726,000 in Fiscal 2017 for electronic tablets on Election Day. The BOE will use the tablets for reporting election results, checking in with poll workers, and helping voters find their election district and poll site.

### Actual Expenditures

BOE Actuals <i>Dollars in Thousands</i>	Fiscal Year					
	2010	2011	2012	2013	2014	2015
PS	\$26,951	\$48,487	\$57,651	\$52,682	\$57,410	\$51,391
OTPS	68,755	54,387	52,187	54,791	58,753	55,364
<b>Agency Total</b>	<b>\$95,706</b>	<b>\$102,874</b>	<b>\$109,839</b>	<b>\$107,473</b>	<b>\$116,163</b>	<b>\$106,755</b>

From Fiscal 2010 through 2015, the Board's total expenditures averaged \$106.4 million per year, peaking at \$116.2 million in Fiscal 2014. The Board's Fiscal 2017 Preliminary Budget of \$88.2 million is \$18 million less than its six-year spending average. Funding for poll workers shifted from Other Than Personnel Services to Personnel 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.

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

<i>Dollars in Thousands</i>	FY 2016			FY 2017		
	City	Non-City	Total	City	Non-City	Total
<b>BOE Budget as of the Adopted 2016 Budget</b>	<b>\$140,253</b>	<b>\$0</b>	<b>\$140,253</b>	<b>\$87,650</b>	<b>\$0</b>	<b>\$87,650</b>
<b>New Needs</b>						
Election Day Tablet Support	\$0	\$0	\$0	\$414		\$414
Election Event Tablet Deployments	0	0	0	312		312
<b>Subtotal, New Needs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$726</b>	<b>\$0</b>	<b>\$726</b>
<b>Other Adjustments</b>						
Budget Modification	0	0	0	0		0
FY16 NYS Voting Access	0	942	942	0		0
FY16 Voter Ed Grant	0	1,062	1,062	0		0
Polling Place Access	0	140	140	0		0
<b>Subtotal, Other Adjustments</b>	<b>\$0</b>	<b>\$2,144</b>	<b>\$2,144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL, All Changes</b>	<b>\$0</b>	<b>\$2,144</b>	<b>\$2,144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>BOE Budget as of the Preliminary 2017 Budget</b>	<b>\$140,253</b>	<b>\$2,144</b>	<b>\$142,397</b>	<b>\$88,376</b>	<b>\$0</b>	<b>\$88,376</b>

## Appendix B: Contract Chart

The New York City Charter mandates the preparation of a Contract Budget to identify expenditures for contractual services, which are defined as any technical, consultant or personnel service provided to the City by means of a contract. The Contract Budget is actually a subset of the OTPS portion of the City's Expense Budget. The Administration prepares a Contract Budget twice each fiscal year. In January, it is prepared with the Departmental Estimates, and in late April it is submitted to the Council with the Executive Budget.

<b>BOE Fiscal 2017 Preliminary Contract Budget</b>				
<i>Dollars in Thousands</i>				
<b>Category</b>	<b>Fiscal 2016 Adopted</b>	<b>Number of Contracts</b>	<b>Fiscal 2017 Preliminary</b>	<b>Number of Contracts</b>
Contractual services general	\$7,969	2	\$2,900	2
Telecommunications maintenance	\$1	8	\$1	8
Maint & rep general	\$2,125	1	\$1	1
Office equipment maintenance	\$220	2	\$220	2
Data processing equipment	\$200	1	\$200	1
Printing contracts	\$17,008	9	\$17,008	9
Security services	\$200	1	\$200	1
Cleaning services	\$100	1	\$100	1
Transportation expenditures	\$6,525	9	\$2,750	9
Training program city employees	\$190	1	\$190	1
Prof legal services	\$150	1	\$150	1
<b>TOTAL</b>	<b>\$34,688</b>	<b>36</b>	<b>\$23,720</b>	<b>36</b>

The BOE's contract budget for Fiscal 2017 totals \$23.7 million and accounts for 27 percent of the Board's total budget. The budget decreases by \$11 million when compared to the Fiscal 2016 Adopted Budget. This is because the BOE's budget is scheduled on a year to year basis and, as such, hasn't been finalized for Fiscal 2017. Like previous BOE budgets, additional funding is typically recognized in subsequent financial plans.

## Appendix C: 2016 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	
	FY13	FY14	FY15	FY15	FY16
Voter turnout - general election (000)	2467	1102	1042	NA	NA
Voter Registration forms processed	345834	254404	145809	NA	NA
Total registered voters (000)	4640	4610	4568	NA	NA
Total active voters (000)	4225	4276	4160	NA	NA
Eligible voters registered (%)	NA	NA	NA	NA	NA
Poll worker attendance on Election Day (%)	0.956	0.875	0.848	NA	NA
Voter complaints regarding poll workers	434	422	446	NA	NA
Voter complaints regarding poll workers - service	146	253	213	NA	NA
Voter complaints regarding poll workers - procedure	288	169	233	NA	NA
Voting equipment replacement rate - ballot scanners (%)	0.032	0.004	0.004	NA	NA
Voting equipment replacement rate - ballot marking devices (%)	0.056	0.009	0.023	NA	NA
Election results reporting timeliness (hours)	NA	NA	NA	NA	NA
Precision of unofficial election results (%)	0.01	0.018	0.021	NA	NA
Interpreters deployed on election day	1917	1908	2051	NA	NA
Interpreters deployed on election day - Bronx	156	138	148	NA	NA
Interpreters deployed on election day - Brooklyn	511	530	539	NA	NA
Interpreters deployed on election day - Queens	836	832	924	NA	NA
Interpreters deployed on election day - Manhattan	374	366	394	NA	NA
Interpreters deployed on election day - Staten Island	40	42	46	NA	NA