

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.*

Tabitha Lehman
Sedgwick County Election Commissioner

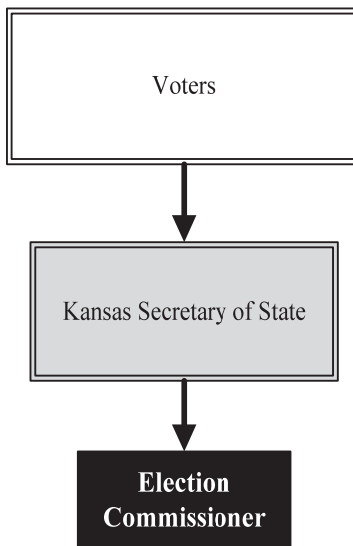
510 N. Main, Suite 101
 Wichita, KS 67203
 316.660.7100

tabitha.lehman@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 divisions.



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 Priorities

Accomplishments

In 2017, the Sedgwick County Election Office successfully implemented new voting equipment and electronic poll books to better increase transparency and the efficiency of the election process. This process was expedited because of the 2017 Special Congressional Election which was unanticipated. Accomplishing a successful implementation with a shortened project calendar required significant planning and organization.

On July 12, 2017, the Joint Voting Equipment Request for Proposal (RFP) received the International Association of Government Officials Excellence in County Government Innovator Award. The Sedgwick County Purchasing Department and Election Office took the lead on this project and to date, has saved the tax payers across the state over \$1.5 million.

Strategic Results

The Election Office conducted seven elections and one recount in 2017. The results of the hand recount were an exact match to the original results certified.

Through the implementation of the new voting system, the Election Office has increased the transparency of elections by providing an auditable paper ballot for every vote counted. Given the increased threat to the integrity of the electoral process, this transparency is absolutely necessary.

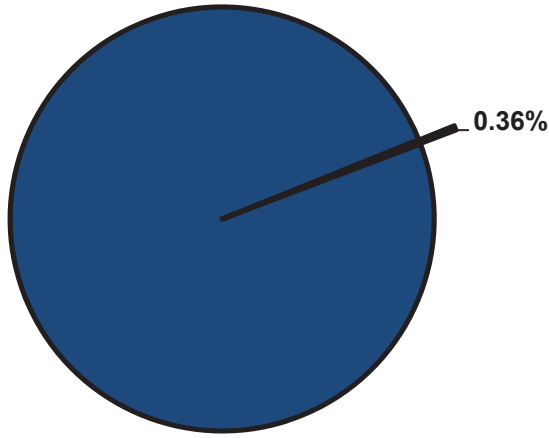


Significant Budget Adjustments

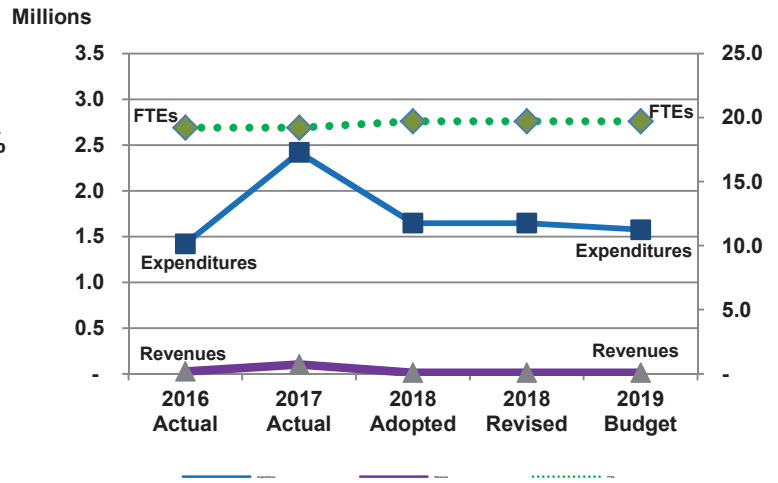
Significant changes to the Election Commissioner's 2019 budget include a decrease of \$104,972 in personnel from the 2018 gubernatorial election and an increase of \$35,000 for facility enhancements.

Divisional Graphical Summary

Election Commissioner
Percent of Total County Operating Budget



Expenditures, Program Revenue & FTEs
All Operating Funds



Budget Summary by Category

	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amount Chg '18 Rev.-'19	% Chg '18 Rev.-'19
Expenditures							
Personnel	1,046,392	844,788	1,013,707	1,013,707	908,735	(104,972)	-10.36%
Contractual Services	255,434	247,807	526,304	576,304	570,651	(5,653)	-0.98%
Debt Service	-	-	-	-	-	-	-
Commodities	119,419	1,326,536	105,452	55,452	95,417	39,965	72.07%
Capital Improvements	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-	-
Total Expenditures	1,421,245	2,419,130	1,645,463	1,645,463	1,574,803	(70,660)	-4.29%
Revenues							
Tax Revenues	-	-	-	-	-	-	-
Licenses and Permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for Services	22,122	5,732	8,799	8,799	5,809	(2,990)	-33.98%
All Other Revenue	3,827	94,678	183	183	4,760	4,577	2498.79%
Total Revenues	25,949	100,410	8,982	8,982	10,570	1,588	17.68%
Full-Time Equivalents (FTEs)							
Property Tax Funded	19.20	19.20	19.70	19.70	19.70	-	0.00%
Non-Property Tax Funded	-	-	-	-	-	-	-
Total FTEs	19.20	19.20	19.70	19.70	19.70	-	0.00%

Budget Summary by Fund

Fund	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amount Chg '18 Rev.-'19	% Chg '18 Rev.-'19
General Fund	1,421,245	2,419,130	1,645,463	1,645,463	1,574,803	(70,660)	-4.29%
Total Expenditures	1,421,245	2,419,130	1,645,463	1,645,463	1,574,803	(70,660)	-4.29%

Significant Budget Adjustments from Prior Year Revised Budget

	Expenditures	Revenues	FTEs
Decrease in personnel from 2018 gubernatorial election	(104,972)		
Increase for facility enhancements	35,000		
Total	(69,972)	-	-

Budget Summary by Program

Program	Fund	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	% Chg '18 Rev.-'19	2019 FTEs
Administration	110	640,011	695,971	791,063	749,218	840,845	12.23%	10.00
Election Operations	110	781,234	1,723,160	854,400	896,245	733,958	-18.11%	9.70
Total		1,421,245	2,419,130	1,645,463	1,645,463	1,574,803	-4.29%	19.70

Personnel Summary By Fund

Position Titles	Fund	Grade	Budgeted Compensation Comparison			FTE Comparison		
			2018 Adopted	2018 Revised	2019 Budget	2018 Adopted	2018 Revised	2019 Budget
Election Commissioner	110	APPOINT	86,653	86,653	88,819	1.00	1.00	1.00
Chief Deputy Election Commissioner	110	GRADE129	54,527	54,527	55,890	1.00	1.00	1.00
Administrative Officer	110	GRADE124	37,235	37,235	38,166	1.00	1.00	1.00
Administrative Technician	110	GRADE124	37,235	37,235	40,820	1.00	1.00	1.00
Deputy Election Commissioner	110	GRADE124	37,617	37,617	39,693	1.00	1.00	1.00
Election Specialist	110	GRADE121	136,681	136,681	133,103	4.00	4.00	4.00
PT Fiscal Associate	110	EXCEPT	25,584	25,584	15,612	1.00	1.00	1.00
Temp: Office/Administrative	110	EXCEPT	80,028	80,028	30,096	2.90	2.90	2.90
Poll Worker	110	ELECT	256,418	256,419	170,907	6.80	6.80	6.80
Subtotal					613,107			
Add:								
Budgeted Personnel Savings					-			
Compensation Adjustments					33,360			
Overtime/On Call/Holiday Pay					1,375			
Benefits					260,893			
Total Personnel Budget					908,735	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	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	567,875	607,491	637,266	637,266	681,814	44,548	7.0%
Contractual Services	56,888	82,234	146,024	104,179	154,031	49,852	47.9%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	15,248	6,246	7,773	7,773	5,000	(2,773)	-35.7%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	640,011	695,971	791,063	749,218	840,845	91,627	12.2%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	-	-	-	-	-	-	0.0%
All Other Revenue	3,824	4,598	180	180	4,688	4,508	2505.7%
Total Revenues	3,824	4,598	180	180	4,688	4,508	2505.7%
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	2016 Actual	2017 Actual	2018 Adopted	2018 Revised	2019 Budget	Amnt. Chg. '18 - '19	% Chg. '18 - '19
Personnel	478,517	237,297	376,442	376,442	226,921	(149,521)	-39.7%
Contractual Services	198,546	165,573	380,280	472,125	416,620	(55,505)	-11.8%
Debt Service	-	-	-	-	-	-	0.0%
Commodities	104,171	1,320,290	97,679	47,679	90,417	42,738	89.6%
Capital Improvements	-	-	-	-	-	-	0.0%
Capital Equipment	-	-	-	-	-	-	0.0%
Interfund Transfers	-	-	-	-	-	-	0.0%
Total Expenditures	781,234	1,723,160	854,400	896,245	733,958	(162,287)	-18.1%
Revenues							
Taxes	-	-	-	-	-	-	0.0%
Intergovernmental	-	-	-	-	-	-	0.0%
Charges For Service	22,122	5,732	8,799	8,799	5,809	(2,990)	-34.0%
All Other Revenue	3	90,080	3	3	72	69	2117.2%
Total Revenues	22,125	95,811	8,802	8,802	5,881	(2,921)	-33.2%
Full-Time Equivalents (FTEs)	9.20	9.20	9.70	9.70	9.70	-	0.0%