

Supervisor Of Elections City Elections

The mission of the Supervisor of Elections - City Elections Program is to conduct all elections for the City of Tallahassee with integrity and accuracy and in a proficient and cost effective manner that serves all citizens.

PROGRAM HIGHLIGHTS

1. The City of Tallahassee has not held separate elections since 1998.
2. In February 2003 the City will have a Municipal Primary Election on February 4, 2003 and the Regular Municipal Election of February 25, 2003. Four races are involved, City Commission Seats 2, 3 & 5 and the Mayoral race.

ADVISORY BOARD

City Canvassing Board

SUMMARY OF KEY STATUTORY RESPONSIBILITIES

*Florida Constitution ; Florida Statutes, Chapters 97-106, Elections Code .
City of Tallahassee Ordinance No. 01-O-86AA*

SUMMARY OF KEY SERVICE FUNCTIONS

1. Conduct regularly scheduled and special elections
2. Qualification of candidates
3. Publication of ballots and elections materials
4. Preparation of voting machines
5. Recruitment and training of Poll Workers
6. Provide Voter education
7. Provide the City of Tallahassee all materials necessary or as requested at cost to be reimbursed by the City.

PERFORMANCE MEASUREMENTS

	FY 99/00	FY 00/01	FY 01/02	FY 02/03
	Actual	Actual	Estimate	Target
1) To continue to meet the performance standards for the office with the least possible disruption.				99%
2) To conduct the elections with integrity and accuracy, in a proficient and cost effective manner.				100%

Supervisor of Elections - city elections

ACCOUNT NUMBER: 060-522-513

FY 2002/2003 THRU FY 2006/2007 FINANCIAL & STAFFING SUMMARY

	FY 00/01 Actual	FY 01/02 Adopted	FY 02/03 Budget	FY 03/04 Planned	FY 04/05 Planned	FY 05/06 Planned	FY 06/07 Planned
<u>OPERATING</u>							
Personnel			20,000				
Operating			289,700				
Capital Outlay							
Non- Operating							
TOTAL			309,700				
<u>STAFFING</u>							
O.P.S.	From Org 521						

FY 2002/2003 PROGRAM CHANGES & NOTES:

This program is recommended at an increased funding level. This recommendation is:

1. City Election funding. \$309,700. This funding will be reimbursed by the City. There is no fiscal impact to the county's budget.

Election schedule:

February 4, 2003 Municipal Primary

February 25, 2003 Regular Municipal Election

FY 2003/2004 THRU FY 2006/2007 PLANNED INITIATIVES & NOTES:

The current City Ordinance does not reflect beyond February 2003.

Supervisor of Elections - City Elections

ACCOUNT NUMBER: 060-522-513

PROGRAM EXPENDITURE DETAIL

Object		FY 00/01	FY 01/02	FY 02/03 Requested			FY 02/03 Budget		
<u>Code</u>	<u>Account Description</u>	<u>Actual</u>	<u>Adopted</u>	<u>NIT</u>	<u>Change</u>	<u>Total</u>	<u>NIT</u>	<u>Change</u>	<u>ARB</u>
51300	Other Salaries				18,300	18,300		18,300	18,300
52100	FICA Taxes				1,400	1,400		1,400	1,400
52400	Workers' Comp				300	300		300	300
TOTAL PERSONAL SERVICES					\$20,000	\$20,000		\$20,000	\$20,000
53400	Other Contract Svcs.				180,400	180,400		180,400	180,400
54000	Travel & Per Diem				600	600		600	600
54100	Communication				6,000	6,000		6,000	6,000
54200	Postage				6,000	6,000		6,000	6,000
54300	Utility Services				400	400		400	400
54400	Rentals & Leases				19,850	19,850		19,850	19,850
54700	Printing & Binding				61,300	61,300		61,300	61,300
54900	Other Current Chg.				6,500	6,500		6,500	6,500
55100	Office Supplies				8,000	8,000		8,000	8,000
55210	Fuel & Oil				650	650		650	650
TOTAL OPERATING EXPENSES					\$289,700	\$289,700		\$289,700	\$289,700
PROGRAM TOTAL					\$309,700	\$309,700		\$309,700	\$309,700