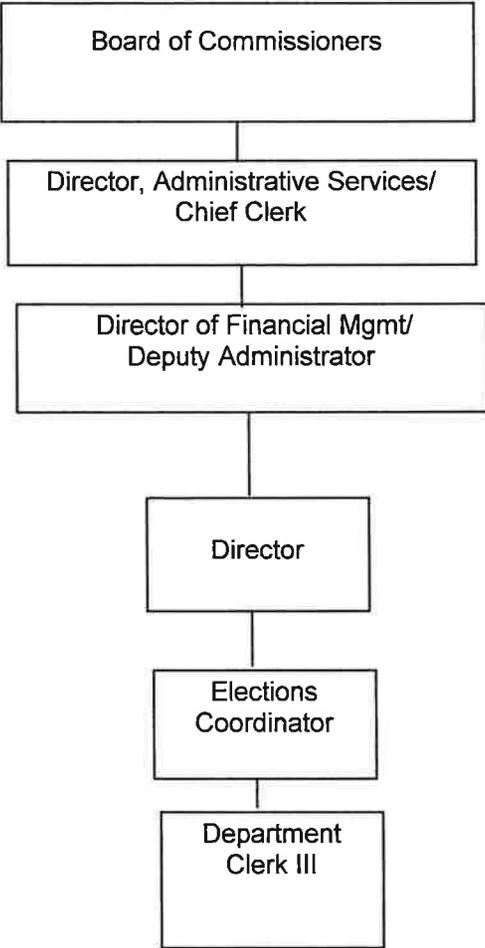


# Elections



**CENTRE COUNTY GOVERNMENT  
2016 BUDGET**

<p><b>Function: General Government - Administrative</b></p> <p><b>Fund Type: General Fund</b></p>	<p><b>Department: Elections/Voter Registration</b></p>
<p><b>Description:</b></p> <p>The Elections Division is responsible for the preparing, conducting and finalizing of all aspects of the election process in Centre County. This includes selecting polling places, and maintaining Election Boards to ensure there are enough members to conduct elections at each of the 90 polling places. The Elections Division is responsible for the state-mandated election process and provides guidance regarding required reports and time schedules to candidates and political parties.</p> <p>The Voter Registration Division maintains all county voter records using the Statewide Registry of Electors (SURE) system, and related activity to include new electors, name/address, cancellations due to death, address change, voter requests, etc. The Voter Registration Division assures that voters are assigned to the correct precinct with the use of the Centre GIS mapping system. This division administers Act 3 of the Pennsylvania Election Code and the Help America Vote Act (HAVA), as required, and submits the required reports to the Department of State, Bureau of Elections in Harrisburg, PA.</p>	<p><b>Highlights/Goals:</b></p> <ul style="list-style-type: none"> <li>• To accurately maintain voting records and provide election information to the citizens and candidates of Centre County.</li> <li>• Update voter records in accordance with Act 3, which includes annual NCOA (National Change of Address), five-year notice, and inactive voter notices.</li> <li>• Prepare for an influx of registrations due to ongoing registration drives.</li> <li>• Ensure that office personnel are qualified on the operating, programming and usage of the ES&amp;S Optical Scan Voting System. Continue to educate the poll workers and general public on the correct usage of the system.</li> <li>• Realign and/or add precincts due to population growth, to be in compliance with the Election Code as to the number of voters in a precinct.</li> </ul>

## ELECTIONS

ACCT#	Account Title	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Budget
42130	DEPT OF STATE-ELECTIONS	\$230	\$0	\$162	\$0	\$240
43110	FEES-SERVICE	\$30	\$1,710	\$300	\$1,930	\$200
43550	PSU IMPACT FEES	\$34,879	\$40,421	\$37,650	\$39,490	\$38,570
44601	MISC DEPTMENTAL RECEIPTS	\$0	\$0	\$250	\$300	\$100
<b>Total</b>		<b>\$35,138</b>	<b>\$42,131</b>	<b>\$38,362</b>	<b>\$41,720</b>	<b>\$39,110</b>
65110	SALARIES AND WAGES-REG	\$78,253	\$77,497	\$79,276	\$80,867	\$80,283
65120	SALARIES AND WAGES-OT	\$18,192	\$5,349	\$5,444	\$5,300	\$21,840
65180	PAYROLL CHANGES	\$0	\$0	\$0	\$0	\$4,291
65211	BENEFITS-FICA	\$6,530	\$5,860	\$6,122	\$6,346	\$7,812
65212	BENEFITS-RETIRMNT CONTRIB	\$9,288	\$8,283	\$7,901	\$6,226	\$9,134
65213	BENEFITS-GROUP INSURANCE	\$33,432	\$29,327	\$28,534	\$31,125	\$29,261
65214	BENEFITS-U/C INSURANCE	\$288	\$305	\$358	\$331	\$656
65215	BENEFITS-W/C INSURANCE	\$274	\$193	\$145	\$276	\$220
65320	CONTRACTED TECHNICAL SVCS	\$148,169	\$125,126	\$134,290	\$126,000	\$155,000
65330	CONTRACTED PROFESSIONAL	\$23,266	\$60,114	\$73,761	\$59,000	\$62,500
65410	PROFESSIONAL DUES	\$0	\$0	\$0	\$39	\$0
65420	PUBLICATIONS	\$349	\$219	\$383	\$414	\$425
65430	COURSES AND SEMINARS	\$15,310	\$9,395	\$10,650	\$11,000	\$16,000
66101	OCCUPANCY-GENERAL	\$9,183	\$9,431	\$10,294	\$11,500	\$12,240
66210	ADVERTISING	\$15,361	\$15,055	\$15,907	\$16,000	\$16,000
66220	TELEPHONE	\$1,453	\$1,560	\$812	\$900	\$1,300
66230	POSTAGE	\$38,964	\$44,789	\$9,486	\$46,000	\$50,000
66240	PRINTING	\$3,261	\$2,686	\$1,300	\$1,500	\$3,000
66250	PHOTOCOPY	\$814	\$723	\$1,057	\$1,500	\$2,000
66310	SUPPLIES-GENERAL OFFICE	\$3,376	\$2,876	\$2,868	\$4,500	\$6,000
66311	SUPPLIES-OPERATING	\$91,474	\$13,346	\$17,424	\$10,000	\$13,000
66315	SUPPLIES-STAFF REIMB	\$0	\$0	\$0	\$0	\$200
66350	EQUIPMENT RENTAL	\$68,731	\$63,843	\$67,075	\$70,851	\$70,851
66410	STAFF TRAVEL	\$1,938	\$1,828	\$692	\$2,500	\$0
66411	STAFF MILEAGE REIMBURSMNT	\$0	\$0	\$0	\$0	\$800
66413	STAFF LODGING REIMBURSMNT	\$0	\$0	\$0	\$0	\$1,500
66630	INSURANCE & BOND PREMIUM	\$968	\$614	\$729	\$895	\$922
66640	MISC OPERATING EXPENSE	\$3,265	\$2,814	\$2,979	\$3,500	\$5,000
68110	EQUIPMENT	\$4,813	\$794	\$0	\$2,500	\$15,000
88604	INT CHARGE DP USAGE	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800
88610	INT CHARGE FLOATERS	\$7,765	\$0	\$0	\$0	\$0
88652	INT CHARGE VEHICLE USE	\$335	\$227	\$213	\$300	\$300
88681	INT CHARGE IT INFRASTRCTR	\$4,620	\$4,620	\$4,200	\$3,780	\$3,780
<b>Total</b>		<b>\$594,473</b>	<b>\$491,672</b>	<b>\$486,701</b>	<b>\$507,950</b>	<b>\$594,115</b>
<b>Net Use General Fund</b>		<b>\$559,334</b>	<b>\$449,541</b>	<b>\$448,340</b>	<b>\$466,230</b>	<b>\$555,005</b>

<b>Dept Number</b>	<b><u>Department Name</u></b>		<b>2016</b>
<b>131</b>	<b>Elections</b>		<b><u>Budget</u></b>
<b><u>Acct.No</u></b>	<b><u>Account Name</u></b>	<b><u>Description</u></b>	
42130	Dept of State - Elections		240
		<b>TOTAL</b>	<b><u>240</u></b>
43110	Fees-Service	Candidate filing fees, copies, CD/diskettes	200
		<b>TOTAL</b>	<b><u>200</u></b>
43550	PSU Impact	Payment per PSU Agreement	38,570
		<b>TOTAL</b>	<b><u>38,570</u></b>
44601	Misc Receipts	Copies	100
		<b>TOTAL</b>	<b><u>100</u></b>
65320	Contract-Tech	Election Board Workers	155,000
		<b>TOTAL</b>	<b><u>155,000</u></b>
65330	Contract - Prof	RBM- Support Service	62,500
		<b>TOTAL</b>	<b><u>62,500</u></b>
65420	Publications	Election related periodicals	425
		<b>TOTAL</b>	<b><u>425</u></b>
65430	Courses/Seminars	Mandated training for Election Board Members - 2 per year Conference/registration, employee training	16,000
		<b>TOTAL</b>	<b><u>16,000</u></b>
66101	Occupancy	Polling location rents/electrical power etc.	12,240
		<b>TOTAL</b>	<b><u>12,240</u></b>
66210	Advertising	State mandated legal ads	16,000
		<b>TOTAL</b>	<b><u>16,000</u></b>
66220	Phone	Office & Cell phone usage charges	1,300
		<b>TOTAL</b>	<b><u>1,300</u></b>

<b>Dept Number</b>	<b><u>Department Name</u></b>		<b>2016 Budget</b>
<b>131</b>	<b>Elections</b>		
<b><u>Acct.No</u></b>	<b><u>Account Name</u></b>	<b><u>Description</u></b>	
<b>66230</b>	<b>Postage</b>	Notices prescribed by Act 150 & Election Code & add 'I funds due to Re-apportionment	50,000
		<b>TOTAL</b>	<b>50,000</b>
<b>66240</b>	<b>Printing-Dupl.</b>	Duplication of street lists, training material, informational brochures, etc.	3,000
		<b>TOTAL</b>	<b>3,000</b>
<b>66250</b>	<b>Copies</b>	Copies	2,000
		<b>TOTAL</b>	<b>2,000</b>
<b>66310</b>	<b>Supplies</b>	Toner, copy paper, ID cards, all other supplies	6,000
		<b>TOTAL</b>	<b>6,000</b>
<b>66311</b>	<b>Operational Supply</b>	Election System supplies/Absentee Ballot layout/supply boxes	13,000
		<b>TOTAL</b>	<b>13,000</b>
<b>66315</b>	<b>Supplies -Staff Reimb</b>	Reimbursement for items purchased by staff as needed	200
		<b>TOTAL</b>	<b>200</b>
<b>66350</b>	<b>Equip Maint/Rent</b>	Election Systems & Software - License Pitney Bowes - Postage Meter Formax/FD 1500 Pressure Sealer Truck Rental Sanitation Units Pitney Bowes - DF800 Auto Folder RBM Maintenance	70,851
		<b>TOTAL</b>	<b>70,851</b>
<b>66411</b>	<b>Staff Mileage Reimbursement</b>	Mileage to polls as needed and to conferences/training	800
		<b>TOTAL</b>	<b>800</b>

<b>Dept Number</b>	<b><u>Department Name</u></b>			<b>2016</b>
<b>131</b>	<b>Elections</b>			<b><u>Budget</u></b>
<b><u>Acct.No</u></b>	<b><u>Account Name</u></b>	<b><u>Description</u></b>		
<b>66413</b>	<b>Staff Lodging Reimb</b>	Hotel for Elections conferences/training		1,500
			<b>TOTAL</b>	<b><u>1,500</u></b>
<b>66630</b>	<b>Ins/Bond Prem</b>	Insurance Costs		922
			<b>TOTAL</b>	<b><u>922</u></b>
<b>66640</b>	<b>Miscellaneous</b>	Election Night Food		5,000
			<b>TOTAL</b>	<b><u>5,000</u></b>
<b>68110</b>	<b>Equipment</b>	Purchase 15 Electronic Poll Book Devices		15,000
			<b>TOTAL</b>	<b><u>15,000</u></b>

**NOTE:**

Increases due to 2016 Presidential Election  
Board Workers - Printing - Operational Supplies Etc.

RUN DATE: 11-20-15  
 RUN TIME: 16:25:28  
 RUN USER: lskerns

CENTRE COUNTY GOVERNMENT  
 BUDGET REPORT  
 DEPARTMENT: 131 ELECTIONS/VOTER REGISTRATION

PAGE NUMBER: 1

RPT ID: CM\_BUDGETRPT

LABEL	CONTRACT TYPE / REQUEST TYPE	PROVIDER / REQUESTOR	BOC / AUTO RENEW	BEGIN / END
131-1757	MEMORANDUM OF UNDERSTANDING/AGRMNT NEW CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 0 MATCH: 0 TOTAL: 0 NOTES: MEMORANDUM OF AGREEMENT BETWEEN THE COMMONWEALTH OF PA, DEPARTMENT OF STATE (DOS), STATEWIDE UNIFORM REGISTRY OF ELECTORS (SURE), AND ALL 67 COUNTIES. THE MOA WILL REMAIN IN EFFECT INDEFINITELY UNLESS STATUTORY OR TECHNICAL CHANGES RENDER IT OBSOLETE. AN AUTOMATIC RENEWAL WITH 30 DAYS NOTICE IS GIVEN FOR REVIEW PURPOSES. AGREEMENT APPROVED (AS CONTRACT 111-160) ON 05/02/06. EXECUTED AGREEMENT (AS CONTRACT 131-013) ENTERED INTO 06/13/06 (PAPERPORT COPY ONLY).	COMM OF PA - DEPT OF STATE JOYCE MCKINLEY	05/02/2006 YES	06/13/2006 12/31/2999
131-1055-2422	IT SOFTWARE/EQUIP/SERVICES - DEPT RENEWAL OF CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 14,250 MATCH: 0 TOTAL: 14,250 NOTES: FIRMWARE USAGE AGREEMENT FOR M-100/AUTOMARK AND SOFTWARE MAINTENANCE AGREEMENT FOR AIMS FOR THE PERIOD 9/1/15 TO 8/31/16.	ELECTION SYSTEMS & SOFTWARE JOYCE E. MCKINLEY	06/16/2015 NO	09/01/2015 08/31/2016
131-1001-2594	ANNUAL MAINTENANCE CONTRACT RENEWAL OF CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 961 MATCH: 0 TOTAL: 961 NOTES: 12 MONTH MAINTENANCE CONTRACT FOR FOLDER/SEALER FOR 12/09/15 TO 12/08/16. PAYMENT NET 30 DAYS.	FORMAX JOYCE MCKINLEY	09/29/2015 NO	12/09/2015 12/08/2016
131-1228-1664	EQUIPMENT LEASES ADDENDUM TO CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 24,840 MATCH: 0 TOTAL: 24,840 NOTES: ADDENDUM TO POSTAGE MACHINE RENTAL AGREEMENT FOR AN UPGRADE MODULE, AT A COST OF \$75 PER MONTH, PAYABLE FOR 60 MONTHS (INITIAL LEASE TERM) FOR A TOTAL OF \$4,500. THIS INITIAL TERM BEGINS AFTER ANY APPLICABLE USAGE PERIOD AND IS BILLED QUARTERLY TO THE TOTAL QUARTERLY AMOUNT. THE ADDENDUM INCREASES THE TOTAL MONTHLY AMOUNT FROM \$339 (PREVIOUS LEASE RENEWAL AMOUNT) TO \$414 FOR AN ESTIMATED 60 MONTH TOTAL OF \$24,840. CONTRACT DATES ESTIMATED AT 5/1/07-4/30/12; NONE ARE PROVIDED ON THE CONTRACT. QUARTERLY PAYMENTS IN THE AMOUNT OF \$1,081.38 ARE BEING PAID AS OF JUNE 2014. AN END OF 12/31/15 IS GIVEN FOR REVIEW PURPOSES.	PITNEY BOWES INC JOYCE MCKINLEY	05/01/2007 NO	05/01/2007 12/31/2015
131-2166-2595	ANNUAL MAINTENANCE CONTRACT RENEWAL OF CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 554 MATCH: 0 TOTAL: 554 NOTES: MAINTENANCE AGREEMENT FOR FOLDER MACHINE FOR 09/01/15 TO 08/31/16.	PITNEY BOWES INC JOYCE MCKINLEY	09/29/2015 NO	09/01/2015 08/31/2016
131-1240	PROFESSIONAL SERVICE CONTRACTS RENEWAL OF CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 537,800 MATCH: 0 TOTAL: 537,800 NOTES: PROFESSIONAL SERVICES AGREEMENT AND HARDWARE AGREEMENT FOR ELECTIONS CONDUCT AND EQUIPMENT. ESTIMATED 5 YEAR CONTRACT TOTAL OF \$537,800. THE PROFESSIONAL SERVICES AGREEMENT (INCLUDES SUPPORT FOR PROGRAMMING) IS \$52,560 PER YEAR FOR A 5 YEAR TOTAL OF \$262,800 PLUS \$.26 PER PRINTED BALLOT ON AN AS ORDERED BASIS AND CHARGED SEPARATELY, AND MAY BE TERMINATED BY EITHER PARTY	RBM CONSULTING LLC JOYCE MCKINLEY	03/12/2013 NO	02/15/2013 05/31/2018

RUN DATE: 11-20-15  
RUN TIME: 16:25:28  
RUN USER: lskerns

CENTRE COUNTY GOVERNMENT  
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LABEL	CONTRACT TYPE / REQUEST TYPE	PROVIDER / REQUESTOR	BOC / AUTO RENEW	BEGIN / END
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WITH 60 DAYS WRITTEN NOTICE PRIOR TO THE END OF EACH YEAR. THE  
HARDWARE MAINTENANCE AGREEMENT IS \$55,000 PER YEAR FOR A 5 YEAR  
TOTAL OF \$275,000, MAY BE TERMINATED BY EITHER PARTY WITH 60 DAYS  
WRITTEN NOTICE, AND WILL AUTOMATICALLY RENEW EACH YEAR WITHOUT  
NOTICE. THE FIRST CONTRACT (2010-13) IS FILED WITH THIS CONTRACT.

6 - NUMBER OF OPEN CONTRACTS FOR ELECTIONS/VOTER REGISTRATION

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