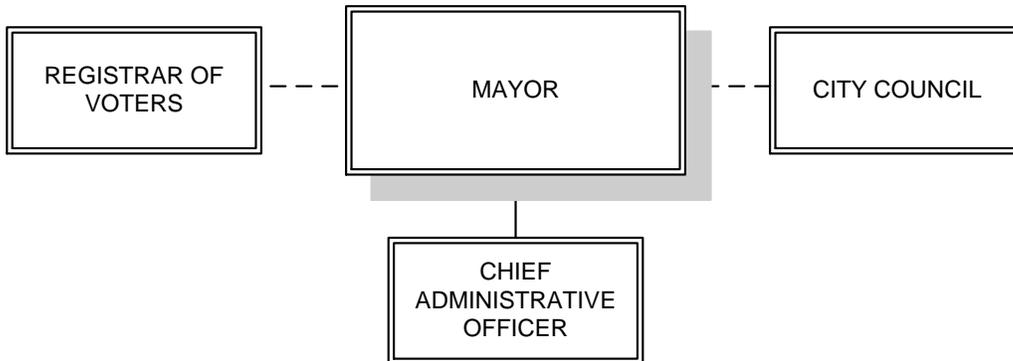


GENERAL GOVERNMENT DIVISIONS
REGISTRAR OF VOTERS

MISSION STATEMENT

To seek better ways to provide services to encourage all eligible residents to exercise their right to vote; conduct elections in a fair, accurate and efficient manner; maintain a continuous professional level of service to the public; and develop new techniques to improve outreach services which acknowledge the diversity of the city of Bridgeport.



GENERAL FUND BUDGET
REGISTRAR OF VOTERS

BUDGET DETAIL

Sandra Ayala / Joseph Borges
Registrars

REVENUE SUMMARY

ORG DESC	OBJECT DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
01050000	REGISTRAR OF VOTERS	250	500	500	500	0
	41260 DISKETTE FEES	150	0	0	0	0
	41261 LABEL FEES	0	0	0	0	0
	41538 COPIES	100	500	500	500	0

APPROPRIATION SUMMARY

ORG DESC	APPR DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
'01050000	REGISTRAR OF VOTERS	494,850	522,695	551,466	551,466	28,771
	1050PS REG OF VOTERS PERSONAL SVCS	333,138	373,651	385,112	385,112	11,461
	2050TPS REG OF VOTERS OTHER PERSONAL SVCS	114,789	26,759	29,084	29,084	2,325
	3050FB REG OF VOTERS FRINGE BENEFIT		60,459	77,739	77,739	17,280
	4050EX REG OF VOTERS OPER EXPENSES	41,146	51,747	50,076	50,076	-1,671
	6050SS REG OF VOTERS SPECIAL SERVIC	5,776	10,079	9,455	9,455	-624

PERSONNEL SUMMARY

Job Description	FTE FY	FTE FY	VAC	NEW	UNF	FY 2010	FY 2011	VARIANCE
	2010	2011				CURRENT	ADOPTED	
SECRETARIAL ASSISTANT	1.0	1.0				36,409	38,887	2,478
REGISTRAR OF VOTERS	2.0	2.0				127,429	132,548	5,119
DEPUTY REGISTRAR OF VOTERS	2.0	2.0				96,159	100,023	3,864
VOTING MACHINE MECHANIC						113,655	113,655	
SEASONAL EMPLOYEES UNDER GRANT						25,000		-25,000
	5.0	5.0			TOTALS	398,651	385,113	-13,538

GENERAL FUND BUDGET

REGISTRAR OF VOTERS

PROGRAM HIGHLIGHTS

MANDATED SERVICES

The Registrar of Voters is responsible for registering voters and conducting Federal, State, Special and Local elections. The Registrar prepares the published notices of elections and lists of offices for which candidates are to be nominated. It is the Registrars' duty to accept and check the nominating petitions of candidates for office. The Registrar is also required to establish and revise voting precincts, provide for the tabulation of returns on election night and conduct the official canvass of votes cast. The Registrar is also responsible for the following:

- 1) Responsible for conducting hand count of machine read ballots after elections if jurisdiction is subject to audit.
- 2) Responsible for completing and filing audit paperwork with the Secretary of State.
- 3) Able to hire additional officials on Election Day, the day after the election if the need arises.
- 4) Mandated to electronically update voter file with information as to who voted after every election.
- 5) All challenge and provisional ballot supplies which used to be provided by the Town Clerk must now be provided by the Registrar.
- 6) Responsible to determining the amount of ballots that will be ordered for use at each polling place (Registrar must now pay for the printing of the ballots).
- 7) Able to determine if two shifts of election officials will be used at an election without legislative body approval.
- 8) Assume the Town Clerk's responsibility for providing polling place supplies to moderators on the day before the election.
- 9) Responsible for training poll workers on the proper procedures to follow including the procedure to accommodate an individual who is at the polls but are unable to enter the polling place (curb-side voting).
- 10) Responsible for storage of all voted ballots after the election and up until the 14 day lock-down period has expired or the audit is complete. After the 14 day lock-down the Registrar must (1) transmit the absentee ballots for long-term storage and (2) keep all voted ballots used at the polls for long term storage.
- 11) Responsible for training Absentee Ballot election officials; and poll workers on the proper procedures to follow including the procedure to accommodate an individual who is at the polls but are unable to enter the polling place (curb-side voting).
- 12) Responsible for storage of all voted ballots after the election and up until the 14 day lock-down period has expired or the audit is complete. After the 14 day lock-down the Registrar must (1) transmit the absentee ballots for long-term storage and (2) keep all voted ballots used at the polls for long term storage.
- 13) Responsible for training Absentee Ballot election officials.
- 14) Responsible for providing supplies for a paper ballot election. An Election where no voting tabulators are used.
- 15) Responsible for assisting and ensuring that the Head Moderator completes and files the Head Moderator's Return with the Secretary of the State.

GENERAL FUND BUDGET
 REGISTRAR OF VOTERS APPROPRIATION SUPPLEMENT

ORG	OBJECT DESC	FY2009 ACTUAL	FY2010 BUDGET	FY2011 MAYOR PROPOSED	FY2011 COUNCIL ADOPTED	VARIANCE TO FY2010 BUDGET
'01050000 REGISTRAR OF VOTERS		494,850	522,695	551,466	551,466	28,771
	'51000 FULL TIME EARNED PAY	315,878	259,996	271,457	271,457	11,461
	51004 FULL TIME VACATION PAY	10,764	0	0	0	0
	51006 FULL TIME SICK PAY	5,572	0	0	0	0
	51008 FULL TIME PERSONAL PAY	1,299	0	0	0	0
	51014 FULL TIME BEREAVEMENT PAY	0	0	0	0	0
	51028 FT RETROACTIVE PAY	0	0	0	0	0
	51032 FT DOCKING PAY	-374	0	0	0	0
	'51100 PT TEMP/SEASONAL EARNED PA	114,789	113,655	113,655	113,655	0
	'51106 REGULAR STRAIGHT OVERTIME	0	10,000	10,000	10,000	0
	'51108 REGULAR 1.5 OVERTIME PAY	0	15,000	15,000	15,000	0
	'51140 LONGEVITY PAY	0	0	2,325	2,325	2,325
	'51804 CITY-OWNED VEHICLE BENEFIT	0	1,759	1,759	1,759	0
	'52360 MEDICARE	0	4,857	5,617	5,617	760
	'52385 SOCIAL SECURITY	0	0	6,622	6,622	6,622
	'52504 MERF PENSION EMPLOYER CONT	0	19,500	26,009	26,009	6,509
	'52917 HEALTH INSURANCE CITY SHARE	0	36,102	39,491	39,491	3,389
	'53050 PROPERTY RENTAL/LEASE	0	1,800	1,800	1,800	0
	'53605 MEMBERSHIP/REGISTRATION FEES	100	460	345	345	-115
	'53705 ADVERTISING SERVICES	430	586	586	586	0
	'53750 TRAVEL EXPENSES	687	700	525	525	-175
	'53905 EMP TUITION AND/OR TRAVEL REIM	59	5,364	4,043	4,043	-1,321
	'54675 OFFICE SUPPLIES	4,536	4,782	4,782	4,782	0
	'54705 SUBSCRIPTIONS	279	305	245	245	-60
	'55090 ELECTION EQUIPMENT	33,175	35,755	35,755	35,755	0
	'55155 OFFICE EQUIPMENT RENTAL/LEAS	1,880	1,995	1,995	1,995	0
	'56170 OTHER MAINTENANCE & REPAIR S	0	2,631	2,007	2,007	-624
	'56175 OFFICE EQUIPMENT MAINT SRVCS	1,084	1,672	1,672	1,672	0
	'56180 OTHER SERVICES	4,692	5,776	5,776	5,776	0