

BOARD OF COUNTY COMMISSIONERS



October 2, 2024

Chris Anderson
Seminole County Supervisor of Elections
1500 E. Airport Blvd.
Sanford, FL 32773

Dear Supervisor Anderson:

I appreciate your submission of a budget request for the Fiscal Year (FY) 2024-2025. It is my pleasure to inform you that the Board of County Commissioners approved the final budget for the Supervisor of Elections in the amount of \$4,628,683.

As you may recall, your office submitted a proposed budget request of \$4,729,911 in May 2024. Your staff worked with the County Manager and related staff to find additional savings in the budget request of approximately 2.1%.

Upon further review, a final budget was approved by the Board of County Commissioners with an additional \$369,000 in reductions to specific itemized appropriations. These reductions are being moved to a contingency line within the Supervisor of Elections Office's FY 24-25 final approved budget. Of note, the final budget approved by the Board of County Commissioners, in accordance with Florida Statutes 129.201, 129.202, and 129.06(5), does not include itemized appropriations for legal services, building improvements, one-time payments to staff, or out of cycle pay adjustments to staff. (Please see the pertaining Florida Statutes below.)

In summary, the proposed budget your Office submitted has been reduced by 10%. The reductions include the 2% savings we jointly identified in May and an additional 8% that will be placed in the aforementioned contingency line for the next officeholder.

While I appreciate your Office's work during this tight budget year, I continue to be confused by your lack of respect for the public budget process. Please remember, the budget process laid out before us is not mine or yours, it's the peoples. Because Seminole County budgets touch so many services and many aspects of our everyday lives, it is critical for residents and business owners to understand and have the opportunity to participate in the process.

Thank you for your continued leadership in ensuring fair and transparent elections for the citizens of Seminole County.

Sincerely,

Jay Zembower

Chairman, Seminole County Board of County Commissioners

FLORIDA STATUTES

[F.S. 129.201\(4\)](#) The board or commission, as appropriate, may require the supervisor of elections to correct mathematical, mechanical, factual, and clerical errors and errors of form in the proposed budget. At the hearings held pursuant to s. 200.065, the board or commission may amend, modify, increase, or reduce any or all items of expenditure in the proposed budget as submitted under subsections (1) and (2); and, as amended, modified, increased, or reduced, such budget shall be approved by the board or commission, which must provide written notice of its action to specific items amended, modified, increased, or reduced.

[F.S. 129.202\(1a\)](#) represents the budget of the Supervisor of Elections, matters related to allocation, expenditure, etc., of the amounts in budget.

It states that the Board of County Commissioners shall pay 25% of the total amount of the budget for the office in October of each year and 6.82% of the total amount budgeted for the office on the first of each month thereafter.

[F.S. 129.06\(5\)](#) represents the execution and amendment of budget. It states that any county constitutional officer who has not been reelected to office or is not seeking reelection, is prohibited from transferring funds between itemized appropriations, or expending more than one-twelfth of any itemized approved appropriation in a single month following the date he or she is eliminated as a candidate or October 1st, whichever comes later without Board approval.

SUPERVISOR OF ELECTIONS FY25 APPROVED ITEMIZED APPROPRIATIONS

ITEMIZED APPROPRIATIONS	SOE Request	BCC Adjustment	FY25 Total Approved
510110 Executive Salaries			
Salary for Supervisor of Elections	185,742	-	185,742
510110 Executive Salaries Total	185,742	-	185,742
510120 Regular Salaries & Wages			
Admin Assistant (Vacant)	45,709	(1,000)	44,709
Administrative Services Division	209,027	(5,000)	204,027
Election Services	632,636	(30,000)	602,636
Information Services Division	235,310	(5,000)	230,310
Voter Service Clerks (Vacant)	70,720	(2,000)	68,720
One Time Payouts	-	-	-
Out-of-Cycle Pay Adjustments	-	-	-
510120 Regular Salaries & Wages Total	1,193,402	(43,000)	1,150,402
510130 Other Salaries & Wages			
Assistant Clerks	17,220	(500)	16,720
Assistant Site Coordinator	22,600	-	22,600
Book Closing	11,200	-	11,200
Clerks	23,490	(1,000)	22,490
Couriers	3,920	-	3,920
Deputy	29,120	(1,000)	28,120
Early voting alternates	22,400	-	22,400
Election Day Support Staff	3,600	-	3,600
Election Worker Trainer	3,900	-	3,900
Election Working Hiring	19,200	(500)	18,700
On-Call Election Workers	3,300	-	3,300
Poll Deputy	13,440	-	13,440
Seasonal Office Staff	20,160	-	20,160
Seasonal Staff	-	-	-
Site Coordinator	28,200	(1,000)	27,200
Vote By Mail Assistant	5,600	-	5,600
Vote By Mail Open Clerk Prep	19,500	(500)	19,000
Vote Pass Assistant	67,080	(3,000)	64,080
Voter Equipment Technician	26,520	(1,000)	25,520
Voter Outreach, School Programs	2,100	-	2,100
Voter Services Assistance	16,800	-	16,800
Voting Equipment Technician	39,520	(1,000)	38,520
Voting Specialist	118,560	(4,000)	114,560
Warehouse	13,440	-	13,440
510130 Other Salaries & Wages Total	530,870	(13,500)	517,370
510140 Overtime			
Overtime	83,261	(8,500)	74,761
510140 Overtime Total	83,261	(8,500)	74,761

SUPERVISOR OF ELECTIONS FY25 APPROVED ITEMIZED APPROPRIATIONS

ITEMIZED APPROPRIATIONS	SOE Request	BCC Adjustment	FY25 Total Approved
510150 Special Pay			
Special Pay - Medical Insurance Opt Out	3,600	-	3,600
510150 Special Pay Total	3,600	-	3,600
510210 Social Security			
Executive Salary	14,209	(500)	13,709
Overtime	2,339	-	2,339
Overtime - Staff	4,030	-	4,030
Regular Salaries & Wages	92,798	(2,500)	90,298
510210 Social Security Total	113,376	(3,000)	110,376
510220 Retirement Contributions			
Executive Salary	108,993	(4,000)	104,993
Overtime	6,369	(800)	5,569
Regular Class	214,257	(8,000)	206,257
Senior Management	131,061	(5,000)	126,061
510220 Retirement Contributions Total	460,681	(17,800)	442,881
510230 Health & Life Insurance			
Insurance Coverage - Health & Life	269,120	(11,000)	258,120
Insurance Coverage - Long Term Disability	2,500	-	2,500
510230 Health & Life Insurance Total	271,620	(11,000)	260,620
510250 Unemployment Compensation			
Unemployment Compensation	-	-	-
510250 Unemployment Compensation Total	-	-	-
530310 Professional Services			
Legal Fees	100,000	(100,000)	-
530310 Professional Services Total	100,000	(100,000)	-
530340 Contracted Services			
ES&S	135,000	-	135,000
MDM	6,000	-	6,000
NeoGov	4,036	-	4,036
Tenex	90,885	-	90,885
VR Systems	79,798	-	79,798
530340 Contracted Services Total	315,719	-	315,719

SUPERVISOR OF ELECTIONS FY25 APPROVED ITEMIZED APPROPRIATIONS

ITEMIZED APPROPRIATIONS	SOE Request	BCC Adjustment	FY25 Total Approved
530400 Travel & Per Diem			
Poll workers	5,000	(1,000)	4,000
SOE Staff	3,000	(1,000)	2,000
Voter Outreach, School Programs	2,500	(500)	2,000
530400 Travel & Per Diem Total	10,500	(2,500)	8,000
530410 Communication			
Cell Phones, Jetpacks, IVR Calls	10,722	-	10,722
Monthly Service Office phones; cell phones, internet & 5 iPad,	45,971	-	45,971
530410 Communication Total	56,693	-	56,693
530420 Transportation & Postage			
Countywide Voter ID Card Mailing	206,473	(20,000)	186,473
Daily Voter ID Card Mailing	22,680	(2,000)	20,680
Expired VBM Post Card Mailing	18,900	(3,900)	15,000
List Maintenance of the Voter Registration (State Mandate)	15,300	(4,000)	11,300
Overnight & Special Deliveries	500	-	500
Permit Fees & Business Account	300	-	300
Postage Due Costs for Business Reply Account	50,000	(20,000)	30,000
Sample Ballot Mailout - PPP, PE & GE 2024	-	-	-
VBM Ballots Permit 1273 - General	124,100	(4,000)	120,100
VBM Ballots weekends mailing	-	-	-
530420 Transportation & Postage Total	438,253	(53,900)	384,353
530440 Rental & Leases			
Aqua Chill	360	-	360
Pitney Bowes	4,225	-	4,225
Polling Precincts	24,800	-	24,800
Postmaster	1,100	-	1,100
530440 Rental & Leases Total	30,485	-	30,485
530460 Repair & Maintenance			
Johnson Controls	3,475	-	3,475
Network Monitoring Software	861	-	861
Building Improvements	-	-	-
530460 Repair & Maintenance Total	4,336	-	4,336
530470 Printing & Binding			
Braille Ballots	-	-	-
Comment Cards	10,000	(2,000)	8,000
Envelopes for Mailing	5,000	(1,000)	4,000
Future Voter Stickers	5,000	(1,000)	4,000
I Voted Stickers	7,500	(2,500)	5,000
List Maintenance Notices	12,000	(2,000)	10,000

SUPERVISOR OF ELECTIONS FY25 APPROVED ITEMIZED APPROPRIATIONS

ITEMIZED APPROPRIATIONS	SOE Request	BCC Adjustment	FY25 Total Approved
Mail Ballot E expiration Postcard	17,000	(5,000)	12,000
Miscellaneous Printing	10,000	(10,000)	-
Official & Early Ballots	41,000	(5,000)	36,000
Overseas Vote By Mail	500	-	500
Sample Ballots	100,256	(10,500)	89,756
Secrecy Sleeves	4,000	(500)	3,500
Spoiled Ballot Envelopes	1,000	-	1,000
Test Ballots	2,300	(300)	2,000
Vote By Mail	345,000	(25,000)	320,000
Vote By Mail Reprints	7,500	(2,500)	5,000
Voter Guides	-	-	-
Voter Information Cards	6,500	(1,500)	5,000
530470 Printing & Binding Total	574,556	(68,800)	505,756
530490 Other Charges & Obligations			
Adobe	6,623	-	6,623
Center for Internet Security	14,400	-	14,400
DEX Imaging	7,500	-	7,500
Domain Hosting	1,005	-	1,005
Google Workspace	15,920	-	15,920
Microsoft	15,224	-	15,224
Multi-factor Authentication	1,440	-	1,440
NCOA List	3,200	-	3,200
Olive Street	2,000	-	2,000
Security Camera Monitoring	120	-	120
Server Backup Software	1,300	-	1,300
Shred-It	5,000	(1,000)	4,000
Transport Election Equipment	35,000	(5,000)	30,000
UserWay	1,090	-	1,090
Web Hosting	250	-	250
530490 Other Charges & Obligations Total	110,072	(6,000)	104,072
530499 Operating Contingency			
Operating Contingency	-	369,000	369,000
530499 Operating Contingency Total	-	369,000	369,000
530510 Office Supplies			
Ballot Paper - BOD Printers	10,000	(1,500)	8,500
BOD printer supplies	4,000	(500)	3,500
Office Supplies	12,501	(7,500)	5,001
Precinct Supplies	5,000	(1,000)	4,000
530510 Office Supplies Total	31,501	(10,500)	21,001

SUPERVISOR OF ELECTIONS FY25 APPROVED ITEMIZED APPROPRIATIONS

ITEMIZED APPROPRIATIONS	SOE Request	BCC Adjustment	FY25 Total Approved
530520 Operating Supplies			
Center for Internet Security	2,400	-	2,400
Computers/Laptops technology supplies	15,000	(10,000)	5,000
Coud/Offsite Backup	2,349	-	2,349
EDR Antimalware Software	5,910	-	5,910
Election day office supplies	2,500	(500)	2,000
HelpDesk Ticketing	684	-	684
i3Logix - Ballot Trax	19,500	(2,500)	17,000
iPads	1,000	(500)	500
IT Inventory Software	1,575	-	1,575
PDF Creation Software	89	-	89
SIEM Log Management Software	-	-	-
Staff Outreach Uniform Shirts	3,000	(1,000)	2,000
Tracking Tiles	495	-	495
Warehouse & Precinct Supplies	15,000	(5,000)	10,000
530520 Operating Supplies Total	69,502	(19,500)	50,002
530521 Operating Supplies - Equip			
Misc. Equipment/hardware	7,000	(7,000)	-
530521 Operating Supplies - Equip Total	7,000	(7,000)	-
530540 Books, Publications, Memberships			
Canva Graphic Design Software	300	-	300
Chamber Memberships & Attendance Fees	2,000	-	2,000
Cradlepoint Annual Subscription	6,629	-	6,629
FSASE Membership	3,700	-	3,700
KnowBe4	1,804	-	1,804
LexisNexis	4,111	-	4,111
Other Membership/Dues	1,500	(1,500)	-
Smartsheet Cataloguing Subscription	2,784	-	2,784
Snort Subscription	1,197	-	1,197
Vulnerability Detection - Maintenance Support	3,990	-	3,990
530540 Books, Publications, Memberships Total	28,015	(1,500)	26,515
530550 Training			
Conference Registration/Workshop Fees	2,500	(500)	2,000
Continuing Education - FCEP/IT	5,500	(1,500)	4,000
Tuition/Books Reimbursement	1,500	(500)	1,000
530550 Training Total	9,500	(2,500)	7,000
Grand Total	4,628,683	-	4,628,683

