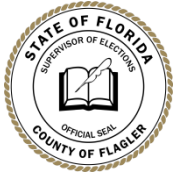


2018 – 2019

Budget Information



Kaiti Lenhart
FLAGLER COUNTY
SUPERVISOR OF ELECTIONS



Kaiti Lenhart ★ FLAGLER COUNTY SUPERVISOR OF ELECTIONS

1769 E. Moody Boulevard, Building 2, Suite 101 ★ PO Box 901 ★ Bunnell, Florida 32110-0901
Phone (386) 313-4170 ★ Fax (386) 313-4171 ★ www.FlaglerElections.com

Flagler County Board of County Commissioners
Government Services Building
1769 East Moody Boulevard, Building 2
Bunnell, FL 32110

May 31, 2018

Dear Honorable Commissioners:

In accordance with Section 129.03(2), Florida Statutes, I respectfully submit the proposed budget for the 2018-2019 fiscal year for the Supervisor of Elections Office. I have provided justifications for all required expenditures for the efficient operation of the Elections Office.

This budget includes:

- Expenses to conduct the 2018 General Election with a historic number of proposed Constitutional amendments statewide
- Expenses related to our 2019 list maintenance program
- Additional part-time staff and compensation, 3% COLA as requested for all full-time employees
- Required increases for the costs of retirement
- Capital outlay for necessary hardware and software upgrades and a redundant offsite backup server for the office

Please be aware that some of the outlay expenses may be eligible for Federal HAVA Cybersecurity Grant funds, which the Department of State applied for yesterday, May 30, 2018. Elections Administration has been declared Critical Infrastructure and we are working together with the Department of Homeland Security to improve the security of our voting system. I am hopeful that a portion of the grant funding could reimburse our county, as it relates to technology upgrades for your Elections Office.

As with elections, each budget year presents it's own challenges. This budget is based on a one page, two-sided 17" ballot in the General Election. It is unknown at this time if a two-page ballot will be necessary. A budget amendment would be required if a two-page ballot is needed to accommodate all contests and the 13 proposed Constitutional amendments. We will know more at the conclusion of the candidate qualifying period in June and after the results of the Primary Election.

As always, you are welcomed to contact me with any questions.

Sincerely,

Kaiti Lenhart, Supervisor of Elections



Supervisor Of Elections Office Budget and Justifications

Official Salary (estimate pending ODR publication in October 2018)	\$124,894
State SOE Certification Salary	\$2,000
Regular Salaries	\$311,520
Overtime Employees	\$12,960
FICA/Medicare Taxes – FICA 6.2%, Medicare 1.45%	\$34,530
Retirement Contributions – Elected Official 45.44%; Regular Class and Investment Plan 7.91%	\$88,600
Life & Health Insurance	\$84,000
Worker's Compensation	\$2,000
Contractual Services	\$2,933
Communications – Mobile phone for SOE and COOP, based on usage	\$540
Lease/Rental of Equipment – Postage meter lease, Printer/scanner/ Fax/copier multifunction device leases	\$3,540
Postage – Voter Info Cards, Address Conf Notices, Final Notices, Form 1 Financial Disclosures, Ineligible Voter Notices, PO Box and Postage Permit Renewals, General Office Correspondence	\$14,115
Equipment/Maintenance – Maintenance on folder machine, mail Opener and Printer/scanner/fax/copier multifunction devices; VR Systems PC's/Server, Mapping, Letter Opener, Printers, Licensing, Web Focus, Van Maintenance, Postage Meter	\$40,053
Advertising – Legal advertising for removal of registered voters per Section 98.201, Florida Statutes	\$1,000
Office Supplies – All paper supplies (envelopes, copy and printer paper, labels), Voter Information Cards, Voter Guides, Educational and Informational materials; daily voter card mailings, certified mail and routine correspondence	\$13,779
Gas, Oil & Lubricant – For office vehicle	\$680

Auto Insurance	\$350
Training Admin – FCEP Training and Certification, FSASE Conference Registrations, ICW Mapping Training	\$27,342
Dues & Memberships – FSASE (2% of SOE Salary)	\$2,538
Voter Education – Voter outreach event fees	\$1,581
Books & Subscriptions	\$320
Contingency – Florida Statute 129.201(5)	\$2,500

Supervisor of Elections Administrative Budget Expenditures

Item	Description	Adopted Budget FY 2017	Adopted Budget FY 2018	Requested Budget FY 2019
	Salaries, Fixed	\$117,561	\$120,090	\$124,894
	Regular Salaries	\$211,520	\$248,768	\$311,520
	Overtime Employees	\$8,465	\$10,785	\$12,960
	FICA/Medicare	\$25,175	\$29,732.08	\$34,530
	SOE Certification	\$0	\$2,000	\$2,000
	Retirement - Official	\$49,928	\$54,569	\$61,797
	Retirement - Admin Staff	\$15,906	\$19,907	\$26,802
	Life & Health Insurance	\$73,500	\$86,000	\$84,000
	Worker's Compensation	\$2,000	\$2,000	\$2,000
	Contractual Services	\$6,984	\$7,620	\$2,933
	Communications	\$6,272	\$11,327	\$540
	Lease/Rental of Equipment	\$4,687	\$3,540	\$3,540
	Postage	\$9,500	\$13,680	\$14,115
	List Maintenance	\$5,000	\$0	\$5,600
	Equipment Maintenance	\$55,335	\$33,475	\$40,053
	Legal Advertisements	\$720	\$1,200	\$1,000
	Office Supplies	\$8,800	\$11,129	\$13,779
	Gas, Oil and Lubricants	\$1,260	\$1,480	\$680
	Auto Insurance	\$117	\$117	\$350
	Books & Subscriptions	\$0	\$320	\$320
	Training - Admin	\$8,570	\$20,721	\$27,342
	Voter Outreach Fees	\$650	\$750	\$1,581
	Dues and Memberships	\$2,351	\$2,402	\$2,538
	Contingency	\$2,500	\$2,500	\$2,500
	Capital Outlay - New office computers and redundant backup server	-	-	\$15,930
Total		\$617,800	\$689,845	\$793,305

The Administrative Budget increased **\$103,460** which includes:

1. Regular salaries compensation increase, COLA 3%, plus three additional part-time employees to assist with office duties during elections and list maintenance
2. Retirement increase (48.70% official / 8.26% admin)
3. Equipment maintenance for server extended warranty coverage
4. SOE and staff training for FCEP certifications (Florida Certified Elections Professional)
5. Capital outlay for computer and server upgrades to improve technology infrastructure

Elections Budget and Justifications

Poll Worker Salaries – Election Day and Early Voting poll workers For one election, part time staff during election cycle (includes training)	\$64,210
FICA/Medicare Taxes – FICA 6.2%, Medicare 1.45%	\$5,927
Contractual Services	\$3,270
Travel & Mileage – Poll Workers	\$345
Communications – Cell phones for poll workers at polls, MIFI for precinct EViD communications, wireless modems	\$4,740
Lease/Rental of Building – Rental charges for polling places for One election, truck rental (2) for equipment delivery	\$2,700
Software License & Support - ES&S Voting System & VR Software	\$42,640
Equipment Maintenance – ES&S Hardware, EViDs, BOD	\$30,205
Advertising – Legal and informational advertising required by Florida Statutes (notice of elections, book closing ads, public notices, early voting dates, times & locations) and Radio Ads	\$4,250
Postage – Sample Ballot mailings, PW training Notices, Poll Worker Checks, Elections reports to DOE, UOCAVA Notice Of Elections, Early Voting Poll Watcher badges, Poll change ID cards, Postage due – VBM Ballots	\$9,009
Election Supplies – Precinct supplies, and all supplies necessary to conduct an election and new supplies related to voting system and new precincts: steel cages, batteries, locks/seals, pens, BOD ink/toner/paper, labels, etc.	\$8,730
Voter Education – Voter outreach supplies	\$5,000
Ballots – Absentee and Early Voting – Absentee ballot initial mailing local/ overseas, test ballots (absentee, early voting and precinct); early voting ballots, freight	\$71,196
Ballots – Election Day, printed	\$14,250
Gas, Oil & Lubricant – For office vehicle	\$200
Contingency – Florida Statute 129.201(5)	\$2,500

Supervisor of Elections Election Budget Expenditures

Item	Description	Adopted Budget FY 2017	Adopted Budget FY 2018	Requested Budget FY 2019
	Poll Worker Salaries	\$60,176	\$56,173	\$64,210
	FICA/Medicare	\$5,213	\$3,772	\$5,927
	Poll Worker Training	\$4,463	\$6,630	Flat rate
	Travel & Per Diem	\$1,167	\$345	\$345
	Communications	\$2,664	\$4,020	\$4,740
	Contractual Services	\$2,400	\$2,400	\$3,270
	Lease/Rental of Building	\$2,100	\$2,100	\$2,700
	Software License and Support		\$48,025	\$42,640
	Equipment Maintenance	\$46,778	\$34,175	\$30,205
	Postage	\$20,000	\$25,460	\$9,009
	Voter Education	\$5,000	\$5,000	\$5,000
	Election Supplies	\$9,500	\$16,730	\$8,730
	Advertising – Radio	\$2,500	\$2,500	\$2,500
	Absentee & Early Voting Ballots	\$36,124	\$34,406	\$71,196
	Election Day Ballots	\$20,272	\$23,750	\$14,250
	Legal Advertising	\$2,620	\$3,860	\$4,250
	Gas, Oil	\$500	\$200	\$200
	Contingency	\$2,500	\$2,500	\$2,500
	Total	\$223,976	\$272,646	\$271,671

Departmental Summary:

Administrative Budget	\$630,042	\$685,692	\$793,305
Capital Outlay - Administrative	\$0	\$0	\$15,930
Elections Budget	\$223,976	\$272,646	\$271,671
Capital Outlay - Elections	\$0	\$13,975	\$15,200
Total	\$841,776	\$976,466	\$1,080,176

The Elections Budget will be similar to this current budget year, unless there is a need for a two-page ballot. Our design and layout indicates a 17" ballot for the General Election, however that could change dependent upon candidate qualifying and the results of the Primary Election in August. The overall budget has increased by **\$103,710** which includes expenditures explained above and capital outlay to improve technology and required 4G modems for the voting system. Part of the outlay expenditures may be eligible for Federal grant reimbursement.

Budget Preparations

The Supervisor of Elections budget varies during even-numbered years due to regularly scheduled election cycles. This budget year includes the 2018 General Election, which will be a challenge for elections administrators statewide. Across the state, voters will decide thirteen (13) proposed Constitutional amendments. City of Palm Coast voters will decide three (3) additional proposed charter amendments. Due to the number of amendments, we may see a two-page ballot similar to the 2012 General election. If a two-page ballot is required, the Elections Office may seek a budget amendment at that time.

Historically, turnout in Flagler County is the highest during Presidential election years, with the highest turnout during the General Election. During gubernatorial election cycles we can expect a lower turnout at the polls. Unfortunately, many essential costs for services are required to conduct an election remain constant despite a lower turnout.

Lastly and certainly not least, take a moment to consider the declaration of elections as critical infrastructure by the Department of Homeland Security. We have established a partnership with the DHS and continue to work together to ensure the cybersecurity of the electoral process. The increases in the budget for capital outlay related to technology needs are more important today than any other time in history.

In preparing the annual budget, we continually strive to make the very best use of public funds. My staff and I are always looking for ways to operate more efficiently while continuing to provide the highest level of professional services our residents have come to expect from the Supervisor of Elections Office. We require state contract pricing from vendors, share with other departments when possible and even use coupons to purchase office supplies. Although there have been several increases due to increased contract rates, state retirement and our technology needs, we have continued to streamline operations and provide excellent service for the voters of Flagler County.

Changes in the law and directives at the state and Federal level have greatly impacted the elections world in recent years. Since assuming office in 2015, I have implemented many improvements using modern technology to keep up with these changes. Our focus today and for years to come will be the security of elections. Your Elections Office has been busy preparing for this year and we are ready for the challenges which come with every election cycle.

Supervisor of Elections Office Staffing

Full time staff includes the Supervisor of Elections and seven full time employees. This budget includes an increase for part-time staff and a slight adjustment to salary for our dedicated personnel. Our staff also includes temporary election poll workers who fill their civic duty to the community by facilitating voting at polling sites. During an election, the office transforms to a staff of over 220 employees who are required to conduct a successful election.

Continuing Education

Currently, myself and two staff members have earned our master certification in the nationally-awarded Florida Certified Elections Professional (FCEP) program, organized by Florida State Association of Supervisors of Elections (FSASE). It is my goal to have every full-time employee certified in this essential program.



The FCEP program provides Florida elections officials and their staff the opportunity to receive specialized training on topics such as voter registration, security procedures, media relations and election workers, to name a few; and offers certification and credentialing for the Supervisors of Elections and their staff in a tiered system.

Part Time Staff

Part time employees work on an on-call basis during peak times. These part time employees assist with front office duties, absentee voting, and poll worker training preparation. Part time employees also assist with voting equipment and warehouse duties which begin approximately 20 weeks prior to an election and conclude once the election is over. This budget includes an increase for one part time staff member who will be assisting with our new voting system. The team consists of up to four part time employees, who are assigned the following tasks:

- Answering phones, assisting voters with address changes and other registration needs
- Working the “mobile voter cart” in the lobby to help answer questions and direct traffic during early voting
- Preparing and testing voting equipment, in preparation for delivery to early voting sites and polling places
- Packing all election materials to be delivered

Election Poll Workers

Election poll workers are hired as temporary staff to work at the many polling sites in Flagler County during early voting and on Election Day. Nearly 200 workers were hired and trained to work during the 2016 election cycle and with an increase of polling sites, over 220 are needed this year.

Volunteers

Many of our election poll workers volunteer to assist the Elections Office conduct voter registration drives during festivals and events. The Voter Outreach Volunteer Program was developed since my appointment and it has been very successful. Volunteers enable the office to provide and expand voter programs in our community without added cost.



Duties of the Supervisor of Elections

The Supervisor of Elections is the public official designated by Florida Law to administer voter registration and elections in Flagler County.

The primary duties of the Supervisor of Elections include:

Voter Registration

- Register eligible voters and issue voter information cards
- Maintain accurate voter registration rolls by conducting list maintenance
- Removing voters who have moved out of Florida, are deceased, or for any reason are no longer eligible to vote in Florida
- Update voter registration records when a request is received (name, address, party affiliation)
- Maintain and provide registration statistics and demographics



Voter Education

- Provide voter outreach education and information
- Conduct annual voter education programs in all public/private county high schools and nursing/assisted living homes
- Publish election and voter information in local media

Candidates and Petitions

- Qualify candidates for county, municipal and special district offices
- Receive candidate campaign finance reports for all candidates and make them available to the public
- Receive annual financial disclosure forms from certain elected and/or appointed county officials
- Verify petition signatures for initiative petitions and candidate qualifying petitions

Elections

- Conduct federal, state, county, municipal, special district and community development district elections in Flagler County
- Create and maintain precinct and district boundaries in the GIS mapping system
- Maintain, program and test voting equipment for elections
- Acquire, equip and staff polling places
- Maintain precinct information, including an accurate street index
- Provide sample ballots to all voters prior to each election
- Send notice of election to overseas and military voters prior to each election cycle
- Provide election dates and voting information according to Election Laws
- Accept absentee ballot requests. Send, receive and verify absentee ballots

Voter Registration Services

The Supervisor of Elections Office operates at one facility located in the Government Services Building at 1769 E. Moody Blvd, Building 2, Suite 101 in Bunnell, Florida. Under current law, voter registration services are also provided for in a number of locations throughout Flagler County.

Chapter 97, Florida Statutes designates a number of locations as voter registration agencies where voters may register to vote or make changes to their voter record as needed in person.

These locations include but are not limited to:

- Flagler County Tax Collectors Offices, which issue drivers licenses at the Government Services Building in Bunnell and their annex in Palm Coast
- Flagler County Public Library in Palm Coast
- Offices that provide public assistance or serve persons with disabilities include the following:
 - ★ Department of Health
 - ★ WIC Programs
 - ★ Medicaid
 - ★ Department of Children and Family Services



Online Voter Registration

Florida was the 27th state to provide Online Voter Registration and the system went live on October 1, 2017. Citizens can now input their voter information applications electronically into a secure database. For security reasons, a citizen's last four digits of their social security number and full Driver's License number is required to use Online Voter Registration. A record comparison is made with the Division of Motor Vehicles. As always, the option of paper registration will be available for individuals who do not have a Florida Driver's License or Identification card.

States who utilize online voter registration have experienced significant cost savings in processing registrations. We look forward to the first statewide election with Florida's online voter registration system, providing the voters of our state with this useful technology.

The Florida Voter Registration System (FVRS)

The Florida Voter Registration System (FVRS) serves as the "official" voter registration list for the election of all Federal, state and local offices in Florida as required by Section 98.035, Florida Statutes. FVRS is designed to interface and operate with the 67 county voter registration systems as well as several state and Federal agencies. FVRS communicates with each county voter registration system in maintaining a single, uniform, official, centralized, interactive computerized voter registration system.



FVRS also contains the name and registration information of every registered voter in the state. It provides each registered voter in Florida with a unique identifier and coordinates with other agency databases, including:

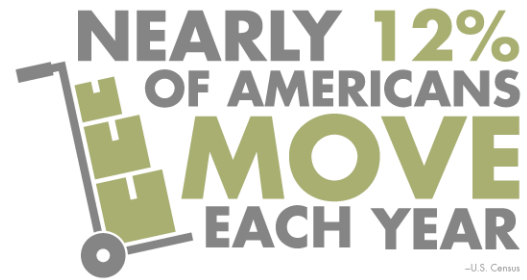
- The Department of Health
- The Clerk of the Circuit Courts
- The United States Attorney's Office
- The Florida Department of Law Enforcement
- The Board of Executive Clemency
- The Department of Corrections
- The Department of Highway Safety and Motor Vehicles

The Secretary of State delegates voter registration duties and records maintenance activities to the local Supervisor of Elections. It is each county Supervisor's responsibility to perform these duties in accordance with state and Federal law. FVRS provides any authorized election official in Florida immediate electronic access to the voter registration information in the database.

The Flagler County Supervisor of Elections Office is an essential part of the Florida Voter Registration System (FVRS). We host and maintain our local server and registration database of Flagler County voter information. Additionally, your local Elections Office is responsible for:

- Accepting voter registration applications and updating voter information
- Entering new voter registrations
- Scanning documents into the system
- Acting as the official custodian of voter registration documents at the county level
- Ensuring that list maintenance duties are conducted in accordance with section 98.065 and 98.075, Florida Statutes
- Mailing voter information cards upon request, following an update of a voters' information or any time changes are made to precincts or polling locations
- Entering and maintaining requests for absentee ballots
- Verifying candidate and constitutional amendment petitions
- Entering voter history following each election

List Maintenance



To comply with section 98.065, Florida Statutes, each Supervisor must conduct a general registration list maintenance program to protect the integrity of the electoral process by ensuring the maintenance of accurate and current voter registration records in the statewide voter registration system. The program must be uniform, nondiscriminatory, and in compliance with the Voting Rights Act of 1965, the National Voter Registration Act of 1993, and the Help America Vote Act of 2002.

List maintenance activities are conducted throughout the year from First Class Mail sent to registered voters which have been returned to the Elections Office as undeliverable mail. List maintenance is also conducted upon information from the Department of Highway Safety and Motor Vehicles on voters who have received a driver's license in another state and address change information received by the Clerk of Courts on jury notices.

This fiscal year includes our list maintenance program. During 2017, we improved our list maintenance processing converting our range-based addressing system to a points system for accuracy. Using discreet address points, we are able to exclude commercial addressing from our streets database, disallowing these addresses for voter registration. This project was time-consuming and difficult at times, but it is vitally important considering the means for registration have expanded greatly in the past few years through Driver's License renewal notices, online voter registration and third-party voter registration organization activities. Our voter registration streets database is one of the most detailed and accurate in the state of Florida. This process over the past several months has allowed us to develop relationships with other county and municipal addressing departments, improving our communication will continue to benefit our growing county as we head into another decennial census. Voters move daily and we are working maintain the most current voter records.

Additional list maintenance activities executed in accordance with Section 98.075, Florida Statutes, are ongoing. These activities identify and remove:

- Duplicate registrations
- Deceased persons
- Registrants adjudicated mentally incapacitated
- Registrants who have been convicted of a felony and whose rights have not been restored
- Other ineligible criteria, including age requirements, citizenship, fictitious name, non-legal residence, etc.

Voter Registration Statistics

KAITI LENHART

Date 05/29/2018

Supervisor of Elections

FLAGLER COUNTY, FL

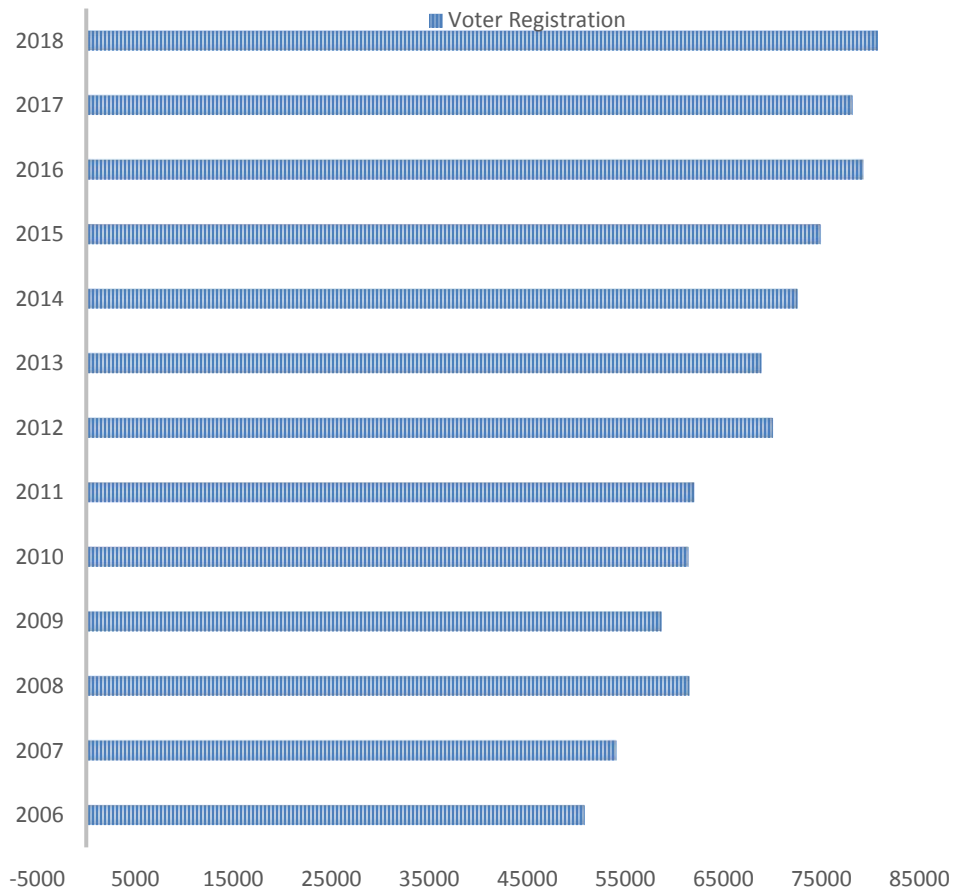
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Precinct Summary without Precinct Splits

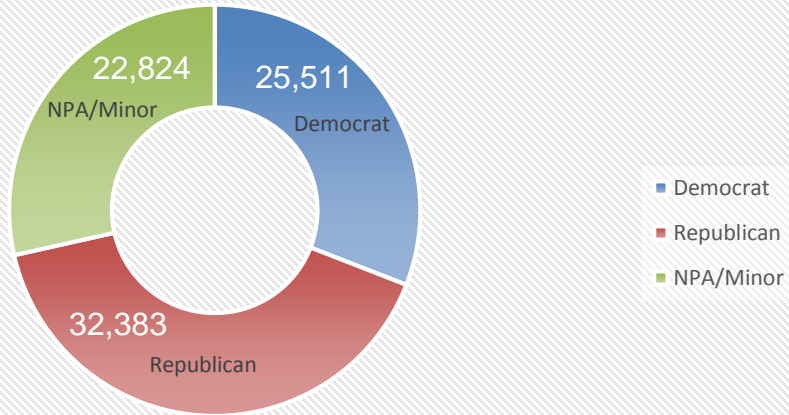
Precinct	Place Name	Active Voters					Inactive Voters				
		Total	Dems	Reps	NPA	Other	Total	Dems	Reps	NPA	Other
1	BUNNELL CITY HALL	1,735	722	608	396	9	150	67	28	53	2
3	ST JOHNS PARK COMMUN	2,616	688	1,062	856	10	144	41	43	59	1
5	ST MARY'S CATHOLIC CHL	539	123	278	133	5	18	8	4	5	1
7	ST MARY'S CATHOLIC CHL	1,774	357	983	427	7	78	13	41	24	0
8	FLAGLER EXECUTIVE AIRF	3,555	1,060	1,291	1,172	32	284	88	75	118	3
9	FLAGLER COUNTY ASSOC	3,014	940	1,110	942	22	429	126	119	181	3
10	FLAGLER COUNTY SCHOC	3,295	1,054	1,359	867	15	226	86	53	87	0
11	RYMFIRE ELEMENTARY SC	3,165	1,161	970	1,016	18	224	78	62	80	4
13	AFRICAN AMERICAN CULT	3,012	1,104	1,023	863	22	318	114	82	122	0
14	PALM COAST BIBLE CHUR	4,797	1,662	1,688	1,419	28	266	78	72	116	0
15	BUDDY TAYLOR MIDDLE S	3,195	1,170	1,014	992	19	245	90	69	84	2
16	WADSWORTH ELEMENTAF	2,523	941	814	754	14	170	60	38	72	0
17	BELLE TERRE SWIM & RAC	1,888	638	613	626	11	84	27	21	36	0
18	SHEPHERD OF THE COAS	4,514	1,619	1,712	1,161	22	303	121	90	92	0
19	FLAGLER COUNTY PUBLIC	4,390	1,555	1,557	1,262	16	365	155	88	121	1
20	PARKVIEW BAPTIST CHUR	4,153	1,452	1,523	1,151	27	479	171	142	166	0
21	BELLE TERRE ELEMENTAF	3,132	944	1,226	941	21	268	89	62	116	1
23	VFW POST #8696	4,886	1,474	2,089	1,305	18	295	82	109	104	0
24	MATANZAS HIGH SCHOOL	3,333	985	1,410	915	23	304	92	101	111	0
27	PALM COAST COMMUNITY	5,672	1,556	2,541	1,534	41	312	86	105	117	4
29	ADULT EDUCATION CENTE	4,745	1,008	2,581	1,135	21	239	46	104	88	1
31	GRAND HAVEN VILLAGE C	2,811	602	1,546	657	6	73	17	30	26	0
33	FLAGLER BEACH CITY COI	3,652	948	1,710	974	20	210	66	64	77	3
35	FLAGLER BEACH METHOD	1,852	546	805	489	12	103	38	20	45	0
37	OLD KINGS ELEMENTARY	2,540	658	1,279	588	15	142	39	62	41	0
		80,788	24,967	32,792	22,575	454	5,729	1,878	1,684	2,141	26

As Flagler County continues to grow, we have seen our new residents in the Elections Office as they register to vote. The number of registered voters in Flagler County continues to increase. In the last 15 years, our voter registration numbers have more than doubled. With continued our growth and the media attention and focused interest on the upcoming gubernatorial election cycle, we could easily see close to 82,000 registered voters participating in the fall elections of 2018 in Flagler County. These charts show the growth over the last few years, and current Flagler County party demographics and voter registration statistics.

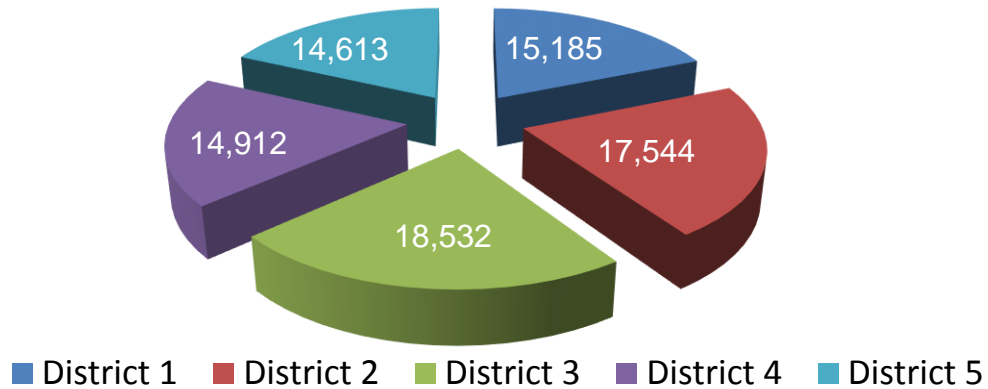
REGISTERED VOTERS



Registration by Party Affiliation as of May 29, 2018



Registration by County Commission District as of May 29, 2018



Voter Education

A focused voter outreach program is essential to conducting a successful election. Citizens of our county need every opportunity to register to vote, to update their voter registration and they need current elections information and deadlines in order to be election ready. We have conducted over 40 voter outreach drives since August 2015 and have distributed thousands of Voter's Guides with important local elections information. Our volunteers in the program have reduced overtime pay for regular employees and the Elections Office is effectively engaging the community with important elections information.

This election year, our office will continue to participate in numerous community events in an effort to increase voter participation and citizen awareness of elections in our county.

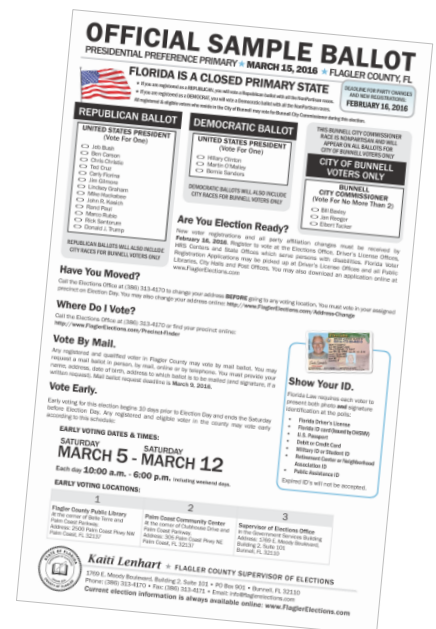
By using voter education tools and outreach programs, our goals include:

- Ensuring all interested, eligible residents have the opportunity to register to vote
- Inform voters of the three ways to vote:
 - ★ Vote by Mail
 - ★ Early Voting
 - ★ Election Day Precinct Voting
- Educate voters on their correct polling place for Election Day
- Increase voter participation and interest in the election process
- Give voters a better understanding of what to expect when they vote, including providing photo and signature ID
- Educate voters on how to mark a ballot
- Demonstrate voting equipment

Sample Ballots

Sample ballots continue to be one of the most popular and effective methods for providing election-specific information to voters in the county. Sample ballots are mailed to every voter household prior to each election. We continue to receive positive feedback from voters regarding their sample ballots.

Sample ballots are also published in local newspapers, on the Elections Office website and on several social media outlets. Voters may request their sample ballot be emailed.



Supervisor of Elections Office Web Site ★ www.flaglerelections.com

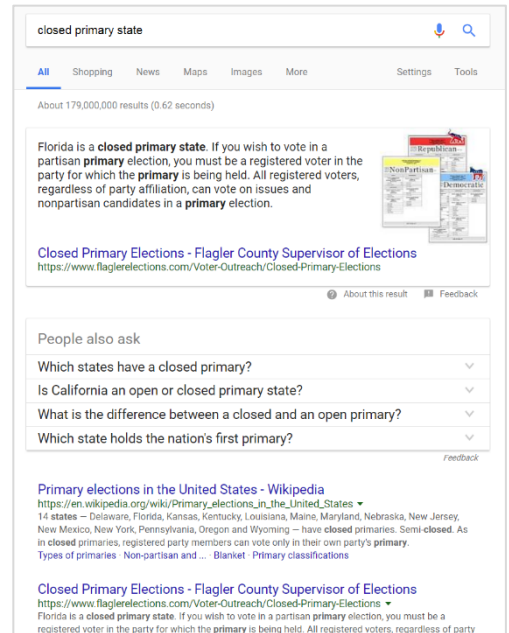
Our most effective voter education tool continues to be the Elections Office website. The most current elections information is always available online, 24 hours a day, 7 days a week.

Our search engine placement is in the top 10 for many common search terms during an election. For example, the Flagler County Elections Office is listed 2nd currently for “Closed Primary State” in Google results, directly following the online encyclopedia, Wikipedia. This targeted effort to improve the online content for our voters has created a resource that citizens across the world can use.

Most of the services offered by the Supervisor of Elections Office are also available on our website. These online resources provide a cost-effective and convenient way for voters to manage their voter record and get important voting information. Our website continues to be highly utilized by voters, with thousands of visitors every month.

It's Responsive!

New features are continually being developed and added to the website in order to better assist the public and to provide useful information, especially with mobile applications. In January 2018, a responsive web design layout was released which displays web content in a mobile-friendly view for tablets and phones. Supervisor Lenhart designed this site at no cost to the county.



Flagler County Active Registered Voters ★ Republicans: 32,779 Democrats: 24,962 NPA: 22,570 Others: 453 Total: 80,764



Kaiti Lenhart
FLAGLER COUNTY SUPERVISOR OF ELECTIONS



Register To Vote | My Voter Info | Upcoming Elections | Contact

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ELECTIONS OFFICE ▾
HOW TO VOTE ▾
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2018 CONSTITUTIONAL AMENDMENTS

Get a head start on your amendment reading for this year's election! Updates will be posted here as they become available.

On April 16, the Florida Constitution Review Commission has approved the final revisions for this year's election. These eight items will appear on the 2018 General Election ballot:

- P 6001: Rights of Crime Victims; Judges
- P 6002: First Responder and Military Member Survivor Benefits; Public Colleges and Universities
- P 6003: School Board Term Limits and Duties; Public Schools
- P 6004: Prohibits Offshore Oil and Gas Drilling; Prohibits Vaping in Enclosed Indoor Workplaces
- P 6005: State and Local Government Structure and Operation
- P 6006: Property Rights; Removal of Obsolete Provision; Criminal Statutes
- P 6007: Lobbying and Abuse of Office by Public Officers
- P 6012: Dog Racing

Use the above links to view the full ballot text of the revised proposals. These proposed amendments require 60 percent voter approval to become law.

In addition to these eight amendments from the CRC, there were a total of three



PUBLIC NOTICES



This will be a busy election year in the state of Florida. The election season kicks off with a Primary Election in August, followed by the General Election in

Online Resources for Flagler County Voters

- My Voter Page
 - View your voter information using the Voter Lookup Tool
 - Request an absentee ballot
 - Track the status of your absentee ballot
 - View precinct-specific sample ballot
 - Request sample ballot by email
- Current Elections Information
 - Sample ballots
 - Early voting dates, times and locations
 - Candidate listings, profiles and financial reports
 - Provisional ballot lookup
 - Election Results
- Florida Voter Registration Application
 - Register to vote
 - Address changes
 - Party affiliation changes
 - Signature updates
 - Request a duplicate Voter Information Card
- Find My Precinct
 - Polling place lookup tool by residential address
- Voter List Maintenance
 - Address confirmation notice response form
 - Address change form
- Other Elections Information
 - Current elected officials
 - Precinct and district maps
 - Office hours and location
 - Public records exemption request form
 - Florida voter registration cancellation form
 - Online contact form for general inquiries
 - Monthly newsletter sign up
 - Voter outreach events calendar



Social Media

We are reaching voters on Facebook with local elections information for the first time in Flagler County. Social media is used by many people and to help distribute information in lieu of paid advertising dollars.



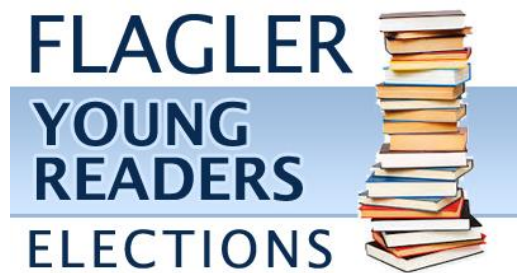
High School and College Student Voter Outreach

Elections Office staff conducts annual voter education programs at Flagler County public schools. Our office visits Flagler Palm Coast High School, Matanzas High School and Daytona State College, Palm Coast Campus. Our programs are designed to engage high school students to learn more about local government, discuss the importance of voting and encourage their participation in the voting process when they reach the appropriate age. We also provide the opportunity and encourage all students to register to vote. To date this year, we pre-registered, registered or updated the existing registration of 44 students in Flagler County.

Under current Florida law, anyone can pre-register to vote on or after their 16th birthday. A pre-registration becomes active on their 18th birthday and the voter is mailed a Voter Information Card.

School Elections

The Elections Office conducts SGA, Homecoming and Superlatives elections for Flagler Palm Coast High School. This year we also conducted the Sunshine State Reader Award Program elections for elementary school students in Flagler County. This program encourages students to read a number of books, and then vote for their favorite book. We look forward to expanding this program into more of our elementary and middle schools next year.



The Flagler Student Mock Election is coming back this year and we hope to provide the opportunity for every student in Flagler County. Over 6,000 Flagler County students voted for President in 2016.

These programs have been very well received by faculty and students alike. Many of the students have commented they did not realize voting was so easy! We hope our outreach programs will encourage students to actively participate in the voting process when they turn 18.



2018 Election Schedule

Primary Election – August 28, 2018

Election occurs during fiscal year 2017-2018

General Election – November 6, 2016

Election occurs during fiscal year 2018-2019

Primary Election (F.S. 100.061) – August 28, 2018

Florida's Primary Election is held on Tuesday, ten weeks prior to the General Election for the purpose of nomination of candidates for political parties. All registered voters, regardless of party affiliation, can vote on issues and nonpartisan candidates in a Primary Election. The candidate receiving the highest number of votes cast in each partisan contest in the Primary Election shall be declared nominated for such office. Florida is a Closed Primary State, which means you must be a registered voter in the party for which the primary is being held. Nonpartisan offices to be on the Primary Election ballot include Judicial, School Board and Municipal races. Some of these nonpartisan races could be decided in the Primary.

Universal Primary Contests (Florida Constitution Article VI, Section 5(b))

The only exception to the Closed Primary is when all candidates for an office have the same party affiliation and the winner will have no opposition in the General Election. When this occurs, all qualified voters, regardless of party affiliation may vote in the Primary Election for that office.

Municipal Elections

Voters residing within a municipality in Flagler County are entitled to vote for their Mayor, City Commissioners, City Council Members and/or Town Commissioners. These municipal offices are nonpartisan and appear on all ballots for registered voters who reside within municipal or city limits. Palm Coast races and three proposed charter amendments will appear on the ballot during this election cycle.

Special District Elections

There are many special districts within Flagler County. These are special taxing districts or community development districts and have adopted resolutions which provide for the Supervisor of Elections to conduct their elections. Registered voters who reside within the special districts are eligible to vote in these elections.

Community Development Districts

Community Development District elections are also conducted by the Elections Office in accordance with chapter 190, Florida Statutes. A total of four (4) CDD elections are currently conducted by the Supervisor of Elections Office. These races may appear on the 2018 General Election ballot.

- Dunes Community Development District

- Grand Haven Community Development District
- Tomoka Community Development District
- Town Center of Palm Coast Community Development District

Candidates and Committees

The Supervisor of Elections Office serves as the filing officer for all candidates and political committees on the county level. In order to run for office, all candidates must file the required paperwork with the Supervisor of Elections during the time frame specified by law.

Candidates may either pay a qualifying fee or choose to qualify by the petition method. The petition method allows a candidate to obtain a position on the ballot by obtaining at least 1% of the total number of registered voters in their district for the last preceding general election, rather than paying the qualifying fee.

Most candidates are required to open a campaign bank account specifically for funds which are collected and spent during their campaign. The exception is Special District and Community Development District candidates who will only collect petition signatures, and do not intend to solicit contributions or make expenditures for their campaign. These candidates file an Affidavit of Intent to qualify for this exception. Political committees at the county-level have a requirement to file ongoing reports either quarterly or monthly with the Supervisor of Elections office.

All candidates who must file Campaign Treasurer Reports are required to use the Candidate Financial Reporting System that is accessed through the Elections Office website. The Financial Reporting System allows for:

- Easy maintenance of campaign records
- Immediate public access to campaign reports
- Candidate profiles
- Filing of campaign treasurer reports

Electronic Filing of Finance Reports

In 2016, the Board of County Commissioners passed a resolution to allow campaign reports to be filed by using an electronic four-digit PIN number. The paper copy is no longer required in Flagler County for candidates and political committees who are required to file campaign treasurer reports pursuant to Chapter 106, Florida Statutes. Thank you for your help in making the financial reporting process more convenient for candidates and political committees.

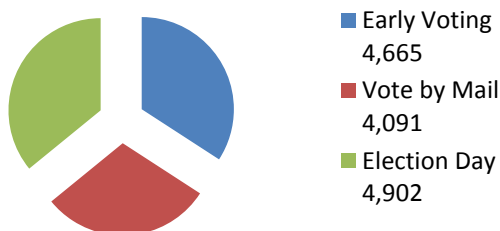
This is another step forward to modernize the Elections Office, making campaign finance reporting convenient and paper-free, while still being fully accessible to the public. Many counties in the State of Florida are using electronic filing for their local candidates. State candidates and committees have been using the EFS (Electronic Filing System) with the Division of Elections for several years now.

Voting Trends

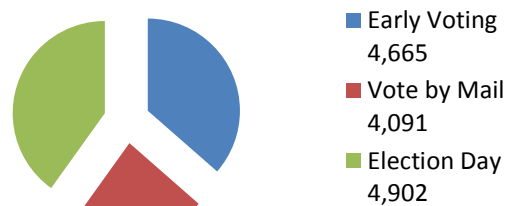
Over the past several years, voting turnout by method has shifted to convenience voting, either by mail or early voting. Early voting and Vote by Mail (absentee) has become more popular and fewer people are going to the polls on Election Day than ever before. During the last Presidential General Election, 54% of the votes cast in that election were before Election Day! The amount of voters who cast their ballot during Early Voting surpassed all historical record in Flagler County, and we expect another good turnout during the 2018 election cycle.

The following charts show voting trends in Flagler County elections in 2014 and 2016:

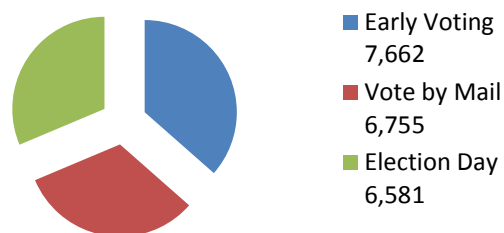
**August 2014
Primary**



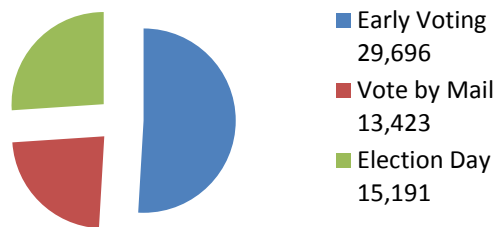
**November 2014
General**



**August 2016
Primary**



**November 2016
General**



Early Voting

Current law requires early voting to be conducted prior to each election. Dates and times are set at the discretion of the Supervisor of Election for each county. The hours of early voting are the same for each election this year. Consistent hours of operation during early voting make it easier for voters who prefer to vote early. Early voting will be conducted in Flagler County as follows:

Primary Election

Early voting: August 18 – August 25, 2018
10:00 A.M. – 6:00 P.M. each day, including weekends.

General Election

Early voting: October 22 – November 3, 2018
10:00 A.M. – 6:00 P.M. each day, including weekends.



Early Voting will be held at three sites in Flagler County during this upcoming election year.

1. **Supervisor of Elections Office**
1769 E. Moody Blvd., Building 2, Suite 101, Bunnell
2. **Flagler County Library**
2500 Palm Coast Parkway NW, Palm Coast
3. **Palm Coast Community Center**
305 Palm Coast Parkway, Palm Coast

The same three Early Voting sites continue to be well utilized by Flagler County voters. Voters may choose to visit any of these three early voting sites in Flagler County to cast their ballot.

These early voting sites have been used since 2014. As the county continues to grow, registration totals are being reviewed to determine the areas of largest population. Additional early voting sites may be established in order to better accommodate voters for future elections.

Vote By Mail (Absentee Voting)

Florida is a no excuse state: any voter may request an absentee ballot and cast their vote by mail.

Voting by absentee ballot has become the most convenient way for voters to cast their ballot. Due to the convenience it affords voters, requests for absentee ballots continue to steadily increase. Our office promotes Vote by Mail voting due to the convenience it affords the voter and it alleviates lines at polling places. Also, one Vote by Mail request is now sufficient for the next two regularly scheduled general elections, through December 2020.



Voters may request a Vote by Mail ballot by phone, fax, in writing or on-line through our website. The voter may request the ballot or a member of their immediate family may request it for them. We recently incorporated a Vote by Mail ballot request form into the Voter Information Card material that is sent to voters when they register to vote or update their registration. This has prompted many voters to request their ballot and prepare for 2018.

All Vote by Mail ballots must be returned to the Supervisor of Elections Office by 7:00 P.M. on Election Day in order to be counted. If mailing the ballot, we encourage voters to allow 4-5 days for local delivery due to new regulations at the US Post Office. The Supervisor of Elections Office also has a secure drop box located outside our front door which is very useful to those voters wishing to return their ballot during non-business hours.

Voting at the Polls on Election Day

Many voters still prefer to vote in the traditional way and cast their ballot at their neighborhood polling place on Election Day.

Polls are open 7:00 A.M. – 7:00 P.M.

When voting on Election Day, voters must vote in their assigned precinct, based on their legal residence.

Prior to voting, voters should:

- Verify their address is correct
- Know where their polling place is located
- Vote in the precinct of their legal residence
- Present photo and signature identification when voting
- Review their sample ballot and be ready to vote upon entering their polling place



Election Poll Workers

Flagler County poll workers are dedicated individuals who serve their community proudly. As a very important part of the elections process, they share in our mission to conduct elections in a manner that assures public confidence in the accuracy, efficiency and fairness of the election.

Poll workers are temporary employees of the Supervisor of Elections hired to work at voting locations during Early Voting and on Election Day. Based on skills and experience, poll workers are assigned to one of the following positions:

- Clerks
- Assistant Clerks



- EViD Inspectors
- Ballot Box Inspectors
- Deputies

During the 2016 Primary Election and General Election, over 200 poll workers were hired and trained to work each election. With two additional precincts, we have budgeted for additional poll workers during the 2018 election cycle.

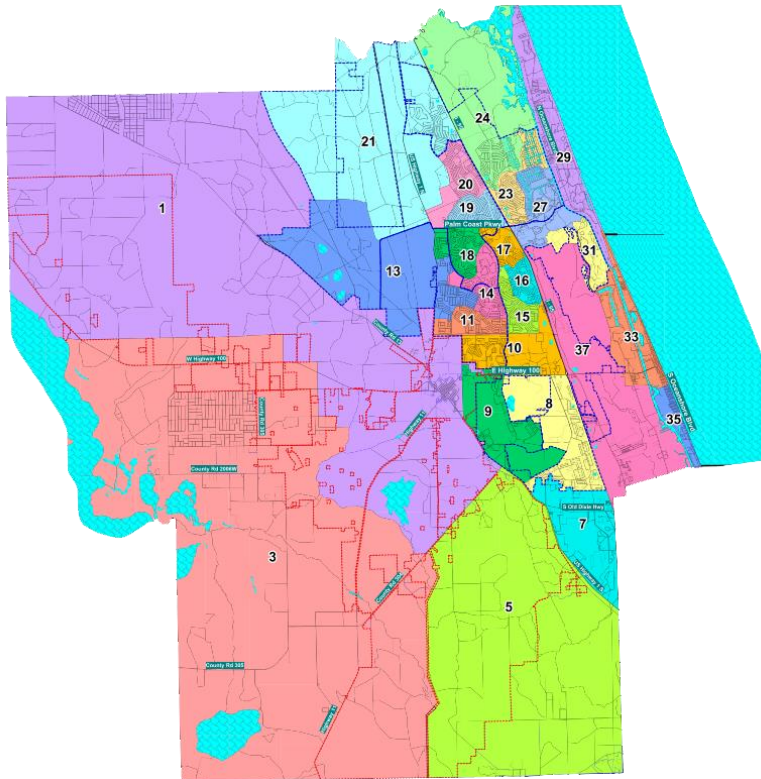
Training Classes

Florida Statutes require all election poll workers to attend mandatory training sessions for each election cycle. Poll worker salaries include compensation for their time spent in training. Flagler County training requirements per election are:

Deputies	2 hours
Inspectors	3 hours
Clerks & Assistant Clerks	4 hours

Precinct Map

There are currently 25 precincts and 24 polling locations in Flagler County. Two precincts have been created to accommodate areas of growth. Several other precincts were adjusted to shift voter density to neighboring precincts.



Ballot on Demand Printers

During the Presidential Preference Primary election in Flagler County, ballot printing technology was introduced to improve accuracy and save taxpayer dollars during early voting. Federal grant funds were used to purchase “Ballot On Demand” printers. Ballots are now printed, on demand, as voters need them during early voting. This BOD technology has been an overwhelming success.



In the past, a supply of ballot stock was ordered based upon the expected turnout of each precinct ballot style, spread across three early voting sites in the county. This is an enormous quantity of ballots during a busy election cycle and especially so during a Primary election. On demand printing reduces the cost of ballots and reduces the waste of unused ballots, a benefit to the taxpayer and to the environment.

Additionally, they decrease the margin of error in the process of issuing ballots during early voting. In previous elections, election poll workers were challenged with selecting the one correct ballot style from a wooden cabinet that contained up to 90 different ballot styles during a Primary Election. With on demand ballot printing, once a voter's eligibility is verified, their specific ballot style is printed automatically.

The use of ballot on demand printers is one of the most cost effective tools provided by the Supervisor of Elections Office. The ease of use, flexibility and durability make it an effective solution for managing early voting ballots. The system has proven to be an innovative solution that provides an efficient, accurate and transparent method for our ballot needs.

The ballot on demand printers are used for:

- In-house printing of test ballots to confirm each election definition prior to ordering Election Day precinct ballots
- Printing all ballots for early voting
- Eliminating a large stock supply of ballots kept on hand for the early voting sites
- Eliminating the cost of storing and later disposing of large quantities of unused ballots
- Affording the opportunity to print ballots on Election Day should voter turnout at the polls be greater than anticipated
- Reducing the overall number of pre-printed ballots required for each election, saving thousands of dollars during each election

Electronic Voter Identification System

As elections officials, we must ensure that all elections are conducted transparently, efficiently and administered fairly. Voters expect and deserve no less. It is very important that voters have confidence in the voting process.

EViDs have changed the way that we manage and deliver successful elections by streamlining the voter check-in process at voting sites.

During early voting and Election Day operations, each EViD station communicates securely with the Elections Office to maintain up-to-the minute accuracy on its voter file.



Features of the EViDs include:

- As a voter's eligibility is verified, the information is immediately transmitted to the Elections Office
- Check-in data collected at EViD stations is shared throughout the county system to prevent duplicate voting
- The EViD provides the correct location and prints driving instructions for voters who check in at the wrong precinct
- During early voting, EViDs connect to Ballot On Demand printers to quickly produce the correct ballot for each voter
- Eliminates the need for bulky paper registers at the polls on Election Day
- Voter eligibility is verified quicker and easier than using paper registers
- Voting history posts automatically
- Reconciliation of votes is quicker
- A graphical monitoring feature at the Elections Office allows Elections Officials to oversee the status of each EViD station and monitor voting patterns at each voting site

Vote By Mail (Absentee) Ballots

Beginning 15 days prior to an election, Vote By Mail ballots may be opened and processed by the County Canvassing Board. Depending upon the election, two or three days are set aside for processing and counting the mail ballots. Results may not be made public until the close of polls on Election Day.

Early Voting Results

At the close of early voting for each election, the ballot tabulators at each site are closed down. The tabulators are placed in our fire and waterproof vault located in the Supervisor of Elections Office. Once the polls close at 7 PM on Election Day, all counted mail ballot and early voting results are uploaded to the tabulation server and our website for the public.

Precinct Returns

Using encrypted transmission through a closed network, election night results will be sent from our precincts to the Elections Office. In the event a polling location is not able to send results, the equipment is delivered to the Elections Office.

All election results received will be verified and matched against actual results tapes once they are received from the precincts. All votes cast in the election are accounted for and reconciled.

Public Manual Audit

Following the certification of election results, a public manual audit of voting system is required by Florida Statutes, Section 101.591. The manual audit consists of a manual tally (hand count) of the votes cast in one randomly selected race that appears on the ballot. A randomly selected precinct is chosen by the County Canvassing Board and the audit must include Vote By Mail, precinct, early voted and provisional ballots. Results of the audit are filed with the Division of Elections.



Over the past nine years, every manual audit of elections conducted by the Flagler County Elections Team have been 100% accurate.

I PLEDGE ALLEGIANCE

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UNITED STATES OF

AMERICA

AND TO THE | FOR WHICH
REPUBLIC | IT STANDS

ONE NATION

UNDER
GOD INDIVISIBLE

WITH **LIBERTY** & **JUSTICE**

★★★★ **FOR ALL** 