

October 16, 2017

APPROVED

MEETING OF THE MONTGOMERY COUNTY BOARD OF ELECTIONS
18753-210 North Frederick Avenue, Gaithersburg, Maryland

In Attendance:

Board Members:

Jim Shalleck, President
Nahid Khozeimeh, Vice President
Mary Ann Keeffe, Secretary
David Naimon
Alexander Vincent
Jacqueline Phillips

Board Attorney:

Kevin Karpinski

Staff:

Margaret Jurgensen, Election Director
Alysoun McLaughlin, Deputy Director
Lisa Merino, Office Services Coordinator
Marjorie Roher, Management and Budget Specialist III
Janet Ross, Information Technology Manager
Christine Rzeszut, Operations Manager
Gilberto Zelaya, Outreach Coordinator

Guests:

Alan Banov
Nancy Farrar
Dolly Kildee
Mary Lanigan
Rebecca Smondrowski
Michael Subin

Audio of the meeting may be found at the link below:

<https://youtu.be/k4lDk-HxRlo>

Convene the Board Meeting and Declare a Quorum Present

Mr. Shalleck called the Board meeting to order and declared a quorum present at 2:31 p.m.

Approval of the September 18, 2107, Board Meeting Minutes

Mrs. Khozeimeh moved to accept the September 18, 2017, Board meeting minutes as amended. The motion was seconded by Ms. Keeffe and passed unanimously.

Additions/Changes to the Agenda

Mr. Shalleck stated that an Executive Session would be held immediately after the Board meeting to discuss a future budget.

Public Comments

No public comments were given.

Selection of 11 Early Voting Centers and 3 Alternate Early Voting Centers

Mrs. Khozeimeh made a motion to propose the following sites as the 2018 Early Voting Centers: Activity Center at Bohrer Park, Damascus Community Recreation Center, Executive Office Building, Germantown Community Recreation Center, Jane Lawton Community Recreation Center, Marilyn Praisner Community Recreation Center, Mid-County Community Recreation Center, Potomac Community Recreation Center, Sandy Spring Volunteer Fire Department, Silver Spring Civic Building, and St. Catherine Laboure Catholic Church (Claridge Building); and as alternates: The Nancy Dacek Community Recreation Center, Longwood Community Recreation Center, and White Oak Community Recreation Center. The motion was seconded by Mr. Vincent.

Mrs. Khozeimeh noted that the centers selected will encompass the entire county. Mr. Shalleck noted that a new center was selected in Wheaton because the previously used site is no longer available. Ms. Keeffe stated that she has problem with Longwood Community Recreation Center as an alternate Early Voting Center due to its inaccessibility to the community and lack of public transportation. Mrs. Khozeimeh noted that all the sites proposed have met the required criteria for an Early Voting Center. Ms. Keeffe suggested that Long Branch Community Recreation Center be used instead of Longwood Community Recreation Center. Board members further discussed alternative sites.

Mr. Naimon asked a procedural question and recommended that selection of the centers and their alternates be addressed separately; Mr. Shalleck agreed.

Mrs. Khozeimeh made a motion to amend her original motion and proposed the following sites as the 2018 Early Voting Centers: Activity Center at Bohrer Park, Damascus Community Recreation Center, Executive Office Building, Germantown Community Recreation Center, Jane Lawton Community Recreation Center, Marilyn Praisner Community Recreation Center, Mid-County Community Recreation Center, Potomac Community Recreation Center, Sandy Spring Volunteer Fire Department, Silver Spring Civic Building, and St. Catherine Laboure Catholic Church (Claridge Building). The amended motion was seconded by Mr. Vincent.

Mr. Naimon stated that he is in support of the 10 centers selected; he complimented the selection of the Sandy Spring Volunteer Fire Department as an Early Voting Center. He thanked Ms. Rivera-Oven, Ms. Keffe, Mrs. Rzeszut, Ms. Jurgensen, Mr. Karpinski and all those who assisted in procuring the new proposed site in Wheaton (St. Catherine Laboure Church (Claridge Building)). Mr. Naimon spoke in support of the Wheaton site and the benefits of its selection. He shared with the Board that he had obtained information from an Orthodox rabbi that practicing Orthodox Jews are able to vote in the Claridge Building at St. Catherine Laboure Church because it is not in the same building as the sanctuary and there are no visible religious icons.

Mr. Naimon stated that he supports designation of the church as an Early Voting Center even though according to Maryland statute, priority should be placed on the use of public buildings rather than private buildings, because selection of the Holiday Park Senior Center would have a significant negative impact on all those who attend activities and meetings there. Mr. Vincent spoke in support of Mrs. Khozeimeh's motion, noting that, of the 11 sites proposed, 8 of the 9 used in the 2016 election are selected, Wheaton being the exception as another site had been selected for the area. He stated that the Olney area has never had a site in the past and he is excited about the site and the positive feedback the site has received. Ms. Phillips also stated her support for the 11 sites selected. Ms. Keffe spoke in favor of using the same center for each election, and stated her support for the Olney site and the new Wheaton location as they both will serve the community well.

Board members discussed construction at the Potomac Community Recreation Center and discussed procedurally considering the site separately from the other Early Voting Centers.

Mrs. Khozeimeh made a motion to amend her motion and propose the following sites to be selected as the 2018 Early Voting Centers: Activity Center at Bohrer Park, Damascus Community Recreation Center, Executive Office Building, Germantown Community Recreation Center, Jane E Lawton Community Recreation Center, Marilyn Praisner Community Recreation Center, Mid-County Community Recreation Center, Sandy Spring Volunteer Fire Department, Silver Spring Civic Building, St. Catherine Laboure Catholic Church (Claridge Building).

The Board members discussed how the center in Wheaton would be identified/named. Mr. Naimon offered to assist with public notification and outreach with the new site in Wheaton. The Board members agreed to identify the Wheaton Early Voting Center as St. Catherine Laboure Catholic Church (Claridge Building).

Mr. Vincent seconded Mrs. Khozeimeh's motion. The motion passed unanimously.

Mrs. Khozeimeh made a motion to accept Potomac Community Recreation Center as the 11th Early Voting Center. The motion was seconded by Ms. Phillips.

Mr. Naimon made a motion to amend the motion and replace the proposed Potomac Community Recreation Center with The Nancy Dacek North Potomac Community Recreation Center as an Early Voting Center. Ms. Keeffe seconded the motion for purposes of a discussion.

Mr. Naimon spoke in support of his motion, expressing his concerns with the construction that will occur at the Potomac Community Recreation Center and the potential loss of parking. He added that it would be a disservice to those using that center, considering how busy the site was in 2016. Mr. Vincent opposed the amendment, noting that all the options may have not been explored regarding the construction and parking; he noted that the site was also used in 2016 and the location was very popular. Ms. Keeffe requested that the number of the parking spaces be identified and expressed her concern with what may be limited parking due to the activities and construction as well as how popular the center was in 2016. Ms. Rzeszut presented a PowerPoint presentation of the Potomac Community Recreation Center's projected Low Impact Development Project and highlighting the 100 marked parking spaces in addition to the overflow parking on the gravel area. The gravel area would be the contractor's staging area and would not be available to voters during the construction, and the contractor would be working on up to 12 of the marked parking spaces at a time during the various segments of construction. Staff noted that construction will be done in phases to alleviate any further disruption to the Recreation Center. The Board members discussed what the process would be if an alternate site was used once an Early Voting Center is approved and selected for use.

Mr. Shalleck called for a vote on Mr. Naimon's amendment: Mr. Naimon made a motion to amend the motion and replace the proposed Potomac Community Recreation Center with The Nancy H. Dacek North Potomac Community Recreation Center. Ms. Keeffe seconded the motion for purposes of discussion. Mr. Naimon voted for the amendment; Mr. Shalleck, Mrs. Khozeimeh, Ms. Keeffe and Mr. Vincent voted against the amendment. The motion failed.

Mr. Shalleck called for a vote on Mrs. Khozeimeh's motion: Ms. Khozeimeh made a motion to accept Potomac Community Recreation Center as the 11th Early Voting Center. The motion was seconded by Ms. Phillips. Mr. Shalleck, Mrs. Khozeimeh, Ms. Keeffe and Mr. Vincent voted for the motion; Mr. Naimon abstained. The motion passed.

Ms. Phillips thanked Mr. Naimon for his comments; Ms. Keeffe stated that she had concern with the number of parking spaces. However, reviewing the PowerPoint presentation, she was pleased with the access for the voters. Mr. Naimon suggested that staff consider requiring Election Judges to park off site and be shuttled in order to free up additional parking spaces.

Ms. Jurgensen recommended the following alternate sites: The Nancy H. Dacek North Potomac Community Recreation Center, White Oak Community Recreation Center, and Upper County Community Recreation Center.

Mrs. Khozeimeh made a motion to accept the Board of Elections, Nancy Dacek North Potomac Community Recreation Center, White Oak Community Recreation Center, and

Upper County Community Recreation Center as the alternate 2018 Early Voting Centers. The motion was seconded by Mr. Vincent and passed unanimously.

Election Director Status Report (Incorporated as Attachment A)

Ms. Jurgensen reported that public notice of the Board meeting was posted on September 8, 2017, and public notification was posted on September 13, 2017.

Personnel

Ms. Jurgensen reported that various personnel have attended ES&S DS 200 training, campaign finance training, and Smartsheet training and emergency communications system training.

Budget (Incorporated as Attachment B)

Ms. Roher stated that the budget spreadsheet detailing the final FY18 expenditures through September 30 was provided in advance.

Ms. Roher stated that, after further analysis, staff is proposing a onetime fee per election of fifty dollars for absentee labels. The labels are provided to those requesting them, usually candidates. The State Board of Elections provides the data at a fee; Montgomery County has provided the information preformatted for printing onto labels at no cost. Ms. Roher noted it takes staff over 2 hours to prepare the information as it is in a different format than that provided by the State. Ms. Keeffe asked what other local boards charge. Ms. Jurgensen stated that other local boards forward the requests to the State Board of Elections. The Board members briefly discussed further. Mr. Naimon and Ms. Keeffe spoke against the proposal and Mr. Shalleck agreed with their comments.

Ms. Keeffe made a motion that the Board of Elections continue to provide the absentee labels at no cost to those who request them. The motion was seconded by Mr. Naimon; Mr. Shalleck, Ms. Keeffe, and Mr. Naimon voted for the motion; Ms. Khozeimeh and Mr. Vincent abstained. The motion passed.

Ms. Roher stated that upon further research, staff is no longer proposing the use of credit card transactions for the department.

Voter Registration

Ms. Jurgensen reported that monthly statistics have been posted on the website. She added that there are 647,890 active and pending registrants and 75,341 inactive registrants.

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State Board of Elections

Ms. Jurgensen reminded the Board that the Biennial Meeting is October 23.

Ms. Jurgensen reported that she attended the State Board of Elections meeting where there was discussion on the Express Vote machine (Ballot Marking Device) and the RFP for the delivery of absentee ballots. She reported that SBE has notified Directors that while there is an RFP for the electronic delivery of ballots, the full cost of the system will be exclusively on the local boards that choose to participate.

Ms. Jurgensen stated that Mr. Zelaya and Ms. Joice Hourihan have been appointed to the State Board's Spanish Translation Committee and recently attended a meeting. Mr. Zelaya will provide an update under Old Business.

Ms. Jurgensen reported that that the State has approved the 2018 Absentee Ballot Application and is awaiting translation.

Legislation

Ms. Jurgensen reported that Delegate Luedtke has withdrawn Bill MC2-18.

Board Attorney Report

Judicial Watch

Mr. Karpinski updated the Board on the *Judicial Watch* lawsuit (suing the State Board of Elections and Montgomery County Board of Elections) concerning the State's decision to not produce a list of registered voters. Mr. Karpinski reported that the Attorney for Judicial Watch contacted him advising that he requested an extension to respond to the State Board of Elections and the Montgomery County Board of Elections' motion to dismiss. Mr. Karpinski stated that he believes that a decision will not be received for at least a few months.

Mr. Karpinski reported that an MOU has been drafted in anticipation of the Early Voting Center selection. He will make the necessary edits and forward the MOU to County Attorney Marc Hansen. He reported that a draft has been sent to the Archdiocese for the potential lease of St. Catherine Labouré (Claridge Building). Mr. Karpinski expects the all MOUs will be finalized in the next thirty to sixty days.

Old Business

Update on the Utilization of School Facilities as a Polling Place

Ms. Jurgensen stated that a list of the proposed 2018 Polling Place changes was provided in advance (see attachment C). Ms. Jurgensen reviewed the list provided and focused on the facilities that would have been closed due to HVAC issues; the issue has temporarily been resolved. She noted that the Department of General Services has agreed to provide portable chillers; however, staff needs to follow up to ensure that there will be sufficient electrical capacity to operate the chillers. Mr. Shalleck expressed concern about the number of voters who will be assigned a different polling place due to the construction at the school facilities. Ms. Jurgensen stated that many of the voters will be assigned different polling places for other reasons. She added that she is aware of the Board's concern and provided a draft notification mailing that will be sent to those affected voters, separately from the updated voter notification card. Ms. Jurgensen provided additional detail on the plan to notify the voters if the changes are approved. She added that the item will be revisited and a vote taken in the November Board meeting. The Board members shared their appreciation of staff efforts. Ms. Jurgensen noted that no Board action is needed at this time.

Mr. Naimon suggested that the Board consider moving Precinct 04-17, Luxmanor Elementary Middle School to the Tilden Center where Precinct 04-18 currently votes, noting that the he believes the districts are the same.

Mr. Naimon suggested that Silver Creek Middle School not be used for Precinct 13-38 and the Board consider the use of Cedar Lane Unitarian Universalist Church as it is located within the precinct. Ms. Jurgensen noted that the last time voters used the church as a polling place was 2010; at the time, there were 1,326 voters and there are now 4,373 voters. She noted that staff is concerned that the Cedar Lane Unitarian Universalist Church is not large enough to accommodate the number of voters who are currently voting at Kensington Parkwood Elementary School. She stated that staff looked at Christ the King Catholic Church for consideration; however, the facility is not ADA compliant. She stated that further information will be presented at the November Board meeting.

Mr. Shalleck inquired about notice to the public that a polling place is being moved due to the construction at the school. He expressed concern about blame being placed on the Board. Ms. Jurgensen stated that once the Board votes and finalizes the sites, mailings will be sent to the voters and a press release could be sent. She added that staff has sent notification to all the filed candidates and office holders informing them that a meeting would be held regarding the temporary move of the polling places. Ms. Roher provided her opinion on how to best move forward without assigning blame. The Board discussed briefly; Mr. Naimon stated that he agreed with Ms. Roher's comments. He added that Board may want to consider seeking additional funding for the chillers. Ms. Rzeszut noted that the number of voters impacted is low in comparison to other elections.

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Ballot Marking Device

Ms. Jurgensen reported that the State Board of Elections received input opposing the expansion of using the Ballot Marking Device based upon concerns regarding what page candidates' names appear on the screen. She stated that the State Board of Elections continues to seek comments.

Software Update

Ms. Jurgensen stated that, last month, the Montgomery County Republican Central Committee Chair requested a report that would provide monthly changes to the voter registry. She reported that a request has been submitted to the State Board of Elections with an estimated completion date of 2019 or 2020.

Ms. Jurgensen reported that she, Mr. Shalleck, Ms. Keeffe, and Deputy State Board of Elections Administrator Nikki Charlson attended a public meeting sponsored by the League of Women Voters regarding the latest trends in elections administration and security issues related to registration and voting systems.

Ms. Jurgensen reported that the National Voter Registration Day events were successful and a citizenship ceremony was held at the Board of Elections.

Spanish Translation Committee

Mr. Zelaya reported that the State Board of Elections has implemented a small committee to assist with and develop a Spanish language glossary.

Outreach

Mr. Zelaya reported that staff has completed 158 Outreach events since January 5.

New Business

Mr. Naimon stated that it would be helpful to Board members to know of meetings like the League of Women Voters event and the citizenship ceremony in advance. Mr. Naimon stated that he would like the Board to receive information in a manner similar to the way all Board members of the School Board and the County Council receive information.

Mr. Naimon made a motion that Board President send a letter to Governor Hogan requesting that he promptly appoint a successor to fill the substitute position formerly held by Ms. Rivera-Oven, who resigned on July 10. Ms. Keeffe seconded the motion, stating that she was doing so for purposes of discussion.

Ms. Keeffe stated that she does not agree with sending a letter “badgering/nagging” those in office. She noted that the last response received from the office indicated that they were working on the request. She stated that subsequent to the last Board meeting, the League of Voters sent a letter to the Governor. She stated that the Governor has received inquiries from the Board President and others. Mr. Naimon stated that he does not intend to “badger/nag” the Governor, but stated that in his experience sending a letter bringing someone’s attention to an issue brings their attention to it. Mr. Vincent stated that he agrees with Ms. Keeffe’s comments.

Mr. Shalleck called a vote on the motion. Mr. Naimon voted for the motion; Mr. Shalleck, Ms. Khozeimeh, Ms. Keeffe, and Mr. Vincent voted against the motion; the motion failed.

Future Meeting

The next Board meeting will be on November 18, 2017.

With nothing further to discuss, Mrs. Khozeimeh made a motion to convene in Executive Session. The motion was seconded by Ms. Phillips and passed unanimously.

Report on Executive Session

The Montgomery County Board of Elections convened in Executive Session at 5:05 p.m., pursuant to State Government Article 10-508(a)(13) to discuss a future budget.

The Montgomery County Board of Elections met in closed session on this date. The following members of the Board of staff were in attendance: Mr. Shalleck, Mrs. Khozeimeh, Ms. Keeffe, Mr. Vincent, Mr. Naimon, Ms. Phillips, Board Attorney Mr. Karpinski, Ms. Jurgensen, Ms. McLaughlin, Ms. Merino, and Ms. Roher.

The Board members discussed a future budget.

Mrs. Khozeimeh moved to adjourn the Executive Session at 5:28p.m. The motion was seconded by Mr. Vincent and passed unanimously.

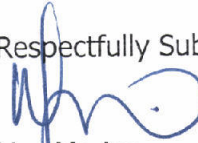
Executive Session Minutes

Ms. Khozeimeh made a motion to accept the September 18, 2017, Executive Session Minutes. The motion was seconded by Mr. Vincent and passed unanimously.

Adjournment

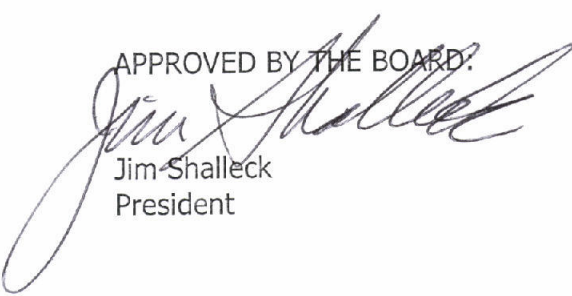
With no further business to discuss, Ms. Khozeimeh made a motion to adjourn the Board meeting at 5:29 p.m. The motion was seconded by Mr. Vincent and passed unanimously.

Respectfully Submitted,



Lisa Merino
Office Services Coordinator

APPROVED BY THE BOARD:



Jim Shalleck
President

October 16, 2017

Montgomery County Board meeting

Agenda posted October 9, 2017.

Notification posted of proposed actions by Board on October 9, 2017.

Election Director's Report

- II. Minutes
- III. Additions/Changes to the Agenda
 - a) Board will need to conduct an Executive Session
- IV. Public comments – no notifications
- V. Selection of 11 Early Voting Center and 3 Alternate Early Voting Centers by the Board members
- VI. Election Director Reports
 - A. Personnel – no change
 - 1. Staff members attended training related to ES&S DS 200, Campaign Finance and smart sheet training. Staff is attending training today for emergency communications system.
 - B. Budget – Marjorie Roher
 - 1. Budget FY 18
 - 2. Absentee fee
 - C. Voter registration
 - 1. Monthly stats posted
 - i) Active and Pending: 647,890 - Inactive: 75,341
 - 2. Jessica White is in training
 - 3. MD Voters was upgraded recently

D. State Board of Elections

1. Biennial Meeting on Monday October 23, 2017
(see attachment with Advance Packet)
2. Attended the SBE Meeting
3. SBE staff resubmitting for the third time for bid the absentee mailing of the ballots.
4. Election Directors meeting was held and the most important nugget of information I received was that while there is a RFP related to the E-mail ballot delivery system, the full cost of the participants will be borne by the local boards of elections instead of the planned split 50/50.
5. Spanish translation committee met and Gilberto Zelaya and Joice Hourihan attended. Gilberto will provide an update under old business.
6. Approved the 2018 Absentee Application, now waiting for Spanish translation

E. Legislation

Staff did reach out to Delegate Luedtke. Alysoun Mclaughlin

VII. Board Attorney report – Kevin Karpinski

VII. Old Business

- A. Update of the utilization of school facilities as Polling Places. (see attachment in advance packet)
- B. Response from School Superintendent e-mailed October 4, 2017 to Board members.
- C. Meeting regarding portable chillers for schools.
 1. Meeting held with Dept. of General Services (DGS).
 2. Dept. of General Services has 5 portable chillers.
 3. Staff of DGS will the five schools to determine the level of utilization is necessary to cool each room and electrical demand of the chillers with voting equipment.

4. Board of Elections and DGS staff plan to meet to review the use of chillers and the voting equipment with an on-site visit to each school.

5. Intent to provide findings at next Board meeting.

D. Ballot Marking Device

SBE meeting input received and three persons testified.

a. Richard Tyler for Jim Shea for Governor opposing the expansion of use of the Express Vote.

b. Four persons representing different viewpoint with expanded use and every voter informed were:

National Federation of the Blind (NFB)

Public Policy Director for People on the Go

Director of Legal Advocacy for Disability Rights MD

c. Discussion focused on name appearing on the second or third page of the ballot marking device. (currently filed as "at large County Council" seat is 21 candidates as of 10/13/2017).

d. No further comments offered.

E. Request has been submitted from the Montgomery County Republican Chair Mr. Jurgena to the State Board of Elections to develop a report from MD Voters of monthly changes of the voter registry. The State Board staff advised me that the request will be submitted but may not be completed by 2019 or 2020.

F. Public Events

2. Jim Shalleck, Mary Ann Keeffe and I with Nikki Charleson of the State Board staff attended a public meeting sponsored by the League of Women Voters. The issues covered related to latest trends in Elections Administration, particular focus was security issues related to voter registration system and voting system.

3. National Voter Registration Day events were successful. Citizenship ceremony held at the Board office was very moving, pictures posted on Facebook.

FY18 OPERATING BUDGET SPREADSHEET
(Through September 30, 2017, as of October 2, 2017)

LINE ITEM	FY18 APPROVED	FY18 YEAR TO DATE*
PERSONNEL COSTS	4,193,226	534,709
5A001 - Salaries & Wages	3,407,671	415,268
50010 - Full Time Salaries	2,187,883	374,169
50012/50020 - Part Time Salaries/Seasonal Temps	767,923	38,913
60168 - Temporary Office Clerical (moved from OP for clarity)	201,329	728
SUBTOTAL FOR TEMPORARY PERSONNEL	969,252	39,641
50324 - Overtime (includes emergency, multi-lingual & holiday)	250,536	1,458
5A002 - FICA	239,603	30,305
5A003 - Group Insurance	357,768	55,311
5A004 - Group Retirement	188,184	33,825
OPERATING EXPENSES	4,691,315	836,434
6A001 - Services and Contracts	1,625,953	251,055
60060 - Legal/Attorney Services	75,000	19,745
60066 - SBE Program Management	541,133	227,674
60304 - Maintenance - Electrical	0	0
60314 - Maint - Computer Systems**	25,000	0
60326 - Repair/Maint Agmts - Office Equip	11,000	3,636
60412 - Moving Services	25,500	0
60414 - Building Construction	0	0
60530 - Other Professional Services - EJ Stipend	913,820	0
60532 - Other Non-Professional Services (includes EJ mod.)	34,500	0
6A002 - Maintenance	249,497	99,497
61010 - Computer Equip Repairs/Maint (EPB)	249,497	99,497
6A003 - Rentals/Leases	1,902,495	261,309
61902 - Furniture Rentals (Polling Place)	7,000	0
61924 - Other Equipment Rentals (MDVoters)	398,073	-2,327
61926 - Bldg or Space Rental/Leases (Pol. Place)	40,305	0
61932 - Other Rentals/Leases (Voting System)	1,457,117	263,636
6A004 - Office Supplies & Equipment (<\$5,000)	141,684	94,552
62010 - General Office Supplies+	72,315	1,576
62016 - Computer Supplies	5,000	534
62018 - Computer Equip (<\$5,000)**	28,000	8,672
62022 - Paper and Supplies for Copiers	0	82
62028 - Other Supplies & Equipment	36,369	83,688
6A011 - Books, Videos, and Subscriptions	3,500	1,007
62700 - Books/Reference Materials	2,500	343
62712 - Other Books, Videos, and Subscriptions	1,000	664
6A012 - Other Supplies/Materials/Equipment	154,651	77,389
62826 - Keys and Locks	265	0
62848 - Tools	0	96
62896 - Parking Meters	0	0
62946 - Charges from SBE	154,386	77,293
6A013 - Printing/Central Duplicating Services	143,054	19,370
63016 - Imaging	10,000	4,088
63018 - Document Shredding	0	0
63020 - Office Mach. Cop. Leasing	11,760	4,602
63022 - Other Central Dup Svc - Printing (all printing costs)	121,294	10,680
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

FY18 OPERATING BUDGET SPREADSHEET
(Through September 30, 2017, as of October 2, 2017)

LINE ITEM	FY18 APPROVED	FY18 YEAR TO DATE*
6A014 - Outside Printing	100,550	0
63100 - Outside Printing/Copying	550	0
63104 - Sample Ballot Printing	100,000	0
6A015 - Mail	138,361	14,590
63200 - Central Dup - Postage - Bulk (services, NO postage)	36,530	11,540
63202 - Central Dup - Postage - Individual (PO Box rental)	21,081	461
63206 - Inter-Office Mail/Pony Charge	750	2,589
63208 - Other - Mail (Sample Ballot Postage)	80,000	0
6A016 - Outside Postage and Mail	90,500	25
63300 - Outside Mail Services (VNCs and all other postage)	90,000	0
63304 - Other Outside Mail Services	500	25
6A017 - Motor Pool	41,243	3,381
63500 - Assigned Motor Pool Vehicles	31,318	2,684
63504 - Daily Rental Motor Pool	9,925	697
63508 - MP EZPASS Charges	0	0
6A018 - Communications Services	33,670	9,584
63604 - Cellular Phone Line Charges	2,800	0
63618 - Blackberry Charges (smart phones)	9,000	2,217
63624 - Communication Circuits	0	417
63626 - Communication Modems (SBE)	4,870	0
63634 - Other Communication Services (PP Phone Lines)	17,000	6,950
6A020 - Charges from Others	5,000	0
63810 - Charges for Facility Maintenance	5,000	0
6A021 - Travel	23,996	3,140
64010 - Metropolitan Area Travel	17,996	452
64012 - Non-Metropolitan Area Travel	6,000	2,688
6A022 - Education, Tuition, and Training	10,125	1,537
64100 - Local Conference Related	2,000	0
64102 - Non-Local Conference Related	0	0
64120 - Other Education, Tuition, & Training	8,125	1,537
6A023 - Dues/Memberships	2,000	0
64200 - Professional Memberships (Individual)	2,000	0
6A024 - Advertising	20,036	0
64300 - Advertising - Jobs	0	0
64304 - Advertising - Marketing/Sales	20,036	0
6A099 - Miscellaneous Operating Expenses	5,000	0
69999 - Other Misc Operating Expenses	5,000	0
DEPARTMENTAL TOTAL	8,884,541	1,371,143
* Included prior year encumbrances		
+ Includes office supplies, polling place supplies, and office furniture		
** \$3,860 moved from each line item to 48304 per Board Directive		
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

Proposed 2018 Polling Places Changes

D/P	2016 Polling Place	Proposed 2018 Polling Place MCPS -- Construction Closure Issues	Voters 10/06/17	CD/LD/CCD
04-01	Maryvale ES	Rockville HS	3,784	8 17 3
04-17	Luxmanor ES	Kennedy Shriver Aquatic Center	2,724	8 16 1
07-19	North Bethesda MS	Wyngate ES	4,155	8 16 1
07-20	Ashburton ES	Davis Library	2,386	8 16 1
10-02	Potomac ES	Potomac Presbyterian Church	2,735	8 16 1
13-38	Kensington-Parkwood ES	Silver Creek MS	4,373	8 18 1
13-46	Lucy V. Barnsley ES	Bauer Drive Community Recreation Center	2,220	6 19 3
			<u><u>22,377</u></u>	

D/P	2016 Polling Place	Proposed 2018 Polling Place Miscellaneous Change Issues	Voters 10/06/17	CD/LD/CCD
02-06	Clarksburg HS	Hallie Wells MS	4,472	6 39 2
02-08	Clarksburg ES	Clarksburg HS	3,532	6 15 2
04-27/04-38	Meadow Hall ES	Twinbrook Recreation Center	1,843	8 18 3
05-05	Springbrook HS	Burnt Mills ES	2,669	8 20 5
8-10	Olney Swim Center	William H. Farquhar MS	2,030	3 14 4
13-67	Takoma Park Rec Center (13-68)	Don Bosco Cristo Rey HS	1,854	8 20 5
			<u><u>16,400</u></u>	

D/P	2016 Polling Place	Proposed 2018 Polling Place MCPS -- HVAC Closure Issues (PORTABLE CHILLERS PROPOSED)	Voters 10/06/17	CD/LD/CCD
05-15	Cloverly ES	St. Andrew Ukrainian Orthodox Center (Pending)	3,542	3 14 5
08-01	Olney ES	Olney Library or St. Peter's Parish (Pending)	3,659	3 14 4
06-08	Stone Mill ES	North Potomac Comm Recreation Center (Pending)	2,010	6 15 3
09-09	Whetstone ES	Covenant United Methodist Church (Pending)	4,103	6 39 2
12-04/02-09	Lois P. Rockwell ES	Cedar Grove ES (Pending)	3,059	6 14 2
			<u><u>16,373</u></u>	

Proposed 2018 Polling Places Changes

D/P	2016 Polling Place	Proposed 2018 Polling Place Returning After Renovation	Voters 10/06/17	CD/LD/CCD
09-03	Thurgood Marshall ES	Brown Station ES	2,281	6 17 3
10-06	Herbert Hoover MS	Wayside ES	2,475	6 15 1
13-43/13-70	Aspen Hill Library	Wheaton Woods ES	2,379	8 19 4/3

7,135

TOTAL

62,285