

## City of Phoenix Inventory of Programs

**Department:** City Clerk

**Strategic Plan Area:** Innovation and Efficiency\*

**Program Name:** Elections Administration

**Program Description:**

Conducts regularly scheduled Mayor and Council elections every odd numbered year and any special elections called by the City Council or as required by initiative, referendum or recall petition. Services include assisting with nomination and campaign finance processes, verification of petition signatures, managing early voting, coordinating all poll location logistics, hiring and training election board workers, printing ballots and other election materials and tabulating voted ballots. Additional research, planning and process improvements occur in off election cycle years, along with assisting with special projects.

Performance Measures	2015-16 Budget	2016-17 Preliminary Bud.
City Council regular and special elections held	1	0
Number of petition signatures verified	0	4,800
Number of candidate/campaign finance filings reviewed	800	300

**Source of Funds**

General Fund	\$ 1,864,652	\$ 1,336,000
<b>Total Net Budget</b>	<b>\$ 1,864,652</b>	<b>\$ 1,336,000</b>
<b>Gross Budget** - Not Applicable</b>		

<b>Program Positions</b>	10.4	10.3
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**Does this program generate budgeted revenue?**  Yes  No  
**Does this program provide required matching funds for a grant funded program?**  Yes  No

The budget amounts listed include all costs for that program. Costs can include staff, contracts for services, supplies and equipment, vehicles and fuel, utilities, allocated costs for administrative support, and services provided by other departments such as information technology support and vehicle and facility maintenance.

\*This is the primary Strategic Plan focus area supported by this program.

\*\*The difference between the gross and net budget represents credits received for services provided to other programs and/or capital improvements projects.