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# ELECTIONS

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## MISSION STATEMENT

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The Office of Elections is responsible for protecting the integrity of the electoral process in the City of Norfolk through accurate maintenance of voter registration records and the efficient administration of elections.

## DEPARTMENT OVERVIEW

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The Office of Elections provides voter registration services, maintains voter and elections records, and administers elections on behalf of the Norfolk Electoral Board.

## BUDGET HIGHLIGHTS

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The total FY 2008 budget for Elections is \$581,800. This is a \$9,000 increase over the FY 2007 budget. The 1.6 percent increase is attributable to increased personnel costs.

## KEY GOALS AND OBJECTIVES

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- Implement changes to Election Day procedures mandated by the General Assembly.

## PRIOR YEAR ACCOMPLISHMENTS

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- Completed phase-in of Electronic Poll Books in all precincts.
- Introduced a new database for managing the records and assignments of Officers of Election.

### Expenditure Summary

	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 APPROVED	FY 2008 APPROVED
Personnel Services	343,914	400,292	372,078	381,107
Materials, Supplies and Repairs	51,538	37,485	49,792	49,763
General Operations and Fixed Costs	126,776	169,261	150,930	150,930
Equipment	0	366,829	0	0
<b>TOTAL</b>	<b>522,228</b>	<b>973,867</b>	<b>572,800</b>	<b>581,800</b>

## Program & Services

	FY 2006 ACTUAL	FY 2007 APPROVED	FY 2008 APPROVED	POSITIONS
<b>Voter Registration &amp; Elections</b>	<b>973,869</b>	<b>572,800</b>	<b>581,829</b>	<b>9</b>

The Office of Elections maintains the records of 104,000 registered voters of Norfolk and coordinates voter registration activities and voter education programs throughout the City. The office also supervises over 1,000 Officers of Elections, oversees candidate-filing procedures, and audits campaign contribution and expenditure reports.

<b>TOTAL</b>	<b>973,867</b>	<b>572,800</b>	<b>581,829</b>	<b>9</b>
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## Strategic Priority: Public Accountability

### TACTICAL APPROACH

Administration of Voter Records and Elections.

PROGRAM INITIATIVES	FY 2005	FY 2006	FY 2007	FY 2008	CHANGE
Number of Registered voters	110,614	105,180	106,616	108,000	1,384

## Position Summary

Position Title	Pay Grade	Minimum	Maximum	FY 2007 Positions	Change	FY 2008 Positions
Deputy Registrar/Elections Administrator	MAP06	38,071	60,862	1		1
Election Assistant I	OPS03	18,751	29,980	1		1
Election Assistant II	OPS05	21,769	34,802	1		1
Election Assistant III	OPS06	23,489	37,550	1		1
Member Electoral Board	CTY	-	-	3		3
Registrar/Election Administrator	COF	-	-	1		1
Senior Election Assistant	OPS08	27,422	43,837	1		1
<b>TOTAL</b>				<b>9</b>		<b>9</b>