

RESOLUTION B-24-086
AMENDING THE ANNUAL BUDGET
FOR MANATEE COUNTY, FLORIDA
FOR FISCAL YEAR 2024

WHEREAS, Florida Statutes 129.06, authorizes the Board of County Commissioners to amend its budget for the current fiscal year as follows:

- a) Appropriations for expenditures in any fund may be decreased and other appropriations in the same fund correspondingly increased, provided the total appropriations of the fund are not changed.
- b) Appropriations from reserves may be made to increase the appropriation for any particular expense in the same fund, or to create an appropriation in the fund for any lawful purpose.
- c) Unanticipated revenues, including increased receipts for enterprise or proprietary funds, may be appropriated for their intended purpose, and may be transferred between funds to properly account for the unanticipated revenue.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Manatee County, Florida that the 2023-2024 budget is hereby amended in accordance with FS 129.06 as described in the description and specified in the budget adjustment batch file listed below:

Department: FINANCIAL MANAGEMENT
Fund: GENERAL FUND
Fund: SUPERVISOR OF ELECTIONS
Description: Transfers \$841,340 from reserves in the General fund to the Supervisor of Elections fund for enhanced and expanded levels of service within the Supervisor of Elections FY24 Budget. Enhancement of Technology, Cybersecurity, Financial and Communications services that will improve internal operations and election outreach, in addition to enhanced security software to protect voter information and increase confidence in the general election process.

Batch ID: DM41924A

Reference: BU24000474

ADOPTED IN OPEN SESSION WITH A QUORUM PRESENT AND VOTING THIS 28th DAY OF MAY, 2024.

BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA

By: _____
Chairman

ATTEST: Angelina Coloneso
Clerk of Circuit Court

By: _____
Deputy Clerk

Reference	Date	Description	Lg	Lv	Vs	Vs Desc	Reas	Reason Description	Prep ID	Batch ID
BU24000474	05/28/2024	B-24-086 Fund SOE	BC	OB	AJ	ADJUSTMT	*	UNDEFINED Reason Code		DM41924A

ACCOUNT NUMBER	FY	Acct Title	Object	Fund Type	Misc	Type	Amount	Rec
001-0990002-599000	24	Reserve-Gen Fund-Cas	Reserve for conting	A			-841,340.00	1
001-0980000-591803	24	Transfer-General Fun	Tsf-Supervisor of El	A			841,340.00	2
803-0000000-381001	24	Supervisor of Electi	Trans from General F	A			841,340.00	3
803-0000800-512000	24	Supervisor Elections	Regular salaries and	A			277,700.00	4
803-0000800-513000	24	Supervisor Elections	Other salaries and w	A			9,800.00	5
803-0000800-534000	24	Supervisor Elections	Other contractual sc	A			24,900.00	6
803-0000800-541001	24	Supervisor Elections	Telephone	A			11,647.00	7
803-0000800-541002	24	Supervisor Elections	Postage	A			55,784.00	8
803-0000800-544000	24	Supervisor Elections	Rents and leases	A			40,000.00	9
803-0000800-546001	24	Supervisor Elections	Equipment repair & m	A			40,519.00	10
803-0000800-546004	24	Supervisor Elections	Building repair & ma	A			28,352.00	11
803-0000800-547000	24	Supervisor Elections	Printing & binding	A			56,099.00	12
803-0000800-552000	24	Supervisor Elections	Operating supplies &	A			29,743.00	13
803-0000800-552005	24	Supervisor Elections	Software	A			43,600.00	14
803-0000800-564000	24	Supervisor Elections	Machinery and equipm	A			223,196.00	15

 TOTAL BU24000474: 1,682,680.00

G R A N D T O T A L
 Final Budget Check 1,682,680.00

No Over Budget Errors

BUDGET REVISION REQUEST FORM

1) FMD/LIT#		Mandatory Back Up Items: (Identify with "x") <input type="checkbox"/> Budget Change Batch Form <input checked="" type="checkbox"/> Budget Revision Request Form <input checked="" type="checkbox"/> Expenditures/Revenue Reports
BA#	B-24-086	
2) Reference #:	BU24000474	Additional Items that may be required: <input type="checkbox"/> Contracts/Agreements <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Other Supporting Documentation
Batch #:	DM41924A	
FMD Approval:	<i>William Costanzo</i>	
Date:	5/9/2024	
To:	Sheila McLean	
From:	William Costanzo	3784 <small>(Phone Ext)</small>



3) **Background:**
 Transfers \$841,340 from reserves in the General fund to the Supervisor of Elections fund for enhanced and expanded levels of service within the Supervisor of Elections FY2024 Budget. Enhancement of technology, cybersecurity, financial and communications services that will improve internal operations and election outreach, in addition to enhanced security software to protect voter information and increase confidence in the general election process.

4)	Fund	Section	Object		Revenues		Expenses	JL Key	Activity	Amount
	001	0990002	599000				(841,340)			
	001	0980000	591803				841,340			
	803	0000000	381001		841,340					
	803	0000800	512000				277,700			
	803	0000800	513000				9,800			
	803	0000800	534000				24,900			
	803	0000800	541001				11,647			
	803	0000800	541002				55,784			
	803	0000800	544000				40,000			
	803	0000800	546001				40,519			
	803	0000800	546004				28,352			
	803	0000800	547000				56,099			
	803	0000800	552000				29,743			
	803	0000800	552005				43,600			
	803	0000800	564000				223,196			
					841,340		841,340			

JAMES SATCHER • SUPERVISOR OF ELECTIONS • MANATEE COUNTY

600 301 Boulevard West, Suite 108, Bradenton, Florida 34205-7946
P O Box 1000, Bradenton, Florida 34206-1000



Phone: 941-741-3823 • Fax: 941-741-3820 • VoteManatee.gov • Info@VoteManatee.gov

May 13, 2024

Charlie Bishop
County Administrator
P.O. Box 1000
Bradenton, Florida 34206

Dear Mr. Bishop,

The office of the Manatee County Supervisor of Elections requests a budget amendment for fiscal year 2024 in the amount of \$841,340. This budget amendment transfers this amount from reserves in the General fund to the Supervisor of Elections fund for enhanced and expanded levels of service within the Supervisor of Elections FY2024 Budget.

This budget amendment will allow the Supervisor of Elections to expand safety and security measures and audit vital information and operations to ensure public confidence in the 2024 Presidential election. Digital and physical penetration tests will assist in identifying key weak points. Hardware and software upgrades are required to perform a complete and full audit of certified election results. Current audit procedures require the statutory minimum of 1% of precincts in 1 race.

During the March 2024 Presidential Preference Primary, the Supervisor of Elections operated 7 early voting locations. The easternmost location was the Lakewood Ranch Town Hall. To expand voter access and ease Election Day lines at polling sites, an additional location will be added in the North River Ranch area. The additional location will result in increased staffing, technology, and tabulation needs.

To enhance and expand the accessibility of voter service, the Supervisor of Elections will open 2 satellite offices in the Lakewood Ranch and North River Ranch areas. As our county's population center trends eastward, it is essential to offer voter services to voters where they live. The satellite offices will require increased operational and personnel costs.

If you have any questions or require further explanation regarding this proposed budget request, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "James Satcher".

James Satcher
Supervisor of Election

**Manatee County Supervisor of Elections
Increase in Expenditures
FY2024**

Key	Object	Description	Operations	Personnel
803-000800	512000	Regular Salaries		\$ 277,700
803-000800	513000	Other Salaries		\$ 9,800
803-000800	534000	Other Contracted Services	\$ 24,900	
803-000800	541001	Telephone	\$ 11,647	
803-000800	541002	Postage	\$ 55,784	
803-000800	544000	Rents	\$ 40,000	
803-000800	546001	Equipment Repair	\$ 40,519	
803-000800	546004	Building Repair	\$ 28,352	
803-000800	547000	Printing & Binding	\$ 56,099	
803-000800	552000	Operating Supplies & Expenses	\$ 29,743	
803-000800	552005	Software	\$ 43,600	
803-000800	564000	Machinery & Equipment	\$ 223,196	
Totals			\$ 553,840	\$ 287,500
Grand Total			\$ 841,340	

Manatee County, BCC

Operating Detailed Expenditure Report

For Year to Date Ending 04/30/2024

001 General Fund Account Key Object	Original Budget	Final Appropriations	Encumbrance	Current Year Expenditure	Unencumbered
0010990002 Reserve-Gen Fund-Cash Balance A					
599000 Reserve for contingency	86,806,232.00	74,899,882.00	0.00	0.00	74,899,882.00
Other uses	86,806,232.00	74,899,882.00	0.00	0.00	74,899,882.00
Total for Res-Cash Balance	86,806,232.00	74,899,882.00	0.00	0.00	74,899,882.00
General Fund total	86,806,232.00	74,899,882.00	0.00	0.00	74,899,882.00
 Report Total:	 86,806,232.00	 74,899,882.00	 0.00	 0.00	 74,899,882.00

Manatee County, BCC

Operating Detailed Expenditure Report

For Year to Date Ending 04/30/2024

001 General Fund		Original	Final		Current Year	
Account Key	Object	Budget	Appropriations	Encumbrance	Expenditure	Unencumbered
0010980000	Transfer-General Fund	A				
591104	Tran to Child Svc Tax Fund	0.00	0.00	0.00	0.00	0.00
591113	Transfer to MPO	18,382.00	18,382.00	0.00	4,684.63	13,697.37
591150	TranstoRuboniaStreetLighting	1,600.00	1,600.00	0.00	0.00	1,600.00
591153	TranstoPictownStLightDistrict	2,300.00	2,300.00	0.00	0.00	2,300.00
591154	TranstoHolidayHeightsStLight	500.00	500.00	0.00	0.00	500.00
591156	TranstoTropicalHrbrLightDist	1,700.00	1,700.00	0.00	0.00	1,700.00
591168	TranstoSunnyShoresMSBU	2,400.00	2,400.00	0.00	0.00	2,400.00
591173	Tranfers to Grant >7/03	0.00	23,439.00	0.00	23,439.00	0.00
591184	Tran To Impact Fee Admin 2007	0.00	0.00	0.00	0.00	0.00
591193	TSF:HernandoAveStreetLights	500.00	500.00	0.00	0.00	500.00
591194	Trans to Court Technology	300,000.00	300,000.00	0.00	0.00	300,000.00
591195	Transto28thAveEStLight	1,900.00	1,900.00	0.00	0.00	1,900.00
591196	TranstoSylvanOaksLightDistr	1,600.00	1,600.00	0.00	0.00	1,600.00
591197	TranstoApolloPkStLightDistrict	0.00	0.00	0.00	0.00	0.00
591221	Transfer to RvImpRefBnd22	6,073,757.00	6,073,757.00	0.00	3,536,463.00	2,537,294.00
591231	Tsf to RevRef/Imp Bds 2013	1,749,299.00	1,749,299.00	0.00	1,017,863.00	731,436.00
591235	Tsf to Rev Impr Bond-2016	1,102,288.00	1,102,288.00	0.00	641,186.00	461,102.00
591238	Tsf to RvRefundBonds 2019	840,900.00	840,900.00	0.00	488,523.00	352,377.00
591242	Tsf to Revenue Impr Bonds DS	0.00	2,789,048.00	0.00	1,626,947.00	1,162,101.00
591303	Tr to P&R Capital Projects	0.00	2,605,000.00	0.00	2,605,000.00	0.00
591304	Tr to Highway Capital Projects	0.00	30,000,000.00	0.00	30,000,000.00	0.00
591310	Tr to Build Cap Projects	16,159,190.00	41,135,613.00	0.00	41,135,613.00	0.00
591440	Tran to Port Operating	446,500.00	446,500.00	0.00	446,500.00	0.00
591502	Tran to Motor Pool Fund	0.00	766,754.00	0.00	766,754.00	0.00
591506	Trans to Health Self Ins	0.00	67,816.00	0.00	67,816.00	0.00
591507	TransToAutomatedSystemsMaint	500,000.00	500,000.00	0.00	0.00	500,000.00
591509	Tran to Radio-PubSfty	400,000.00	400,000.00	0.00	0.00	400,000.00
591803	Tsf-Supervisor of Elections	3,180,645.00	3,180,645.00	0.00	3,180,645.00	0.00

Manatee County, BCC

Operating Detailed Expenditure Report

For Year to Date Ending 04/30/2024

001 General Fund						
Account Key	Object	Original Budget	Final Appropriations	Encumbrance	Current Year Expenditure	Unencumbered
591820	TranstOakwoodStLightDistrict	1,500.00	1,500.00	0.00	0.00	1,500.00
591822	Transfer to Port TIF	570,410.00	460,351.00	0.00	460,351.00	0.00
591823	Transfer to Southwest TIF	7,136,499.00	7,125,542.00	0.00	7,125,542.00	0.00
591835	Transfer to Parrish TIF	294,176.00	290,767.00	0.00	290,767.00	0.00
591836	Transfer to Mitigation Prgm	0.00	250,000.00	0.00	250,000.00	0.00
	Other uses	<u>38,786,046.00</u>	<u>100,140,101.00</u>	<u>0.00</u>	<u>93,668,093.63</u>	<u>6,472,007.37</u>
	Total for Transfers	<u>38,786,046.00</u>	<u>100,140,101.00</u>	<u>0.00</u>	<u>93,668,093.63</u>	<u>6,472,007.37</u>
	General Fund total	<u>38,786,046.00</u>	<u>100,140,101.00</u>	<u>0.00</u>	<u>93,668,093.63</u>	<u>6,472,007.37</u>
	Report Total:	<u>38,786,046.00</u>	<u>100,140,101.00</u>	<u>0.00</u>	<u>93,668,093.63</u>	<u>6,472,007.37</u>

Manatee County, BCC

Operating Detailed Expenditure Report

For Year to Date Ending 04/30/2024

803 Supervisor of Elections

Account Key Object	Original Budget	Final Appropriations	Encumbrance	Current Year Expenditure	Unencumbered
8030000800	A				
Supervisor Elections					
511000 Executive salaries	169,000.00	169,000.00	0.00	76,842.63	92,157.37
512000 Regular salaries and wages	904,000.00	904,000.00	0.00	456,626.01	447,373.99
513000 Other salaries and wages	330,000.00	330,000.00	0.00	200,905.30	129,094.70
514000 Overtime	50,000.00	50,000.00	0.00	19,659.78	30,340.22
521000 FICA taxes	90,000.00	90,000.00	0.00	46,650.99	43,349.01
522000 Retirement contributions	239,500.00	239,500.00	0.00	128,470.26	111,029.74
523001 Health insurance	200,000.00	200,000.00	0.00	134,632.14	65,367.86
523002 Life insurance	3,000.00	3,000.00	0.00	1,452.02	1,547.98
523003 Long-term disability	3,000.00	3,000.00	0.00	438.84	2,561.16
523004 Flex benefits	15,000.00	15,000.00	0.00	64.40	14,935.60
	<u>2,003,500.00</u>	<u>2,003,500.00</u>	<u>0.00</u>	<u>1,065,742.37</u>	<u>937,757.63</u>
Personal services					
531000 Professional services	5,000.00	5,000.00	0.00	5,200.00	(200.00)
531006 Attorneys fees	25,000.00	25,000.00	225.50	9,344.03	15,430.47
534000 Other contractual scvs	10,098.10	10,098.10	140.10	2,126.50	7,831.50
540000 Travel and per diem	5,000.00	5,000.00	0.00	442.40	4,557.60
540003 Travel/per diem-State Attorney	0.00	0.00	0.00	871.98	(871.98)
540005 In County Travel Cost	1,300.00	1,300.00	0.00	281.87	1,018.13
541001 Telephone	50,000.00	50,000.00	0.00	25,042.82	24,957.18
541002 Postage	306,499.92	306,499.92	0.00	63,331.02	243,168.90
541003 InHouse Communication Chgs	31,268.00	31,268.00	0.00	15,634.00	15,634.00
543000 Utility services	2,000.00	2,000.00	0.00	317.10	1,682.90
544000 Rents and leases	35,000.00	35,000.00	0.00	349.74	34,650.26
545000 Insurance	24,077.00	24,077.00	0.00	3,906.00	20,171.00
546001 Equipment repair & maintenance	30,000.00	30,000.00	0.00	33,554.61	(3,554.61)
546002 Vehicle maintenance	0.00	0.00	0.00	244.00	(244.00)
546003 Automated systems maintenance	7,000.00	7,000.00	0.00	4,083.31	2,916.69
546004 Building repair & maintenance	10,000.00	10,000.00	821.00	5,646.32	3,532.68

Manatee County, BCC

Operating Detailed Expenditure Report

For Year to Date Ending 04/30/2024

803 Supervisor of Elections

Account Key Object	Original Budget	Final Appropriations	Encumbrance	Current Year Expenditure	Unencumbered
547000 Printing & binding	331,641.95	331,641.95	36,895.96	58,834.21	235,911.78
547001 In-house copying and printing	500.00	500.00	0.00	0.00	500.00
549001 Awards	500.00	500.00	0.00	0.00	500.00
549004 Advertising	7,500.00	7,500.00	0.00	2,275.22	5,224.78
551000 Office Supplies	5,064.57	5,064.57	143.92	2,098.64	2,822.01
552000 Operating supplies & expense	65,203.35	65,203.35	219.32	79,981.59	(14,997.56)
552001 Refreshments	1,000.00	1,000.00	17.68	80.64	901.68
552002 Season/Holiday/PubEd events	1,000.00	1,000.00	0.00	0.00	1,000.00
552005 Software	250,000.00	250,000.00	0.00	238,991.41	11,008.59
552007 Gas, Oil & Tires	1,000.00	1,000.00	0.00	0.00	1,000.00
552010 InHouse Fuel Charges	0.00	0.00	0.00	899.14	(899.14)
554000 Bks/Pblctns/Sbscrptns/Mmbrshps	5,060.00	5,060.00	0.00	5,217.42	(157.42)
554001 Education	5,000.00	5,000.00	0.00	589.62	4,410.38
Operating expenses	<u>1,215,712.89</u>	<u>1,215,712.89</u>	<u>38,463.48</u>	<u>559,343.59</u>	<u>617,905.82</u>
564000 Machinery and equipment	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>5,850.00</u>	<u>4,150.00</u>
Capital outlay	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>5,850.00</u>	<u>4,150.00</u>
Total for SuprElections	<u>3,229,212.89</u>	<u>3,229,212.89</u>	<u>38,463.48</u>	<u>1,630,935.96</u>	<u>1,559,813.45</u>
Supervisor of Elections total	<u>3,229,212.89</u>	<u>3,229,212.89</u>	<u>38,463.48</u>	<u>1,630,935.96</u>	<u>1,559,813.45</u>
Report Total:	<u>3,229,212.89</u>	<u>3,229,212.89</u>	<u>38,463.48</u>	<u>1,630,935.96</u>	<u>1,559,813.45</u>

Manatee County, BCC

Operating Detailed Expenditure Report

For Year to Date Ending 09/30/2023

803 Supervisor of Elections

Account Key Object	Original Budget	Final Appropriations	Encumbrance	Current Year Expenditure	Unencumbered
803000800	A				
Supervisor Elections					
511000 Executive salaries	160,000.00	160,000.00	0.00	170,782.78	(10,782.78)
512000 Regular salaries and wages	856,000.00	856,000.00	0.00	830,952.39	25,047.61
513000 Other salaries and wages	250,000.00	250,000.00	0.00	199,347.81	50,652.19
514000 Overtime	50,000.00	50,000.00	0.00	27,816.27	22,183.73
521000 FICA taxes	84,000.00	84,000.00	0.00	81,622.93	2,377.07
522000 Retirement contributions	191,000.00	191,000.00	0.00	237,885.29	(46,885.29)
523001 Health insurance	220,000.00	220,000.00	0.00	227,257.62	(7,257.62)
523002 Life insurance	3,000.00	3,000.00	0.00	2,632.78	367.22
523003 Long-term disability	3,000.00	3,000.00	0.00	741.22	2,258.78
523004 Flex benefits	15,000.00	15,000.00	0.00	4,846.60	10,153.40
	<u>1,832,000.00</u>	<u>1,832,000.00</u>	<u>0.00</u>	<u>1,783,885.69</u>	<u>48,114.31</u>
Personal services					
531000 Professional services	5,000.00	5,000.00	0.00	1,021.03	3,978.97
531006 Attorneys fees	25,000.00	25,000.00	0.00	2,186.53	22,813.47
534000 Other contractual scvs	10,000.00	10,000.00	98.10	5,318.43	4,583.47
534003 In-house billed services	0.00	0.00	0.00	753.60	(753.60)
540000 Travel and per diem	5,000.00	5,000.00	0.00	6,799.04	(1,799.04)
540005 In County Travel Cost	1,000.00	1,000.00	0.00	759.55	240.45
541001 Telephone	40,000.00	40,000.00	0.00	54,476.42	(14,476.42)
541002 Postage	250,000.00	250,000.00	6,499.92	165,881.29	77,618.79
541003 InHouse Communication Chgs	13,806.00	13,806.00	0.00	13,807.01	(1.01)
543000 Utility services	2,000.00	2,000.00	0.00	643.35	1,356.65
544000 Rents and leases	35,000.00	35,000.00	0.00	15,401.57	19,598.43
545000 Insurance	17,381.00	17,381.00	0.00	0.00	17,381.00
546001 Equipment repair & maintenance	30,000.00	30,000.00	0.00	68,197.68	(38,197.68)
546003 Automated systems maintenance	7,000.00	7,000.00	0.00	6,999.96	0.04
546004 Building repair & maintenance	10,000.00	10,000.00	0.00	13,634.46	(3,634.46)
547000 Printing & binding	290,000.00	290,000.00	6,641.95	299,771.85	(16,413.80)

Manatee County, BCC

Operating Detailed Expenditure Report

For Year to Date Ending 09/30/2023

803 Supervisor of Elections

Account Key Object	Original Budget	Final Appropriations	Encumbrance	Current Year Expenditure	Unencumbered
547001 In-house copying and printing	500.00	500.00	0.00	0.00	500.00
549001 Awards	500.00	500.00	0.00	0.00	500.00
549004 Advertising	7,500.00	7,500.00	0.00	1,822.86	5,677.14
551000 Office Supplies	5,000.00	5,000.00	64.57	3,577.35	1,358.08
552000 Operating supplies & expense	30,000.00	30,000.00	35,203.35	132,044.78	(137,248.13)
552001 Refreshments	1,000.00	1,000.00	0.00	83.48	916.52
552002 Season/Holiday/PubEd events	1,000.00	1,000.00	0.00	54.95	945.05
552005 Software	250,000.00	250,000.00	0.00	240,442.62	9,557.38
552007 Gas, Oil & Tires	1,000.00	1,000.00	0.00	336.98	663.02
552010 InHouse Fuel Charges	0.00	0.00	0.00	876.84	(876.84)
554000 Bks/Pblctns/Sbscrptns/Mmbrshps	4,000.00	4,000.00	60.00	5,006.37	(1,066.37)
554001 Education	5,000.00	5,000.00	0.00	6,905.80	(1,905.80)
Operating expenses	<u>1,046,687.00</u>	<u>1,046,687.00</u>	<u>48,567.89</u>	<u>1,046,803.80</u>	<u>-48,684.69</u>
564000 Machinery and equipment	10,000.00	10,000.00	0.00	17,503.68	(7,503.68)
564001 Road equipment	0.00	0.00	0.00	35,960.05	(35,960.05)
Capital outlay	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>53,463.73</u>	<u>-43,463.73</u>
Total for SuprElections	<u>2,888,687.00</u>	<u>2,888,687.00</u>	<u>48,567.89</u>	<u>2,884,153.22</u>	<u>(44,034.11)</u>
Supervisor of Elections total	<u>2,888,687.00</u>	<u>2,888,687.00</u>	<u>48,567.89</u>	<u>2,884,153.22</u>	<u>(44,034.11)</u>
Report Total:	<u>2,888,687.00</u>	<u>2,888,687.00</u>	<u>48,567.89</u>	<u>2,884,153.22</u>	<u>(44,034.11)</u>