



Legislation Text

File #: HCC-195-FY21, **Version:** 1

Submitted by: Laura Reams
Submitting Department: City Clerk
Agenda Section: Action

Item Title:
FY21 Budget Amendment: City Election 2021

Suggested Action:

I move that the Mayor and Council authorize an FY21 budget amendment in the amount of \$45,000 for the Board of Elections budget to be appropriated as follows: \$4,000 Ads & Notices, \$25,500 Equipment Rental, \$9,750 Postage, \$3,000 Contracted Services and \$2,750 for miscellaneous expenses.

Summary Background:

The City of Hyattsville will conduct the 2021 Mayoral and Council election by mail-in ballot. The shift in the primary method of voting from traditional in-person voting to mail-in balloting due to the COVID-19 pandemic has necessitated several legislative changes. These changes have also required the City to procure additional vendors for ballot boxes, election equipment and software, print/mail services and incur additional costs related to outreach communications and postage. A budget amendment is required to execute the Vote-by-Mail election.

A summary of the budget amendment is below. Additional details are in the attached memo.

Line Item	FY21 Budget	Revised Budget	Budget Amendment
Ads & Notices	\$ 1,500.00	\$ 5,500.00	\$ 4,000.00
Equipment Rental	\$ 30,500.00	\$ 56,000.00	\$ 25,500.00
Postage	\$ 250.00	\$ 10,000.00	\$ 9,750.00
Printing	\$ 12,000.00	\$ 12,000.00	\$ -
Other Contracted	\$ 8,000.00	\$ 11,000.00	\$ 3,000.00
Office Supplies	\$ 400.00	\$ 400.00	\$ -
Misc. Supplies	\$ 2,500.00	\$ 2,500.00	\$ -
Total	\$ 55,150.00	\$ 97,400.00	\$ 42,250.00

Next Steps:

Upon approval the City Treasurer will appropriate the approved funds into the Election budget.

Fiscal Impact:

\$45,000

City Administrator Comments:

Recommend Support. The projected costs have been rounded up to ensure the City can cover unknown and/or unprojected miscellaneous expenses.

Community Engagement:

There is an extensive communications strategy planned for Election 2021 and a portion of the budget amendment will support the plan.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A