

**CLARK COUNTY
STAFF REPORT**



DEPARTMENT: Clark County Elections

DATE: February 17, 2015

REQUESTED ACTION: Move Budget from operations to capital outlay to enable upgrade of the Relia-Vote Server

BACKGROUND

Clark County Elections uses the Relia-Vote system from Pitney Bowes to operate the ballot sorter and capture images of voter signatures for review and validation of ballots. The system's current operating system has been de-supported by Microsoft and requires an upgrade to a new version that is currently specified for use by the County. The approximate cost of the upgrade is \$60,000.

ADMINISTRATIVE POLICY IMPLICATIONS

This action will move Elections from a server that is not supported by the vendor to a server that is the same version as other County servers. That will facilitate maintenance and minimize the need for technical support.

COUNCIL POLICY IMPLICATIONS

This is a one-time request to move budget from operations to capital outlay.

PREVIOUS REVIEWS AND ACTIONS

None

COMMUNITY OUTREACH

None required

REQUESTED ACTION:

Approve change to move \$35,000 of operations budget to capital outlay and approve correction of current capital outlay budget of \$25,000.

BUDGET IMPLICATIONS

YES	NO	
		Action falls within existing budget capacity.
X		Action falls within existing budget capacity but requires a change of purpose within existing appropriation
		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

SUBMITTED BY: Cathie Garber
DATE:

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Greg Kimsey
Cathie Garber
Mark Gassaway

Clark County Elections APPROVALS:



Thomas Scullion
Sr Mgmt Analyst



Cathie Garber
Elections Manager

Attachments:
If applicable

APPROVED: 

CLARK COUNTY, WASHINGTON
BOARD OF COUNTY COUNCILORS

DATE: Feb. 17, 2015

SR# 025-15

COUNTY MANAGER ACTION\RECOMMENDATION

By: Mark McCauley

Date:

SR Number:

REQUESTED ACTION:

Approve change to move \$35,000 of operations budget to capital outlay and approve correction of current capital outlay budget of \$25,000.

COUNTY MANAGER RECOMMENDATION:

Action	Conditions	Referral to council?
<i>Approval\denial</i>	<i>Enter conditions or requests here</i>	<i>Yes\No</i>
	This block will be completed by the manager's office	

Mark McCauley
Acting County Manager

DISTRIBUTION

Greg Kimsey
Cathie Garber
Mark Gassaway

BUDGET IMPACT ATTACHMENT

Part 1: Narrative

Correct coding on budget already dedicated to Capital Outlay and move operating budget to Capital Outlay to upgrade the Relia-Vote Server used for processing ballots.

Part 2: Budget Impact

Expenditure:

Fund	Dept	Obj	Expense change Year 1	Expense change Year 1	Expense change Year 2	Expense change Year 3	Expense change Year 4	Expense change Year 5	Expense change Year 6	One time
5006	141	415								-35,000
5006	141	649								-25,000
5006	141	648								60,000
Total										

Revenue

Fund	Dept	Obj	Revenue change Year 1	Revenue change Year 1	Revenue change Year 2	Revenue change Year 3	Revenue change Year 4	Revenue change Year 5	Expense change Year 6	One time or continuing
Total										

Part 3: FTE Profile Over Time

# FTE	Type	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6

Year 1 estimated start date for employees: