

2012

ANNUAL REPORT



Serving the Voters of Kansas City within Jackson County

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Kansas City Board of Election Commissioners

The Kansas City Board of Election Commissioners is a statutory agency, bi-partisan in nature. The Board consists of four Commissioners, appointed by the Missouri Governor and confirmed by the Missouri State Senate. They serve a four-year term or until their replacement is chosen. Two directors of opposite political affiliation act as the management team. The directors and their staff execute lawful and adopted policies of the Board. They also oversee the election administration, personnel, budget, and a myriad of related services to the public and candidates.

Mission Statement

The Kansas City Board of Election Commissioners is committed to maintaining current and accurate voter files, maximizing voter registration and voter turnout efforts, educating the voting public, providing the best possible services and conducting efficient, fair, honest and impartial elections at a minimum cost to the electorate.

Board of Commissioners

Megan C. Thornberry
Chairman



Melodie A. Powell
Secretary



Quentin Jennings
Commissioner



Blake Heath
Commissioner



Charles Renner, *Attorney*

David Raymond, *Attorney*

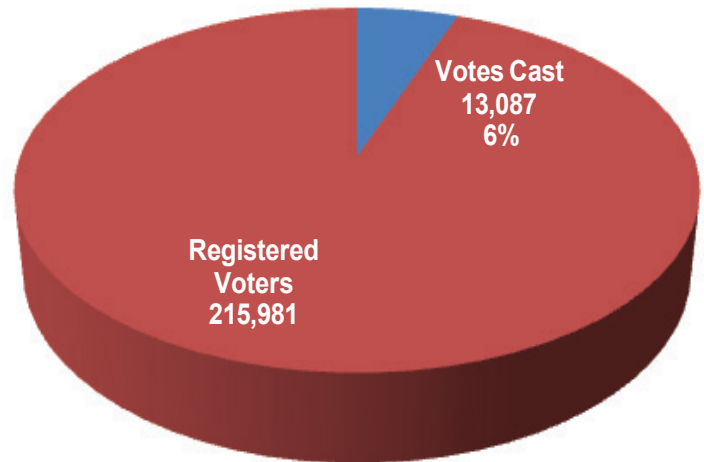
Elections

February 7, 2012

Presidential Preference Primary

Cost:	\$439,965.41
Voting Machines:	260
Polling Locations:	126
Election Workers:	749
Total Registered Voters:	215,981
Votes Cast:	13,087

Candidates/Issues: Candidates for U.S. President

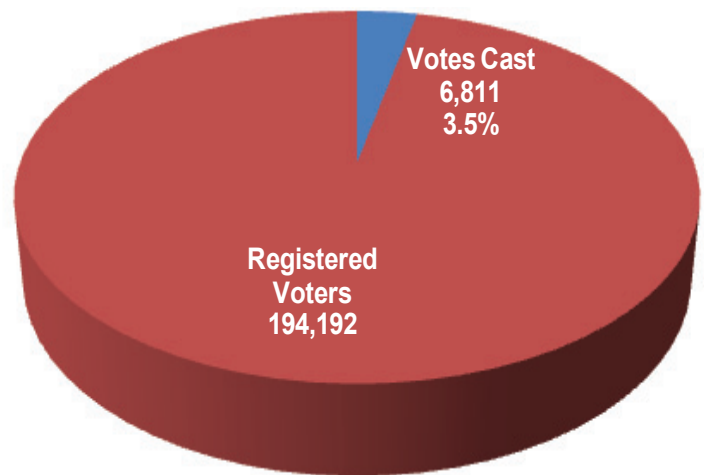


April 3, 2012

School Election

Cost:	\$281,148.63
Voting Machines:	245
Polling Locations:	118
Election Workers:	681
Total Registered Voters:	194,192
Votes Cast:	6,811

Candidates/Issues: Candidates for Board of Education Directors for Kansas City, Hickman Mills, Raytown, and Grandview

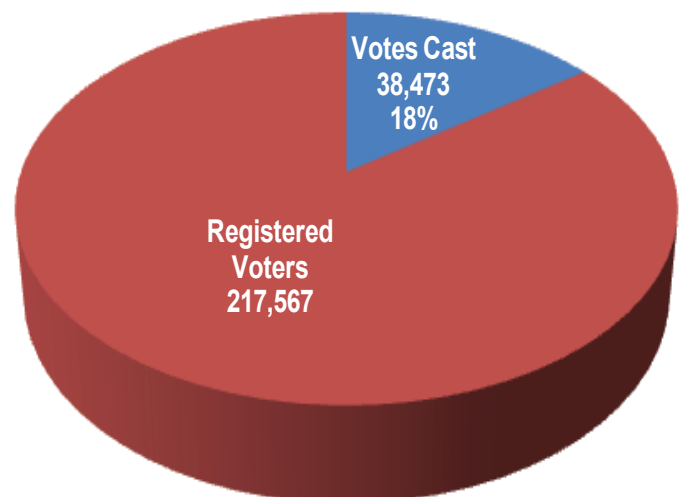


August 7, 2012

Primary Election

Cost:	\$458,671.48
Voting Machines:	323
Polling Locations:	153
Election Workers:	821
Total Registered Voters:	217,567
Votes Cast:	38,473

Candidates/Issues: Congressional and State candidates, County Committeepersons, a State constitutional amendment, a City sales tax and bond issue

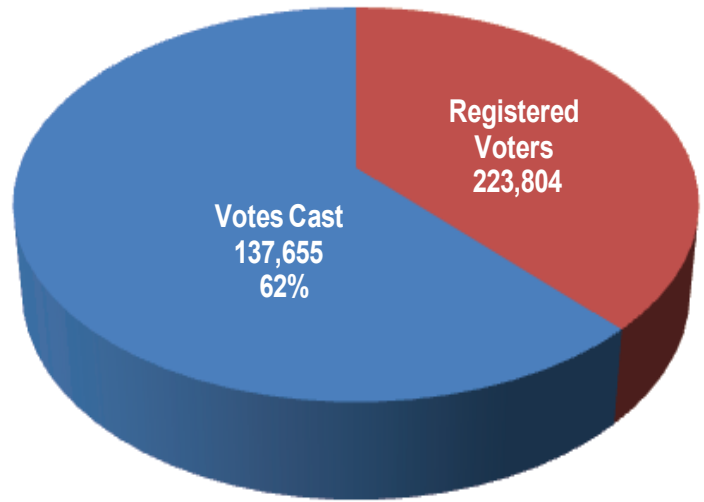


November 6, 2012

General Election

Cost:	\$777,533.73
Voting Machines:	373
Polling Locations:	154
Election Workers:	1097
Total Registered Voters:	223,804
Votes Cast:	137,655

Candidates/Issues: President/Vice President, State and County Candidates, City and State Issues, and Kansas City School Sub-District 2 Board Seat



Mail-in Elections*

August 1, 2012

Kansas City Downtown Streetcar

Cost:	\$3,870.00
Votes Cast:	460

To decide whether a downtown streetcar district should be created in the area that includes the River Market, the Downtown Loop, Crossroads, and Crown Center/Union Station

August 15, 2012

Community Improvement District

Cost:	\$3,836.80
Votes Cast:	4

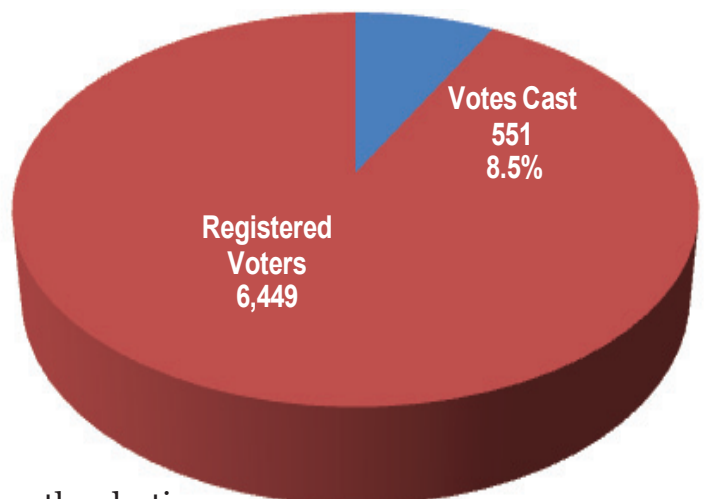
Shops on Blue Parkway: To impose a one percent district-wide sales and use tax for a term of 20 years

December 12, 2012

Kansas City Downtown Streetcar

Cost:	\$5,150.90
Total Registered Voters:	6,449
Votes Cast:	551

Kansas City Downtown Streetcar Transportation Development District sales tax/district property levy



*Does not include direct expenses paid by entity sponsoring the election

Departments

Administration

The Election Board's administration consists of two Directors and two Executive Secretaries. The responsibilities of this team include implementing policies and procedures, managing day-to-day operations, and other general administrative tasks. The administration department is also responsible for recruiting poll workers for each election.

Legal Notices

Legal Notices were placed in the newspaper prior to each election. These ads contain the name of the agency calling the election, date and time of election, name of offices to be filled and the date by which candidates must be selected.

Administration	Total #
Legal Notices	15

Purchasing

All requisitions of purchases must be processed through the Purchasing Supervisor. The Supervisor is in charge of ordering supplies and submitting purchasing orders to the Directors.

Purchasing	Total #
Purchasing Orders	235

Switchboard

The Switchboard Operator is in charge of receiving all incoming calls and sending the calls to the appropriate staff member. This person is also in charge of signing in guests and directing guests to the correct department.

Switchboard	Total #
Guest Book Sign-ins	1,149
Incoming Calls	29,238



Campaign Finance

The Disclosures/Accounting Clerk is in charge of candidate filing and receiving financial disclosure reports that are then sent to the Missouri Ethics Commission (MEC). The MEC receives reports and is charged with enforcement of: campaign finance, conflict of interest, lobbying and personal financial disclosures.

Campaign Finance	Total #
Candidates Filed	39
Political Action Committees	43



Registration/Polls

Throughout the year, the Registration Department held several voter registration drives, along with training more than a hundred Deputy Registrars this year. This department was also in charge of finding and replacing polling locations and distributing voter lists and maps.

Redistricting

Polling location changes were made this year. Due to redistricting, new district lines were created, causing more than 65 precincts to be re-assigned to new polling locations throughout Kansas City. Staff members worked many months to re-draw the new ward and precincts and replace the old ward and precincts with the new ones in the Missouri Centralized Voter Registration database.

As an outcome, 65 precincts changed polling locations (another 15 precincts that were split changed polls). A total of 88 precincts changed precinct numbers. Another 67 precincts were split into two or more precincts.

Registration/Polls	Total #
Deputy Registrars	175
Polling Places	154
Voters Whose Polling Places Changed	37,000 est.

Network Administration

All operations and maintenance for computer systems are managed by the Network Administrator. This department is responsible for security of networks, data storage and technology solutions.

Before each election, the Network Administrator prepares laptops and phones to ensure successful communication on Election Day. Inventory of equipment is documented before and after each election to make sure all equipment is returned.



Election Services

The Election Services team is responsible for setting up and distributing voting machines, sending supplies, and responding to calls at the polls on Election Day. This team is in charge of conducting a public test of the voting and tabulation equipment prior to each election. Other responsibilities include conducting outside elections for unions, conventions, and other organizations.

Election Services	Total #
Ballots Printed	461,110
Outside Elections	3
Public Tests	4



Departments

Data Services

Data Services consists of eight team members who are responsible for processing data throughout the year. This data includes new registrations, address changes, name changes, deleted registrations, petitions processed, and much more.

Data Services	Total #
Registered Voters	225,873
New Registrations	24,185
Address Changes/ Name Changes	86,863
Deceased Voters	2,714
Felons	1,137
Registrations Cancelled	2,765
Deleted Voters	16,353
Petitions Received/ Processed	14



Absentee Voting

Absentee Services is responsible for handling absentee voting procedures for the voting public, including the permanently disabled and military and overseas voters.

Absentee Voting	Total #
Applications Requested	23,371
Applications Sent	23,370
Ballots Received	21,927
Ballots Accepted	21,232
Military/Overseas Ballots Requested	540
Military/Overseas Ballots Sent	540
Military/Overseas Ballots Returned	363
Military/Overseas Ballots Accepted	299
Permanent Absentee/ Disabled Voters on File	2,245
Absentee Satellite Walk-in Voters	13,521
Absentee KCEB Walk-in Voters	9,000 est.
Absentee Satellites	5





Training

The training department is responsible for recruiting and training election workers prior to each election. This department conducts presentations and creates training materials for every election worker. Electronic pollbooks have been introduced by this department and will serve as the new electronic voter check-in system for 2013.

Training	Total #
Poll Workers	3,348
Training Sessions	149
Training Hours	315

Peak Performers

The Peak Performers program is the internal component of the KCEB Academy that focuses on the training and development needs of the agency's internal team members. Its objective is to ensure that team members are afforded opportunities to develop their professional and personal skill sets in a manner that will contribute to the team member's growth and enhance their contributions to the agency.

Voter Outreach

The voter outreach and communications department conducted several voter registration drives throughout the year, including community events, naturalization ceremonies, high school voter registration days and college days. Other community outreach events included career days and mock elections. Throughout the year, the department posted election related information on its new website, media releases, Facebook, and Twitter.

Public Forum

The Public Forum is the external component of the KCEB Academy that focuses on bringing voter education to the public. The Election Board held several Public Forums throughout the year at the Kansas City Public Libraries.

Voter Outreach	Total #
Voter Registration Drives (community events, high school days and college days)	32
Naturalization Ceremonies	19
New Citizens Registered	971
Public Forums	10
Career Days/Mock Elections	8
College Poll Workers Recruited	72



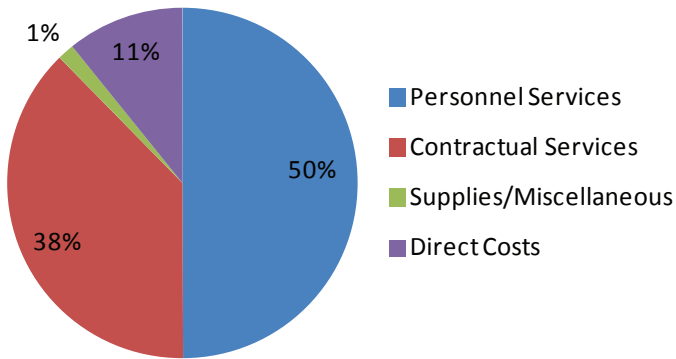
Financial Report

Finance

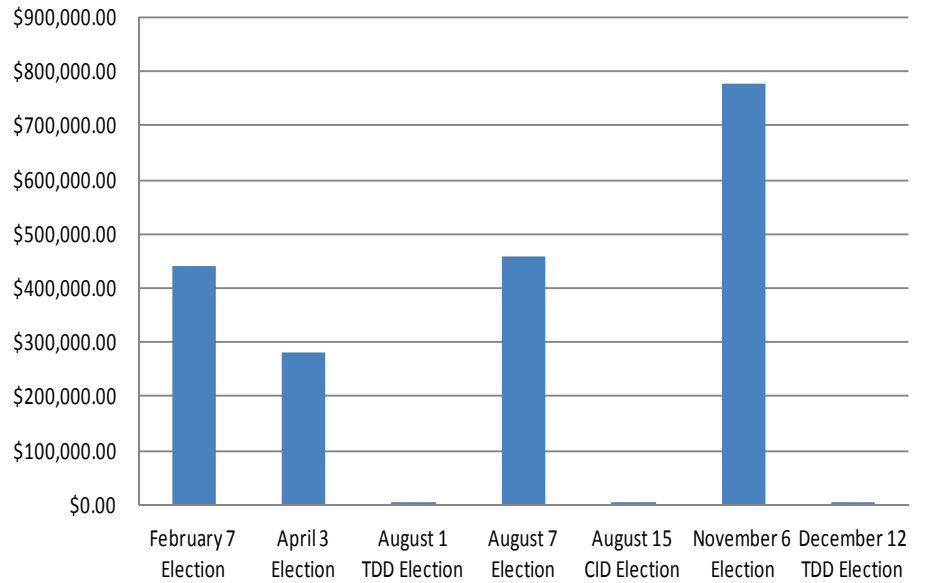
The finance department is in charge of payroll, accounts payable/receivables, audits, accounting, tax reporting, and preparing and monitoring budgets. This department prepares monthly financial statements and reports with presentations to board members.

Special Note: The financial report is the calendar year January 2012 - December 2012.

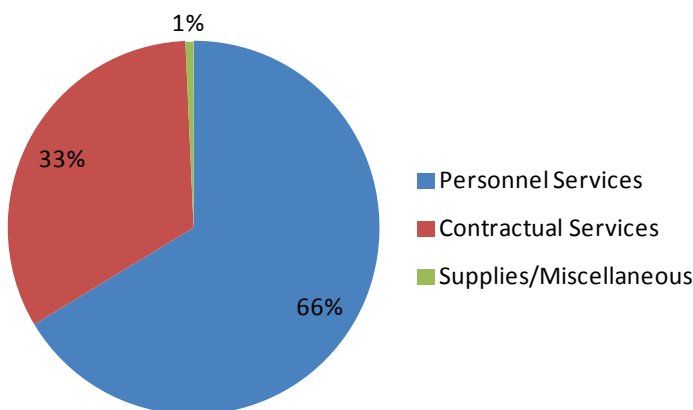
Election Budget



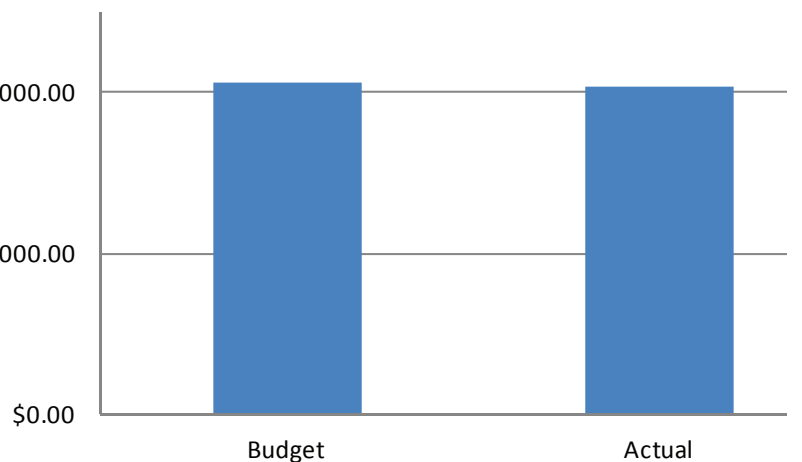
Election Costs



Operational Budget



Operational Costs



Highlights

- Conducted seven elections: February Presidential Preference Primary, April School Election, August Primary Election, November General Election, Kansas City Downtown Streetcar Phase I and Phase II, and Community Improvement District.
- Created several new outreach programs to spread voter education across Kansas City. KCEB had great turn outs at each event and will continue the outreach programs each year.
- Expanded training opportunities for staff including Star12 National Seminars Training, KCEB Academy, individual one-on-one trainings and other internal training opportunities.
- Completed 14 petitions during a busy presidential election year. All staff members gave a helping hand with petitions this year.
- Launched the new KCEB website to improve functionality, organization, appeal, informativeness, and creativity.
- Created several new boundary lines due to redistricting. More than 65 precincts were re-assigned to new polling locations in Kansas City.
- Registered 971 new citizens at naturalization ceremonies throughout the year.
- Recruited more than the amount of poll workers needed for each election, including 70-plus college students.
- Trained 175 Deputy Registrars to help register voters throughout the year.
- Purchased 150 electronic pollbooks to serve as the new voter check-in system.



Thoughts from the Directors



Shelley McThomas, Democratic Director

Every four years, thousands of Kansas Citizens turn out in high numbers to select their choice for US President. Preparing for what is called “the big one” in our industry is an exhilarating, and sometimes overwhelming task.

What goes into the behind-the-scenes preparation? No two elections are alike, and regardless of how small or large the election, and how large or small the turnout, elections staffers nationwide pull together hundreds of details to ensure voters can cast a ballot. Here’s a list of just some of those tasks:

- | | |
|--|--|
| Poll workers to recruit and place | Voing machines to program and test |
| Ballots to create, proof and print | Voter roster lists to print and bind |
| Legal notices to create and supply to newspapers | Voter lists and maps to supply to candidates |
| Registrations to verify and process | Poll workers to recruit and train |
| Polls to identify and confirm | Supplies to order and pack |
| Petition signatures to verify | Calls to field from hundreds of voters |
| Temporary employees to recruit and hire | Absentee ballots to mail and process |

In the midst of these activities, presidential election years generate a large volume of Sunshine requests from voter advocacy organizations and groups, as well as voter data requests from those running for office. KCEB’s 26 hardworking staff members handle these tasks and more, with the assistance of temporary employees who work alongside us in every department.

Without question the voting process is in a transitional stage as technology continues to drive how we deliver voting services to citizens. In the past five years, electronic voting machines, electronic pollbooks, on-line voter registration, social media, and in some communities, internet voting have become the norm. As KCEB explores these new technologies, and how they impact our delivery of services to voters, it promises to continue to provide fair, honest and impartial elections.

We hope you have enjoyed this annual report. We welcome your input and ideas!

Shawn Kieffer, Republican Director

It surprises me when people ask me if jobs at the election board are part-time. I guess they think we show up a few days before the election and that everything magically comes together. Little do they know that election planning actually begins 12 weeks prior to election day. Budgets are determined, registrations are processed, supplies are ordered, machines are tested and workers are hired to ensure a successful election.

The year 2012 was an extremely busy year. We were responsible for four city-wide elections, of which three were Federal elections with many additional responsibilities. It took the efforts of more than a 1000 workers per election to make sure the elections ran smoothly.

This annual report is a reflection of the operations of the Board of Elections in 2012. Its purpose is to provide the public a snapshot of all the hard work that takes place to put on an election. It is also a valuable tool to provide a better understanding of the election process.

In 2013 we anticipate the introduction of electronic pollbooks to the election process. This new procedure promises to speed up the voting process at the polls by electronically checking in the voters.

We look forward to another successful election year.



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Election Commissioners**
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