



Administration Building
West Hearing Room
5334 S. Prince St.
Littleton, CO 80120
303-795-4630
Relay Colorado 711

Kathleen Conti, District 1
Nancy Sharpe, District 2
Jeff Baker, Chair, District 3
Nancy Jackson, Chair Pro Tem, District 4
Bill Holen, District 5

Study Session April 9, 2019

The Arapahoe County Board of County Commissioners typically holds weekly Study Sessions on Monday and Tuesday. Study Sessions (except for Executive Sessions) are open to the public and items for discussion are included on this agenda. Agendas (except for Executive Sessions agendas) are available through the Commissioners' Office or through the County's web site at www.arapahoegov.com. Please note that the Board may discuss any topic relevant to County business, whether or not the topic has been specifically noticed on this agenda. In particular, the Board typically schedules time each Monday under "Committee Updates" to discuss a wide range of topics. In addition, the Board may alter the times of the meetings throughout the day, or cancel or reschedule noticed meetings. Questions about this agenda? Contact the Commissioners' Office at 303-795-4630 or by e-mail at commissioners@arapahoegov.com

Study Session Topics

2:00 P.M. *2019 Coordinated Election Presentation And Request (WHR)

Discussion of preparations for the 2019 Coordinated Election and request from Joan Lopez, Clerk and Recorder for use of the Arapahoe County Administration Building lobby as a Voter Service and Polling Center for the 2019 Coordinated Election

Request: Information/Direction

Joan Lopez, Clerk and Recorder

Marissa Chamberlain, Acting Deputy Director of Elections, Clerk and Recorder's Office

Winna MacLaren, Communication and Public Information Officer

Monica Kovaci, Senior Assistant County Attorney

Documents:

[BSR 2019 COORDINATED ELECTION_FINAL - REV.DOC](#)
[ELECTION STUDY SESSION 04092019_FINAL.PDF](#)

*** To Be Recorded As Required By Law**

WHR - West Hearing Room

Arapahoe County is committed to making its public meetings accessible to persons with disabilities.

*Assisted listening devices are available. Ask any staff member and we will provide one for you.
If you need special accommodations, contact the Commissioners' Office at 303-795-4630 or Relay
Colorado 711.*

Please contact our office at least 3 days in advance to make arrangements.



ARAPAHOE COUNTY
COLORADO'S FIRST

BOARD SUMMARY REPORT

Date: March 28, 2019
To: Board of County Commissioners
Through: Joan Lopez, Clerk and Recorder
From: Marissa Chamberlain, Acting Deputy Director of Elections
Subject: 2019 Coordinated Election Presentation and Request

Direction/Information

The Clerk and Recorder's office is seeking direction and giving information to the Board of County Commissioners for the purpose of preparing for the 2019 Coordinated Election.

Request and Recommendation

The Clerk and Recorder is requesting use of the Arapahoe County Administration Building lobby as a Voter Service and Polling Center for the 2019 Coordinated Election. The Clerk and Recorder's office recommends that the Board of County Commissioners approve the use of the lobby for citizen and voter convenience, as well as to comply with state statute. The information given in the study session supports the proposition and provides information on the current state of the Elections Division.

Background

The space has been historically used as a Voter Service and Polling Center and citizens expect to find it available during an election for in-person voting. The Clerk and Recorder's office is required to provide in-person voting and registration service sites equal to the number of Motor Vehicle locations in the county. This study session demonstrates why the lobby is the best location for the Voter Service and Polling Center to serve the citizens in the area.

Links to Align Arapahoe

Service First

By providing a convenient polling location, we are upholding our commitment to customer service, giving voters of Arapahoe County an easy and accessible option. It also encourages community engagement through the democratic process.

Fiscal Responsibility

Use of the lobby ensures that the Clerk and Recorder avoids impacting county processes as opposed to occupying conference or board hearing rooms. It also does not cost the county to utilize the space, preserving taxpayer resources.

Quality of Life

The lobby provides a safe space and familiar location for voters to access the ballot while keeping the Clerk and Recorder in compliance with the law.

Discussion

In order to inform the Board of County Commissioners of the mission of the Elections Division, the presentation will cover current voter registration numbers, a party breakdown of county voters, a brief review of the 2018 General Election and its outcomes, necessary upgrades to equipment that will improve ballot processing, a list of the Voter Service and Polling Centers to be used in the 2019 Coordinated Election, and provides an opportunity for questions. By statute, the Clerk and Recorder's office is required to have a Voter Service and Polling Center equivalent to the number of Motor Vehicle offices within the county. Historically the Arapahoe Room at the Centennial branch, CentrePoint Plaza and Kelter Library have been used to supplement the branch offices, and the Administration Building lobby would provide the final branch location, with Smoky Hill Library and Martin Luther King, Jr. Library serving as supplemental locations. As the Elections Division is located within the building it may offer support for the Voter Service and Polling Center, and is a known location to citizens to provide year-round service.

The TABOR notice, if necessary, will be mailed by October 4, 2019 (Colorado Constitution Article X, Section 20; Sections 1-7-905, 1-7-905.5, C.R.S)

The Notice of Election will be published by October 16, 2019, which includes a list of polling locations. (Sections 1-1-104(34) and 1-5-205, C.R.S)

Voter Service and Polling Centers will open October 28, 2019.

Election Day is November 5, 2019.

Alternatives

An alternative to the Administration Building lobby may incur costs for the use of the space, whereas the lobby does not as it is a publicly-funded and available space.

Fiscal Impact

See above, no fiscal impact is expected.

Concurrence

No departments or agencies will be affected by the use of the lobby as a Voter Service and Polling Center.

Reviewed By

Joan Lopez, Clerk and Recorder

Winna MacLaren, Communication and Public Information Officer

Monica Kovaci, Senior Assistant County Attorney

2019 ELECTIONS UPDATE

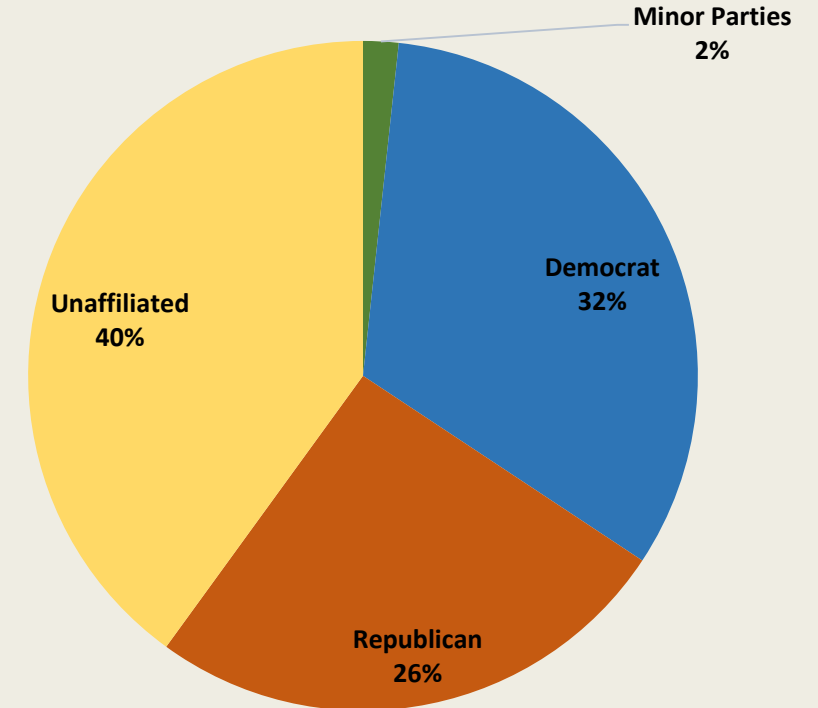
Board of County Commissioners Study Session
April 9, 2019

Presented by: Joan Lopez, Clerk and Recorder

Current Voter Registration Numbers

- 422,237 active registered voters as of March 27
- 3,563 military and overseas voters
- 33,789 active Ballot Track users

Voters by Party



2018 General Election

- 275,233 ballots cast
- 423,146 registered voters
- 65.04% turnout
- 28 Voter Service and Polling Centers
- 26 24-hour Drop Boxes
- Two-card ballot with county offices leading to new leadership

Equipment Upgrades

- Mail Ballot Sorting Machine (Agilis) due for an upgrade of Operating System; currently running on Windows 7 which will no longer be supported by Microsoft after January 2020
- Runbeck Elections Services providing an upgrade to Operating System, computers (memory and processor), and camera for capturing ballot images
- Upgrade has been budgeted and will take place before 2019 Coordinated Election

Facility Requests

- Use Administration Building lobby as Voter Service and Polling Center (VSPC) Oct. 28 – Nov. 5
- Historically used as a VSPC to serve voters in the Littleton, Englewood, and Sheridan areas
- Known location to citizens as the home of the Elections Division



Voter Service and Polling Centers for 2019

- Clerk & Recorder Centennial Branch
- Arapahoe County CentrePoint Plaza
- Kever Library
- Smoky Hill Library
- Martin Luther King Jr. Library
- PROPOSED: Arapahoe County Administration Building

Unchanged Equipment

The following technologies would remain in our system:

- Agilis Ballot Envelope Sorter with Automatic Signature Verification (with upgrade)
- Computers and Dual Monitors for Signature Verification by Election Judges
- Ballot-On-Demand Printers
- Election Night Reporting through ScytI (ArapahoeVotes.com Website Vendor)
- Ballot/Envelope Storage

Questions?

Thank you!

Joan Lopez, Clerk & Recorder
jlopez@arapahoegov.com