



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 5/17/2022

**= Mandatory, information must be provided*

Click or tap the boxes to enter text. If not applicable, indicate "N/A".

***Title:**

2022 Primary Election – Early Ballot Drop-Off Sites & Emergency Voting Locations

***Introduction/Background:**

The Recorder's Office is responsible for managing the early voting process for all registered Pima County voters. The early voting process includes mailing early ballots, operating secure ballot drop-off sites before election day, and providing emergency voting locations.

Per the 2019 Arizona Election Procedures Manual, Chapter 2 section I (I)(1), the Board of Supervisors must approve the proposed list of ballot drop-off locations when establishing multiple locations within a county.

Furthermore, A.R.S §16-542 (H) and A.R.S. §16-411(B)(5) require that the Board of Supervisors approve the proposed Emergency Voting locations to accommodate voters unable to cast a ballot in person on August 2, 2022, Primary Election Day.

***Discussion:**

The Primary Election is on August 2, 2020, and early voting starts July 6, 2022. The Pima County Recorder's Office anticipates mailing more than 375,000 early ballots to voters this Primary Election. Although most voters return their ballots by mail, the Recorder's Office operates multiple ballot drop-off sites across Pima County before election day. These ballot drop-off sites offer voters another method of returning their early ballot for signature verification and processing.

The Recorder's Office has operated ballot drop-off sites with great success over multiple election cycles. Historically, these sites receive thousands of early ballots during the early voting timeframe. These early ballot-drop sites see an extensive increase in foot traffic the week prior to the election when it is too late for voters to mail an early ballot back.

All ballot drop-off sites are staffed by Recorder's Office personnel. The ballot drop-off boxes always have two staff members of different political parties monitor the box at all times. Ballot drop-off locations follow a strict chain of custody protocol for handling voted ballots, as well as extensive ballot security procedures to protect the integrity of the returned ballots.

In addition to operating as ballot drop-off sites, these same locations will be used as full early voting sites. They are staffed with election officials, and provide an in-person voting option for voters. Recorder staff will verify the identify of a voter before issuing an early ballot, and then secure the ballot using the same chain of custody procedures for a returned early mail ballot.

During the 2020 election cycle, the Recorder's Office saw a substantial increase in the number of voters taking advantage of the drop-off option as a timely method to return their early mail ballot. The Recorder's Office anticipates this trend will continue during the 2022 election cycle. Therefore, there will be 15 ballot drop-off sites strategically placed throughout Pima County, with at least two locations in each supervisor district. A list of the 15 ballot drop-off sites with their dates open and the hours of operation are attached as Exhibit A to the resolution.

a.) 10 Early Ballot Drop-Off sites are located in Pima County owned facilities.

- b.) 3 Early Ballot Drop-Off sites are located in other government or tribal owned facilities.
- c.) 2 Early Ballot Drop- Off sites are located in privately owned community centers or places of worship that are easily accessible to voters.

The Recorder's Eastside office has traditionally been a ballot drop-off site. However, the 2020 election cycle revealed that the office's physical size can no longer reasonably accommodate the volume of voters using the facility and still be able to provide daily recording services. The Recorder's Office secured an alternate location for the 2022 Primary Election that will better accommodate the number of voters who use that site for ballot drop-off and early voting. The new location is less than half a mile from the Eastside Office. The Recorder's Office has a communications plan to redirect voters to the new location.

To accommodate voters who experience an emergency that prevent them from voting in person on election day, the Recorder's Office operates emergency voting locations the Saturday and Monday before election day. For the 2022 Primary Election, 12 of the 15 early ballot drop-off sites will transition to emergency voting on Saturday July 30, 2022, and Monday August 1, 2022. The proposed locations and hours of operations are included on the list attached as Exhibit A to the resolution. Attached as Exhibit B to the resolution is the statement a voter must sign at the site declaring an emergency.

***Conclusion:**

Voting is a fundamental right of all citizens. Creating equitable opportunities for all voters to participate is in the best interest of Pima County. It is the responsibility of the Pima County Recorder's Office to manage the early voting process in a manner that encourages voter participation in a way that best reflects their needs. Ballot drop-off sites offer many voters a secure convenient way to return an early ballot directly to election officials or to vote in-person if they choose. Emergency voting locations ensure eligible voters are not disenfranchised from the voting process due to an emergency.

***Recommendation:**

The Pima County Recorder's Office recommends approval of the proposed ballot drop-off sites and emergency voting locations presented to the Board, and further recommends the Board authorize the County Recorder to operate these locations to ensure the voters of Pima County have appropriate access to participate in the 2022 Primary Election.

***Fiscal Impact:**

The total estimated expenses for the five non-Pima County owned ballot-drop off locations is roughly \$10,000.00. There are no fees associated with locations in Pima County owned facilities. This is a budgeted expense reflected in the FY2022-23 Recorder Budget.

***Board of Supervisor District:**

- 1
- 2
- 3
- 4
- 5
- All

Department: Recorder

Telephone: 520-724-4330

Contact: Hilary H. Hiser, Assistant Chief Deputy

Telephone: 520-724-4340

Department Director Signature:  Date: 4/27/2022

Deputy County Administrator Signature: _____ Date: _____

County Administrator Signature:  Date: 4/28/2022

Handwritten notes: 2022/1/11 AM

RESOLUTION 2022-_____

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA;
RELATING TO ELECTIONS; APPROVING THE EARLY BALLOT DROP-OFF SITES AND
AUTHORIZING EMERGENCY VOTING LOCATIONS FOR THE 2022 PRIMARY ELECTION**

WHEREAS, a statewide primary election will be held on August 2, 2022, with early voting starting on July 6, 2022, where all eligible registered voters in Pima County are able to participate; and

WHEREAS, in conformity with the 2019 Arizona Elections Procedures Manual, Chapter 2, Sec. 1, (I)(1), the Pima County Board of Supervisors shall approve all early ballot-drop off locations operated by the Pima County Recorder's Office that provide voters additional options for returning a voted early mail ballot; and

WHEREAS, pursuant to Arizona Revised Statute §16-411(B)(5), the Legislature has given the authority to the Board of Supervisors to authorize the County Recorder to operate emergency voting locations as designated by the Board, to ensure citizens are still able to vote when extraordinary circumstances arise that prevent their ability to cast a ballot at a vote center on election day; and

WHEREAS, pursuant to A.R.S. § 16-542(H), when voting at an emergency voting location, voters are now required to provide identification, and to sign a statement that they are experiencing an emergency that would prevent them from voting in person on election day; and

WHEREAS, the Board of Supervisors has previously approved multiple early ballot drop-off locations and emergency voting locations throughout Pima County in prior election cycles.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA, AS FOLLOWS:

SECTION 1. The Pima County Recorder shall make available 15 early ballot drop-off locations and 12 emergency voting locations throughout Pima County listed in Exhibit A to this Resolution, incorporated by this reference, for the August 2, 2022, Primary Election.

SECTION 2. Emergency voting locations identified in Exhibit A will only be open on Saturday July 30, 2022, from 9:00am to 3:00pm, and on Monday August 1, 2022 from 8:00am to 5:00pm, unless otherwise noted in exhibit.

SECTION 3. The Pima County Recorder shall require voters who vote at an emergency voting location during the designated emergency voting period to sign the statement of emergency attached hereto as Exhibit B to this Resolution.

SECTION 4. The Pima County Recorder shall require emergency voters provide a valid form of identification in accordance with A.R.S. § 16-579 or as otherwise provided by law.

PASSED AND ADOPTED this ____ day of May, 2022 by the PIMA COUNTY BOARD OF SUPERVISORS

PIMA COUNTY BOARD OF SUPERVISORS

Chair, Pima County Board of Supervisors

ATTEST:

Clerk of the Board of Supervisors

APPROVED AS TO FORM:



Deputy County Attorney
Daniel Jurkowitz

EXHIBIT A - to Resolution

Approving the 2022 Early Ballot Drop-Off Sites & Emergency Voting Locations

Pima County Early Voting Locations 2022 Primary Election			
Locations Open for Early Voting July 6 - July 29:			
1*	Recorder's Main Office 240 N Stone, Tucson	8 am - 5 pm Mon-Fri	BOS District 5
2*	Fellowship Bible Church 6700 E. Broadway (Eastside Replacement)	8 am - 5 pm Mon-Fri	BOS District 2
3*	Recorder's County Club Office 6550 S Country Club Rd, Tucson	8 am - 5 pm Mon-Fri	BOS District 2
Locations Open for Early Voting July 18 - July 29:			
4*	Oro Valley Public Library 1305 W Naranja Dr, Oro Valley	MWF 9 am - 5 pm TTH 9 am - 6 pm	BOS District 1
Locations Open for Early Voting July 25 - July 29:			
5*	Pima County Natural Resources, Parks & Rec Bldg 3500 W River Rd, Tucson	9 am - 5 pm	
6*	Woods Memorial Library 3455 N 1st Ave, Tucson	MWF 9 am - 5 pm TTH 9 am - 6 pm	BOS District 3
7*	Wheeler Taft Abbett Sr. Library 7800 N Schisler Dr, Tucson	MWF 9 am - 5 pm TTH 9 am - 6 pm	BOS District 1
8	Miller Golf Links Library 9640 E Golf Links Rd, Tucson	MWF 9 am - 5 pm TTH 9 am - 6 pm	BOS District 4
9*	Kirk Bear Canyon Library 8959 E Tanque Verde Rd, Tucson	MWF 9 am - 5 pm TTH 9 am - 6 pm	BOS District 4
10*	Richard Elias-Mission Library 3770 S Mission Rd, Tucson	MWF 9 am - 5 pm TTH 9 am - 6 pm	BOS District 5
11*	The Good Shepherd UCC 17750 S La Cananda, Sahuarita/Gr Valley	9 am - 5 pm Mon-Fri	BOS District 3
12	University of Arizona ASUA Admin Student Union, Santa Rita Room	9 am - 5 pm Mon-Fri	BOS District 5
13**	TOKA Community Building 51 Baboquivari Dr, Sells	9 am - 4 pm Mon-Fri	BOS District 3
14	Salazar-Ajo Library 15 W Plaza #179, Ajo	9 am - 4 pm Closed for lunch from 1-2 pm Mon-Fri	BOS District 3
15**	Pascua Yaqui Wellness Center 5305 W Calle Torim, Tucson	9 am - 4 pm Mon-Fri	BOS District 5
*These Sites open for Emergency Voting Sat, July 30th 9am - 3pm and Mon, August 1st 8am - 5pm; **Toka Community Building open Sat, July 30th 9am - 3pm and Mon, August 1st 9am - 4pm **Pascua Yaqui Wellness Center open Sat, July 30th 9am - 3pm and Mon, August 1st 8am - 4pm			

EXHIBIT B - to Resolution

Approving the 2022 Early Ballot Drop-Off Sites & Emergency Voting Locations

**PIMA COUNTY
EMERGENCY VOTING STATEMENT**

I declare under penalty of perjury that I am experiencing or have experienced an emergency after 5:00 p.m. on the Friday immediately preceding the election and before 5:00 p.m. on the Monday immediately preceding the election that will prevent me from voting at a polling place on Election Day.

Print First & Last Name: _____

Voter's Signature: _____ Date/Time: _____

Voting Location: _____ & Staff Initial: _____

**CONDADO PIMA
DECLARACIÓN DE VOTO DE EMERGENCIA**

Declaro bajo la pena del perjurio, que estoy experimentando o he experimentado una emergencia, después de las 5:00 p.m. del viernes inmediatamente antes de la elección y antes de las 5:00 p.m. del lunes inmediatamente después de la elección, que me impedirá votar en un lugar de votación el día de las elecciones.

Nombre y apellido: _____

Firma del Votante: _____ Fecha/Hora: _____

Lugar De Votación: _____ e Iniciales: _____