



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 General 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 sites 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 November 8, 2022, General Election Day.

***Discussion:**

The General Election is on November 8, 2022, and early voting starts October 12, 2022. The Pima County Recorder's Office anticipates mailing over 477,000 early ballots to voters this General Election. Although most voters return their ballots by mail, the Recorder's Office operates multiple ballot drop-off sites across Pima County prior to election day. These ballot drop-off sites offer voters another method to return their early ballots for processing.

The Recorder's Office has operated ballot-drop off locations over multiple election cycles with great success. Historically, these sites receive thousands of ballots during the early voting timeframe. The early ballot drop-off sites see an extensive increase in the number of ballot drop-offs 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 ballot.

In addition to ballot drop-off sites, these same locations will be used for full early voting sites. They are staffed with election officials, and provide an in-person voting option. 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 General Election, almost 130,000 registered voters used the services of a ballot-drop off site during the early voting timeframe. At the Eastside Recorder's Office alone, 40,721 voters used the drop-off services to return their early ballot for the 2020 General Election. The Recorder's Office foresees voters will continue to use ballot drop-off sites as a method to return their mail ballot.

To avoid voter confusion, the Recorder's Office is staffing the same 15 ballot drop-off sites previously used during the 2022 Primary Election, including the Eastside Recorder's Office replacement site. These locations have already been

7/14/2021

vetted for election operations and security and are optimum locations that meet community needs.

A list of all 15 ballot drop-off sites with their open dates 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.

To accommodate voters who experience an emergency that prevent them from voting in person on election day, the Recorder's Office will convert 12 of the 15 early ballot drop-off stites to emergency voting locations on Saturday November 5, 2022 and Monday November 7, 2022 before election day. The proposed locations and hours of operations for the emergency voting locations are also 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 participation 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 convient 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 locations and emergency voting locations presented to the Board, and further recormmends 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 General 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]

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 GENERAL ELECTION**

WHEREAS, a statewide general election will be held on November 8, 2022, with early voting starting on October 12, 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 November 8, 2022, General Election.

SECTION 2. Emergency voting locations identified in Exhibit A will only be open on Saturday November 5, 2022, from 9:00am to 3:00pm, and on Monday November 7, 2022, from 8:00am to 5:00pm.

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

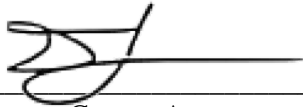
PIMA COUNTY BOARD OF SUPERVISORS

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 General Election			
Locations Open for Early Voting October 12 - November 4:			
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 October 24 - November 4:			
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 October 31 - November 4:			
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, Nov 5th 9am - 3pm and Mon, Nov 7th 8am - 5pm **Toka Community Building open Sat, Nov 5th 9am - 3pm and Mon, Nov 7th 9am - 4pm **Pascua Yaqui Wellness Center open Sat, Nov 5th 9am - 3pm and Mon, Nov 7th 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: _____