



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 10/3/2023

**= Mandatory, information must be provided*

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

***Title:**

2023 General Consolidated City/School District and Vail Elections – 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 7, 2023, General Election Day.

***Discussion:**

The General Election is on Tuesday, November 7, 2023. Typically, Tucson administers its own elections. However, our office was notified earlier this year that five school districts in Pima County would be conducting individual bond elections to go before voters in November. In years past, the Recorder's Office has consolidated multiple elections in these types of situations to avoid confusion for voters. On July 18, 2023, the Pima County Board of Supervisors entered into an agreement with the City for Primary and General Election Services for a consolidated election for the City and five school districts. This consolidated election is an all-mail election, meaning that every eligible voter will receive a ballot in the mail. The decision to conduct an all-mail election is determined by the special districts, in this case: Pima County Superintendent's Office and the City of Tucson.

Key points about the consolidated election:

1. Election will include the following items on the ballot:
 - a. City of Tucson General Election
 - b. Tucson Unified School District Bond Override
 - c. Flowing Wells School District Bond Override
 - d. Sunnyside School District Bond Override
 - e. Sahuarita School District Bond Override
 - f. Avra Valley School District Bond Override
2. All ballot-by-mail election
3. Ballot replacement sites will be available at five locations during the Early Voting period beginning October 11, 2023, and ending on November 3, 2023. (See table below)
4. 11 Additional sites will be available for ballot replacement on Election Day, November 7, 2023.
5. The Pima County Recorder's Office
 - a. 6 City of Tucson properties
 - b. 5 School District properties
6. All the above sites, and the Recorder's Eastside Office, will be ballot return locations, otherwise known as ballot drop-off locations.

On 8/21/23 the Board of Supervisors voted to call a Special Incorporation Election for the Town of Vail. The Recorder's Office will conduct this Special Election according to A.R.S. 9-101.(B)

Key points about the incorporation election:

1. This is a single-issue ballot.
 - a. The Election will decide only whether the Town of Vail will incorporate.
2. Early Ballots will be mailed to all voters who are signed up for the Active Early Voting List or who request a ballot through our online ballot request system, in writing, or over the phone.
3. Only voters who reside within the boundaries of the proposed jurisdiction will be eligible to vote.
4. The proposed Vail incorporation boundaries DO NOT align with the boundaries for the Vail School District.
5. Early Voting sites will be available at four locations during the Early Voting period beginning October 11, 2023, and ending on November 3, 2023. (See table below)
6. From October 30, 2023, to November 3, 2023, one site in Vail will be open for Early Voting.
7. Election Day Vote Centers will be facilitated by the Pima County Elections Department.

Ballot Drop Off Locations:

The Pima County Recorder's Office anticipates mailing more than 400,000 Early Ballots to voters for both elections listed above. Although most voters return their ballots by mail, the Recorder's Office operates multiple ballot drop-off sites across Pima County. These ballot drop-off sites offer voters another method to return their 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 before the election when it is too late for voters to mail back their Early Ballots.

For both elections, all ballot drop-off sites are staffed by Recorder's Office personnel. 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.

A list of all 17 ballot drop-off sites with their dates and the hours of operation are attached as Exhibit A to the resolution. 16 of the 17 sites will operate as both ballot-replacement and Early Voting locations due to our ability to print ballots on demand. They are staffed with election officials, who are highly trained. Recorder staff will verify the identity 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. These locations have been vetted for election operations and security and are optimum locations that meet community needs.

Although there will be ample signage redirecting East Side voters to the Fellowship Bible Church, which is a full-service Early Voting and Ballot Replacement Site, one location, our East Side Recorder's Office, will act as a ballot drop-off location only. The Fellowship Bible Church is located less than ½ mile from the East Side Recorder's Office. To accommodate voters who experience an emergency that prevents them from voting in person on Election Day, before Election Day the Recorder's Office will convert the five Early Voting sites to Emergency Voting locations on Saturday, November 4, 2023, and Monday, November 6, 2023. The proposed locations and hours of operations for the Emergency Voting locations are attached as Exhibit A. Attached as Exhibit B to the resolution is the statement a voter must sign at the site declaring an emergency. Voters will not be asked to disclose the nature of their emergency. Early Ballot drop-off is also permitted at the Emergency Voting Locations.

To accommodate voters who experience an emergency that prevents them from voting in person on Election Day, before Election Day the Recorder's Office will convert the five Early Voting sites to Emergency Voting locations on Saturday, November 4, 2023, and Monday, November 6, 2023. The proposed locations and hours of operations for the

Emergency Voting locations are attached as Exhibit A. Attached as Exhibit B to the resolution is the statement a voter must sign at the site declaring an emergency. Voters will not be asked to disclose the nature of their emergency. Early Ballot drop-off is also permitted at the Emergency Voting Locations.

***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. 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 locations 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 2023 elections.

***Fiscal Impact:**

The total estimated expense for the one non-Pima County-owned ballot drop-off locations is \$3,500.00. There are no fees associated with properties owned by Pima County, City of Tucson or any school districts. This is a budgeted expense reflected in the FY2023-24 Recorder Budget.

***Board of Supervisor District:**

1 2 3 4 5 A

Department: Recorder

Telephone: 520-724-4330

Contact: Marion Chubon

Telephone: 520-724-4321

Department Director Signature: *Gabriella C. Kelly* Date: 09/18/2023

Deputy County Administrator Signature: *[Signature]* Date: _____

County Administrator Signature: *[Signature]* Date: 9/18/2023

RESOLUTION 2023-_____

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 2023 GENERAL ELECTION

WHEREAS, a special consolidated election will be held on November 7, 2023, with early voting starting on October 11, 2023, where all eligible registered voters in the City of Tucson, the School Districts of Tucson Unified, Sahuarita, Sunnyside, Flowing Wells and Avra Valley are able to participate; and

WHEREAS, a special Pima County Vail Incorporation election will be held on November 7, 2023, with early voting starting on October 11, 2023, where all eligible registered voters in the Town of Vail 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 17 early ballot drop-off locations and 5 emergency voting locations throughout Pima County listed in Exhibit A to this Resolution, incorporated by this reference, for the November 7, 2023, Consolidated General Election and Special Vail Incorporation Election.

SECTION 2. Emergency voting locations identified in Exhibit A will only be open on Saturday November 4, 2023, from 9:00am to 3:00pm, and on Monday November 6, 2023, from 8:00am to 5:00pm, with the exception of the Vail location, which will be open from 9:00am to 5:00pm on Monday, November 6, 2023.

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 to provide a valid form of identification in accordance with A.R.S. § 16-579 or as otherwise provided by law.

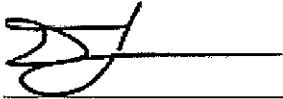
PASSED AND ADOPTED this ____ day of September, 2023 by the PIMA COUNTY BOARD OF SUPERVISORS

PIMA COUNTY BOARD OF SUPERVISORS

Chair, Pima County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:



Clerk of the Board of Supervisors

Daniel Jurkowitz
Deputy County Attorney

Exhibit A - To Resolution

2023 General Consolidated City/School District and Vail Elections Early Ballot Drop-Off Sites & Emergency Voting Locations

Early Voting, Ballot Replacement/Drop-Off/Emergency Voting

Location Address	Dates / Times	ELECTION DAY
1 Pima County Recorder's Office – Downtown 240 N. Stone Avenue	10/11/2023 to 11/06/2023 8 am - 5 pm, Mon - Fri Emergency Voting: 11/4 9 am - 3 pm & 11/6 8 am - 5 pm	Tuesday, 11/07/2023 Election Day 6 am - 7 pm
2 Pima County Recorder's Office - Ballot Processing Center 6550 S. Country Club Road	10/11/2023 to 11/06/2023 8 am - 5 pm, Mon - Fri Emergency Voting: 11/4 9 am - 3 pm & 11/6 8 am - 5 pm	Tuesday, 11/07/2023 Election Day 6 am - 7 pm
3 Tucson City Clerk Elections Center 800 E. 12th Street	10/11/2023 to 11/06/2023 8 am - 5 pm, Mon - Fri Emergency Voting: 11/4 9 am - 3 pm & 11/6 8 am - 5 pm	Tuesday, 11/07/2023 Election Day 6 am - 7 pm
4 Fellowship Bible Church 6700 E. Broadway Blvd	10/11/2023 to 11/06/2023 8 am - 5 pm, Mon - Fri Emergency Voting: 11/4 9 am - 3 pm & 11/6 8 am - 5 pm	Tuesday, 11/07/2023 Election Day 6 am - 7 pm
5 W. Anne Gibson-Esmond Station Library 10931 E Mary Ann Cleveland Way	10/30/23 - 11/03/2023 9am-5pm, Mon-Fri Emergency Voting: 11/4 9 am - 3 pm & 11/6 9 am - 5 pm	Visit Pima.gov/Elections for Vote Center Locations

BALLOT DROP-OFF ONLY

6 Pima County Recorder's Office – Eastside 6920 E. Broadway Blvd.	10/11/2023 to 11/06/2023 8 am - 5 pm, Mon - Fri	Tuesday, 11/07/2023 Election Day 6 am - 7 pm
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ELECTION DAY ONLY Ballot Replacement & Drop Off Locations

Location Address	Dates / Times
7 Tucson City Housing & Community Development 310 N. Commerce Park Loop	Tuesday, 11/07/2023, 6 am - 7 pm
8 Morris K. Udall Regional Center 7200 E. Tanque Verde Road	Tuesday, 11/07/2023, 6 am - 7 pm
9 Donna R. Liggins Recreation Center 2160 N. 6th Avenue	Tuesday, 11/07/2023, 6 am - 7 pm
10 El Pueblo Senior Center 101 W. Irvington Road	Tuesday, 11/07/2023, 6 am - 7 pm
11 Tucson City Parks & Rec Admin – Randolph Park 900 S. Randolph Way	Tuesday, 11/07/2023, 6 am - 7 pm
12 William Clements Recreation Center 8155 E. Poinciana Drive	Tuesday, 11/07/2023, 6 am - 7 pm
13 Tully Elementary Magnet School 1701 W. El Rio Drive	Tuesday, 11/07/2023, 6 am - 7 pm
14 Pistor Middle School 5455 S. Cardinal Avenue	Tuesday, 11/07/2023, 6 am - 7 pm
15 Flowing Wells School District Administration 1556 W. Prince Road	Tuesday, 11/07/2023, 6 am - 7 pm
16 Sahuarita School District Administration 350 W. Sahuarita Road	Tuesday, 11/07/2023, 6 am - 7 pm
17 Altar Valley School District Administration 10105 S. Sasabe Road	Tuesday, 11/07/2023, 6 am - 7 pm

EXHIBIT B - to Resolution

Approving the 2023 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: _____