



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 6/4/2024

**= Mandatory, information must be provided*

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

***Title:**

2024 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 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 March 19, 2024, Arizona's Presidential Preference Election Day. While the BOS need only approve Ballot Drop Off sites and Emergency Voting Sites, this agenda item will also cover Early Voting Sites.

On February 9, 2024 Governor Hobbs signed HB2785 to address mandatory ballot curing periods.

***Discussion:**

The Arizona Primary Election is on Tuesday, July 30, 2024. In 2022, the Recorder's Office used 14 Early Voting Sites and operated one additional ballot drop off location.

Due to the demand for expanded locations, our office has secured three (3) additional locations and extended the Early Voting period at two (2) sites by one (1) week to accommodate the needs of Pima County Voters. The following are key points regarding this election:

1. There are five (5) recognized political parties in Pima County and the state of Arizona. Members of those parties will receive the ballot for their party's partisan races. Of those five (5) only Democratic and Republican Parties are holding open primaries. Voters registered as Independent or Party Not Designated are able to choose a ballot for one of those two parties.
2. Three (3) locations will be Early Voting sites for the duration of Early Voting and Emergency Voting from July 3 – July 27 and July 29 but will be closed on July 4. (See Exhibit A)
3. Three (3) additional sites will be available for Early Voting and Emergency Voting from July 15 – July 27 and July 29. (See Exhibit A)
4. Eleven (11) more sites will open for the final week of Early Voting and Emergency Voting from July 22 – July 27 and July 29. (See Exhibit A)
5. All sites, including the Recorder's Eastside Office, will be ballot return locations, otherwise known as ballot drop-off locations.
6. 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 466,000 Early Ballots to voters for the Primary Election. 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.

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 eighteen (18) ballot drop-off sites with their dates and the hours of operation are attached as Exhibit A to the resolution.

The seventeen (17) sites that will be issuing ballots during Early or Emergency Voting are staffed with election officers, 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 mailed early ballot. These sites have been vetted and are optimum for election operations, ensuring security and locations that meet community needs.

Since 2020, our office has outgrown our Eastside location at 6920 E Broadway Blvd and has successfully used the Fellowship Bible Church for four (4) elections. Although there will be ample signage redirecting eastside 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, July 27, 2024, and Monday, July 29, 2024. 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 2024 Primary Election.

***Fiscal Impact:**

The total estimated expense for the only Emergency Voting and ballot drop-off location that charges a fee is \$3,500.00. There are no fees associated with properties owned by Pima County, Town of Sahuarita or any tribal locations. This is a budgeted expense reflected in the supplemental 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: _____



Date: _____

5/15/2024

Deputy County Administrator Signature: _____



Date: _____

County Administrator Signature: _____

Date: _____

5/15/2024

RESOLUTION 2024-_____

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 2024 PRIMARY ELECTION

WHEREAS, a statewide primary election will be held on July 30, 2024, with early voting starting on July 3, 2024, where all eligible registered voters in Pima County are able to participate; and

WHEREAS, in conformity with the 2023 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 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 eighteen (18) early ballot drop-off locations and seventeen (17) emergency voting locations throughout Pima County listed in Exhibit A to this Resolution, incorporated by this reference, for the July 30, 2024, Primary Election.

SECTION 2. Emergency voting locations identified in Exhibit A will only be open on Saturday July 27, 2024 and on Monday July 29, 2024, from 9:00am to 3:00pm 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 in-person 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 June, 2024 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

2024 Primary Election Early Ballot Drop-off Sites & Emergency Voting Locations

Early Voting Site Sitio de Votación Temprana		Address Dirección	Dates/Times Fechas/Horas	Emergency Voting Votación de Emergencia	
1	Recorder's Main Office	240 N Stone Ave	7/3 - 7/26 7/4 closed cerrado M-F only Lun-Vie solamente 8 am - 5 pm 7/26 - open until 7 pm abierto hasta las 7 pm	7/27 9 am - 3 pm 7/29 8 am - 5 pm	
2	Recorder's County Club Office	6550 S Country Club Rd			
3	Fellowship Bible Church	6700 E Broadway Blvd	7/3 - 7/26 7/4 closed cerrado 8 am - 5 pm 7/26 - open until 7 pm abierto hasta las 7 pm	7/27 9 am - 3 pm 7/29 9 am - 3 pm	
4	Oro Valley Library	1305 W Naranja Dr Oro Valley	7/15 - 7/26 8 am - 5 pm 7/26 - open until 7pm abierto hasta las 7 pm		
5	W. Anne Gibson-Esmond Station Library	10931 E Mary Ann Cleveland Way Vail			
6	La Villita Community Center	71 W Sahuarita Rd Sahuarita/Green Valley			
7	Woods Memorial Library	3455 N 1st Ave			
8	Eckstrom-Columbus Library	4350 E 22nd St			
9	Dusenberry-River Library	5605 E River Rd, Ste 105			
10	Kirk Bear Canyon Library	8959 E Tanque Verde Rd			
11	Pima County Natural Resources, Parks and Recreation Building	3500 W River Rd			7/22 - 7/26 8 am - 5 pm 7/26 - open until 7 pm abierto hasta las 7 pm
12	Miller Golf Links Library	9640 E Golf Links Rd			
13	Valencia Library	202 W Valencia Rd			
14	Pascua Yaqui Wellness Center	5305 W Calle Torim			
15	Wheeler Taft Abbett Sr. Library	7800 N Schisler Dr			
16	TOKA Community Building	51 Baboquivari Dr Sells			
17	Salazar-Ajo Library	15 W Plaza #179 Ajo	7/22 - 7/26 9 am -1 pm & 2 - 5 pm 7/26 - open until 7 pm abierto hasta las 7 pm		
18	Recorder's Eastside Office Ballot Drop Off Only Solo entrega de boletas	6920 E Broadway Blvd	Ballot Drop Off Only Solo entrega de boletas 7/3 - 7/26 M-F Lun-Vie 8 am - 4:30 pm 7/4 closed cerrado closed 1-2 for lunch cerrado 1-2 para el almuerzo		

EXHIBIT B - to Resolution

Approving the 2024 Primary Election 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: _____