

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: 2024 Sunday Voting Location Grant Application

Presented by: Clerk Amanda Gonzalez; Peg Perl, Chief Deputy Clerk and Recorder

Date: 9/10/2024

- For Information
- For Discussion/Board Direction
- Consent to Place on Business/Hearing Agenda

Issue: The Clerk and Recorder’s office seeks approval to apply for a 2024 Sunday VSPC (Voter Service and Polling Center) Grant from the Secretary of State (SOS) for up to \$3,000 in federal funds to operate an in-person voting location on Sunday, November 3, 2024. The Clerk is expecting the grant will cover 100% of the costs of the Sunday voting project, but if the office is required to contribute towards these costs it will be from funds already appropriated to the Clerk and Recorder Office’s FY2024 Budget.

Background: Colorado law requires the Clerk’s office to operate voter service and polling centers (“VSPCs”) beginning 15 days before a general election, excluding Saturdays and Sundays, except for the Saturday prior to election day. The SOS is offering the 2024 Sunday VSPC Grant with federal funds under the Help America Vote Act (HAVA) to increase access to in-person voting and encourage Clerks to operate a VSPC location on Sunday, November 3, 2024. Grant application materials state the SOS will fund “up to 100%” of direct expenses related to operating this additional voting location beyond the legal minimum as a reimbursement with federal funds after Clerks submit documentation of expenses post-election. Pursuant to the Fiscal Review and Administration of Grants Policy, the Clerk is briefing the Commissioners regarding this application in case the SOS requires a county contribution towards the estimated \$3,000 in costs. The Clerk has determined this minimal fiscal obligation can be met within the already appropriated FY2024 Budget for the Clerk and Recorder’s Office.

Discussion: The Clerk’s office will use grant funds to operate a secure in-person “pop-up” VSPC on Sunday, November 3, 2024 for 4 to 6 hours. The goal of this program is to bring voting to a community location that is busy on a Sunday and the Clerk’s office is in discussions with various locations such as Red Rocks and Casa Bonita to determine the best location. All security and election rules will be followed for personnel (bipartisan judge pairs) and equipment (seals, locked ballot bags, certified ballot printers, secure private networking, etc.) at the location. The Clerk has already confirmed the permissibility of this project for the grant application with the SOS. The estimated \$3,000 in costs is mostly to cover staffing and secure transportation of equipment and materials.

Fiscal Impact: yes no

There is no match requirement. The grant award funds are federal funds to be received in the Clerk & Recorder's Office budget for the General Fund. The amount of \$3,000 will be supplemented to the revenue and expenditure 2024 budget if awarded.

- Year of impact: 2024
- TABOR impact: No, federal funds
- Existing grant or project: No
- New grant or project: Yes, in-person voting on Sunday is new program
- Requested in adopted budget: No
- Ongoing or one-time: One-time
- General Fund impact: No, grant revenue will be received into General Fund with reimbursements completely offsetting supplemental expenses added to Clerk/Election Cost Center
- Staffing impact: No
- ARPA impact: No
- Match requirements: None anticipated, but any assessed will be covered from appropriated budget
- Mandate/Contractual obligation: No

Revenue Limits Impact: yes no

There is no impact to the county's TABOR Fiscal Year Spending Limit because the revenue source is a federal grant.

SPA Review: Support, no concern.

This is a federal grant award from Voter Service and Polling Center from the Secretary of State for up to \$3,000.

County Attorney Review: Jean Biondi, 8/28/24

Facilities Review: N/A

BIT Review: N/A

Fleet Review: N/A

Human Resources Review (new FTE only): N/A

Recommendations: That the Board of County Commissioners approves the Clerk and Recorder's request to apply for and accept up to \$3,000 in federal funds from the Colorado Secretary of State to operate an in-person voting location on Sunday, November 3, 2024, and directs that these funds be included in a future supplemental for the Clerk & Recorder's 2024 General Fund budget.

Originator: Peg Perl, Chief Deputy Clerk and Recorder, 303-271-8124

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