



County of Santa Cruz

COUNTY CLERK / ELECTIONS

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Gail L. Pellerin, County Clerk
Tricia Webber, Assistant County Clerk

September 10, 2020

Dear Colleagues,

You are invited to observe activities associated with the November 3, 2020 Election. Representatives of the Grand Jury, political party county central committees, League of Women Voters, media, contests on the ballot, and advocacy groups have been invited to participate.

You are invited to be present during any of our election processes and procedures that are going on daily, Monday through Sunday. Our schedule of activities is as follows:

- **Ballot Mailings** – All voters will be mailed a ballot by October 5 pursuant to the Governor's Executive Orders and new laws to promote safe voting at home due to the global pandemic. As of today, we have 166,873 registered voters.

As of today, we have 1,508 voters who are in the military or overseas. Ballots for most of our military and overseas voters have been sent via email using our Remote Accessible Vote-by-Mail ballot (RAVBM) system, since mail delivery takes too much time due to COVID-19. Military and overseas voters also have the option to FAX their ballot back, instead of mailing it. Ballots to military and overseas voters can begin to be sent on September 4 and all must be sent by September 19.

We have contracted with K&H to print and mail ballots for our county. We use the Dominion RAVBM system.

Location: County Clerk/Elections Department, 701 Ocean St., Room 310, Santa Cruz.

Vote-by-Mail Ballot Processing – Elections Code §15101 allows election officials to begin processing vote-by-mail ballots prior to the election. Activities include: opening ballot envelopes, removing ballots, duplicating damaged ballots, and preparing the ballots to be counted. Under a new law, we can process vote-by-mail ballots as we receive them. When vote-by-mail ballots are returned, ballots are keyed in as received and signatures verified. If signatures do not compare or a signature is missing, efforts will be made to contact the voter. There will be a letter posted on our website for voters to complete to cure their signature. Location: County Clerk/Elections Department, 701 Ocean St., Room 310, Santa Cruz.

Ballot tracking – Voters are encouraged to sign up to track their ballot at WheresMyBallot.sos.ca.gov.

- **Early in-person voting** – Voters can pick up a ballot at the Santa Cruz County Elections Office and Watsonville City Clerk's Office. If the voter has already been mailed a ballot, their first ballot will be voided in the Election Information Management System and a replacement ballot will be issued.

Locations: 701 Ocean St., Room 310, Santa Cruz, and 275 Main St., 4th Floor, Watsonville.

- **Voting locations**

Our office and the Watsonville City Clerk's Office will open as voting locations beginning October 5. We will be open regular business hours until the weekend before the election.

There will be 18 locations open Saturday October 31 to Tuesday, November 3, and one additional location open Monday, November 2 and Tuesday, November 3. Due to the fires in Santa Cruz County, some of these sites may have to be relocated due to fire damage or being used for a shelter or other emergency purpose. Check www.votescount.us for the latest information.

Each location will be open for voting on the following dates and times:

Saturday, October 31, 2020, 9am to 5pm

Sunday, November 1, 2020, 9am to 5pm

Monday, November 2, 2020, 8am to 5pm

Tuesday, November 3, 2020, 7am to 8pm

- Aptos - Temple Beth El, 3055 Porter Gulch Rd.
- Boulder Creek - Boulder Creek Recreation Hall, 13333 Middleton Rd.
- Capitola - New Brighton Middle School, 250 Washburn Ave.
- Felton - San Lorenzo Valley High School, 7105 Highway 9
- Santa Cruz - Santa Cruz County Clerk/Elections, 701 Ocean St., Room 310
- Santa Cruz - Simpkins Swim Center, 979 17th Ave.
- Santa Cruz - Bonny Doon Elementary School, 1492 Pine Flat Rd.
- Santa Cruz - Kaiser Permanente Arena, 140 Front St.
- Santa Cruz - Masonic Center, 828 N. Branciforte Ave.
- Santa Cruz - Natural Bridges School, 255 Swift St.
- Scotts Valley - Scotts Valley Community Center, 360 Kings Village Rd.
- Scotts Valley - SV High School, 555 Glenwood Dr.
- Soquel - Soquel High School, 401 Soquel San Jose Rd.
- Watsonville - Watsonville City Community Room, 250 Main St., 6th Floor
- Watsonville - Pajaro Valley Community Trust, 85 Nielson St.
- Watsonville - La Selva Beach Clubhouse, 314 Estrella Ave.
- Watsonville - Santa Cruz County Fairgrounds, 2601 East Lake Ave.
- Watsonville - Calabasas Elementary School, 202 Calabasas Rd.
- Santa Cruz - UCSC, Merrill Cultural Center, open ONLY Monday, November 2, 2020, 8am to 5pm and Tuesday, November 3, 2020, 7am to 8pm

VoteMobile – stay tuned!

The Santa Cruz County Elections office is also getting a VoteMobile that can travel anywhere in the county where we can get a signal to conduct pop-up voting and ballot return. Locations, dates and times will be posted on the Elections Department's website at www.votescount.us by October 12.

Anyone can observe any procedure at the voting locations (except as to how someone voted). Persons are permitted to observe voting but **MUST NOT INTERFERE** with the duties of the Elections Officers. They may not handle official ballots or intrude upon the voting process.

- **Ballot drop boxes**

There will be 15 drive up or walk up ballot drop boxes will be located at the following locations and available 24/7 until 8pm on Tuesday, November 3:

- Aptos - Public Library, 7695 Soquel Dr.
- Aptos - Polo Grounds, 2255 Huntington Dr.
- Aptos - Cabrillo College by football stadium, 3732 Cabrillo College Dr.
- Ben Lomond - Highlands Park, 8500 Highway 9
- Boulder Creek - Library, 13390 W. Park Ave.: walk up (may need to be relocated due to fire damage)
- Capitola - City Hall, 420 Capitola Ave.
- Capitola - Shopping Mall (near Sears), 1855 41st Ave.
- Felton - Covered Bridge Park, Mt. Hermon/Graham Hill Rd.
- Santa Cruz - County Gov. Center, 701 Ocean St.
- Santa Cruz - Public Library, 212 Church St.
- Santa Cruz - UCSC Quarry Plaza: walk up
- Scotts Valley - City Hall, 1 Civic Center Dr.
- Watsonville - Parking Lot 14, 316 Rodriguez St.
- Watsonville - County Health Center, 1430 Freedom Blvd.
- Watsonville - Corralitos Community Center, 35 Browns Valley Rd.

Teams of two will be assigned to each drop box to empty them daily before November 3, several times on November 3, and be at the box at 8pm on November 3 to securely lock it and empty it of any voted ballots.

- **Election Officer Training Classes** – Classes will primarily be online to allow for safe training. Classes will be posted online at www.votescount.us in mid-October. There will be some in-person training to review voting equipment and a new app program to manage lines and wait times at the voting locations.
- **Election Night Procedures and Ballot Counting** – After polls close at 8pm, results of the ballots received and counted will be released at the office and online at www.votescount.us. Election officials who have worked at the voting locations will bring their voted ballots from the voting locations to the County Government Center. Ballots will continue to be processed and counted until midnight.
 1. 1st Report – will be released by 8:30pm and will include ballots that have been returned and processed prior to Election Day.
 2. 2nd Report – around 11pm will include results from some ballots returned from the voting locations and additional ballots that have been processed and counted.
 3. Final Semi-Official Report – will be released as soon as all voting locations have returned their ballots and they are tallied. Could be 2am or later. There will be a number of outstanding ballots to be counted during the canvass: remaining mailed ballots returned by voters, same day voter registration ballots, damaged ballots, ballots that need to be duplicated, etc. The semi-official results will be available in hardcopy at the office and online at www.votescount.us. Location: County Clerk/Elections Department, 701 Ocean St., Room 310, Santa Cruz.

- **The Official Canvass** will begin Wednesday, November 4. The canvass includes processing all remaining ballots, adding same day voter registrations and processing their ballots, researching any provisional ballots, auditing the polls, and conducting a 1% manual tally of the ballots. A random drawing of the precincts subject to the 1% manual tally will take place at 10am, Thursday, November 5. Location: County Clerk/Elections Department, 701 Ocean St., Room 310, Santa Cruz.
- **Certified Vote.** Pursuant to Elections Code §15375, the elections official shall prepare a certified statement of the results of the election within 28 days of the election which is Tuesday, December 1. Location: County Clerk/Elections Department, 701 Ocean St., Room 310, Santa Cruz.

Observers will be provided with the information they need to participate in these activities. We would appreciate your feedback on processes you observe. We will provide you with a form to provide feedback, or you may provide your own written or verbal feedback.

If you would like to be an election observer, please notify:

- Gail Pellerin at gail.pellerin@santacruzcounty.us, 831-454-2419, or
- Tricia Webber at tricia.webber@santacruzcounty.us, 831-454-2409

Thank you for your interest in safeguarding our electoral system.

Sincerely,

A handwritten signature in cursive script that reads "Gail L. Pellerin".

Gail L. Pellerin
County Clerk