



Board of Elections Operations Center

Board of Elections Space Expansion Request



Summary

- The Board of Elections requests that the BOCC support the recommendation of the manager to lease the 2445 S Alston Avenue property in support of Board of Elections critical operations.
- The Board of Elections continues to pursue additional space to consolidate our warehouse operations into one location to avoid inefficiencies, space constraints, safety/security concerns, and operational error.



How did we compare to other counties?

Durham County Board of Elections Detail as of Assessment (12/20/18):

Total Space Allocation

Office Space: 6,518 FT²

General Services Space: 2,419 FT²

Total Space: 8937 FT²

Registered Voters : 233,248

FT² per Voter: 0.03

Durham County Board of Elections
Detail (As of 4/29/20):

Current FT² per Voter: 0.05

County	Total Space	Registration/ Difference	Space Sufficient	Ft ² per Voter
Durham County	8,937 Ft ²	233,248	No	0.03
Wake County*	76,000 Ft ²	+510,997	Yes	0.1 **
Cumberland	8,400 Ft ²	-11,264	No	0.03
Gaston	9,000 Ft ²	-86,162	Yes	0.06**
Orange	5,103 Ft ²	-117,843	No	0.04**
Union*	7,500 Ft ²	-74,108	No	0.04**
Buncombe*	18,000 Ft ²	-33,361	No	0.09**
New Hanover	9,562 Ft ²	-58,954	No	0.05**

*Denotes a current capital expense plan to address space limitations

** Denotes more space on hand than the Durham County Board of Elections as of study date



Voter Registration Trend Analysis

Durham County Voter Registration Change by Election Cycle

Year	Registered Voters	Year	Registered Voters	Pct. Increase
2010	184,436	2012	213,940	16%
2014	210,517	2016	233,602	11%
2018	233,248	2020	260,887*	11.8%

*Projection

North Carolina Voter Registration Change by Election Cycle

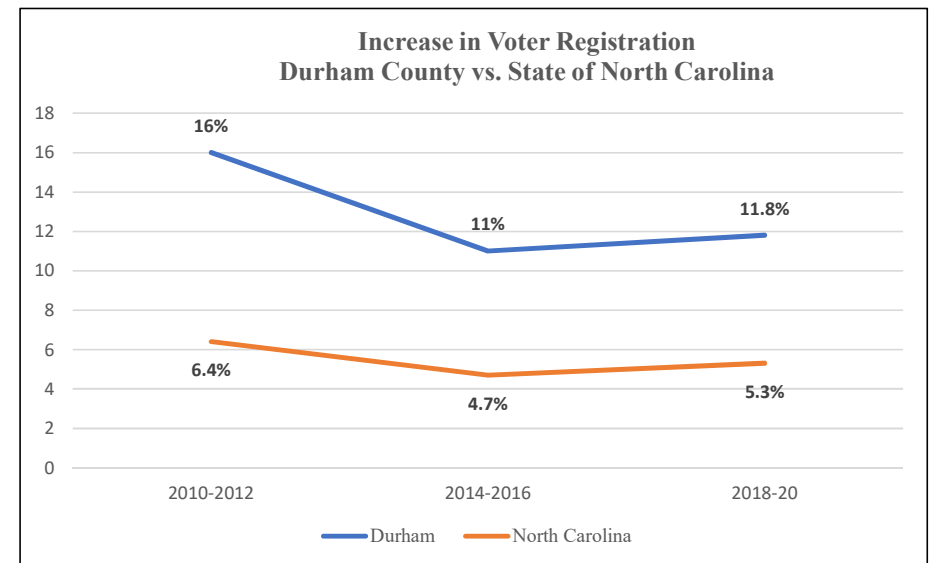
Year	Registered Voters	Year	Registered Voters	Pct. Increase
2010	6,223,318	2012	6,624,136	6.4%
2014	6,631,398	2016	6,944,997	4.7%
2018	7,134,288	2020	7,512,405*	5.3%

*Projection

Precincts Set for Possible Division (Data as of 4/29/2020)

Precinct	# of Registered Voters
05	8614
23	6484
30-1	9579
30-2	7460
33	9626
35.3	9385
38	7480
43	7030
44	6624
54	8186

Voter registration trends will continue to move upward based on historical analysis and projections. An increase in voters requires more resources and subsequently more space.





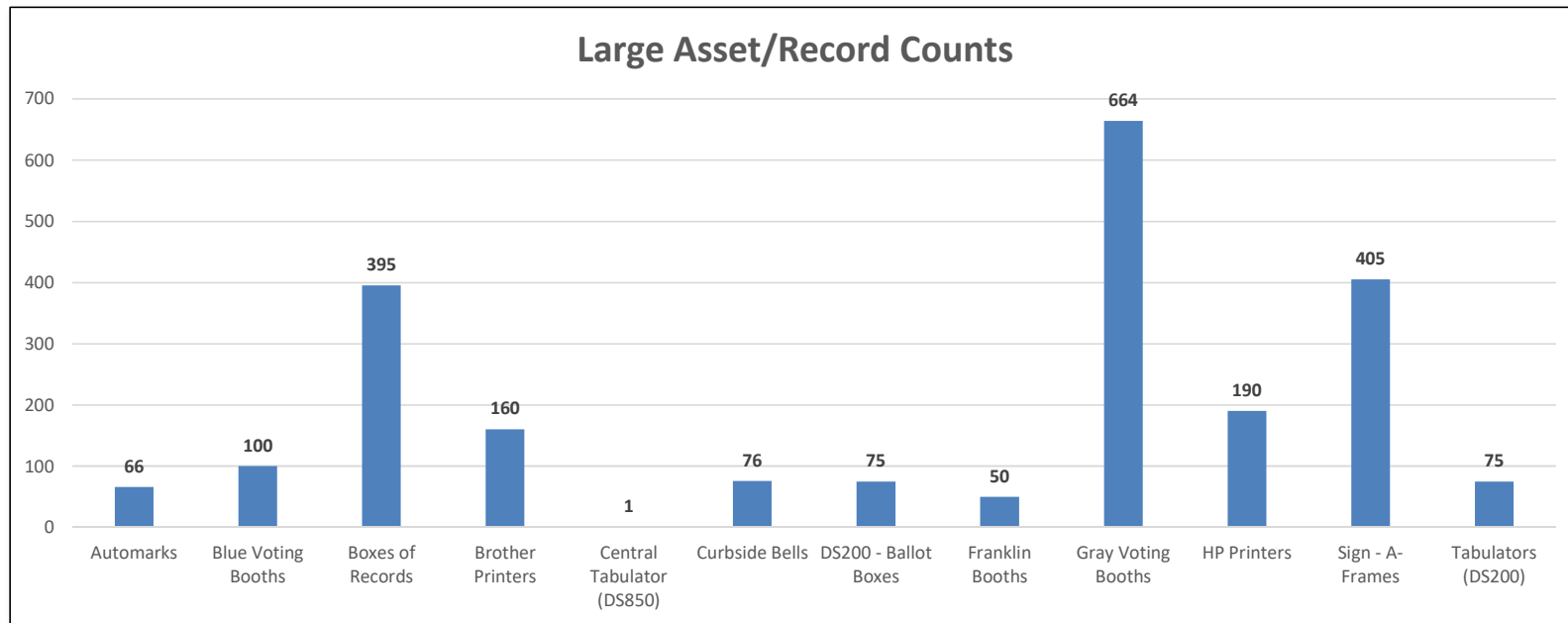
What will this space provide?

- Adequate floor space to conduct major election logistics activities such as L&A testing, Supply Distribution, Election Night Returns, and Chief Judge Pick-Up.
- Increase in space to consolidate all Board of Elections equipment and records into one location. Current configuration requires use of three different locations for these purposes.
- Creates a consistent location for the processing, optical scanning, and counting of ballots.
- Consistent location to conduct training, pending agreement on parking arrangements with facilities directly across the street, for 350-700 precinct officials.
- Provides space for the logistics and systems division of the Board of Elections to be housed full-time at the location.



Current Large Inventory and Records Snapshot

The Board of Elections maintains several large pieces of equipment and election records that consume a considerable amount of space. The proposed space, along with the supplemental caged area, will allow many of the items to be stored in dedicated rooms or racked to provide the Board of Elections with necessary floor space to complete large logistical functions.





Records Retention

The Durham County Board of Elections, under State Board of Elections directive in response to a broad federal subpoena, is required to maintain all election-related records from 2010-2018. Currently, the Board of Elections has election-specific records that go back as far as 2014. There has not been an update from the State Board of Elections as to when these restrictions will be lifted.

With these record holds, retention of day to day records, and records that will be generated in future elections, it is critical that the Board of Elections have adequate space to sequester confidential records in the requested space. The additional 1,924 FT² of caged space that is projected to be available beginning on 7/1/2020, and to which the BOCC is requested to approve the county manager to procure as an amendment to the prospective lease when available, will be utilized for this critical storage.

SBE Numbered Memo Requiring Records Hold

<https://s3.amazonaws.com/dl.ncsbe.gov/sboe/numbermemo/2018/Numbered%20Memo%202018-09.pdf>





Conclusion

The requested space will address the immediate needs of the Board of Elections and will ensure adequate space ahead of an unprecedented election. We are hopeful that eventually the Board will support the purchase of a space that is large enough to manage our current warehouse operations and future growth due to population increase.

The Board of Elections is prepared to work with the county to fund the costs related to the warehouse for the remainder of FY 20 and FY 21 via the utilization of surplus dollars in the current fiscal year. The surplus is attributable to the lack of a second primary, salary lag, and savings from the 2019 Municipal Elections. Our plan beyond the upcoming fiscal year is to make the necessary budget requests to county administration for funding to support the remainder of the contract.



