2020 – 2021
Budget Information
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May 29, 2020

Board of County Commissioners
St. Johns County
500 San Sebastian View
St. Augustine, FL 32084

Dear Commissioners:

In order to fulfill the duties and responsibilities of the office of the Supervisor of Elections, and pursuant to section 129.03(2), Florida Statutes, I respectfully submit the proposed budget for the 2020-2021 fiscal year.

Justifications for the required expenditures for the operation of the Elections Office and for the 2020 General Election are also included.

I look forward to meeting with you to review our budget requirements. Please feel free to contact me should you have any questions.

Sincerely,

Vicky C. Oakes
Supervisor of Elections

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**SOE Office Budget and Justifications – Department 0121**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>0121-51100</td>
<td>Salaries, Fixed – Set by State Law</td>
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<td>0121-51200</td>
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<td>Overtime Employees</td>
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<td>0121-52100</td>
<td>FICA/Medicare Taxes – FICA 6.2%, Medicare 1.45%</td>
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<td>0121-52200</td>
<td>Retirement Contributions – Elected Official 49.92%; Senior Mgmt. 27.77%; Regular Class and Investment Plan 10.15%</td>
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<td>0121-52300</td>
<td>Life &amp; Health Insurance - 12 employees</td>
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<td>0121-52400</td>
<td>Workmen’s Compensation – Percentage of salaries set by law</td>
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<td>0121-53120</td>
<td>Contractual Services – Cybersecurity system monitoring; Disaster recovery site fees</td>
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<td>Travel &amp; Per Diem – Attendance at Division of Elections workshops, FSASE yearly conference, FCEP classes, Election Center classes, various User group meetings and other election related programs; mileage Reimbursement for employees on county business</td>
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<td>0121-54100</td>
<td>Communications – Telephone and internet primary and backup Services; office cell phones</td>
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<td>Lease/Rental of Equipment – Postage meter lease, computer leases, Printer/scanner/fax/copier multifunction device leases</td>
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<td>Insurance – General liability on office and all equipment; coverage On all office vehicles</td>
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<td>Equipment Maintenance – Maintenance on folder and tabber Machines, mail openers and printer/scanner/fax/copier Multi-function devices</td>
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<td>0121-54602</td>
<td>Vehicle Maintenance – Maintenance on all office vehicles</td>
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<tr>
<td>0121-54617</td>
<td>Software Fees – VR Systems license fees, VR interface to GIS system Fees, VR Web Focus, Microsoft license fees, GeoElections, backup Software maintenance fees, all support services, misc. software</td>
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<td>0121-54900</td>
<td>Advertising – Legal advertising for removal of registered voters per Section 98.201, Florida Statutes</td>
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<tr>
<td>0121-55100</td>
<td>Office Supplies – All paper supplies, Voter Information Cards, Educational and informational materials; postage for all list Maintenance, daily voter Card mailings, certified mail, etc.</td>
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<td>0121-55201</td>
<td>Gas, Oil &amp; Lubricant – For office vehicles</td>
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<td>0121-55405</td>
<td>Dues &amp; Memberships – FSASE (2% of SOE Salary) and Election Center</td>
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</table>
## Department 0121 - SOE Budget Expenditure

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Actual Expenditures FY 2019</th>
<th>Adopted Budget FY 2020</th>
<th>Estimated Expenditures FY 2020</th>
<th>Department Requested FY 2021</th>
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<tbody>
<tr>
<td>51100</td>
<td>Salaries, Fixed</td>
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<td><strong>Total</strong></td>
<td><strong>$1,316,075</strong></td>
<td><strong>$1,568,712</strong></td>
<td><strong>$1,568,712</strong></td>
<td><strong>$1,645,875</strong></td>
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</tbody>
</table>

### Departmental Summary:

- **Personnel Services**: $980,896, $1,109,069, $1,109,069, $1,176,194
- **Operating Expenses**: $320,701, $443,857, $443,857, $469,681
- **Capital Improvements**: $14,478, $15,786, $15,786, $0

**Total**: $1,316,075, $1,568,712, $1,568,712, $1,645,875
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>0122-51300</td>
<td>Other Salaries – Part-time Elections staff including Voting Techs, Front Office Staff, Poll Worker Assistant and Vote-By-Mail Staff</td>
<td>$55,000</td>
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<tr>
<td>0122-51301</td>
<td>Poll Worker Salaries – Election Day and Early Voting poll workers For one election</td>
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<tr>
<td>0122-51400</td>
<td>Overtime Employees</td>
<td>$5,000</td>
</tr>
<tr>
<td>0122-52100</td>
<td>FICA/Medicare Taxes – FICA 6.2%, Medicare 1.45%</td>
<td>$23,370</td>
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<tr>
<td>0122-52400</td>
<td>Workmen’s Compensation – Percentage of salaries set by law</td>
<td>$338</td>
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<tr>
<td>0122-53120</td>
<td>Contractual Services – Phone Bank (staffing agency); ES&amp;S Staff Support; ElectionWare and EViD training</td>
<td>$22,750</td>
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<tr>
<td>0122-54000</td>
<td>Travel &amp; Per Diem – Mileage for Voting Technicians</td>
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<tr>
<td>0122-54100</td>
<td>Communications – Cell phones for poll workers at polls, Air Cards for countywide EViD communication and DS200 modems</td>
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<tr>
<td>0122-54113</td>
<td>Transportation Charges – Delivery of voting equipment and election Supplies to all polling locations and early voting sites for one election</td>
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<tr>
<td>0122-54401</td>
<td>Lease/Rental of Building – Rental charges for polling places for One election</td>
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<tr>
<td>0122-54500</td>
<td>Insurance – General liability on voting booths, DS200 tabulators, BOD printers, EViD’s, ADA Express Votes, and DS850 vote-by-mail ballot reader</td>
<td>$16,695</td>
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<tr>
<td>0122-54601</td>
<td>Equipment Maintenance – Annual hardware maintenance on EViD’s, DS200’s, ADA Express Votes and DS850 vote-by-mail ballot reader; Tabulation server hardware maintenance</td>
<td>$55,255</td>
</tr>
<tr>
<td>0122-54617</td>
<td>Software Fees – EViD system license fee, EViD stations software fees; Election Systems and Software Electionware fees, Ballot on Demand Printer software fees; DS200, DS850 and Express Vote fees; annual Software fee for Spanish translation on Express Votes</td>
<td>$61,980</td>
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<tr>
<td>0122-54900</td>
<td>Advertising – Legal and informational advertising required by Florida Statutes (notice of elections, book closing ads, polling locations, Public notice of voting assistance), Voting Information (Early Voting Dates, times and locations) and sample ballots for one election in Both English and Spanish languages</td>
<td>$28,000</td>
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<tr>
<td>0122-55213</td>
<td>Election Supplies – Ballots (test, provisional, sample, vote-by-mail, Early voting, overseas, state write-in, precinct), precinct supplies, Postage for vote-by-mail and sample ballots, and all supplies necessary To conduct one election; all material in English and Spanish languages</td>
<td>$320,000</td>
</tr>
<tr>
<td>0122-56400</td>
<td>Equipment – Final payment on DS850 high speed tabulator</td>
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## Department 0122 - Elections Budget Expenditure

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Actual Expenditures FY 2019</th>
<th>Adopted Budget FY 2020</th>
<th>Estimated Expenditures FY 2020</th>
<th>Department Requested FY 2021</th>
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<tbody>
<tr>
<td>51300</td>
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<td><strong>$708,598</strong></td>
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### Minus Federal Grants:

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<th>FY 2020</th>
<th>FY 2020</th>
<th>FY 2021</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Budget without Grants:</strong></td>
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### Departmental Summary:

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<tr>
<th>Category</th>
<th>FY 2019</th>
<th>FY 2020</th>
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<td>$0</td>
<td>$51,175</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$708,598</strong></td>
<td><strong>$970,157</strong></td>
<td><strong>$970,157</strong></td>
<td><strong>$914,623</strong></td>
</tr>
</tbody>
</table>
Grant Funding

As a cost savings measure, the Supervisor of Elections Office applies for and utilizes state and federal grant funds to offset direct costs to the County at every opportunity. We currently have the following grants:

_Election Security Grant (2020) – Project 1344_
This grant was in the amount of $34,976 with county matching funds of $5,246. This grant will be completed and all funds spent by the end of FY'20.

_POSSIBLE UPCOMING GRANT OPPORTUNITY – The CARES Act of 2020_
The CARES Act provides $400 million to the U.S. Election Assistance Commission (EAC) to make grants to states under Section 101 of the Help America Vote Act (HAVA) to address coronavirus issues related to 2020 federal elections. The purpose of this grant is to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle. If provided, these funds would be spent on activities related to the pandemic in 2020 federal elections.

Florida’s share of this grant is $20,253,853. To date we have only been asked to provide a preliminary assessment of funding needs based on allowable expenses outlined in EAC guidance. Our initial request is for $145,419.56 for these items:

- $100,587.50 – Additional voting equipment, including a high speed vote-by-mail tabulator (DS850)
- $17,568.00 – Cleaning supplies, protective masks and equipment for staff and poll workers during early voting and on election day
- $15,075.00 – Mailings to inform the public on changes or determination of procedures of coronavirus precautions, options in voting, and other voting information
- $8,667.56 – Additional laptops and mobile IT equipment purchased
- $3,521.50 – Printing of additional ballots and envelopes for potential higher levels of vote by mail processes

It is unsure at this time how much, if any, we will receive in time for use in the fall elections. We expect to receive more information on this soon and anticipate being able to at least apply for reimbursement of our expenditures due to COVID-19.
May 15, 2020
(via email)

Mona Harrington,
Acting Executive Director
U.S. Election Assistance Commission
1335 East-West Highway, Suite 4300
Silver Spring, MD 20910

Dear Ms. Harrington:

The purpose of this letter is to certify that the State of Florida will use the funds provided under the Notice of Grant Award, Agreement # FL20101CARES, for activities consistent with the laws described in 52 U.S.C. ss. 20901, 20903-20905 authorized by the U.S. Congress under the Coronavirus Aid, Relief, and Economic Security (CARES) Act (Public Law 116-136).

We further certify that we have reviewed and accept the terms of the award as specified in the Notice of Grant Award. Our UEI number (formerly DUNS) is 360719454 and the signed Certifications are enclosed.

We are requesting the full amount of the award, $20,253,853, at this time. We will use the funds to prevent, prepare for, and respond to coronavirus, domestically or internationally, for the 2020 Federal election cycle.

More specifically, the State will use the funds at the state and local level to offset and to help cover allowable COVID-19 related expenses to be incurred for federal elections in 2020. We are already working closely with our local election officials to preliminarily assess their needs in the upcoming elections to allocate funds in a manner that best serves the individual county’s voter community, ensures the health, safety and well-being of voters and the election workforce including poll workers, and provide for fair, accessible and secure elections. Allowable expenses will include but not be limited to the categories of allowable expenses set forth on the U.S. Elections Assistance...
Cybersecurity

My top priority remains the security and integrity of St. Johns County elections and voter information. Our efforts remain proactive and diligent in working with our state, federal and non-governmental partners in dealing with day-to-day challenges of cybersecurity.

- Grant funding received from the State for original purchases of equipment; in 2018 we received and spent $128,021 in Election Security Grant funds.
- This year we have received $34,876 in Election Security Grant funds and we matched it with $5,246 in county funding.
- County is now responsible for ongoing annual maintenance plus hardware and software upgrades of items purchased in 2019-2020 with grant funds.

Annual goals include:

- Continue funding for Albert Server monitoring service of our networks 24/7/365 by MS-ISAC (the Multi-State Information Sharing and Analysis Center)
- Maintain our partnership with Secretary of State to continue to harden our elections infrastructure and add additional layers of security to our networks
- Expand resources available to Supervisors from state and local entities whenever possible to safeguard our elections against constantly evolving threats
- Perform regular security risk assessments on our systems so adjustments can be made as needed
Supervisor of Elections Overview

The Supervisor of Elections budget varies annually depending upon the number and type of elections, and anticipated voter turnout. This budget contains the 2020 Presidential General Election occurring during a very challenging time. The main items impacting this year’s budget are:

**Presidential General Election**
- We anticipate having approximately 203,000 registered voters eligible voters in November due to continued growth of the county
- High voter turnout 80-85%
  - Additional early voting locations
  - Additional staff & poll workers needed
  - Printing & mailing more ballots
- Largest election ever conducted in St. Johns County’s history

**COVID19 is affecting many aspects of the elections process**
- Voters unable or unwilling to vote in person
- Increased printing and mailing cost of vote-by-mail ballots
- Social distancing will greatly affect the lines at early voting sites and election day precincts
- Expansion of early voting is needed to accommodate anticipated lines

**Bilingual ballots & length of the ballot**
- Ballots are printed in English and Spanish
- Each voter will receive a 2 page ballot due to 6 constitutional amendments

**Growth**
In order to keep up with the demands of growth, the day-to-day operations of the Elections Office must also grow:
- An additional full time staff member is required
- Operating with same number of staff since 2013
  - 153,000 registered voters – Now 200,000+
  - 46 Precincts – Now 48
  - 6 Early voting sites – Now 10
  - Increased inventory of voting equipment
- 12 full time employees
- In preparation for the redistricting process
  - Addition of new precincts
  - Purchase of additional equipment

**Grant Funds not being replaced**
- Sample Ballots – $50,000
- Albert Server – $7,500
- PaloAlto Firewall – $17,500
- ElastiSearch - $6,600
2020 & Beyond – What’s Ahead...

2020 – The U.S. Census is currently in process to count and provide accurate population figures of the people living in the:
- United States
- Florida
- St. Johns County

2021 – The Federal Government will reapportion members of the U.S. Congress

Based on new population figures the Florida Legislature must redraw new District lines
- Congressional Representatives – Number yet to be determined
- Florida Senate – 40 Members
- Florida House of Representatives – 120 Members
- The Board of County Commissioners and School Board are required to redraw their district lines based on new St. Johns County population figures
  - 5 Members Each Board

### SJC BCC & SCHOOL BOARD
DISTRICTS AS OF 5/28/2020

- **Dist 5**
  - 34,155
  - 17%
- **Dist 1**
  - 43,635
  - 22%
- **Dist 2**
  - 35,198
  - 18%
- **Dist 3**
  - 36,404
  - 19%
- **Dist 4**
  - 47,553
  - 24%

2022 – The Supervisor of Elections must create new precincts based on the new districts
- With projected growth, we are anticipating the addition of 10-12 new precincts which will be in place prior to the 2022 elections
- Capital improvement funds will be requested to purchase the additional voting equipment for 10-12 additional precincts (2021-2022)
- The EVID electronic poll books purchased and in use since 2010 will be reaching their end of life in 2020, and will no longer be supported by the vendor. The request for capital improvement funds will include the replacement of the EVIDs.
- Additional warehouse space will be needed to house the additional equipment
Transition to Spanish Language Ballots, Precinct Supplies and Election Materials

During the 2019-2020 budget year, the transition was completed in the Elections Office with all correspondence, voter registration, ballots, election materials and precinct signage available now in both English and Spanish.

While some of these items were one time costs needed to replace precinct signs, materials and election supplies for the voting locations, and providing for all documents at the Elections Office to be translated and produced in Spanish, they do not reflect additional increased costs for each election for such things as:

- Advertising costs have doubled for each election as all required notices must be made in English and Spanish. This includes print and radio ads, social media, and videos produced.
- Ballot printing has doubled in cost: 2 pages per voter for the November election.
- Postage for vote-by-mail and sample ballots increase per voter with additional pages.
- Annual maintenance cost of Spanish language software for voting equipment.
Duties of the Supervisor of Elections

The Supervisor of Elections is the official designated by Florida Law to administer voter registration and elections in St. Johns County. The primary duties of the Supervisor include:

**Voter Registration**
- Register eligible voters and issue voter information cards
- Maintain accurate voter registration rolls by conducting list maintenance
- Removing voters who have moved out of Florida, are deceased, or for any reason are no longer eligible to vote in Florida
- Update voter registration records when a request is received (name, address, party affiliation)
- Maintain and provide registration statistics and demographics

**Elections**
- Ensure the safety and security of our elections
- Conduct federal, state, county, municipal, special district and community development district elections in St. Johns County
- Maintain, program and test voting equipment for elections
- Acquire, equip and staff polling places
- Maintain precinct information, including an accurate street index
- Maintain and provide election results and voting history
- Hire and train poll workers including bilingual workers who speak English and Spanish
- Send notice of election to overseas and military voters prior to each election cycle
- Provide election dates and voting information according to Election Laws in English and in Spanish
- Accept vote-by-mail ballot requests. Send, receive and verify vote-by-mail ballots

**Candidates and Petitions**
- Qualify candidates for county, municipal and special district offices
- Receive candidate campaign finance reports for all candidates and make them available to the public
- Receive annual financial disclosure forms from certain elected/appointed county officials
- Verify petition signatures for initiative petitions and candidate qualifying petitions

**Voter Education**
- Provide voter outreach education and information in English and in Spanish
- Conduct annual voter education programs in all public/private county high schools and nursing/assisted living homes
- Conduct high school student council elections and Sunshine State Young Readers elections in elementary/middle schools
- Publish election and voter information in local media in English and in Spanish
The Florida Voter Registration System (FVRS)

The Department of State (DOS) is responsible for the security and integrity of the Florida Voter Registration System (FVRS). FVRS continues to be upgraded to state-of-the-art hardware, software and firewalls to safeguard voter information and prevent any possible hacking attempts from being successful. Its efforts are working as the FVRS remains secure since 2017. The Albert monitoring system has also been deployed at the state level to assure 24/7/365 coverage by MS-ISAC.

The DOS has also enhanced the security of the Florida Election Watch website to ensure there is no disruption in election night reporting of results as well as strengthening protections of Florida’s online voter registration website.

FVRS serves as the “official” voter registration list for conducting all elections for federal, state and local offices in Florida. FVRS communicates and interacts with each county voter registration system as well as several state and federal agencies in order to maintain a single, uniform, official, centralized, interactive computerized voter registration system.

The Florida Voter Registration System:
- Is administered by the Department of State who delegates voter registration duties and records maintenance activities to the local Supervisor of Elections
- It is each county Supervisor’s responsibility to perform these duties in accordance with state and federal law
- Contains the name and registration information of every registered voter in the state
- Coordinates with other agency databases including: the Dept. of Health, the Clerk of the Circuit Courts, United States Attorney’s Office, Florida Dept. of Law Enforcement, Board of Executive Clemency, Dept. of Corrections, and the Dept. of Highway Safety and Motor Vehicles

The St. Johns County Supervisor of Elections Office is an essential part of FVRS. As a local election official, we are responsible for:
- Acting as the official custodian of voter registration documents at the county level
- Accepting voter registration applications and updating voter information
- Entering new voter registrations
- Scanning documents into the system
- Ensuring that list maintenance duties are conducted in accordance with section 98.065 and 98.075, Florida Statutes
- Mailing voter information cards upon request, following an update of a voter’s information or any time changes are made to precincts or polling locations
- Entering and maintaining requests for vote-by-mail ballots
- Verifying candidate and constitutional amendment petitions
- Entering voter history following each election
Online Voter Registration

Online voter registration is convenient, simple, secure and available 24 hours a day, seven days a week.

RegistertovoteFlorida.gov is mobile friendly and accessible through our website votesjc.com by selecting “Register to Vote.”

To submit a registration online, applicants will need a Florida driver license or State identification (ID) card and the last four digits of their social security number. Once the individual’s identity is verified and the application deemed complete, a voter information card will be issued by the Elections Office.

The online application is not just for new registrations, but also can be used to:
  - Update address including in and out of county address changes
  - Party changes
  - Name changes
  - Request for replacement voter information cards

Voter Registration Services

The Supervisor of Elections Office operates at one facility located at 4455 Avenue A, Suite 101 in St. Augustine. Under current law, voter registration services are also provided for in a number of locations throughout St. Johns County.

Section 97, Florida Statutes designates a number of locations as voter registration agencies where voters may register to vote or make changes to their voter record as needed in person.

These locations include:
- St. Johns County Tax Collector Offices, which issue drivers licenses at Ponte Vedra, Julington Creek, St. Augustine, and DuPont Center
- St. Johns County Public Libraries in St. Augustine, St. Augustine Beach, Bartram Trail, Ponte Vedra, Hastings, and the Southeast Branch Library as well as a bookmobile which travels around the county on a daily basis
- Offices that provide public assistance or serve persons with disabilities include the following:
  - Department of Health
  - Department of Social Services
  - WIC Programs
  - Medicaid
  - Department of Children and Family Services
- Armed forces recruiting offices consisting of four offices within St. Johns County
List Maintenance Activities

Florida has recently joined the Electronic Registration Information Center, or ERIC, a non-profit consortium of member states. ERIC’s mission is to assist states in increasing voter participation and improving the accuracy of America's voter rolls. ERIC is governed and managed by the member states, and was formed in 2012 with assistance from The Pew Charitable Trusts. The Florida Legislature appropriated funding for Florida to join the consortium, and the outreach required within the first year.

Participation in ERIC will assist Florida’s election officials in identifying and conducting outreach to eligible but unregistered voters to encourage them to register to vote. Through this outreach, our state will continue to foster an active and engaged citizenry by encouraging all eligible Floridians to play an active role in our democratic process.

This outreach is in process and the mailings will occur in early September to 1.4 million potential voters in the state. At this time, it is unknown how many notices will be mailed to St. Johns County residents. We expect to receive many new voter registrations from this outreach effort, who will no doubt participate in the November election.

The program will also help the State identify voters who have moved within Florida, voters who have moved out of Florida, voters who have died, and voters with duplicate registrations.

The 30 Current ERIC member states include Alabama, Alaska, Arizona, Colorado, Connecticut, Delaware, Florida, Georgia, Illinois, Iowa, Kentucky, Louisiana, Maryland, Michigan, Minnesota, Missouri, Nevada, New Mexico, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, Texas, Utah, Vermont, Virginia, Washington, West Virginia, and Wisconsin. The District of Columbia is also a member.

Joining ERIC is another tool Supervisors will be able to use to conduct general list maintenance activities under Section 98.065, F.S., and will further assist our efforts as we work to maintain current and accurate voter registration records in order protect the integrity of the electoral process.
Voter Education

Effects from COVID-19 will directly change our voter education and outreach programs this year. With this new challenge, we must be creative and innovative in reaching out to potential and current registered voters to educate them on resources available for the upcoming General Election.

Some tools we must heavily rely upon this year are, as follows:

- Website
- Social media
- Direct mail
  - Sample ballots
  - Notices to voters – polling place change
- Newspaper articles and advertising
  - Community newspapers
- Radio - PSAs
- GTV

Supervisor of Elections Office Web Site – www.votesjc.com

The best voter education tool is our website. It provides access to voter registration and election information 24 hours a day, 7 days a week 365 days a year. Even on holidays, the Elections Office is always open!

With the creation of online voter registration, all of the services offered by our office are now available online. Our website continues to be heavily utilized by voters and is compatible for mobile devices.

Facebook and Twitter are used to distribute information on a regular basis. It is important to be able to provide our resources using social media to follow the trends in technology. It is a very cost effective and great way to distribute information.

Sample Ballots

Sample ballots are also among our tools for providing election information to the registered voters of the county. Every voter eligible to vote in an election is mailed, or e-mailed, their sample ballot unless they receive a vote-by-mail ballot.

Sample ballots provide the following for each voter:

- Vote-by-mail opportunities
- Early voting locations, dates and times
- Location of election day polling places
- Candidates, races and amendments appearing on the ballot

We encourage voters to use their sample ballot to do their research, mark and take to the polls to use as a reference when voting. This can be a real time saver especially when the ballot is long.
**National Voter Registration Day – September 22, 2020**

Every year millions of Americans find themselves unable to vote because they miss a registration deadline, don’t update their registration, or aren’t sure how to register.

National Voter Registration Day exists to make sure everyone has the opportunity to vote. On Tuesday Sept. 22nd, our office will partner with volunteers and organizations from around the county to promote, in a single day, technology and media efforts ahead of the last day to register for the General Election. National Voter Registration Day seeks to create broad awareness of voter registration opportunities to reach local voters who may not register otherwise.

**School Outreach Programs**

*At this time, educational opportunities at local St. Johns County schools this year are unknown.*

Many opportunities are normally available for the Supervisor of Elections and Staff to interact with students at the local level. Our voter education programs provide opportunity for students to:

- Learn about the registration process and importance of voting
- Register to vote
- Participate in an election

Some of the normal opportunities include:

- Annual voter registration programs conducted at all high schools
- Student council elections at middle and high schools
- Sunshine State Young Reader Program Elections
- Middle School Civics Program for 7th graders

As plans for the school year are developed in upcoming months, we will work with our partners at the School Board to participate and provide as many of our programs as possible.

**Community Newspapers**

Local community newspapers provide excellent opportunities to reach residents and voters who do not subscribe to newspapers. Some community newspapers provide local government offices the ability to place monthly articles in their papers at no charge. This is just another tool utilized regularly to keep voters informed during a busy election year.
Voter Registration Statistics

<table>
<thead>
<tr>
<th>Precinct</th>
<th>Place Name</th>
<th>Total</th>
<th>Active</th>
<th>NPA</th>
<th>Other</th>
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</table>

Total: 196,415 Active, 49,630 Inactive
2020 Election Schedule

General Election – November 3, 2020

General Election (F.S. 100.031)
A general election shall be held in each county on the first Tuesday after the first Monday in November of each even numbered year, to choose a successor to each elective federal, state, county, district and local officer whose term will expire before the next general election, and for voting on constitutional amendments.

Municipal Elections
Voters residing within a municipality in St. Johns County are entitled to vote on their City Commissioners. The applicable city races are nonpartisan and appear on all ballots. A separate voter registration is not required. All municipal elections are held in conjunction with the regularly scheduled Primary and General Elections. The municipalities included are the City of St. Augustine and the City of St. Augustine Beach.

Special District Elections
The Independent Special Districts located solely within St. Johns County have also adopted resolutions which provide for the Supervisor of Elections to conduct their elections. Those districts are
- St. Augustine – St. Johns County Airport Authority Board
- St. Johns Soil & Water Conservation District
- Anastasia Mosquito Control District of St. Johns County
- St. Augustine Port, Waterway and Beach Commission
- Municipal Service District of Ponte Vedra Beach

Community Development Districts
Community Development District elections are also conducted by the Elections Office in accordance with Chapter 190, Florida Statutes. A total of twenty (20) CDD elections are currently conducted by the Supervisor of Elections Office.

All Community Development and Special District Elections, with the exception of the Municipal Service District of Ponte Vedra Beach, will appear on the General Election ballot.

Each municipality, special district and community development district is billed for the proportionate share of the cost of their elections. The revenues are deposited into the county general fund.
2020 Offices Scheduled for Election

**Federal**
- President and Vice President
- Representative in Congress, Districts 4 & 6

**State**
- State Attorney – Judicial Circuit 7
- Public Defender – Judicial Circuit 7
- State Senator – District 7
- State Representative – House Districts 17 & 24
- Supreme Court Justices & 5th District Court of Appeals Judges Retention of Judges
- Circuit Judges, 7th Judicial Circuit

**County**
- Clerk of the Circuit Court and Comptroller
- Property Appraiser
- Sheriff
- Supervisor of Elections
- Tax Collector
- County Commissioners – Districts 1, 3 & 5
- School Board Members – Districts 2 & 5

**Special Districts**
- Anastasia Mosquito Control District – Seats 1, 3 & 5
- St. Augustine – St. Johns County Airport Authority – Groups 4 & 5
- St. Johns Soil & Water Conservation District – Groups 3, 4 & 5
- St. Augustine Port, Waterway & Beach Commission – Groups 2 & 4
- Municipal Service District of Ponte Vedra Beach – Seats 2, 4 & 6

**Municipalities**
- City of St. Augustine – Seats 1, 2 & 3/Mayor
- City of St. Augustine Beach – Seats 1 & 2

**Community Development Districts**
- Aberdeen Community Development District – Seats 2 & 4
- Brandy Creek Community Development District – Seats 2 & 4
- Durbin Crossing Community Development District – Seats 2 & 4
- Glen St. Johns Community Development District – Seats 2 & 3
- Heritage Landing Community Development District – Seats 1 & 5
- Heritage Park Community Development District – Seats 2 & 4
- Isles of Bartram Park Community Development District – Seats 3 & 5
- Julington Creek Plantation Community Development District – Seats 2 & 5
- Madeira Community Development District – Seats 4 & 5
- Marshall Creek Community Development District – Seats 4 & 5
General Election Constitutional Amendments

A total of six state constitutional amendments have been scheduled to appear on the November 3rd General Election ballot.

The first four amendments were placed on the ballot by the initiative process. These amendments require a financial impact statement and additional language regarding the positive or negative impact on the state’s budget.

Since all ballot language is required to be in English and Spanish, both languages will make the ballot lengthy. Each amendment will be listed in English first, followed by Spanish, so double the size of each amendment as listed here to estimate the amount of room required on the ballot. As a result, each voter will receive a 2 page ballot for the General Election.

The amendments are as follows:

1. Citizenship Requirement to Vote in Florida Elections

This amendment provides that only United States Citizens who are at least eighteen years of age, a permanent resident of Florida, and registered to vote, as provided by law, shall be qualified to vote in a Florida election.

Because the proposed amendment is not expected to result in any changes to the voter registration process in Florida, it will have no impact on state or local government costs or revenues. Further, it will have no effect on the state’s economy.

ADDITIONAL FINANCIAL IMPACT STATEMENT NOT YET DETERMINED
2. **Raising Florida’s Minimum Wage**

Raises minimum wage to $10.00 per hour effective September 30th, 2021. Each September 30th thereafter, minimum wage shall increase by $1.00 per hour until the minimum wage reaches $15.00 per hour on September 30th, 2026. From that point forward, future minimum wage increases shall revert to being adjusted annually for inflation starting September 30th, 2027.

State and local government costs will increase to comply with the new minimum wage levels. Additional annual wage costs will be approximately $16 million in 2022, increasing to about $540 million in 2027 and thereafter. Government actions to mitigate these costs are unlikely to produce material savings. Other government costs and revenue impacts, both positive and negative, are not quantifiable.

**THIS PROPOSED CONSITUTIONAL AMENDMENT IS ESTIMATED TO HAVE A NET NEGATIVE IMPACT ON THE STATE BUDGET. THIS IMPACT MAY RESULT IN HIGHER TAXES OR A LOSS OF GOVERNMENT SERVICES IN ORDER TO MAINTAIN A BALANCED STATE BUDGET AS REQUIRED BY THE CONSTITUTION.**

3. **All Voters Vote in Primary Elections for State Legislature, Governor, and Cabinet**

Allows all registered voters to vote in primaries for state legislature, governor, and cabinet regardless of political party affiliation. All candidates for an office, including party nominated candidates, appear on the same primary ballot. Two highest vote getters advance to general election. If only two candidates qualify, no primary is held and winner is determined in general election. Candidate’s party affiliation may appear on ballot as provided by law. Effective January 1, 2024.

It is probable that the proposed amendment will result in additional local government costs to conduct elections in Florida. The Financial Impact Estimating Conference projects that the combined costs across counties will range from $5.2 million to $5.8 million for each of the first three election cycles occurring in even-numbered years after the amendment’s effective date, with the costs for each of the intervening years dropping to less than $450,000. With respect to state costs for oversight, the additional costs for administering elections are expected to be minimal. Further, there are no revenues linked to voting in Florida. Since there is no impact on state costs or revenues, there will be no impact on the state’s budget. While the proposed amendment will result in an increase in local expenditures, this change is expected to be below the threshold that would produce a statewide economic impact.

**ADDITIONAL FINANCIAL IMPACT STATEMENT – NOT YET DETERMINED**
4. **Voter Approval of Constitutional Amendments**

Requires all proposed amendments or revisions to the state constitution to be approved by the voters in two elections, instead of one, in order to take effect. The proposal applies the current thresholds for passage to each of the two elections.

It is probable that the proposed amendment will result in additional state and local government costs to conduct elections in Florida. Overall, these costs will vary from election cycle to election cycle depending on the unique circumstances of each ballot and cannot be estimated at this time. The key factors determining cost include the number of amendments appearing for the second time on each ballot and the length of those amendments. Since the maximum state cost is likely less than $1 million per cycle but the impact cannot be discretely quantified, the change to the state’s budget is unknown. Similarly, the economic impact cannot be modelled, although the spending increase is expected to be below the threshold that would produce a statewide economic impact. Because there are no revenues linked to voting in Florida, there will be no impact on government taxes or fees.

**THIS PROPOSED CONSTITUTIONAL AMENDMENT IS ESTIMATED TO HAVE A NET NEGATIVE IMPACT ON THE STATE BUDGET. THIS IMPACT MAY RESULT IN HIGHER TAXES OR A LOSS OF GOVERNMENT SERVICES IN ORDER TO MAINTAIN A BALANCED STATE BUDGET AS REQUIRED BY THE CONSTITUTION.**

5. **Limitations on Homestead Property Tax Assessments: Increased Portability Period to Transfer Accrued Benefit**

Proposing an amendment to the State Constitution, effective date January 1, 2021, to increase, from 2 years to 3 years, the period of time during which accrued Save-Our-Homes benefits may be transferred from a prior homestead to a new homestead.


Provides that the homestead property tax discount for certain veterans with permanent combat-related disabilities carries over to such veteran’s surviving spouse who holds legal or beneficial title to, and who permanently resides on, the homestead property, until he or she remarries or sells or otherwise disposes of the property. The discount may be transferred to a new homestead property of the surviving spouse under certain conditions. The amendment takes effect January 1, 2021.

**Financial Impact Statements are not required on Numbers 5 & 6 since they were placed on the ballot by the Florida Legislature.**
Voting Trends

Voting Trends are constantly changing and this year is no different. COVID-19 will greatly affect voting patterns this year as we see the emphasis shifting to voting by mail.

Previous voting trends will hold true as many voters will continue to cast their ballots ahead of election day. Voters increasingly want the freedom to choose when, where and how they cast their ballot, regardless of the circumstances.

We expect the trend to increase for voting by mail and early voting in the General Election.

The following charts show voting trends and voter turnout in St. Johns County elections:
**Vote-By-Mail**

An increase in the number of vote-by-mail request for the fall elections has already begun. Currently 33,000 voters have requested ballots for the November election. Many voters are no longer willing or able to vote in person due to COVID19.

Under current law, any registered voter may request a ballot and vote-by-mail. If a voter wants to vote-by-mail, all they have to do is ask. Voting from the comfort of your home is a safe, simple, convenient way to cast your ballot.

Projections are that vote-by-mail will double from our normal capacity. The November ballot is lengthy due to being printed in English and Spanish, and the number of constitutional amendments. With a 2 page ballot, the printing cost will double. Additional cost will also be incurred due to the additional postage costs.

The Elections Office will be promoting vote-by-mail this year for the following reasons:
- COVID19 – voter’s safety
- Reduction of lines at the polls created by:
  - Social distancing
  - 2 page ballot

An estimated 65,000 voters will cast vote-by-mail ballots during the General Election at a cost of:

$2.47 cents per voter = $160,550

A vote-by-mail ballot mailed to every registered voter in St. Johns County would cost approximately:

203,000 voters x $2.47 = $501,410*

*This has NOT been budgeted but is for your information only to show the costs.

In order to encourage voters to return their vote-by-mail ballots, the above cost includes prepaid postage for voters to return their ballots to the Elections Office.

All mail ballots must be returned to the Elections Office by 7 PM on Election Day in order to be counted. Several convenient options are available for voters to return their ballots:
- Mailed to the Elections Office-postage prepaid
- Red drop boxes are available at all early voting sites during regular voting hours
- A secure drop box in the front of the office provides for a location where a voted ballot can be dropped off 24/7
Social Distancing Guidelines - The Big Picture When Voting In Person

Number one goal: provide for the safety of our workers and voters during the voting process

Social distancing guidelines most likely will be in effect for the General Election

Supplies needed for all voting locations
- Masks for workers
- Gloves
- Hand sanitizer
- Disinfecting wipes

Effects we will see at in person voting locations
- Poll workers: maintaining a safe distance between them while they work
- Only so many people allowed inside a location at a time, limiting the number of workers and voters
- Voters: waiting in line to cast their ballot
- Lines will have to be outside voting locations

All 67 SOEs collectively have requested assistance from Gov. DeSantis on flexibility for the fall elections and our voting processes. To date, we have not received a response on our request so we move forward under current laws in place. If he does grant us the flexibility we are requesting, we may be able to add additional early voting locations not currently provided for in law.
Early Voting

Due to the anticipated voter turnout in the Presidential General Election, an expansion of early voting is being planned. Expanding the locations, dates and hours of early voting will help with the challenges we face this year. Adding additional locations is an important factor in managing the lines that will be created as a result of social distancing and each voter having a 2 page ballot.

Goals for the General Election:

- Secure 10 early voting locations
- Sites must be geographically located throughout the county to provide all voters in the county an equal opportunity to cast a ballot insofar as is practicable
- 13 days of early voting: 8 AM – 6 PM daily at all locations

Regular 6 Early voting sites are currently under review:

- Supervisor of Elections Office
- Ponte Vedra Branch Library
- Southeast Branch Library
- Hastings Branch Library
- St. Augustine Beach City Hall
- Julington Creek Annex

Possible County facilities that may be used as early voting sites:

- Ponte Vedra Concert Hall
- St. Johns County Convention Center
- Trout Creek Senior Center
- Solomon Calhoun Community Center

Other Considerations

- County or government-owned facilities must be used
- One wildcard* – any facility other than a county owned facility
- No county facilities available in the highest population areas where locations are needed
  - Nocatee
  - 210 – I-95 Corridor
  - Durbin Park area
- Difficult to find locations that have large enough space and will allow us to use the facility for 15-20 days
- Churches – election day polling places are a possibility
  - Problem is Sunday services
Voting at the Polls on Election Day

Some voters still prefer to vote in the traditional way and cast their ballot at their polling place on Election Day. Polls are open 7 AM – 7 PM. Based on residence addresses, voters are required to vote at their assigned polling location on Election Day.

St. Johns County has 48 precincts and opens 40 polling places on Election Day.

All 40 Election Day polling locations are currently under review.

Same considerations are being reviewed as early voting sites:
- Room size
- Capacity of workers and voters
- Possible consolidation with nearby precincts

Final Outcome:
- All review and polling place changes will be completed prior to the August 18th Primary Election
- Changes will be announced and advertised prior to the Primary Election
- Posted to website and at the Elections Office
- Any polling place changes will be effective for both the Primary and General Elections

Along with the advertising done prior to an election, voters receive multiple notices of polling place changes prior to an election.
- A new voter information card is mailed to each voter, notifying them their polling place has been changed
- Sample ballot: Election day polling locations are listed and highlighted in RED print
- Post card reminder mailed to voters a few days before the election to remind them their election day polling place has been changed
- Voters can look up voting locations on their mobile devices by visiting our website
- Signage is placed at the old precinct to direct voters to the new location on election day
Elections Staffing

The day-to-day operations of the Supervisor of Elections Office differs from the work load brought on by an election. We transition from a staff of 12 full time employees to a staff of approximately 440 employees who are required to conduct a successful election.

To complete our work force, we rely on:
- Part-time, temporary employees
- Poll workers
- Contractual workers
- Volunteers

Outsourcing a portion of the extra work that accompanies an election has greatly improved the efficiency of the Office and allows for the best use of our resources.

Poll Workers

We have great elections in St. Johns County because of dedicated individuals who serve their community proudly as poll workers. They are the Gatekeepers of Democracy. It takes many hands to see that each and every voter is afforded the opportunity to cast their ballot. For the upcoming General Election we will hire and train approximately 404 poll workers.

Poll workers are temporary employees of the Supervisor of Elections hired to work at voting locations during Early Voting and on Election Day. Based on skills and experience, poll workers are assigned to one of the following positions:

- Clerk
- Assistant Clerk
- Inspector
- Equipment Inspector
- Poll Deputy

Training Classes

Florida Statutes require all poll workers to attend mandatory training sessions for each election cycle. Sensitivity and conflict resolution is mandatory and included during each election cycle. Additional training will now be required for the workers regarding Spanish language assistance, ballots and materials that will now be available at all voting locations.
Voting Equipment

With the continued growth in St. Johns county and increased number of registered voters, our inventory of voting equipment must expand in order to meet the needs of the rise in our voter base. Adding precincts and early voting sites has also required additional equipment purchases.

Since 2013, here is how our inventory of voting equipment has increased due to upgrading equipment, addition of precincts and early voting sites, and an increase in vote by mail ballots:

- DS200s +15
- Express Votes +49
- DS850s +1 = 3
- Ballot on demand printers +30
- EVIDS- electronic poll books +20

Regardless of whether you vote by mail or vote in person, Florida voters cast their ballots using the safest system that exist: A paper ballot!

St. Johns County voters have been voting on paper ballots since 1994, and all of Florida transitioned to paper ballots in 2008.

**DS200**

The ES&S DS200 is a precinct-based, voter-activated paper ballot tabulator that is used at all early voting sites and all polling locations on election day.

Voters mark their paper ballot by filling in the oval to the left of their choices and inserting their ballot into the DS200 for tabulation. If a voter marks their ballot incorrectly, the DS200 notifies the voter by displaying the error on the screen, allowing the voter the option of casting their ballot with errors or returning it to the voter for correction. The voter can spoil their ballot by surrendering it to the poll worker. The poll worker will then issue a second ballot to the voter. After the new ballot is voted, it will then be reinserted into the DS200 by the voter for tabulation.

The DS200 has dual language capabilities. Voters may simply choose their language preference: English or Spanish. The selections are very simple and user friendly, and allows poll workers assisting a voter to change the language as needed.
**ADA Voting Equipment**

Federal and state requirements that meet ADA guidelines for persons with disabilities require that voting systems allow the same opportunity for all voters at every voting location. The ExpressVote allows blind and visually impaired voters to vote privately. Persons who are visually impaired may instead access the system’s audio feature. Once a voter has selected their choices, the ExpressVote prints an abbreviated paper ballot that the voter will insert into a DS200 for tabulation. Recently, a law change now allows any voter the opportunity to cast their ballot using the ExpressVote.

The ExpressVote also has dual language capabilities. Voters may simply choose their language preference: English or Spanish. The selections are very simple and user friendly, and allows poll workers assisting a voter to change the language as needed. Audio files are available for reading a ballot to a voter in both English and Spanish.

**Ballot on Demand Printers**

The use of ballot on demand printers has proven to be cost effective, and allows the greatest flexibility for providing ballots to voters during early voting, and at precincts on Election Day. The system’s ease of use, flexibility and durability make it an effective solution for printing test ballots, over the counter vote-by-mail ballots and early voting ballots.

**DS850-High Speed Vote-By-Mail Ballot Tabulator**

The high speed vote-by-mail ballot reader completes the suite of tabulation equipment. The ES&S DS850 high-speed, digital scan ballot tabulator has a processing rate of up to 300 ballots per minute and uses cameras and imaging algorithms to image the front and back of a ballot in a single pass and then evaluate the results that allow for the near continuous scanning of ballots.

An additional DS850 was purchased during the current FY’20 due to the anticipated increase in vote-by-mail ballots for the Presidential General Election. We were able to spread the purchase price over two years, paying half this fiscal year and the remaining portion in FY’21. The purchase was made prior to the COVID-19 issue arising, but it has proven to be a very wise decision as it will be greatly needed in November.
Electronic Voter Identification System (EViDs)

It is very important that voters have confidence in our processes. We must ensure that all elections are conducted transparently, efficiently and administered fairly.

The EViDs are one of the best tools we have to combat voter fraud. When a voter checks in, their voting history is updated throughout the county’s system, which prevents a voter from voting twice.

EViDs (electronic poll books) allow us to manage and deliver successful elections by streamlining the voter check-in process at all voting locations. During early voting and election day operations, each EVID station communicates securely with elections headquarters to maintain up-to-the-minute accuracy on its voter file.

Features of the EViDs include:

- Rapid voter check-in and processing
- Access to voter database assures that only valid registered voters are eligible to cast a ballot and have it counted
- Voters who move and have not updated their address can have their address updated quickly and vote a regular ballot
- The EViD provides the correct location and prints driving instructions for a voter who checks in at the wrong precinct on election day
- Voters whose registration is questionable must vote a provisional ballot
- The number of voters checking in at each voting location is updated in almost real time allowing for information to be available via our website as to voter turnout by day and location
How Do We Know Our Voting System is Secure?

1. Our state certified voting equipment is tested before each election with a public logic and accuracy test to verify the tabulators are counting votes accurately.

2. The ballots and voting equipment are stored in a secure area in the Elections Office Warehouse with restricted key card access. Only authorized personnel are permitted to enter the area. During voting, our tabulators are kept in plain sight, secured with seals to prohibit tampering.

3. A stand-alone server, not connected to the internet, is used to program the election and tabulate the results.

4. A separate communication server on a private network, not connected to the internet, receives encrypted electronic election results from each precinct on election night when the polls close.

5. Electronic results from each tabulator are backed up by paper results tapes that are posted on the doors of each polling place election night and an additional tape is brought to the Elections Office.

6. An audit is performed on the paper results tape and electronic results received from each precinct to assure all voted ballots are accounted for and all results have been recorded correctly.

7. Election results are verified with a manual audit conducted after each election. A randomly selected race and precinct are hand-counted to verify the total matches the tabulated results.

8. Paper ballots are retained for 22 months and can be re-tabulated if there is ever a question about results.

Elections are conducted on a local level in all 67 counties in Florida. Safeguards are established in law. Elections office staff and poll workers belong to different political parties and have diverse backgrounds. It would be impossible to engineer this complex system to benefit a specific candidate or party.

Sadly, there is an unwarranted sense of fear among some of our citizens - that is as dangerous to our democracy as a compromised election. I have total confidence in our voting system and our processes, and you can too. Our elections are safe and secure!