



Office of the Clerk & Recorder  
Wellington E. Webb Municipal Building  
201 West Colfax Ave., Dept. 101  
Denver, CO 80202

**Denver Clerk & Recorder's Office/Public Forum Meeting**  
**Wellington E. Webb Building, 4<sup>th</sup> floor**  
**201 West Colfax Avenue, Room 4G2**  
**Tuesday, September 25, 2007**  
**5:30 p.m.**

**Attendees:** Stephanie O'Malley, Clerk & Recorder  
Michael Scarpello, Director of Elections  
Matt Crane, Operations Supervisor/Elections Division  
Sandra Shreve, League of Women Voters  
Alton Dillard, Elections Staff

**I. Call to Order** - Clerk & Recorder Stephanie O'Malley calls the meeting to order at 5:30 p.m. O'Malley comments that this Public Forum serves to update the viewing public from a month ago regarding issues, concerns, and comments to matters conducted within the Office of the Clerk & Recorder and, extends an invite to all interested in attending the Public Forum, in order to share inquiries with us. We try to respond to all inquiries in all Divisions of the Office of the Clerk & Recorder.

**A. Approval of Minutes** - Minutes of August 28, 2007; O'Malley acknowledges the presence of Michael Scarpello, Director of Elections, Matt Crane, Operations Supervisor and Alton Dillard, Member of the Communications Staff. Seeing no additions, deletions, or revisions to the minutes, Clerk & Recorder O'Malley accepts the minutes.

**B. Elections Division Revenue Report** - Scarpello reports \$248 consisting of \$39 for certificates, \$5 for maps, \$200 for standard reports and \$4 for petitions for a year-to-date total revenue of \$223,141.21.

**II. Old Business**

**A. Elections Division Reports**

1. Crane reports that the November 2006 mail ballot election consisted of a mailing only to active, registered voters and mentions that if anyone is unsure of their registration status they should call the office directly at 720.913.8683. He goes on to report that 160,000 inactive confirmation cards were sent out and electors can detach the bottom portion of the card and send to the main office. He goes on to report the following critical dates:
  - Tuesday, October 9 – close of registration
  - Ballots hit the general mail facility on Friday, October 12
  - Ballots begin arriving to households on Saturday, October 13
  - Ballots will be mailed through October 22

- There will be 10 days to mail ballots
- Public logic and accuracy test will be conducted Wednesday, Oct. 17, 9 a.m.

Crane clarifies that this is where we test our voting systems and canvass board members vote paper ballots then vote on the voting machine, and we count the paper and the machine ballots and make sure they match.

- Ballots can be dropped at the Elections Division Office once voted
- October 29, 10 a.m. to 7 p.m. Satellite locations open and will be open through November 5, 10 a.m. to 7 p.m.
- Drop-off locations will be open 7 a.m. to 7 p.m. on Election Day
- No drop-offs will be open on the weekend
- Voted ballots must be delivered to our office by 7 p.m. on Election Day
- 2 Edge Machines will be available for Voters with Disabilities at the Elections Division Office on Election Day

#### **B. Elections Advisory Committee Meetings Update**

Clerk & Recorder O'Malley provides an update on the Elections Advisory, explaining that 3 Tuesdays ago the Model Elections Advisory Meetings were convened. The Advisory will make its recommendation on the type of election for the Primary and General Elections of 2008. She further explains that the group began with provision of cursory information in the first 2 sessions, in the spirit of providing education on the history of Denver related to elections experiences. This also included legislation that drives conduct of elections. The third meeting related to potential sites in 2008 and the next meeting will be held Tuesday, October 2, 2007. O'Malley states that there is opportunity for public comment and that there will be discussion about types of voting systems. She goes on to say that the fifth meeting will involve collaborative discussion and perhaps a recommendation. At today's Advisory Meeting the question was raised as to whether the scheduled number of meetings will provide adequate time for decision-making and there was discussion about additional sessions, if needed, to accommodate the decision-making. Clerk & Recorder O'Malley has enjoyed the comment and discussion and, thanks those members for taking time out of their busy schedules to attend the meetings. She also acknowledges the work of the Elections Staff in compiling information to conduct these dialogues. She concludes her report stating that this is a difficult decision around the discussion and, that substantive and objective pieces are needed to move towards the decision-making.

#### **C. Clerk, Public Trustee, Recording Reports**

Clerk & Recorder O'Malley reports that the Clerk's Office is trying to determine something around process stating that there is a substantial amount of paper and, this involves a huge consideration that needs to be looked at in an introspective fashion. The office is entertaining the opportunity with 2 title companies, in the recording division, to come on to an e-recording platform versus paper reporting. One title company proposed scope of services and she is currently waiting on a proposal from the second company. She goes on to explain that a request has been made to Technology Services on one of the companies in consideration of getting these 2 e-companies up and onboard.

O'Malley goes on to report that managers from the various departments met for a retreat to define mission, goals, and establishing a myriad of issues pertinent to defining mission, goals and steps to attain/achieve those goals. Decision was made to step back and to come up with some hard and fast deadlines from the deputy's desk. She explains that this involved a personnel related discussion, to shore up the foundation of the departments, get together more on policies/procedures, in order to help our internal and external customers. They also discussed off-line and on-line shoring up of the website and shoring up of communications. There were a number of things that speak to getting the work done.

O'Malley also reported that there was a protest in the Clerk & Recorder's Office. It was peaceful and with minimal disruption. She goes on to report that the office abided by the law and did not provide the marriage license that was requested in this particular instance.

O'Malley reports that she had the opportunity to sit on a panel for Council President Michael Hancock's Economic Summit and she chaired a panel on foreclosures; there were 2 other members; foreclosures will continue to be important to the Clerk & Recorder's Office, to the Public Trustee and in pushing information out to those affected. The room was packed and it points to folks wanting to know about the processes and why fees are exorbitant in some parts of the city and not in others. Representatives from nonprofits provided information as to where to go to get help. A representative of Fannie Mae provided significant information on how not to get into bad predicaments and, once having done so, how to get out. O'Malley comments that this issue is not going to go away anytime soon.

### **III. New Business**

**A. Update on Budget** – Director of Elections Scarpello reports that he has been in the office for over a month and that the office has been busy with a lot of projects simultaneously. In addition, he reports that the office has been working on the budget with the Mayor's Office and the Elections Division budget is 4.8 million overall. He goes on to explain that the base budget only includes those expenses that will be expended over a normal year to conduct the 2008 elections and that once the Advisory makes a recommendation on the model, that he will then have to go to the City Council to request a supplemental for more equipment. Scarpello goes on to report that the Tabor Notice was completed and that it will hit every household with an active, registered voter on October 5<sup>th</sup> and after. He goes on to say that we are just working on a lot of reorganization, bringing on a new Deputy Director and, hiring more staff in the coming weeks.

**IV. Announcements** – Clerk & Recorder O'Malley called for comment and seeing none adjourned the meeting at 5:49 p.m.

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Stephanie Y. O'Malley, Clerk & Recorder

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Attest

Date