ELECTIONS DIVISION

2008: A Significant Year

The division conducted a highly successful November 2008 election for the citizens of Denver under close public scrutiny, following a year-long planning effort.

Additional achievements included:
- Implemented strategic plan to retool the division's organizational structure, staff responsibilities, records management and business processes.
- Implemented new voting model based on maximum voter convenience.
- Recruited and trained 2,000 election poll workers to assist voters at 185 polling places; designed new poll worker training including hands-on practice.
- Developed new ballot processing procedures and purchased additional equipment, allowing Denver to be the first large county in the metro area to finish ballot counting on election night.
- Moved to a new facility providing increased access for the public and staff.
- Reinstituted a Spanish language advisory group (ACCESO) for outreach to Spanish speaking voters.

The new voting model, adopted in January 2008 after extensive research and discussion with a citizens' advisory panel, offered voters three different ways to vote: by mail, at 13 early voting locations across the city or on Election Day at assigned precinct polling places.

Voting was by paper ballot, with each voting site offering an electronic voting machine to be in compliance with federal law. This model resulted in substantial cost savings for the city in comparison to all other voting models studied.

- Planned & executed a major public education campaign for Elections, including:
  - Voter registration brochure (English & Spanish versions)
  - Brochure on 2008 vote model (English & Spanish versions)
  - Bus ads and Spanish language radio ads
  - Redesign and re-launch of Elections websites (English and Spanish)
  - Design and production of informational mailings to voters
  - Poll worker recruitment marketing materials
- Created brochure for Public Trustee, explaining foreclosure process to homeowners (English & Spanish versions)

Marriage licenses and the domestic partnership registry are administered by the City Clerk Division. It also oversees and maintains campaign finance reports, lobbyist and bidder disclosure records, and city officer and employee disclosure records. It publishes City Council ordinances and resolutions, and maintains city records including all City Council proceedings and ordinances, rules and regulations, bonds and permits, contracts and official appointments.

The City Clerk also publishes updated versions of the City Charter and the Denver Revised Municipal Code.

CITY CLERK DIVISION

2008 Statistics

<table>
<thead>
<tr>
<th>Category</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marriage licenses issued</td>
<td>4,865</td>
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<tr>
<td>Marriage certificates recorded</td>
<td>4,580</td>
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<tr>
<td>Domestic partnership registrations</td>
<td>151</td>
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<td>City contracts completed</td>
<td>1,968</td>
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<tr>
<td>Campaign finance reports filed</td>
<td>38</td>
</tr>
<tr>
<td>Lobbyist registrations (individuals and organizations)</td>
<td>53</td>
</tr>
<tr>
<td>Ordinances and resolutions processed</td>
<td>941</td>
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Communications Division

The reorganization of the Clerk and Recorder's office included creation of a communications unit at the start of 2008 to ensure that the citizens of Denver would receive timely and user-friendly information, particularly with regard to elections.

Communications also handles media relations and community relations, and serves as liaison for candidates and campaigns, elected officials and other government agencies.

In 2008, the new Communications Division:
- Planned & executed a major public education campaign for Elections, including:
  - Voter registration brochure (English & Spanish versions)
  - Brochure on 2008 vote model (English & Spanish versions)
  - Bus ads and Spanish language radio ads
  - Redesign and re-launch of Elections websites (English and Spanish)
  - Design and production of informational mailings to voters
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- Created brochure for Public Trustee, explaining foreclosure process to homeowners (English & Spanish versions)

Office of the Clerk and Recorder
City and County of Denver

Stephanie Y. O’Malley
Clerk and Recorder

The mission of the Office of the Clerk and Recorder is to efficiently and kindly respond to each customer who has cause to interact with the department for any purpose, diligently abide by mandates prescribed by federal, state and local laws and rules; and effectively and efficiently plan, prepare, and execute all steps necessary to fairly afford the voting public its right to enfranchisement.
2008 Budget & Revenue

<table>
<thead>
<tr>
<th>Description</th>
<th>2008 Actual</th>
<th>2008 Projected</th>
<th>2008 Budget</th>
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<tbody>
<tr>
<td>Revenues</td>
<td>$5,991,000</td>
<td>$6,991,000</td>
<td>$6,950,580</td>
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<td>Expenditures</td>
<td>$5,247,367</td>
<td>$6,657,689</td>
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<td>Summary</td>
<td>$743,633</td>
<td>$1,333,311</td>
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</table>

2008 Statistics

- Foreclosure filings: 6,145
- Foreclosure cures: 990
- Foreclosure withdrawals: 1,956
- Foreclosure redemptions: 81
- Properties auctioned: 4,362
- Deed of Trust Releases: 31,047

Public Trustee Division

The Public Trustee Division administers all foreclosure filings in the City and County of Denver. This includes the processing of all foreclosure cures, redemptions, withdrawals and sales. The Public Trustee conducts a weekly foreclosure auction on Thursdays, to which the public is invited. This office also processes Releases of Deeds of Trust and accepts payments on installment land contracts.

Records Division

All requests for Clerk and Recorder records go through the Records Division. This division researches, copies and verifies documents in response to customer requests and performs quality control for all documents submitted. It also oversees the storage and retention of all documents in the custody of the Clerk and Recorder. This is approximately 16.9 million records, some of which date back to 1859.

Recording Division

Recording is responsible for scanning, indexing and quality assurance all documents presented to the Clerk and Recorder for recording. This small division processes a phenomenal number of documents every year. In addition to the paper documents received, the division also records a growing number of electronically submitted documents.