



SUPERVISOR OF ELECTIONS
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Broward Governmental Center • 115 South Andrews Avenue, Room 102 • Fort Lauderdale, Florida 33301 • 954-712-1951

April 30, 2020

Norman S. J. Foster, Director
Broward County Office of Management & Budget
115 S. Andrews Avenue
Fort Lauderdale, FL 33301

Dear Mr. Foster:

This is a supplement to the April 10, 2020 request to amend the FY 19-20 Supervisor of Elections Budget (See Attached). There is now the benefit of some additional clarity regarding the potential distribution of CARES Act monies, making this supplement ripe and appropriate.

The supplemental request involves: 1) tabulating the increased volume of Vote-by-Mail ballots in August and November, and 2) providing essential sanitary supplies for August in-person voting. This same request appears in the FY 20-21 Budget request.

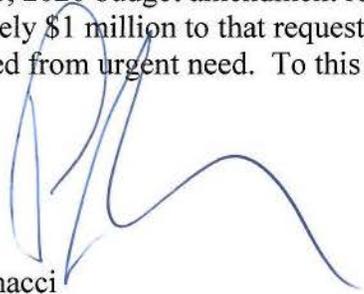
Firstly, upon reflection and after discussion with similarly situated Supervisors of Elections, a considerable vulnerability exists in our capacity to receive and process Vote-by-Mail ballots in the run up to the November Election in particular. If reasonable estimates hold, Broward voters are likely to more than double their return Vote-by-Mail ballots in comparison to the 2016 & 2018 General Elections. A ballot sorter machine (manufactured by Pitney Bowes successor) is needed to process to verification incoming ballots prior to tabulation. Prudence counsels obtaining additional sorter capacity as these systems experience brief, but frequent outages, posing unacceptable risk of time sensitive obstruction to vote tabulating and reporting on Election night.

Secondly, despite Vote-by-Mail ballot increases, in-person voting early and on election day is required by law. In light of Coronavirus, Supervisors around the state took modest steps during the March 2020 Presidential Preference Primary to protect the health of pollworkers and voters. However, after the loss of life and other health care impacts this county has experienced, for the time being voters have a founded expectation that government will deploy basic virus preventive measures in public places. Accordingly, two types of masks, and extensive cleaning supplies for 577 precincts and 22 Early Voting locations are essential. Further, School Board staff has informed that thorough post-election cleaning of each of the 100+ school-located precincts will be required. Other public and private precinct hosts must be offered the same service in order to maintain access to current in-person voting locations.

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I very much appreciate your recommending the reservation and transfer of \$1.3 million in light of the April 10, 2020 budget amendment request (See Attached). Since this supplement adds approximately \$1 million to that request, you and I should further discuss this matter in toto to identify need from urgent need. To this end, I'll seek out some of your time tomorrow.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Peter Antonacci', with a long, sweeping tail extending to the right.

Peter Antonacci
Supervisor of Elections

Broward County Supervisor of Elections
Supplemental Request to Support the August 2020 Election

Capital requests:

100 Ballot on Demand Systems	\$	374,000
Equipment Inventory System	\$	260,000
50 Rolling Cages for Vote-by-Mail Ballots	\$	30,000
2 Ballot Counters	\$	22,000
Total	\$	<u>686,000</u>

Other requests:

VBM Return Postage	\$	200,000
VBM Request Mailer	\$	350,000
Staff Additions	\$	80,000
HAVA Security Match	\$	6,700
Total	\$	<u>636,700</u>

Supplemental requests:

Vote-by-Mail Machine Purchase, Construction, and Power & Data Upgrade	\$	775,000
Face Shields & Masks	\$	115,000
Post Election Polling Place Cleaning	\$	65,000
Sanitary Supplies	\$	50,000
Total	\$	<u>1,005,000</u>

Total	\$	<u><u>2,327,700</u></u>
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April 10, 2020

Norman S. J. Foster, Director
Broward County Office of Management & Budget
115 S. Andrews Avenue
Fort Lauderdale, FL 33301

Dear Mr. Foster:

This is in response to the attached communication from Assistant County Attorney Nathaniel Klitsberg where he raises the issue of COVID-19 impact on Supervisor of Elections operations during the August election. There is little doubt that the virus will have an impact on both the August and November elections where very high voter enthusiasm can be expected¹.

In order to prepare for a likely August spike in Vote-by-Mail (VBM) and perhaps Early Voting (EV), I ask that you amend the FY 2019-2020 Supervisor of Elections' budget to include items that will appear in the upcoming FY 2020-2021 budget request. Broadly, these items include: 1) advancing capital expense requests; 2) increased postage to account for the certainty of increased VBM; 3) advancing additional staffing requests to accommodate higher turnout; 4) HAVA security grant matching monies, and; 5) a county-wide VBM request mailing. Approving this emergency request will have the two-fold benefit of attending to the immediate August Primary demands while better preparing operations for the November General Election, likely to have the greatest turnout in Broward history.

With respect to advancing capital purchases, the following are respectfully requested:

100 Ballot on Demand Systems	\$374,000
Equipment Inventory System	\$260,000
50 Rolling Cages for Vote-by-Mail Ballots	\$ 30,000
2 Ballot Counters	\$ 22,000
<u>Sub-total</u>	<u>\$686,000</u>

¹ The November election ballot form will be an extraordinary challenge as 21 Broward municipalities have scheduled elections on November 3, 2020.

The other critical requests are:

Vote-by-Mail Return Postage	\$200,000
Vote-by-Mail Request Mailer	\$350,000
Staff Additions	\$ 80,000
HAVA Security Grant Match	\$ 6,700
<u>Sub-total</u>	<u>\$636,700</u>

The office currently owns 125 Ballot on Demand machines (mostly for EV), 85 having reached manufacture's end of life recommendation. In the past, this combination of machines (consisting of a laptop computer and printer) have been maintained on clunky, space consuming metal carts rolled out for EV. These older versions printed ballots slowly, but newest Ballot on Demand system speedily prints a ballot of up to 22 inches in length. It also has a smaller printer profile and laptops that can be deployed on a simple table at EV locations². Equipment for this system costs about \$3,700 per unit plus consumables (paper, cartridges, etc.). I propose keeping the newest 30 Ballot on Demand equipment on metal carts from inventory using them only as an EV cushion as demand requires and other ancillary needs.

You previously approved the purchase (over a two fiscal year period) of a computerized inventory control system which greatly enhances management of EV and Election Day voting equipment. It is highly preferable to fully deploy that system for the August election by advancing the planned FY 2020-2021 payment to fully pay for the system, instead of utilizing the system for the first time during a Presidential election.

In FY 2019-2020, the office purchased 50 rolling cages, primarily for securing and organizing VBM ballots for tabulation³. That number proved barely adequate in March 2020 and accordingly, adding an additional 50 to handle increased Vote-by-Mail volume and other needs in August and November is prudent.

Handling predictable VBM volume increase requires two additional free-standing ballot counters, a necessary step in the tabulation/ auditing process for all ballots.

² In light of past technical experiences and voter complaints, the goal is to have a ballot of as few pages as possible, recognizing that ballots in excess of 19" have proven problematic during in person voting.

³ The cages were also effectively used for organizing various audit procedures as well.

In addition to these capital items, it is the collective judgment here that additional permanent staff should be deployed as soon as possible. As a practical matter, the VBM staff must be bolstered as well as additional IT support for both VBM and EV demands. In addition, accounting for the new policy of paying pollworkers on election day has far exceeded the capacity of the Finance unit to meet this and other demands.

There is the matter of postage for the August election. If VBM volume doubles in light of COVID-19 (a fair estimate), we may then expect an excess of 500,000 VBM requests with a 2/3 response rate. With this estimate, an additional \$200,000 is necessary due to the Board of County Commission policy of paying for ballot return postage.

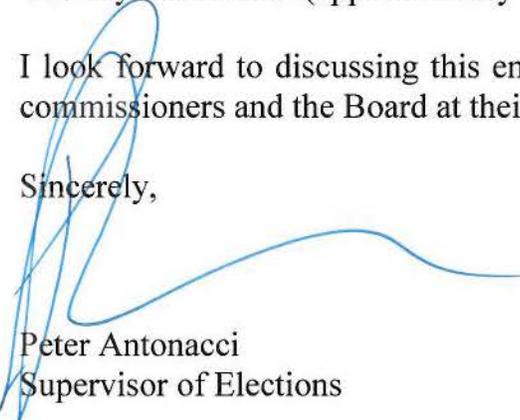
The Broward Supervisor of Elections has been awarded a Help America Vote Act grant addressed to cybersecurity protection issues. The grant amount is \$45,000 which requires a \$6,700 local match. The monies are dedicated to:

- Multi-facet authentication software for every Supervisor of Elections' personal computer.
- Maintain membership in the ALBERT system (the multi-state/ Federal cyberthreat monitoring system).
- A free-standing server supporting the equipment inventory system.

In light of the possibility that COVID-19 will continue to influence voter decision making on whether to vote in person, and at the suggestion of the Mayor, this office proposes mailing postcards to Broward voters reminding that a VBM ballot can be simply ordered by an attached return postcard postage-paid. The combined printing and mailing costs of this undertaking is about \$350,000 for all Broward voters who have not yet requested a Vote-by-Mail ballot (approximately 1,000,000).

I look forward to discussing this emergency request of \$1,322,700 with you, individual commissioners and the Board at their earliest convenience.

Sincerely,



Peter Antonacci
Supervisor of Elections

Cc: Mayor Dale V.C. Holness and the Board of County Commission
Bertha Henry, County Administrator

From: [Klitsberg, Nathaniel](#)
To: [Peter Antonacci](#)
Subject: Potential Increased Early/Vote-by-Mail voting in August and/or November
Date: Friday, March 27, 2020 11:42:00 AM

Good morning – Given the current COVID-19 situation and everyone’s desire to ensure that as many Broward voters are able to cast ballots in the elections this August and November, there has been much discussion about potential expanded early voting and/or Vote-by-Mail voting around the state. I know that the office is already preparing for these upcoming elections (while still working hard to finish the remaining work from the successful March 17 PPP). If additional funding from the County would be appropriate or helpful (whether it is for equipment, printing, staffing, or otherwise) to meet the Office’s needs and the potential for increased demand from the public to vote early or by mail, it would likely be a benefit for the office to come to the Board with supplemental budget requests sooner rather than later.

Planned Meetings for April are: 4/7, 4/21

Planned Meetings for May are 5/5, 5/19

Whatever I can do to assist, please let me know.

Thanks,

nathaniel

Nathaniel A. Klitsberg
Senior Assistant County Attorney
Office of the County Attorney for Broward County
115 S. Andrews Avenue, Suite 423
Fort Lauderdale, FL 33301
(954) 357-7600
nklitsberg@broward.org

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