



From: Colleen L. Norton, Acting City Clerk
Date: Week of February 9, 2015 through February 13, 2015
Re: March 3, 2015 Special Election progress update

Items Completed

- Provided training to appointed Election Judges
 - Scheduled Election Judges to provide sufficient daily coverage. Will review and adjust as volume of ballots returned requires.
- Administered Oath of Election Worker to six (6) City of Littleton staff to assist with day-to-day functions of the election
- Completed setup of Counting Center to allow sufficient room for all steps of processing
- Notice of election submitted to Littleton Independent for inclusion in the February 19, 2015 edition
- Received supplemental registration lists from Arapahoe, Jefferson, and Douglas counties
 - Electronic pollbook updated to include electors from supplemental list(s)

Items Pending for week of February 16, 2015

- Processing of received ballots to begin.
 - Election Judges to begin work on Tuesday, February 17*, 2015
- Ballots to be mailed to registered electors from supplemental list(s) on Tuesday February 17, 2015.

*Per 31-10-911, February 16, 2015 (15 days prior to the election) is the date when counting can begin. Because this is a holiday for the city employees, as well as the U.S. Postal Service, counting will begin the following business day.