



Marion County

OREGON

COUNTY CLERK

COUNTY CLERK

William J. Burgess

Voice (503) 588-5225
E-Mail: Bburgess@co.marion.or.us
Website:
<http://www.co.marion.or.us/CO/elections>

ELECTIONS OFFICE

Voice (503) 588-5041
1-800-655-5388
TTY/TTD: (503) 588-5610
FAX: (503) 588-5383
E-Mail: elections@co.marion.or.us

COURTHOUSE OFFICES

RECORDING

Voice (503) 588-5225
FAX: (503) 373-4408
E-Mail: recording@co.marion.or.us

RECORDS MANAGEMENT

Voice (503) 588-5490

BOARD OF PROPERTY TAX APPEALS

Voice (503) 588-3578
FAX: (503) 373-4408
E-Mail: bopta@co.marion.or.us

November 2, 2010 General Election

Dear Observer:

Welcome to Marion County's conduct of the Tuesday, November 2nd General Election. We are pleased you could join us.

We are very proud of our work and our processes. We will be happy to explain any aspect of the conduct of this election. Our processes will be deliberative and methodical and we will take as much time as is necessary to ensure that each is done properly.

We are a polling place where ballots are issued to voters. We utilize the Lobby for voting booths. There can be no electioneering, per ORS 260.695, within 100' of any entrance to our building. The conduct of any election involves a number of processes to make certain secrecy is maintained; that each voter only votes once; ballots are voted in such a manner so the counting machines can tally the vote as the voter intended; ballot integrity is maintained and accountability assured.

Under Oregon law you are not an active participant in this process. You are strictly a public observer. Due to time sensitivity, voter privacy, accuracy and security concerns, you may not converse with the staff or board members performing the work.

We will identify election staff members you may address questions and/or concerns with. If you wish to discuss a process, please bring it to the proper person's attention.

We will help you find the areas where you may watch the processes in which you are interested. You may observe the following processes: Returned ballots in-take procedures; Counter customer service; Ballot scanning, Signature verification and Precinct sorting; Ballot Opening, Pre-Inspection and Duplication; Ballot scanning and/or counting; and Write-In procedures. We require that you sign-in, wear your badge at all times when you are in the elections office, stay in the assigned location and keep conversation to a minimum. At times we could have over 60 people in the room, and we need to keep both the noise and distractions at a minimum. There are a limited number of spaces available in our office. The Elections staff reserves the right to reassign the location of the observers within our office. The use of cell phones in our office is prohibited so please silence their ring. There are also other restrictions (see attached information). Food and beverages will not be allowed while in our office. Observation of the ballot scanning/count of votes and the duplication process will be via remote camera to a television located in the lobby.

Restrooms are at the north end of the building outside our office. We can provide you a variety of instructions for our processes that may be helpful to you.

Thank you,

Bill Burgess
Marion County Clerk

observer letter Nov 2010.DOC

MARION COUNTY ELECTIONS RULES FOR OBSERVERS

You are strictly an observer. You have no formal part in the process. The following rules will apply:

1. You are considered "Public" so you are welcome anytime we are open to the public.
Our normal business hours are 8:30 am to 5:00 pm Monday thru Friday.
We will also be open: Saturday, October 30th from 8:30 am to 1:00 pm.
Election Day we will open at 7:00 am.
2. We are a polling place where ballots are issued to voters. The lobby of our building is used for voting. There can be no electioneering, per ORS 260.695, within 100' of any entrance to our building.
3. You may not interact with general staff members while they perform their duties. We discourage all conversation as it may detract from the concentration of the staff. You may, of course, take notes about anything you observe.
4. If you have questions, you may address them to designated Election Official(s).
5. You will be required to sign in and out of our office. This is standard procedure in our office for those who are allowed beyond the normal public area. The sign in will include your name, proof of identification and any organization you may be representing. You must wear the name badge provided while observing our processes.
6. You may not interfere in any manner with the processes. Any interference or disorderly conduct may result in your removal from the process and our office. You will quietly stay seated or standing in the assigned locations in as applicable. You may not handle any ballot related material. You will not be at the tables/desks with staff. Not all observation areas have seating available and some or, if necessary, all observing may be available via closed circuit cameras.
7. No computers, videotaping, cameras, audio recorders, binoculars, cell phones, I-Pods, etc. will be allowed. If you carry a cell phone you must silence the ring and remove yourself from our office for any and all phone conversations. We ask you not wear fragrances, perfume or colognes, while serving as an observer. This is a concern for persons with allergies and/or asthma. Food and beverages will not be allowed while in the office.
8. You will be required to sign a document indicating your agreement to comply with these rules.
9. You will be issued a name badge that must be worn at all times you are in the Elections Office.
10. The observation of ballot scanning/count of votes and the ballot duplication process will be via a camera to a monitor in the lobby.

We don't consider this an adversarial situation, however the amount of work to be done in a very short time demands that we control the work environment.

Restrooms are located in the building lobby, women on the East end and men on the West. There are no public telephones, fax machines or Internet access. No sale of food or beverages is available to the public at our facility.

Thank you for your cooperation, Bill Burgess, Marion County Clerk

I have read the above rules for observers and agree to abide by them. I understand that violation of these rules may result in my removal from the Elections Office at the discretion of the County Clerk, Elections Supervisor or designated Election Official.

Print Name: _____ Organization: _____

Mailing address: _____ Tele.# _____

City, State, Zip _____

Signature: _____

Date: _____