



Voter Service and Polling Centers

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In 2013, Colorado eliminated precinct polling places and established voter service and polling centers (VSPCs). This *issue brief* outlines the services provided at VSPCs, location factors, VSPC hours, and staffing requirements for VSPCs.

VSPC Services

Counties operate VSPCs during any election where the county clerk and recorder is the designated election official. Many VSPCs are required to be operational for a period before the election, which is typically referred to as early voting. VSPCs must provide accessible facilities and equipment to voters with disabilities, as required by federal law.

A person can register to vote at a VSPC. Additionally, a voter can do the following at a VSPC:

- cast a ballot, including a provisional ballot;
- update his or her address; name, if legally changed; or party affiliation;
- receive original and replacement ballots;
- request a mail ballot; and
- drop off mail ballots.

VSPC Locations

In determining VSPC locations, county clerk and recorders must consider factors, such as:

- the proximity to public transportation;
- the availability of parking;
- geographic features that could affect access to the VSPC, such as mountain passes;

- equitable distribution across the county to provide convenient options for voters;
- the location of population centers;
- access for persons with disabilities;
- using existing voting locations that typically serve a significant number of voters;
- using public buildings that are known to voters;
- methods and standards to ensure security of voting, if using a private building; and
- the proximity to historically under-represented communities.

Minimum location requirements. For primary elections and odd-year November elections, each county with at least 25,000 active voters must operate at least the same number of VSPCs as the county has county motor vehicle offices. Counties with fewer than 25,000 active voters are only required to have one VSPC.

For any other election for which the county clerk and recorder is the designated election official, there must be at least one VSPC for every 30,000 active voters in the county.

For general elections occurring on the Tuesday succeeding the first Monday in each even-numbered year, each county clerk and recorder must designate a minimum number of VSPCs based on the number of active voters in the county, as shown in Table 1. Counties may also be required to operate VSPCs at institutions of higher education and on tribal lands, if certain conditions are met.

VSPCs at higher education institutions. For general elections, between the 15th day and 2nd day before the election, there must be at least one VSPC

Table 1
VSPC Requirements for General Elections by County Size and Number of Active Voters

County Size	Required VSPCs Between 15th and 5th Day Before Election Day	Required VSPCs Between 4th and 2nd Day Before Election Day	Required VSPCs on the Day Before Election Day	Required VSPCs on Election Day
At least 250,000 active voters	One per 75,000 active voters in the county	One per 20,000 active voters in the county	One per 12,500 active voters in the county	One per 12,500 active voters in the county
At least 37,500 but fewer than 250,000 active voters	One per 75,000 active voters in the county	One per 20,000 active voters in the county	One per 20,000 active voters in the county	One per 12,500 active voters in the county
At least 10,000 but fewer than 37,500 active voters	One	One	One	Three
Fewer than 10,000 active voters	One	One	One	One

Source: Section 1-5-102.9, C.R.S.

on each state college or university campus that has 10,000 or more enrolled students. On the day before the election and election day, a county clerk and recorder must designate at least one VSPC on each campus that has 2,000 or more enrolled students. A VSPC located on a state college or university campus can count toward a county’s total number of required VSPCs. State law provides additional guidance on determining the specific location of a VSPC on a campus.

VSPCs on tribal land. For a general election, a tribal council of an Indian tribe located on a federal reservation can request a VSPC within the reservation boundaries on election day and the day before. This request must be submitted to the county clerk and recorder at least 180 days before the election.

Hours

All VSPCs must be open continuously from 7 a.m. to 7 p.m. on election day. Additionally, in counties with at least 37,500 active voters, the VSPCs that are required to operate during early voting must be open continuously from 8 a.m. to 5 p.m. each day, except for on Sundays and the first Saturday of early voting. In counties with fewer than 37,500 active

voters, the VSPCs that are required to operate during early voting must be open during the county’s normal business hours and for four continuous hours on the second Saturday of early voting.

Staffing

For partisan elections, the county clerk and recorder must appoint at least three election judges to perform the designated functions at each VSPC. There must be two election judges who are not from the same party at the VSPC for voting to occur. For nonpartisan elections, the designated election official must appoint no fewer than two election judges for each VSPC.

At least one election judge at each VSPC must be designated as a supervisor judge. For partisan elections, each major political party is entitled to one-half of the total number of supervisor judges appointed in each county. If an odd number of supervisor judges are appointed, the clerk and recorder must determine which major political party is entitled to the one additional supervisor judge. Supervisor judges receive special instruction prior to the election, and have additional responsibilities regarding the conduct of the election at the VSPC.