



FULTON COUNTY
REGISTRATION & ELECTIONS

INTER-OFFICE MEMORANDUM

TO: Fulton County Board of Registration and Elections

FROM: Nadine Williams, Director
John Ross, Information Systems Manager
Marcia Ridley, Elections Chief
Sharon Benjamin, Adva
Kathryn Glenn, Registration Chief
Shoshauna Jewell, Absentee Supervisor
Corey Henson, Elections Equipment Manager
Janell Barganier, Financial Systems Manager
Janice Dickenson, Administrative Manager
LaShandra Little, Voter Education and Outreach Manager

RE: MONTHLY OPERATIONS REPORT –DECEMBER 2025

DATE: December 29, 2025

All Divisions were actively engaged in the elections on December 2nd and 16th 2025.

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| ABSENTEE DIVISION | |
| DATE: 12-23-2025 | |
| PREPARATION FOR ELECTION / WORK SUMMARY: | |
| During the month of December, the Absentee Division effectively managed the intake and processing of the Absentee Ballot applications request for the December 16 Senate District 35 Runoff Election. In preparation for all Election training session was conducted. Absentee division also completed retention documents for the December 2 Municipal Runoff and December 16,2025 District 35 Special Runoff Election. | |
| ABSENTEE OPERATIONS: | |
| <p>On-going:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Processing applications received daily <input type="checkbox"/> Notifying voters who will receive a provisional ballot <input type="checkbox"/> Notifying voters whose application was rejected <input type="checkbox"/> Weekly Meetings and training with the Division | |
| SOS DEADLINE DATES: | |
| FIRST DAY TO MAIL ABSENTEE BALLOTS FOR Municipal General Special Runoff Election on December 2,2025 | November 18,2025 |
| Last day to request an Absentee ballot O.C.G.A. § 21-2-381 For the Municipal General Runoff | November 21, 2025 |

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| ADVANCED IN PERSON (EARLY) VOTING BEGINS FOR THE December 2,2025 Municipal General Special Runoff Election O.C.G.A. § 21-2-385(d)(1) | November 22,2025 |
| FIRST DAY TO MAIL ABSENTEE BALLOTS FOR SENATE DISTRICT 35 Runoff | November 17,2025 |
| ADVANCED IN PERSON (EARLY) VOTING BEGINS FOR THE December 16, Senate District 35 Special Runoff Election | December 8,2025 |
| SENATE DISTRICT 35 SPECIAL ELECTION Last day to request an Absentee ballot | December 5, 2025 |
| ABSENTEE BY MAIL STATISTICS: December 2,2025 Municipal General Special Election Runoff | |
| APPLICATIONS ACCEPTED | 308 |
| APPLICATIONS REJECTED | 16 |
| ABSENTEE BY MAIL STATISTICS: December 16,2025 Senate District 35 Runoff Election | |
| APPLICATIONS ACCEPTED | 8 |
| APPLICATIONS REJECTED | 11 |

ADMINISTRATION

DATE OF REPORT: December 22, 2025

PREPARATION FOR ELECTION / WORK SUMMARY:

OVERVIEW OF ACTIVITIES

- **Procurement**

Oversaw procurement activities, ensuring timely and cost-efficient acquisition of goods and services.

Prepared requisitions for 2026 elections.

- **Invoice Processing**

Monitored and processed invoices for Annual Maintenance Listing (software licenses) and other miscellaneous services.

- **Purchase Cards (P Cards) & Travel Cards (T Cards)**

Processed payment of invoices for P Card & T Card allowable charges.

Prepared and submitted monthly P-Card & T-Card reconciliation reports to Purchasing Dept.

- **Human Resources**

Coordinated staff recruitment and onboarding processes.

Managed and maintained HR-related documentation effectively.

CAMPAIGN FINANCE REPORTS

Campaign Finance reports for reporting period: July 1, 2025 - December 31, 2025

Due: December 31, 2025, with a grace period deadline, January 8, 2026.

Late and non-flier reports for December 31, 2025, filing period will be processed and submitted to the State Ethics Commission.

ADVANCE VOTING

DATE OF REPORT: 12 29 2025

PREPARATION FOR ELECTION / WORK SUMMARY:

In the month of December, we successfully conducted and completed the Special Runoff Election for Senate District 35 Special Runoff Election. Which began on December 8th.

We transition into our post-election activities. These activities include reconciliation, which involves auditing Advance Voting operations for compliance with state and county policies and procedures. We also conducted a roundtable Zoom meeting to gather feedback and discuss lessons learned with Advance Voting Managers.

We participated in weekly managers' meetings to receive updates and disseminate information as needed.

Congratulations to Advance Voting staff for their hard work and dedication supporting eight elections for 2025.

Our next focus will be preparing for the 2026 Election events.

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ELECTIONS OPERATIONS

DATE OF REPORT: 12/30/2025

PREPARATION FOR ELECTION / WORK SUMMARY:

Election Date: December 16, 2025 State Senate Runoff Election

In December, the election division worked on the following items:

Internal Operations:

- Coordinate with the Municipal regarding contests for the December Municipal Runoff Election Ballot.
- Added Election Dates and Times in GARVIS for the December 16, Election.
- Received Ballot project and coordinated Ballot Proofing for the December Election.
- Formulated and Ordered Provisional, Emergency, and Sample ballot Allocation for the December 16, 2025, Municipal Runoff Election.
- Formulated all signage requirements for the State Senate Runoff Election.

ELECTION DAY OPERATIONS

Recruited of 87 Poll Workers for the December 16 2025, State Senate Election. No training required for Runoff Election.

FINANCE

DATE OF REPORT: 12/29/2025

PREPARATION FOR ELECTION / WORK SUMMARY:

The Elections and Operating draft budget for 2026 has been completed and includes funding for four election cycles during the year. The draft 2026 budget documents were submitted to the Finance Department in September 2025. A 2026 budget review meeting with the Fulton County Budget Committee took place in October 2025.

In November 2025, the full draft 2026 Fulton County budget—covering all departments—was presented to the Fulton County Board of Commissioners. Final approval of the 2026 Fulton County total budget is expected in January 2026.

The funding was approved for the budget for the Senate District 35 special election for November 18, 2025, and the Senate District 35 special election run-off for December 16, 2025.

We funded the Senate District 21 special election for August 26, 2025 and the Senate District 21 run-off election for September 23, 2025, from the Election Department’s underruns on the June and July 2025 elections.

We continue to review the budget to actual expenditures for the 2025 Election cycles. We are generating both the Accounting and Purchase order reports to track costs and to adhere to our 2025 budgets.

Below are the 2025 Elections and Operations budgets:

| 2025 Budgets Approved: | |
|--|---------------|
| Operations Budget | \$5.4 Million |
| General Primary JUNE 17, 2025 | \$4.7 Million |
| General Primary Run-off JULY 15, 2025 | \$2.3 Million |
| General Election NOV 4, 2025 | \$5.6 Million |
| Municipal Run-off Election DEC 2, 2025 (Funded by the cities) | \$1.9 Million |

2025 Special Election Approved Budgets:

| | |
|---|---|
| Special Election State Senate 21 August 26, 2025 | \$466K (Funded from election Dept. underruns) |
| Special Run-off Election State Senate 21 September 23, 2025 | \$130K (Funded from election Dept. underruns) |

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|--|--------|
| Special Election State Senate 35 November 18, 2025 | \$395K |
| Special Run-off Election State Senate 35 December 16, 2025 | \$281K |

Below are the Draft 2026 Elections and Operations budgets:

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|-----------------------------------|----------------|
| 2026 Draft Budgets: | |
| Operations Budget | \$5.4 Million |
| General Primary MAY 2026 | \$9.0 Million |
| General Primary Run-off JUNE 2026 | \$3.9 Million |
| General Election NOV 2026 | \$10.7 Million |
| General Run-off Election DEC 2026 | \$3.8 Million |

INFORMATION SYSTEMS OPERATIONS

DATE OF REPORT:

12.29.2025

PREPARATION FOR ELECTION / WORK SUMMARY:

Election Date:

Municipal Runoff Election December 2, 2025

Election Date:

Senate District 35 Special Runoff Election December 16, 2025

1. December 2nd Municipal Runoff Election

The Information Systems team completed all preparation, operational, and post-election activities for the December 2 runoff election. Key responsibilities included:

- **Election Night Operations:** Closed out Advance Voting tabulators, uploaded all memory cards from precincts, tabulated results, and transmitted reports to the Secretary of State.
- **Post-Election Work:** Received voting equipment, completed the final tabulation process, and prepared official reports for certification.

2. December 16th State Senate District 35 Runoff Special Election

For the December 16th Special Runoff Election, the Information Systems team carried out the same full scope of responsibilities as the November 4th Election, including:

- **Logic & Accuracy (L&A) Testing:** Performed complete L&A testing and programmed all voting equipment for Advance Voting and Election Day.
- **Technical Support:** Delivered technical support throughout Advance Voting and on Election Day to maintain smooth operational performance.
- **Election Night Operations:** Finalized Advance Voting tabulator closure, uploaded all precinct memory cards, tabulated results, and transmitted reports to the Secretary of State.
- **Post-Election Work:** Received all equipment, completed final tabulation, and prepared required certification reports.

3. Information Systems has also begun working on the WDS Inventory System to reconcile all election assets, ensuring that all equipment is accounted for post-election. Additionally, all UPS units have been coordinated and are ready for the assigned charging schedule.

REGISTRATION

DATE OF REPORT: December 29, 2025

PREPARATION FOR ELECTION / WORK SUMMARY:

This Monthly Report summarizes key registration activities, workload levels, and voter registration statistics for the Registration Division of the Fulton County Registration & Elections Department for December 2025. Throughout the month, the VR staff focused on supporting advanced voting and election day for the December 2nd and December 16th elections and performing all list maintenance allowed during the blackout period and restarting processing voter registration applications and updates after the blackout period ended.

REGISTRATION STATISTICS:

| December 1, 2025 | December 29, 2025 |
|--|-------------------|
| VOTER REGISTRATION APPLICATIONS RECEIVED | 15,478 |
| ACTIVE VOTERS | 724,803 |
| INACTIVE VOTERS | 125,146 |
| TOTAL OF REGISTERED VOTERS | 849,949 |
| APPLICATIONS TO BE PROCESSED | 36,036 |
| NEW REGISTRATIONS TO FULTON COUNTY | 1,631 |
| REMOVALS FROM FULTON COUNTY | 964 |

FRONT DESK OPERATIONS

| November 1, 2025 | through | November 28, 2025 |
|--|---------|---------------------------------------|
| Reason for Visiting Voter Registration | | Total Number of Yellow Tickets |
| CERTIFICATE OF REGISTRATION | | 0 |
| TEMPORARY VOTER ID CARD – APPLICATIONS | | 2 |
| REGISTER TO VOTE – WALK-INS | | 9 |
| PRECINCT CARD REQUESTS | | 61 |
| VOTER STATUS ISSUES (CANCELLATION, INACTIVE, ETC.) | | 0 |
| 3 RD PARTY/VOTER DRIVES (APPLICATIONS) | | 0 |
| LETTER RESPONSE | | 0 |
| OUT OF COUNTY / OUT OF STATE INQUIRIES | | 5 |
| VOTER LIST/STATS | | 0 |
| OTHER – RANGES FROM VOTERS WANTING TO CHALLENGE OTHER VOTERS, DROPPING OFF THEIR ABSENTEE BALLOT/APPLICATION, OR GENERAL QUESTIONS | | 40 |
| TOTAL: | | 117 |

List Maintenance Update

135- Felon Challenge Letters mailed / 482 - Deceased / 45- VCR Portal Cancellation requests / 10 - MOS / 3- NGE / 289 – Duplicates

SUPPLIES & LOGISTICS

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|-----------------------|-------------------|
| DATE OF REPORT | 12.23.2025 |
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PREPARATION FOR ELECTION / WORK SUMMARY: Mr. Corey Henson

For the month of December 2025, the Supply and Logistics Division worked on and or completed the following:

- Completed preparing the Election Day Supply Boxes for December 16, 2025, State Senate District 35 Special Election Runoff.
- Prepared the Advance Voting Supply boxes and bags for the State Senate District 35 Special Election Runoff.
- Completed preparing the Election Day Supply bags for December 16, 2025, State Senate District 35 Special Election Runoff.
- Completed Advance Voting Equipment and Supply deliveries for December 16, 2025, State Senate District 35 Special Election Runoff.
- Completed Election Day Equipment and Supply deliveries for December 2, 2025, Municipal General Election Runoff and the December 16, 2025, State Senate District 35 Special Election Runoff.
- Provided logistical and supply support to all the Advance Voting polling locations for December 16, 2025, State Senate District 35 Special Election Runoff by sending any supplies or other assistance as requested by the polling locations.
- Provided absentee ballot drop box support by picking up any absentee ballots dropped into the 1 absentee ballot drop box and transferring them to the Absentee Ballot Division during December 16, 2025, State Senate District 35 Special Election Runoff.
- Provided logistical support for the 113 Election Day polling locations for December 2, 2025, Municipal General Election Runoff and the 17 locations for December 16, 2025, State Senate District 35 Special Election Runoff.
- Completed all Equipment and Supply pickups for the December 2, 2025, Municipal General Election Runoff and December 16, 2025, SS35 Special Election Runoff.
- Completed all reconciliation duties for both December 2, 2025, and December 16, 2025, Elections, including unpacking all the supplies and checking the returned inventory.
- Staff prepared all the election materials from November 4, 2025, and December 2, 2025, runoff and November 18, 2025, and December 16, 2025, runoff for retention.
- The staff continued to conduct day-to-day logistics operations for the Elections Warehouse.

SUPPLY & INVENTORY STATISTICS

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|----------------------------------|-------------------------------------|
| Advance Voting Polling Locations | 2 locations delivered and picked up |
| Advance Voting Supply Boxes | 4 prepared and delivered |
| Election Day Polling Locations | 113 and 17 locations delivered |
| Election Day Supply Bags | 113 and 17 bags completed |

VOTER EDUCATION

DATE OF REPORT: December 23, 2025

PREPARATION FOR ELECTION / WORK SUMMARY:

In December, the VEO team focused on events and education, particularly in cities holding runoff elections for municipal offices and in Senate District 35.

The VEO manager led the year's final Deputy Registrar session for those needing recertification to continue assisting Fulton County with voter registration efforts.

The VEO manager continues to monitor all GA Election Board meetings and legislative issues at the local and national levels. As the Department's Legislative Liaison, the VEO manager also attended the Fulton County Government Affairs liaison meeting to prepare for legislators returning to session on January 12, 2026.

In preparation for 2026, the VEO team has been updating its contact records to ensure accurate information for all schools, senior centers, and other organizations it works with.

VOTER EDUCATION ACTIVITIES

| Activity | Total for the Month | Year Total |
|----------------------------|---------------------|------------|
| Deputy Registrar Training | 35 | 718 |
| Voter Registration | 12 | 1180 |
| Voter Identification Cards | 1 | 43 |
| Outreach Events | 10 | 563 |
| Absentee Application | n/a | 759 |
| Deputy Registrar Events | 0 | 65 |
| Connections for VEO. | 150 | 1574 |
| Event Interactions | 2809 | 56,687 |
| Media Inquiries | 2 | 28 |

December Events 2025

| Date | Type of Event | Location |
|-----------|-------------------------------------|---|
| 12/4/2025 | Voter Education and Outreach | CT Martin Natatorium & Recreation Center (3201 Martin Luther King Jr Dr SW, Atlanta, GA 30311) |
| 12/6/2025 | Mobile Voter Education and Outreach | City of College Park, 3872 College St, College Park, GA 30337 |
| 12/6/2025 | Voter Education and Outreach | Northside Library (3295 Northside Parkway NW, Atlanta, GA 30327) |
| 12/7/2025 | Mobile Voter Education and Outreach | SLAM Academy 3183 Greenbriar Parkway Atlanta, Georgia 30331 |
| 12/8/2025 | Voter Education and Outreach | The Gateway Center Arena @ College Park, 2330 Convention Center Concourse, College Park, GA 30337 |

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|-------------------|-------------------------------------|---|
| 12/11/2025 | Deputy Registrar Training | Virtual email veo@fultoncountyga.gov to register |
| 12/11/2025 | Voter Education and Outreach | City of Refuge, 1300 Joseph E. Boone Blvd NW, Atlanta, GA 30314 |
| 12/11/2025 | Voter Education and Outreach | 6000 Lynmark Way, Fairburn, GA 30213 |
| 12/11/2025 | Voter Education and Outreach | Ben Hill United Methodist Church, 2099 Fairburn Rd, Atlanta, GA 30331 |
| 12/20/2025 | Voter Education and Outreach | High Museum of Art (1280 Peachtree St NE, Atlanta, GA 30309) |