

Election Committee Meeting

November 1, 2023, 7:45 PM

Agenda

- 7:45 Call to order. Welcome to all participants.
- 7:50 Review the Committee's main duties and timetable:
- Set the dates for election day and the other 2024 election components - *done*.
 - Review the election rules and procedures, and submit the proposed 2024 election ordinance to the Council before the December 2023 Council meeting - *now in progress*.
 - Begin to verify the voter roll for 2024, starting in January.
 - Open the nomination period in February....
- 7:55 Approve the minutes from the Committee meeting on October 18. Set up the Committee email. Set the schedule for the next two Committee meetings.
- 8:00 Residents' comments, questions, and suggestions.

8:10 **ACTION ITEMS** at this meeting:

This is the second public working session to review the 2023 election documents that the Committee is using as the basis for 2024: the rules and procedures ordinance, the voter roll verification procedure, the instructions for the mail-vote contractor, the forum procedure, the vote-counting procedure, and the contract. The Committee will mark up the documents to (1) incorporate the new definition of "qualified voter" that the Council adopted in September 2023, (2) make these documents long-term standard procedures by replacing the 2023 dates with the appropriate generic language, and (3) ensure that the resulting procedural documents are clear and complete. Community input is welcome.

- A. Review mark-up and hold initial vote on the election contract.
 - B. Review mark-up and hold initial vote on the forum procedure.
 - C. Review mark-up and hold initial vote on the combined instructions for the mail-vote contractor and vote-counting procedure.
 - D. Review mark-up and hold initial vote on the rules and procedures document.
- 8:45 Discussion of the voter roll verification process. Draft the specifications for a proposed RFP and/or a contractor job announcement to assist the Committee with the task of verifying the voter roll this year.
- 9:00 Discussion of any other procedural election issues.
- 9:05 Residents' comments, questions, and suggestions.
- 9:10 Committee task assignments.
- 9:15 Adjourn.

Join Zoom Meeting

<https://us02web.zoom.us/j/89731935548?pwd=ZEloQUd3UWRqMFFVRHNrZm1CZDVhQT09>

Meeting ID: 897 3193 5548

Passcode: 876670