

**2017 CITY OF ORLANDO GENERAL ELECTION - NOVEMBER 5, 2017
CITY COMMISSION DISTRICTS 1, 3 and 5**

**CANVASSING BOARD ORGANIZATIONAL MEETING
TUESDAY, AUGUST 8, 2017 AT 4:00 P.M.**

MINUTES

PRESENT:

Canvassing Board Members

City Clerk Denise Aldridge, Chair
Commissioner Tony Ortiz, District 2
Commissioner Patty Sheehan, District 4

Staff

Chief Assistant City Attorney Natasha Williams
Assistant City Attorney Dionna Little
Deputy City Clerk Laurie Nossair

I. CALL TO ORDER

City Clerk Denise Aldridge called the meeting to order at 5:06 P.M. on Tuesday, August 8, 2017 in the Sustainability Room, 2nd floor, Orlando City Hall.

II. REVIEW OF CANVASSING BOARD MEMBERS AND REQUIREMENTS (F.S. 102.141)

Chief Assistant City Attorney Natasha Williams referred to her Memorandum of June 9, 2017 sent to each member of the Canvassing Board outlining prohibited actions as written in Section 102.141. Fla. Stat., together with a copy of advisory opinion from Florida Dept. of State, Division of Elections Director Donald L. Palmer and asked each member if they have complied. City Clerk Denise Aldridge stated she has complied, Commissioner Tony Ortiz stated he has complied and Commissioner Patty Sheehan stated she has complied.

III. REVIEW OF CITY ELECTION CALENDAR

1. Public Test on Thursday, October 26, 2017 at 10:00 A.M. Members of the Canvassing Board were reminded of the date and time for the Public Test on Thursday, October 26, 2017 at 10:00 A.M. at the Orange County Supervisor of Elections Office, 119 W. Kaley Street, Orlando. City Clerk Denise Aldridge, Commissioner Tony Ortiz and Commissioner Patty Sheehan confirmed that they

will be present for the Public Test on Thursday, October 26, 2017 at 10:00 A.M. City Clerk Denise Aldridge stated that the goal of the Public Test is to test the voting equipment that will be used on Early Voting and Election Day at the same time. Test decks of ballots are fed into the voting machines to make sure the equipment is working properly and results are certified by the Supervisor of Elections staff and the City of Orlando Canvassing Board.

2. Election Day. Election Day is Tuesday, November 7, 2017 beginning at 7:00 A.M. and ending at 7:00 P.M.
3. Public Inspection of Absentee Ballots. Public Inspection of Absentee Ballots will begin at 8:00 A.M. on Tuesday, November 7, 2017 at the Orange County Supervisor of Elections Office, 119 W. Kaley Street, Orlando.
4. Canvassing Board Meeting Election Day. The Canvassing Board will meet at 4:00 P.M. on Election Day, Tuesday, November 7, 2017 at the Orange County Supervisor of Elections Office, 119 W. Kaley Street, Orlando.
5. Canvassing Board Meeting Certification and Audit. The Canvassing Board will meet at 2:00 P.M. on Thursday, November 9, 2017 at the Orange County Supervisor of Elections Office for the purpose of certifying the election and conducting an audit.

IV. REVIEW OF STATE AND CITY ELECTION CODE PROVISIONS (VOTER INTENT) (Sec. 1S-2.027 FAC)

Chief Assistant City Attorney Natasha Williams referred to and reviewed the DOE Voter Intent Guidance Standards for Determining Voter's Choice on a Ballot (Sec. 1S-2.027 FAC) and noted that these examples will serve as the Canvassing Board's guide when needing to determine whether there is a clear indication that a voter made a definite choice on a ballot.

V. DISCUSSION OF CANVASSING CRITERIA

Chief Assistant City Attorney Natasha Williams referred to the Orange County Canvassing Board 2017 Criteria and identified it as the current criteria. She noted there are two sections that do not apply to the City election. Under Provisional Ballots 101.048 "Voter has disputed party affiliation in PPP and Primary – provisional ballot is the wrong party according to SOE research" and State Write-In Ballot 101.6951 "Wait to see if we have requests – have never had one". The Canvassing Board reviewed the criteria for acceptance of absentee and provisional ballots (F.S.

101.048). Chief Assistant City Attorney Natasha Williams stated that the Canvassing Board can authorize the Orange County Supervisor of Elections staff to open and process the unchallenged absentee ballots after the Public Inspection period has concluded.

MOTION: Commissioner Sheehan moved to adopt the Orange County Canvassing Board 2017 Criteria excluding the two sections noted and authorize the Orange County Supervisor of Elections staff to open and process the unchallenged absentee ballots after the Public Inspection period has concluded, seconded by Commissioner Ortiz, there was no discussion and vote carried unanimously **(3-0)**.

VI. CHALLENGES (F.S. 101.111 and F.S. 101.68)

Chief Assistant City Attorney Natasha Williams advised that any registered elector or poll watcher may challenge the right of a person to vote pursuant to F.S. 101.111. She also reviewed the statute providing for challenges to absentee ballots (F.S. 101.68) based on defects on the envelopes and that such challenges must be made before the ballot is removed from the envelope. She further advised that any elector or poll watcher who files a frivolous challenge of any person's right to vote commits a misdemeanor, punishable as provided in s. 775.082 and s. 775.083.

VII. AUDIT (F.S. 101.591; Rule 1S-5.026 F.A.C.)

City Clerk Denise Aldridge advised that a manual audit of the voting systems used in a randomly selected precinct must be held two (2) days after the General Election. The law requires that 1% of one race be audited. The Canvassing Board will meet on Thursday, November 9, 2017 at 2:00 P.M. at the Orange County Supervisor of Elections Office to conduct the audit.

VIII. PUBLIC TEST OF VOTING TABULATION EQUIPMENT

City Clerk Denise Aldridge reminded members and staff of the Public Test of the voting tabulation equipment on Thursday, October 26, 2017 at 10:00 A.M. at the Orange County Supervisor of Elections Office further stating that all canvassing board members are expected to attend.

IX. CANVASSING OF BALLOTS (F.S. 101.68)

A. Public Inspection of Absentee Ballots

Public Inspection of Absentee Ballots begins on Election Day (Tuesday, November 7, 2017) at 8:00 A.M. and is scheduled to conclude at 9:00 A.M. Chief Assistant City Attorney Natasha Williams explained the restrictions on members of the public touching absentee ballots and how Post-It type notes had been

used by members of the public in previous elections to indicate ballots that needed to be brought before the Canvassing Board due to alleged ballot defects. Discussion ensued and it was agreed that the sticky note method is an acceptable way to indicate which ballots are for review by the Canvassing Board. Those ballots will not be opened until the Canvassing Board reviews them at its meeting at 4:00 p.m., at which the public is invited to attend.

B. Authorization to Open Absentee Ballots Which Meet Adopted Criteria

Chief Assistant City Attorney Natasha Williams requested that the Canvassing Board authorize the Orange County Supervisor of Elections staff to open all absentee ballots which meet adopted criteria after the Public Inspection period concludes on Tuesday, November 7, 2017 noting the ballots would not be tallied until after the election ended at 7:00 pm that evening.

MOTION: City Clerk Denise Aldridge moved to authorize the Orange County Supervisor of Elections staff to begin opening all absentee (vote by mail) ballots meeting the adopted criteria after the Public Inspection period concludes on Tuesday, November 7, 2017. The motion was seconded by Commissioner Ortiz, there was no discussion and vote carried unanimously (**3-0**).

X. PREVIEW OF CANVASSING BOARD AGENDAS

The Board reviewed the draft agendas for their meetings on Tuesday, November 7, 2017 at 4:00 P.M. and Thursday, November 9, 2017 at 2:00 P.M.

Commissioner Sheehan asked if there were a run-off election would it be necessary to do the public test of the tabulation equipment again. Chief Assistant Attorney Natasha Williams answered affirmatively.

XI. PUBLIC COMMENT

There was no public present.

MOTION: There being no further business to come before the Canvassing Board, Commissioner Sheehan made a motion to adjourn, seconded by Commissioner Ortiz, and vote carried unanimously (**3-0**). The meeting was adjourned at 5:30 P.M.