



Agenda
City of Charlevoix Election Commission Meeting
Tuesday, April 9, 2024 - 9:00 AM
City Hall

- 1. Call to Order**
- 2. Roll Call**
- 3. Consent Agenda**
 - A. Minutes from March 5, 2024
 - B. Approval of Ballots
 - C. Appointment of Precinct Election Inspectors
 - D. Public Accuracy Test for the Presidential Primary Election
 - E. Adoption of Resolution Outlining Delegated Duties
- 4. Public Comment**
- 5. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

Charlevoix Election Commission

Consent Agenda

Title: Minutes from March 5, 2024

Date: April 9, 2024

Presented By:

Background:

Recommendation:

Motion to approve the minutes as presented.

Attachments:

1. 2024.03.05 EC Draft

City of Charlevoix
Election Commission Meeting Minutes
Tuesday, March 5, 2024 - 10:50 AM
City Hall

1. Call to Order

Clerk Dvoracek called the meeting at 10:50 am.

2. Roll Call

Members Present: Sarah Dvoracek, City Clerk; Joe Lavender, City Assessor

Members Absent: Scott Howard, City Attorney

3. New Business

A. Consolidation of Election Precincts for May 7, 2024 Special Election

Sarah Dvoracek, City Clerk

Clerk Dvoracek explained the resolution to consolidate the election precincts for the May 7, 2024, Special Election. A discussion was held.

Motion by Dvoracek, seconded by Lavender to approve Resolution No. 2024-03-01 approving the consolidation of election precincts 1018, 2019, and 3020 for the May 7, 2024 Special Election into one.

CITY OF CHARLEVOIX ELECTION COMMISSION
RESOLUTION NO. 2024-03-01
CONSOLIDATION OF ELECTION PRECINCTS

WHEREAS, the Michigan Election Law P.A. 116 of 1954 allows for the consolidation of election precincts, and;

WHEREAS, the election to be held on May 7, 2024 does not exceed 5,000 registered voters in accordance with MCL 168.659 and;

AND WHEREAS, the registered voters who are in Ward 1-Precinct 1018 has 746 registered voters; Ward 2-Precinct 2019 has 790 registered voters, and Ward 3-Precinct 3020 has 768 registered voters for a total of 2,304 combined registered voters.

NOW, THEREFORE BE IT RESOLVED that the City of Charlevoix will combine Precincts 1018, 2019, and 3020 for the May 7, 2024, Special Election and will hold the election precinct in its normal polling place, the Charlevoix City Hall located at 210 State Street, Charlevoix, MI 49720.

Yeas: Dvoracek, Lavender

Nays: None

Absent: Howard

Motion carried.

4. Public Comment

5. Adjourn

The meeting was adjourned at 10:52 am.

Sarah J. Dvoracek, City Clerk

Charlevoix Election Commission

Consent Agenda

Title: Approval of Ballots

Date: April 9, 2024

Presented By:

Background:

Per MCL 168.719, the election commission of each city and township shall perform those duties relative to the preparation, printing, and delivery of ballots as are required by law of the boards of county election commissioners.

Recommendation:

Motion to approve the proof ballot.

Attachments:

1. Sample Ballot May 7, 2024

VOTER: PLEASE DO NOT REMOVE STUB
IF STUB DETACHES, PLEASE RETURN WITH BALLOT

OFFICIAL BALLOT
Special Election
Tuesday, May 7, 2024
Charlevoix County, Michigan
City of Charlevoix, Ward 1, Precinct 18;
Ward 2, Precinct 19; and Ward 3, Precinct 20

Proposal Section

Intermediate School District

**Charlevoix-Emmet Intermediate School District
Special Education Millage Proposal**

This proposal will allow the intermediate school district to continue to levy special education millage previously approved by the electors.

Shall the limitation on the amount of taxes which may be assessed against all property in Charlevoix-Emmet Intermediate School District, Michigan, be increased by 1.4606 mills (\$1.4606 on each \$1,000 of taxable valuation) for a period of 4 years, 2024 to 2027, inclusive, to provide funds for the education of students with a disability; the estimate of the revenue the intermediate school district will collect if the millage is approved and levied in 2024 is approximately \$10,294,232 from local property taxes authorized herein (this replaces millage that expired with the 2023 tax levy)?

Yes ☐

No ☐

Charlevoix Election Commission

Consent Agenda

Title: Appointment of Precinct Election Inspectors

Date: April 9, 2024

Presented By:

Background:

Recommendation:

Motion to approve the appointment of precinct election inspectors as presented.

Attachments:

1. Work Schedule 05.07.2024



May 7, 2024 Election Day Schedule

<u>Precinct 18/Ward 1</u>							
<u>Precinct 19/Ward 2 } Consolidated Precincts</u>							
<u>Precinct 20/Ward 3</u>							
D	Molly Voorheis-Chair	6a-close					
R	John Eaton	6a-close					
D	Ginny Schulz	6a-2p					
D	Joy Price	2p-close					
<u>On Call only if needed</u>			<u>Ballot Boxes/Fill in if needed</u>			<u>Receiving Board</u>	
R	Linda Linklater	6a-2p	D	Suzette Daly	7a-8p	D	Joy Price
R	Peter Hampton	2p-close	D	Ginny Schulz	2p-close	R	John Eaton

D=Democrat
R=Republican

Charlevoix Election Commission

Consent Agenda

Title: Public Accuracy Test for the Presidential Primary Election

Date: April 9, 2024

Presented By:

Background:

Recommendation:

Motion to accept the results for the Public Accuracy Test for the May 7, 2024 Election.

Motion to appoint Deputy Clerk Schultz as City Assessor Lavender's designee to assist with administration of the public accuracy test.

Attachments:

None

Charlevoix Election Commission

Consent Agenda

Title: Adoption of Resolution Outlining Delegated Duties

Date: April 9, 2024

Presented By:

Background:

Recommendation:

Motion to adopt Resolution Outlining Delegated Duties for the Special Election to be held Tuesday, May 7, 2024.

Attachments:

1. Resolution Outlining Delegated Duties

**CITY OF CHARLEVOIX ELECTION COMMISSION
RESOLUTION OF THE CITY ELECTION COMMISSION DELEGATING ELECTION DUTIES TO THE CITY CLERK OR AN AUTHORIZED
ASSISTANT**

WHEREAS, it is the duty of the City Election Commission to prepare meeting minutes for the City Election Commission; and

WHEREAS, it is the duty of the City Election Commission to provide notice to voters in case of precinct changes or consolidations; and

WHEREAS, it is the duty of the City Election Commission to provide election supplies and ballot containers; and

WHEREAS, it is the duty of the City Election Commission to perform preliminary logic and accuracy testing; and

WHEREAS, it is the duty of the City Election Commission to notify major political parties of certified precinct inspector appointments (federal and state elections only); and

WHEREAS, the City Election Commission may delegate these duties to the City Clerk or an authorized assistant; and

NOW THEREFORE BE IT RESOLVED that the outlined duties of the City Election Commission be delegated to the City Clerk or an authorized assistant.

RESOLVED this 9th day of April 2024 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

Absent: