

**CITY OF BELLE ISLE, FLORIDA
CITY COUNCIL AGENDA ITEM COVER SHEET**

Date: February 4, 2025
To: Honorable Mayor and City Council Members
From: Yolanda Quiceno, City Clerk
Subject: Council Member Canvassing Board Appointment

Background:

Sec. 8.11 - Canvass of election returns (b) states that *Election returns for City elections not held in conjunction with a county-wide election shall be canvassed by a City Canvassing Board comprised of one (1) member of the City Council to be designated by the City Council, the City Manager and the City Clerk. Within ten (10) days of the date of any election not held in conjunction with a County-wide election or as soon thereafter as reasonably possible, the City Canvassing Board shall canvass the returns and issue its certificate to be recorded in the minutes of the next regular or special City Council meeting. Members of the city council who are candidates on the ballot shall not participate in canvassing the returns.*

In addition, we require that the City Council approve the Supervisor of Elections Office opening and processing the ballots on March 11, 2025, starting at 9 a.m., and have the City Clerk present to view the process. The Belle Isle **Canvassing Board will then be required to meet at 4 p.m. on March 11th** at the Elections Office on Kaley Avenue to recertify the ballots.

Following the close of the Election, the Canvassing Board will **reconvene on Friday, March 14, 2025, at 10 am** to Certify the Results and Cure any Provisional affidavits.

Staff Recommendation: Designate a Council member to the City Canvassing Board.

Suggested Motion: I move that we designate (Commissioner Name) to the City Canvassing Board for the March 11, 2025, municipal general election and agree to have the Supervisor of Elections Office open and process ballots on March 11, 2025, at 9 a.m.

Alternatives: None - required

Fiscal Impact: None

Attachments: None

As a note, Former Comm Carugno had been the City Council designee for the past two elections.