
City Council Regular Meeting

DEPARTMENT: City Secretary's Office
FROM: Amanda Campos, City Secretary
MEETING: March 18, 2024

SUBJECT:

Consider approval of an Order creating Signature Verification Committee and appointing members for the May 4, 2024 General Election. *(Staff Contact: Amanda Campos, City Secretary)*

SUMMARY:

The City Council appointed Amanda Campos, City Secretary as the Early Voting Clerk for the May 4, 2024 General election. The Early Voting Clerk has the authority to request the city council create and appoint members to a signature verification committee. The early voting clerk is requesting a signature verification committee.

Texas Election Code (EC) Section 87.027 allows the creation and appointment and states the purpose of the committee. The committee shall perform their duties in regards to ballots by mail. The committee shall compare the signatures of each carrier envelope certification, except those signed for a voter by a witness, with the signature on the voter's ballot application to determine whether the signature is that of the voter. The committee may also compare signatures with any know signature on file with the county clerk or voter registrar. This will aid in processing election results. There are over 250 applications for ballot by mail that must be mailed out and when returned verified prior to counting.

Outline of SVC authority and actions:

- DOES NOT COUNT ANY BALLOTS
- DOES NOT OPEN ANY RETURNED BALLOTS
- Verified signatures of returned ballots will be delivered to the Early Voting Ballot Board for processing
- A determination of an invalid signature requires a majority of the signature verification committee
- After defect is discovered the signature verification committee shall no later than the 2nd day after notify voters and grant an opportunity to correct defect

RECOMMENDATION:

Recommend approval

STAFF CONTACT:

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