

TOWN OF DUNDEE CANVASSING BOARD



CANVASSING BOARD MINUTES REPORT 2024 MUNICIPAL ELECTION

MARCH 26, 2024

The Canvassing Board (Town Clerk only) for the Town of Dundee Municipal Election met at the Supervisor of Elections Office located at 70 Florida Citrus Blvd. in Winter Haven, FL on Tuesday, March 26, 2024, at 2:30PM to conduct a logic and accuracy test.

Town Clerk Douthat called the meeting to order at 2:30PM

ACCEPT LOGIC AND ACCURACY AS RECOMMENDED BY TOWN CLERK

Town Clerk, along with Supervisor of Elections Staff, verified the logic and accuracy of the vote by mail and on site equipment for Precinct #416.

Town Clerk recessed the meeting at 2:45PM. The board will reconvene on April 02, 2024, at 6:00pm at the Supervisor of Elections office to canvass ballots.

APRIL 02, 2024

Town Clerk, Trevor Douthat, called the meeting to order at 6:00PM

BOARD MEMBERS PRESENT: Town Clerk, Trevor Douthat
 Assistant Town Attorney, Seth Claytor
 Board Member, Jacqueline Nichols

SUPERVISOR OF ELECTIONS STAFF: Briana Allen

MOTION was made by Board Member Claytor, seconded by Board Member Nichols, to appoint Trevor Douthat as Chair of the 2024 Canvassing Board. Motion passed unanimously.

Chair Douthat read the Vote by Mail Report, as supplied by the Elections Office. There were 366 absentee ballots requested and sent to voters, 205 were returned, 202 were valid, and 3 needed review.

The board accepted the vote by mail ballots as reviewed by the Town Clerk and direct the Supervisor of Elections Staff to begin processing the ballots. Motion passed unanimously.

Briana Allen reviewed the Mail Ballot Criteria.

Briana Allen stated that there were three Vote by Mail ballots that needed to be reviewed by the Canvassing Board because the signature did not match. The board proceeded to review each ballot and any rejected would be stamped “rejected” and initialed by each board member. The accepted ballots would be stamped “accepted” and then processed and counted by the Supervisor of Elections staff.

MOTION was made by Board Member Claytor, seconded by Board Member Nichols, to reject ballot #113764319 because the signature did not match. The ballot envelope was stamped by Board Member Nichols and initialed by all board members. Motion passed unanimously.

MOTION was made by Board Member Nichols, seconded by Board Member Claytor, to reject ballot #112959366 because the signature did not match. The ballot envelope was stamped by Board Member Nichols and initialed by all board members. Motion passed unanimously.

MOTION was made by Board Member Claytor to accept ballot #113424306. There was no second, the motion died.

MOTION was made by Board Member Nichols, seconded by Board Member Douthat, to reject ballot #113424306 because the signature did not match. The ballot envelope was stamped by Board Member Nichols and initialed by all board members. Motion passed unanimously.

MOTION was made by Board Member Nichols, seconded by Board Member Claytor, to recess the meeting at 6:10pm and reconvene at 6:55. Motion passed unanimously.

Chair Douthat reconvened the meeting at 6:59pm.

The Supervisor of Elections staff received one replicated ballot prior to the 7:00pm cut off.

The ballot was accepted and sent to be processed by Supervisor of Elections staff.

The preliminary precinct results were received.

Chair Douthat stated that the preliminary precinct results were as follows:

Ballot Item	For	Against
Amendment #1	40	211

The meeting was recessed at 7:01pm until the full ballot report was available.

Chair Douthat reconvened the meeting at 7:34pm to review the precinct report.

Chair Douthat stated that the unofficial precinct results were as follows, with one precinct reporting:

Ballot Item	For	Against
Amendment #1	143	312

Chair Douthat adjourned the meeting at 7:35pm. Final Official Certification of the 2024 Election is scheduled for April 05, 2024, at 11:00am at Dundee Town Hall.

APRIL 05, 2024

Board Member Claytor called the meeting to order at 11:00am.

BOARD MEMBERS PRESENT: Town Clerk, Trevor Douthat
 Assistant Town Attorney, Seth Claytor
 Board Member, Jacqueline Nichols

There was one provisional ballot to be reviewed by the board because the validity of the voter’s registration was in question.

The provisional ballot was reviewed and discussed by the board members.

MOTION TO REJECT the provisional ballot #00143 made by Chair Douthat; Seconded by Member Nichols. Passed unanimously.

Election results were reviewed and certified on April 05, 2024 at 11:01am at Dundee Town Hall as follows:

Ballot Item	For	Against
Amendment #1	143	312

MOTION made by Board Member Nichols, seconded by Chair Douthat, to certify the final official results of the 2024 Town of Dundee Municipal Election. Motion passed unanimously.

The Board did not conduct a random selection of one of the election results for the post-election audit of the results since there was only one item on the ballot.

Chair Douthat adjourned the meeting at 11:02am to be reconvened for the Post-Election Audit scheduled for April 9, 2024, at 2:00pm at the Supervisor of Elections Operations Office.

APRIL 9, 2024

A Post-Election Manual Audit was conducted at the Supervisor of Elections Office on April 9, 2024, at 2:00pm.

Chair Douthat called the meeting to order at 2:02pm.

BOARD MEMBERS PRESENT: Town Clerk, Trevor Douthat
 Assistant Town Attorney, Seth Claytor
 Board Member, Jacqueline Nichols

SUPERVISOR OF ELECTIONS STAFF: Supervisor of Elections, Lori Edwards
Casondra O'Neal, Deputy Supervisor of Elections

Casondra O'Neal reviewed Florida Statutes 101.591, the security procedures, and stated that the vote by mail ballots and precinct ballots have been secured since election night. Ms. O'Neal then distributed security procedures for audit handling, and information on where to send the audit report and precinct summary within 15 days of the report.

The board gave permission for the Election Staff to open the cages and boxes that contained the ballots and begin counting the ballots from the 2024 Election.

Election Staff proceeded to manually count the ballots.

Cassondra O'Neal reported that the results for the post-election showed no discrepancies in the ballots.

Casondra O'Neal certified that audit totals were in agreement.

Chair Douthat adjourned the meeting at 2:21pm.

Respectfully Submitted,

Trevor Douthat

Trevor Douthat, Town Clerk

APPROVAL DATE: _____