



Town of Upper Marlboro

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MEMORANDUM

To: Board of Town Commissioners
From: Kyle Snyder, Town Administrator & John Hoatson, Town Clerk
Date: Thursday January 5th, 2023
Re: DRAFT Town Elections Ordinance Overview

Commissioners,

Included in this packet is a draft Ordinance to update the Town's election procedures that were initially brought before the Board in September 2021. This would be the first update to the Town's election procedures since 2001 when the current Ordinance (Ord 2001-02) was as put into place.

This draft ordinance as tabled back in 2021 as the Board decided there were too many changes already for the 2021 Election with the date being moved and the number of Commissioners increasing via the Charter Amendment.

In addition to general housekeeping updates, this proposed draft Ordinance would address the below issues:

- Regulate the placement of candidate election signage
- Clearly set job functions for Town Staff and the Board of Elections
- Set Compensation for the Board of Elections
- Authorize a "Candidates Night" or debate
- Sets standards in the event the Board chooses to use voting machines
- Sets a clear process for the vote count

This draft has not been reviewed by the Town Attorney. If the Board wishes to proceed, staff will work with the Attorney to get it updated and legally sufficient for the Board to consider at a future meeting. The draft it also being considered by the new Board of Elections and will be discussed at their meeting on 1/9/23, John will be sending a memo to highlight the conversations with the BOE after their meeting.

Potential Ordinance timeline:

January Work Session- Discussion

February Work Session- Draft Ordinance presented to Board

February Town Meeting- Ordinance Introduction & Public Comment

March Work Session- Discussion

March Town Meeting- Public Comment & Board Vote