

SHELBY COUNTY ELECTION COMMISSION  
REGULAR MEETING MINUTES  
July 1, 2015

APPROVED

The Special Meeting of the Shelby County Election Commission was held on July 1, 2015 at 12:00 PM at the Election Operations Center, 980 Nixon Drive. All Commissioners were present except Commissioner Stanson.

Meeting was called to order by Chairman Meyers at 12:03 p.m.

**APPROVAL OF June 16, 2015 COMMISSION MEETING MINUTES**

Commissioner Lester moved to approve the June 16, 2015 minutes and Commissioner Nollner seconded. June 16, 2015 Meeting Minutes were unanimously approved.

**CERTIFICATION OF CANDIDATES**

Commissioner Lester moved to Certify the Candidates for the September 17, 2015 Arlington Municipal Election met all requirements on or before the June 18, 2015 qualifying deadline. Commissioner Nollner seconded. Chairman Meyers read each candidate, corresponding spreadsheet is attached. Mr. Holden pointed out the Brian Groves will be listed as Brian "Brian Elder" Groves, as previously approved by the Commission. The Candidates for the September 17, 2015 Arlington Municipal Election as presented were Certified unanimously.

Chairman Meyers presented the Lakeland Candidates – spreadsheet is attached. Commissioner Tate moved to Certify the Candidates for the September 17, 2015 Lakeland Municipal Election met all requirements on or before the June 18, 2015 qualifying deadline. Commission Nollner seconded. There was no discussion. The Candidates for the September 17, 2015 Lakeland Municipal Election were Certified unanimously.

**RESOLUTION TO APPROVE EARLY VOTING LOCATIONS, DATES AND TIMES FOR THE ARLINGTON MUNICIPAL ELECTION HELD ON SEPTEMBER 17, 2015**

Chairman Meyers presented the resolution: Early Voting would be held at the downtown location from 10 a.m. – 4 p.m., August 28 – September 12 and September 12, 10 a.m. – 4 p.m. at Arlington United Methodist Church. Commissioner Nollner moved to approve **Resolution ARL07/01/2015 TO APPROVE EARLY VOTING LOCATIONS, DATES AND TIMES FOR THE ARLINGTON MUNICIPAL ELECTION HELD ON SEPTEMBER 17, 2015**. Commissioner Tate seconded. Commissioner Lester clarified that there would only be one day of early voting in Arlington and the rest would be downtown. Resolution ARL07/01/2015 **RESOLUTION TO APPROVE EARLY VOTING LOCATIONS, DATES AND TIMES FOR THE ARLINGTON MUNICIPAL ELECTION HELD ON SEPTEMBER 17, 2015** was unanimously approved.

**RESOLUTION TO APPROVE EARLY VOTING LOCATIONS, DATES AND TIMES FOR THE LAKELAND MUNICIPAL ELECTION HELD ON SEPTEMBER 17, 2015**

Chairman Meyers presented the resolution: Early Voting would be held at the downtown location from 10 a.m. – 4 p.m., August 28 – September 12 and September 12, 10 a.m. – 4 p.m. at Lakeland Elementary School.

Three citizens from Lakeland, Stephanie Lefler, Susan Miller and Lillie Milton, were present and asked to address the Commission. Each spoke against the Early Voting location being at Lakeland Elementary School. Issues cited ranged from school safety/security, individual health issues, voter safety, remoteness of location, to endangering bicyclists. The Commissioners thanked each Lakeland resident for taking the time to share their views and assured them that their concerns were important to the

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Commissioners. For this election, the Commission felt that having Early Voting at Lakeland Elementary School was the best course, however, they did promise to look at other early voting sites for the upcoming 2016 elections. Commissioner Lester requested that any additional early voting sites investigated for the future elections be done so with a look towards a permanent solution for an early voting site in Lakeland. Additionally, in response to concerns, the Election Commission will provide additional directional signage and will request a Sheriff's Deputy for Early Voting on Saturday, September 12, 2015 from 10 a.m. – 4 p.m. Chairman Meyers pointed out that we are currently directed by Tennessee law to use public facilities, specifically schools as polling locations whenever possible. Commissioner Tate moved to approve **Resolution LAK07/01/2015 TO APPROVE EARLY VOTING LOCATIONS, DATES AND TIMES FOR THE LAKELAND MUNICIPAL ELECTION HELD ON SEPTEMBER 17, 2015**. Commissioner Nollner seconded. There was no additional discussion. **Resolution LAK07/01/2015 TO APPROVE EARLY VOTING LOCATIONS, DATES AND TIMES FOR THE LAKELAND MUNICIPAL ELECTION HELD ON SEPTEMBER 17, 2015** was unanimously approved.

**ELECTION CALL FOR MARCH 1, 2016 PRESIDENTIAL PREFERENCE PRIMARY (PPP) AND COUNTY PRIMARY**

Chairman Meyers explained that both parties had requested the Shelby County Primary be held in conjunction with the Presidential Preference Primary on March 1, 2016. Commissioner Tate moved to approve calling the County Primary Election for March 1, 2016. Commissioner Nollner seconded. Commissioner Lester asked for clarification that the Board did need to take official action in regards to this issue and Mr. Holden confirmed that he has asked that same question and the Coordinators Office responded that it was necessary to have the County Primary officially called to be held with the PPP. There was no further discussion. It was unanimously approved to call the County Primary election to be held in conjunction with the PPP on March 1, 2016.

**RESOLUTION TO CHANGE PRECINCT 28-00 POLLING LOCATION**

Mr. Holden explained two polling locations have currently been utilized for Election Day. Previously, the Board of Education, which is physically located in Precinct 28-00, was being used as a polling location for Precinct 45-01, however it was out of the precinct for those voters. Precinct 45-01 has been consolidated with 45-04, Davis Community Center. Lindenwood Christian Church has been used as the polling location on Election Day for precinct 28-00. Lindenwood has become an increasingly less desirable polling location with limited access and problems being open on time. As the Board of Education is within the boundaries of Precinct 28-00 and is a much better facility, it is recommended that the polling location for Precinct 28-00 be moved from Lindenwood Christian Church to the Board of Education. Commissioner Tate moved to approved **RESOLUTION 07/01-2015-2-3-101 TO APPROVE POLLING LOCATION CHANGE FOR WARD 28 PRECINCT 00**. Commissioner Nollner seconded. There was no further discussion. **RESOLUTION 07/01-2015-2-3-101 TO APPROVE POLLING LOCATION CHANGE FOR WARD 28 PRECINCT 00** was unanimously approved.

Commissioner Lester asked if the 1,900 voters would receive notification with the current precinct update notifications being mailed or if they would be sent separately. Mr. Holden answered they would be sent with the current mailings. He also offered an update on the precinct consolidation notifications. A little less than 90,000 voters will receive notices and about 85% have been completed. We received

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the materials from the vendor and we provided them to the county mail facility. Everything should be mailed and completed by the next meeting on July 23.

Chairman Meyers asked for updates on the precinct consolidations e-mail questions involving Mr. Smith. Mr. Holden explained that there was some miscommunication in that he thought three precincts were being consolidated (75-01, 82-03 and 75-07) when in reality 75-01 will remain a stand-alone precinct and just 82-03 and 75-07 will be consolidated. The other area in question was by the airport where 79-08 has declined to be a polling location so we are combining 79-08 north of Raines with 78-03 and 79-08 south of Raines with 79-01. Chairman Meyers asked that we take turn-out into consideration for all the upcoming elections and do a more in-depth analysis of the number of voting machines, EPBs and election officials needed at each site. Mr. Holden responded that a new ratio has already been developed in regards to allocation. Additionally, at sites with greater than 3,500 registered voters we will have a provisional ballot clerk to handle the paperwork with the goal of increasing the number of provisional ballots that count. Commissioner Lester stated that Mr. Smith's software was extremely reliable in helping to determine turn-out.

**ANNOUNCEMENTS**

Election Commission Quarterly Review of Voter Registration Application  
Thursday, July 23, 2015 at 2:30 p.m.

Next Operations and Technology Committee Meeting:  
Thursday, July 23, 2015 at 3:00 p.m.

Next VCS and HR Committee Meeting:  
Thursday, July 23, 2015 at 3:30 p.m.

Next Regular Commission Meeting:  
Thursday, July 23, 2015 at 4:00 p.m.

Mr. Holden informed the Commissioners that the City of Lakeland has delivered to the Election Commission petitions regarding the sale of wine in grocery stores and also sale of liquor in package stores. VCS has verified the signatures and there are enough, so these questions can be placed on the ballot in September.

One final request from the Chairman was for an update on the RFQ process from Mr. Young. Mr. Young reported the County Commission did pass the resolution to fund the consultant. He is awaiting the actual paperwork. He is working on the specs for the actual VR system in advance of the consultant beginning.

Chairman Meyers thanked Commissioner Lester for her work with County Commissioners in getting the funding approved. Commissioner Lester cautioned everyone that the County Commission is serious about tightening budgets and we need to make sure we have the necessary support before going forward with any County Commission requests. Chairman Meyers reported that the SCEC did get \$40,000 for postage for the FY16 budget. Mr. Holden confirmed that we do have those funds.

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**ADJOURNMENT**

Meeting was adjourned at 1:02 p.m.

**Others in attendance:**

Rich Holden, Administrator  
Joe Young, Deputy Administrator  
Dan Dow, VCS Manager  
Pam Crosno, Staff  
Morgan Chance  
Stephanie Lefler  
Susan Miller  
Lillie Melton