



OFFICE OF THE SECRETARY OF STATE

STEVEN J. BARNETT, SECRETARY OF STATE
JASON LUTZ, DEPUTY SECRETARY OF STATE

September 19, 2019

Municipal and School Election Workshop Agenda

9:30 am Registration

10:00 am Introductions

Working Lunch

3:00 pm Adjourn

Topics Covered (may not be in this order)

- **2019 Law and Rule changes**
- **Election Types and Dates**
- **Public Notices**
- **Who Can Vote** – Voter Registration and Residency
- **Candidate Eligibility Requirements**
- **Petitions** – Forms, Deadlines, Requirements and Counting
- **Vacancies** – What Creates a Vacancy and How to Fill It
- **Ballot Preparation** – Different types of ballots
- **Election Worker Training** – you can use this to train your election workers
- **Absentee Voting** – Application, Voting In-Person or by Mail, UOCAVA Voters
- **Precinct and Election Boards**
 - Precinct Manual (2019) is posted online
- **Counting, Canvassing and Recounting** – Provisional Ballots, Duties of Canvassers and Recount Process
- **Special Elections**
- **Recalls** (*only applies to cities*)
- **Financial Interest Statements** – New law requiring annual filing
 - applies to 1st class cities and schools with more than 2,000 avg. daily enrollment
- **Campaign Finance**– Who is Required to File, Restrictions, Disclaimers and Forms
 - applies to 1st class city ballot question committees and schools with more than 2,000 avg. daily enrollment
- **Automated Tabulating Systems** (*for cities and schools that use optical scan ballots*)