



## Legislation Details (With Text)

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**Title:** Hyattsville Charter Amendment Resolution 2021-01: Close of Candidate Registration (Introduction & Adoption)

**Sponsors:** City Administrator

**Indexes:** Charter Amendment

**Code sections:**

**Attachments:** 1. Charter Sec 4-8 Changing Candidate Registration Time 1.4.pdf

Date	Ver.	Action By	Action	Result
1/19/2021	1	City Council	Approved	Pass

Submitted by: Laura Reams  
Submitting Department: City Clerk  
Agenda Section: Action

**Item Title:**  
**Hyattsville Charter Amendment Resolution 2021-01: Close of Candidate Registration (Introduction & Adoption)**

**Suggested Action:**  
I move that the Mayor and Council adopt Hyattsville Charter Amendment Resolution 2021-01, a Resolution amending Article IV of the City of Hyattsville’s Charter to alter the last day candidates for office may register for an election (INTRODUCTION & ADOPTION).

**Summary Background:**  
Over the last several months, the Board of Supervisors of Elections and the City Clerk’s office have worked with the City Attorney to review and make recommended changes to the City Charter and Code for an all Vote-by-Mail election in 2021. These changes have included various administrative and procedural updates to allow for an all Vote-by-Mail election, a Charter Amendment adjusting the day of Election and the process by which the Council President and Vice President are elected, and in December, a resolution formally designating the 2021 election as Vote-by-Mail.

Staff and the Board have proceeded with preparations for the 2021 election including the procurement of a print and mail vendor for Vote-by-Mail ballot packets. In discussions with vendors, it quickly became apparent that the existing time frame in the City Charter and Code from the close of candidate registration (last Friday in March) to when ballots were required to be printed and mailed (30-45 days prior to election day) was too short.

Procedurally, after the close of the candidate registration deadline there is a withdrawal deadline the following Monday. After the withdrawal deadline passes, the candidates are certified by the Board of Supervisors of Elections. After certification, the Board must proof and approve election ballots. This process can take 2-3 business days. Upon approval of the ballots, they are then sent for printing and mailing. For a traditional election this timeframe is tight, but adequate. For a Vote-by-Mail election which requires ballots to be mailed to all registered voters 30-45 days in advance, the timing is inadequate.

The City's selected print and mail vendor has recommended allowing for at least 10 business days to print and mail ballot packets. To accommodate this timeframe, the Board recommends adjusting the close of candidate registration from the last Friday in March to the second Friday in March. For the 2021 Election, candidate registration will open on February 1 and will remain open until 5 PM on Friday, March 12: allowing six (6) weeks for Candidate registration.

This change will require both a charter amendment resolution and an update to City Code, Chapter 8.

Charter Amendment 2021-01 and Ordinance 2021-01

- Proposes moving the close of candidate registration from the last Friday in March to the 2<sup>nd</sup> Friday in March.

Charter Amendments require a Public Hearing which must be held 21 days after public notice of the hearing. The proposed timeline for adoption of the Charter Amendment is listed under "Next Steps". The Public Hearing will be held on January 19, 2021.

**Next Steps:**

- January 19 Council Meeting: Adoption of the Charter Amendment Resolution
- March 10: Effective Date of the Charter Amendment Resolution

**Fiscal Impact:**

TBD - There is currently \$55,000 budgeted for the 2021 Election. An all Vote-by-Mail election will require a budget amendment, to be presented to the Council for approval on January 19.

**City Administrator Comments:**

Recommend support.

**Community Engagement:**

There is a communications strategy planned for Vote-by-Mail.

**Strategic Goals:**

Goal 1 - Ensure Transparent and Accessible Governance

**Legal Review Required?**

Complete