



**Henry F Curtis, IV, Chairman**

**Anthony W. Perlatti, Director**

**Inajo Davis Chappell, Board Member**

**Anthony Kaloger, Deputy Director**

**Terence M. McCafferty, Board Member**

**Lisa M. Stickan, Board Member**

## **MEETING AGENDA**

**September 11, 2023**

**9:30 a.m.**

### **THE PLEDGE OF ALLEGIANCE**

#### **ADMINISTRATIVE**

1. Acknowledgment of Secretary of State Directives
  - a. Directive 2023-16: Election Security
  - b. Directive 2023-17: Ballots, Voting Schedule, and Deadlines for November 7, 2023 General Election

#### **BALLOT**

2. Acknowledgment of the Post-Election Audit Summary for the August 8, 2023, Special Election

#### **CANDIDATE AND PETITION SERVICES**

3. Acknowledgment of resignation from, and appointment to elected office
4. Acknowledgment of candidate withdrawals from the November 7, 2023, General Election
5. Certification of nonpartisan candidates and write-in candidates for the November 7, 2023, General Election
6. Certification of remaining issues for the November 7, 2023, General Election

#### **HUMAN RESOURCES**

7. Approval of the personnel agenda

#### **NEW BUSINESS**

- September 12, 2023, Primary Election Update

#### **PUBLIC COMMENT<sup>1</sup>**

#### **EXECUTIVE SESSION**

Discussion of personnel issues (to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official) and disputes involving the public body that are the subject of pending or imminent court action.

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Video of this meeting can be viewed at <https://www.youtube.com/CuyahogaCountyBOE>

<sup>1</sup> Please email [mbejjani@cuyahogacounty.gov](mailto:mbejjani@cuyahogacounty.gov) or [dwhite1@cuyahogacounty.gov](mailto:dwhite1@cuyahogacounty.gov) with your name and the nature of your comment so we can fully assist you.

## 2023 Board Meeting Schedule

### September 2023

**Monday, September 11<sup>th</sup> @ 9:30AM**

- Audit/Recount Certification of the August 8, 2023 Special Election
- Certification of remaining candidates for the November 7, 2023 General Election
- Certification of remaining issues and charter amendments for the November 7, 2023 General Election
- Certification of write-in candidates for the November 7, 2023 General Election

**Tuesday, September 12<sup>th</sup>** September 12, 2023 Primary Election

**Wednesday, September 20<sup>th</sup> @9:30AM** Provisional verification for the September 12, 2023 Primary Election

**Wednesday, September 27<sup>th</sup> @ 9:30AM** Certification of the September 12, 2023 Primary Election

### October 2023

**Wednesday, October 18<sup>th</sup> @ 9:30AM** October Board Meeting

### November 2023

**Friday, November 3<sup>rd</sup> @ 9:30AM** Meeting for the November 7, 2023 General Election

**Tuesday, November 7<sup>th</sup>** November 7, 2023 General Election

**Monday, November 20<sup>th</sup> @ 9:30AM** Provisional Verification for the November 7, 2023 General Election

**Tuesday, November 28<sup>th</sup> @ 9:30AM** Certification of the November 7, 2023 General Election

### December 2023

**Monday, December 18<sup>th</sup> @ 9:30AM**

- Audit Certification of the November 7, 2023 General Election
- Certification of candidates and issues for the March 5, 2024 Primary Election

### January 2024

**Monday, January 8<sup>th</sup> @ 9:30AM**

- Certification of remaining issues and charter amendments for the March 5, 2024 Primary Election
- Certification of write-in candidates for the March 5, 2024 Primary Election

# Agenda Item

#1

a)



**DIRECTIVE 2023-16**

August 28, 2023

To: All County Boards of Elections  
Board Members, Directors, and Deputy Directors

Re: Elections Security

**SUMMARY**

Beginning in 2019, this office prepared and issued security directives to establish standards for vendors, strengthen physical security requirements, and modernize cybersecurity capabilities to ensure safe elections and continue Ohioans' confidence in our democratic process. What began as a pilot project has now been successfully deployed in all of Ohio's 88 county boards of elections.

Over the past several years, each of you have risen to this challenge and continued to work at a peak level of efficiency to secure our election systems in every community across the state. When it comes to election integrity and legal responsibility, we have worked hard together to establish a national reputation for election security excellence and positioned Ohio as the gold standard state.

This work is ongoing because the threats change daily. Building off the success of previous directives, we continue to prioritize cybersecurity while making sure you have the support and tools needed to ensure you are prepared for 2024. We are excited to collaborate and further strengthen our partnership to serve Ohioans. The below multi-faceted security strategy will help provide the redundancy required for a strong election system infrastructure.

This Security Directive (2023-16) includes, but is not limited to, the following information:

- Grant funding to support the implementation of this Security Directive;
- An update on required Department of Homeland Security resources;
- Registration for Elections Infrastructure Information Sharing ("EI-ISAC");
- No-cost vulnerability disclosure program services;
- Reminders of ongoing board responsibilities and training opportunities;
- Reminders of continued secretary of state services to assist counties;
- Incident response planning and reporting; and
- Critical system supports and backup instructions.

Each county board of elections must share the Security Directive and the accompanying Technical Document with its Technical Point of Contact. All requirements in this Directive must be completed by December 29, 2023, unless otherwise specified.

## **GRANT FUNDING**

The Secretary of State's Office will provide funding up to \$10,000 to each county board of elections that requires assistance implementing this Security Directive. This funding will be referred to in this Directive and future communications as the 2023 Help America Vote Act ("HAVA") Security Funding.

Boards of elections must submit a Request for HAVA Grant Funding form ("Grant Request Form") and enter into an Elections Security Grant Agreement ("Grant Agreement") with the Secretary of State's Office in order to receive the funding. The Grant Request Form must be submitted by September 29, 2023, and include a list of the associated requirements, equipment or services, and estimated costs for which the funding will be used to implement this Security Directive.

A signed Grant Agreement must be returned to the Secretary of State's Office on or before October 13, 2023. Once the Secretary of State's Office receives a signed Grant Agreement, the board will be issued a check in the amount requested. These grant funds must be deposited into an interest-bearing fund separate from all other funds of the Board. The board of elections may use the same fund that was set up for the 2019, 2020, or 2022 HAVA grants.

Boards of elections must follow all current federal, state, and county laws and purchasing rules when making purchases to implement this Directive. Boards must obtain three quotes from vendors for any item, service, or total purchase that is estimated to cost \$1,000 or more. If fewer than three vendors offer the required item or service, a board must certify that fact to the Secretary of State's Office. Boards are encouraged to use the state term schedules to identify a vendor that is offering a competitive price for items and services. However, if the board selects a vendor on state term schedules, the board must still provide three quotes. The schedule is available here: [https://ohiobuys.ohio.gov/page.aspx/en/ctr/contract\\_browse\\_public](https://ohiobuys.ohio.gov/page.aspx/en/ctr/contract_browse_public)

## **INSTRUCTIONS**

### **I. DEPARTMENT OF HOMELAND SECURITY ("DHS") SERVICES**

As a result of the DHS designation of election infrastructure as critical infrastructure, election officials can take advantage of many free DHS services. Election officials can obtain information on these resources and services by contacting DHS at: [CISAServiceDesk@cisa.dhs.gov](mailto:CISAServiceDesk@cisa.dhs.gov).

Each board of elections must continue *to use* the Cyber Hygiene Vulnerability Scanning Service from DHS. This service provides "vulnerability scanning of Internet-accessible systems



for known vulnerabilities on a continual basis as a no-cost service. As potential issues are identified, DHS notifies impacted customers so they may proactively mitigate risks to their systems prior to exploitation. The service incentivizes modern security practices and enables participants to reduce their exposure to exploitable vulnerabilities.”

Each board of elections must enroll in the following services when an invitation from DHS is received:

- A. **Phishing Campaign Assessment.** This assessment is a “no cost six-week engagement that evaluates an organization’s susceptibility and reaction to phishing emails of varying complexity.”
- B. **Risk and Vulnerability Assessment.** This onsite assessment gathers data and combines it with national threat and vulnerability information to detect vulnerabilities in network security. After completing the assessment, DHS provides a final report with its findings and recommendations for improving network security controls.
- C. **Remote Penetration Testing.** DHS provides this service remotely to identify vulnerabilities in externally accessible systems. After completing testing, DHS provides a final report with its findings and recommendations.
- D. **Validated Architectural Design Review.** This review is designed to develop a detailed representation of the communications and relationships between devices to identify anomalous communication flows. Following the review, a participating organization will receive a report that includes discoveries and recommendations for improving organizational operations and cybersecurity.
- E. **Web Application Scanning.** This service assesses the “health” of your publicly accessible web applications by checking for known vulnerabilities and weak configurations.

## II. **ELECTIONS INFRASTRUCTURE INFORMATION SHARING**

Each board must review its personnel information with the Elections Infrastructure Information Sharing and Analysis Center (“EI-ISAC”) and make any necessary updates to ensure that the appropriate personnel at the board of elections and/or county IT receive and review emails. New board and staff members must register at <https://learn.cisecurity.org/ei-isac-registration>, and boards must notify the EI-ISAC of contact information changes via email to [elections@cisecurity.org](mailto:elections@cisecurity.org).

### **III. VULNERABILITY DISCLOSURE PROGRAM**

A Vulnerability Disclosure Program (“VDP”) is a formalized process to receive, validate, remediate, and communicate vulnerability information identified by security researchers on specific technology systems. VDPs have proven successful in many industries, from the largest tech companies to small governments. They can be an effective and efficient way for an organization to improve its security posture.

The EI-ISAC offers a vulnerability disclosure program to all boards. It is highly recommended that all boards take advantage of this no-cost service. For additional information please email [elections@cisecurity.org](mailto:elections@cisecurity.org) and copy [dlessard@ohiosos.gov](mailto:dlessard@ohiosos.gov).

### **IV. CONTINUATION OF BOARD RESPONSIBILITIES**

#### **A. CYBERSECURITY TRAINING**

As stated in [Chapter 3](#) of the Election Official Manual, each board member and employee must complete an approved security awareness training course annually and whenever a new board member or employee starts with the board of elections.<sup>1</sup> A copy of the certificate of completion or a report from the training system must be provided to the Secretary of State’s Office within 30 days of completion. If the board of elections does not have security awareness training available to them, the Secretary of State’s Office will provide it at no cost to the boards of elections. The training must be completed October 6, 2023.

#### **B. CRIMINAL BACKGROUND CHECKS**

As stated in [Chapter 3](#) of the Election Official Manual, all permanent board of elections employees and vendors or contractors that perform sensitive services for the board of elections are required to have an Ohio Attorney General’s Bureau of Criminal Investigation (“BCI”) statewide criminal background check conducted<sup>2</sup>, at a minimum, every ten years.

“Sensitive services” means those services that (i) require access to customer/consumer/agency employee information, (ii) relate to the board of election or Secretary of State’s computer networks, information systems, databases, or secure facilities under circumstances that would permit modifications to such systems, or (iii) involve unsupervised access to secure facilities (“sensitive services”).

Vendors and contractors may be required to pay for any background check services or may attest that a background check has been completed, and that no ineligible criminal offenses have been committed.

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<sup>1</sup> [Chapter 3](#), page 68 of the Election Official Manual.

<sup>2</sup> [Chapter 3](#), page 68 of the Election Official Manual.



Each board must have a policy that sets forth the procedures for reviewing background checks and determining whether any convictions should bar employment.

## **V. CONTINUATION OF SERVICES**

This section of the Directive outlines the services that the Secretary of State's Office will continue to provide in order to support Ohio's secure elections infrastructure.

### **A. CYBER LIAISONS**

The Secretary of State's Office engaged cybersecurity professionals to assist the county boards of elections with their IT support needs. Currently there are cyber liaisons deployed to each region of Ohio: Northeast, Northwest, Southeast, and Southwest. The cybersecurity liaisons promote best practices to further improve the board's cybersecurity and complement the board's current IT support. For example, cyber liaisons assist boards and local IT support with tools, software or hardware integration, software and patch management support, network analysis review, incident response planning and exercising, tier one incident management forensic collection support, and general engineering technical assistance.

### **B. NETWORK INTRUSION DETECTION**

Boards of elections must continue using the Albert Intrusion Detection Monitoring service ("Albert"). The Albert must be configured to monitor the board of elections' network traffic and may also be used to monitor the overall county network traffic so long as the board of elections' network traffic is included in that monitoring.

### **C. SECURITY INFORMATION AND EVENT MANAGEMENT ("SIEM")**

Boards of elections must continue using the SIEM Logging service. All boards of elections network systems must be configured to log system events to the SIEM. Other county log events may also be sent to the SIEM, so long as the board of elections system events are continuously monitored.

### **D. ENDPOINT DETECTION AND RESPONSE ("EDR") SOLUTION**

Boards of elections must continue to use the EDR Solution provided by the Secretary of State's Office. EDR solutions protect systems more effectively than the traditional anti-virus products by scanning for known bad behavior and characteristics of malicious actors, rather than looking only for bad files like traditional anti-virus software.

If the board of elections is unable to implement the Secretary of State's supplied EDR, the board must document how their current EDR solution meets the Secretary of State's requirements.

## **E. MALICIOUS DOMAIN BLOCKING AND REPORTING**

The Secretary of State continues to provide a malicious domain blocking and reporting service (“MDBR”) for all county boards of elections. This service blocks access to malicious websites, helps stop malware from connecting to known command-and-control infrastructure, and complements the Albert and SIEM services. Each board of elections must maintain the service and continue using this malicious domain blocking service or an approved equivalent. While the boards of elections must utilize this service, the entire county is encouraged to take advantage of this service at no cost.

## **VI. CYBER CONTROLS**

The Center for Internet Security (“CIS”) publishes a list of critical security controls. These controls are a prioritized set of actions that form a defense-in-depth set of best practices that mitigate the most common attacks against systems and networks. This framework serves as the guiding principles for cybersecurity practices. This section of the Security Directive focuses on enhancing the boards of elections’ implementation of these controls so they may better adapt and respond to the changing threat landscape. Additional information can be found at [CIS Critical Security Controls \(cisecurity.org\)](https://www.cisecurity.org/cis-controls/).

### **A. CONTINUOUS VULNERABILITY MANAGEMENT**

Each board of elections must conduct authenticated vulnerability scans at least once a week. This capability is available through the services provided by the Ohio Secretary of State’s Office. Boards must retain evidence that these scans are completed and acted upon for at least one year.

Boards of elections must remediate vulnerabilities in network-connected systems in a timely manner. Critical and high vulnerabilities must be remediated within 15 calendar days of initial detection; all other vulnerabilities must be remediated within 30 calendar days of initial detection. In order to meet the specified timelines, boards of elections are encouraged to utilize a patch management solution.

### **B. ASSET MANAGEMENT**

Each board of elections must use data from an authenticated vulnerability scan to regularly update an asset management database. This capability is available at no additional cost to the board of elections through the current SIEM solution.

### **C. SOFTWARE MANAGEMENT**

Each board of elections must have the ability to track new software installed on each asset deployed within the agency. The technical point of contact will be responsible for tracking, maintaining, and updating authorized software on a regular basis. Directors and deputy directors

must work with their technical point of contact to establish processes to determine if new software is safe for internal use and to ensure software is supported by the vendor(s).

#### **D. REMOTE ACCESS MANAGEMENT**

Access to board of elections systems that traverse an external network, such as the Internet, must be monitored and protected. All remote access must meet the following requirements:

- Connections must be logged locally and to the SIEM.
- Sessions must be protected using an encryption algorithm approved in FIPS 140-2.

#### **E. USER ACCOUNTS**

In order to increase security, a board of elections must change user passwords at least every 90 days and **immediately** if there is a suspected account compromise. Passwords must also comply with the security and complexity standards in [Chapter 3](#) of the Election Official Manual and must not be reused across different applications.

Boards must maintain secure custody for passwords and log-in information for its voter registration system, voting systems, and central tabulating systems. The board must not maintain passwords on a document that can be accessed by anyone other than authorized staff. This means that the posting of a password or even part of a password on a monitor or keyboard is strictly prohibited. If the board finds it necessary to physically document passwords associated with any of its systems, the document must be under double lock and key, controlled only by bipartisan staff when not in use.<sup>3</sup>

#### **F. ADMINISTRATOR ACCOUNTS**

Each board of elections must review user accounts on all systems utilized by the agency on a quarterly basis and upon change in personnel with administrator account access. An administrative account is a user account with full privileges intended for use only when performing personal computer management tasks, such as installing updates and application software, managing user accounts, and modifying operating system and application settings. Privileges must be adjusted accordingly after each review, with overprivileged users losing access and unneeded accounts deactivated when necessary.

Administrative accounts must be separate from an account that is utilized for duties such as sending emails, utilizing the internet, and processing voter registrations. Boards of elections must work with their technical point of contact to ensure that any employee with an administrative account only has access to those systems that are necessary to their role at the board.

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<sup>3</sup> [Chapter 3](#), pages 59-61 of the Election Official Manual.

## **G. SERVICE ACCOUNTS**

Service accounts run automated processes and are used by applications, not people (for example, automated system backups). Service account passwords are a common threat vector that actors use to laterally move through an organization because of poor cyber hygiene. The accounts traditionally are unmonitored and may not follow the same password requirements outlined for administrator accounts and user accounts. To reduce the risk of hacking, service accounts must have passwords that expire at least annually.

## **H. BOARDS OF ELECTIONS' WEBSITES**

Each board of elections and their vendors must continue to utilize TLS/SSL certificates for any publicly facing or internal web-based applications (e.g., the county board of elections website) and ensure that its existing certificates do not expire.

All board of elections websites, including vendor provided systems for election and voter related information, must be protected by a web application firewall and content delivery services.

## **VII. SOFTWARE AND HARDWARE LIFE CYCLE MANAGEMENT**

Boards of elections must monitor vendor websites for system life cycle timelines and ask about the software or hardware life cycle before making a purchase. Additionally, it is important for boards to plan for aging systems from a budgetary perspective to prevent a situation where an unsupported system is deployed in the organization. Prior to an election, boards must ensure that no equipment or software is past end of life support.<sup>4</sup> Boards can utilize their asset management inventory to track the board's equipment and software with purchase dates to continuously monitor for upcoming budget needs, supply chain, vendor management, and contracts.

Boards of elections may NOT use any products from known hostile nation states, or any reseller of their products. Boards of elections should refer to the links below for a list of vendors that shall not be used and a list of equipment for which Hikvision is the Original Equipment Manufacturer ("OEM").

<https://cyber.dhs.gov/directives/>

[List of Equipment and Services Covered By Section 2 of The Secure Networks Act | Federal Communications Commission \(fcc.gov\)](#)

[Hikvision OEM Directory 2023 \(ipvm.com\)](#)

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<sup>4</sup> End of life refers to the following but not limited to examples: (1) voting equipment that is entirely unsupported by a voting equipment manufacturer or (2) component part products' hardware or software that are no longer capable of receiving required updates from their operators, including but not limited to security updates.

[Hikvision OEM List \[All Companies\] - Learn CCTV.com](#)

Additionally, the Board of elections must ensure that future purchases do not include prohibited equipment. Language also must be added to purchase requests requiring vendors to attest that prohibited equipment will not be used.

## **VIII. INCIDENT RESPONSE PLANNING**

All boards of elections are required to maintain an incident response plan which describes the process of how the boards deal with individualized events, e.g., ransomware, phishing, insider threat. Boards are required to exercise these plans on an annual basis by conducting or participating in a tabletop exercise.

Boards of elections must submit an updated copy of their Incident Response and Continuity of Operation Plans to the Secretary of State's Office.

As part of Incident Response planning, boards of elections are strongly encouraged to request that their website providers perform load tests on the boards of elections website. This testing will ensure the websites can accommodate a large increase in traffic in preparation for the 2024 election cycle.

Boards of elections must have a process in place for reporting vulnerabilities and other technical issues with the board website to the website provider. Boards must ensure the reports are submitted to the appropriate personnel who can take action to remediate vulnerabilities or resolve technical issues.

## **IX. SECURITY EVENT REPORTING**

In the case of a security event in your county during the early voting period through Election Day, the board of elections must immediately notify the Secretary of State's Office. A detailed list of events that must be reported are outlined in [Directive 2019-07](#) (redacted version) and [Directive 2022-45](#), Section III.

## **X. VOTER REGISTRATION SERVER AND CRITICAL SYSTEM BACKUPS**

The board of elections voter registration server and any data processed by the board of elections must be backed up daily. Other critical systems, such as file servers, must be backed up at least once a week. These backups must be stored in a secure off-site location. Boards must retain copies of backups for at least three weeks. At a minimum, boards must annually test the backup to ensure that the voter registration server and other critical systems can be fully restored using the off-site backup.<sup>5</sup>

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<sup>5</sup> [Chapter 3](#), page 64 of the Election Official Manual

## **XI. PHYSICAL SECURITY CONTROLS**

Physical security of IT systems is essential to maintaining the confidentiality, integrity, and availability of data. Risks, such as damage from fire or water and unauthorized physical access to IT systems, must be reduced whenever possible. This section of the Directive identifies the minimum level of physical security that must be in place to protect voting equipment, voting systems, and other IT systems used or managed by the Ohio Secretary of State's Office and boards of elections.

### **A. ACCESS SECURITY**

Boards of elections are required to secure the voter registration server, Albert server, SIEM server, network equipment, and any other related election equipment, other than individual workstations, in a locked room at all times accessible only to authorized personnel.

All equipment, along with the cases, cabinets, and/or shelving units that house the equipment, must be locked under a dual-control lock system.

### **B. SECURITY OF THE BOARD OFFICE**

Physical security provides the first line of defense to any board of elections against potential threats. Boards of elections must adhere to the security requirements outlined in [Chapter 3](#) of the Election Official Manual. This also requires boards of elections to adopt a security policy regarding the overall security of its office.

If you have any questions regarding this Directive, please contact the Secretary of State's Elections Counsel at (614) 728-8789 or the cyber liaison assigned to your county.

Yours in service,

Frank LaRose  
Ohio Secretary of State



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RELEASED: August 29, 2023

## **SUMMARY**

- *Directive 2023-17* provides information on the following for the November 7, 2023 General Election:
  - Certified form of the ballot
  - Language for statewide issues
- This Directive also provides the schedule for EIP voting, absentee ballot deadlines, and the post-election cure period.
- Due to the Columbus Day holiday, the close of registration will be Tuesday, Oct. 10, with the start of the absentee/EIP period Wednesday, Oct. 11.
- Veterans Day falls on Saturday, Nov. 11. Since mail will not be delivered this day, the deadline for a timely postmarked absentee ballot to reach the CCBOE will be **Monday, Nov. 13**. Additionally, all boards must be closed on Veterans Day. Therefore, the final day of the post-election cure period will also be **Monday, Nov. 13**.
- Beginning with the November 7, 2023 General Election, the CCBOE may begin the official canvass as early as the **5th day after Election Day**. This is a change in law from House Bill 33 of the 135th General Assembly.
- The ballot order must have the partisan offices listed first, followed by Judge of the Municipal Court and Clerk of Municipal Court, which are followed by the other nonpartisan offices.
- Candidates are presented on the ballot first, followed by the questions and issues.
- The exact language of the two state issues is included in the certified form of the ballot accompanying this Directive.
- The ballot language for State Issue 1 is currently subject to litigation. Should the ballot language change, a new certified form of ballot would be issued as soon as possible.
- The CCBOE must have absentee ballots printed and ready for use by **Friday, Sept. 22**, for UOCAVA voters, and by **Wednesday, Oct. 11**, for regular, non-UOCAVA absentee voters.

## **INSTRUCTIONS**

This Directive must be used in conjunction with Chapter 5 of the EOM when preparing ballots.

### **I. VERIFYING DISTRICT RELATIONSHIPS**

Before programming any aspect of the central tabulating system, the CCBOE must verify the accuracy of district relationships in the central tabulating system against its voter registration system.

### **II. OFFICIAL BALLOT FORMS**

The ballot order must have the partisan offices listed first, followed by Judge of the Municipal Court and Clerk of Municipal Court, which are followed by the other nonpartisan offices.

## **A. STATUTORY MUNICIPALITIES V. HOME RULE MUNICIPALITIES**

If specific home rule provisions relating to elections cannot be harmonized with the statutory provisions (general laws of Ohio), the home rule provisions will control the elections of the home rule municipality.

## **B. ORDER OF OFFICES FOR ALL CANDIDATE BALLOTS**

### **1. Partisan City Offices**

City offices must be listed in the following order:

1. Mayor
2. President of Council
3. Auditor
4. Treasurer
5. Director of Law
6. Member of Council at Large
7. Member of Council – Ward

### **2. Partisan Village Offices**

Village offices must be listed in the following order:

1. Mayor
2. Clerk-Treasurer
3. Clerk
4. Treasurer
5. Member of Council
6. Member of Board of Trustees of Public Affairs

### **3. Nonpartisan Offices**

1. Judge of the Municipal Court
2. Clerk of the Municipal Court
3. City Offices (order of offices same as above)
4. Village Offices (order of offices same as above)
5. Township Trustees
6. Township Fiscal Officer
7. Member of Governing Board of Educational Service Center
8. Member of Board of Education (City, Local and Exempted Village)

### **4. Write-In Vote Blank Spaces**

A write-in space must be provided on the ballot for every office for which the CCBOE has received a valid declaration of intent to be a write-in candidate.

### C. Full or Unexpired Term

For judicial offices, the designation of “Full Term Commencing,” followed by the appropriate date, must appear on the ballot. If for an unexpired term, the designation “Unexpired Term Ending,” followed by the term ending date of the office, must appear on the ballot. The judicial offices for that court should appear in chronological order by the date the terms commence, followed by unexpired terms in descending order based on the ending date of the term.

For all other offices, the designation of term is necessary only when there is an unexpired term to elect (e.g., if a candidate is running for an unexpired term for township trustee) and where two or more full terms for the office are to appear on the ballot (e.g., municipal court judge), in which case the offices should appear in chronological order by the date the terms commence.

### D. OFFICIAL QUESTIONS AND ISSUES BALLOT

Candidates are presented on the ballot first, followed by the questions and issues. The exact ballot language that must be used for the two statewide issues on the ballot is included in the certified ballot form accompanying this Directive. Note the ballot language for State Issue 1 is currently subject to litigation.

Questions and issues must be grouped together in the following political subdivision order for elections held in 2023:

1. State
2. Township
3. School and Other Districts
4. County
5. Municipal

### III. ABSENTEE BALLOT PREPARATION

The CCBOE must have absentee ballots printed and ready for use by **Friday, September 22**, for UOCAVA voters, and by **Wednesday, October 11**, for regular, non-UOCAVA absentee voters. Sample ballots on the CCBOE’s website must be updated by **September 22**, and absentee ballots must be provided to the SOS by **September 21**.

### IV. EARLY VOTING SCHEDULE

The early in-person voting schedule is as follows:

#### ***Weeks One, Two, and Three of Voting (October 11 – October 27, 2023)***

- 8:00 a.m. to 5:00 p.m. on each weekday (Monday through Friday)

#### ***Week Four of Voting (October 30 – November 5, 2023)***

- 7:30 a.m. to 7:30 p.m. (Monday)
- 7:30 a.m. to 8:30 p.m. (Tuesday)
- 7:30 a.m. to 7:30 p.m. (Wednesday through Friday)

- 8:00 a.m. to 4:00 p.m. (Saturday)
- 1:00 p.m. to 5:00 p.m. (Sunday)

## **V. DEADLINE TO RETURN ABSENTEE BALLOTS**

The deadline for absentee ballots to arrive at the CCBOE is the 4<sup>th</sup> day after Election Day, and non-UOCAVA absentee ballots must be postmarked by the day before Election Day. However, the 4<sup>th</sup> day after the election is Veterans Day, a federally recognized holiday. According to the USPS, mail will not be delivered on November 11 in recognition of Veterans Day. Therefore, the deadline to return an absentee ballot is **Monday, Nov. 13**.

## **VI. POST-ELECTION CURE PERIOD**

In recognition of the federal holiday on Saturday, Nov. 11, the period to cure a deficiency on an absentee or provisional ballot after Election Day is as follows:

- Wednesday, November 8, 2023: 8:00 a.m. – 5:00 p.m.
- Thursday, November 9, 2023: 8:00 a.m. – 5:00 p.m.
- Friday, November 10, 2023: 8:00 a.m. – 5:00 p.m.
- Monday, November 13, 2023: 8:00 a.m. – 5:00 p.m.

Beginning with the November 7, 2023 General Election, the CCBOE may begin the official canvass as early as the 5<sup>th</sup> day after Election Day. This is a change in law from House Bill 33 of the 135th General Assembly. However, the board must not examine the provisional ballot affirmation of any provisional ballot cast by an individual who must provide photo ID, complete an affidavit of religious objection, or provide additional information to determine the individual's eligibility until the individual does so or until the eighth day after Election Day, whichever is earlier.



## **DIRECTIVE 2023-17**

August 29, 2023

To: All County Boards of Elections  
Board Members, Directors, and Deputy Directors

Re: Ballots, Voting Schedule, and Deadlines for November 7, 2023 General Election

### **SUMMARY**

This Directive provides the certified form of the official ballots to be used in the November 7, 2023 General Election, including the language for two statewide issues to be printed on those ballots. The Directive also provides the schedule for early in-person voting, absentee ballot deadlines, and a schedule for the post-election cure period. Please note that this Directive must be used alongside [Chapter 5 of the Election Official Manual](#) when preparing ballots for this election. [Chapter 5](#) provides specific instructions on the following subjects:

- Ballot format;
- Voter instructions;
- Ballot stubs;
- Candidate ballots (names, restrictions, political party, rotation, etc.);
- Questions and issues ballot;
- Ballot proofs;
- Overlaps;
- Bid requirements;
- Ballot quantities;
- Logic and accuracy testing; and
- Public test.

### **INSTRUCTIONS**

#### **I. VERIFYING DISTRICT RELATIONSHIPS**

Before programming any aspect of the central tabulating system for the November 7, 2023 General Election, boards of elections must verify the accuracy of district relationships in the central tabulating system against the county's voter registration system. The purpose of this requirement is to ensure that each voter receives the correct ballot style (*i.e.*, the correct combination of candidate offices and issues) based upon that voter's residential address.



## **II. OFFICIAL BALLOT FORMS**

The certified form of the official ballot accompanying this Directive is for offices to be elected at the November 7, 2023 General Election. The names of all candidates who have not withdrawn pursuant to [R.C. 3513.30](#) must be arranged, rotated, and printed upon the ballot in accordance with the provisions of Ohio Revised Code Chapters [3505](#), [3506](#), and [3513](#) and [Chapter 5](#) of the Election Official Manual.

If your county has partisan and nonpartisan city and village offices, please pay particular attention to the order of offices for each precinct. The ballot order must have the partisan offices listed first, followed by Judge of the Municipal Court and Clerk of Municipal Court, which are followed by the other nonpartisan offices.

### **A. STATUTORY MUNICIPALITIES V. HOME RULE MUNICIPALITIES**

A statutory municipal corporation is a city or village that is governed by the general laws of Ohio. In comparison, a municipal corporation that has adopted a form of limited home rule may have adopted provisions governing elections for municipal offices or issues that differ from general statutory provisions. If specific home rule provisions relating to elections cannot be harmonized with the statutory provisions, the home rule provisions will control the elections of the home rule municipality. Questions about the applicability or implementation of home rule provisions should be directed to the municipal corporation's legal counsel.<sup>1</sup>

### **B. ORDER OF OFFICES FOR ALL CANDIDATE BALLOTS<sup>2</sup>**

#### **1. Partisan City Offices**

City offices must be listed in the following order:

1. Mayor
2. President of Council
3. Auditor
4. Treasurer
5. Director of Law
6. Member of Council at Large
7. Member of Council – Ward

#### **2. Partisan Village Offices**

Village offices must be listed in the following order:

1. Mayor
2. Clerk-Treasurer
3. Clerk

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<sup>1</sup> See [Chapter 1](#), Section 1.02 and [Chapter 2](#), Section 2.03 of the Election Official Manual for additional guidance on Municipal & County Charters and corresponding legal counsel.

<sup>2</sup> [R.C. 3505.04](#); If a city or village has adopted a charter or one of the three alternate forms of home rule government set forth in Revised Code Chapter 705 (i.e., commission plan, city manager plan, or federal plan), you must refer to the charter or appropriate provisions of R.C. Chapter 705 to determine the following: what officers are to be elected; the term of each office to be elected; the method of nomination (e.g., partisan primary election, nonpartisan primary election, or nominating petition) for each office; and the form of the ballot, if such ballot is prescribed by charter.

4. Treasurer
5. Member of Council
6. Member of Board of Trustees of Public Affairs

### **3. Nonpartisan Offices**

1. Judge of the Municipal Court
2. Clerk of the Municipal Court
3. City Offices (order of offices same as above)
4. Village Offices (order of offices same as above)
5. Township Trustees
6. Township Fiscal Officer
7. Member of Governing Board of Educational Service Center
8. Member of Board of Education (City, Local and Exempted Village)

### **4. Write-In Vote Blank Spaces**

A write-in space must be provided on the ballot for every office for which the board of elections has received a valid declaration of intent to be a write-in candidate.<sup>3</sup> If there is both a full and an unexpired term for the same office, place the full term first followed by the unexpired term.

## **C. FULL OR UNEXPIRED TERMS OF OFFICE**

For judicial offices, the designation of “Full Term Commencing,” followed by the appropriate date, must appear on the ballot. If for an unexpired term, the designation “Unexpired Term Ending,” followed by the term ending date of the office, must appear on the ballot.<sup>4</sup> The judicial offices for that court should appear in chronological order by the date the terms commence, followed by unexpired terms in descending order based on the ending date of the term.

For all other offices, the designation of term is necessary only when there is an unexpired term to elect (e.g., if a candidate is running for an unexpired term for township trustee) and where two or more full terms for the office are to appear on the ballot (e.g., municipal court judge), in which case the offices should appear in chronological order by the date the terms commence. If there is both full and unexpired term for the same office, place the full term first followed by the unexpired term.

A two-point rule must separate the title of the office from the names of the candidates for that office.<sup>5</sup>

## **D. OFFICIAL QUESTIONS AND ISSUES BALLOT**

Offices for which candidates may be elected are presented on the ballot first, followed by the questions and issues. The Official Questions and Issues Ballot must be used for all voting systems. The ballot form contains the exact ballot language that must be used for the two statewide issues on the ballot. Please note that the ballot language for State Issue 1 is currently subject to litigation. Should the ballot language for State Issue 1 change, a new certified form of ballot would be issued as soon as possible.

The attached ballot form also contains examples of some of the local questions and issues that may appear on the ballot in your county. Not every category or type of question/issue will appear on

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<sup>3</sup> [R.C. 3513.041](#); [R.C. 3513.14](#).

<sup>4</sup> [R.C. 3505.03\(D\)](#)

<sup>5</sup> [R.C. 3505.08\(A\)](#).

every ballot in every county, so please apply as much of the form as is appropriate to the ballots in your county.

Additional instructions on headings, ballot language, and percentage of votes can be found in [Chapter 5](#) of the Election Official Manual.

Two statewide issues, State Issue 1 and State Issue 2, will appear on the November 7, 2023 ballot. Questions and issues must be grouped together in the following political subdivision order for elections held in 2023:

1. State
2. Township
3. School and Other Districts
4. County
5. Municipal

Each board of elections may determine the specific order in which the local questions/issues within groups 2 through 5 listed above are placed on the ballot in that county. However, a board should adopt a method for doing so (i.e., ordered alphabetically or by date filed, etc.). Absentee ballots must contain identical ordering of issues within groups to regular ballots.

Please review the appropriate sections of the Ohio Revised Code, local charter (if applicable), and the [Questions and Issues Handbook](#) for ballot language and formats that are not on the attached Official Questions and Issues Ballot.

### **III. ABSENTEE BALLOT PREPARATION<sup>6</sup>**

As a reminder, boards must follow the instructions for proofing the ballot as outlined in [Chapter 5](#) of the Election Official Manual. All board members and staff, but especially those who are new to the ballot-proofing process, should read over these provisions to ensure they are familiar with the process.

Each board of elections must have absentee ballots printed and ready for use by Friday, **September 22, 2023** (46 days before the November 7, 2023 General Election) for Uniformed and Overseas Citizens Absentee Voting Act (“UOCAVA”) voters, and by Wednesday, **October 11, 2023** for regular, non-UOCAVA absentee voters. Boards must review Section 5.07 of [Chapter 5](#) of the Election Official Manual regarding ballot quantities and ensure ballot quantities are adequate for a higher turnout election, similar to the last general election with multiple state issues on the ballot.

As provided in [Chapter 7](#) of the Election Official Manual, boards may not outsource the printing and mailing of absentee ballots to vendors or any other third party without prior written authorization from the Director of Elections. The deadline to request outsourcing of absentee ballots is Friday, **September 8, 2023** (60 days before the election).

Additionally, each board must ensure that:

- The ballot file is provided to the ballot printing vendor, if applicable, to produce absentee and Election Day ballots and that all such ballot files are reviewed and approved before production;
- Any absentee ballot that is printed and mailed by a vendor is properly proofed and tested according to the instructions in [Chapter 7](#) of the Election Official Manual;
- The sample ballot on the board’s website is updated by Friday, **September 22, 2023** (at least 46

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<sup>6</sup> [R.C. 3509.01](#) and [R.C. 3511.04](#).

days before the November 7, 2023 General Election);<sup>7</sup>

- The absentee ballots are provided to the Secretary of State's Office at least 47 days before the election (Thursday, **September 21, 2023**) using SharePoint; and
- The remote ballot marking system is updated to include all eligible candidates.

#### **IV. EARLY VOTING SCHEDULE**

Boards must be open for early in-person voting in the November 7, 2023 General Election for the following days and hours:

##### ***Weeks One, Two, and Three of Voting (October 11 – October 27, 2023)***

- 8:00 a.m. to 5:00 p.m. on each weekday (Monday through Friday)

##### ***Week Four of Voting (October 30 – November 5, 2023)***

- 7:30 a.m. to 7:30 p.m. (Monday)
- 7:30 a.m. to 8:30 p.m. (Tuesday)
- 7:30 a.m. to 7:30 p.m. (Wednesday through Friday)
- 8:00 a.m. to 4:00 p.m. (Saturday)
- 1:00 p.m. to 5:00 p.m. (Sunday)

Absentee ballot applications are due by close of business on the seventh day before Election Day (i.e., 8:30 p.m. on Tuesday, **October 31, 2023**).

#### **V. DEADLINE TO RETURN ABSENTEE BALLOTS**

The deadline for absentee ballots to arrive at a board of elections office is the fourth day after Election Day, and non-UOCAVA absentee ballots must be postmarked by the day before Election Day.<sup>8</sup> However, the fourth day after the November 7, 2023 General Election is Veterans Day, a federally recognized holiday. According to the United States Postal Service, mail will not be delivered on November 11 in recognition of Veterans Day. Therefore, the deadline to return an absentee ballot is Monday, **November 13, 2023**. This is authorized by [R.C. 1.14](#).

#### **VI. POST-ELECTION CURE PERIOD**

In recognition of the federal holiday on Saturday, November 11, 2023, the period to cure a deficiency on an absentee or provisional ballot after Election Day is as follows:<sup>9</sup>

- |                               |                       |
|-------------------------------|-----------------------|
| • Wednesday, November 8, 2023 | 8:00 a.m. – 5:00 p.m. |
| • Thursday, November 9, 2023  | 8:00 a.m. – 5:00 p.m. |
| • Friday, November 10, 2023   | 8:00 a.m. – 5:00 p.m. |
| • Monday, November 13, 2023   | 8:00 a.m. – 5:00 p.m. |

Boards must post a sign at their office entrance for November 11, 2023 to inform voters that the board is closed on Veterans Day and will be open for curing absentee or provisional ballot defects the following Monday. The Secretary of State's Office will provide a template for this notice. Boards must also include the post-election cure period schedule on their website and social media.

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<sup>7</sup> [R.C. 3511.04\(B\)](#).

<sup>8</sup> [R.C. 3509.05](#).


<sup>9</sup> [R.C. 1.14](#); [R.C. 3505.181\(B\)\(7\)](#); [R.C. 3509.06](#).

Boards may accept any completed ([Secretary of State Form No. 11-S](#)) received by Monday, **November 13, 2023**. If a board of elections has no voters with a deficiency on their absentee or provisional ballot after Election Day (i.e., there is nothing *possible* to cure for any voter that cast a ballot in the election) or all deficiencies have been cured, the board may return to its normal operating hours for the remainder of the cure period.

Beginning with the November 7, 2023 General Election, boards may begin the official canvass as early as the fifth day after Election Day. This is a change in law from House Bill 33 of the 135<sup>th</sup> General Assembly.<sup>10</sup> However, the board must not examine the provisional ballot affirmation of any provisional ballot cast by an individual who must provide photo ID, complete an affidavit of religious objection, or provide additional information to determine the individual's eligibility until the individual does so or until the eighth day after Election Day, whichever is earlier.<sup>11</sup> The earliest results can be certified is after the final delivery of absentee ballots and the end of the post-election cure period, which ends at 5:00 p.m. on Monday, **November 13, 2023**.

If you have any questions regarding this Directive or [Chapter 5](#) of the Election Official Manual, please contact the Secretary of State's elections counsel at (614) 728-8789.

Yours in service,



Frank LaRose  
Ohio Secretary of State

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<sup>10</sup> R.C. 3505.32 (version effective October 3, 2023).

<sup>11</sup> [R.C. 3505.183\(G\)](#).



## OFFICIAL GENERAL ELECTION BALLOT

A	B	C	
_____ County	General Election	November 7, 2023	
<b>Instructions to Voter</b> <ul style="list-style-type: none"> <li><b>To vote:</b> completely darken the oval (●) to the left of your choice.</li> <li>Note the permitted number of choices directly below the title of each candidate office. Do not mark the ballot for more choices than allowed.</li> <li>If you mark the ballot for more choices than permitted, that contest or question will not be counted.</li> <li><b>To vote for a write-in candidate:</b> completely darken the oval (●) to the left of the blank line and write in the candidate's name. Only votes cast for candidates who filed as write-in candidates can be counted.</li> <li>Do not write in a candidate's name if that person's name already is printed on the ballot for that same contest.</li> <li><b>If you make a mistake or want to change your vote:</b> return your ballot to an election official and get a new ballot. You may ask for a new ballot up to two times.</li> </ul>	<b>CITY OF _____</b> <b>For Mayor</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	<b>For Member of Council</b> (_____ Ward) (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	
	<b>For President of Council</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	<b>VILLAGE OF _____</b> <b>For Mayor</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	
	<b>For Auditor</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	<b>For Clerk-Treasurer</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	
	<b>For Treasurer</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	<b>For Clerk</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	
	<b>For Director of Law</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	<b>For Treasurer</b> (Vote for not more than 1) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	
	<b>For Member of Council at Large</b> (Vote for not more than _____) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	<b>For Member of Council</b> (Vote for not more than _____) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any) <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	
	Page 1 of 4		
	A	B	C
	001 _____ TWP A	0001:1	001

This **SAMPLE** ballot provides the **CORRECT TITLE** and **ORDER OF OFFICES** for ballot layout for candidates for offices for the November 7, 2023 General Election. The space for a write-in candidate should be provided only if applicable.  
See Directive 2023-17 and Chapter 5 of the Election Official Manual.



## OFFICIAL GENERAL ELECTION BALLOT

D	E	F
County	General Election	November 7, 2023
<b>For Member of Board of Trustees of Public Affairs</b> (Vote for not more than ____)  <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)  <input type="radio"/> <b>Print Candidate Name</b> (Insert party affiliation or ballot designation, if any)	<b>For Member of Council</b> (____ Ward) (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	COUNTY <b>EDUCATIONAL SERVICE CENTER</b>
<b>MUNICIPAL COURT</b>  <b>For Judge of Municipal Court</b> (Full term commencing XX-XX-20XX) (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>VILLAGE OF</b> _____  <b>For Mayor</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Member of Governing Board of Educational Service Center</b> (Vote for not more than ____)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>
<b>For Clerk of Municipal Court</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Clerk-Treasurer</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	SCHOOL <b>DISTRICT</b>
<b>For Clerk of Municipal Court</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Clerk</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Member of Board of Education</b> (Vote for not more than ____)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>
<b>CITY OF</b> _____  <b>For Mayor</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Treasurer</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	
<b>For President of Council</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Member of Council</b> (Vote for not more than ____)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	
<b>For Auditor</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Member of Board of Trustees of Public Affairs</b> (Vote for not more than ____)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	
<b>For Treasurer</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>TOWNSHIP OF</b> _____  <b>For Township Trustee</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	
<b>For Director of Law</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	<b>For Township Fiscal Officer</b> (Vote for not more than 1)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>	
<b>For Member of Council at Large</b> (Vote for not more than ____)  <input type="radio"/> <b>Print Candidate Name</b> <input type="radio"/> <b>Print Candidate Name</b>		
<b>D</b> 001      TWP A	<b>E</b> 0001:1	<b>F</b> 001

This **SAMPLE** ballot provides the **CORRECT TITLE** and **ORDER OF OFFICES** for ballot layout for candidates for offices for the November 7, 2023 General Election. The space for a write-in candidate should be provided only if applicable.  
See Directive 2023-17 and Chapter 5 of the Election Official Manual.

# OFFICIAL GENERAL ELECTION BALLOT

G <span style="background-color: black; color: white; padding: 2px 5px;"> </span> County	H <span style="background-color: black; color: white; padding: 2px 5px;"> </span> General Election	I <span style="background-color: black; color: white; padding: 2px 5px;"> </span> November 7, 2023
<p><b>Issue 1</b></p> <p><b>A Self-Executing Amendment Relating to Abortion and Other Reproductive Decisions</b></p> <p><b>Proposed Constitutional Amendment</b></p> <p>Proposed by Initiative Petition</p> <p>To enact Section 22 of Article I of the Constitution of the State of Ohio</p> <p>A majority yes vote is necessary for the amendment to pass.</p> <p>The proposed amendment would:</p> <ul style="list-style-type: none"> <li>• Establish in the Constitution of the State of Ohio an individual right to one's own reproductive medical treatment, including but not limited to abortion;</li> <li>• Create legal protections for any person or entity that assists a person with receiving reproductive medical treatment, including but not limited to abortion;</li> <li>• Prohibit the citizens of the State of Ohio from directly or indirectly burdening, penalizing, or prohibiting abortion before an unborn child is determined to be viable, unless the State demonstrates that it is using the least restrictive means;</li> <li>• Grant a pregnant woman's treating physician the authority to determine, on a case-by-case basis, whether an unborn child is viable;</li> <li>• Only allow the citizens of the State of Ohio to prohibit an abortion after an unborn child is determined by a pregnant woman's treating physician to be viable and only if the physician does not consider the abortion necessary to protect the pregnant woman's life or health; and</li> <li>• Always allow an unborn child to be aborted at any stage of pregnancy, regardless of viability if, in the treating physician's determination, the abortion is necessary to protect the pregnant woman's life or health.</li> </ul> <p>If passed, the amendment will become effective 30 days after the election.</p> <p><b>SHALL THE AMENDMENT BE APPROVED?</b></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p><b>Issue 2</b></p> <p><b>To Commercialize, Regulate, Legalize, and Tax the Adult Use of Cannabis</b></p> <p><b>Proposed Law</b></p> <p>Proposed by Initiative Petition</p> <p>To enact Chapter 3780 of the Ohio Revised Code</p> <p>A majority yes vote is necessary for the law to pass.</p> <p>To enact Chapter 3780 of the Ohio Revised Code, which would:</p> <ul style="list-style-type: none"> <li>• Define adult use cannabis to mean marijuana as defined in Section 3719.01 of the Revised Code and establish the Division of Cannabis Control (the "Division") within the Department of Commerce;</li> <li>• Authorize the Division to regulate, investigate, and penalize adult use cannabis operators, adult use testing laboratories, and individuals required to be licensed;</li> <li>• Legalize and regulate the cultivation, processing, sale, purchase, possession, home grow, and use of cannabis by adults at least twenty-one years of age;</li> <li>• Create additional protections for individuals who engage in permitted adult use cannabis conduct;</li> <li>• Establish the cannabis social equity and jobs program and require the Department of Development to certify program applicants based on social and economic disadvantage;</li> <li>• Define "social disadvantage" to include membership in a racial or ethnic minority group, disability status, gender, or long-term residence in an area of high unemployment;</li> <li>• Shield certain confidential information from disclosure to the public, including but not limited to any information reported to or collected by the Division that identifies or would tend to identify any adult use cannabis consumer and prohibit the Department of Development from releasing certain application information as public records;</li> <li>• Require the Division to provide preferential treatment to applicants who have qualified for the cannabis social equity and jobs program based on social disadvantage when issuing level III adult use cannabis cultivator licenses and dispensary licenses;</li> </ul>	<ul style="list-style-type: none"> <li>• Prohibit certain local government entities from limiting specific research, levying a tax, or charge on adult use operations, their owner, or their property not generally charged on other business, and prohibit certain local government entities from prohibiting or limiting adult use cannabis home grow or prohibiting or restricting an activity authorized by the proposed law;</li> <li>• Authorize a landlord or an employer to prohibit the adult use of cannabis in certain circumstances, and prohibit the operation of a motor vehicle while using or under the influence of adult use cannabis and from using any other combustible adult use cannabis while a passenger in a motor vehicle;</li> <li>• Limit criminal liability for certain financial institutions that provide financial services to any lawful adult use cannabis operator or testing laboratory licensed under the proposed law;</li> <li>• Require the Division to enter into an agreement with the Department of Mental Health and Addiction Services to create a program for cannabis addiction services;</li> <li>• Provide for the creation of five funds in the state treasury: the adult use tax fund; the cannabis social equity and jobs fund; the host community cannabis fund; the substance abuse and addiction fund; and the division of cannabis control and tax commissioner fund; and</li> <li>• Provide for taxation of 10 percent on the sale of adult use cannabis by dispensaries in addition to usual sales taxes and require that all monies collected from the 10 percent tax levied to be deposited into the adult use tax fund and quarterly distributed as follows: 36 percent to the cannabis social equity and jobs fund; 36 percent to the host community cannabis facilities fund; 25 percent to the substance abuse and addiction fund; and three percent to the division of cannabis control and tax commission fund.</li> </ul> <p>If passed, the law will become effective 30 days after the election.</p> <p><b>SHALL THE PROPOSED LAW BE ADOPTED?</b></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
G <span style="background-color: black; color: white; padding: 2px 5px;"> </span> 001 <span style="background-color: black; color: white; padding: 2px 5px;"> </span> TWP A	H <span style="background-color: black; color: white; padding: 2px 5px;"> </span> 0001:1	I <span style="background-color: black; color: white; padding: 2px 5px;"> </span> 001

This **SAMPLE** ballot provides the **CORRECT** ballot format, title, and language for the state issues that must appear on the November 2023 General Election ballot. See Directive 2023-17 and Chapter 5 of the Election Official Manual.

# OFFICIAL QUESTIONS AND ISSUES BALLOT

<b>J</b> _____ County	<b>K</b> Special Election	<b>L</b> November 7, 2023
<div style="border: 1px solid black; padding: 5px;"> <b>Proposed Tax Levy (Additional)</b>             _____  <small>(name of subdivision)</small>   <b>A majority affirmative vote is necessary for passage.</b> </div> <div style="border: 1px solid black; padding: 5px;"> <b>An additional tax for the benefit of</b>            _____  <small>(name of subdivision or public library)</small>  <b>for the purpose of</b>             that the county auditor estimates will collect \$ _____ annually, at a rate not exceeding _____ mills for each \$1 of taxable value, which amounts to \$ _____ for each \$100,000 of the county auditor's appraised value, for   <small>(life of indebtedness, number of years levy to run, or a continuing period of time)</small>  <b>commencing in</b> _____  <small>(first year tax to be levied)</small>  <b>first due in calendar year</b> _____  <small>(first calendar year tax due)</small>   <input type="radio"/> <b>FOR THE TAX LEVY</b>  <input type="radio"/> <b>AGAINST THE TAX LEVY</b> </div> <div style="border: 1px solid black; padding: 5px;"> <b>Proposed Municipal Income Tax</b>             _____  <small>(name of subdivision)</small>   <b>A majority affirmative vote is necessary for passage.</b> </div> <div style="border: 1px solid black; padding: 5px;"> <b>Shall the Ordinance providing for a</b>            _____ <b>percent levy on income for</b>            _____  <small>(brief description of purpose of the levy)</small>  <b>be passed?</b>   <input type="radio"/> <b>FOR THE INCOME TAX</b>  <input type="radio"/> <b>AGAINST THE INCOME TAX</b> </div>	<div style="border: 1px solid black; padding: 5px;"> <b>Local Liquor Option (By Petition)</b>   <b>A majority affirmative vote is necessary for passage.</b> </div> <div style="border: 1px solid black; padding: 5px;"> <b>Shall the sale of</b> _____   <small>(insert above one or more of the following three choices: "beer"; "wine and mixed beverages"; or "spirituous liquor")</small>  <b>be permitted by</b> _____  <small>[insert name (as submitted to Division of Liquor Control) of liquor permit holder or applicant, or liquor agency store, including, if applicable, trade or fictitious name under which applicant for, or holder of, liquor permit or liquor agency store either does, or intends to do, business at the particular location]</small>  <b>a(n)</b> _____  <small>(insert "an applicant for" or "a holder of" or "an operator of")</small>  <b>a</b> _____  <small>(insert name of the type of liquor permit or permits or, if appropriate, "liquor agency store for the State of Ohio")</small>  <b>who is engaged in the business of</b>   <small>(insert general nature of the business in which liquor permit holder or applicant is engaged, or will be engaged, at the particular location)</small>  <b>at</b> _____  <small>(insert address of the particular location within the precinct)</small>  <b>in this precinct?</b>   <input type="radio"/> <b>YES</b>  <input type="radio"/> <b>NO</b> </div> <div style="border: 1px solid black; padding: 5px;"> <b>Insert board member signatures</b> </div>	Page 4 of 4
<b>J</b> 001 _____ TWP A	<b>K</b> 0001:1	<b>L</b> 001

This **SAMPLE** ballot provides the **CORRECT** ballot format for local questions or issues that may appear on the ballot. See Directive 2023-17 and Chapter 5 of the Election Official Manual.

# Agenda Item #2

# Post-Election Audit Summary

## August 8, 2023 Special Election

### *Issue 1*

There were 335,356 total ballots cast in the August 8, 2023 Special Election. A hand count was conducted of 1,515 ballots cast in the audited contest. The accuracy rate for the post-election audit is 100%.

On September 6, 2023, the Ballot Department conducted one Risk-Limiting Post-Election Audit for the August 8, 2023 Special Election. Audited race and batch details are provided below:

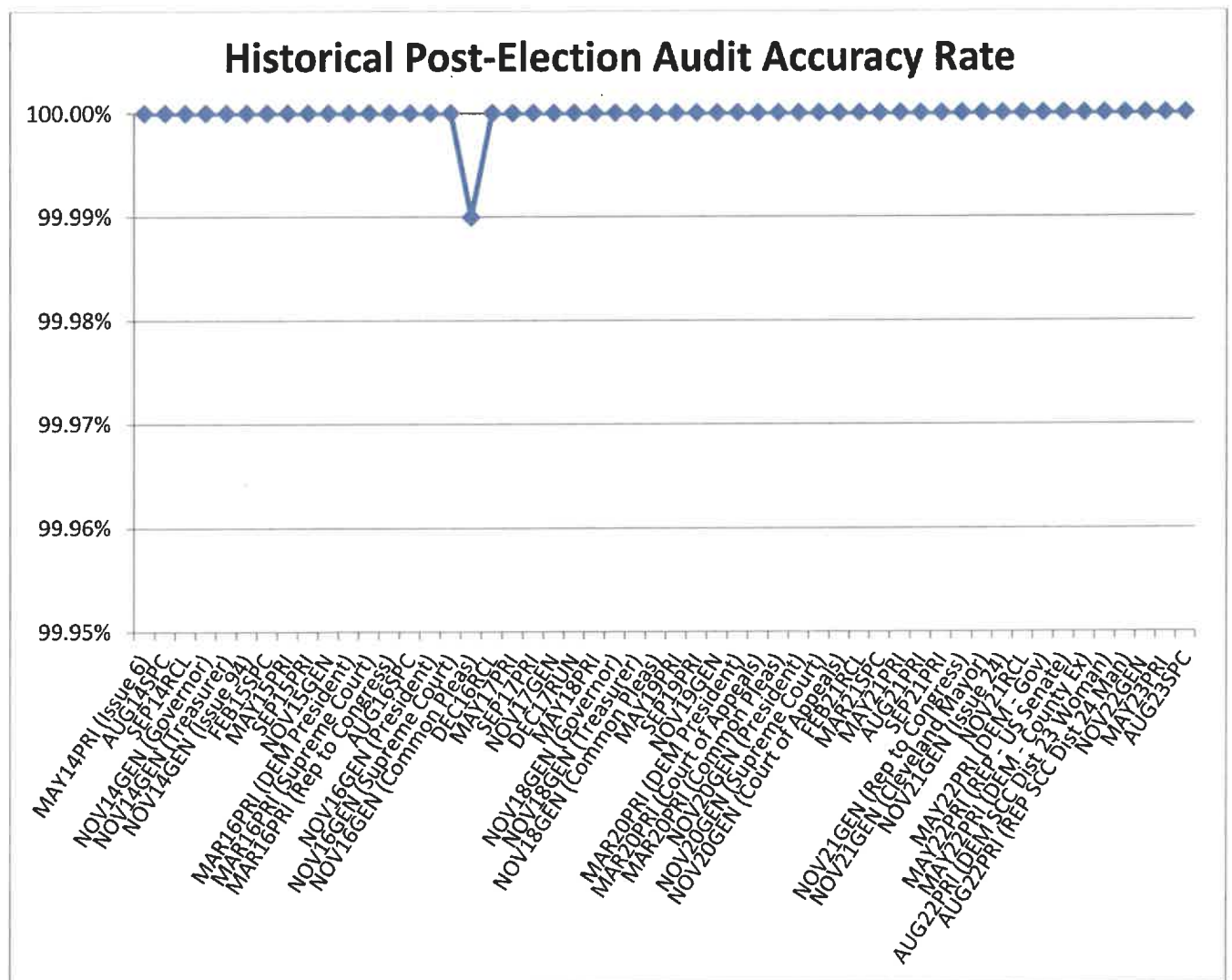
RACE	TOTAL BALLOTS CAST	UNIQUE BATCHES AUDITED	TOTAL BALLOTS AUDITED	NUMBER OF PRECINCTS IN CONTEST
<b>Issue 1</b>	335,356	6	1,515	967
<b>Total</b>	335,356	6	1,515	967

Our Risk-Limiting Audits were based upon the Kaplan-Markov method as explained by Philip B. Stark and Mark Lindeman. Auditing best practices recommend we split up the total ballots cast by precinct into multiple batch types. We utilized six batch types each consisting of one single ballot type category: Vote-by-Mail, Election Day, Early In-Person, Provisional, Post Vote-by-Mail, and Post Election Day.

A master spreadsheet was created for each contest with statistical formulas to determine the number of batches that must be audited in order to reach a 90% confidence level. This confidence level means the audit has at least a 90% probability of leading to a full recount if the apparent outcome is incorrect.

We used a "Probability Proportional to Error Bound with Replacement" selection method. We assigned numbers ranging from 000 through 999 for each batch within each contest. Unique ranges of numbers were allocated to specific batches based upon their error bound - i.e. the greater the possibility of a miscount within a batch, the more numbers assigned, and the more likely it is to be selected. For example, if a single batch has a high probability of a miscount, multiple numbers would be assigned to that single batch, making the random selection of that batch more likely during the audit. Each of those individual numbers might be randomly selected and included in the overall batch audit requirement, but the single batch to which those numbers are assigned would need to be audited only once. To obtain the precinct batch number we rolled differently colored dice numbered 0 - 9, each one of the colored dice representing one digit of the batch number.

PRECINCT NAME	NUMBER OF TIMES SELECTED	SELECTED BATCH TYPE	OFFICIAL BALLOTS CAST	AUDIT HAND COUNT	DIFFERENCE
BROOK PARK -03-C	1	Election Day	273	273	0
WARRENSVILLE HTS -03-A	1	Early In-Person	43	43	0
CLEVELAND -02-F	1	Election Day	88	88	0
CLEVELAND -08-B	1	Election Day	278	278	0
PARMA -07-D	1	Election Day	337	337	0
CLEVELAND HTS -02-C	1	Election Day	496	496	0
<b>Total</b>	<b>6</b>		<b>1,515</b>	<b>1,515</b>	<b>0</b>





# Agenda Item #3

**Resignation from Elected Office**

1. Rick Cyngier, Brooklyn Board of Education, Board Member<sup>1</sup>

**Appointment to Elected Office**

1. Karam Hasrouni, Brooklyn Board of Education, Board Member

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<sup>1</sup> The term ends 12-31-2025, and the vacancy was filled 8-22-2023. Because the vacancy was filled less than 90 days from the next election for Board of Education, no special election will occur and Mr. Hasrouni will complete the term through 2025 (ORC 3313.11).

## Certification to Fill Vacancy in Elected Office

8/23/2023

(MM/DD/YYYY)

Brooklyn

Ohio

(City/Village/Township)

### To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of Board of Education, in the

Brooklyn

(City/Village/Township/School)

has occurred on 8/9/2023

(MM/DD/YYYY)

due to the resignation

(Death, Resignation, Etc.)

of Mr. Rick Cyngier

(Print name of office holder)

The School Board

(Council/Mayor/School Board etc.)

has appointed Mr. Karam Hasrouni

(Print name of appointee)

to fill the vacancy

under the authority of O.R.C 3313.11

(cite the ORC/Charter/Ordinance sections granting the appointing authority)

who is a qualified elector residing at \_\_\_\_\_

(State full street address, city, and zip code)

\_\_\_\_\_  
(State phone number and email)

to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.



\*\*Signed by appointing authority or  
authorized representative (i.e., Clerk of Council,  
School Treasurer, Mayor, etc.)

Treasurer/CFO

(Title)

8/24

(Date)

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date 8/21/2023 and provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above.

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.

23 AUG 24 PM 3:44

Rocky Neale

President, Brooklyn School Board

August 9, 2023

6200 Biddulph Rd

Brooklyn, OH 44144

Dear Rocky and fellow board members

It with a heavy heart, but one filled with fond memories and being an integral part of Brooklyn City schools history that I tender my resignation effective immediately as a Brooklyn School Board member.

I was privileged to be a part of a great team over the years. We had our spats, hilarious moments, and most importantly, impacted the future of our children and our schools here in Brooklyn. I was fortunate enough to start with and finish my tenure as a school board member for over 12 years, some of that as President of this body. I was honored to be amongst the best leadership on our board;; and thankful that I finished my term with the best administration that I have seen over my years here at Brooklyn.

Handing out all of those diplomas over the years fulfilled me as I knew that we were taking Brooklyn in

The right direction of producing educated leaders to go out in the world and make substantial contributions. I only ask that you continue your focus on academia, and not be distracted by those wishing to destroy what we have built.

I will continue to support our Brooklyn Schools, and like a bad penny, keep popping up when needed, or as an old curmudgeon, complaining out loud that we didn't do that in the old days!!

Thank you all again for your support of me as one of your colleagues on the school board, and as friends.

Sincerely,

  
Rick Cyngler

Brooklyn School Board Member

Cc: Brooklyn School Board

Dr. Ted Caleris, Superintendent

Robert Schirhart, Treasurer

23 AUG 24 PM 3:53

**Agenda - Brooklyn City Board of Education Emergency Special Meeting (Wednesday, August 9, 2023)**  
 Generated by Kelly K Gasper on Friday, August 11, 2023

Opening

Procedural: 1.1 Call to Order and Roll Call

BOARD MEMBER	PRESENT
MR. CYNGIER	
MR. KRALL	X
MR. SLATTERY	X
MR. BARTCZAK	X
MR. NEALE	X
TOTAL:	4
Time: 5:00 PM	

Procedural: 1.2 Pledge of Allegiance

Agenda Item: 1.3 Approval of the Emergency Special Meeting Agenda

Board Business

Agenda Item: 2.1 Resignation of School Board Member - Approve

Recommended Action: The Brooklyn City School District Board of Education hereby accepts the resignation of Board Member Rick Cyngier effective August 9, 2023.

BOARD MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MR. CYNGIER					
MR. KRALL			X		
MR. SLATTERY			X		
MR. BARTCZAK			X		
MR. NEALE			X		
APPROVED			4		

Resolution # 23-08-229

Agenda Item: 2.2 Executive Session - Approve

Recommended Action: The Brooklyn City School District Board of Education (Board) hereby recesses into executive session for the purpose of considering the appointment of a public official. Upon conclusion of this executive session, the Board President will call the Board back into open session at this location. All matters discussed in this executive session are designated as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business. (Roll Call Vote)

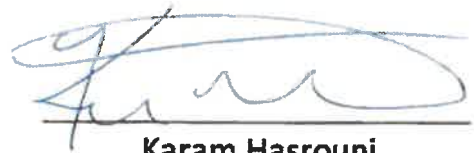
BOARD MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MR. CYNGIER					

2023/08/11 PM3:44

**Oath or Affirmation of Office of Board Member**

**State of Ohio  
Cuyahoga County**

I, Karam Hasrouni (swear) (affirm) that I will support the Constitution of the United States, and the Constitution of the State of Ohio, and I will perform faithfully the duties of my office as a member of the Board of Education of the Brooklyn City School District.



**Karam Hasrouni**

Sworn to before me and signed in my presence on the 22<sup>nd</sup> day of August 2023.



**Robert T. Schirhart, Treasurer**

23 AUG 24 PM 3:45

8/22/23, 10:28 AM

BoardDocs@ LT

President shall gavel the Board back into open session at this location. All matters discussed in these executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business. (Roll Call Vote)

BOE MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
S. KRALL	X		X		
R. SLATTERY		X	X		
RS. BARTCZAK			X		
R. NEALE			X		
APPROVED			4		

TIME: 5:40 P.M.  
Resolution # 23-08-236

Action (Consent): 2.4 Motion to move back into Open Session - Approve

Recommended Action: Motion for the Brooklyn Board of Education to go back into Open Session at 6:20 P.M. pursuant to R.C. 21.22(G)(1).

Action: 2.5 Board of Education Vacancy Resolution - Karam Hasrouni - Approve

Board Member Vacancy Resolution

BOE MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MS. KRALL			X		
MR. SLATTERY	X		X		
MRS. BARTCZAK			X		
MR. NEALE		X	X		
APPROVED			4		

Resolution # 23-08-237

3. Closing

Action: 3.1 Adjournment

Recommended Action: RESOLVED that this meeting is adjourned at 6:30 P.M.

BOE MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MS. KRALL			X		
MR. SLATTERY	X		X		
MRS. BARTCZAK			X		
MR. NEALE		X	X		
APPROVED			4		

TIME: 6:30 P.M.

BOARD PRESIDENT:

*Rory Neale*

TREASURER:

*Robert S. Sebastian*

23 AUG 24 PM 3:45



## Section 3313.11 | Vacancy in board.

Ohio Revised Code / Title 33 Education-Libraries / Chapter 3313 Boards of Education

**Effective:** November 12, 1997    **Latest Legislation:** House Bill 269 - 122nd General Assembly

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Notwithstanding division (D) of section 3311.19 and division (D) of section 3311.52 of the Revised Code, this section does not apply to any joint vocational or cooperative education school district.

A vacancy in any board of education may be caused by death, nonresidence, resignation, removal from office, failure of a person elected or appointed to qualify within ten days after the organization of the board or of appointment or election, removal from the district, or absence from meetings of the board for a period of ninety days, if such absence is caused by reasons declared insufficient by a two-thirds vote of the remaining members of the board, which vote must be taken and entered upon the records of the board not less than thirty days after such absence.

If the board members are selected by appointment pursuant to division (B) or (F) of section 3311.71 of the Revised Code, the appointing authority responsible for the appointment shall fill any such vacancy by appointment of an individual to serve the remainder of the unexpired term from a slate of at least three persons proposed by the municipal school district nominating panel established under that section. If the member creating the vacancy resides in a municipal school district but not in the municipal corporation containing the greatest portion of the district's territory, the individuals included on such slate shall also reside in the municipal school district but not in the municipal corporation containing the greatest portion of the district's territory.

If the board members are selected by election, the board shall fill any such vacancy at its next regular or special meeting, not earlier than ten days after such vacancy occurs. A majority vote of all the remaining members of the board may fill any such vacancy.

Immediately after such a vote, the treasurer of the board of education shall give written notice to the board of elections responsible for conducting elections for that school district that a vacancy has been filled, and the name of the person appointed to fill the vacancy. Each person selected by the board or probate court to fill a vacancy shall hold office for the shorter of the following periods: until the completion of the unexpired term, or until the first day of January immediately following the next regular board of education election taking place more than ninety days after a person is selected by the board or probate court to fill the vacancy. At that election, a special election to fill the vacancy shall be held in accordance with laws controlling regular elections for board of education members, except that no such special election shall be held if the unexpired term ends on or before the first day of January immediately following that regular board of education election. The term of a person chosen at a special election under this section shall begin on the first day of January immediately following the election, and the person shall serve for the remainder of the unexpired term. Whenever the need for a special election under this section becomes known, the board of education shall immediately give written notice of this fact to the board of elections responsible for conducting the regular board of education election for that school district.

The term of a board of education member shall not be lengthened by the member's resignation and subsequent selection by the board or probate court under this section.

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## Available Versions of this Section

November 12, 1997 – House Bill 269 - 122nd General Assembly

23 AUG 24 PM 3:45

# Agenda Item

#4

**Candidate Withdrawal Acknowledgment**

**Candidates Withdrawn from the November 7, 2023 General Election**

<b><u>Office</u></b>	<b><u>Name</u></b>	<b><u>Party</u></b>
Cleveland Municipal Clerk of Courts	Martin J. Sweeney	Nonpartisan
Maple Heights CSD, Board Member	Tamitra Peavy*	Nonpartisan
Newburgh Heights Member of Council	Todd J. Knight*	Nonpartisan
North Royalton Member of Council, Ward 4	Heidi Tsakalos*	Nonpartisan
Pepper Pike Member of Council	Megan DiGiorgio	Nonpartisan
South Euclid Member of Council, Ward 4	John F. Fahsbender**	Nonpartisan

\*Per ORC 3513.30(E) these candidates' names will remain on the ballot, votes cast for these candidates will not be tallied nor reported, and notices to inform voters of the withdrawals will be posted in voting booths and provided with VBM ballots.

\*\*Candidate's petition did not contain the minimum required signatures to be printed on the ballot.

VOTE

CUYAHOGA COUNTY  
BOARD OF ELECTIONS

Date: 8/29/2023  
I, MARTIN J. SWEENEY, withdraw my candidacy for  
(check one):

May 2, 2023 Primary Election

September 12, 2023 Primary Election

☒ November 7, 2023 General Election

Other: \_\_\_\_\_

Party (if applicable):  
\_\_\_\_\_

Office:

CLEVELAND municipal clerk of courts

Term date (if applicable):  
\_\_\_\_\_

Signature:

M. J. Sweeney

Printed Name:

MARTIN J. SWEENEY

Street Address:

3632 W 133<sup>rd</sup> ST

City / Zip Code:

CLEVELAND OH 44111

Phone:

216-252-0986

Email:  
\_\_\_\_\_

123 AUG 29 PM 4:3

# VOTE

## CUYAHOGA COUNTY BOARD OF ELECTIONS

Date: 8/31/23

I, Tamitra Peavy, withdraw my candidacy for

(check one):

- ☐ May 2, 2023 Primary Election
- ☐ ~~September 12, 2023 Primary Election~~
- ☒ November 7, 2023 General Election
- ☐ Other: \_\_\_\_\_

Party (if applicable):

Democrat

Office:

Maple Heights School Board

Term date (if applicable):

Signature:

Tam Peavy

Printed Name:

Tamitra Peavy

Street Address:

16214 Maplewood Ct,

City / Zip Code:

Maple Heights / 44137

Phone:

216-280-6124

Email:

tamitra.peavy@yahoo.com

AUG 31 2023 PM1:54



Todd J Knight  
4026 E. 52<sup>nd</sup> St  
Newburgh, Hts., Ohio 44105

# NOTICE TO WITHDRAW PETITION FOR CANDIDACY

For personal family reasons unrelated to the issues of the proposed hearing I Todd J. Knight am withdrawing my candidacy for Council at large for The Village of Newburgh Heights, Ohio.

Accordingly, there is no need for a board hearing and I appreciate the boards concern over such an important topic.

## DOCUMENTATION OF PROOF OF RESIDENCY

I would like to be considered as a candidate in Newburgh Heights in future elections. Therefore, attached is documentation as proof of my residency in the Village of Newburgh

Should the board wish to have a hearing, I will happily attend to answer questions.

I will provide testimony from the following witnesses:

Adam Mazur- Current Mayoral Candidate for the Village of Newburgh Hts.

Anthony Datillo- Newburgh Hts. resident and property investor

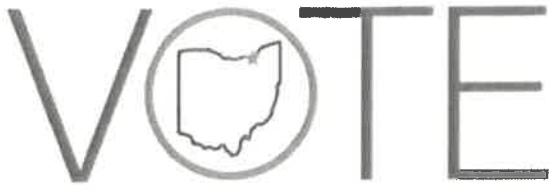
Angela Knight- Estranged wife of Todd J Knight

Please advise me as to whether or not the hearing will go forward.

Sincerely,



Todd J Knight  
4026 E 52<sup>nd</sup> St  
Newburgh Hts., Ohio 44105



# CUYAHOGA COUNTY BOARD OF ELECTIONS

Date: 9-8-23

I, Heidi Tsakalos, withdraw my candidacy for

(check one):

☐

May 2, 2023 Primary Election

☐

September 12, 2023 Primary Election

☒

November 7, 2023 General Election

☐

Other: \_\_\_\_\_

Party (if applicable):

\_\_\_\_\_

Office:

North Royalton Ward 4 City Council

Term date (if applicable):

\_\_\_\_\_

Signature:

Heidi Tsakalos

Printed Name:

Heidi Tsakalos

Street Address:

13660 Prince Charles

City / Zip Code:

North Royalton 44133

Phone:

216-312-4996

Email:

heiditsakalos@gmail.com

SEP 8 2023 4:10

## **!Withdrawing from Pepper Pike City Council Race!**

Megan DiGiorgio <mjc8477@gmail.com>

Fri 8/25/2023 3:50 PM

To: Brent Lawler <Blawler@cuyahogacounty.gov>

Cc: Megan DiGiorgio <mjc8477@gmail.com>

Friday August 25, 2023

Mr. Lawler,

Effective today, August 25, 2023, I am withdrawing from the City of Pepper Pike City Council race due to a change in my personal circumstances. Please accept this letter as documentation of such.

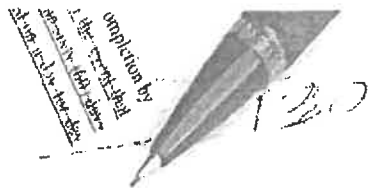
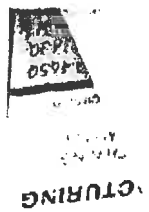
Megan DiGiorgio  
1 Hunting Hollow Drive  
Pepper Pike, OH 44124

Can you please confirm receipt of this email?

Respectfully,

Megan DiGiorgio

23 AUG 25 PM 4:13



# VOTE

## CUYAHOGA COUNTY BOARD OF ELECTIONS

Date: 9-7-23  
I, John J. Fahsbender, withdraw my candidacy for

(check one):

- ☐ May 2, 2023 Primary Election
- ☐ September 12, 2023 Primary Election
- ☒ November 7, 2023 General Election
- ☐ Other: \_\_\_\_\_

Party (if applicable): Non-partisan

Office: South Euclid City Council - Ward 4

Term date (if applicable): beg Jan 24

Signature: [Signature]  
Printed Name: John J. Fahsbender

Street Address: 4063 Stillmore Rd

City / Zip Code: South Euclid 44121

Phone: 216 577 0868

Email: john\_fahsbender@me.com

23 SEP 7 PM 1:23

Agenda Item

#5



**Certification of Nonpartisan and Write-In Candidates to the  
November 7, 2023 General Election**

Office	Name	Last Name	
South Euclid Municipal Court Judge FTC 1/1/2024	Timothy R.	Sterkel	
Chagrin Falls Mayor	William A.	Tomko	
Chagrin Falls Council - 2 year term	Michael	Corkran	
Chagrin Falls Council - 2 year term	Don	Gutierrez	
Chagrin Falls Council - 2 year term	Andrew	Rockey	
Chagrin Falls Council - 2 year term	Nancy	Rogoff	
Chagrin Falls Council - 4 year term	Angela	DeBernardo	
Chagrin Falls Council - 4 year term	Brian	Drum	
Chagrin Falls Council - 4 year term	Erinn	Grube	
Bratenahl Village Council	David S.	Kozinski	Write-In
Hunting Valley Village Council	Gerald B.	Medinger	Write-In
Middleburg Heights President of Council	David	Bortolotto	
Middleburg Heights Council at Large	Tim	Ali	
Middleburg Heights Council at Large	Martha G.	Ratkowski	
Middleburg Heights Council at Large	Dan	Sage	
Middleburg Heights Council Ward 01	Bill	Meany	
Middleburg Heights Council Ward 02	Matthew G.	McGregor	
Middleburg Heights Council Ward 03	Michael	Ference	
Middleburg Heights Council Ward 04	John J.	Grech	
Newburgh Heights Council	Linda L.	Giersz	Write-In
Newburgh Heights Council	Eva M.	Karras	Write-In
Newburgh Heights Council	Dorene B.	Kray	Write-In
South Euclid Mayor	Georgine	Welo	
South Euclid Council at Large	Chanell	Elston	
South Euclid Council at Large	Susan	Hardy	
South Euclid Council at Large	Justin	Tisdale	
Warrensville Heights Council Ward 04	Walter	Stewart	Write-In

9/11/2023 Board Meeting - update 9.1.23



# Agenda Item #6



## **Certification of Remaining Issues for the November 7, 2023 General Election**

*9-11-2023 Board Meeting*

### **CITY OF BEDFORD HEIGHTS**

#### **Proposed Charter Amendment**

Shall Article XIII, Section 13.07.02 of the Charter of the City of Bedford Heights be amended to authorize to renew a levy of taxes, in an amount not to exceed 2 mills per year, for the purpose of providing funds to pay costs to repave, repair, upgrade and maintain city streets, for ten years, commencing in tax year 2024?

### **CITY OF BROOKLYN**

#### **Proposed Charter Amendment**

Shall the proposed First Amended Charter of the City of Brooklyn, as reported by City Council, be adopted?

### **CITY OF BROOKLYN**

#### **Proposed Charter Amendment**

Shall Article III, Section 3.2 of the Charter of the City of Brooklyn be amended to increase the number of consecutive years of required residency in the City from three (3) years to five (5) years immediately prior to a candidate's election or appointment to council?

### **CITY OF BROOKLYN**

#### **Proposed Charter Amendment**

Shall Article IV, Section 4.1 of the Charter of the City of Brooklyn be amended to increase the number of consecutive years of required residency in the City from three (3) years to five (5) years immediately prior to a candidate's election or appointment to the office of Mayor?

### **CITY OF BROOKLYN**

#### **Proposed Charter Amendment**

Shall Article V, Section 5.6 of the Charter of the City of Brooklyn be amended to provide that on or before July 1 of each year in which a presidential general election is held, the Civil Service Commission shall review and make a written report with recommendations to City Council on the salaries of the offices of the Mayor and members of Council, and that the recommended salaries would go into effect automatically if Council fails to modify, accept or reject the recommendations within 90 days of receipt; and provide that no increase in salary under this section shall exceed 10 percent of the salary for the office of Mayor or Council, unless there has been no increase in salary for that office in the preceding 10 years?

### **CITY OF BROOKLYN**

#### **Proposed Charter Amendment**

Shall Article V, Section 5.7 of the Charter of the City of Brooklyn be amended to provide in the absence of a director of public safety, the mayor shall serve as the director?

### **CITY OF BROOKLYN**

#### **Proposed Charter Amendment**

Shall Article VIII, Section 8.1 of the Charter of the City of Brooklyn be amended to provide that the laws of Ohio relating generally to budgets, appropriations, deposits, expenditures, debts, bonds, contracts and other fiscal matters of the City shall be applicable to this City except as modified by or necessarily inconsistent with the provisions of this charter, or as modified by Council?

## **CITY OF BROOKLYN**

### **Proposed Charter Amendment**

Shall Article X, Section 10.2 of the Charter of the City of Brooklyn be amended to provide that all members of the Charter Review Commission be appointed at the Council organization meeting; and that all appointees to the Commission shall have been residents of the City for at least three (3) years prior to their appointment?

## **CITY OF BROOKLYN**

### **Proposed Charter Amendment**

Shall Article X, Section 10.2 of the Charter of the City of Brooklyn be amended to provide that all members of the Charter Review Commission shall be appointed at the Council organization meeting in January 2028 and every sixth (6) year thereafter?

## **CITY OF BROOKLYN**

### **Proposed Charter Amendment**

Shall Article XI, Section 11.5 of the Charter of the City of Brooklyn be amended to provide that no elected or appointed officeholder in the position of Mayor or member of City Council shall appoint, vote to appoint or advocate for the appointment of the officeholder's spouse, parent, child, sibling, grandparent or grandchild, or a person married to any of the foregoing family members, to any Council office or to any board or commission position created by this charter?

## **CITY OF CLEVELAND**

### **Proposed Charter Amendment (By Petition)**

Shall the Charter of the City of Cleveland be amended by enacting new Sections 204-1, 204-2, 204-3, 204-4, 204-5, 204-6, 204-7 and 204-8 in Chapter 41 to implement the People's Budget (or "PB") process by which residents make binding decisions on how to spend a portion of public money; to require the City to establish the People's Budget Fund (PB Fund) and require the City allocate to such fund after the adoption of this amendment \$350,000 in the first year for the initial administrative costs, with such amount increasing two percent (2%) each subsequent year, and amounts equal to the following percentages from the respective previous year's adopted City's general fund budget: one percent (1%) the second year, one and a half percent (1.5%) the third year, and two percent (2%) the fourth year and thereafter; to provide that the PB Fund will be used for both capital expenses and time-bound programmatic expenses in two categories: funds used to implement city-wide projects, and funds used to implement neighborhood-specific projects; and provide that the People's Budget Steering Committee will allocate PB funding equitably by neighborhoods (Statistical Planning Areas), or clusters of neighborhoods, ensuring residents age 13 and up of every neighborhood have an opportunity to vote through a system developed and administered by the PB Committee for projects specific to their neighborhood or neighborhood cluster; to establish the People's Budget Steering Committee (Committee) consisting of ten (10) City residents age 16 and older appointed by the Mayor and Council and one (1) member a City staff person; to provide the Committee will adopt rules to administer and implement the People's Budget and oversee the use of the PB Fund, hire evaluators and enter into contracts to monitor and facilitate the process; to provide that contracts for winning projects are exempt from approval by the City Council and Mayor, and Charter Section 108 will not be applicable to contracts and expenditures pursuant to this amendment; and provide the Committee will strive to prioritize project partners that are accountable to local, Black, AAPI, Latinx, Indigenous, immigrant, LGBTQ+, disabled, and working class communities?

## **CITY OF EAST CLEVELAND**

### **Proposed Charter Amendment**

Shall Section 115 of the Charter of the City of East Cleveland be amended to change the Mayoral primary election from partisan to non-partisan?