Agenda
City Election Commission

City of Kalamazoo

Thursday, August 28, 2025 9:00 AM

The Community Room at City Hall - 241 W. South Street

A. CALL TO ORDER/ROLL CALL

B. APPROVAL OF MINUTES

1. Approval of the minutes from the Election Commission meeting on April 10, 2025. **(Action: Motion to approve)**

C. DISCUSSION/ACTION ITEMS

1. Review and approval of proof ballots for the Municipal Election to be held on November 4, 2025. **(Action: Motion to approve)**

D. PUBLIC COMMENTS

E. ADJOURNMENT

ADDITIONAL INFORMATION

The City Election Commission exists to perform certain administrative duties as required by Michigan Election Law. The actions most frequently taken by the Election Commission include approving the temporary consolidation of voting precincts; appointing election inspectors (poll workers) for each election; and conducting the public accuracy test of the program and voting equipment to be used at each election.

Public Participation

Members of the public will be given an opportunity to address the Election Commission at each meeting. Each person wishing to speak shall have one opportunity to address the Election Commission and may speak for up to three (3) minutes. Members of the public who are viewing the Public Accuracy Test shall observe from the designated public area.

Minutes

Kalamazoo City Election Commission

April 10, 2025

A meeting of the Kalamazoo City Election Commission was held on Thursday, April 10, 2025, at 9:00 a.m., at the City of Kalamazoo Records Center, 3001 South Burdick Street.

Call to Order/Roll Call

Members Present:

City Assessor Aaron Powers
City Attorney Aaron Leal

Members Absent:

City Clerk Scott Borling

Staff Present:

Shelby Moss, Deputy City Clerk
Amanda McMillon, Elections Manager
Nathan Ekola, Civic Engagement Talent Coordinator

Approval of Minutes

Commissioner Leal, seconded by Commissioner Powers, moved to approve the minutes from the Election Commission meeting on October 17, 2024. With a voice vote the motion passed.

Discussion/Action Items

Item C-1: Appointment of Election Inspectors for the Election on May 6, 2025

Commissioner Leal, seconded by Commissioner Powers, moved to approve the *Roster of Election Workers* for the City's one voting precinct (Precinct 10), the absent voter counting board, and the receiving board for the Parchment Schools special election to be held on May 6, 2025. With a voice vote the motion passed 2-0.

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Item C-2: Absent Voter Counting Board Resolution

Commissioner Leal, seconded by Commissioner Powers, moved to adopt a RESOLUTION providing for the creation and operation of the absent voter counting board for the City of Kalamazoo for the election to be held on May 6, 2025. With a voice vote the motion passed 2-0.

Item C-3: Consolidating Precincts for the November 4, 2025 Election Resolution

Commissioner Leal, seconded by Commissioner Powers, moved to adopt a RESOLUTION consolidating precincts for the Municipal Election to be held on November 4, 2025. With a voice vote the motion passed 2-0.

Item C-4: 2025 Regular Meeting Schedule

Commissioner Leal, seconded by Commissioner Powers, moved to approve the Election Commission's 2025 Regular Meeting Schedule. With a voice vote the motion passed 2-0.

Item C-5: Public Accuracy Test

The Election Commission conducted a public accuracy test of the tabulator and program to be used for the City's one voting precinct (Precinct 10) and absent voter counting board, for the Parchment Schools special election to be held on May 6, 2025. After conducting a successful test on the tabulator to be used in Precinct 10, the Election Commission certified the results of the accuracy test and sealed the predetermined test results, test decks, and tabulator result tapes in an approved ballot container.

Public Comments

An opportunity was given for public comments, but no comments were offered.

The meeting adjourned at 9:11 a.m.

Shelby Moss, Deputy City Clerk

Approved by the Election Commission on: _____

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