City Council Agenda Item Memo

From: Bonnie Foster, City Clerk

Council Meeting: April 15, 2025

Subject: Election Canvass: April 8th Municipal Election

Presenter: Bonnie Foster, City Clerk

Summary:
The Brookings City Council will conduct the official canvass of the April 8, 2025 Municipal Election.

Item Details:
The combined Municipal / School Board Election was held April 8, 2025 at 4 different Vote Centers in the City of Brookings, and Aurora, SD. Early-Absentee Voting was held March 24 – April 7, 2025 in the lobby of the City & County Government Building.

Attached are the canvassing documents for the April 8, 2025 Municipal Election. As the official Election Canvass Board, the City Council is charged with the following responsibilities:
1. Review the vote center returns to verify they are genuine and not forged.
2. Review and compare each Vote Center Recap Sheet with the corresponding Tabulator Report.
3. Approve the canvassing and tabulating of the April 8, 2025 Municipal Election returns and declare the final election results.
4. Sign and approve the official Canvass Sheet.

Legal Consideration:
None.

Strategic Plan Consideration:
- Safe, Inclusive, Connected Community – The City of Brookings will create an environment for inclusive programs, gathering places, and events where the community can safely live, work and come together to participate in opportunities for learning, recreation and enjoyment.
- Service and Innovation Excellence – The City of Brookings will provide an accessible environment committed to ongoing innovation and outstanding service through listening and engagement.

Financial Consideration:
The combined Municipal / School Board Election will have election expenses split 50/50 between the City of Brookings and Brookings School District 5.1.

Supporting Documentation:
Canvass Sheet
Vote Center 1 - Tabulator Report
Vote Center 1 - Recap Sheet
Vote Center 2 - Tabulator Report
Vote Center 2 - Recap Sheet
Vote Center 3 - Tabulator Report
Vote Center 3 - Recap Sheet
Vote Center 4 - Tabulator Report
Vote Center 4 - Recap Sheet
Vote Center Early-Absentee - Tabulator Report
Vote Center Early-Absentee - Recap Sheet
Grand Total - Tabulator Report