

Commissioners

**MARISEL A. HERNANDEZ**, *Chair*  
**WILLIAM J. KRESSE**, *Commissioner/Secretary*  
**JUNE A. BROWN**, *Commissioner*

**CHARLES HOLIDAY, JR.**, *Executive Director*



Board of Election Commissioners for the City of Chicago  
Regular Board Meeting  
December 12, 2023, 10:00 a.m.  
69 West Washington Street, 8th Floor, Chicago, Illinois 60602

**Board Members:**

Marisel A. Hernandez, Chair [absent]  
William J. Kresse, Commissioner/Secretary  
June A. Brown, Commissioner

**Staff:**

Charles Holiday, Jr., Executive Director  
Sandra Aspera, Assistant Executive Director [absent]  
Adam Lasker, General Counsel  
Max Bever, Director of Public Information  
Amanda Robledo, Acting Purchasing Agent  
Clinton Hurde, Manager – Pre-Election Voting and Logistics  
Lance Gough, Consultant  
Trish Sheehy

**Guests:**

Jeannee Turner, League of Women Voters  
Cynthia Robinson, Williams Youth Services Inc.  
Charles E. Williams, Williams Youth Services Inc.  
Robert Hale, Williams Youth Services Inc.

- I. Call to Order: Commissioner Kresse called the meeting to order at 10:12.
- II. Roll Call Chair: Commissioner Kresse announced that Chair Hernandez is absent, but there is a legal quorum. In keeping with the tradition of the Board of the remaining Commissioners chairing on a rotating basis, he will convene this meeting, and with no objections Commissioner Kresse will continue in the role of Chair of this meeting. There were no objections.
- III. Consideration of Agenda: The agenda was accepted as presented.
- IV. Approval of Minutes:
  - A. Minutes of the Regular Board Meeting of October 24, 2023: Commissioner Brown moved to approve the Regular Board Meeting of October 24, 2023. Commissioner Kresse seconded the motion. The motion passed by 2:0 vote of the Board.
- V. Executive Director's Report  
Executive Director Charles Holiday reported:  
Mr. Holiday met with our community partner, Asian-American Advancing Justice, on their observations from the Municipal and Runoff elections in June and April 2023 regarding ballot and election material translations, poll workers, and accessibility for voters with

disabilities. We are going over their recommendations and look forward to continuing our partnership with them.

We connected with PCs for People, a non-profit organization, to donate our old pollbooks. They will refurbish them donate them to people in need. We have already scrubbed them of all information. They will go over them and certify that this has been done.

We also met with the City’s Departments of Assets, Information and Services (AIS) and Budget Management regarding remediation of some things at the warehouse. This work has started, and they will work around us as we prepare for the upcoming elections.

Mr. Holiday has met with staff regarding processes and procedures for the 2024 elections.

Tomorrow, the Board’s IT Manager, Warehouse Manager and the Assistant Executive Director will meet with the Cybersecurity Expert regarding security at the warehouse.

On Saturday, Mr. Holiday was a panelist at COAL (Coalition of African-American Leaders) discussing voter registration, ballots, poll workers, the Permanent Vote-by-Mail Roster, and opportunities for Board staff to help educate their communities on voting. Mr. Holiday called upon Mr. Lance Gough, who is a member of the COAL Voter Education Committee, to say a few words. Mr. Gough thanked Mr. Holiday for being the first speaker at the meeting, and also Geneva Morris and Tony Amaro of the Board’s staff who attended. Over 100 people attended in-person and over 300 people via Zoom. Mr. Gough explained that COAL is a group of the different organizations coming together under one umbrella. Mr. Holiday stated that some in the audience wanted the language of the “Bringing Home Chicago” referendum that will be on the ballot. Mr. Holiday emailed it to them. COAL will be putting it in their newsletter to let the community know the exact language. Mr. Gough added that COAL will be publishing a monthly newsletter.

A. Assistant Executive Director’s Report

Assistant Executive Director Sandra Aspera reported:

The mock election is scheduled for Thursday, December 14<sup>th</sup>.

As of today, there are: 3,440 Judges of Election who plan to participate in the 2024 Primary Election. There are 758 approved applications for Election Coordinators who will be returning.

The first day a voter may apply for a Vote-by-Mail ballot is Wednesday, December 20<sup>th</sup>.

The Nursing Home packages will be delivered over a 3-day period, beginning Wednesday and ending Friday of this week.

The last day to file objections was yesterday, December 11<sup>th</sup>. Staff will be working on objection/records exams starting December 19<sup>th</sup>.

Our ADA Compliance Officer planned and conducted ADA training sessions for the entire staff. Ms. Aspera attended the Office and Warehouse sessions.

For the March 2024 Primary Election, the Board is required to have curbside voting for, at least one Vote Center. This location will be our Supersite.

The voting cards for curbside voting have been ordered and the staff is working on procedures.

As of this past Friday, the Warehouse has completed the upgrade and maintenance of 2,502 ICX touchscreens and 1,418 ICP2 scanners.

B. Public Information Director's Report

Public Information Director Max Bever reported:

We are set to go live with our new ChicagoElections.gov tomorrow. We are looking at approximately 4:00 p.m., near the end of the day. We are doing some final testing and security checks. We have put in a good amount of work, a big team effort throughout the whole of the Board's staff to get us to this point.

Mr. Bever had a presentation yesterday with many of our community partners, a digital presentation walk-through of our new website. We're getting good feedback already. Mr. Bever imagines that once we go live, and people start using the website, we'll get some more direct feedback. We will have it up and running a week before Vote-by-Mail starts, so it'll give us some time to: get people used to the new website; promote it on our social media; have people ready to use the new online application. Starting at 9:00 a.m. Wednesday the 20<sup>th</sup>, we'll have our new Vote-by-Mail application ready for people. Again, this includes the Permanent Roster which is a first, and Mr. Bever believes we might be a national leader when it comes to our online application and the Permanent Roster. We are looking to grow that list as we head into 2024.

We have many communications plans for reaching out to our Vote-by-Mail voters. First, we will let all registered voters in the City know that Vote-by-Mail is open. We will be following up with all of our Permanent Roster voters to confirm where they want their ballot sent and their preferred Party ballot ahead of the Primary Election. We have just over 96,000 who will be receiving a ballot for the Primary Election. Over 130,000 signed up for General Elections but we expect that number to grow. Now that this option is online, we'll be spending the next weeks communicating about this option to voters.

The Community Services team, in addition to their work with the Executive Director and Mr. Gough at COAL, has been out in the community with more voter registration and election judge recruitment drives at City Colleges – including Harold Washington College – over the past two weeks. They have also been to Sheikh Temples within the community with Kimico Mehta and others of our Hindi speaking Community Services team. So, they are hard at work. They are recruiting bilingual judges, which is our main focus as we are heading into next year.

As the Executive Director mentioned, we are proud to partner with PCs for People. They will be taking on and recycling our over 4,300 former e-pollbooks. As mentioned, those pollbooks have already been wiped clean and have already had security checks from our staff, but PCs for People does one more and will present us with a receipt as well as certificate of that cleaning. They are a national nonprofit. They have partnered with City agencies and Cook County before. They work with governments to do exactly this type of work. They make sure that whatever tablet can be refurbished and reused are given to low-income families in the community. Those tablets that cannot be refurbished and reused are properly recycled, and the organization gets e-recycling moneys, which funds their work. The old e-pollbooks will be picked up on Friday. We're glad we came to a good solution with a good non-profit for our former poll pads as we get ready with our new ones.

VI. Old Business

- A. Infrastructure Projects and Changes in Election Administration: Nothing new to report.

- B. Electronic Poll Books: Staff are currently being trained on the new e-pollbooks and going through the procedures of preparing them for the upcoming election. Commissioner Kresse asked if we are on schedule with the preparations for the March. Mr. Holiday said that we are.
- C. Voting Equipment: We have no equipment issues. The voting equipment is being prepared for the upcoming election.
- D. Legislation  
Mr. Lasker said there's nothing to report as the legislature is not in session until the middle of January.

VII. New Business

- A. Approval of attorney contract agreements for Electoral Board hearing officers:  
General Counsel Lasker reported that we have 33 Ward Committeeperson objections that were filed with the County Clerk. From the State Board of Elections there are 9 candidates objected to, but Mr. Lasker does not know exactly how many cases, as any of the 9 cases could have multiple objections. So, we are looking at approximately a total of 42 objections. That is down slightly from 46 objections in 2020, but Mr. Lasker finds it interesting that the Ward Committeeperson objections have gone up from 23 to 33 since four years ago. The State House cases went down from 19 to 9. We have approximately the same number of cases as in 2020, but in different categories of cases. And we are way down from 2016 where there were 103 total cases in that election cycle. Of the cases we received from the State, three of those candidates are congressional candidates in the 7<sup>th</sup> Congressional District, which is the only congressional district under the jurisdiction of our Electoral Board. The other congressional districts expand outside of Cook County.

All of these attorneys have either served as a Hearing Officer for us before, or, in the case of Mathias Delort, has handled hundreds of objection cases in his private practice before becoming a judge on the Cook County Circuit Court and on the Appellate Court. He's recently retired from the Appellate Court, and will be a tremendous addition to the team.

Commissioner Brown moved to authorize the Executive Director to execute legal services contracts with the following attorneys for service as Electoral Board Hearing Officers to be paid at the rate of \$200 per hour with a durational term that shall begin on December 12, 2023 and continue through December 31, 2024. Those attorneys are:

1. Christopher Agrella
2. John Ashenden
3. Kevin Bry
4. Demetrius Carney
5. Yamil Colón
6. Linda Crane
7. Edmundo Cuevas
8. Mathias Delort
9. Pedro Fernandez
10. Terence Flynn
11. Daniel Hernandez
12. Laura Jacksack
13. Mary Celeste Meehan
14. Joseph Morris
15. Lynne Ostfeld

16. Joe Ponsetto
17. Ellen Raymond
18. James Rosas
19. Rodney Stewart
20. Frank Tedesso
21. Richard Zulkey

Commissioner Kresse seconded the motion. The motion passed by 2:0 vote of the Board.

- B. Approval of attorney contract agreement with Laner Muchin, Ltd., for employment-related legal services.

Mr. Lasker presented this item stating that some employment related HR matters had been discussed individually with the Commissioners and they each separately agreed that it would be a good idea to retain outside independent counsel. We found a qualified firm, Laner Muchin, with attorneys who are able to get started right away. So, we would request ratification and approval of that legal services agreement.

Commissioner Brown clarified with Mr. Lasker that this is a ratification and that Laner Muchin has already started the work.

Commissioner Brown moved to ratify and approve a legal services agreement with the law firm of Laner Muchin Limited for employment related legal services at the rates of: \$350 per hour for partners and of counsel attorneys; \$275 per hour for associate attorneys; and \$150 per hour for paralegal services with a term beginning on November 29, 2023 and continuing through completion of the project. Commissioner Kresse seconded the motion. The motion passed by unanimous vote of the Board.

- C. Approval of bid awards and contracts for cartage services

Mr. Lasker explained that this is a procurement for which an IFB (invitation for bids) goes out ever few election cycles. Mr. Lasker introduced Ms. Amanda Robledo from the Procurement Office (as she managed the IFB) for further explanation.

Ms. Robledo stated that the Procurement Office has reviewed, evaluated and recommends that the Invitation for Bid (IFB): "Cartage of Election Equipment, Geographical Areas (GA) for the 2024 Elections in the City of Chicago", be considered for awards. The cartage services are for the 2024 Presidential Primary and General Elections.

The Procurement Office issued a competitive bid solicitation seeking the lowest responsive and responsible bidders who have the capabilities to perform cartage transportation services for Chicago's 2024 Elections by geographical areas ("GA"). The City of Chicago was divided into four (4) roughly equal GAs to create competitive opportunities for multiple bidders. Dividing the City into equal areas allows for small businesses to bid for a portion of the City. There is also a fifth category called "Special Cartage." Bidders were given the option to bid for one or more of the five categories. The term of the contract is from the date of the Board's approval, and expiring on December 12, 2024, with options to renew.

The Board received bids from a total of four (4) bidders: Midway Moving & Storage, Inc.; B/P Movers, Inc.; Aaron Bros. Moving System, Inc.; and Mid-West Moving & Storage, Inc. Midway bid GAs A through D & Special Cartage.; B/P Movers bid GA B and submitted an incomplete bid for Special Cartage; Aaron Bros. bid GA D and Special Cartage; Mid-West bid GAs A through D and Special Cartage. B/P was the lowest bidder for area B, however that vendor has no prior experience with the Board's cartage needs, and prior experience is a crucial evaluation factor for the Board's geographical cartage areas. B/P was also disqualified in the Special Cartage area category due to having submitted an incomplete

bid. Based off each bidder's pricing proposals and an evaluation of their experience and apparent capabilities, the following firms are recommended for awards:

GA – A: Midway Moving and Storage in the amount not to exceed \$1,000,000.00

GA – B: Mid-West Moving in the amount not to exceed \$1,000,000.00

GA – C: Mid-West Moving in the amount not to exceed \$1,000,000.00

GA – D: Aaron Bros. Moving in the amount not to exceed \$1,000,000.00

Special Cartage services: Aaron Bros. in the amount not to exceed \$28,000.00

Estimated Total Cost \$4,028,000.00

The Procurement Office had earlier provided bid tabulation sheets, detailing the bidders' pricing, to the Board members

Mr. Lasker added some more facts from Mr. Clinton Hurde, the Manager of the Pre-Election Voting and Logistics Division, the division that manages cartage. Mr. Lasker wanted to present some of the details of trying to get new vendors, who have never done work for the Board before, into the Special Cartage category or to get them some experience as subcontractors. Mr. Hurde informed Mr. Lasker is that while Midwest hasn't been with us for a few years, they have a long history of working with the Board. Mid-West is a very large company and they've done well in the past. That experience helped them win for categories B and C. Midway Moving has been with us for several years and has good experience. The decision to go with the second lowest bidder in category B (Mid-West) because Midwest has experience, whereas B/P Movers has never done cartage for the Board. We had hoped that B/P could move into the Special Cartage category, which would have been a great way for them to get experience, but they submitted an incomplete bid. The IFB does expressly say you have to bid for an entire category if you're going to place a bid at all. Ms. Robledo actually did a clarification or a "request best and finals" pointing out that one had to bid the complete category, yet B/P did not submit a complete bid. Unfortunately, they were disqualified. The last vendor to discuss is Aaron Brothers, which was then the second lowest in Special Cartage. They should get Special Cartage and also Geographical Area D. Arron Brothers, which is a minority-owned business (MBE), is an example of the process we have to get firms experience. They first started as a subcontractor in one of the geographical areas and they proved themselves quite well. In the last election cycle, they moved up to the geographical D category, and proved themselves again as a prime contractor. Now they should be awarded GA D and Special Cartage. We hope to see B/P back in future bids. Commissioner Kresse commented that it's a very fair process that we follow. For the record Commissioner Kresse pointed out that our Invitation for Bid was a 63-page document detailing everything that was required, so this is no quick item here. Board staff works on this rigorously.

Commissioner Brown asked if there was a reason that, in the dollar amounts, we didn't put bid amounts, but a generic 1-million-dollar amount. Mr. Lasker said that there was an analysis done by the Finance Department, and 1-million-dollars is slightly lower than the bid amounts. Mr. Lasker continued by saying, the way the bid process works is we put basically every possible category of services into the bid, the vendors give us unit pricing for all of that, and then the Finance Director looks at our anticipated need. So, our actual anticipated needs are lower than the total value of their bids. Commissioner Kresse stressed that when we're talking Cartage, we're talking about delivering the equipment to the polling places throughout the City in a very short timeline, dividing the City into 4 geographical areas. We currently have 1,291 precincts and 52 Early Voting sites. In

response to an inquiry from Commissioner Brown, Mr. Lasker said that he thinks the bids were in the 1.2 or 1.3 million range, but the contracts will max out at 1 million. Mr. Lasker stressed that the contractors will not be paid for services they do not perform.

Commissioner Kresse said that he would like to break this matter down into the four geographical areas, and then the Special Cartage, for a total of five separate motions:

Commissioner Brown moved to approve a bid award and to authorize the Executive Director to execute a contract with Midway Moving & Storage, Inc., for cartage services in Geographical Area A, with a cost not to exceed ONE MILLION DOLLARS per election cycle, with a term beginning December 12, 2023, and continuing through December 12, 2024. Commissioner Kresse seconded the motion. The motion passed by 2:0 vote of the Board.

Commissioner Brown moved to approve a bid award and to authorize the Executive Director to execute a contract with Mid-West Moving & Storage, Inc., for cartage services in Geographical Area B, with a cost not to exceed ONE MILLION DOLLARS per election cycle, with a term beginning December 12, 2023, and continuing through December 12, 2024. Commissioner Kresse seconded the motion. The motion passed by unanimous vote of the Board.

Commissioner Brown made a motion to approve a bid award and to authorize the Executive Director to execute a contract with Mid-West Moving & Storage, Inc., for cartage services in Geographical Area C, with a cost not to exceed ONE MILLION DOLLARS per election cycle, with a term beginning December 12, 2023, and continuing through December 12, 2024. Commissioner Kresse seconded the motion. The motion passed by 2:0 vote of the Board.

A motion to approve a bid award and to authorize the Executive Director to execute a contract with Aaron Brothers Moving System, Inc., for cartage services in Geographical Area D, with a cost not to exceed ONE MILLION DOLLARS per election cycle, with a term beginning December 12, 2023, and continuing through December 12, 2024 was made by Commissioner Brown. Commissioner Kresse seconded the motion which passed by unanimous vote of the Board.

Commissioner Brown moved to approve a bid award and to authorize the Executive Director to execute a contract with Aaron Brothers Moving System, Inc., for cartage services in the Special Cartage category, with a cost not to exceed TWENTY-EIGHT THOUSAND DOLLARS per election cycle, with a term beginning December 12, 2023, and continuing through December 12, 2024. Commissioner Kresse seconded the motion. The motion passed by unanimous vote of the Board.

VIII. Legal Report

General Counsel Adam Lasker reported:

Yesterday we received notification that the outstanding contract contingency in the Vote-by-Mail contract has been fulfilled. The vendors that were awarded the contract, Know Ink and Modern Litho have been certified by Dominion for printing the Vote-by-Mail ballots, printing and mailing. We were not too concerned about this, but it is now finalized.

We are preparing for Electoral Board hearings. They are going to begin next week on Monday morning. Mr. Lasker will be in touch with the Board members about the details and the Hearing Officer assignments as they are determined.

IX. Financial Report

- A. Balance Sheet and Voucher Listings for the City of Chicago – 2023 Appropriation – 23-08 dated December 12, 2023, in the amount of \$373,145.92

Commissioner Brown moved to approve the Balance Sheet and Voucher Listings for the City of Chicago – 2023 Appropriation – 23-08 dated December 12, 2023, in the amount of \$373,145.92. Commissioner Kresse seconded the motion the motion passed by 2:0 vote of the Board.

- B. Balance Sheet and Voucher Listings for the County of Cook – 2023 Appropriation – 23-04 dated December 12, 2023, in the amount of \$244,135.34

Commissioner Brown moved to approve the Balance Sheet and Voucher Listings for the County of Cook – 2023 Appropriation – 23-04 dated December 12, 2023, in the amount of \$244,135.34. Commissioner Kresse seconded the motion the motion passed by unanimous vote of the Board.

X. Public Comment: none

XI. Executive Session: none

XII. Adjournment: Commissioner Brown moved to adjourn. Commissioner Kresse seconded the motion. The motion passed by unanimous vote of the Board. The meeting was adjourned at 10:37 a.m.

Submitted,



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William J. Kresse, Secretary