

Minutes from Electoral Board Meeting of February 9th, 2026

1. Call to Order at 9:02AM
2. Welcome and Introductions
3. Agenda approved by Burner
4. Minutes Approved
5. Director of Elections Report Submitted by Registrar (Attached)

1. Street File Update

2. Planning for Special Election

Start of voting to take place in Registrar's Office

One officer per shift

Get ID from Voter at window and then let Voter into office

If there are observers, they will only be able to view in main room at Registrar's Office

3. General Assembly Legislation to watch

List of Bills that have made it out of committee to watch

- HB41

- HB71

- HB82

- HB111

- HB234

- HB639

- HB640

- HB773

- HB909

- HB968

- HB1244

- SB30

- SB277

- SB350

- SB438

- SB699

4. HCPS Special Election

Note: City Hall is within a mile of all precinct boundaries and can be used as a back up for all city precincts.

There is no limitation to how many precincts can be housed in one polling location, if each precinct has a separate voting area.

Possible Voting Location Options:

202 Keister - Option - Heritage Oaks Golf Center, Combine with 105 JMU at Godwin Hall or City Hall

203 Thomas Harrison Middle School - Option - Price Rotary Senior Center or City Hall

102 Spotswood - Option - Moving location to City Hall or combine with 101 Simms at Lucy Simms School

* Registrar and Electoral Board Members will tour Heritage Oaks and Price Rotary

Per attached chart of Registrar: Additions

April (Date April 1st) LESS Remediation plan due

June 18-20 Notes (start June 19th)

* Any alternative voting locations approved by the Electoral Board and the Registrar need to be presented to City Council.

* (LESS) Local Election Security System

6. Review of GR/EB Duties and Delegations (Discuss at Electoral Board Meeting on March 2nd)

7. New Business - None

8. Unfinished Business - None

9. Adjournment - moved by Burner and second by Sanders @10:24 am

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Jane Grant Burner



CITY OF HARRISONBURG
VOTER
REGISTRAR

HARRISONBURG CITY HALL
409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7707 • FAX (540) 432-7784

To: Electoral Board
Re: General Registrar Report
Date: 02/09/26

1. Street File

Ms. McDonald is working on the Street File update; it will be finished before the potential redistricting process starts.

2. Planning for Special Election

We have sent our USBs and programming information to PrintELECT to start that process when the state gives us the go ahead. Ms. Gerald has sent off availability requests to our early voting officers and has started putting together a schedule.

My plan is to start Early Voting inside the office, by removing the chairs and bench. We will set up the voting booths we received from Fredericksburg last year and one tabulator. Voters will be checked in to VERIS, and we will use preprinted ballots. We will have one officer come into the office each day to help manage the lines. If we start getting more than 20 people a day for multiple days we will move the operation into the Atrium. Ms. Gerald will be scheduling back up officers each day, so that we can call them in if we move into the Atrium.

3. General Assembly Legislation to watch

Here are a list of bills that have made it out of committee to watch.

- HB41 – Changes the process for removing EB and GR. Essentially replaces a Circuit Court Judge on final decisions with the SBE.
- HB71 – Takes the authority to establish a satellite office for early voting out of the EB purview and puts the authority with the locality governing body (City Council).
- HB82 – Moves the deadline from 12pm to 5pm for receiving absentee ballots on the third day after Election Day.
- HB111 – Removes Voter Registrars ability to use obituaries and death notices to cancel a voter.
- HB234 – Would require EB members to wear identification produced by ELECT in the polling places on Election Day.
- HB639 – Removes the prohibition on accepting property and services provided by a private individual or non-governmental entity for the purpose of funding voter education.
- HB640 – Would remove voter challenges from code. Could impact the usage of the Affirmation of Eligibility form.
- HB773 – Could create a cure process for SDRs.
- HB909 – Would prohibit firearms within 100 feet of a polling location entrance.



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- HB968 – Would prohibit hand counting of machine-readable ballots. We would have to put post-election ballots through a tabulator.
- HB1244 – Would expand emergency voting to start after the deadline to request absentee ballot.
- SB30 – Includes a budget amendment to increase pay for EB members.
- SB277 – Would prohibit campaigning within 10 feet of curbside voting.
- SB350 – Would allow CAP to start running tapes on tabulators at 5pm.
- SB438 – Would require Sunday voting to happen on the 3rd and 2nd Sunday of Early Voting.
- SB699 – Would prohibit public bodies (EB) from changing agendas once they have been released to the public

4. HCPS Special Election

I met with representatives from HCPS again last week. With the recent snow days for City Schools, they do not have the ability to close schools on April 21. The schools had asked if it was possible to move the polling locations out of city schools for this Election. I told them that would be untenable given the logistics and timelines. We then reviewed the current schools we use as polling locations to see what was possible.

I believe we can find a way to safely use Waterman, Stone Spring, and Smithland as polling locations, though it may require some extra logistics. There is a possibility to use Spotswood, but it would not be ideal. We could not find a workable solution to use Keister or THMS on Election Day. We may want to go to both schools to see if there was anything we missed.

I have started conversations with the state and the City Attorney about temporarily moving voters at 202 / Keister and 203 THMS to a different polling location for this election. This will require approval from City Council, ELECT, and the Attorney General's Office. We will need to mail letters to all the affected voters and invest in signage to alert voters to the changes.

Some things to consider when moving a polling location. We need to make sure that the new polling location is either within the existing precinct or that the new space is within a mile of the precinct boundary. City Hall is within a mile of all precinct boundaries and can be used as a back up for all city precincts. There is no limitation to how many precincts can be housed in one polling location, if each precinct has a separate voting area. We could have all three of the affected polling locations at city hall as long as they are separated or in different rooms.



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Here are some possible options:

- 202 Keister – Move this polling location to either Heritage Oaks Golf Center, combine it with 105 JMU at Godwin Hall, or City Hall.
- 203 THMS – Move this polling location to either the Price Rotary Senior Center or City Hall.
- 102 Spotswood – Move this polling location to City Hall or combine it with 101 Simms at Lucy Simms School.

Please see attached maps for examples

We would need to tour Heritage Oaks and Price Rotary to make sure these spaces would work for this election. I have already asked the Director of Parks & Rec to reserve April 21st at both locations.

DATE	Event	NOTES
Feb. 16	City Hall Closed	Presidents Day
March 1	LESS due to ELECT	Will complete with Mr. Ritchie
March 2	Recommended next EB meeting	
March 6	Start of Early Voting for Special Election	Depending on litigation
Mar. 22-25	VEBA Annual Conference	At the Homestead
April	LESS Remediation plan due	Will complete with Mr. Ritchie
April 21	Possible Special Election	Depending on litigation
May 1	LESS Acknowledgement due	Will complete with Mr. Banks
June 18-20	Start of Early Voting for August Primary	
August 4	New Primary Date	For all federal, state and local primaries.