



**MUNICIPAL CANVASSING BOARD SCHEDULE  
APRIL 9, 2024 MIAMI LAKES SPECIAL ELECTION**  
*(Subject to Change)*

Rev. 04/10/24 @1:00 p.m.

The Town of Miami Lakes Canvassing Board will convene at the Office of the Supervisor of Elections, 2700 NW 87th Avenue, Miami, Florida 33172. The Canvassing Board is convening on these dates for the April 9, 2024 Miami Lakes Special Election. For updated Canvassing Board schedule information, visit @MDCElections or miamidade.gov/elections.

DATE/TIME	ACTIVITY	ATTENDANCE
Tuesday, April 2, 2024 10:00 a.m.	1. Logic and Accuracy Test of the touch screen and optical scan voting system to be used for vote-by-mail, precinct ballots, and automated independent audit system	Gina M. Inguanzo, Town Clerk
Friday, April 5, 2024 through Friday, April 12, 2024 (Except April 9)	1. Public inspection of vote-by-mail ballots (8:00 a.m. to 8:30 a.m.) 2. Daily opportunity for candidates, political party officials, political committee officials, or authorized designees to inspect vote-by-mail ballots and ballot materials (only provided if a written request is received no later than 48 hours prior to the scheduled inspection) (8:30 a.m. to 9:00 a.m.)	
Friday, April 5, 2024 10:00 a.m. through Friday, April 12, 2024 (Except April 9)	1. Vote-by-mail ballot opening and processing (as needed) 2. Duplication of ballots (as needed) 3. Scanning of ballots into automated independent audit system (as needed)	All Canvassing Board Members or a majority on April 5, 2024  Judge E. Sosa-Bruzon, Chairperson Manny Cid, Mayor Gina M. Inguanzo, Town Clerk
Tuesday, April 9, 2024  12:30 p.m.  Canvassing: 5:00 p.m.  7:00 p.m.	1. Public inspection of vote-by-mail ballots (11:30 a.m. to 12:00 p.m.) 2. Daily opportunity for candidates, political party officials, political committee officials, or authorized designees to inspect vote-by-mail ballots and ballot materials (only provided if a written request is received no later than 48 hours prior to the scheduled inspection) (12:00 p.m. to 12:30 p.m.)  3. Vote-by-mail ballot opening and processing (as needed) 4. Duplication of ballots (as needed) 5. Scanning of ballots into automated independent audit system (as needed)  6. Canvassing of presumed invalid vote-by-mail ballots (as needed)  7. Tabulation of results 8. <u>Unofficial</u> results	          All Canvassing Board Members:  Judge E. Sosa-Bruzon, Chairperson Manny Cid, Mayor Gina M. Inguanzo, Town Clerk
Friday, April 12, 2024 9:00 a.m.	1. Canvassing of vote-by-mail and provisional ballots (as needed) 2. <b>Recount process starts (if ordered)</b> 3. <b>Manual recount process starts (if ordered)</b> 4. Certification of <u>official</u> results 5. Conduct post-election audit ( <b>as needed</b> )	All Canvassing Board Members  Judge E. Sosa-Bruzon, Chairperson Manny Cid, Mayor Gina M. Inguanzo, Town Clerk

**Saturday, Sunday and County observed holidays are excluded unless otherwise noted.**

**Canvassing Board Members**

Judge Eleane Sosa-Bruzon, Chairperson  
Manny Cid, Mayor  
Gina M. Inguanzo, Town Clerk

**Alternate Member(s)**

Judge Marcus Richard Bach Armas, Alternate Member