

ST. LOUIS HOUSING AUTHORITY
Election Policy and Procedures
for
Resident Board of Commissioners

I. DEFINITIONS

- A. “Residents in Good Standing” is defined as an individual who is or has:
- (1) resides in a St. Louis Housing Authority (SLHA) development pursuant to a current lease for a dwelling unit with the SLHA.
 - (2) complied with all rules, regulations and resident obligations as prescribed in the Dwelling Lease (rent, maintenance charges, air conditioning charges, etc.); this includes being current in any approved repayment agreement.
 - (3) no member of his/her household who has received a citation resulting in an arrest and/or court appearance from any official police department having legal jurisdiction in the area served by the SLHA during the previous twelve (12) months prior to the filing deadline.
 - (4) not under a rent and possession or unlawful detainer suit as of the filing deadline.
- B. SLHA shall mean the Public Housing Authority located within the City of St. Louis.
- C. Board of Commissioner (“BOC”) shall mean the SLHA seven (7) member Board of Commissioners, two (2) elected by the residents and five (5) appointed by the Mayor of the City of St. Louis to formulate policy for the SLHA.
- D. Resident Management Corporation (“RMC”) shall mean any duly recognized Resident Management Corporation operating within the SLHA’s jurisdiction.
- E. Resident Council (“RC”) shall mean any duly recognized Resident Council operating within the SLHA’s jurisdiction (known as “Tenant Affairs Board” or “TAB”).
- F. Jurisdictionwide Resident Council (also known as “Resident Advisory Board” or “St. Louis Tenant Affairs Board” or “City Wide TAB”) shall mean any duly elected recognized Council representing the interests of all residents within the SLHA’s jurisdiction.
- G. Credentials Committee shall mean the committee established by the SLHA BOC, in conjunction with the TAB, to oversee the election and election process. SLHA

staff will provide technical assistance to the Credentials Committee and provide management files for each candidate to be reviewed for “good standing”. The Credentials Committee shall be composed of:

- (1) five (5) SLHA public housing residents in “good standing”; one (1) of the residents shall be a member of the SLHA St. Louis TAB and at least one (1) of the residents shall be a member of the TAB.
- (2) one organization that has no interest in SLHA or TAB affairs, such as League of Women Voters, Coalition of 100 Black Women, Coalition of 100 Black Men, Mound City Bar Association or a fraternal organization.

II. VOTING ELIGIBILITY

- A. In order to be eligible to vote in the SLHA election, you must:
 - (1) have been a SLHA resident for at least one year to be verified by the current Dwelling Lease in effect at the time of election.
 - (2) be a resident in “good standing” as defined in Section II-A(1)-A(4).
 - (3) be eighteen (18) years of age or older and on a SLHA Dwelling Lease.
- B. All voters must provide identification at the time of voting. Acceptable identification includes:
 - (1) valid driver’s license
 - (2) valid State identification card
 - (3) valid school or employment identification
- C. Absentee voting and/or proxy voting is not allowed. Upon request, exceptions may be made for those that are disabled or homebound.

III. CANDIDACY ELIGIBILITY

- A. In order to be eligible to run for Resident BOC Office, you must:
 - (1) have resided in a SLHA development for at least one (1) year prior to date of filing for candidacy.

- (2) be a tenant of SLHA to be verified by the current Dwelling Lease in effect as of the date of the notice (announcement) of election.
 - (3) be a resident in “good standing” as defined in II. A.(1)-(4).
 - (4) be twenty-one (21) years of age or older and on a Dwelling Lease.
- B. To file for candidacy, a filing form must be completed and returned to a SLHA’s Manager’s Office and forwarded to the Central Office to the attention of the Credentials Committee within ten (10) days notices went out. Filing forms may be obtained from any SLHA Management Office and the SLHA’s Central Office. Persons whose filing forms are not received on or before the ten (10) days from the date notices went out will not have their names listed on the ballots.
 - C. All filing forms will be reviewed by the Credentials Committee to determine eligibility of individuals to run for office. Candidates deemed eligible/ineligible shall receive written notification from the Credentials Committee at least thirty (30) days before the election.

IV. QUALIFICATIONS OF RESIDENT COMMISSIONERS

- A. Qualified commissioners shall not have any conflicts of interest as defined by the ACC or any applicable State, Local or Federal laws or regulations.
- B. A commissioner shall not be employed in any capacity by the SLHA.
- C. Only one commissioner of the SLHA may be an officer or employee of the city or county for which the SLHA is created.

V. ELECTION DATES

- A. The election date for the SLHA Resident BOC will be held the first Saturday in November, beginning November 3, 1993, and every (4) years thereafter. The SLHA reserves the right, with the approval of the BOC to set the election on any other date as deemed to be in the best interest of the Authority and residents.
- B. Special elections shall be held in compliance and in conformance under Federal and State laws.
- C. The polls will be open from 8:00 a.m. until 5:00 p.m.

VI. POLLING PLACES AND CAMPAIGNING

- A. Polling places shall be located in community centers, lobbies, and/or other designated polling areas of public housing developments in a manner that will neither hinder normal traffic entering or exiting the site nor adversely impact the ability of candidates to do normal campaigning.
- B. Residents will vote in the building where they reside, unless another area has been designated by SLHA staff.
- C. Candidates and campaign workers will not be allowed in the polling places except to vote. Any campaigning and campaigning material must be at least 100 feet of the polls. Campaign workers and material must be registered by name, address and telephone number with the Credentials Committee. Campaign workers will not be permitted on SLHA property if information is not registered in advance with the Credentials Committee. Any violation of this section will result in the disqualification of the candidate's eligibility to run for office.
- D. All campaign workers must conduct themselves in a civil manner.

VII. ELECTION JUDGES

- A. The SLHA BOC will designate an independent group or agency such as the League of Women Voters, Coalition of 100 Black Men, Mound City Bar Association or fraternal organizations to conduct the election. These groups will serve as Election Judges and the Certifying Agency for the election.
- B. The Election Judges will supervise the election on election day and make all decisions concerning eligibility of voters, receipt of all ballots, tallying ballots and certifying the election results to the BOC.
- C. Under the direction of the SLHA BOC, Election Judges will be designated to work in each development.

VIII. CHALLENGERS

- A. Any challenge to the election, including voters eligibility, candidacy eligibility, or campaign violations shall be governed by this section.

- B. Final authority with respect to the entire election process rests with the certifying agency unless challenged in a court of competent jurisdiction.
- C. Challenges before election day:
- (1) Any challenge to any aspect of the election prior to election day must be submitted in writing at least 72 hours before the election to the Resident BOC Election Credentials Committee, St. Louis Housing Authority, 3520 Page Boulevard, St. Louis, Missouri 63106.
 - (2) The Credentials Committee shall make its decision known to the SLHA and notify the challenger of the decision by 5:00 p.m. on the day prior to the election.
- D. Challenges on election day:
- (1) Any challenge to the election on election day will be presented to the Election Judges for a decision.
 - (2) The Election Judges will make all decisions with respect to voter eligibility. The voter bears a responsibility for complying with the requirements of Section II A(1)-(3) and Section II B(1)-(3).
 - (3) If the Election Judges deem a person is not eligible to vote, the voter may appeal the decision by 5:00 p.m. on the first business day following the election to the Credentials Committee, St. Louis Housing Authority, 3520 Page Boulevard, St. Louis, Missouri 63106.
- E. Challenges after election day:
- (1) Any challenge to any aspect of the election after election day must be submitted in writing prior to 5:00 p.m. within the third business day following the election. Such challenges should be addressed as follows: Resident Board of Commissioners Election Certifying Agency, c/o Executive Director, St. Louis Housing Authority, 3520 Page Boulevard, St. Louis, Missouri 63106.
 - (2) The Credentials Committee/Election Judges will make a decision within (30) days and notify the challenger of the decision.

IX. TALLYING OF VOTES

A. Collection of Ballots:

- (1) Promptly at the close of election, the League of Women Voters will pick up ballot boxes from each polling site, and deliver them to the designated site where ballots will be counted.
- (2) Ballots will be counted and tallied by the Election Judges, and then secured by League of Women Voters until the election is certified by the Credentials Committee.

X. ELECTION TIES

Any election for office which results in a tie vote will be resolved by a run-off election on the second Saturday following the election between 9:00 a.m. and 6:00 p.m. under the direction of the BOC, the SLHA will be responsible for conducting the run-off election in conjunction with the Election Judges.

XI. ELECTION CERTIFICATIONS

The Election Judges, upon receipt of the results, shall hold these results until the election is certified by the Credentials Committee.

The Election Judges shall notify the BOC and the Department of Housing and Urban Development (HUD) of the election results. When the elections are certified, notification to both successful and unsuccessful candidates shall be mailed to all candidates, and the results will be posted in each management office and the Central office. The BOC shall conduct a swearing in ceremony for all duly elected candidates.

XII. RESIGNATION OF RESIDENT COMMISSIONERS

In the event a resident commissioner forfeits his or her office by ceasing to be a tenant of SLHA, a special election shall be held for the purpose of filling the vacancy.