

RECOUNT GUIDE LOCAL ELECTIONS



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This guide is intended to provide general information related to the local recount process. It is for general information only and does not have the force and effect of law, regulation or rule. In case of conflict, the law, regulation or rule will apply. Persons using this guide must bear full responsibility to make their own determinations as to all legal standards and duties.

Contents

Requesting a Recount.....	3
Introduction.....	3
Who can Request a Recount.....	3
Timing of Request	3
Format of Request.....	3
Place of Filing.....	3
Cost of Recount:.....	4
Process of Recount	6
Relevant Material to be Examined.....	6
Order of Recount.....	7
Location of Recount	7
Staffing	7
Scheduling.....	8
Spokespersons and Observers	8
Media, Photography and Recording Devices	9
Results of Recount.....	9
Challenges	10
Recounts Using the Type of Vote Tabulating Devices Used In the Election.	10
Manual Recounts Generally	11
Manual Recounts, “Vote for One” Contests.....	12
Manual Recounts, “Vote for Multiple” Contests	12
Result of recount	14
Observation.....	14

Requesting a Recount

Introduction

A recount is conducted by the elections official for the purpose of verifying the number of votes counted for any office or measure in an election. Recounts are governed by Chapter 9 of Division 15 of the California Elections Code.

Candidates, campaigns and interested members of the public are invited to watch vote count activities during the early vote and canvass period. A number of security measures and audits are in place during this time to ensure an accurate vote count. Further, several redundancies and checks are carried out, including the legally required manual recount of at least 1% of the tabulated batches in the election such that each contest is included in the recount, to verify the accuracy of the system count. The security measures that take place throughout the ballot processing period in the regular course of the election will be repeated in the course of the recount to ensure the accuracy of the recount.

Pursuant to Division 15 Chapter 9 of the California Elections Code, recounts may be conducted upon written request of a voter, order of the Governor pursuant to EC§ 15645, by order of the court, or by order of the election official.

Who can Request a Recount

Any voter may file a request.

Timing of Request

The request must be filed within five days, but not later than 5 p.m. on the fifth day, after the completion of the official canvass by the local elections official if the contest is held solely in one county. If an election is conducted in more than one county, the request for the recount may be filed by any voter within five days but not later than 5 p.m. on the fifth day, beginning on the 31st day after the election, with the elections official of, and the recount may be conducted within, any or all of the affected counties. The canvass is complete when the elections official signs the certified statement of the results of the election.

Format of Request

- The request must be in writing.
- Must specify the contest to be recounted.
- Must state on behalf of which candidate, slate of electors, or position on a measure it is filed.
- May specify the order in which precincts shall be counted.
- May specify the method of counting to be used (manual or voting system tabulation).
- May specify other relevant material to be examined.

(EC§§§ 15620, 15622, 15627)

Place of Filing

- The request must be filed with the county elections official responsible for conducting the election, if the contest is not voted upon statewide.
- If an election is conducted in more than one county, the request for the recount may be filed by any voter within five days, beginning on the 31st day after the election, with the elections official

of, and the recount may be conducted within, any or all of the affected counties.

- With the Secretary of State if the contest is voted upon statewide.

(EC§§ 15620, 15621)

Notice of Recount

Not less than one day prior to commencement of the recount, the elections official shall publish a notice as to the date and place of the recount and shall notify the following persons by any federally regulated overnight mail service:

- All candidates for any office the votes for which are to be recounted.
- Authorized representatives of presidential candidates to who electors are pledged if the votes to be recounted were cast for presidential electors.
- Proponents of any initiative or referendum or persons filing ballot arguments for or against any initiative, referendum, or measure placed on the ballot by the governing body the votes for which are to be recounted.
- The Secretary of State in the case of a recount of the votes cast for candidates for any state office, presidential electors, the House of Representatives of the United States, the Senate of the United States, or delegates to a national convention or on any state measure.

Any affected jurisdiction will be notified as well as the recount may impact the order of business as it relates to the swearing in of elected officials and the acceptance of measure results.

Cost of Recount:

- The voter filing the request for recount must deposit, before the recount commences and at the beginning of each day following, such sums as required by the elections official to cover the cost of the recount for that day.
- If upon completion of the recount the results are reversed, the deposit shall be returned.
- The elections official shall estimate the costs necessary to produce relevant material and the requestor shall pay an advance deposit of the estimated amount at least one day prior to the materials being produced.
- The requestor shall pay the advance deposit using cash, cashier's check or money order.
- At least one day prior to the commencement of the recount, the elections official shall determine the estimated cost for the first day of the recount and shall advise the requestor in writing of the advance deposit required. The requestor shall, before the recount is commenced, deposit this amount with the elections official. The same procedure shall be followed for each subsequent day of the recount. Daily estimates may vary based upon experience or additional requests made during the course of the recount.
- The requestor shall pay the advance deposit using cash, cashier's check or money order.
- All actual costs of the recount that would not have been incurred but for the requestor's particular recount request shall be directly recoverable from the requestor and may include, but are not limited to, additional supervision hours, security guard hours, the elections official's staff hours, space rental, transportation of ballots and materials and administrative costs.
- The elections official shall issue a receipt for payment of the deposits and shall maintain a daily log of estimated costs, deposits, actual expenses and amount of refund due, if any.

- If the advance deposit is not paid by a particular requestor, the elections official will terminate the recount of precincts specified by that requestor.
- When the recount is completed or discontinued, any amount collected from a voter requesting the recount, which exceeds the actual costs, shall be refunded to that requestor.
- If upon completion or discontinuation of the recount actual costs exceed the prepaid estimated costs, the elections official shall charge and the requestor shall pay the additional amount. (CCR Title 2, Div. 7, Chpt. 8, section 20815; (EC§ 15624))

Within 24-hours of the commencement of recount activities the requester is required to submit payment for preparation activities and system programming. These costs are dependent upon the activities and materials requested. At the beginning of each day of the recount, the person requesting the recount must submit payment to cover the cost of the daily activities. Costs include recount board, staff time, notices, and supplies. If, for any reason, the required funds are not deposited as required, the recount proceedings will be cancelled. The current required deposits will be returned if, upon final completion, the recount results in a change to the outcome of the contest.

The elections official shall appoint recount boards consisting of 4 members per board. The actual number of boards will be made at the discretion of the elections official and will depend on the number of precincts and ballots included in the request. Additional costs include staff time for elections personnel to oversee recount process, costs of materials needed for the recount, and additional staff time as applicable.

Examples of Costs

Labor and Preparation Costs

- Elections Official and Election Staff
- Organizing, planning, meetings
- Preparing notifications; publications
- Meeting with interested parties
- Setting policy for media; examining materials; discussions
- Seeking, investigating, and evaluating legal issues and advice
- Identifying, gathering, reviewing, preparing materials
- Conducting review, research of relevant materials with observers
- Setting up facility and tearing down after completion of recount
- Recruiting and training recount boards
- Preparing information for interested parties
- Supervising recount boards during recount
- Overall recount management and crowd management
- Resolving challenges
- Documentation and correspondence
- Accounting and calculating cost of recount

- Securing election materials
- Machine recount costs including conducting logic and accuracy tests, securing computer and card reader operators, and overall computer system management
- County Counsel for challenges and advice
- County overhead and recount board salaries
- Security personnel other than county staff
- Facilities rental, if current space cannot accommodate the activity
- Materials purchased and consumed
- Telegram, fax charges, publications
- Copy charges, postage

Example of a Cost Breakdown for Labor Costs Only for Manual Tally

- 1 Board \$580 + Supervisor Pay \$470 = Cost per day \$1,050
- 2 Boards \$1,160 + Supervisor Pay \$470 = Cost per day \$1,630
- 3 Boards \$1,740 + Supervisor Pay \$470 = Cost per day \$2,210
- 4 Boards \$2,320 + Supervisor Pay \$940 = Cost per day \$3,260

Process of Recount

- The recount is open to the public.
- The recount shall be commenced not more than seven days following the receipt by the elections official of the request for the recount under EC§§ 15620 or 15621, and shall be continued daily, Saturdays, Sundays, and holidays excepted, for not less than six hours each day until completed. The recount shall not be commenced until the first day following notification of the individuals specified in EC§ 15628.

Relevant Material to be Examined

- Requests to examine specific categories of relevant material shall be made by the requestor in writing as part of the request to recount and shall be received by the elections official before the recounting of ballots commences.
- The elections official shall produce any relevant material requested.
- The elections official may establish reasonable guidelines for the production and examination of relevant material. The guidelines shall permit photocopying, photography and videotaping of all relevant material except in a manner that would record un-redacted voter signatures.
- The elections official shall communicate any request to examine ballots or other relevant material to each interested party or to his or her representative. The interested parties and their representatives appointed pursuant to section 20816(a)(1) may be present during the examination of ballots or other relevant material.
- The elections official, or his or her designee, shall be present during the examination of original ballots or original relevant material, but is not required to be present during the examination of

copies of relevant material if the written request specified production of copies for examination. (CCR Title 2, Div. 7, Chpt. 8, section 20813)

Order of Recount

- If no order in which precincts are to be counted is specified in the request for recount, the elections official shall determine the counting order of precincts.
- The requestor may request, in writing, a change to the order of precinct counting determined by the elections official or specified in the requestor's initial request for a recount. Any change in the counting order of precincts is subject to the approval of the elections official.
- Any additional estimated costs associated with requests to change the order of precinct counting shall be paid by the requestor prior to re-ordering the precincts.

Location of Recount

- The recount shall take place in a location to be determined by the elections official. The elections official shall choose a location that is large enough to accommodate the presence of the following:
 1. Not more than two representatives of each interested party and each qualified political party to check and review the preparation, testing and operation of the tabulating devices, and to attend any or all phases of the recount; and
 2. Not more than two representatives of any bona fide association of citizens or a media organization to check and review the preparation, testing and operation of the tabulating devices, and have the representatives in attendance at any or all phases of the recount.
 3. In the event the elections official determines that more than two recount boards are necessary, each interested party may designate one additional representative for every additional recount board appointed, solely for the purpose of viewing the recount of ballots and challenging ballots.
- The elections official may limit the total number of representatives employed pursuant to subdivision (a)(2) in attendance to no more than 10 by a manner in which each interested bona fide association of citizens or media organization has an equal opportunity to participate. Any representatives employed and in attendance pursuant to subdivision (a)(1) or (a)(3) shall not be subject to the limit specified in this subdivision.

(CCR Title 2, Div. 7, Chpt. 8, section 20816)

Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code. Reference: Sections 5100, 15004, 15625, 15628 and 15629, Elections Code.

Security measures in place for ballot handling and processing during the regular tabulation and canvass period shall be in place during a recount and include, but not be limited to, chain of custody controls and signature-verified documentation for all voted, spoiled and unused ballots, and all "relevant material" as described in section 20811(f).

(CCR Title 2, Div. 7, Chpt. 8, section 20817)

Staffing

- Prior to the commencement of the recount, the elections official shall determine the number of special recount boards necessary to complete the recount in a timely manner.
- There shall be one supervisor for every four special recount boards. The supervisor's function is to enforce the rules and transport ballots and reports. The supervisor shall not resolve challenges.

- At the end of each day, the elections official or his or her designee shall post and announce publicly the following:
 1. The results of the recount tally of each precinct recounted that day;
 2. The certified election results tally for each precinct recounted that day;
 3. A running tally of the total recount results for all precincts recounted to date; and
 4. A running tally of the total certified election results for all precincts recounted to date.
- The elections official shall determine whether additional personnel is necessary for tasks such as producing relevant material, sorting or retrieving materials, or checking signatures.
(CCR Title 2, Div. 7, Chpt. 8, section 20818)

*Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code.
Reference: Section 15625, Elections Code.*

Scheduling

The elections official shall set the daily schedule for the recount, including hours of operation, approximate break and lunch times, in accordance with the requirements of Elections Code section 15626. The schedule shall be posted in a conspicuous place at the office of the elections official and at the location where the recount takes place, if different.

(CCR Title 2, Div. 7, Chpt. 8, section 20819)

*Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code.
Reference: Sections 15625 and 15626, Elections Code.*

Spokespersons and Observers

- Any person may observe the recount proceedings, subject to space limitations of the recount location selected by the elections official pursuant to section 20816.
- Upon request by the elections official, each interested party shall appoint one of his or her representatives to serve as a spokesperson authorized to make decisions with respect to the recount on behalf of the interested party, or the interested party may serve as his or her own spokesperson. When accompanied by an elections official or his or her designee, the spokesperson shall have access to all areas where ballots are recounted by hand or tabulated by machine.
- Questions other than ballot challenges shall be routed through the spokesperson, who shall then direct the question to the elections official or his or her designee. Official discussions with any interested party concerning resolution of questions shall include each interested party or his or her spokesperson.
- The elections official may require any requestor, interested party, representative, or observer of the recount proceedings to log in and receive an identification badge before entering the recount location. If required, identification badges shall be worn at all times and returned to the elections official at the end of the day.
- Requestors, interested parties, representatives, and observers shall not interfere in any way with the conduct of the recount, touch any voting system components, ballots, tally sheets or other special recount board materials, sit at the official recount worktables, place any material on the official recount worktables, talk to members of the special recount boards or supervisors while they are processing ballots or other recount materials or assist in recount procedures.
- The elections official may deny entry to the recount location to any person who fails to comply with the requirements of this section.

(CCR Title 2, Div. 7, Chpt. 8, section 20820)

*Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code.
Reference: Sections 15625, 15629 and 15630, Elections Code.*

Media, Photography and Recording Devices

- Members of the press will be provided reasonable access to the recount location. The use of cameras or audio or video recording devices in the recount location will be permitted in a manner that will not interfere with the recount, compromise the anonymity of any ballot or record the signature of any voter. Interested parties and observers shall be permitted the same access for use of cameras or audio or video recording devices as members of the media.
- No interviews shall be permitted in the recount location while the recount is being conducted.
(CCR Title 2, Div. 7, Chpt. 8, section 20821)

*Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code.
Reference: Sections 15625 and 15629, Elections Code.*

Results of Recount

- Upon completion of the recount, the elections official shall post the results of the recount in a highly visible public location in the elections official's office.
- In a recount of an election for a statewide office or measure, Assembly, State Senate, Presidential convention delegate or slate of electors, Congress, State Board of Equalization, Supreme Court or Courts of Appeal, transmit one complete copy of all results of the recount to the Secretary of State. The Secretary of State shall compile the results of the recount and notify the affected counties within five (5) business days of receipt of all of the results of the recount as to whether the recount has changed the outcome of the election, as provided in Elections Code section 15632.
 1. If the outcome of an election has changed as a result of a recount, as provided in Elections Code section 15632, the elections official shall:
 2. In a recount of an election for a statewide office or measure, Assembly, State Senate, presidential convention delegate or elector, Congress, State Board of Equalization, Supreme Court or Courts of Appeal, recertify the official returns for the recounted election with the new official count for each precinct involved in the recount and send a copy of the recertification to the Secretary of State.
 3. In a recount of an election for any office or measure not included in subdivision (c)(1), recertify the official returns for the election with the new official count for each precinct involved in the recount and send a copy of the recertification to the public official or governing body that declares the results of the election subject to the recount, in order that they may adopt the recertification and re-declare the results of the election.
 4. Refund all monies deposited for the recount by any requestor in whose favor the recount changed the outcome of the election. If a recount conducted in multiple counties changed the overall outcome of the election, all monies deposited in all affected counties by such a requestor shall be refunded. No refund shall be made if the recount did not change the overall outcome of the election.

(CCR Title 2, Div. 7, Chpt. 8, section 20822)

*Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code.
Reference: Sections 15624, 15625, 15632 and 15633, Elections Code.*

Challenges

- A challenged ballot shall be set aside with a notation indicating the precinct number, the method by which it was originally counted for the official canvass, the challenge number assigned to the ballot, the reason for the challenge, and the identity of the person making the challenge.
 1. A ballot that was counted in the official canvass, including a counted vote by mail or provisional ballot, may be challenged only on grounds of disqualifying distinguishing marks or some other grounds visible on the face of the ballot so that the ballot can be isolated and removed from the count if the elections official determines that the ballot was not properly cast.
 2. A voted ballot that was not counted in the official canvass, including a rejected unopened vote by mail or provisional ballot, may be challenged and added to the count if the elections official determines that the ballot was properly cast.
- Resolution of challenged ballots shall take place in a segregated area within the recount location, separate from that being used to perform the recount, as determined by the elections official, to avoid confusion and mixing of ballots.
- Challenges shall be resolved each day after all special recount boards complete their work, or more often if necessary, as determined by the elections official, but in any event before the conclusion of all recount proceedings. The determination of the elections official on a challenge shall be final. The elections official shall maintain a record of each challenge and the determination on each challenge.

(CCR Title 2, Div. 7, Chpt. 8, section 20823)

Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code. Reference: Sections 15625 and 15631, Elections Code.

Article 2. Recount of Votes Cast On Ballot Cards or Paper Ballots and Originally Tabulated Automatically.

Recounts Using the Type of Vote Tabulating Devices Used In the Election.

- Prior to conducting a recount of ballot cards or paper ballots using the type of vote tabulating devices used in the election, a logic and accuracy test limited to the contest subject to recount shall be conducted on each of the vote tabulating devices to be used in the recount, using a test deck created to test logic and accuracy for the contest to be recounted. The test shall be conducted publicly, subject to any limit made necessary by space limitations on the number of additional public observers beyond those that must be accommodated under section 20816. The results of the test, as well as the test deck used, shall be made available for inspection by any requestor, spokesperson, member of the media or observer present at the recount location between the time the test is completed and the posted time for recounting of ballots to begin.
- A recount using the type of vote tabulating devices used in the election shall, to the maximum extent possible, be conducted using the same methods used to tabulate the ballots originally, and shall include the following:
 1. On equipment capable of producing a paper tape or print-out, a zero-results tape or report shall be printed from each vote tabulating device, if feasible without new election coding and if supported by the device in the configuration used in the election, and verified by the requestor and spokespersons prior to any processing of ballots with that device.
 2. If necessary to preserve the original vote count record, a backup of the election results shall be made and the same type of memory media that was used in the election shall be prepared to capture the recount vote results.

3. Each voted ballot shall be processed with the same type of vote tabulating devices used in the election.
 4. Ballots that cannot be read by the vote tabulating devices shall be corrected or duplicated in accordance with Elections Code sections 15208, 15210 and 15211.
- Once all eligible ballots cast in a precinct have been processed by a tabulating device, the device shall, if supported by the voting system, be rendered incapable of accepting further ballots for that precinct and the vote results shall be printed from that device and made available for public inspection. If supported by the voting system, the following steps shall also be taken:
 1. Recount vote results of ballots cast in each precinct subject to recount shall be uploaded to the voting system's central tabulation and reporting application; and
 2. The elections official shall report separately the recount vote results for each precinct subject to recount. Such reporting will include the number of ballots undervoted and overvoted in the recounted contest.
 - At the conclusion of tabulation of all precincts designated for the recount, a logic and accuracy test limited to the contest subject to recount shall be conducted on each tabulating device used in the recount, using the same test deck created prior to the recount to test logic and accuracy for the contest. The test shall be conducted publicly, subject to any limit made necessary by space limitations on the number of additional public observers beyond those that must be accommodated under section 20816. The elections official shall make the results of the logic and accuracy test, as well as the test deck used for the test, available for inspection by the requestor, spokespersons, members of the media and observers at the recount location before the conclusion of the recount.

(CCR Title 2, Div. 7, Chpt. 8, section 20830)

Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code. Reference: Sections 15633, 19220, 19360, 19370, 19380, 19381, 19382, 19383 and 19384, Elections Code.

Manual Recounts Generally

- One of the four special recount board members shall read the ballot and call out the vote cast for the contest subject to recount on that ballot; one shall observe that the correct call was made, and two members shall each separately and independently record the votes as called out.
- Prior to beginning the actual manual recount, the elections official shall instruct all members of the special recount boards, requestor, interested parties, representatives and observers on the procedures to be followed for the recount and shall provide them with copies of these recount regulations, any local documentation concerning recount procedure, and documentation on how to interpret and read the votes cast on the ballot, consistent with federal and state law and the State Uniform Vote Count Standards. The instructions and documentation shall include a statement that in the event of a challenge, the determination of the elections official shall be final.
- Vote by mail and early-voted ballots cast from a precinct subject to recount shall be tabulated separately from ballots cast in a polling place on Election Day.

(CCR Title 2, Div. 7, Chpt. 8, section 20831)

Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code. Reference: Sections 15101-15110, 15276, 15290 and 15625, Elections Code.

Manual Recounts, “Vote for One” Contests

Manual recount tabulation on a voting system in a “Vote for One” contest is subject to the following requirements:

- Prior to counting the ballots, and in the clear view of the requestor, spokespersons and observers, all ballots for the precinct shall be separated into stacks that do and do not contain the contest. Those that contain the contest shall be sorted as follows:
 1. Ballots that were not voted for the contest (under-voted);
 2. Ballots that were over-voted for the contest; and
 3. Ballots that were voted for the contest, sorted by candidate or position.
- Starting with the voted ballots, one member of the special recount board shall state the candidate or position for which the vote was cast making sure the requestor, interested parties and their representatives can observe the contest subject to recount.
- After the vote is stated and counted, the counted ballot shall be placed on the table, with the counted ballots placed in stacks of either 10 or 25, at the discretion of the elections official.
- Two members of the special recount board shall record the votes stated, marking hashes in succession on their individual tally sheets. Each of these two board members shall announce when he or she has counted 10 (or 25) votes. If both members call out the same number of counted votes at the same time, the tally shall continue forward for the next 10 (or 25) ballots. If both recorders do not reach 10 (or 25) additional votes on the same ballot, then the count for the last interval of 10 (or 25) ballots shall be stricken from their tally sheets and those ballots recounted.
- A requestor or an authorized spokesperson may request to inspect any ballot. Tallying shall be halted while the ballot is presented to the requestor or spokesperson for closer inspection. At no time may any requestor or spokesperson touch or come into physical contact with any of the ballots. Tallying will resume once the requestor or spokesperson has completed the inspection, which the requestor or spokesperson shall complete in a reasonable amount of time.
- Tallying shall continue in this manner, until all stacks of voted ballots have been tallied.
- After all voted ballots have been counted and tallied, the two special recount board members who have been recording the votes shall each independently calculate the total votes for each candidate or position on their tally sheets. When both have completed totaling, they shall each announce their totals one candidate or vote position at a time. If both announce the identical vote total for each candidate or position in the recounted contest, the recount of that precinct shall be deemed complete and the results reported to the elections official. If the special recount board members announce different vote totals for any candidate or vote position in the recounted contest, the recount tallies recorded will be examined. If the difference can be explained by the special recount board or supervisor, or by the elections official or his or her designee, it shall be corrected on the tally sheet. A written report shall be made on an attachment to the tally sheet. In the event of an unexplained discrepancy, the results for that precinct shall be discarded and the recount of that precinct shall start over.

(CCR Title 2, Div. 7, Chpt. 8, section 20832)

Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code. Reference: Sections 15276, 15290, 15629, 15630 and 19380, Elections Code.

Manual Recounts, “Vote for Multiple” Contests

Manual recount tabulation on a voting system in a “Vote for Multiple” contest is subject to the following requirements:

- Prior to counting the ballots for the contest subject to recount, and in the clear view of the requestor, spokespersons and observers, all ballots for the precinct shall be separated into stacks that do and do not contain the contest. Those that contain the contest shall be sorted as follows:
 1. Ballots that were not voted for the contest (under-voted);
 2. Ballots that were over-voted for the contest;
 3. Ballots indicating a vote for the first candidate listed on the ballot for the contest; and
 4. Ballots that do not indicate a vote for the first candidate listed on the ballot for the contest.
- Starting with the voted ballots, one member of the special recount board shall state the candidate or position for which the vote was cast making sure the requestor, interested parties and their representatives can observe the contest subject to recount.
- After the vote is stated and counted, the counted ballot shall be placed on the table, with the counted ballots placed in stacks of 10 (or 25).
- Two members of the special recount board shall record the votes stated, marking hashes in succession on their individual tally sheets. Each of these two board members shall announce when he or she has counted 10 (or 25) votes. If both members call out 10 (or 25) counted votes at the same time, the tally shall continue forward for the next 10 (or 25) ballots. If both recorders do not reach 10 (or 25) additional votes on the same ballot, then the count for the last interval of 10 (or 25) ballots shall be stricken from their tally sheets and those ballots recounted.
- A requestor or an authorized spokesperson may request to inspect any ballot. Tallying shall be halted while the ballot is presented to the requestor or spokesperson for closer inspection. At no time may any requestor or spokesperson touch or come into physical contact with any of the ballots. Tallying will resume once the inspection is completed, which the requestor or spokesperson shall complete in a reasonable amount of time.
- Once all the votes for the first candidate have been recorded, the valid voted ballots shall be resorted into two stacks:
 1. Ballots that were voted for the second candidate in the contest; and
 2. Ballots that do not indicate a vote for the second candidate in the contest.
 - The ballots voted for the second candidate shall be calculated in accordance with law and regulation. Tallying shall continue in this manner, until the votes for each candidate in the contest have been recounted and tallied.
- After all voted ballots have been counted and tallied, the two special recount board members who have been recording the votes will each independently calculate the total votes for each candidate or position on their tally sheets. When both have completed totaling, they will each announce their totals one candidate or vote position at a time. If both announce the identical vote total for each candidate or position in the recounted contest, the recount of that precinct shall be deemed complete and the results reported to the elections official. If the special recount board members announce different vote totals for any candidate or vote position in the recounted contest, the recount tallies recorded and announced will be examined. If the difference can be explained by the special recount board or supervisor, or by the elections official or his or her designee, it shall be corrected on the tally sheet. A written explanation shall be made on an attachment to the tally sheet. In the event of an unexplained discrepancy, the results for that precinct shall be discarded and the recount of that precinct will start over.

(CCR Title 2, Div. 7, Chpt. 8, section 20833)

Note: Authority cited: Section 12172.5, Government Code; Sections 10 and 15601, Elections Code. Reference: Sections 15276, 15290, 15629, 15630 and 19380, Elections Code.

Result of recount

The results of a recount are declared null and void unless every vote in every precinct in which the contest appeared is recounted. (EC§ 15632)

Upon completion of a recount, if a different candidate, slate electors, or position on a measure receives a plurality of votes, the results of the official canvass will be changed.

Observation

All observers will be provided with a set of guidelines to follow while observing recount procedures.