

**Title 33**  
**STATE BOARD OF ELECTIONS**  
**Subtitle 11 ABSENTEE BALLOTS**  
**Chapter 01 Definitions; General Provisions**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), 9-303, 9-305, 9-306, 11-301, 11-302, and 11-304,  
Annotated Code of Maryland

**.01 Definitions.**

A. – B. (text unchanged)

(1) – (7) (text unchanged)

(8) *“Absentee ballot bag” means the bag designated by the State Administrator for the collection of absentee ballots at an early voting center or polling place.*

**Title 33**  
**STATE BOARD OF ELECTIONS**  
**Subtitle 11 ABSENTEE BALLOTS**  
**Chapter 03 Issuance and Return**

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), 9-303, 9-305, 9-306, 9-310, 11-301,  
11-302, and 11-304, Annotated Code of Maryland

**.06 Return of Ballot.**

A. –D. (text unchanged)

*E. Ballots Returned at an Early Voting Center or Polling Place. Whenever an absentee ballot is received at an early voting center or polling place, a chief judge or designee shall:*

*(1) Instruct the voter to put the voted absentee ballot into the absentee ballot bag;*

*(2) Ensure the security of the absentee ballot bag; and*

*(3) Return the absentee ballot bag to the local board of elections at the end of voting hours each day of early voting and on election day.*

**.08 When Ballots Are Timely.**

A. (text unchanged)

B. In General. An absentee ballot is considered to have been timely received only if:

(1) The ballot is received by the local board office before the polls close on election day;

(2) *The ballot is put into the absentee ballot bag at a polling place prior to 8 pm on election day; or*

[(2)] (3) (text unchanged)

(a) – (b) (text unchanged)

(i) - (ii) (text unchanged)

C. (text unchanged)

David J. McManus, Chairman  
Patrick J. Hogan, Vice Chairman  
Michael R. Cogan  
Malcolm L. Funn  
Kellew Howells



Linda H. Lamone  
Administrator  
  
Nikki Charlson  
Deputy Administrator

## Memorandum

**To:** State Board Members  
**From:** Erin Perrone  
**Date:** July 9, 2019  
**Re:** Proposed Regulations – Subtitle 11

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At the next board meeting, I will propose changes to Subtitle 11 – Absentee Ballots. During the 2019 Legislative Session, a bill was drafted to allow absentee voters to put their voted absentee ballots into a ballot “mailbox” at a designated location. It was determined that allowing absentee voters to submit their voted absentee ballots at an early voting center or a polling place could be written into the regulations that govern absentee ballots.

In collaboration with the Election Judge Workgroup, which is composed of several local board of elections’ Directors, Deputy Directors, and staff members, the process for election judges and voters was determined. The proposed changes to 33.11 are attached, and this memo summarizes the proposed changes.

### ***Absentee Ballots – Definitions; General Provisions (33.11.01.01(8))***

This new regulation defines the absentee ballot bag that will be used by each local board at early voting centers and polling places. The bag will be similar to the provisional ballot bag that is currently used, except it will be a different color. A bag is easier for local board staff and election judges to transport back to the local board of elections instead of a type of “mailbox.”

### ***Absentee Ballots – Issuance and Return (33.11.03.06E)***

These new regulations outline the process that an absentee voter and an election judge should follow at an early voting center or a polling place. This process was considered by comparing an absentee voter putting the voted absentee ballot into a “mailbox” and is similar to the provisional voting process.

### ***Absentee Ballots – Issuance and Return (33.11.03.08)***

This new regulation further defines timely absentee ballots to include absentee ballots that were submitted by 8 pm on election day. When discussing the process with the Election Judge Workgroup, they preferred that the cutoff for voters submit an absentee ballot in-person be at 8 pm. The voted ballot that absentee voters return their ballot via the USPS must be postmarked by 8 pm on election night to be considered timely. In addition, if a voter drops off an absentee ballot at the local election office, it has to be dropped off by 8 pm. The plan is that

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an election judge will ask anyone standing in line at 8 pm if they have a voted absentee ballot they want to drop off. After that, no more absentee ballots will be accepted. Absentee ballots submitted during early voting are also included in this regulation since early voting occurs prior to election day.

If you have any questions about these new regulations before the board meeting, please do not hesitate to contact me. I will, of course, be available at the board meeting to answer any questions.

Enclosures: Proposed Regulations

David J. McManus, Chairman  
Patrick J. Hogan, Vice Chairman  
Michael R. Cogan  
Malcolm L. Funn  
Kellew Howells



Linda H. Lamone  
Administrator  
  
Nikki Charlson  
Deputy Administrator

## Memorandum

**To:** State Board Members  
**From:** Tracey Hartman  
**Date:** July 11, 2019  
**Re:** Proposed Regulations – Subtitle 19

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At the next board meeting, I will propose changes to Subtitle 19 – Same Day Registration and Address Changes. Enacted under Article II, Section 17(c) of the Maryland Constitution – Chapter 755, Election Law Article §3-306 allows for an individual to register to vote on election day, as well as sets forth the documents required by an applicant that the election judge shall use to determine if proof of residency is met. §3-306 also states that the State Board shall take appropriate measures to notify potential registrants of their correct polling place and that the State Board shall adopt regulations and procedures in accordance with §3-306 for the administration of voter registration on election day.

The proposed changes to 33.16 are attached, and this memo summarizes the proposed changes, additions, and deletions.

***Same Day Registration and Address Changes – Definitions; General Provisions  
(33.19.01.01(A))***

Deletion of the words “and address changes are” and adds the words “and election day” to the listed regularly scheduled elections.

***Same Day Registration and Address Changes – Definitions; General Provisions  
(33.19.01.01(B))***

This new section specifies that same day address change is available during early voting for the listed regularly scheduled elections. Same day address change was removed from 33.19.01.01(A), as same day address changes are only allowed during early voting.

***Same Day Registration and Address Changes – Definitions; General Provisions  
(33.19.01.02)***

Addition of “or on election day” to same day party affiliation changes, which are prohibited.

***Same Day Registration and Address Changes – Public Notice (33.19.02.01(A))***

This proposed amendment increases the minimum requirements for public notice from SBE, stating that the pre-election mailing for each pre-qualified voter shall include the correct polling place for the pre-qualified voter’s address.

***Same Day Registration and Address Changes – Election Judges (33.19.03.01(A))***

Addition of the words “*Early Voting. For each early voting center...*” clarifies that this subsection refers only to early voting and early voting centers.

***Same Day Registration and Address Changes – Election Judges (33.19.03.01(B))***

Like Section A, Section B of Chapter 3 specifies the number of election judges required on election day at each polling place who will be responsible for same day registration, including one primary and one backup election judge, as is the same for early voting. However, because adding two additional election judges at each polling place may cause an undue burden to the local boards, 33.19.03.01(B)(2) specifies that the a local board may assign the same day registration duties an election judge already assigned to that precinct, or to an election judge or judges whose sole duties are same day registration.

***Same Day Registration and Address Changes – Processing New Registrants and Address Changes (33.19.04.01(A) and 33.19.04.01(B))***

Addition of the words “*Early Voting*” and “*at and early voting center*” in the Section heading specify that these instructions regarding the issuance of regular or provisional ballot apply only to early voting.

***Same Day Registration and Address Changes – Processing New Registrants and Address Changes (33.19.04.01(B)(2))***

Addition of the words “*Is a pre-qualified voter but cannot*” to the remainder of the Subsection clarifies that a voter who is prequalified but cannot provide proof of residency in the county in which the individual is attempting to register must receive a provisional ballot.

***Same Day Registration and Address Changes – Processing New Registrants and Address Changes (33.19.04.01(C) and 33.19.04.01(D))***

Like Sections A and B , Sections C and D of Chapter 4 specifies, for individuals registering to vote on election day, who should receive a regular ballot and who should receive a provisional ballot. Section C specifies the requirements for a regular ballot: that the individual be pre-qualified and that they provide proof of residency in the precinct in which they are registering. Section D specifies that anyone who wants to register to vote on election day but is not pre-qualified, or is pre-qualified but cannot provided proof of residency in the precinct where the individual is attempting to register will receive a provisional ballot.

***Same Day Registration and Address Changes – Processing New Registrants and Address Changes (33.19.04.02(A) and 33.19.04.02(B))***

Addition of the words “*During early voting*” in Sections A and B clarifies that the circumstances described in which an election judge should issue a regular or provisional ballot apply only to early voting.

***Same Day Registration and Address Changes – Processing New Registrants and Address Changes (33.19.04.02(C))***

This new section specifies that address changes are not permitted on election day.

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If you have any questions about this proposed text before the board meeting, please do not hesitate to contact me. I will, of course, be available at the board meeting to answer any questions.

Enclosures: Proposed Regulations

# Title 33 STATE BOARD OF ELECTIONS

## Subtitle 19 SAME DAY REGISTRATION AND ADDRESS CHANGES

### Chapter 01 Definitions; General Provisions

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), [and]3-305(e), and 3-306(a), Annotated Code of Maryland

#### .01 Applicability to Elections.

A. Same day registration [and address changes are] *is* available during early voting *and election day* for the following regularly scheduled elections:

- (1) Presidential primary and general elections; and
- (2) Gubernatorial primary and general elections.

B. *Same day address change is available during early voting for the following regularly scheduled elections:*

- (1) *Presidential primary and general elections; and*
- (2) *Gubernatorial primary and general elections.*

C. ~~B.~~ Same day registration and address changes are not available for special primary and general elections.

#### .02 Prohibited Changes.

Same day party affiliation changes are not permitted during early voting *or on election day*.

### Chapter 02 Public Notice

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), and 3-305(e), Annotated Code of Maryland

#### .01 Minimum Requirements.

A. State Board. Before the close of registration for each election, the State Administrator shall send a pre-election mailing to each pre-qualified voter, *which shall include the correct polling place for the pre-qualified voter's address*.

B. (text unchanged)

### Chapter 03 Election Judges

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), [and] 3-305(e), and 3-306(a), Annotated Code of Maryland

#### .01 In General

A. Number of Election Judges - *Early Voting*. For each early voting center, [A] a local board shall designate:

- (1) One election judge who will be primarily responsible for same day registration and address changes;
- (2) One election judge who will serve as a back-up to the primary election judge; and
- (3) Except as provided in §[C]D of this regulation, one election judge who greets voters as they arrive and directs them to the appropriate check-in line.

B. *Number of Election Judges - Election Day*.

(1) For each polling place, a local board shall designate:

- (a) One election judge who will be primarily responsible for same day registration; and
- (b) One election judge who serve as a back-up to the primary election judge.

(2) A local board may assign the same day registration duties to an election judge already assigned to that precinct or appoint an election judge whose sole duties are to facilitate the same day registration process.

C. [B.] (text unchanged)

D. [C.] (text unchanged)

### Chapter 04 Processing New Registrants and Address Changes

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), [and] 3-305(e), and 3-306(a), Annotated Code of Maryland

#### .01 Same Day Registration.

A. Issuance of Regular Ballot - *Early Voting*. An election judge *at an early voting center* shall issue an individual a regular ballot if the individual:

- (1) Is a pre-qualified voter; and
- (2) Provides proof of residency in the county where the individual is attempting to register and vote.

B. Issuance of Provisional Ballot - *Early Voting*. An election judge *at an early voting center* shall issue an individual a provisional ballot if the individual:

- (1) Is not a pre-qualified voter; or

(2) *Is a pre-qualified voter but cannot provide proof of residency in the county where the individual is attempting to register and vote.*

*C. Issuance of Regular Ballot - Election Day. An election judge at a polling place shall issue an individual a regular ballot if the individual:*

*(1) Is a pre-qualified voter; and*

*(2) Provides proof of residency in the precinct where the polling place is located.*

*D. Issuance of Provisional Ballot - Election Day. An election judge at a polling place shall issue an individual a provisional ballot if the individual:*

*(1) Is not a pre-qualified voter; or*

*(2) Is a pre-qualified voter but cannot provide proof of residency in the precinct where the individual is attempting to register and vote.*

**.02 Same Day Address Changes.**

A. Issuance of Regular Ballot. *During early voting, [An] an election judge shall issue a voter a regular ballot if the voter provides proof of residency in the county where the voter is attempting to vote.*

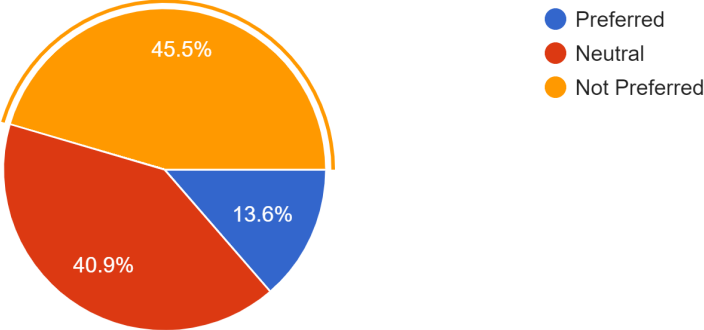
B. Issuance of Provisional Ballot. *During early voting, [An] an election judge shall issue a voter a provisional ballot if the voter cannot provide proof of residency in the county where the voter is attempting to register and vote.*

*C. Address changes are not permitted on election day.*



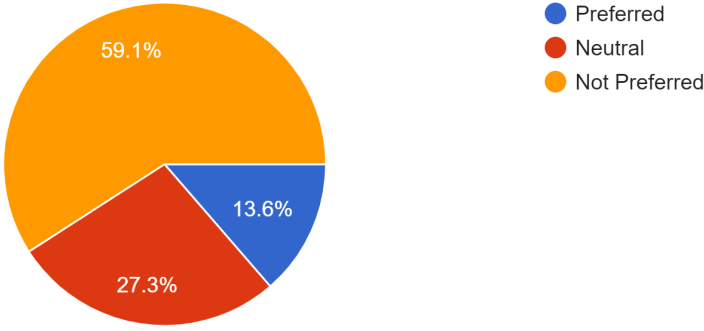
Statement 1: "Do you want to mark your ballot by hand or do you want to mark your ballot by machine?"

22 responses



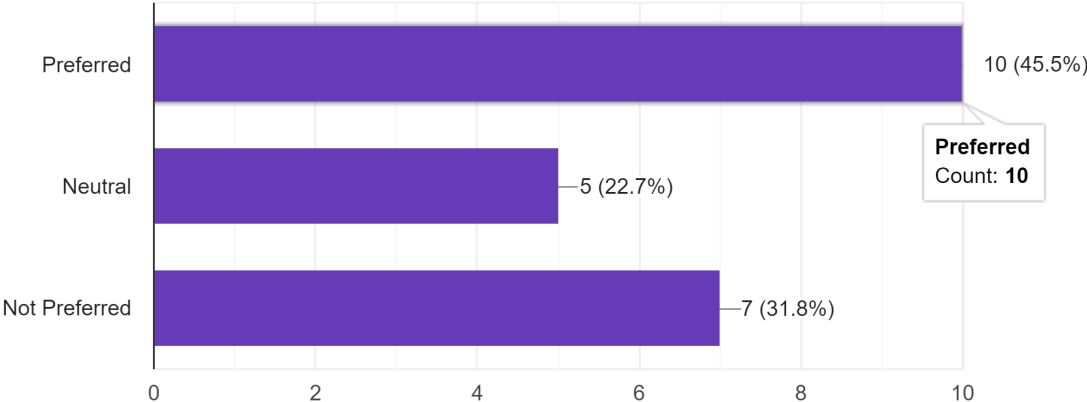
Statement 2: "Do you want to mark your ballot by hand or do you want to mark your ballot electronically?"

22 responses



Statement 3: "You have 2 ways to mark your ballot - either by hand or with the electronic device. Which do you prefer?"

22 responses



This document is organized by each statement (in bold and shaded gray) and how each local board responded to the question. If you have any questions, please do not hesitate to contact me at 410-269-2845 or at erin.perrone@maryland.gov.

<b>Statement 1: “Do you want to mark your ballot by hand or do you want to mark your ballot by machine?”</b>		
Local Board	Rating	Comments/Questions
01 – Allegany County	Preferred	Can we change the word "machine" to electronic device"?
02 – Anne Arundel County	Neutral	
03 – Baltimore City	Not Preferred	
04 – Baltimore County	Neutral	The word 'Machine' may trigger questions as to the type of machine. Explanation of machine will hold up line and create longer wait times. But any word is going to be a cause for questions. Suggestion: "by hand or with ballot marking device"
05 – Calvert County	Neutral	Think it should say "Would you prefer to mark your ballot by hand or use the accessible touch screen ballot that is available to all voters?"
06 – Caroline County		
07 – Carroll County	Preferred	In general, by asking a question like this, there is concern over voters then turning it around on the judge and asking "Which way is quicker?". It then would be a matter of training the judges to answer that question, which is doable, but as always, you can't always control how someone will answer and if it's opinion based. Then, ultimately, will a voter be quick to tell someone outside of the polling place that an election judge influenced the method that they were told to vote on? By limiting the amount of BMDs allowed and then asking every voter this statement, it seems like it could create unintended lines or at least an extra back and forth of either the ballot issuing judges telling the voter that there's a line for the BMD or the voter going to the BMD to find a line and then come back to ballot issuance to change their mind. It also may prompt voters to ask why we ask the question when we don't have enough machines to support the question. Organization and flow may become problematic. If we send 2 BMDs to polling places with 7,000 voters, the ratio is not exactly equal and may create more

<b>Statement 1: “Do you want to mark your ballot by hand or do you want to mark your ballot by machine?”</b>		
Local Board	Rating	Comments/Questions
		problems. If we request to send out more than 2 BMDs, then we run into a problem with getting the equipment to the polling places, space limitations in polling places and funding to get the needed equipment. If an election judge is still required to be managing the BMDs and reading an instructional statement to each voter, this impacts our recruitment efforts because by asking a question, it may mean more voters will use it...or not...we won't really know until election day happens.
08 – Cecil County	Not Preferred	
09 – Charles County	Neutral	
10 – Dorchester County		
11 – Frederick County	Not Preferred	The language about a machine is unclear
12 – Garrett County	Neutral	
13 – Harford County	Not Preferred	We would like to substitute the word machine with touch screen.
14 – Howard County	Not Preferred	"Machine" is very vague.
15 – Kent County	Not Preferred	
16 – Montgomery County	Not Preferred	Surveyed staff, majority did not prefer
17 – Prince George’s County	Neutral	
18 – Queen Anne’s County	Neutral	
19 – Saint Mary’s County		
20 – Somerset County	Neutral	
21 – Talbot County	Not Preferred	
22 – Washington County	Not Preferred	
23 – Wicomico County	Preferred	Could it be shortened to: "Would you like to mark your ballot by hand or by machine?"
24 – Worcester County	Not Preferred	

<b>Statement 2: “Do you want to mark your ballot by hand or do you want to mark your ballot electronically?”</b>		
Local Board	Rating	Comments/Questions
01 – Allegany County	Not Preferred	
02 – Anne Arundel County	Neutral	
03 – Baltimore City	Not Preferred	
04 – Baltimore County	Neutral	see comments above - electronically will cause questions, but anything will.
05 – Calvert County	Not Preferred	The word electronically may be confusing to voters
06 – Caroline County		
07 – Carroll County	Not Preferred	"Electronically" could mean many different things.
08 – Cecil County	Not Preferred	
09 – Charles County	Not Preferred	
10 – Dorchester County		
11 – Frederick County	Neutral	Better than the first statement
12 – Garrett County	Not Preferred	
13 – Harford County	Not Preferred	Would prefer the word BY TOUCH SCREEN instead of electronically. Electronically is too confusing, maybe construed as being transmitted.
14 – Howard County	Preferred	Better than #1. Will still generate questions.
15 – Kent County	Not Preferred	
16 – Montgomery County	Not Preferred	NO
17 – Prince George’s County	Preferred	
18 – Queen Anne’s County	Neutral	
19 – Saint Mary’s County		
20 – Somerset County	Neutral	
21 – Talbot County	Not Preferred	
22 – Washington County	Not Preferred	
23 – Wicomico County	Neutral	Voters may think electronically means they can use their phone.....
24 – Worcester County	Not Preferred	

<b>Statement 3: “You have 2 ways to mark your ballot – either by hand or with the electronic device. Which do you prefer?”</b>		
Local Board	Rating	Comments/Questions
01 – Allegany County	Not Preferred	
02 – Anne Arundel County	Preferred	We are just curious on why we cannot simply call it the Ballot Marking Device? That is what it is called in the manual and on the forms.
03 – Baltimore City	Preferred	
04 – Baltimore County	Preferred	Again, see comments above. There will be questions with whatever is used. "Would you like to mark your ballot by hand or with Ballot marking device?"
05 – Calvert County	Not Preferred	
06 – Caroline County		
07 – Carroll County	Neutral	This is a little more wordy, but also more clarifying and descriptive than the other two.
08 – Cecil County	Neutral	"Do you want to mark your ballot by hand or using a touch screen then printing the ballot" is a great way to explain - we did this during EV and it worked really well. It is my opinion that making the the requirement mandatory to ask the question at ballot issuing may create issues for some local boards, especially the larger jurisdictions. I believe PG and Montgomery both had lines at this station, and I know the only reason Baltimore did not have lines was because there were designated voting judges that assisted at the BMD area, and when there was not a voter using the BMD, that judge assisted with ballot issuing. I agree, we should ask every voter, but at which point of the voting process should be the choice of the local board.
09 – Charles County	Preferred	
10 – Dorchester County		
11 – Frederick County	Preferred	The voter must choose clearly here.
12 – Garrett County	Preferred	After conversation with my Board and staff, we felt "either by hand or by machine" would be better understood by the voter.
13 – Harford County	Not Preferred	
14 – Howard County	Not Preferred	I think this one is too wordy and will generate too many questions. I think the use of pictures

<b>Statement 3: “You have 2 ways to mark your ballot – either by hand or with the electronic device. Which do you prefer?”</b>		
Local Board	Rating	Comments/Questions
		and signs will go a long way to help this process in general. Also, aggressively doing voter outreach with the BMD would probably also go a long way to make the device more mainstream...at least some people would have seen it.
15 – Kent County	Preferred	
16 – Montgomery County	Preferred	Recommend the Judge to state: There are 2 way to mark you paper ballot-....." We Also recommend a sign (Bi-Lingual) for the ballot table.
17 – Prince George’s County	Not Preferred	
18 – Queen Anne’s County	Neutral	
19 – Saint Mary’s County		
20 – Somerset County	Neutral	
21 – Talbot County	Neutral	It should be in the form of statement, not question. Questions tend to cause confusion. "You have two ways in which to mark your ballot, by hand (show regular ballot) or with electronic device (show BAC)."
22 – Washington County	Preferred	Least confusing of the statements, especially for 1st time voters who may not know there are 2 ways to mark their ballot.
23 – Wicomico County	Not Preferred	Too many words.
24 – Worcester County	Preferred	

## ASSISTANT ATTORNEY GENERAL'S REPORT

July 25, 2019

1. *Fusaro v. Davitt et al.*, No: 1:17-cv-03582 (U.S. District Court, D. Md.). Plaintiff Dennis Fusaro brought a complaint in federal court alleging that Maryland violates the First and Fourteenth Amendments by limiting access to the voter list to Maryland voters and only for purposes related to the electoral process. On September 4, 2018, the State defendants' motion to dismiss the complaint was granted, and the plaintiff appealed. On July 12, 2019, the Fourth Circuit vacated the dismissal order, and remanded the case for further proceedings. The Fourth Circuit concluded that Mr. Fusaro had pled a cognizable claim under the First Amendment, but that the State would be entitled to a relaxed level of scrutiny as to whether the limitations violate Mr. Fusaro's rights on remand.

2. *Johnson v. Prince George's County Board of Elections*, No. CAL16-42799 (Cir. Ct. Prince Georges Cnty.). No change from the last update. This case involves a challenge under the U.S. Constitution and Maryland Constitution and Declaration of Rights to the SBE's alleged failure to provide information and access to voter registration and voting resources to eligible voters detained by the Prince Georges County Department of Correction during the 2016 election. The case had been originally filed in the Circuit Court for Prince Georges County but was removed on the basis of the federal claims asserted by the Plaintiffs. On February 27, 2018, the U.S. District Court for the District of Maryland granted SBE's motion to dismiss the Plaintiffs' federal claims, declined to exercise jurisdiction over the state claims, and remanded the case to the Circuit Court for further proceedings. The parties are awaiting further direction from the court.

3. *Barber v. Maryland Board of Elections*, No. C-02-CV-17-001691 (Cir. Ct. Anne Arundel Cnty.) No change from the last update. On January 25, Ms. Barber appealed from the Circuit Court's January 11 dismissal of her complaint. Ms. Barber sought damages and judicial review of, among other things, the State Board's decision not to issue a declaratory ruling permitting her to use campaign funds to pay for litigation costs she incurred in her unsuccessful attempt to retain her position as an administrative law judge in the District of Columbia. Ms. Barber was ruled ineligible for that position due to her candidacy in 2016 for Judge of the Circuit Court for Prince George's County, Maryland. The appeal is fully briefed, and on December 18, 2018 the Court of Special Appeals ordered that the appeal would be adjudicated without oral argument.



4. *Judicial Watch v. Lamone*, No. 1:17-cv-02006-ELH (U.S. District Court, D. Md.). No change from the last update. This case involves the denial of access to Maryland’s voter registration database. Under Maryland law, access to the voter registration list is limited to Maryland registered voters and only for non-commercial, election-related uses. Judicial Watch—an elections watchdog group located in Tennessee—requested Maryland’s voter registration “database” and was denied because it was not a Maryland registered voter. Judicial Watch filed suit, arguing that the database was required to be disclosed under the federal National Voter Registration Act. On April 24, 2019, Judicial Watch filed a reply in support of its motion for summary judgment. On May 8, 2019, the defendants filed a reply in support of their cross-motion for summary judgment. The motions for summary judgment are now fully briefed.

5. *The Washington Post, et al. v. McManus, et al.*, No. 1:18-cv-02527 (U.S. District Court, D. Md.). This case presents a First Amendment challenge by a coalition of newspaper publishers that maintain an online presence to certain provisions of the recently-passed Online Electioneering Transparency and Accountability Act (the “Act”). On January 4, 2019, the district court granted the plaintiffs’ motion for preliminary injunction on the ground that the plaintiffs’ “as applied” constitutional challenge to the statute was likely to succeed. On February 2, 2019, the defendants appealed that ruling to the Fourth Circuit. On April 12, 2019, the defendants filed their opening appellate brief. On April 19, 2019, the Campaign Legal Center and Brennan Center for Justice filed *amicus curiae* briefs in support of the appellants. On May 31, 2019, the plaintiffs filed their response brief. On June 7, 2019, *amicus curiae* briefs in support of the plaintiffs were filed by the Institute for Free Speech, the National Association of Broadcasters and NCTA – The Internet & Television Association, and the News Media Alliance together with 16 other media organizations. On July 3, 2019, the defendants filed their reply brief. The Court has indicated that it will hear argument on the appeal, but has not scheduled a date for the argument.

6. *Segal v. Maryland State Board of Elections*, No. 1:18-cv-2731 (U.S. District Court, D. Md.). No change from the last update. On September 5, 2018, Jerome Segal filed a complaint seeking a preliminary and permanent injunction requiring the State Board of Elections to accept the petition filed in support of the creation of the Bread and Roses party, and to include plaintiff’s name on the general election ballot as the Bread and Roses Party’s nominee for the U.S. Senate contest. On September 18, 2018, the court denied plaintiff’s requested preliminary injunction, on October 11, 2018 the court of appeals affirmed that ruling, and on November 14, 2018, the court of appeals denied plaintiff’s request for *en banc* review. On January 4, 2019, the district court

ordered plaintiff to submit a status report by January 18, 2019, indicating if the case can be dismissed as moot. The court reissued the order on April 9, 2019.

7. *Johnston, et al., v. Lamone*, No. 18-cv-3988-ADC (D. Md.). On December 28, 2018, the Libertarian Party of Maryland (the “Party”) and its Chairman, Robert Johnston, filed a lawsuit alleging that the statutory scheme governing the official recognition of minor parties in Maryland, as applied to the Party, was unconstitutional in at least two ways. They alleged that the scheme violates their First Amendment speech and association rights by requiring the Party to undertake the petition process to re-obtain formal recognition under State law, when there are already over 22,000 Maryland voters currently registered as Libertarians. They also alleged that the standard by which Maryland verifies petition signatures is unconstitutionally strict, in that it requires the rejection of signatures of known Maryland voters due to technical noncompliance with the statutory standard. Plaintiffs moved for a preliminary injunction, which was denied at a hearing on January 31, 2019. Subsequently, the defendant filed a motion to dismiss. On July 11, 2019, the district court granted the motion to dismiss, concluding that the requirement that the Libertarian Party re-petition for recognition did not violate the party’s or its members’ constitutional rights, and that the challenge to Maryland’s signature standard was not ripe in the absence of a filed petition. On July 24, 2019, the plaintiffs filed a notice of appeal.

8. *Phukan v. Maryland State Board of Elections*, No. C-2-CV-19-000192 (Cir. Ct. Anne Arundel Cnty.). On January 23, 2019, Anjali Reed Phukan, who was the Republican nominee for Comptroller in the 2018 election, filed a lawsuit against the State Board of Elections seeking a writ of mandamus directing the State Board of Elections to decertify Comptroller Peter Franchot’s campaign committee, an injunction requiring Mr. Franchot and his campaign committee to file corrected campaign finance reports, a declaratory judgment that Ms. Phukan is entitled to examine the documentation supporting any corrected campaign finance reports that Mr. Franchot or his committee files, and a declaratory judgment that Ms. Phukan be issued the oath of office as Comptroller and be awarded back pay and the costs of suit, should Mr. Franchot or his committee fail to file corrected campaign finance reports. On April 15, 2019, the court granted the defendant’s motion to dismiss and dismissed the complaint with prejudice. On May 22, 2019, the court denied the plaintiff’s motion to vacate the judgment and motion for a new trial. On May 29, 2019, the plaintiff filed a notice for in banc review by the circuit court, and filed her memorandum for in banc review on June 21, 2019. The defendant filed its response memorandum on July 19, 2019.

**1. Announcements & Important Meetings**

National Association of State Election Directors (NASED)

From July 14<sup>th</sup> – 16<sup>th</sup>, Linda Lamone attended NASED's summer meeting in Austin, Texas. During this meeting, election officials from around the country heard presentations about fighting misinformation, the impact of the possible withdrawal of the United States from the International Postal Union, and updates in election administration from various states.

Department of Homeland Security's (DHS) Government Coordinating Council for Election Infrastructure

On July 13<sup>th</sup>, the Election Infrastructure Coordinating Council meet in Austin. Much of the meeting discussed communication protocols for a cyber incident and additional DHS assessments.

**2. Election Reform and Management**

Ballot Marking Device Policy

In response to the State Board's policy on usage of the ballot marking devices for the 2020 elections, we recommended that local boards begin taking to voter outreach events a ballot marking device. In addition, Cortnee Bryant is updating voter outreach documents and producing an informational video for voters to know there are two ways to mark a ballot. Erin Perrone will be able to finalize the chapters of the Election Judges' Manual once the statement is finalized.

Voting in Maryland Brochure

Cortnee Bryant updated the *Voting in Maryland* brochure to reflect changes for the 2020 elections. The local boards are now confirming their contact information is correct before sending the brochure to be printed. The brochure is also translated into Spanish for Montgomery County.

Federal Voting Assistance Program (FVAP) - Voting Assistance Guide

Each year, the FVAP publishes the *Voting Assistance Guide* that details the absentee process for military and overseas voters. Erin Perrone distributed contact information for each local board to confirm its accuracy. The deadline to submit the information to the FVAP was July 12<sup>th</sup>. There will be one more opportunity to review the information before it is published.

Election Day Page Program

Regulations for the Election Day Page Program have been drafted and sent to the Assistant Attorney General for his review. Once his edits are submitted, the regulations will be presented to the State Board at its next meeting for approval.

Comprehensive Audit of 2018 Elections

Tracey Hartman continues work on the comprehensive audit of the 2018 Elections. As of today, 22 of the 24 local boards have responded to the preliminary reports issued in mid-June and more than 50% of final reports to local boards have been issued. All final reports are expected to be issued by the end of the month.

### **3. Voter Registration**

#### Automatic Voter Registration

The Secure and Accessible Registration Act went into effect July 1, 2019. The act designates the Motor Vehicle Administration, the Maryland Health Benefit Exchange, local departments of social services, and the Mobility Certification Office (Paratransit) as automatic voter registration agencies. Applicants of these agencies will be registered to vote or have his or her voter registration record updated unless the applicant declines to register or update his or her voter registration record.

#### Regional Training

Beginning next month, Janet Smith and Shekia Harding-Bey will begin regional trainings. The topics will be processing Electronic Registration Information Center (ERIC) reports and jury notices, National Voter Registration Act (NVRA) list maintenance, and absentee processing. The first training session will be at the Wicomico County Board of Elections.

#### MVA Transactions

During the month of June, MVA collected the following voter registration transactions:

New Registration - 11,194	Residential Address Changes - 9,423
Last name changes - 953	Political Party Changes - 2,471

#### Non-Citizens – May 2019 Information

- Submitted to the Office of the State Prosecutor - 14
- Removal of non-citizens - 14
- Removal of non-citizens who voted - 4
- Removal of non-citizens who voted multiple times - 0
- Non-citizens reported by Immigration & Customs Enforcement - 0
- Change in status from Office of the State Prosecutor - 0

### **4. Candidacy and Campaign Finance (CCF) Division**

#### Candidacy

The 2020 candidate filing period opened in February 2019. Currently, 26 candidates have filed at SBE for the 2020 election cycle. SBE has filed 10 candidates for Baltimore City offices.

#### Campaign Finance

The CCF Audit sent out 3,570 deficiency notices to 1,954 political committees. A majority of amendments were due on July 22<sup>nd</sup>. The deficiency notices covered the 2018 Annual to 2019 Annual Reports, a total of eight campaign finance reports. The most common deficiencies were differences between bank and cash on hand balances and failure to include employer/occupation information. Overall, the committees were understanding of the audit findings and are using this to increase internal controls over their finances.

The City of Annapolis is interested in moving away from paper reports for campaign finance reporting to electronic filing. The CCF Division is offering advice and expertise to their endeavor.

The Citizens' Election Fund Commission, Howard County's public financing program, has formed and are developing the guidelines for the program. On August 20<sup>th</sup>, Jared DeMarinis will present to the commission best practices and lessons learned.

### Enforcement Actions

On July 9, 2019, the CCF Division received from Friends of Sheldon Laskin a civil penalty of \$25.00 for a cash disbursement of greater than \$25.00.

## **5. Project Management office (PMO)**

### Inventory Management

The FY2019 Annual Inventory Audit for equipment and supplies ended at SBE and at the local boards on June 30th. Presently, 95.90% of equipment and supplies statewide have been inventoried. This includes all 24 local boards being at least 97.90% compliant and 18 local boards 100% compliant with their inventory audits.

August 15<sup>th</sup> and September 15<sup>th</sup> are the due dates for the Department of General Services (DGS) annual reports. Prior to those dates, SBE will be working with the local boards to reconcile any inventory issues.

The PMO went to at least 10 local boards to pick up equipment and supplies destined for disposal. The items were taken to SBE's warehouse for storage until the time the PMO initiates the disposal process with DGS. In addition, as part of the June clean-up, there were several items from SBE that were transferred to the warehouse.

Also in June and as part of the SBE's box-up efforts prior to the office painting and carpeting, SBE transferred nearly 100 boxes of documents and other materials to the warehouse for storage.

### Additional Space and Painting and Carpeting Projects

The PMO continued its coordination, logistics, and scheduling of work with DGS and the landlord for the additional office space. The construction of the new space is complete with the one major task remaining – the delivery and installation of the cubicle system – and the delivery of furniture ordered from the Maryland Correctional Enterprises. The painting and carpeting project started this month, and two of the fourteen areas are complete.

### Procurements

The PMO continues to work on several procurements that included additional precinct voting booths, privacy sleeves, and black carts.

## **6. Voting System**

### Electronic Pollbooks

SBE continues to work with ES&S on the software update for the implementation of same day registration on election day and finalized and approved the specifications. We expect to have a testable version of the updated software in late summer or early fall. ES&S provided an intermediate release which demonstrates the updated user interface. This release will be used by SBE to update the screenshots for election judges' documentation.

At the July 24<sup>th</sup> meeting of the Board of Public Works, we presented for approval an ES&S contract related to the pollbooks. The contract included additional pollbooks for the local boards of elections, software licenses through the 2020 elections, and software and hardware support for the pollbooks. The Board of Public Works approved, without discussion, the contract.

### Voting System Upgrade

SBE continues the planning process for a possible software and firmware upgrade that will include all components of the voting system. SBE received an updated beta version which includes additional features on June 28, 2019. The beta version is currently being reviewed by SBE. The Voting System Testing Laboratory continues to test the voting system software. ES&S continues to report that certification is expected by October 31, 2019.

## **7. Information Technology**

### Memorandum of Understanding (MOU) Renewal with State Archives

SBE recently renewed the MOU agreement with the Maryland State Archives for Internet services, co-location services, and disaster recovery site services. The MOU period began on July 1, 2019, and lasts through June 30, 2020.

### Secure Disposal of Hard Disk Drives and Media Tapes

372 hard drives and 8 media tapes were recently securely retrieved from SBE and destroyed by a 3<sup>rd</sup> party. The company has since provided SBE with a Certificate of Destruction with serialized reporting listing the destroyed hard disk drives and media. This is a requirement of the State's Office of Legislative Audit and State Department of Information Technology and complies with DGS guidelines for disposal of such sensitive items.

Mrs. Sherry L. Levensgood  
14902 Davis Road  
Goldsboro, Maryland 21636  
410 310 3269

June 25, 2019

RECEIVED  
JUN 28 2019  
STATE BOARD OF ELECTIONS

Dear Mr. McManus and Members of the State Board of Elections,

I want to congratulate and commend the staff in the Division of Campaign Finance. Over the course of three campaigns, I have had to call for guidance and "hand-holding" to file accurately and timely the reports required of a candidate. The staff was patient, helpful and very knowledgeable. At no time did they make me feel I was taking up their time or that I should have been able to file the reports without their help. To them no question was silly and no mistake was unfixable.

Please share my letter with the staff. I was a public school teacher for thirty years and my husband is still a government employee with forty plus years. We often hear negative comments and not often good. This division is the best with whom I have dealt.

Congratulations!

Sincerely,



Sherry L. Levensgood

Cc:

Patrick J. Hogan  
Michael R. Cogan  
Malcolm L. Funn  
Kelley Howells  
Linda H. Lamone  
Nikki Charlson

**STATE BOARD OF ELECTIONS**  
**P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840**

Patrick J. Hogan, Vice Chairman  
Michael R. Cogan  
Malcolm L. Funn  
Kelley Howells  
William G. Voelp



Linda H. Lamone  
Administrator  
  
Nikki Charlson  
Deputy Administrator

July 22, 2019

**Via Electronic Mail Only**

Marc Hoffman  
9408 Worth Avenue  
Silver Spring MD 20901

Dear Mr. Hoffman:

Thank you for your letter posing several questions concerning various election systems. Each of your questions is repeated and answered below.

1. The publicly available version of the report by DHS was redacted. Has anyone in the legislature or in an oversight role been given the complete report? Who?

The unredacted version of the report was made available to certain individuals in the Executive and Legislative branches of State government.

2. Have any 3<sup>rd</sup> party security experts in addition to the Department of Homeland Security examined the systems of the Sicus [sic] Group? Please provide the name of any third party. Please provide the results of that examination.

The systems hosted by Sidus have not been examined by an entity other than the U.S. Department of Homeland Security (DHS), because DHS' on-site assessment was independent and exhaustive. That being said, we and our information security partners continuously monitor activity to and from these systems and DHS subsequently performed a penetration test on one of the systems hosted by Sidus.

3. Keeping in mind that absence of evidence is not evidence of absence, what proof do we have in the processes, procedures, and technology will securely hold and protect our information from any deviation from its approved use? Are those measures currently in force or planned?

This agency and the vendors who perform critical information security tasks are subject to independent audits. The State's Office of Legislative Audits reviews our compliance with information security standards, and vendors performing certain functions are required to be audited by an independent auditing firm. These audits review the availability, integrity, confidentiality, and privacy of the information systems.



July 22, 2019

4. What systems do you consider the most risky? What controls have been put in place to limit access to these systems?

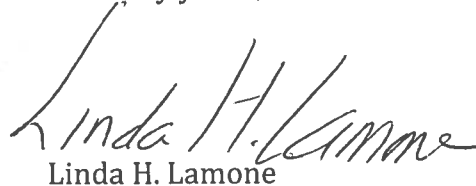
Each of the critical election systems has risks, and for each system, we identify risks and implement controls to mitigate those risks. We treat each of the critical election systems as high risk systems and limit access to those systems to only those individuals that need to have access and grant the lowest level of access. User passwords are changed frequently, and user transactions are logged and audited.

5. Is the Maryland State Board of Elections or another appropriate agency a member of the Election Infrastructure Information Sharing and Analysis Center (EI-ISAC)?

Several employees of the State Board of Elections are members of EI-ISAC. Additionally, each local board of elections has at least one employee who is a member of EI-ISAC. Members of EI-ISAC are also members of the Multi-State Information Sharing and Analysis Center, another center with a broader membership of government agencies.

If you have any additional questions about protecting election systems in Maryland, please contact Nikki Charlson at 410.269.2843 or [nikki.charlson@maryland.gov](mailto:nikki.charlson@maryland.gov).

Sincerely yours,



Linda H. Lamone

cc: Members, State Board of Elections

(Delivered as an email attachment)

June 24, 2019

9408 Worth Ave.  
Silver Spring, Md. 20901

David J. McManus, Jr., Chairman  
Linda H. Lamone, Administrator  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, Maryland 21401-0486

Dear State Board of Elections:

In 2018 you announced that the FBI told you that some of Maryland's voting systems were provided by a firm owned by a Russian oligarch.<sup>1</sup> Subsequent news reports stated that even though Homeland Security found no evidence of infiltration<sup>2</sup> you were going to "cut all ties" to the provider.<sup>3</sup> However, to the contrary, you are still contracting with the same company, the Sicus Group, LLC.<sup>4</sup>

Would you please answer the following questions?

1. The publicly available version of the report by DHS was redacted. Has anyone in the legislature or in an oversight role been given the complete report? Who?
2. Have any 3rd party security experts in addition to the Department of Homeland Security examined the systems of the Sicus Group? Please provide the name of any third party. Please provide the results of that examination.
3. Keeping in mind that absence of evidence is not evidence of absence, what proof do we have that the processes, procedures, and technology will securely hold and protect our information from any deviation from its approved use? Are those measures currently in force or planned?
4. What systems do you consider the most risky? What controls have been put in place to limit access to those systems?

---

<sup>1</sup> <https://www.marylandmatters.org/2018/07/14/fbi-state-probe-russian-oligarch-39-s-ties-to-maryland-election-board-contractor/>

<sup>2</sup> [https://elections.maryland.gov/about/documents/HIRT\\_Engagement\\_Report\\_Maryland\\_State\\_Board\\_of\\_Elections\\_FINAL.pdf](https://elections.maryland.gov/about/documents/HIRT_Engagement_Report_Maryland_State_Board_of_Elections_FINAL.pdf)

<sup>3</sup> <https://www.wusa9.com/article/news/politics/national-politics/maryland-ditches-election-servers-tied-to-russian-oligarch/65-71d6f971-8ce6-44cd-8659-543d0e337e39>

<sup>4</sup> <https://www.baltimoresun.com/news/maryland/politics/bs-md-dpw-elections-data-20190204-story.html>

5. Is the Maryland State Board of Elections or another appropriate agency a member of the Election Infrastructure Information Sharing and Analysis Center (EI-ISAC)?

I would appreciate a return reply letting me know when I can expect your answers.

Thank you very much.

Yours truly,

Marc Hoffman

cc: Patrick J. Hogan, Vice Chairman, Michael R. Cogan, Member, Kelley A. Howells, Member, Malcolm L. Funn, Member

STATE BOARD OF ELECTIONS

P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840

David J. McManus, Chairman  
Patrick J. Hogan, Vice Chairman  
Michael R. Cogan  
Malcolm L. Funn  
Kelley Howells



Linda H. Lamone  
Administrator

Nikki Charlson  
Deputy Administrator

## Memorandum

**To:** State Board Members  
**From:** Jared DeMarinis  
**Date:** July 11, 2019  
**Re:** Final Adoption of Regulations

At the next board meeting, I will present for final adoption proposed changes to the following COMAR provision (see enclosure):

- 33.13 -Campaign Financing
  - .10 (Prohibitions)
    - .03 (Prohibited Expenditures)

The proposed regulation clarifies the prohibition on the method of payment for walk-around services. The regulations codifies that payment to a vendor who employs other individuals for the performance of walk around services must be paid by check. Cash payments are strictly prohibited.

The proposed changes to the regulations were adopted at the October 2018 meeting. They were published in the March 1, 2019 edition of the Maryland Register (Vol. 46, Issue 5), and the public comment period closed on April 1, 2019. No public comments were received on the proposed changes to Subtitle 13, Chapter 10.

I have attached the memo dated September 27, 2018 to the Board detailing the changes in regulations once adopted as final. Please note that in the attached memo, there are proposed new regulations other than 33.13.10.03, however, these are the only regulations that are being presented for final adoption at the next Board meeting.

If you have any questions before the next meeting, please contact me. I will, of course, be available at the board meeting to answer any questions.

Attachment: 1) Proposed Regulations  
2) Memo dated September 27, 2018

# Title 33 State Board of Elections

## Subtitle 13 Campaign Financing

### Chapter 10 Prohibitions

Authority: Election Law Article, §§ 2-102(b)(4), 13-218, 13-221, 13-225-13-237, 13-239, and 13-245, and Title 13, Subtitle 3, Annotated Code of Maryland

#### **.03 Prohibited Expenditures.**

A. Electoral Purpose. A political committee may only make expenditures that are for an electoral purpose.

B. Prohibited Expenditures. Except as provided in §C of this regulation, a political committee may not make an expenditure of campaign funds, directly or indirectly, in any amount for:

- (1) The personal use or the personal benefit of a candidate, the candidate's family, or any other individual;
- (2) The mortgage, rent, or utilities for the personal residence of a candidate or candidate's family;
- (3) A political endorsement;
- (4) Expenses relating to the necessary and ordinary course of holding elective office, except if related to legislative newsletters pursuant to Election Law Article, §13-408, Annotated Code of Maryland;
- (5) Expenses not relating to the electoral purposes of the political committee, except if permissible under Election Law Article, §13-247, Annotated Code of Maryland;
- (6) Legal defense costs or expenses, except those relating to investigations or legal actions resulting from the conduct of the campaign or election;
- (7) Expenses relating to travel outside the country;
- (8) Tuition and any other associated costs for educational programs or schooling;
- (9) Administrative accounts of the political party central committee or legislative party caucus committee;
- (10) Dues or any other expense for:
  - (a) A legislative caucus in the General Assembly; or
  - (b) Legislative organizations affiliated with the General Assembly including Society of Senates Past, Speaker's Society, and Protocol; and
- (11) A loan to a political committee.

C. Permissible Expenditures. A political committee may make a direct expenditure to a political or advocacy committee or organization not regulated by Election Law Article, Title 13, Annotated Code of Maryland, only if:

- (1) The expenditure serves an electoral purpose;
- (2) The amount does not exceed \$6,000; and
- (3) The recipient of the expenditure is a:
  - (a) Non-federal out-of-State political committee;
  - (b) Municipal political committee located in Maryland;
  - (c) Political club;
  - (d) Federal candidate; or
  - (e) Inauguration or transition committee organization for a newly elected candidate in the State.

#### *D. Walk-around Services.*

*(1) Direct or indirect cash disbursements by a political committee or a person acting on behalf of the political committee for walk-around services are prohibited.*

*(2) A payment to individuals contracted or employed for walk-around services by a vendor, consultant or other person at the direction of or agreement by the political committee shall be by check.*

*(3) The vendor, consultant or person paid by the political committee for walk around services shall provide the treasurer of the political committee for the account books of the political committee the names, address and amount paid of individuals hired by the vendor, consultant or person for the performance of walk around services.*

LINDA H. LAMONE  
STATE ADMINISTRATOR

**STATE BOARD OF ELECTIONS**

**P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840**

David J. McManus, Chairman  
Patrick J. Hogan, Vice Chairman  
Michael R. Cogan  
Malcolm L. Funn  
Kelley Howells



Linda H. Lamone  
Administrator

Nikki Charlson  
Deputy Administrator

**Memorandum**

**TO:** State Board Members  
**FROM:** Jared DeMarinis, Director  
Division of Candidacy and Campaign Finance  
**DATE:** July 25, 2019  
**SUBJECT:** Waiver of late filing fees standards

Enclosed are the waiver requests, which were submitted by campaign committees that have been assessed late filing fees. The attached Waiver Request Information Page contains an overview of each committee as well as the Administrator's recommendation for Board approval on granting a waiver request.

In the past the Board has considered the following facts in determining whether just cause exists to grant a waiver.

- Administrative error of any kind on the part of the Division.
- The lateness is due to extenuating circumstances, i.e. physical illness or death in the family.
- The late report is the first late report and allows the committee to close, or contains minimal financial activity.
- The fee will cause undue financial hardship, if the liability of the fine is the personal responsibility of the officers.
- Computer problems occurred which made timely filing impossible. However, the filer still must have demonstrated a good faith effort to timely file.

Prior to the meeting please review each waiver request. Note the recommendations that you may disagree with or have questions on that you would like to discuss.

Pursuant to Election Law Article §13-337 (b) (3), the State Administrator has denied zero waiver request, for the month of July. No Board action is required on the denials. Late fees collected year to date for Late Fee Waivers are \$51,279.42

Please feel free to contact me at 410-269-2853 if you have any questions.

Late fee Waiver Request 7/25/19

1. Amankwah, John Friends of
2. Daras, Mike Friends of (Michael Daras)
3. Martinez, Alirio Citizens for
4. Oatis, Pamela Friends of
5. Rucker, Antoinette (Netty) Friends of
6. Skarlupka, Carmen Friends of
7. Thompson, Sherone E. for Board of Education, Friends for
8. Wardlow, Larry Jr. Friends of

## Waiver Request Information Page

### General

<b>Account Name</b>	Amankwah, John Friends of	
<b>CCF ID:</b>	01012677	<b>Status:</b> Inactive
<b>Date Established</b>	2/26/18	
<b>Date Waiver Requested</b>	7/16/19	
<b>Account Type</b>	Campaign Account	

### Officers

<b>Current Treasurer</b>	Philippe Savage	<b>Start Date:</b> 2/26/18
<b>Responsible Treasurer</b>		
<b>Current Chairman</b>	John Amankwah	2/26/18
<b>Responsible Chairman</b>		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Totals Fees	Prior Waivers and Fees	Refer to OSP
8/28/18		10/5/19	\$220	\$220		8/28/18
4/17/18		8/07/18	\$500	\$500		4/17/18
			Totals	\$720		

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Debt
Affidavit	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

Per OSP declione to prosecute.

### Division Comments

Grant

### Administrator's Decision



STATE OF MARYLAND

EMMET C. DAVITT  
STATE PROSECUTOR



OFFICE OF  
THE STATE PROSECUTOR

Suite 410  
Hampton Plaza  
300 East Joppa Road  
Towson, MD 21286-3152

Telephone (410) 321-4067  
1 (800) 695-4058  
Fax (410) 321-3851

July 16, 2019

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Friends of John Amankwah, CCF ID: 01012677

Dear Mr. DeMarinis:

The above-referenced campaign finance committee was referred to the Office of the State Prosecutor for the failure of the campaign committee to timely and accurately file campaign finance report(s) and pay the associated late fee.

Cynthia Thomas, an investigator with this office, conducted an investigation into this matter. It was determined that during the election cycle, the candidate/chairperson was hospitalized and in the ICU with a life threatening illness. Hospital documentation was provided. As a result, filing of campaign finance reports fell by the wayside.

A review of committee filings reveals that only Affidavits of Limited Contributions were filed. The 2018 Gubernatorial Pre General 1 report has been filed as a "Final". This office declines to prosecute the following reports:

- 2018 Gubernatorial Spring Report: \$500
- 2018 Gubernatorial Pre General 1: \$220

Please feel free to contact me with any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Sarah David".

Sarah David  
Assistant State Prosecutor

## RECONSIDERATION Waiver Request Information Page

### General

Account Name	Daras, Mike Friends of (Michael Daras)	
CCF ID:	01011777	Status: Active
Date Established	6/30/17	
Date Waiver Requested	7/09/19	
Account Type	Candidate Account	

### Officers

Current Treasurer	Alice Daras	Start Date: 8/01/17
Responsible Treasurer		
Current Chairman	Michael Daras	8/01/17
Responsible Chairman		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Total Fees	Prior waivers and fees	Referred to OSP
1/16/19		5/23/19	\$500	\$500	Waived 1/17/18/\$80	11/20/18, -\$500
			\$	\$		10/26/18 - \$230
				Total \$500.00		

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Outstanding/ Loans/ Obligations
1/16/19	\$0	\$0	\$-369.30	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

The circumstance was a life-threatening injury sustained by the candidate and the treasurer. The exceptional circumstances of recovery, therapy, Dr visit, and head injury added to the difficulties of making timely reports.

### Division Comments

Grant

### Administrator's Decision

Forwarded message -----

From: Alice Daras [REDACTED]

Date: Tue, Jul 9, 2019 at 12:08 PM

Subject: Daras, Mike "Friends of Michael Daras" #01011777

To: <[info.sbe@maryland.gov](mailto:info.sbe@maryland.gov)>

Dear Chairman, or Administrator:

This letter is in response to the Waiver Denied Notice dated July 1, 2019. There are unusual, emergency circumstances beyond the control of the candidate and the treasurer. The circumstance was a life-threatening accident, with loss of limb, broken neck, and severe head injuries sustained by both the candidate and the treasurer. Time was lost because of being comatose for four months in a Trauma Unit. These injuries still linger throughout the recovery period which has coincided with the campaign time schedule. The reporting for the campaign funds was initiated in a timely manner. The State Board of Elections office notified that it did not receive the first report. This report was re-sent, and the same response was given. The report was then re-written, and sent with a letter of explanation due to its late status. Subsequent reports were noted to be in error, as the first fund report was added to the re-written report, stating double and triple deposits and expenditures. Amendments were made, and are still in progress as of this writing. There has been much confusion, many correspondences, and loss of a timely schedule while trying to reconcile these reports. This can be extremely difficult with a history of a closed head injury.

This Campaign, "Friends of Mike Daras", is acknowledging the late filing. The Campaign itself ended in June of 2019 because of the Primary Runoff. The deadlines were difficult to make, due to having to reconcile all of the bookkeeping and the dates needed to file. The exceptional circumstances of recovery, therapy, Dr. visits and a head injury, added to the difficulties of making timely, accurate reports. Therefore, this Campaign, "Friends of Mike Daras", is asking for an exceptional consideration of waiving the very stiff penalty of \$500.00, pursuant to article 13-335 of the Election Law Article.

Respectfully Submitted,

Michael Daras, Candidate  
Alice Daras, Treasurer  
"Friends of Mike Daras" Campaign



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## Waiver Request Information Page

### General

Account Name	Martinez, Alirio Citizens for	
CCF ID:	01012878	Status: Inactive
Date Established	3/01/18	
Date Waiver Requested	7/16/19	
Account Type	Campaign Account	

### Officers

Current Treasurer	Anna Martinez	Start Date: 3/01/18
Responsible Treasurer		
Current Chairman	Alirio Martinez	3/01/18
Responsible Chairman		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Totals Fees	Prior Waivers and Fees	Referral to OSO
11/20/18		12/06/18	\$160	\$160		All reports for 2018
10/26/18		12/06/18	\$470	\$470		
8/28/18		12/06/18	\$500	\$500		
5/22/18		5/23/18	\$190	\$190		
			Totals	1320		

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Debt
Affidavit	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

Per OSP decline to prosecute

### Division Comments

Grant

### Administrator's Decision

STATE OF MARYLAND

EMMET C. DAVITT  
STATE PROSECUTOR



OFFICE OF  
THE STATE PROSECUTOR

Suite 410  
Hampton Plaza  
300 East Joppa Road  
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1 (800) 695-4058  
Fax (410) 321-3851

July 16, 2019

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Citizens for Alirio Martinez, CCF ID: 01012878

Dear Mr. DeMarinis:

The above-referenced campaign finance committee was referred to the Office of the State Prosecutor for the failure of the campaign committee to timely and accurately file campaign finance report(s) and pay the associated late fee.

Based on the memorandum dated March 17, 2017 from Jared DeMarinis noting that "a candidate for central committee is not required to establish an authorized candidate committee at the time of filing a Certificate of Candidacy if the candidate signs an affidavit" stating that he or she will not spend more than \$1,000 in personal funds or accept contributions, we exercise prosecutorial discretion and will not be pursuing the violations related to the following reports. Additionally, the committee in question has filed a "Final" report.

- 2018 Gubernatorial Pre Primary 1: \$190
- 2018 Gubernatorial Pre General 1: \$500
- 2018 Gubernatorial Pre General 2: \$470
- 2018 Gubernatorial Post General: \$160

Please feel free to contact me with any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Sarah David".

Sarah David  
Assistant State Prosecutor

## Waiver Request Information Page

### General

<b>Account Name</b>	Oatis, Pamela Friends Of	
<b>CCF ID:</b>	01006806	<b>Status:</b> Active
<b>Date Established</b>	7/06/10	
<b>Date Waiver Requested</b>	7/16/19	
<b>Account Type</b>	Campaign Account	

### Officers

<b>Current Treasurer</b>	Rainie Carter	<b>Start Date:</b> 3/28/14
<b>Responsible Treasurer</b>		
<b>Current Chairman</b>	Pam Oatis	7/6/10
<b>Responsible Chairman</b>		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Totals Fees	Prior Waivers and Fees	Refer to OSP
8/28/18		10/26/18	\$500	\$500		8/28/18
5/22/18		6/01/18	\$160	\$160		5/22/18
			<b>Totals</b>	<b>\$660</b>		

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Debt
Affidavit	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

Per OSP decline to prosecute.

### Division Comments

Grant

### Administrator's Decision

STATE OF MARYLAND

EMMET C. DAVITT  
STATE PROSECUTOR



OFFICE OF  
THE STATE PROSECUTOR

Suite 410  
Hampton Plaza  
300 East Joppa Road  
Towson, MD 21286-3152

Telephone (410) 321-4067  
1 (800) 695-4058  
Fax (410) 321-3851

July 16, 2019

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Friends of Pamela Oatis, CCF ID: 01006806

Dear Mr. DeMarinis:

The above-referenced campaign finance committee was referred to the Office of the State Prosecutor for the failure of the campaign committee to timely and accurately file campaign finance report(s) and pay the associated late fee.

Based on the memorandum dated March 17, 2017 from Jared DeMarinis noting that "a candidate for central committee is not required to establish an authorized candidate committee at the time of filing a Certificate of Candidacy if the candidate signs an affidavit" stating that he or she will not spend more than \$1,000 in personal funds or accept contributions, we exercise prosecutorial discretion and will not be pursuing the \$500.00 violation for the 2018 Gubernatorial Pre General 1 nor the \$160.00 for the 2018 Gubernatorial Pre Primary 1 reports.

Please feel free to contact me with any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Sarah David".

Sarah David  
Assistant State Prosecutor



## Waiver Request Information Page

### General

<b>Account Name</b>	Rucker, Antoinette (Netty) Friends of	
<b>CCF ID:</b>	01012811	<b>Status:</b> Active
<b>Date Established</b>	2/26/18	
<b>Date Waiver Requested</b>	7/16/19	
<b>Account Type</b>	Campaign Account	

### Officers

<b>Current Treasurer</b>	Vlance Sowell	<b>Start Date:</b> 2/26/18
<b>Responsible Treasurer</b>		
<b>Current Chairman</b>	Antoinette Rucker	2/26/18
<b>Responsible Chairman</b>		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Totals Fees	Prior Waivers and Fees	Refer to OSP
11/20/18			\$500	\$500		All 2018 reports
10/26/18			\$500	\$500		
8/28/18			\$500	\$500		
5/22/18			\$80	\$80		
4/17/18			\$10	\$10		
			<b>Totals</b>	1,590		

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Debt
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

Per OSP decline to prosecute.

### Division Comments

Grant

### Administrator's Decision

STATE OF MARYLAND

EMMET C. DAVITT  
STATE PROSECUTOR



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1 (800) 695-4058  
Fax (410) 321-3851

July 16, 2019

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Friends of Antoinette (Netty) Rucker, CCF ID: 01012811

Dear Mr. DeMarinis:

The above-referenced campaign finance committee was referred to the Office of the State Prosecutor for the failure of the campaign committee to timely and accurately file campaign finance report(s) and pay the associated late fee.

Based on the memorandum dated March 17, 2017 from Jared DeMarinis noting that "a candidate for central committee is not required to establish an authorized candidate committee at the time of filing a Certificate of Candidacy if the candidate signs and affidavit" stating that he or she will not spend more than \$1,000 in personal funds or accept contributions, we exercise prosecutorial discretion and will not be pursuing the violations related to the following reports or any subsequent referrals:

- 2018 Gubernatorial Spring Report: \$10
- 2018 Gubernatorial Pre Primary 1: \$80
- 2018 Gubernatorial Pre General 1: \$500
- 2018 Gubernatorial Pre General 2: \$500
- 2018 Gubernatorial Post General: \$500

Please feel free to contact me with any questions.

Very truly yours,

  
Sarah David  
Assistant State Prosecutor

## Waiver Request Information Page

### General

<b>Account Name</b>	Skarlupka, Carmen Friends of	
<b>CCF ID:</b>	01011760	<b>Status:</b> Inactive
<b>Date Established</b>	6/21/17	
<b>Date Waiver Requested</b>	7/16/19	
<b>Account Type</b>	Campaign Account	

### Officers

<b>Current Treasurer</b>	Jonathan Prouty	<b>Start Date:</b> 6/21/17
<b>Responsible Treasurer</b>		
<b>Current Chairman</b>	Carmen Skarlupka	6/21/17
<b>Responsible Chairman</b>		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Totals Fees	Prior Waivers and Fees	Refer to OSP
8/28/18			\$330	\$330		8/28/18
6/15/18			\$500	\$500		6/15/18
5/22/18			\$500	\$500		5/22/18
			Totals	1,330		

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Debt
8/28/18	\$0	\$0	\$0	\$0
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

Per OSP decline to prosecute.

### Division Comments

Grant

### Administrator's Decision

STATE OF MARYLAND

EMMET C. DAVITT  
STATE PROSECUTOR



OFFICE OF  
THE STATE PROSECUTOR

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Hampton Plaza  
300 East Joppa Road  
Towson, MD 21286-3152

Telephone (410) 321-4067  
1 (800) 695-4058  
Fax (410) 321-3851

July 16, 2019

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Friends of Carmen Skarupka, CCF ID: 01011760

Dear Mr. DeMarinis:

The above-referenced campaign finance committee was referred to the Office of the State Prosecutor for the failure of the campaign committee to timely and accurately file campaign finance report(s) and pay the associated late fee.

Cynthia Thomas, an investigator with this office, conducted an investigation into this matter. It was determined that during the election cycle, the candidate's disabled adult daughter was the victim of an overdose in April of 2018. The treasurer of the committee is the deceased's brother. As a result of this tragedy, the reports were not filed.

Upon receiving notice from this office, the overdue reports were filed, including a "Final" report. A review of the reports reveals that no money was raised by the committee. As a result, this office declines to prosecute the violations for the following reports:

- 2018 Gubernatorial Pre Primary 1: \$500
- 2018 Gubernatorial Pre Primary 2: \$500
- 2018 Gubernatorial Pre General 1: \$330

Please feel free to contact me with any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Sarah David".

Sarah David  
Assistant State Prosecutor

## Waiver Request Information Page

### General

<b>Account Name</b>	Thompson, Sherone E. for Board of Education, Friends for	
<b>CCF ID:</b>	01012371	<b>Status:</b> Inactive
<b>Date Established</b>	2/14/18	
<b>Date Waiver Requested</b>	7/16/19	
<b>Account Type</b>	Campaign Account	

### Officers

<b>Current Treasurer</b>	Brandy James	<b>Start Date:</b> 2/14/18
<b>Responsible Treasurer</b>		
<b>Current Chairman</b>	Sherone Thompson	2/14/18
<b>Responsible Chairman</b>		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Totals Fees	Prior Waivers and Fees	Refer to OSP
11/20/18		11/26/18	\$60	60		11/20/18
			\$			
			Totals			

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Debt
11/20/18	\$0	\$88	\$-419	\$0
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

Per OSP report is de minimis declines to prosecute.

### Division Comments

Grant

### Administrator's Decision

STATE OF MARYLAND

EMMET C. DAVITT  
STATE PROSECUTOR



OFFICE OF  
THE STATE PROSECUTOR

Suite 410  
Hampton Plaza  
300 East Joppa Road  
Towson, MD 21286-3152

Telephone (410) 321-4087  
1 (800) 695-4058  
FAX (410) 321-3851

July 16, 2019

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Friends for Sherone Thompson for Board of Education, CCF ID: 01012371

Dear Mr. DeMarinis:

The above-referenced campaign finance committee was referred to the Office of the State Prosecutor for the failure of the campaign committee to timely and accurately file campaign finance report(s) and pay the associated late fee.

A review of the file reveals that the amount owed for the 2018 Gubernatorial Post General report is de minimis (\$60). Additionally, the committee has filed a "Final" report. As a result, this office declines to prosecute.

Please feel free to contact me with any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Sarah David', with a stylized flourish at the end.

Sarah David  
Assistant State Prosecutor

## Waiver Request Information Page

### General

Account Name	Wardlow, Larry Jr. Friends of	
CCF ID:	01011323	Status: Inactive
Date Established	2/03/16	
Date Waiver Requested	7/16/19	
Account Type	Campaign Account	

### Officers

Current Treasurer	Durell Lewis	Start Date: 2/3/16
Responsible Treasurer		
Current Chairman	Larry Wardlow	2/3/16
Responsible Chairman		

### Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Totals Fees	Prior Waivers and Fees	Refer to OSP
11/20/18			\$500	500	All reports for 2016	All reports for 2016
10/26/18			\$160	160		
			Totals	660		

All required notices were sent to this campaign account for the above listed report(s).

### Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Debt
Affidavit	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

### Reason for Waiver

Per OSP decline to prosecute a failure to file.

### Division Comments

Grant

### Administrator's Decision

STATE OF MARYLAND

EMMET C. DAVITT  
STATE PROSECUTOR



OFFICE OF  
THE STATE PROSECUTOR

Suite 410  
Hampton Plaza  
300 East Joppa Road  
Towson, MD 21286-3152

Telephone (410) 321-4067  
1 (800) 695-4058  
Fax (410) 321-3851

July 16, 2019

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Friends of Larry Wardlow, Jr, CCF ID: 01011323

Dear Mr. DeMarinis:

The above-referenced campaign finance committee was referred to the Office of the State Prosecutor for the failure of the campaign committee to timely and accurately file campaign finance report(s) and pay the associated late fee.

Cynthia Thomas, an investigator with this office, conducted an investigation into this matter. It was determined that during the election cycle, the candidate's eight year old daughter was diagnosed with cancer. Social media posts and documentation provided by the candidate confirm that this was the case. As a result, the members of the committee became focused on medical treatment for the candidate's daughter and that resulted in a failing to file the finance reports.

A reduction of fees was offered to the committee for the reports due in 2016. They have paid the fees and filed a "Final" affidavit (2018 Gubernatorial Post General). As a result, this office will decline to pursue or prosecute a failure to file for the 2018 Gubernatorial Pre General 2 and or the 2018 Gubernatorial Post General reports.

Please feel free to contact me with any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Sarah David".

Sarah David  
Assistant State Prosecutor



STATE BOARD OF ELECTIONS

P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840

David J. McManus, Chairman  
Patrick J. Hogan, Vice Chairman  
Michael R. Cogan  
Kelley Howells  
Gloria Lawlah



Linda H. Lamone  
Administrator  
  
Nikki Charlson  
Deputy Administrator

Memorandum

**TO:** State Board Members  
**FROM:** Jared DeMarinis, Director  
Division of Candidacy and Campaign Finance  
**DATE:** June 27, 2019  
**SUBJECT:** Waiver of late filing fees – Persons Doing Public Business, Title 14 of the Election Law Article

Enclosed are the waiver requests, which were submitted by businesses that have been assessed late filing fees. The attached Waiver Request Information Page contains an overview of each entity as well as the Agency's recommendation to the Board.

The Board should consider the following factors in determining whether just cause exists to grant a waiver.

1. Administrative error of any kind on the part of the Division.
2. The lateness is due to extenuating circumstances, i.e. physical illness or death in the family; or
3. Computer problems occurred which made timely filing impossible. However, the filer still must have demonstrated a good faith effort to timely file.

Prior to the meeting please review each waiver request. Note the recommendations that you may disagree with or have questions on that you would like to discuss.

§ 14-107(c) Late Filing Fees

- (1) As provided in this subsection, the State Board may impose fees for late filing of:
  - (i) a statement required under § 14-104 of this title; or
  - (ii) an amended statement required under subsection (b) of this section.
- (2) The State Board may impose late filing fees in the same amounts and in the same manner as provided under § 13-331(a) and (b) of this article for late filing of campaign finance reports.
- (3) Late filing fees imposed under this subsection shall be distributed to the Fair Campaign Financing Fund.

Pursuant to COMAR 33.20.07.01C, the State Administrator has denied 21 late fee waiver request. No Board action is required on the denials.

For the year 2018, SBE has collected \$42,800 in late fees under this provision of law.

Please feel free to contact me at 410-269-2853 if you have any questions.

**Business Contribution Disclosure System  
Waiver Request-- Late Fees**

Grant/Reduced

1.

Denials

1. Brawner Builders, Inc.
2. CASA de Maryland, Inc.
3. BA Construction, Inc.
4. Hospitality Properties Trust
5. Senior Housing Properties Trust
6. BYCO ENTERPRISES, INC.
7. Angarai International Inc.
8. Maryland Chamber of Commerce
9. GlaxoSmithKline
10. Plano-Coudon, LLC
11. Chesapeake Strategies Group, Inc.
12. Pleasants Construction Inc.
13. Mercy Health Services
14. Green & Healthy Homes Initiative
15. IO Education LLC
16. GreenVest, LLC
17. Licensed Beverage Distributors of Maryland, Inc
18. Beuchert Excavating, Inc.
19. Systems Application and Technologies, Inc.
20. Turnkey Technology Corp.
21. Katcef Brothers, Inc.



## Business Contribution Disclosure System Waiver Request Information Page – Late Fees

### General

<b>Account Name</b>	Brawner Builders, Inc.
<b>BID ID:</b>	14000514
<b>Date Established</b>	08/01/2015
<b>Date Waiver Requested</b>	04/29/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

### Officers

<b>Current Filer</b>	Sam Negahban	Start Date: 8/01/2015
<b>Principal Officer</b>	Sam Negahban	Start Date: 8/01/2015

### Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
10/26/2018	04/17/2019	\$500	\$500
Initial Report		\$	\$
		Total	\$500

### Prior Waiver and Fees

11/30/15 rcvd 2/13/17, late fee \$500, paid \$500  
 5/31/16 rcvd 1/24/17, late fee \$500, paid \$500  
 11/30/16 rcvd 1/24/17, late fee \$500, paid \$500  
 11/30/18 rcvd 12/10/18, late Ffee \$100, paid \$100

### Reason for Waiver

Did not know they owed the Initial Report, since they have been filing twice a year since 2015 in BCDS.

### Agency Comments

Deny

The Principal Officer and Filer can be 2 separate people and both have the ability to file the report.

RECEIVED

APR 29 2019

**Brawner Builders, Inc.**

11011 McCormick Road  
Suite 300  
Hunt Valley, Maryland 21031

STATE BOARD OF ELECTIONS

April 25, 2019

Ms. Linda H. Lamone  
Administrator  
Maryland State Board of Elections  
P.O. Box 6486  
Annapolis, Maryland 21401-0486

Attn: Jared DeMarinis

Re: Account: Brawner Builders, Inc.  
BID ID: 14000514  
Report Due Date: 10/26/2018  
Report Received: NOT FILED  
Amount Owed: \$500

Dear Jared DeMarinis,

We are in receipt of the attached April 5, 2019 Notice to Show Cause-Delinquent Report and Fee due correspondence. The purpose of this letter is to request a waiver of the \$500.00 "late fee" which has been assessed.

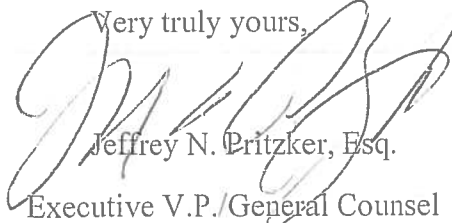
On becoming aware of our obligation to file disclosure reports we immediately commenced to doing so. Those reports have been filed faithfully since November 30, 2015, twice annually. When we commenced filing the reports in 2015, we always looked forward- not backward.

There were no contributions made by us during that period. We had difficulty with the online procedure, and did not realize the request for an initial disclosure report.

We are hopeful that you will consider that we have been filing everything promptly, and will waive the \$500.00 assessment.

Thank you for any consideration which you are able to show to our firm.

Very truly yours,



Jeffrey N. Pritzker, Esq.

Executive V.P./General Counsel

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	CASA de Maryland, Inc.
<b>BID ID:</b>	14000643
<b>Date Established</b>	08/01/2015
<b>Date Waiver Requested</b>	06/03/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business and Employing a Lobbyist

**Officers**

<b>Current Filer</b>	Melissa Guzman	<b>Start Date:</b> 8/01/2015
<b>Principal Officer</b>	Gustavo Torres	<b>Start Date:</b> 8/01/2015

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
10/26/2018	06/03/2019	\$500	\$500
		\$	\$
		Total	\$500

**Prior Waiver and Fees**

11/30/2015 recvd 12/10/2015 late fee\$100, paid  
11/30/2016 recvd 02/21/2017 late fee \$500. OSP waived \$250 and they paid \$250.

**Reason for Waiver**

They were unaware that they owed the Initial Report.

**Agency Comments**

Deny

The Principal Officer and Filer both have the ability to file the report.



June 3, 2019

Maryland Board of Elections  
Attn: Victoria Molina  
P.O. Box 6486  
Annapolis, MD 21401-0486

**Re: Late submission of initial disclosure report for CASA de Maryland, Inc. (Bid ID 14000643)**

Dear Ms. Molina,

On behalf of CASA de Maryland, I want to apologize for our delay in submitting our initial disclosure report for business contributions. We were not aware that we had not completed this requirement. For years we completed the business contributions filings in a timely manner, and had no information that we were delinquent in any way. Had we known we would have addressed the issue right away.

Thank you for speaking with me on the phone last Friday. Once we understood the nature of the delinquency, we completed the report in a timely manner, before the start of the next business day.

We respectfully ask the Board of Elections for consideration to waive or lower the late fee, as we were simply unaware that this requirement had not been completed.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jennifer Freedman".

Jennifer Freedman  
Chief of Finance & Development  
CASA



## Business Contribution Disclosure System Waiver Request Information Page – Late Fees

### General

<b>Account Name</b>	BA Construction, Inc.
<b>BID ID:</b>	14000649
<b>Date Established</b>	01/04/2016
<b>Date Waiver Requested</b>	04/17/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

### Officers

<b>Current Filer</b>		<b>Start Date:</b>
<b>Principal Officer</b>	Manuel Gutierrez	<b>Start Date:</b> 1/04/2016

### Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
10/26/2018	04/09/2019	\$500	\$500
Initial Report		\$	\$
		Total	\$500

### Prior Waiver and Fees

5/31/2016 – rcvd 6/14/16, Late Fee \$140, paid  
 11/30/2016 – rcvd 11/21/17, Late Fee \$500, paid  
 5/31/2017 – rcvd 11/21/17, Late Fee \$500. OSP reduced to \$250, paid  
 5/31/2018 – rcvd 9/21/18, Late Fee \$500. OSP reduced to \$250, paid  
 11/30/2018 – rcvd 12/04/18, Late Fee \$40, paid

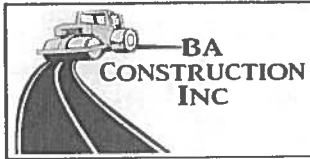
### Reason for Waiver

The person that was responsible for filing the report is no longer there.

### Agency Comments

Deny

The Principal Officer and Filer can be both have the ability to file the report.



6728 Stanton Road  
Hyattsville, MD 20784  
(O) 301-341-1861  
(F) 301-341-5131  
info@baconstructiongroup.com

RECEIVED

APR 17 2009

STATE BOARD OF ELECTIONS

(INITIAL DISCLOSURE REPORT WAIVER REQUEST)

**STATE BOARD OF ELECTION**

151 WEST STREET SUITE 200

ANNAPOLIS, MD 21401

**Account:** BA CONSTRUCTION, INC.  
**BID ID:** 14000649  
**Report Due Date:** 10/26/18

To Whom It May Concern:

I Manuel Gutierrez owner of BA Construction, Inc. had a previous employee Who would always take care of filing everything needed for the **STATE BOARD OF ELECTION** However, that employee decided to leave with such short notice, that he did not explain everything to my current employee who took over. I personally didn't know we had to be filing this either. As for that my current employee is now fully inform of when, and what he should be filing each year.

Can the **STATE BOARD OF ELECTION** please consider waiving the \$500 Fee?

If you have any questions or concerns please feel free to contact me at (301) 341-1861

Thank You

Regards,

A handwritten signature in cursive script, appearing to read "Manuel Gutierrez", written over a horizontal line.

Manuel Gutierrez

## Business Contribution Disclosure System Waiver Request Information Page – Late Fees

### General

Account Name	Hospitality Properties Trust
BID ID:	14000958
Date Established	05/01/2017
Date Waiver Requested	01/30/2019
Account Type	Title 14 – Employing a Lobbyist

### Officers

Current Filer	Jennifer Clark	Start Date: 5/01/2017
Principal Officer	Jennifer Clark	Start Date: 5/01/2017

### Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2018	12/11/2018	\$110	\$110
		\$	\$
		Total	\$110

### Prior Waiver and Fees

11/30/2017 rcvd 6/15/2018 late fee \$500, paid  
5/31/2018 rcvd 6/15/2018 late fee \$150, paid

### Reason for Waiver

They believed since there were no contributions given during the time period for the report, they did not have to file a report.

### Agency Comments

Deny

On the notices we send out it states “**A statement of contributions must be filed regardless if contributions were made during the reporting period.** There are instructions on how to file an Affidavit for Businesses with contracts that did not have contributions of \$500 or more and if Employing a Lobbyist, filing a report with zero on it are located on the Reminders Page when you log in under Message From Administrator.”

**SAUL EWING  
ARNSTEIN  
& LEHR <sup>LLP</sup>**

Nicholas C. Stewart  
Phone: (410) 332-8616  
Fax: (410) 332-8031  
Nicholas.Stewart@saul.com  
www.saul.com

January 30, 2019 **RECEIVED**

**JAN 30 2019**

STATE BOARD OF ELECTIONS

**BY FEDEX AND EMAIL TRANSMISSION**

Maryland State Board of Elections  
Attn: Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Request for Waiver of Late Fee Penalties

Dear Members of the State Board of Elections:

This law firm represents Senior Housing Properties Trust ("SNH") and Hospitality Properties Trust ("HPT") (collectively, the "Trusts"). The State Board of Elections (the "State Board") imposed a \$110 late fee penalty on each of the Trusts for their failure to timely file Contribution Disclosure Reports for the period ending October 31, 2018. (The invoices for the late fee penalties are attached as Exhibits A and B.) As discussed below, the Trusts acted in good faith in interpreting and attempting to comply with the relevant statutory and regulatory provisions, and respectfully request that the State Board grant this fee waiver.

Section 5-716 of the General Provisions Article of the Maryland Code sets forth the requirement for when persons must file a Contribution Disclosure Report disclosing political contributions. Specifically, Section 5-716(c) states that "a person shall file a statement in accordance with this section if at any time *during the reporting period* the person: (1) spent at least \$500 to provide compensation to one or more regulated lobbyists; *and* (2) made or caused to be made an applicable contribution in the cumulative amount of \$500 or more." (Emphases added; section attached as Exhibit C.) This is consistent with certain regulatory provisions, including Section 33.22.01.01(C) of COMAR which states that "[a]fter filing the registration statement, a person *employing a lobbyist* shall file a statement of contributions." (Emphasis added; section attached as Exhibit D.) It is also consistent with certain public guidance, including slide 14 of the attached publically available PowerPoint presentation which instructs that a person "**NEED NOT FILE**" with the State Board if he/she/it did not compensate one or more lobbyists in excess of \$500. (PowerPoint presentation attached as Exhibit E.)

In a good faith effort toward compliance, SNH and HPT engaged counsel and spent time and money considering the legal requirements for when entities must file a Contribution Disclosure Report. In reviewing the foregoing provisions, SNH and HPT concluded that they did not need to file

500 E Pratt Street • Suite 900 • Baltimore, MD 21202-3133  
Phone: (410) 332-6600 • Fax: (410) 332-8862

Contribution Disclosure Reports because they did not employ a lobbyist during the reporting period ending October 31, 2018. This seemed to be a reasonable interpretation of these provisions.

Nevertheless, once SNH and HPT received notice that they were incurring penalties for failing to file Contribution Disclosure Reports for the period ending October 31, 2018, SNH and HPT conferred with representatives of the State Board and came to understand the State Board's position that persons are required to file a Contribution Disclosure Report during each and every reporting period, even if the person did not employ a lobbyist during that reporting period, so long as the person was registered with the State Board and *employed a lobbyist at any time in the past*. SNH and HPT were told that this requirement is set forth in COMAR 33.22.01.03, which states as follows: "(A) Closeout Report Required. Once a person employing a lobbyist registers with the State Board under Regulation .01 of this chapter, the person shall file a closeout statement of contributions to cease future reporting obligations" and "(B) Additional Reports. Failure to file a closeout statement of contributions will require the person employing a lobbyist to file subsequent statement of contributions."

Although SNH and HPT were aware of these regulatory provisions, they read them in the context of the statute and the State Board's other regulations and public guidance referred to above. Viewed in this light, it appeared that these provisions simply said that (A) a person who once employed a lobbyist must file a closeout statement if that person does not expect to have future filing needs, and (B) persons "employing a lobbyist" will continue to have obligations to report. After all, neither these regulatory provisions, nor any other statutory provisions or public guidance, clearly say that a person *not* employing a lobbyist must file a Contribution Disclosure Report. Nor are there any provisions or guidance clearly stating what would be contained in such a rote filing, in contrast to Md. Code, Gen. Provisions, § 5-716(f) and COMAR 33.22.01.02 which specify what exactly is required in a Contribution Disclosure Report where the person employed a lobbyist and made applicable contributions.

SNH and HPT certainly appreciate the assistance of the representatives of the State Board in understanding the State Board's position regarding COMAR 33.22.01.03 and will conduct themselves accordingly in the future. However, SNH and HPT are seeking this fee waiver because they are of the belief that (1) their interpretation, regarding the interplay of these statutory and regulatory provisions, was reasonable and (2) this interpretation was the result of a thorough process conducted in good faith and in a spirit of full compliance.

We appreciate your consideration,



Nicholas Stewart

cc: Jennifer Clark, Secretary of SNH and HPT  
Vern Larkin, Director of Internal Audit of SNH and HPT



**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Senior Housing Properties Trust
<b>BID ID:</b>	14000957
<b>Date Established</b>	05/01/2017
<b>Date Waiver Requested</b>	01/30/2019
<b>Account Type</b>	Title 14 – Employing a Lobbyist

**Officers**

<b>Current Filer</b>	Jennifer Clark	Start Date: 5/01/2017
<b>Principal Officer</b>	Jennifer Clark	Start Date: 5/01/2017

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
11/30/2018	12/11/2018	\$110	\$110
		\$	\$
		Total	\$110

**Prior Waiver and Fees**

11/30/2017 rcvd 6/15/2018 late fee \$500, paid  
5/31/2018 rcvd 6/15/2018 late fee \$150, paid

**Reason for Waiver**

They believed since there were no contributions given during the time period for the report, they did not have to file a report.

**Agency Comments**

Deny

On the notices we send out it states “**A statement of contributions must be filed regardless if contributions were made during the reporting period.** There are instructions on how to file an Affidavit for Businesses with contracts that did not have contributions of \$500 or more and if Employing a Lobbyist, filing a report with zero on it are located on the Reminders Page when you log in under Message From Administrator.”

**SAUL EWING  
ARNSTEIN  
& LEHR<sup>LLP</sup>**

Nicholas C. Stewart  
Phone: (410) 332-8616  
Fax: (410) 332-8031  
Nicholas.Stewart@saul.com  
www.saul.com

January 30, 2019

**RECEIVED**

**JAN 30 2019**

STATE BOARD OF ELECTIONS

**BY FEDEX AND EMAIL TRANSMISSION**

Maryland State Board of Elections  
Attn: Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
151 West Street, Suite 200  
Annapolis, MD 21401-0486

Re: Request for Waiver of Late Fee Penalties

Dear Members of the State Board of Elections:

This law firm represents Senior Housing Properties Trust ("SNH") and Hospitality Properties Trust ("HPT") (collectively, the "Trusts"). The State Board of Elections (the "State Board") imposed a \$110 late fee penalty on each of the Trusts for their failure to timely file Contribution Disclosure Reports for the period ending October 31, 2018. (The invoices for the late fee penalties are attached as Exhibits A and B.) As discussed below, the Trusts acted in good faith in interpreting and attempting to comply with the relevant statutory and regulatory provisions, and respectfully request that the State Board grant this fee waiver.

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In a good faith effort toward compliance, SNH and HPT engaged counsel and spent time and money considering the legal requirements for when entities must file a Contribution Disclosure Report. In reviewing the foregoing provisions, SNH and HPT concluded that they did not need to file

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Phone: (410) 332-8600 ♦ Fax: (410) 332-8862



Contribution Disclosure Reports because they did not employ a lobbyist during the reporting period ending October 31, 2018. This seemed to be a reasonable interpretation of these provisions.

Nevertheless, once SNH and HPT received notice that they were incurring penalties for failing to file Contribution Disclosure Reports for the period ending October 31, 2018, SNH and HPT conferred with representatives of the State Board and came to understand the State Board's position that persons are required to file a Contribution Disclosure Report during each and every reporting period, even if the person did not employ a lobbyist during that reporting period, so long as the person was registered with the State Board and *employed a lobbyist at any time in the past*. SNH and HPT were told that this requirement is set forth in COMAR 33.22.01.03, which states as follows: "(A) Closeout Report Required. Once a person employing a lobbyist registers with the State Board under Regulation .01 of this chapter, the person shall file a closeout statement of contributions to cease future reporting obligations" and "(B) Additional Reports. Failure to file a closeout statement of contributions will require the person employing a lobbyist to file subsequent statement of contributions."

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We appreciate your consideration,



Nicholas Stewart

cc: Jennifer Clark, Secretary of SNH and HPT  
Vern Larkin, Director of Internal Audit of SNH and HPT



**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	BYCO ENTERPRISES, INC.
<b>BID ID:</b>	14000747
<b>Date Established</b>	10/20/2016
<b>Date Waiver Requested</b>	12/14/2018
<b>Account Type</b>	Title 14 – Persons Doing Public Business

**Officers**

<b>Current Filer</b>	CAROL S TICE	Start Date: 10/20/2016
<b>Principal Officer</b>	TIMOTHY L. BENDER	Start Date: 10/20/2016

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
11/30/2018	12/11/2018	\$110	\$110
		\$	\$
		Total	\$110

**Prior Waiver and Fees**

They have already paid the late fee for this report.

**Reason for Waiver**

They forgot to file the report due to holiday and person reasons.

**Agency Comments**

Deny

**BYCO ENTERPRISES, INC.**

11746 Bittering Road  
Grantsville, MD 21536  
www.bycoenterprises.com

(301) 245-4322 (Office)

(301) 245-4364 (Fax)

RECEIVED

DEC 14 2018

STATE BOARD OF ELECTIONS

December 11, 2018

State Board of Elections  
Division of Candidacy and Campaign Finance  
P. O. Box 6486  
Annapolis, MD 21401-0486

Gentlemen:

Today I discovered that I had forgotten to file my Contribution Disclosure for the period ending November 30, 2018 and I immediately filed the report. I am hereby requesting a waiver of the \$110.00 penalty for late filing. I always try to file all my reports in a timely manner, but due to the Thanksgiving holiday and the need for some personal time off as well, I fell behind on my workload.

Your consideration would be greatly appreciated.

Respectfully,

BYCO ENTERPRISES, INC.



Carol Tice  
Office Manger

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Angarai International Inc.
<b>BID ID:</b>	14000085
<b>Date Established</b>	01/01/2015
<b>Date Waiver Requested</b>	01/28/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business and Employinga Lobbyist

**Officers**

<b>Current Filer</b>	Venkat Subramanian	Start Date: 1/01/2015
<b>Principal Officer</b>	Venkat Subramanian	Start Date: 1/01/2015

**Waiver Request Dates**

Late Report	Date Received	Fees	Total Fees
11/30/2018	12/01/2018	\$40	\$40
		\$	\$
		Total	\$40

**Prior Waiver and Fees**

11/30/2015recvd 12/07/2015 late fee\$70, paid

**Reason for Waiver**

The person that was responsible for filing the report is no longer there.

**Agency Comments**

Deny  
  
The Principal Officer and Filer can be 2 separate people and both have the ability to file the report. They have the same person listed as both and have yet to update their records.



# ANGARAI

ISO 9001:2015 | CMMI<sup>SM</sup> ...where Excellence is a Habit



To,

**Ms. Linda H. Lamone**  
**Administrator**  
**Maryland State Board of Elections**

23<sup>rd</sup> January, 2019

RECEIVED

JAN 28 2019

STATE BOARD OF ELECTIONS

Ref- ANGARAI INTERNATIONAL INC/LATE FEE \$40.

Dear Ms. Lamone,

My name is John S Punith and I look after operations here at ANGARAI.

I am in receipt of your late fee bill of \$40.00 and writing to request a pardon.

The accounts person who used to take care of filing the Contribution report to your department has left the company and this report got delayed in the transition stage.

I had to get help to allow me to file this report correctly and was late by 4 days. Ma'am I am requesting you to please waive this late fee and oblige.

Thanking you and your office in anticipation.

Sincerely yours,

John S Punith

**John S. Punith** BSc, MBA  
Director – Business Operations.

ANGARAI

Cell# 240 988 0360

[jpunith@angari-intl.com](mailto:jpunith@angari-intl.com)

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Maryland Chamber of Commerce
<b>BID ID:</b>	14000935
<b>Date Established</b>	11/01/2017
<b>Date Waiver Requested</b>	12/10/2018
<b>Account Type</b>	Title 14 – Employing a Lobbyist

**Officers**

<b>Current Filer</b>	Lawrence A Richardson	Start Date: 11/01/2017
<b>Principal Officer</b>	Christine Ross	Start Date: 11/01/2017

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
11/30/2018	12/10/2018	\$100	\$100
		\$	\$
		Total	\$100

**Prior Waiver and Fees**

n/a

**Reason for Waiver**

They believed since there were no contributions given during the time period for the report, they did not have to file a report.

**Agency Comments**

Deny

On the notices we send out it states “**A statement of contributions must be filed regardless if contributions were made during the reporting period.** There are instructions on how to file an Affidavit for Businesses with contracts that did not have contributions of \$500 or more and if Employing a Lobbyist, filing a report with zero on it are located on the Reminders Page when you log in under Message From Administrator.”

# State of Maryland



## Late Fee Waiver Request Form

**Instructions:** Please print clearly or type. If you assert as the basis for the request that you were personally unable to file the report, please explain why the other responsible parties could not file the report. Please limit your request to this document only. \*Requests may only be made by the committee chairman, treasurer or candidate.

Campaign Account Name: MARYLAND CHAMBER OF COMMERCE Account Number: 14000935

Date of Request: 10 DEC 18 Total Amount of late fees: \$ 110<sup>00</sup>

Name of the Requestor(s)\*: LAURENCE A. RICHARDSON, JR

The Requestor is the:  Chairman  Treasurer  Candidate

Waiver of late fees for the following Campaign Finance Report(s): 11/30/18 FALL REPORT

The basis for the request: ACCOUNT FIRST CREATED TO REGISTER A 2017 CAMPAIGN CONTRIBUTION OF \$500 BY PRESIDENT/CEO CHRISTINE ROSS TO A QUALIFYING CANDIDATE. WE WERE OF THE BELIEF THAT DISCLOSURE REPORTS WOULD BE DUE ONLY IF ADDITIONAL QUALIFYING CAMPAIGN CONTRIBUTIONS WERE MADE SINCE NO ADDITIONAL QUALIFYING CAMPAIGN CONTRIBUTIONS WERE MADE SINCE THAT INITIAL CONTRIBUTION, A DISCLOSURE REPORT WAS MISTAKENLY NOT FILED TIMELY. AS SOON AS THIS ERROR WAS IDENTIFIED, AN APPROPRIATE DISCLOSURE STATEMENT WAS FILED. THIS ACCOUNT IS NOW BEING CLOSED. A PRELIMINARY REVIEW OF MY E-MAILS DOES NOT SHOW ANY NOTIFICATION OF THE FILING BEING DUE PRIOR TO THE LATE NOTIFICATION.

[Signature]  
(Signature)

10 DEC 2018  
(Date)

For Board Use Only	
Date Rcvd: _____	Date Heard: _____
Verification: _____	
Bd. Decision: _____	

**RECEIVED**  
**DEC 10 2018**

**STATE BOARD OF ELECTIONS**

Maryland State Board of Elections  
Division of Candidacy and Campaign Finance

P.O. Box 6486 • 151 West Street, Suite 200 • Annapolis, MD 21401-0486  
410-269-2880 • 800-222-8683 • MD Relay 800-735-2258 • [www.elections.state.md.us](http://www.elections.state.md.us)



**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	GlaxoSmithKline
<b>BID ID:</b>	14000943
<b>Date Established</b>	05/31/2018
<b>Date Waiver Requested</b>	01/11/2019
<b>Account Type</b>	Title 14 – Employing a Lobbyist

**Officers**

<b>Current Filer</b>	William Schuyler	Start Date: 5/31/2018
<b>Principal Officer</b>	Paul Madrazo	Start Date: 5/31/2018

**Waiver Request Dates**

Late Report	Date Received	Fees	Total Fees
11/30/2018	12/11/2018	\$110	\$110
		\$	\$
		Total	\$110

**Prior Waiver and Fees**

n/a

**Reason for Waiver**

He data entered the contributions but did not know that you needed to go to Edit/File Pending transactions to file the report.

**Agency Comments**

Deny

They were able to file their Initial Report with no issue.

January 7, 2019

Mr. Jared DeMarinis  
Director, Division of Candidacy and Campaign Finance  
151 West State Street  
Suite 200  
Annapolis, Maryland 21401

RECEIVED

JAN 11 2019

STATE BOARD OF ELECTIONS

Dear Mr. DeMarinis

I am writing to appeal the late fee for the Contribution Disclosure Report which was due on 11/30/2018. Please see my correspondence with Vicki Molina on 12/10/18 regarding this issue. Based on her research she found that I did indeed complete the report by 11/30/18, but I unfortunately did not hit submit. I filed 2 reports on that day and thought that I had successfully submitted both. I apologize for this mistake and can assure you that this will not happen again. Please feel free to call me should you require any additional information regarding this matter. I look forward to your decision.

Regards,



Paul Madrazo  
GlaxoSmithKline  
4705 laurel Drive  
Harrisburg, PA 17110

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Plano-Coudon, LLC
<b>BID ID:</b>	14000591
<b>Date Established</b>	8/01/2015
<b>Date Waiver Requested</b>	12/10/2018
<b>Account Type</b>	Title 14 – Person Doing Public Business

**Officers**

<b>Current Filer</b>	Janet Delaney	<b>Start Date:</b> 8/09/2017
<b>Principal Officer</b>	Christopher Coudon	<b>Start Date:</b> 8/01/2015

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
11/30/2018	12/10/2018	\$100	\$100
		\$	\$
		Total	\$100

**Prior Waiver and Fees**

11/30/2015 rcvd 11/11/16 late fee \$500. OSP waived \$375 and they paid \$125  
 5/31/2016 rcvd 11/11/2016 late fee \$500. OSP waived \$375 and they paid \$125  
 5/31/2017 rcvd 8/09/17 late fee \$500, paid

**Reason for Waiver**

She data entered the contributions but did not know that you needed to go to Edit/File Pending transactions to file the report.

**Agency Comments**

Deny  
 They have been filing the reports since 2015



Vicki Molina -SBE- <vicki.molina@maryland.gov>

**FW: Fee Running Notice for the 11/30/2018 Fall Report - transactions ending 10/31/18**

Janet Delaney <jdelaney@plano-coudon.com> Mon, Dec 10, 2018 at 12:17 PM  
To: "vicki.molina@maryland.gov" <vicki.molina@maryland.gov>

RECEIVED  
DEC 10 2018  
STATE BOARD OF ELECTORAL

Vicki,

I received the below notice and request a waiver for the fee.

I entered 2 contributions we made before the 10/31/18 deadline. However, I did not understand a second step was required on the website to file them for the period. I just did that this morning and will make a note to do so next month.

Please waive the late fees.

thanks

Janet Delaney

*Chief Financial Officer*

 Plano-Coudon\_logo\_vector

Your Vision. Our Mission.

P: 443-524-9514 | C: 410-428-1078

www.plano-coudon.com

**From:** info.sbe@maryland.gov <info.sbe@maryland.gov>  
**Sent:** Monday, December 10, 2018 11:15 AM  
**To:** Janet Delaney <jdelaney@plano-coudon.com>  
**Subject:** Fee Running Notice for the 11/30/2018 Fall Report - transactions ending 10/31/18

This is to advise you that the State Board of Elections has not received the Contribution Disclosure Report for the date listed above. Since the report was not received in this office by the filing deadline late fees are being assessed. The fee is \$10 for each day the report is late. The maximum fee chargeable is \$500.

### How to File:

- MD BCDS: Using any Internet browser, log in at <https://www.businessdisclosure.elections.maryland.gov>. Please remember that your email address is your username.
- A verification email will be sent after the submission of the statement. Please references the home page of the Business Contribution Disclosure System if further filing instructions are needed.

If the report is received by this office with proof, you would have received an email confirmation, that it was filed on or before the filing deadline late fees will not be assessed.

Please check out Message from Administrator when you log in the system on your Reminders page for the new reporting schedule changes, how to file a report with no contributions and more.

Thank you for your attention to this matter. If you have any questions or believe you received this notice in error, please contact Victoria Molina at [vicki.molina@maryland.gov](mailto:vicki.molina@maryland.gov) or 410-269-2874.

**Note: The report must be filed whether or not contributions occurred**

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Chesapeake Strategies Group, Inc.
<b>BID ID:</b>	14000511
<b>Date Established</b>	8/01/2015
<b>Date Waiver Requested</b>	1/17/2019
<b>Account Type</b>	Title 14 – Person Doing Public Business

**Officers**

<b>Current Filer</b>	Lisa Handy	Start Date: 5/22/2018
<b>Principal Officer</b>	Timothy Ward	Start Date: 8/01/2015

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
11/30/2018	12/10/2018	\$100	\$100
		\$	\$
		Total	\$100

**Prior Waiver and Fees**

11/30/2017 rcvd 12/11/17 late fee \$110, paid

**Reason for Waiver**

She states she did not receive notice the report is due.

**Agency Comments**

Deny  
They have been filing the reports since 2015



Chesapeake Strategies Group, Inc.  
28860 Almshouse Road  
Oxford, Maryland 21654  
+1 (410) 476-9750

January 14, 2019

MD State Board Of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401

RECEIVED

JAN 17 2019

STATE BOARD OF ELECTIONS

To Whom It May Concern:

I am writing this letter to ask that the \$100 late fee for the Fall Contribution Report be waived. I received the original late notice on Monday, December 10 and contacted Vicki Molina that same day as to why we were not notified sooner and asked her for the steps to complete this process. I immediately completed and submitted the process. I am not sure why we did not receive the original notice. I know that we did have some turnover last year and I am not sure if this is what happened but again I ask you consider to waive this fee and I will ensure that this will not happen in the future. Thank you in advance for your time and attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa M Handy', is written over a horizontal line.

Lisa M Handy  
HR Manager  
Chesapeake Strategies Group



## Business Contribution Disclosure System Waiver Request Information Page – Late Fees

### General

<b>Account Name</b>	Pleasants Construction Inc.
<b>BID ID:</b>	14000914
<b>Date Established</b>	11/01/2017
<b>Date Waiver Requested</b>	3/20/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

### Officers

<b>Current Filer</b>	Chelle Davis	Start Date: 11/01/2017
<b>Principal Officer</b>	William D Pleasants	Start Date: 11/01/2017

### Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2018	3/15/2019	\$500	\$500
		\$	\$
		Total	\$500

### Prior Waiver and Fees

5/31/18 – rcvd 3/15/2019 late fee \$500, paid

### Reason for Waiver

The PRN and FRN emails we had sent them was going into their Spam/Junk folder and did not know reports are due twice a year. Once they received the Show Cause letter, they called in and had help filing the missing reports.

### Agency Comments

Deny

Under FAQ and the PowerPoint on the main page of the BCDS. it states when reports are due.



**PLEASANTS CONSTRUCTION, INC.**

24024 FREDERICK ROAD CLARKSBURG, MARYLAND 20871 301-428-0800 FAX:301-428-3922

March 15, 2019

**VIA Express Delivery**

Ms. Victoria Molina  
Maryland State Board of Elections  
151 West Street  
Suite 200  
Annapolis, MD 21401

Account: Pleasants Construction Inc.  
BID ID: 14000914

RECEIVED  
MAR 20 2019  
STATE BOARD OF ELECTIONS

Dear Ms. Molina.

First I wanted to thank you for helping me better understand the system. Also thank you for having your IT folks fix the date problem for the initial report. I have added your "info" email to our pass list as the emails being sent were probably going to SPAM/JUNK because of the sender email address. Please note that I called when we received your paper notification regarding a "Delinquent Report and Fee Due" letter in the US Mail. I was unaware that this was a bi-annual reporting process and was surprised to get the letter since we filed and paid in August, 2018.

I am writing to request a waiver on this latest late fee since we did not get your emails and we responded promptly after getting the paper notification. I hope this request is satisfactory. I believe we have a better understanding and now more open line of communication with your system.

If you have any questions or require further information, please contact me at 301-428-0800.

Best regards,

Chelle Davis  
Executive Assistant to William D. Pleasants, Jr.

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Mercy Health Services
<b>BID ID:</b>	14000272
<b>Date Established</b>	01/01/2015
<b>Date Waiver Requested</b>	03/11/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

**Officers**

<b>Current Filer</b>	Andraya Jo Dolbee	Start Date: 3/12/2019
<b>Principal Officer</b>	Thomas Roy Mullen	Start Date: 1/01/2015

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
11/30/2018	3/26/19	\$500	\$500
		\$	\$
		Total	\$500

**Prior Waiver and Fees**

2/05/2015 rcvd 2/20/2015 late fee \$150, Waived  
11/30/2017 rcvd 12/04/2017 late fee \$40, paid

**Reason for Waiver**

The person that was responsible for filing the report is no longer there.

**Agency Comments**

Deny

The Principal Officer and Filer both have the ability to file the report.

EXECUTIVE VICE PRESIDENT



*A University  
Affiliated  
Center  
Conducted  
by the  
Sisters  
of Mercy*

March 11, 2019

RECEIVED  
MAR 11 2019  
STATE BOARD OF ELECTIONS

Ms. Vicki Molina  
State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401

Subject: Request to Waive Late Fee for Fall 2018 Contribution Disclosure Report and for Clarification of Named Business Entity

Dear Ms. Molina,

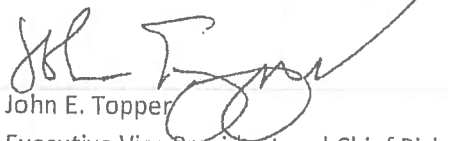
I am requesting on behalf of Mercy Health Services, a waiver of the late fees associated for our lack of filing the Fall 2018 report.

A major transition of support staff occurred in April of 2018, and our account information was not updated to reflect same.

As my new assistant pieces this reporting mechanism together, we have learned that only a subsidiary of Mercy Health Services is registered (Saint Paul Specialists, Inc.), when it seems that Mercy Health Services, Inc., as the parent company, should be the primary business on file.

If you could confirm these two points, please, my new assistant, Andraya Dolbée, will change the contact information as appropriate and make sure Mercy Health Services' reports reflect parent and subsidiaries in a timely fashion going forward.

Thank you for your time and attention,

  
John E. Topper  
Executive Vice President and Chief Risk Officer  
Interim COO, Stella Maris Hospice



**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Green & Healthy Homes Initiative
<b>BID ID:</b>	14000947
<b>Date Established</b>	05/31/2018
<b>Date Waiver Requested</b>	04/01/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business and Employing a Lobbyist

**Officers**

<b>Current Filer</b>	Ruth Ann Norton	Start Date: 5/31/2018
<b>Principal Officer</b>	Ruth Ann Norton	Start Date: 5/31/2018

**Waiver Request Dates**

Late Report	Date Received	Fees	Total Fees
11/30/2018	3/29/19	\$500	\$500
		\$	\$
		Total	\$500

**Prior Waiver and Fees**

--

**Reason for Waiver**

They did not understand that not only did they have to file a Lobbyist Report with the St. Ethics Commission and that once registered with SBE that had to file reports with us too.
--

**Agency Comments**

Deny
------



**Green & Healthy Homes Initiative®**

2714 Hudson Street  
Baltimore, MD 21224-4716  
P: 410-534-6447  
F: 410-534-6475  
[www.ghhi.org](http://www.ghhi.org)

March 29, 2019

Jared DeMarinis  
Director  
Division of Candidacy and Campaign Finance  
State Board of Elections  
P.O. Box 6486  
Annapolis, MD 21401-0486

**RECEIVED**  
**APR 01 2019**

Re: Contribution Disclosure Report - Waiver Request  
BID ID: 14000947

**STATE BOARD OF ELECTIONS**

Dear Mr. DeMarinis:

As President and CEO, I write to request a waiver of the \$500.00 late fee penalty and any other late filing fees that have been assessed against the Green & Healthy Homes Initiative for its failure to timely file Contribution Disclosure Reports. GHHI was unaware of the requirement for the organization to file Contribution Disclosure Reports with the State Board of Elections. On occasion in particular years, as dictated by my participation in legislative advocacy in Annapolis, I have registered as a lobbyist for the organization and filed required Lobbying Activity Reports with the Maryland State Ethics Commission. GHHI's administrative staff did not understand that there were separate agencies and separate reporting requirements.

Periodically, GHHI has also used the services of Gerard E. Evans, Ltd. on several public policy matters and the Evans firm has completed required state filing reports for its services on behalf of GHHI. Our understanding was that their firm had met all reporting requirements and GHHI again was not aware of this separate requirement for Contribution Disclosure Reporting and for GHHI in particular.

The organization now understands what is distinctly required to be compliant with both the State Board of Elections and the State Ethics Commission. GHHI has filed its Initial Contribution Disclosure Report and both of its six month reports for 2018 and will continue to file timely Contribution Reports from this point forward. GHHI, the organization, has never made a political contribution to any candidate. All reported contributions were contributions by me individually.



Jared DeMarinis Letter  
March 29, 2019  
Page Two

GHHI's mission is to break the link between unhealthy housing and unhealthy families by creating and advocating for healthy, safe and energy efficient homes. We provide free direct services in Maryland to low income families to address lead hazards, asthma triggers, household injury risks and energy loss as well as providing outreach and education and rental property owner compliance assistance. As a 501(c)(3) non-profit organization we lack the resources to incur the cost of the substantial penalty imposed and request that the late fee penalty be waived in this case. Thank you for your consideration of this request.

Sincerely,



Ruth Ann Norton  
President and CEO





## Business Contribution Disclosure System Waiver Request Information Page – Late Fees

### General

<b>Account Name</b>	IO Education LLC
<b>BID ID:</b>	14000572
<b>Date Established</b>	08/01/2015
<b>Date Waiver Requested</b>	03/26/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

### Officers

<b>Current Filer</b>	Megan Maxwell	<b>Start Date:</b> 12/20/2016
<b>Principal Officer</b>	Christine Willig	<b>Start Date:</b> 12/20/2016

### Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2018	3/13/19	\$500	\$500
Initial Report			
10/26/18	3/15/2019	\$500	\$500
		Total	\$1000

### Prior Waiver and Fees

5/31/16 rcvd 6/17/16, late fee \$170, paid  
 11/30/16 rcvd 12/20/16, late fee \$200, paid  
 5/31/17 rcvd 9/01/17, late fee \$500, paid

### Reason for Waiver

The person who filed the reports for them is no longer there and due to staff turnover and moving the office they did not file the report on time.

### Agency Comments

Deny

The Principal Officer and Filer both have the ability to log in BCDS and file the reports when due.



RECEIVED  
MAR 26 2019  
STATE BOARD OF ELECTIONS

March 21, 2019

Ms. Victoria Molina  
Maryland State Board of Elections  
P.O. Box 6486  
Annapolis, MD 21401-0486

Dear Ms. Molina,

My name is Megan Maxwell, and I manage the tax and compliance for IO Education, LLC. I am writing in response to the attached notice we received regarding the fall 2018 delinquent report and fee due for the Maryland Contribution Disclosure Report for IO Education, LLC (BID ID: 14000572).

I apologize for the late filing. We had a change in staffing, and the person who was responsible for the filings, is no longer with the company. The Company also had a change in address and our mail was not forwarded to our current headquarters so any prior communication regarding the report was missed. I updated the contact information in the online system so all future communication will be sent to our new address, and my email address is also on file. The fall 2018 report was filed on March 13, 2019. Due to the circumstances I outlined above, the Company respectfully requests the penalty assessed on the attached notice be rescinded.

Please let me know if you have any questions.

Sincerely,

Megan Maxwell  
Senior Accountant  
Illuminate Education, Inc.  
[www.illuminateed.com](http://www.illuminateed.com)  
6531 Irvine Center Dr. Ste 100  
Irvine, CA 92618  
949-656-3133  
[mmaxwell@illuminateed.net](mailto:mmaxwell@illuminateed.net)



## Business Contribution Disclosure System Waiver Request Information Page – Late Fees

### General

<b>Account Name</b>	GreenVest, LLC
<b>BID ID:</b>	14000890
<b>Date Established</b>	01/18/2018
<b>Date Waiver Requested</b>	04/16/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

### Officers

<b>Current Filer</b>	Douglas Lashley	<b>Start Date:</b> 1/18/2018
<b>Principal Officer</b>	Douglas Lashley	<b>Start Date:</b> 1/18/2018

### Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2018	3/18/2019	\$500	\$500
		\$	\$
		Total	\$500

### Prior Waiver and Fees

N/A

### Reason for Waiver

They say they did not receive the emailed PRN or FRN.

### Agency Comments

Deny

The Principal Officer and Filer can be 2 separate people and both have the ability to file the report. They have the same person listed as both.

April 9, 2019

David J. McManus, Chairman  
Maryland State Board of Elections  
P.O. Box 6486  
Annapolis, MD 21401-0486

RECEIVED  
APR 16 2019  
STATE BOARD OF ELECTIONS

**Re: Late fee penalty for delinquent report – Fall 2018**

Dear Mr. McManus:

On March 5, 2018, GreenVest executed four contracts with Maryland Department of Transportation State Highway Administration for stream restoration projects related to a Request for Proposal issued June 9, 2017. Due to the value of the contracts, one of the requirements is the twice-yearly Political Contribution Disclosure to the Board of Elections in compliance with Md. Code Ann., Election Law Article, Title 14.

GreenVest made its Initial Disclosure Report and the Spring 2018 report on May 2, 2018. At that time the business registration was created with Douglas Lashley as the Principal officer and Filer Contact which included Doug's email address. Kevin Schneider was listed as an additional contact containing Kevin's email address.

The business registration reflects that there was a Pre-Report notice sent on 11/2/18, A Fee Running Notice sent on 12/10/18 and a Show Cause letter 2 sent on 3/1/2019. GreenVest staff has been advised that the notices were sent via email; however, neither Doug nor Kevin have any record of receiving those emails and the only letter received via the US mail was the Show Cause Letter stating that there is a \$500 late fee due.

Upon receipt of the notice regarding the fine, we implemented new procedures to ensure that the disclosures are made in a timely manner. The Fall 2018 and Spring 2019 affidavits of Limited Applicable Contributions have been submitted and GreenVest will not repeat its deficiency in reporting any future statements of contribution. Therefore, we respectfully request a waiver of the \$500 late fee.

Should you have any questions or concerns, please contact me by phone at 301-529-1592.

Sincerely,



Douglas Lashley  
Managing Member

cc: Victoria Molina

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Licensed Beverage Distributors of Maryland, Inc
<b>BID ID:</b>	14000226
<b>Date Established</b>	01/01/2015
<b>Date Waiver Requested</b>	03/25/2019
<b>Account Type</b>	Title 14 – Employing a Lobbyist

**Officers**

<b>Current Filer</b>	Robert C Douglas	Start Date: 1/01/2015
<b>Principal Officer</b>	James M Smith	Start Date: 1/01/2015

**Waiver Request Dates**

Late Report	Date Received	Fees	Total Fees
11/30/2018	3/18/19	\$500	\$500
		Total	\$500

**Prior Waiver and Fees**

N/A

**Reason for Waiver**

The contributions had been entered and they had thought they had filed the report before the deadline.

**Agency Comments**

Deny



Vicki Molina -SBE- <[vicki.molina@maryland.gov](mailto:vicki.molina@maryland.gov)>

---

**Fwd: Licensed Beverage Distribution Of Maryland, Inc.  
Contribution Disclosure Report due November 31.  
2018**

---

**Jared DeMarinis -SBE-**  
<[Jared.DeMarinis@maryland.gov](mailto:Jared.DeMarinis@maryland.gov)>  
To: Vicki Molina <[vicki.molina@maryland.gov](mailto:vicki.molina@maryland.gov)>

Mon, Mar 25, 2019 at 10:45  
AM

Waiver request

Jared DeMarinis  
Director - Division of Candidacy and Campaign Finance  
Maryland State Board of Elections  
151 West Street, Suite 200  
Annapolis, MD 21401-0486  
Phone: 410-269-2853

----- Forwarded message -----

From: **Douglas, Robert** <[robert.douglas@dlapiper.com](mailto:robert.douglas@dlapiper.com)>  
Date: Fri, Mar 22, 2019 at 12:07 PM  
Subject: Licensed Beverage Distribution Of Maryland, Inc. Contribution  
Disclosure Report due November 31. 2018  
To: [Jared.DeMarinis@Maryland.Gov](mailto:Jared.DeMarinis@Maryland.Gov) <[Jared.DeMarinis@maryland.gov](mailto:Jared.DeMarinis@maryland.gov)>  
Cc: Bob Douglas <[bobdouglasoffice@gmail.com](mailto:bobdouglasoffice@gmail.com)>

**PLEASE REPLY TO CONFIRM RECEIPT**

**Mr. DeMarinis:**

**I am writing as follow-up to our conversation regarding the letter you sent stating that the Contribution Disclosure Report due November 31, 2018 was not filed for the Licensed Beverage Distributors of Maryland Inc. I was very confused and surprised when I received the letter, primarily because I take the filing very seriously, work to make sure it is accurate and remember completing the report. I found my notes to prepare the report and was confident I had completed it. It just did not make sense that you said it was not filed, After a while, I suspected that the completed report was not fully processed on the website. I then checked the website page for the Licensed Beverage Distributors and discovered that the completed report was sitting there not**

**processed. It was completed the last week of November after I spoke to the officers and directors about campaign contributions and also researched the Board of Elections web site to make sure that all contributions were accounted. This is the same fact-checking I did for the other reports filed in November for three other companies.**

**It appears that for unknown reasons, the report was fully completed on the website but not processed properly on the website. My guess is that I thought I had pushed the appropriate link to finalize and file the report, but did not. You can see in the Board's system that the report was prepared well before the deadline. The completed report**



**found in the Board's system is the first attachment to this message and is captioned "Pending Transactions". Why this happened is beyond me. For years, I have filed reports for several clients and have emphasized to them the importance of filing timely. You made this very clear in the information sessions you have held. I am embarrassed that this filing was not filed properly. I assure you that it was my intent to file and I did not ignore the deadline. Since receiving the letter, the reporting process was completed by pressing the correct button to finalize and complete the filing. I also double-checked the filing and found a miscalculation in the aggregate total for one campaign.**

**I appreciate that fines are intended to encourage people to comply. In my case, I complied but flunked Computer 101. It will not happen again.**

**Consequently, I ask that you waive the \$500 penalty. It comes out of my pocket, not the client's, because it is my responsibility. I can assure you that in the future, I will make sure the final link is pushed. Please let me know if you have any questions or need additional information. Thank You.**

**Bob**

**Robert C. Douglas**

**Office of Bob Douglas LLC**

**BobDouglasOffice@Gmail.Com**

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Beuchert Excavating, Inc.
<b>BID ID:</b>	14001037
<b>Date Established</b>	03/04/2019
<b>Date Waiver Requested</b>	06/11/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

**Officers**

<b>Current Filer</b>	Jerome Beuchert	<b>Start Date:</b> 3/04/2019
<b>Principal Officer</b>	Jerome Beuchert	<b>Start Date:</b> 3/04/2019

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
5/31/2019	6/11/2019	\$110	\$110
		\$	\$
		Total	\$110

**Prior Waiver and Fees**

n/a

**Reason for Waiver**

Did not know they had to file an Initial Report and the 5/31 Spring Report.

**Agency Comments**

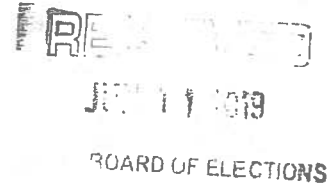
Deny



12340 Crain Highway, Unit 200  
Newburg, MD 20664  
301-259-2238

June 11, 2019

Maryland State Board of Elections  
P.O. Box 6486  
Annapolis, MD 21401-0486



Re: Request to waive late fee

Dear Board:

I am writing to kindly request your consideration in waiving late fees associated with our 5/31/19 Contribution Disclosure Report.

I received an email on 5/1/19 notifying me that the 5/31/19 report was due (Attachment A). I submitted an Affidavit of Limited Contributions on 5/6/19 (Attachment B). Unfortunately, I didn't understand that I was supposed to submit two reports – an initial report and then a 5/31/19 report. I thought I had complied with the requirements, but later learned on 6/11/19 that we were assessed a late fee of \$10/day for not reporting on time (Attachment C).

This led me to contact Victoria Molina at 410-269-2874 to ask questions to help me understand what I misunderstood since this was our first time completing this report.

I did not intentionally file the report late. I misunderstood what was required to comply. We have no contributions to disclose, and this is our first time completing this process. I apologize for misunderstanding and for filing late. I immediately filed the 5/31/19 report as soon as I received the late fee notice on 6/11/19 (Attachment D).

I kindly request that you please waive the \$110 in late fees that were assessed to us. I appreciate your consideration.

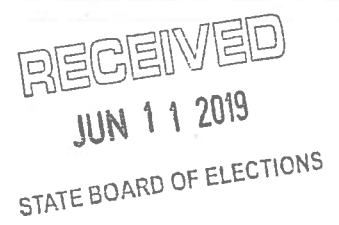
Thank you,

Diane Beuchert

Treasurer

410-456-6536 (c)

301-259-2238 (o)



**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Systems Application and Technologies, Inc.
<b>BID ID:</b>	14000479
<b>Date Established</b>	07/01/2015
<b>Date Waiver Requested</b>	06/11/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

**Officers**

<b>Current Filer</b>	William Smith	Start Date: 7/01/2015
<b>Principal Officer</b>	Timothy Adams	Start Date: 7/01/2015

**Waiver Request Dates**

Late Report	Date Received	Fees	Total Fees
5/31/2019	6/11/2019	\$110	\$110
		\$	\$
		Total	\$110

**Prior Waiver and Fees**

8/31/15 rcvd 9/08/15, late fee \$80, paid  
5/31/16 rcvd 6/06/16. Late Fee \$60, paid

**Reason for Waiver**

It slipped through the cracks and was filed as soon as they received the fee running notice.

**Agency Comments**

Deny



info sbe -SBE- <info.sbe@maryland.gov>

---

**RE: Fee Running Notice for the 5/31/2019 Spring Report - transactions ending 4/30/19**

---

Smith, Bill <bsmith@sa-techinc.com>

Tue, Jun 11, 2019 at 11:22 AM

To: "info.sbe@maryland.gov" <info.sbe@maryland.gov>

RECEIVED  
JUN 11 2019  
STATE BOARD OF ELECTIONS

To Whom It May Concern,

We respectfully request that this late filing fee be waived based on the fact that, as soon as we received email notification of late filing, we immediately filed the affidavit (within 15 minutes of receiving the email notification). The filing simply "slipped through the cracks". We appreciate your consideration in this matter.

Very respectfully,

William ("Bill") Smith

*Chief Business Officer*

SA-TECH

240-298-5273

*bsmith@sa-techinc.com*

**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Turnkey Technology Corp.
<b>BID ID:</b>	14000555
<b>Date Established</b>	08/01/2015
<b>Date Waiver Requested</b>	06/11/2019
<b>Account Type</b>	Title 14 – Persons Doing Public Business

**Officers**

<b>Current Filer</b>	Richard Doyle	Start Date: 8/01/2015
<b>Principal Officer</b>	Richard Doyle	Start Date: 8/01/2015

**Waiver Request Dates**

Late Report	Date Received	Fees	Total Fees
5/31/2019	6/11/2019	\$110	\$110
		\$	\$
		Total	\$110

**Prior Waiver and Fees**

n/a
-----

**Reason for Waiver**

Claims they did not receive the Pre Report Notice.
--

**Agency Comments**

Deny  They have been filing reports since 2015 without any issue with report dates of 5/31 and 11/30 in the past. Email was sent out 5/01/2019
--



info sbe -SBE- <info.sbe@maryland.gov>

RECEIVED

JUN 11 2019

STATE BOARD OF ELECTIONS

**Re: Fee Running Notice for the 5/31/2019 Spring Report - transactions ending 4/30/19**

1 message

**Rich Doyle** <doyle@turnkey-technology.com>

Tue, Jun 11, 2019 at 2:38 PM

To: info.sbe@maryland.gov

I request to have any late fees dismissed for the following reasons:

1. In the past, we were provided an e-mail reminder of the report being due. This year we did not receive any such notice, nor were we notified that reminders would no longer be sent.
2. Today is the first day we were told fees would be accruing. If fees started on June 1, we should have received notice of fees accruing on that date.

Thank you,

Richard Doyle  
Turnkey Technology Corp.

On 6/11/2019 11:04 AM, info.sbe@maryland.gov wrote:

This is to notify you that the 5/31/2019 Spring Report has not been received and late fees are being assessed for this report.

Attached you will find a copy of the fee running notice.

You can pay the late fee by check, made out to State Board of Elections or call and pay over the phone if you have MasterCard or Visa.

If you have any questions please feel free to contact us.



**Business Contribution Disclosure System  
Waiver Request Information Page – Late Fees**

**General**

<b>Account Name</b>	Katcef Brothers, Inc.
<b>BID ID:</b>	14000182
<b>Date Established</b>	01/01/2015
<b>Date Waiver Requested</b>	06/11/2019
<b>Account Type</b>	Title 14 – Employing a Lobbyist

**Officers**

<b>Current Filer</b>	Walter Bernard Mangels	<b>Start Date:</b> 12/07/2015
<b>Principal Officer</b>	Neal Brooks Katcef	<b>Start Date:</b> 1/01/2015

**Waiver Request Dates**

<b>Late Report</b>	<b>Date Received</b>	<b>Fees</b>	<b>Total Fees</b>
5/31/2019	6/11/2019	\$110	\$110
		\$	\$
		Total	\$110

**Prior Waiver and Fees**

11/30/15 rcvd 12/07/15, late fee \$70, paid

**Reason for Waiver**

Did not see the email Pre Report Notice and wants it to come by mail so it is not overlooked.

**Agency Comments**

Deny

They have been filing reports since 2015 without any issue with report dates of 5/31 and 11/30 in the past. Email was sent out 5/01/2019

# Katcef Brothers, Inc.

2404 A and Eagle Blvd.  
Annapolis, MD 21401  
410-224-2391

RECEIVED

JUN 13 2019

STATE BOARD OF ELECTIONS

June 13, 2019

To: Maryland State Board of Elections  
Re: Contribution Disclosure Report – Spring 2019

Dear Board Members,

Please be advised that on June 11<sup>th</sup> we received an email notifying us that we did not submit our Contribution Disclosure Report – Spring 2019 and that late fees are being assessed.

By copy of this letter, we are respectfully requesting the waiving of any late fees associated with the report for reasons stated in this letter.

The only notifications we would receive from the State Board of Elections comes in the form of an email from [info@maryland.gov](mailto:info@maryland.gov) that may be easily overlooked in the dozens of business emails received daily. Any email that begins with “info” may be mistaken as “junk”. It appears that the only notice prior to June 11<sup>th</sup> was 5/11/19.

When I happened to be at my computer on Tuesday 6/11/19, with my email opened, I received a notice from the same address notifying us that we had not yet filed for the Spring 2019 period. Had I been out of the office that day I may have overlooked that email as well. I reviewed all past emails from this address and only received one email previously.

I immediately went on line and entered the necessary information. As I only do this twice a year, I must re learn the web site processes, which is most time consuming and frustrating. It is not the most user friendly site for those not working daily with government systems.

After I “submitted” the information and printed out what I thought were completed forms, something did not seem right. I drove over to the SBOE office and met with Vicki Molina who took the time to explain what I failed to do and help correct my mistakes. I expressed my concerns to Vicki about the difficulty I have with the complicated web site. Additionally, I expressed my concern about the communication from the SBOE regarding due dates and compliance. If the system was an old style US mail notification and paper form submission, the oversight would never have occurred. Were

it not for Vicki's personal help and assistance I probably would have been unable to submit properly. I believe Vicki assisted me last fall as well.

Our frustration with the complexity of communication along with the compliance site is now made worse with the excessive late fees. The missed deadline was not intentional as function of ignoring a state requirement.

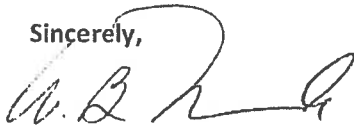
As we made every attempt to immediately come into compliance, we are respectfully requesting a waiver on any and all late fees associated with our filing. We will make every possible attempt to comply with any and all future deadlines as we do with all other government requirements.

I look forward to receiving a positive response from you on this matter. Please let me know if I can provide any additional information or detail.

I can be reached at 202-438-3474 or at [tmangels@katcefbrothers.com](mailto:tmangels@katcefbrothers.com).

Your consideration in this matter is most appreciated.

Sincerely,



Walter B. (Tom) Mangels  
V. P. Administration  
Katcef Brothers, Inc.

