**Polling Place Designation, LMC Model Resolution**

*League staff thoughtfully develops models for your city’s consideration. Models should be customized as appropriate for an individual city’s circumstances in consultation with the city’s attorney. Helpful background information on this model may be found in the Handbook for Minnesota Cities Chapter 5* [*“Election Procedures”*](https://www.lmc.org/resources/handbook-for-minnesota-cities-ch-5-election-procedures/)

**This icon marks places where the city must customize the model. They offer additional provisions, optional language, or comments for your consideration. The icon, and language you do not wish to include, should be deleted from this model before use. Make other changes, as needed, to customize the model for your city.**

**RESOLUTION NO.** \_\_\_\_\_

**A RESOLUTION DESIGNATING POLLING PLACES WITHIN THE CITY OF** \_\_\_\_\_\_\_\_\_\_**.**

**WHEREAS**, Minnesota Statutes 204B.16, subd. 1 requires municipalities to designate by ordinance or resolution any changes to a polling place location for each election precinct;

**WHEREAS,** this designation must be made by December 31 of each year for the following calendar year and beyond unless changed pursuant to statute; and

**WHEREAS,** the City of \_\_\_\_\_\_\_\_\_\_ elects to establish polling places by resolution.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF**, \_\_\_\_\_\_\_ that the following are established as polling places:

*List the precincts and polling place(s) here. For example:*

*Precinct 1 Precinct Boundaries:* \_\_\_\_\_\_\_ *Polling Location:* \_\_\_\_\_\_\_

**BE IT FURTHER RESOLVED,** that these are the polling places for the year \_\_\_\_\_\_\_ and beyond unless a change is made:

1. Due to an emergency pursuant to Minnesota Statutes 204B.175; or
2. Because a polling place has become unavailable; or
3. By a new resolution passed prior to December 31 of any year.

Passed by the City Council of \_\_\_\_\_\_\_, Minnesota this \_\_\_\_\_ day of Month, Year.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor

Attested:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City Clerk