Prince William County Electoral Board

MEETING MINUTES

Old Manassas Courthouse
9250 Lee Ave (Conference Room)
Manassas, VA 20110

July 31, 2025

IN ATTENDANCE:
Keith A. Scarborough, Chair
Heidi Stirrup, Vice-Chair
Marcus Moyer, Secretary
Eric Olsen, Director of Elections/GR
Natalia Taylor, Assistant Director of Elections (Voter Services)

BOARD MEETING

Chairman Scarborough brought the Meeting to order at 4:31 PM and called for a Moment of Silence followed by the Pledge of Allegiance. As all three Board members were present, there was a quorum.

NEW BUSINESS

Special Election. This emergency meeting of the Electoral Board was prompted by the need for a special election to fill the Gainesville Supervisor role on the Prince William County (PWC) Board of County Supervisors (BOCS). The BOCS convened on July 29, 2025 and adopted Resolution No. 25-416, authorizing the County Attorney to notify the Circuit Court of the vacancy created by the untimely death of Gainesville District Supervisor Robert (Bob) Weir who passed away on July 20, 2025, and to petition the Circuit Court for a Writ of Special Election. The Circuit Court issued the writ calling for a special election on July 30, 2025, setting the date for the special election as November 4, 2025 (concurrent with the General Election).

The General Registrar briefed the pertinent portions of the Virginia Code governing the conduct and timing of special elections and candidate filing deadlines (§15.2-502, §15.510, and §24.2-511).

Secretary Moyer made a motion to establish August 15, 2025 as the candidate filing deadline for the special election. Vice Chair Stirrup seconded the motion, which subsequently passed unanimously.

Early Voting Dates and Hours. The General Registrar outlined a proposal for early voting times and some additional options for the Board's consideration.

Dates by Ordinance:
Begin (Main Office only): September 19, 2025
Expand (all locations): October 19, 2025
End: November 1, 2025

Times Recommend by Board:
Monday – Friday: 8:30 AM to 4:30 PM (except Wednesday, the polls will remain open until 7:00 PM)
Saturday: 8:30 AM to 5:00 PM
Sunday: 11:00 AM to 5:00 PM

Secretary Moyer made a motion to adopt the early voting times as proposed by the General Registrar. Vice Chair Stirrup seconded the motion, which subsequently passed unanimously.

PUBLIC COMMENTS
The following individuals offered public comments: Jeanine Lawson

ADJOURNMENT
Secretary Moyer made a motion to adjourn the meeting. The motion was seconded by Vice Chair Stirrup and subsequently passed unanimously. The meeting adjourned at 5:00 PM.

Keith Scarborough
Chair

Heidi Stirrup
Vice-Chair

Marcus Moyer
Secretary

Date of Approval: 8 / 7 / 2025