



STAFF REPORT

DATE: January 18, 2022
TO: Kent Cagle, City Manager
FROM: Traci Briggs, City Attorney
SUBJECT: Election Services Contract

BACKGROUND AND FINDINGS:

On January 11, 2022, the City Council called the general election to be held on May 7, 2022. On November 19, 2021, the City Secretary received a notice from the Texas Secretary of State's office that the Texas Legislature adopted two joint resolutions in the Second and Third Special Sessions. As a result, there will be a statewide constitutional amendment election held on May 7, 2022. This constitutional amendment election will be administered by Bell County.

To eliminate voter inconvenience and confusion with multiple ballots and multiple polling sites, it is recommended that the city hold a joint election with Bell County which requires an election services contract.

As identified in the contract, Bell County will: procure and distribute all election supplies to include ballots, ballot boxes, voting booths, and voting machines; prepare the machines for use at the polling places; arrange for the use of a central counting station and for the tabulating personnel; and publish/post the legal notice of the date, time, and place of the test of the electronic equipment.

THE ALTERNATIVES CONSIDERED:

The alternatives to consider are to hold a joint election with Bell County or to hold a separate election.

Which alternative is recommended? Why?

Holding a joint election with Bell County is the recommendation. Conducting a separate election could be confusing and inconvenient to the voting citizens.

CONFORMITY TO CITY POLICY:

Holding a joint election with Bell County conforms to Article IX of the City Charter authorizing for an election services agreement between governmental entities to conduct joint elections as provided for in the Texas Election Code.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The estimated cost is \$3,200

Is this a one-time or recurring expenditure?

Holding an election is a recurring expenditure.

Is this expenditure budgeted?

Yes, funds are available in General Fund City Secretary account 010-1010-416.50-45.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes.

RECOMMENDATION:

Staff recommends the City Council approve an election services contract with Bell County.

DEPARTMENTAL CLEARANCES:

Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Contract