



## STAFF REPORT

**DATE:** February 19, 2019  
**TO:** Ronald L. Olson, City Manager  
**FROM:** Kathryn Davis, City Attorney  
**SUBJECT:** Election Services Contract with Bell County

### **BACKGROUND AND FINDINGS:**

The City of Killeen will hold a general election on May 4, 2019 to elect a district council member for each of the four districts. The Bell County elections department has, in the past, leased to the city election equipment necessary to run the election.

The Bell County elections administrator has again made available for lease to the city election equipment, Election Day support, and other miscellaneous services for the May 4, 2019 General Election. The equipment includes ES&S Express Vote BMD Terminal, and ES&S Model DS200 Digital Image Scanner.

### **THE ALTERNATIVES CONSIDERED:**

1. Lease election equipment from Bell County.
2. Purchase election equipment from ES&S, as they no longer lease equipment.
3. Research leasing election equipment from different vendor, noting that it would not be the same equipment that Bell County voters are accustomed to using.

### **Which alternative is recommended? Why?**

Alternative number one is the recommended alternative because it is affordable, convenient and it is a consistent use of equipment.

### **CONFORMITY TO CITY POLICY:**

Yes, entering into an agreement with Bell County for elections services as presented conforms to city policy.

### **FINANCIAL IMPACT:**

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

The current fiscal year estimated expenditure is \$7,000.00

**Is this a one-time or recurring expenditure?**

This cost is a one-time expense from the county. Bell County is not able to supply voting equipment during even year elections.

**Is this expenditure budgeted?**

Yes, funds are budgeted in election expense 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 City Council authorize the City Manager, or designee, to enter into an election services contract with Bell County in support of the 2019 general election.

**DEPARTMENTAL CLEARANCES:**

Legal

**ATTACHED SUPPORTING DOCUMENTS:**

Agreement