



City of Killeen

Legislation Text

File #: RS-23-036, **Version:** 1

Consider a memorandum/resolution approving an election services contract with Bell County.

DATE: February 20, 2023

TO: Kent Cagle, City Manager

FROM: Laura Calcote, City Secretary

SUBJECT: Election Services Contract with Bell County

BACKGROUND AND FINDINGS:

On January 10, 2023, the City Council called the General Election to be held on Saturday, May 6, 2023, for the purpose of electing a Councilmember for each of the City's four districts. Bell County (County) has offered to provide assistance and services to the City of Killeen (City) and other governmental organizations for the upcoming General Election.

As identified in the contract, these services will include, but are not limited to:

- Ballot printing/equipment programming
- Providing Hot Spot Cards
- Election supplies
- Election worker training
- Technical support and other services, as needed or requested by the City and agreed to by the Elections Administrator

The City has their own election equipment, so the equipment should not need to be leased from the County.

The City Secretary has met with Bell County Elections Administrator, Dr. Desi Roberts, regarding the contract and the support the County will provide to participating entities for the May 6, 2023 General Election.

THE ALTERNATIVES CONSIDERED:

The alternatives to consider are:

1. Not contracting with Bell County for any election services and for the City to move forward with handling the aforementioned duties and tasks without assistance
2. Contracting with Bell County for election services

Which alternative is recommended? Why?

Contracting with Bell County for certain election-related services is the recommendation.

CONFORMITY TO CITY POLICY:

Contracting for election services conforms to Article IX of the City Charter authorizing for an election services agreement between governmental entities to conduct 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 \$7,000. However, the cost will be divided three ways, since the City of Killeen has a joint election contract with Killeen ISD and Central Texas College for the May 6, 2023 General Election. The final amount will be invoiced to the City of Killeen from Bell County after the services have been provided. The City will invoice the other two entities by splitting the cost equally amongst the three organizations once the invoice is received.

Is this a one-time or recurring expenditure?

Recurring

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
Legal

ATTACHED SUPPORTING DOCUMENTS:

Contract