

**RESOLUTION NO. 16-08**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRANBURY, TEXAS, CALLING A GENERAL ELECTION FOR THE OFFICES OF MAYOR, PLACE 1 AND CITY COUNCILPERSON PLACE TWO (2); ESTABLISHING THE DATES AND TIMES OF EARLY VOTING FOR SUCH ELECTION; ESTABLISHING A DATE FOR A RUNOFF ELECTION, IF REQUIRED; AUTHORIZING A CONTRACT WITH HOOD COUNTY TO FURNISH ELECTION SERVICES AND EQUIPMENT; AND APPOINTING ELECTION JUDGES, ALTERNATE ELECTION JUDGES, AN EARLY VOTING CLERK, AND GENERAL CUSTODIAN OF THE ELECTION MATERIALS.**

**WHEREAS**, pursuant to the Election Code of the State of Texas and the Granbury City Charter, it is provided that there shall be held in each municipality in the State of Texas, a general election for the purpose of electing officials of said municipality; and

**WHEREAS**, the Granbury City Council has determined that a contract with Hood County Elections Administration for election services and equipment is in the best interest of the City of Granbury.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANBURY, TEXAS, THAT:**

**SECTION 1.**

The City Council of the City of Granbury, Texas, at a regular meeting held this date, does hereby order an election of officers for the City of Granbury, Texas, to be held on the November 8, 2016 Uniform Election Day, for the purpose of electing one (1) Mayor, Place One (1) and one (1) Councilperson, Place Two (2), who shall each serve for a period of three (3) years or until their successors have been duly qualified. The candidate receiving a majority of the votes cast for Mayor, Place One (1), and the candidate receiving a majority of the votes cast for City Councilperson, Place Two (2), shall be declared elected to such offices.

**SECTION 2.**

The Mayor is hereby authorized to execute a contract with the Hood County Elections Administrator for the purpose of having Hood County furnish all or any portion of the election services and equipment needed by the City Secretary to conduct the election. The contract document and election services provided therein shall conform to Chapter 31, Subchapter D, of the Texas Election Code and other applicable statutes and laws.

### **SECTION 3.**

The election services contract shall provide (a) all election supplies and equipment to be used for early voting by personal appearance and on election day, (b) notification and training for election judges and clerks, (c) an estimate and final payment terms for the election services provided, (d) agreements for early voting equipment and voting machine rental, and (e) other procedures to conduct the election.

### **SECTION 4.**

Combined ballots may be utilized containing all of the offices and propositions to be voted on at each polling place, provided that no voter shall be given a ballot or permitted to vote for any office or proposition on which the voter is ineligible to vote. Returns may be made on forms, which are individual or combined, and the Hood County Election Administrator shall be designated as the custodian of the combined records.

### **SECTION 5.**

Jenise 'Crickett' Miller, Hood County Elections Administrator, 1410 West Pearl Street, Granbury, Texas 76048, is hereby appointed as Early Voting Clerk and General Custodian of the Election Materials until the time period required by law has lapsed. Furthermore, the Hood County Elections Administrator is authorized to contact Election Judges and Alternate Judges who are hereby appointed as identified in Exhibit B.

### **SECTION 6.**

Early voting by personal appearance shall be conducted at the Hood County Annex 1, 1410 West Pearl Street, Granbury, Texas 76048 during the hours and dates listed below.

Monday, October 24, 2016, 8:00 a.m. – 5:00 p.m.  
Tuesday, October 25, 2016, 8:00 a.m. – 5:00 p.m.  
Wednesday, October 26, 2016, 8:00 a.m. – 5:00 p.m.  
Thursday, October 27, 2016, 8:00 a.m. – 5:00 p.m.  
Friday, October 28, 2016, 8:00 a.m. – 5:00 p.m.  
Saturday, October 29, 2016, 7:00 a.m. – 7:00 p.m.  
Sunday, October 30, 2016, 1:00 pm – 6:00 p.m.  
Monday, October 31, 2016, 7:00 a.m. – 7:00 p.m.  
Tuesday, November 1, 2016, 7:00 a.m. – 7:00 p.m.  
Wednesday, November 2, 2016, 7:00 a.m. – 7:00 p.m.  
Thursday, November 3, 2016, 7:00 a.m. – 7:00 p.m.  
Friday, November 4, 2016, 7:00 a.m. – 7:00 p.m.

## SECTION 7.

All resident, qualified voters, determined by the laws of the State of Texas, the Charter and ordinances of the City of Granbury shall be qualified to vote at such election. Voting on Election Day, November 8, 2016, shall be conducted between the hours of 7:00 a.m. and 7:00 p.m. at the following locations and opened to all voters in Hood County:

**Acton Baptist Church**

3500 Fall Creek Hwy, Granbury

**First Baptist Church**

1851 Weatherford Hwy, Granbury

**Generations Church**

5718 E Hwy 377, Granbury

**Hood County Annex 1 Meeting Room**

1410 W Pearl St, Granbury

**Lakeside Baptist Church**

500 W Bluebonnet Dr, Granbury

**Lipan Church of Christ Fellowship Hall**

119 N Caddo St, Lipan

**Pecan Activity Center (PAC)**

9145 Plantation Dr, Granbury

**St. Frances Cabrini Catholic Church**

2301 Acton Hwy, Granbury

**The Way Church**

4332 E Hwy 377, Granbury

**Tolar Community Center**

120 Tolar Cemetery Rd, Tolar

## SECTION 8.

Applications for candidacy to the offices of Mayor, Place One (1) and Councilperson, Place Two (2), shall be made to the City Secretary of the City of Granbury beginning at 8:00 a.m., Saturday, July 23, 2016, and not later than 5:00 p.m., Monday, August 22, 2016, in manner and form as prescribed by law, and the charter and ordinances of the City of Granbury, Texas. The names of eligible and qualified candidates for such office shall be placed on the ballots for such election by the City Secretary at the time and in the manner prescribed by law, and the charter and ordinances of the City of Granbury.

## SECTION 9.

The results of the election shall be certified, canvassed, and returned in the form and manner prescribed by the laws of the State of Texas and the charter and ordinances of the City of Granbury.

## SECTION 10.

The notice of the election hereby ordered and called shall be promulgated, published and posted in keeping with the laws of the State of Texas, and the charter and ordinances of the City of Granbury.

**SECTION 11.**

Any runoff election required for the election of members of the City Council of the City of Granbury, Texas, following the regular election of November 8, 2016, shall be held in accordance with Section 2.025 (a) Election Code of the State of Texas, and as agreed to between the City of Granbury and Hood County Elections.

**SECTION 12.**

The City Manager and the City Secretary, in consultation with the City Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of federal and state law in carrying out and conducting the election, whether or not expressly authorized herein.

**PASSED AND ADOPTED** at a regular meeting of the Granbury City Council on the 19<sup>th</sup> day of July, 2016.



Nin Hulett, Mayor

ATTEST:



Carla Walker, City Secretary



STATE OF TEXAS  
COUNTY OF HOOD

\*\*\*\*\*

CONTRACT FOR ELECTION  
AND  
JOINT ELECTION AGREEMENT

THIS CONTRACT IS ENTERED INTO BETWEEN THE HOOD COUNTY ELECTIONS ADMINISTRATOR, HEREINAFTER REFERRED TO AS E.A., AND THE FOLLOWING POLITICAL SUBDIVISIONS, HEREINAFTER REFERRED TO JOINTLY AS ENTITIES;

**THE CITY OF CRESSON**, ACTING BY AND THROUGH ITS MAYOR AND COUNCILMEN,  
**THE CITY OF DECORDOVA**, ACTING BY AND THROUGH ITS MAYOR AND COUNCILMEN,  
**THE CITY OF GRANBURY**, ACTING BY AND THROUGH ITS MAYOR AND COUNCILMEN,  
**THE CITY OF STOCKTON BEND**, ACTING BY AND THROUGH ITS AULDERMEN,  
**THE CITY OF TOLAR**, ACTING BY AND THROUGH ITS MAYOR AND COUNCILMEN,  
**BLUFF DALE ISD (BISD)**, ACTING BY AND THROUGH ITS BOARD FO TRUSTEES,  
**GRANBURY ISD (GISD)**, ACTING BY AND THROUGH ITS BOARD FO TRUSTEES,  
**TOLAR ISD (TISD)**, ACTING BY AND THROUGH ITS BOARD OF TRUSTEES,

ENTITIES AND E.A. HAVE DETERMINED THAT IT IS IN THE PUBLIC INTEREST OF THE INHABITANTS OF ENTITIES THAT THE FOLLOWING CONTRACT BE MADE AND ENTERED INTO TO SECURE ELECTION SERVICES FROM THE HOOD COUNTY E.A. FOR AN ELECTION TO BE CONDUCTED BY THE ENITIES ON NOVEMBER 8, 2016, AND IN CONNECTION THEREWITH DO HERBY AGREE AS FOLLOWS:

**I. THE HOOD COUNTY ELECTION ADMINISTRATOR SHALL BE RESPONSIBLE FOR PROVIDING THE FOLLOWING SERVICES:**

A. PROCURING, ALLOCATING, AND DISTRIBUTING ALL ELECTION SUPPLIES, INCLUDING PREPARING AND PRINTING OF BALLOTS FOR VOTING BY MAIL, AND PROGRAMMING BALLOTS FOR USE WITH THE COUNTY'S DIRECT RECORDING ELECTRONIC (IVOTRONIC TOUCH SCREEN) MACHINES. ENTITIES MUST TURN IN THEIR BALLOT STYLE AND ISSUES TO COUNTY ELECTION ADMINISTRATOR IN **ENGLISH AND SPANISH**.

B. EMPLOYING ALL ELECTION OFFICERS AS APPOINTED BY THE ENTITIES AND PERSONNEL NECESSARY TO CONDUCT THE JOINT ELECTION ON NOVEMBER 8, 2016, TRAINING SUCH OFFICERS AND PERSONNEL, FIGURING AND REPORTING THE PAYROLL FOR THOSE EMPLOYED.

C. AS THE EARLY VOTING CLERK FOR THE JOINT ELECTION, HANDLING VOTING BY PERSONAL APPEARANCE AT THE COUNTY E.A. OFFICE

LOCATED AT COUNTY ANNEX 1, 1410 W. PEARL STREET, GRANBURY, TEXAS, 76048 AND PROCESSING ALL APPLICATIONS FOR VOTING BY MAIL. EARLY VOTE CALENDAR (EXHIBIT A).

D. SECURING ALL POLLING LOCATIONS AND PROVIDING THE APPROPRIATE NUMBER OF VOTING MACHINES FOR RENT FOR EACH POLLING LOCATION.

E. PROVIDING ALL VOTING IVOTRONIC MACHINES, FOR WHICH BILLING SHALL BE APPORTIONED EQUALLY BETWEEN ALL ENTITIES SHARING THE SAME POLLING LOCATION.

F. PUBLISHING ALL NOTICES FOR THE ELECTION, EXCEPT THAT REQUIRED FOR DRAWING FOR PLACES ON THE BALLOT.

G. KEEPING THE ELECTION ADMINISTRATOR'S OFFICE OPEN ON ELECTION DAY FROM 7:00 AM UNTIL ALL WORK IS COMPLETED, PROVIDING FOR EMERGENCY VOTING AND PROVIDING ASSISTANCE TO ELECTION OFFICERS AT THE POLLING LOCATIONS AND THE PUBLIC.

H. RECEIVING ALL ELECTION RETURNS AND TABULATE UNOFFICIAL RETURNS AND PROVIDING ALL DOCUMENTS FOR THE OFFICIAL CANVASS TO EACH ENTITY ON TUESDAY AFTER ELECTION.

I. ACTING AS THE GENERAL CUSTODIAN OF THE OFFICIAL BALLOTS AND ACCOMPANYING DOCUMENTS FOR THE PERIOD REQUIRED BY LAW.

J. PROVIDING EACH ENTITY WITH A LIST OF THE JUDGES AND ALTERNATE JUDGES AS SOON AS SECURED (EXHIBIT B).

K. SENDING TO EACH ENTITY A STATEMENT OF COSTS PAYABLE BY THAT ENTITY BASED ON THE FOLLOWING SCHEDULE FOR APPORTIONING THE ELECTION COST (EXHIBIT C):

(1) COSTS FOR THE PERSONNEL AT EACH POLLING LOCATION, FOR WHICH BILLING SHALL BE APPORTIONED EQUALLY BETWEEN ALL ENTITIES SHARING THE POLLING LOCATION.

(2) COSTS FOR PAPER BALLOTS, PROGRAMMING OF IVOTRONIC MACHINES, RENTAL OF IVOTRONIC MACHINES, OTHER ELECTION SUPPLIES, NOTICES, EARLY VOTING, AND ANY OTHER COSTS THAT MAY OCCUR SHALL BE APPORTIONED ACCORDING TO THE FOLLOWING FORMULA BASED ON THE BALLOT ORDERS:

(a) ACTUAL COST TO EACH OR SHARED AND SHARE ALIKE FUNCTIONS DIVIDED.

(b) COSTS OF EARLY VOTING WILL BE SHARED BY ALL ENTITIES.

(3) COSTS OF OVERALL SUPERVISION FEE NOT TO EXCEED TEN (10%) PERCENT OF EACH ENTITY'S COST FOR SAID JOINT ELECTION. SAID FEE IS PAYABLE TO HOOD COUNTY. IT IS ALSO UNDERSTOOD BY ALL ENTITIES THAT NONE OF SAID FEES PAID UNDER THIS AGREEMENT SHALL BE USED AS PERSONAL COMPENSATION TO THE ELECTION ADMINISTRATOR.

**II. THE ENTITIES SHALL BE RESPONSIBLE FOR THE FOLLOWING ACTIONS:**

A. PREPARING AND PROVIDING TO THE COUNTY E.A. ALL ELECTION ORDERS, NOTICES, AND ANY OTHER DOCUMENTS REQUIRED BY LAW IN ENGLISH AND SPANISH.

B. AUTHORIZING BY THE ACTION OF THEIR GOVERNING BODIES THE COUNTY E.A. TO CONTACT ELECTION JUDGES AND ALTERNATE JUDGES.

C. PREPARING AND SUBMITTING FOR PRECLEARANCE TO THE U.S. DEPARTMENT OF JUSTICE ANY CHANGES TO VOTING PRACTICES, EXCEPT THE E.A. SHALL ASSIST IN SAID PREPARATION TO THE EXTENT FEASIBLE.

D. APPOINTING THE COUNTY E.A. AS THE EARLY VOTING CLERK FOR THE JOINT ELECTION.

E. APPOINTING THE COUNTY E.A. AS THE GENERAL CUSTODIAN OF THE ELECTION MATERIALS UNTIL THE TIME PERIOD REQUIRED BY LAW HAS LAPSED.

F. DELIVERING TO THE COUNTY E.A. THE NAMES OF ALL CANDIDATES FOR THE OFFICES IN THE ORDER THAT THEY ARE TO APPEAR ON THE BALLOT, AS SOON AS POSSIBLE AFTER THE DEADLINE FOR FILING FOR A POSITION ON THE BALLOT, AND ANY ISSUES THAT ARE TO APPEAR ON THE BALLOT WITH THE EXACT FORM, WORDING AND SPELLING THAT ARE TO BE USED IN ENGLISH AND SPANISH.

G. REVIEWING ALL MATERIALS SUBMITTED TO THEM BY THE CLERK AND RESPONDING TO ALL REQUESTS FOR APPROVAL OF INFORMATION IN A TIMELY MANNER.

H. PAYING THE COST OF CONDUCTING THE JOINT ELECTION WITHIN **30 DAYS** FROM THE DATE OF RECEIVING THE STATEMENT OF COSTS PAYABLE FROM THE ELECTION ADMINISTRATOR

I. PAYING ANY ADDITIONAL COSTS INCURRED BY THE COUNTY E.A. IF A RECOUNT FOR SAID ELECTIONS IS REQUIRED, OR THE ELECTIONS ARE CONTESTED IN ANY MANNER.

J. PAYING ANY ADDITIONAL COSTS INCURRED BY THE COUNTY E.A. IF A RUNOFF ELECTION FOR SAID ELECTIONS IS REQUIRED.

K. POSTING NOTICE AND CONDUCTING THE OFFICIAL CANVASS OF ELECTIONS OF ENTITIES.

III. IN CONNECTION WITH THE PERFORMANCE OF THIS CONTRACT NEITHER HOOD COUNTY NOR THE COUNTY ELECTIONS ADMINISTRATOR SHALL BE LIABLE TO THIRD PARTIES FOR ANY DEFAULT OF THE ENTITIES IN CONNECTION WITH THE HOLDING OF THE JOINT ELECTION, INCLUDING THE FAILURE BY SUCH ENTITIES TO PAY ANY EXPENSES HEREUNDER, AND SUCH ENTITIES SHALL NOT BE LIABLE TO THIRD PARTIES FOR ANY DEFAULT OF THE COUNTY ELECTIONS ADMINISTRATOR IN CONNECTION WITH THE HOLDING OF THE JOINT ELECTION.

IV. THIS CONTRACT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, AND ALL OBLIGATIONS OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN HOOD COUNTY, TEXAS.

V. IN CASE ANY OF THE ENTITIES SHALL CANCEL THEIR ELECTION UNDER SECTION 2.051 OF THE ELECTION CODE, (ELECTION OF UNOPPOSED CANDIDATE), SAID CONTRACT SHALL BECOME NULL AND VOID AS IT PERTAINS TO THAT ENTITY, AND SHALL BECOME ONLY A CONTRACT FOR ELECTION SERVICES BETWEEN THE COUNTY E.A. AND THE SURVIVING ENTITIES.

VI. IN CASE ANY ONE OR MORE OF THE PROVISIONS CONTAINED IN THE CONTRACT SHALL FOR ANY REASON BE HELD TO BE INVALID, ILLEGAL OR UNENFORCEABLE IN ANY RESPECT, SUCH INVALIDITY, ILLEGALITY OR UNENFORCEABILITY SHALL NOT AFFECT ANY OTHER PROVISION THEREOF, AND THIS CONTRACT SHALL BE CONSTRUED AS IF SUCH INVALID, ILLEGAL OR UNENFORCEABLE PROVISION HAD NEVER BEEN CONTAINED HEREIN.

VII. NO AMENDMENT, MODIFICATION OR ALTERATION OF THE TERMS HEREOF SHALL BE BINDING UNLESS THE SAME IS IN WRITING, DATED SUBSEQUENT TO THE DATE OF THIS CONTRACT AND DULY EXECUTED BY THE PARTIES HEREOF.

EXECUTED THIS THE 19<sup>th</sup> DAY OF July 2016

ATTESTED: CITY OF CRESSON  
MAYOR, CITY OF CRESSON

ATTESTED: CITY OF DECORDOVA  
MAYOR, CITY OF DECORDOVA

ATTESTED: CITY OF GRANBURY  
MAYOR, CITY OF GRANBURY



CallalWalker

*[Signature]*

ATTESTED:

CITY OF STOCKTON BEND  
MAYOR, CITY OF STOCKTON BEND

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ATTESTED:

CITY OF TOLAR  
MAYOR, CITY OF TOLAR

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ATTESTED:

BLUFF DALE ISD  
PRESIDENT, BOARD OF TRUSTEES

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ATTESTED:

GRANBURY ISD  
PRESIDENT, BOARD OF TRUSTEES

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ATTESTED:

TOLAR ISD  
PRESIDENT, BOARD OF TRUSTEES

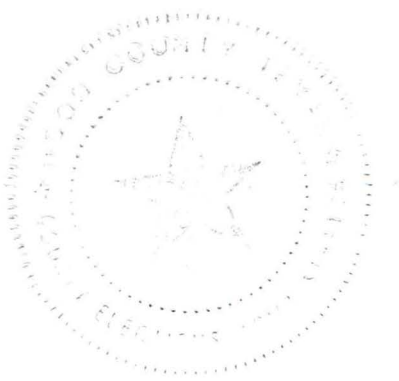
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SEAL

HOOD COUNTY ELECTIONS ADMINISTRATOR  
JENISE 'CRICKETT' MILLER

*[Signature]*



**EXHIBIT A: EARLY VOTING SCHEDULE**

**MAIN EARLY VOTING SITE:** HOOD COUNTY ANNEX 1  
1410 WEST PEARL ST  
GRANBURY, TX 76048

**October**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	24 8:00 am - 5:00 pm	25 8:00 am - 5:00 pm	26 8:00 am - 5:00 pm	27 8:00 am - 5:00 pm	28 8:00 am - 5:00 pm	29 7:00 am - 7:00 pm
30 1:00 pm - 6:00 pm	31 7:00 am - 7:00 pm					

**November**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 7:00 am - 7:00 pm	2 7:00 am - 7:00 pm	3 7:00 am - 7:00 pm	4 7:00 am - 7:00 pm	

**VOTING BY MAIL:**

Jenise Miller, Hood County Elections, 1410 W Pearl St, Granbury  
TX, 76048

**EXHIBIT B: ELECTION JUDGES**

(As of May 5, 2016)

Election Day Vote Centers	Presiding Judge	Alternate Judge
Annex 1	Terry McNew	Shriley Ledford
First Baptist Church	Melanie Graft	Harold Granek
Pecan Activity Center	Pat Bergeman	Berni Mull
Acton Baptist	Margo Walsh	Ralph Gomez
Tolar Community Center	Van Vernon	Duane Strickland
Generations	Adelida Pena	Nick Cangiamilla
Lakeside Baptist Church	Pamela Colberg	Bob Cantrell
Lipan Church of Christ	Walter Baldree	Patricia McNeely
St Frances Cabrini Catholic Church	Diane Schumann	Kelly Malleck
The Way Church	Betty Knox	Sandra Fest

**EXHIBIT C: ESTIMATED COST OF ELECTION**

ACTUAL COST TO EACH OR SHARED AND SHARE ALIKE FUNCTIONS DIVIDED

Actual cost will be divided between all entities involved in the election. The cost will vary depending upon the number of entities involved in the election, the number of contests/issues, and the number of candidates/responses.

Early voting and Election Day personnel: \$10/hr

Early voting ballot board: \$10/hr

Election supplies:

11 polling locations (1 early voting, 10 Election Day) X

\$15.00 each (Divided between entities)

Publication of notices: \$300-500

Site support: \$4125 (Divided between entities)

Programming/Printing: \$1000-5000

Absentee Ballots Mailed: \$50-250

Wifi: \$80-200 (Divided between entities)

Ivotronic voting machine fee: \$1000-7000

Uhaul fee: \$250-400 (Divided between entities)

Administrative fee: 10%