

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Tricia Thigpen, Deputy City Clerk
Through: Cindy Russell, City Clerk
Date: July 30, 2013
Subject: 2% Referendum Election Contract

REQUEST:

City Council authorization is requested for the City of Gautier to enter into a contract with Danny Glaskox and Joe Barlow of the Jackson County Election Commission to provide assistance for the City's 2% Referendum Tax Election to be held on August 27, 2013.

BACKGROUND:

Scope of Assistance: The cost of testing the machines will be a flat rate of \$20.00 per hour per commissioner. There will also be a cost of \$20.00 per hour per commissioner for setting up the TSX voting machines the day of prior to the election and picking up the TSX machines the day after the election. The cost for technical assistance on Election Day will be \$20.00 per hour for each commissioner for actual hours worked on that day. The cost for building the election database for this election will be an additional \$400.00. The cost of printing street masters and poll books will be at a cost determined by Circuit Clerk Joe Martin's office.

RECOMMENDATION:

Based on the attached information, City staff recommends that City Council authorize entering into a contract with Danny Glaskox and Joe Barlow of the Jackson County Election Commission for the 2% Referendum Tax Election to be held on August 27, 2013.

ATTACHMENT(S):

Jackson County Election Commission Contract

JACKSON COUNTY ELECTION COMMISSION

4111 Amonett Street
Pascagoula, Mississippi 39567

Danny Glaskox, Chairman
Commissioner, District 1
(228) 769-3362
Danny_Glaskox@co.jackson.ms.us

Jerry Sims
Commissioner, District 2

Joe Barlow
Commissioner, District 4

Debbie Hodges
Commissioner, District 3

Robert Williams
Commissioner, District 5

TO: CITY OF **GAUTIER**

DATE: 7/22/2013

SUB: 2% REFERENDUM ELECTION CONTRACT

Danny Glaskox and Joe Barlow of the Jackson County Election Commission agree to provide assistance for the City of Gautier's 2% Referendum tax Election to be held on August 27, 2013. The cost for testing the machines will be a flat rate of \$20.00 per hour per commissioner. There will also be a cost of \$20.00 per hour per commissioner for setting up the TSX voting machines the day prior to the election and picking up the TSX machines the day after the election. The cost for technical assistance on Election Day will be \$20.00 per hour for each commissioner for actual hours worked on that day. The cost for building the election database for this election will be an additional \$400.00. The associated cost of an adequate number of poll managers, receiving and returning managers and any other cost associated with the election is the responsibility of each city. Associated cost of affidavit ballots, absentee ballots and voter history after the election will be the responsibility of the city. The cost of printing street masters and poll books will be at a cost determined by Circuit Clerk Joe Martin's office.

We agree to:

- Build the primary election in SEMS.
- Provide Logic and Accuracy testing on the TSX voting machines used.
- Set-up the machines prior to the election date.
- Break down the machines the day after the election.
- Provide technical assistance for the operation of the voting machines during the day of the election.
- Provide the city with a PDF copy of the ballot for use in printing their absentee ballots and affidavit ballots.
- Provide "Unofficial" voting accumulation at the end of the election at our office facility located at 4111 Amonett St. in Pascagoula.

The city agrees to:

- Provide a safe and secure facility for the TSX voting machines prior to, during, and after the election.
- Pay mileage reimbursement for any travel in private vehicles at the rate of \$.565 per mile for each commissioner.
- Provide a city representative or party representative to pick up TSX memory packs prior to the election and to return the memory packs to our office at 4111 Amonett for tally of the "UNOFFICIAL" results after the election.
- Provide a resolution board to handle any disputes in a ballot determination.
- Have Municipal Election Commissioners finalize results after all absentee and affidavit ballots are counted.
- Pay the cost of posting voter history to the SEMS program (cost to be determined by voter turn-out)
- **The city further agrees to be liable for any damages to any county owned equipment.**

The city will also provide representatives to witness testing of the TSX machines and when final tally is being done at our office.

We will provide the city with a print out of the "Unofficial" tally results from all TSX machines showing the results of each election contest on election night.

Danny Glaskox _____ Election Commissioner District 1

Joe Barlow _____ Election Commissioner District 4

Joe Martin _____ Jackson County Circuit Clerk

Cindy Russell _____ Gautier City Clerk

DATE: _____