

JOINT ELECTION AGREEMENT BETWEEN HAYS COUNTY AND THE CITY OF SAN MARCOS

This Joint Election Agreement ("Agreement") is made this the 19th day June, 2018, between the City of San Marcos, Texas, (the "City") 630 East Hopkins, San Marcos, Texas 78666 and Hays County (the "County"), 111 E. San Antonio Street, Suite 300, San Marcos, Texas 78666, pursuant to Chapter 271 of the Texas Election Code.

Pursuant to Chapter 31 of the Texas Election Code, Chapter 791 of the Texas Government Code and Section 271.002 and 271.003 of the Texas Election Code, the Joint Election Agreement set forth below is entered into by and between the City and the County agree as follows:

Section 1. *Scope of Joint Election Agreement.* The City enters this Joint Election Agreement ("Agreement") for the conduct of the elections to be held between August 2018 through July 2019.

Section 2. *Appoint Election Officer.* The City appoints the Hays County Elections Administrator to serve as the Election Officer (the "Officer") in order to perform and supervise the duties and responsibilities of the Election Officer for any election from August 2018 through July 2019.

Section 3. *Early Voting Polling Locations.* To facilitate the administration of elections, and as a convenience to the voters, during the early voting period established by statute, the City agrees to designate the Hays County Election Administrator's Office, 712 South Stagecoach Trail Ste 1045, San Marcos, Texas 78666 as the main early voting polling place for the City. Furthermore, the City agrees to designate temporary branch early polling places in accordance with Section 85.062, Election Code, V.T.C.A. as called out in the latest Election Orders.

Section 4. *Voting by Mail Ballot.* The City and County agree that early voting by mail ballot shall be conducted in accordance with the applicable provisions of the Texas Election Code and that 712 South Stagecoach Trail Ste 1045 San Marcos, Texas 78666 is the early voting clerk's mailing address to which ballot applications and ballots voted by mail shall be sent for the City.

Section 5. *Election Day Polling Locations.* Election Day voting shall be held in common precincts where appropriate at the dates, times, and locations recommended by the Election Officer and authorized and ordered by the governing body of the City.

Section 6. *Election Day.* On Election day, all forms used in the conduct of the election, including but not limited to the poll list, signature roster, ballot registers, expense accounts, and all oaths and certificates will be used jointly by the two agencies. All forms will be returned to the Hays County Election Administrator who shall keep them in her custody for the period of time prescribed by the Texas Election Code. The County agrees to furnish the City with copies of any election documents upon the City's request at no charge.

Section 7. Use of Common Ballot. It is agreed by the parties to this Agreement that a common ballot will be used for joint elections. The Mobile Ballot Boxes ("MBBS") containing the voted ballots for an election will be delivered by the Precinct Judges to the Hays County Election Administrator's office at 712 South Stagecoach Trail Ste 1045, San Marcos, Texas and the MBBS will remain in the Hays County Election Administrator's custody, except that the County agrees to provide the City with the necessary documentation, if requested, for canvass of an election or in the event the voted ballots are required for a recount or any court proceedings in which the City may be a party. The County agrees to maintain custody of the MBBS containing the voted ballots for the period of time prescribed by the Texas Election Code. All MBBS that are not placed in active voting equipment will remain locked in the Officers' office. MBBS will not be replaced without being logged and checked out by the Officer at any time during an election. An audit shall be conducted to ensure that all MBBS are present and accounted for. A spreadsheet shall be completed at the end of Early Voting and Election Day returns that will identify the number of signatures on the Combination Log and the Number of Cancelled booths, for a representation of voter totals. All replaced equipment will remain secured until after tabulation to ensure that all checks and balances have been satisfied.

Section 8. Reporting of Returns. The Officer shall prepare the unofficial and official tabulation of precinct results under Section 66.056(a) of the Texas Election Code. The unofficial tabulation of Early Voting precinct results and Election Day precinct results shall be made available to the City via email as soon as they are prepared and may be released under law, but no earlier than 7:00 p.m. on Election Day. The Officer or their designee will use their best efforts to post all reports for public review on the Hays County Elections website at www.co.hays.tx.us/elections as soon as reasonably possible.

Section 9. Cost Sharing. The City agrees to the cost sharing provisions below. This includes Hays County, the school districts of the county, the cities of the county, and the water districts and all other entities contracting for election services. The costs incurred with Early Voting locations and Early Voting Clerks will be shared only by entities utilizing the polling location for their individual election contest.

November Uniform Election Date

- I. All Local Political Subdivisions holding an election, including Hays County, will share the following expenses equally: the newspaper notice for the Logic and Accuracy Test of ballots, consumable election supplies, and ballot programming.
- II. The user fees for the voting equipment, election worker payroll, and mileage payments to poll workers will follow these cost sharing arrangements:
 - a. The county will bear 50 % of these election costs at each voting location. The remaining 50 % will be shared between the other entities associated with the polling place.
 - b. If there is no city election, the other entities associated with the polling place will split the remaining 50 % equally.
 - c. If there is no city, no ISD and no other jurisdiction on the ballot, the county pays 100 % of the cost.
 - d. If there is no county election on the ballot, then 100% of the costs will be shared

equally between all jurisdictions.

- III. It is acknowledged that cost sharing expenses will fluctuate depending upon the number of required polling locations, poll workers and number of entities sharing a polling place, as General Elections, held on even numbered years, typically require more resources than Constitutional Amendment elections, held on odd-numbered years.

May Uniform Elections

- I. All Local Political Subdivisions holding an election, including Hays County (when applicable), will share the following expenses equally: the newspaper notice for the Logic and Accuracy Test of ballots, consumable election supplies, and ballot programming.
- II. The user fees for the voting equipment, election worker payroll, and mileage payments to poll workers will follow these cost sharing arrangements:
- a. For polling locations conducting elections of the County: the county will bear 50 % of these election costs at each voting location. The remaining 50% will be shared between the other entities associated with the polling place.
 - b. If there is no city election, the other entities associated with the polling place will split the remaining 50% equally.
 - c. If there is no city, no ISD and no other jurisdiction on the ballot, the county pays 100% of the cost.
 - d. If there is no county election on the ballot, then 100% of the costs will be shared equally between all jurisdictions holding an election.

Section 10. *Amendments.* This Agreement may not be amended or modified except in writing and executed by both the City and the County. Neither party may assign this Agreement without the written consent of the other party. However, the Officer may assign deputies to perform any of the contracted services and may contract with third persons for election services and supplies.

Section 11. *Effective Date.* This Agreement contains the entire agreement between the parties and supersedes all prior understandings and agreements between the parties regarding such matters. The term of this Agreement will commence on August 1, 2018 and end on July 31, 2019.

Section 12. Should any provision in this Agreement be found or deemed to be invalid, this Agreement will be construed as not containing the provision and all other provisions which are otherwise lawful will remain in full force and effect, and to this end the provisions of this Agreement are declared to be severable. In case any one or more of the provisions contained in this Agreement are for any reason held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability will not affect any other provision thereof, and this Agreement will be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

Section 13. Any notice provided for under this Agreement will be forwarded to the following addresses:

Hays County Elections Administrator
Government Center
712 South Stagecoach Trail Ste 1045
San Marcos, Texas 78666

City of San Marcos City Clerk
City Clerk's Office
630 E. Hopkins Street
San Marcos, Texas 78666

Section 14. Nothing contained in this Agreement will authorize or permit a change in the office with whom or the place at which any document or record relating to the Election(s) is to be filed, or place at which any function of the canvass of the election returns is to be performed, or the officer to serve as custodian of voted ballots or other election records.

Section 15. This Agreement shall take effect immediately upon execution by both parties hereof and shall inure to the benefit and be binding upon the administrators, successors and assigns of the Parties hereto.

WITNESS OUR HANDS this 19th day of June, 2018

Hays County Elections Administrator

City of San Marcos

Jennifer Anderson
Elections Administrator

Bert Lumbreras
City Manager

Attest:

Attest:

Jamie Lee Case, City Clerk