

## ACTION FORM BRYAN CITY COUNCIL

<b>DATE OF COUNCIL MEETING:</b> October 8, 2013		<b>DATE SUBMITTED:</b> September 25, 2013	
<b>DEPARTMENT OF ORIGIN:</b> City Secretary		<b>SUBMITTED BY:</b> Mary Lynne Stratta	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>	<b>STRATEGIC INITIATIVE:</b>
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE
<b>AGENDA ITEM DESCRIPTION:</b> Resolution – Appointing Election Officials			
Adoption of a resolution appointing election officials for designated election precincts and polling places, Central Counting Station and the Early Ballot Board for the City of Bryan general election to be conducted on November 5, 2013, jointly with Brazos County and Bryan Independent School District.			
<b>SUMMARY STATEMENT:</b> This item is ministerial in nature, but allows the City Council to officially appoint election officials for the November 5 election. Council previously adopted a resolution ordering the election and setting out that the City would utilize the same election officials as appointed by the Brazos County Commissioners Court for the joint election. The Commissioners have now completed the appointment process and those names are contained in the attached resolution for the Council’s consideration.			
<b>STAFF ANALYSIS AND RECOMMENDATION:</b> Although this action is ministerial in nature, staff recommends adoption of the resolution to allow the City Secretary to issue Writs of Election and Notices of Election to election officials as set forth in the Texas Election Code. The conduct of elections addresses the City Council’s strategic initiatives of service and quality of life.			
<b>OPTIONS (In Suggested Order of Staff Preference):</b>			
<ol style="list-style-type: none"> <li>1. Adopt the resolution.</li> <li>2. Postpone action.</li> <li>3. Take no action.</li> </ol>			
<b>ATTACHMENTS:</b> Resolution			
<b>FUNDING SOURCE:</b> City Secretary’s Election Budget			
<b>APPROVALS:</b> Mary Lynne Stratta 9-25-13; Hugh R. Walker, 09/26/2013			
<b>APPROVED FOR SUBMITTAL: CITY MANAGER</b> Kean Register, 09/30/2013			
<b>APPROVED FOR SUBMITTAL: CITY ATTORNEY</b> Janis K. Hampton, 09/30/2013			

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPOINTING ELECTION OFFICIALS FOR DESIGNATED ELECTION PRECINCTS AND POLLING PLACES, CENTRAL COUNTING STATION AND THE EARLY BALLOT BOARD FOR THE CITY OF BRYAN GENERAL ELECTION TO BE CONDUCTED ON NOVEMBER 5, 2013, JOINTLY WITH BRAZOS COUNTY AND BRYAN INDEPENDENT SCHOOL DISTRICT ELECTIONS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**Whereas**, the Bryan City Council ordered a general election to be held on November 5, 2013, for the purpose of electing a Mayor, one Councilmember from Single Member District One, and one Councilmember from Single Member District Two; and

**Whereas**, the City Council has ordered that the City general election be held jointly with other elections to be conducted by Brazos County, Texas, and Bryan Independent School District on said date; and

**Whereas**, Brazos County, Texas, has now established election precincts, polling places and election officials for said election, and the Bryan City Council earlier voted to utilize the same election officials as Brazos County;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRYAN:**

Section 1. The polls for said election shall be open from 7:00 a.m. to 7:00 p.m. at the following polling places on November 5, 2013. The precinct election officials designated by Brazos County and hereby ratified by the Bryan City Council for said election are as follows:

Precinct:	Polling Place:	Precinct Election Officials:
4, 18, 43	Galilee Baptist Church 804 North Logan	Shirley Carter, Judge Rachel Medina, Alternate Judge
11, 22	College Heights Assembly of God 4100 Old College Road	Arthur Pinto, Judge Lucy Smith, Alternate Judge
12	First Baptist Church 3100 Cambridge Drive	Diana Davis, Judge Susan Spears, Alternate Judge
13	Beacon Baptist Church 2001 East Villa Maria	Nori Hernandez, Judge Princess Jones, Alternate Judge
14, 57	Bryan Ballroom 903 Palasota Drive	Jessie Ostiguin, Judge Bobby Kuhn, Alternate Judge
15	Central Church of Christ 1600 East 29 <sup>th</sup> Street	Debbie Pipes, Judge W. Paul Morano, Alternate Judge
17	Brazos County Health Department 201 North Texas Avenue	Murrey Bennett, Judge Paul Peterson, Alternate Judge
25	George Williams Tabernacle 1216 Eureka	Denise Ray, Judge Dennis Barr, Alternate Judge

56	Bright Light Baptist Church 11234 Highway 30	Clyde Goen, Judge Robert Martinez, Alternate Judge
19, 30, 46, 47	Bryan United Pentecostal Church 2208 Highway 21 East	Sunny Keelan, Judge Lupe Ostiguin, Alternate Judge
36	Fellowship Freewill Baptist Church 1228 West Villa Maria	Ed Biskup, Judge Oscar Chavarria, Alternate Judge
38	Castle Heights Baptist Church 4504 E. Highway 21	Barbara Cooper, Judge Mary Ann Ward, Alternate Judge
45	Arena Hall 2702 Tabor Road	Donald Tracy, Judge Lynn Krueger, Alternate Judge
16, 52	Brazos County Administration Bldg. 200 South Texas Avenue	Barry Clar, Judge Robert Bruce, Alternate Judge
63, 26	Brazos Center 3232 Briarcrest	Marla Calvin, Judge Barry Bauerschlag, Alternate Judge
70	Mary Branch School 2040 West Villa Maria	Marvin Emshoff, Judge Ann Hart, Alternate Judge

Section 2. An Early Ballot Board is hereby designated to canvass the early votes cast by mail and by personal appearance. Bob Davis is duly appointed as Presiding Judge of said Board, and he shall appoint such other members as provided in the Texas Election Code, Section 87.002(b).

Section 3. The following slate of officials and other designated persons are hereby authorized to be present at the Central Counting Station to observe the election counting process:

- a. Representatives of Hart Intercivic and Texas Voting Systems, Inc.
- b. The Secretary of State and/or his authorized representative
- c. The Brazos County Clerk and/or her designated representative
- d. The Bryan City Secretary
- e. Central Counting Station Manager Darlene Nichols
- f. Central Counting Station Judge Bob Davis
- g. Clerks to be appointed by Presiding Judge
- h. Representative of the Bryan ISD Board of Trustees.

Section 4. The Brazos Center located at 3232 Briarcrest Drive, Bryan, Texas, is hereby established as the Central Counting Station to receive and tabulate votes and ballots cast in said election.

Section 5. The following persons are hereby authorized and approved as persons employed and designated to handle the ballots, operate the tabulating equipment, count the ballots, and be present in the Central Counting Station:

- a. Central Counting Station Manager Darlene Nichols
- b. Central Counting Station Judge Bob Davis
- c. Clerks to be appointed by the Presiding Judge
- e. City Secretary Mary Lynne Stratta

- f. County Clerk Karen McQueen
- g. Tabulation Supervisor Cray Crouse
- h. Consultants for Hart Intercivic and Texas Voting Systems, Inc.
- i. Assistant Tabulators Tracy Price and Ben Truong.

Section 6. A committee is hereby established of the following persons to hold three computer accuracy tests. The first test shall be conducted at least 48 hours before the count of voted ballots. The second test shall be conducted immediately prior to the start and the third test immediately subsequent to the count of voted ballots to ascertain that the computer will accurately count the votes cast for the offices to be voted upon in said election:

- a. Central Counting Station Judge Bob Davis
- b. Central Counting Station Manager Darlene Nichols
- b. County Clerk Karen McQueen
- c. Representative of Hart Intercivic
- d. City Secretary Mary Lynne Stratta
- e. Tabulation Supervisor Cray Crouse
- f. Consultant for Texas Voting Systems, Inc.
- g. Representative of Bryan ISD Board of Trustees
- h. Assistant Tabulators Tracy Price and Ben Truong.

Section 7. Should any part, section, subsection, paragraph, sentence, clause or phrase contained in this resolution be held to be unconstitutional or of no force and effect, such holding shall not affect the validity of the remaining portion of this resolution, but in all respects said remaining portion shall be and remain in full force and effect.

Section 8. That this resolution shall be effective immediately upon adoption.

**APPROVED AND ADOPTED** by the City Council of the City of Bryan this 8th day of October, 2013.

ATTEST:

CITY OF BRYAN:

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Mary Lynne Stratta, City Secretary

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Jason P. Bienski, Mayor

APPROVED AS TO FORM:

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Janis K. Hampton, City Attorney