

**CITY COUNCIL AGENDA ITEM COVER MEMO**

Agenda Item Number: \_\_\_\_\_

Meeting Type: Regular

Meeting Date: Jun 12, 2014

Action Requested By: Clerk Treasurer

Agenda Type: Resolution

**Subject Matter:**

Agreement with Madison County, Alabama for Election Custodial Services for the August 26, 2014, Municipal Election and any Municipal Run-Off Election needed on October 7, 2014.

**Exact Wording for the Agenda:**

Resolution authorizing the Mayor to enter into an agreement with Madison County, Alabama for Election Custodial Services for the August 26, 2014, Municipal Election and any Municipal Run-Off Election needed on October 7, 2014. (Clerk-Treasurer)

**Note: If amendment, Please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

This agreement is needed in order for the City of Huntsville to hold and conduct the August 26, 2014 City of Huntsville General Election and any Run-Off Election to be held on October 7, 2014 to elect District 2, 3 and 4 Council Members and School Board Members.

Associated Cost: Not to exceed \$25,000

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: Charles E. Haggard

Date: Jun 2, 2014

**ROUTING SLIP  
FOR  
CONTRACTS AND AGREEMENTS**

Originating Department: Clerk-Treasurer

Contract or Agreement: Agreement between Madison County Alabama and the City of Huntsville for Election Custodial Services for the August 26, 2014 Municipal Election and any Municipal Run-Off Election needed on October 7, 2014.

Contract or Agreement Amount: Not to exceed a total of \$25,000 for the August 26, 2014 Election and for the October 7, 2014 Run-Off Election.

Account Number: 01-5500-0609-7401

DEPARTMENT	SIGNATURE	DATE
1) Originating:	<i>Charles E. Hogood</i>	6/2/14
2) Finance: Randy Taylor	<i>[Signature]</i>	6/2/14
3) Legal: Peter S. Joffrion	<i>[Signature]</i>	6-2-14
4) Originating: <sup>1</sup>		
5) Copy Distribution <sup>2</sup>		
a. Mayor's Office (9 copies)		
b. Clerk-Treasurer (Original & 2 copies)		
c. Legal (1 copy)		
6) Council Action		
7) Clerk-Treasurer		
a. Signature of Mayor		
b. Signature of Council President		
8) Originating <sup>3</sup>		
9) Clerk-Treasurer		

Prepare revised draft  
 Discussed at Department Head meeting  
 Acquire needed signatures  
 (Processing is facilitated if outside signatures are obtained before action.)

RESOLUTION NO. 14- \_\_\_\_\_

**BE IT RESOLVED** by the City Council of the City of Huntsville, Alabama, that the Mayor is hereby authorized to enter into an Agreement for Election Custodial Services for the August 26, 2014, Municipal Election and any required run-off by and between the City of Huntsville and Madison County, Alabama, on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as "Agreement between the City of Huntsville and Madison County, Alabama for Election Custodial Services for the August 26, 2014, Municipal Election and any required run-off" consisting of four (4) pages, and date of June 12, 2014, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, and an executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

**ADOPTED** this the 12th day of June, 2014.

\_\_\_\_\_  
President of the City Council of  
the City of Huntsville, Alabama

**APPROVED** this the 12th day of June, 2014.

\_\_\_\_\_  
Mayor of the City of Huntsville,  
Alabama

**STATE OF ALABAMA**

**MADISON COUNTY**  
**AGREEMENT**

**THIS AGREEMENT** is made and entered into as of the 12th day of June, 2014, by and between THE CITY OF HUNTSVILLE, ALABAMA, a municipal corporation (herein referred to as "Huntsville"), and MADISON COUNTY, ALABAMA, a political subdivision in the State of Alabama (hereinafter referred to as "Madison County").

**WHEREAS**, Huntsville will conduct a general election on August 26, 2014, with a run-off, if necessary, on October 7, 2014, to elect; Members of the Huntsville City Council from Districts 2, 3 and 4; and Members of the Huntsville Board of Education from Districts 2, 3 and 4; and

**WHEREAS**, Huntsville desires to contract with Madison County to provide election custodial services and to use equipment owned by Madison County in order to conduct the election.

**WHEREAS**, Tommy Ragland, Madison County Probate Judge, has been designated by the county as the custodian of the Madison County electronic vote counting machines.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Huntsville, Alabama, that Tommy Ragland is designated

\_\_\_\_\_  
President of the City Council

June 12, 2014

\_\_\_\_\_  
Date

custodian of the City of Huntsville electronic vote counting machines for the municipal general election to be held on August 26, 2014, and , if necessary, the municipal run-off election to be held on October 7, 2014.

**IN CONSIDERATION** of the above recitals, the mutual promises, covenants, and agreement of the parties contained herein, and the payments to be made hereunder, the parties hereby agree as follows:

1. Madison County shall permit Huntsville to use, without charge, the privacy booths or voting stations and tables and chairs owned by Madison County to conduct the August 26, 2014 municipal general election, and, if necessary the October 7, 2014 municipal run-off election.

2. Huntsville shall be responsible for leasing the election vote counters, ordering and paying for all ballots and other election supplies needed to conduct the said election and run-off, if necessary.

3. Madison County shall:

(a) Cause to be delivered to the various polling places prior to the election, and picked up from the various polling places after the election and run-off, if necessary, the electronic ballot counters, AUTOMARK machines, privacy booths or voting stations, tables, chairs, and supplies.

Madison County shall provide a certified authorized instructor to insert the proper computer chip in each electronic ballot counter so that the counter will read only ballots with the correct configuration for the precinct to which that electronic ballot counter is to be delivered, and to certify that the electronic ballot counters are in operational order.

(b) Have Tommy Ragland, the custodian of the County and City of Huntsville electronic vote counting machines, assist the City Clerk-Treasurer of the City of Huntsville in the public test of the electronic vote counting machines on August 21, 2014, at 9:00 a.m. for the general municipal election, and October 2, 2014, at 9:00 a.m. for the municipal run-off election, if one is needed.

(c) Have available on election day a person to answer telephone calls regarding problems at the various voting places and shall have available no less than three (3) electronic voting specialists to answer calls for assistance from the various voting places and to deliver needed supplies to the various voting places.

(d) Store the City of Huntsville August 26, 2014, general election record of election boxes and the October 7, 2014, run-off election record of election boxes in a secured area in the basement of the W. T. Grant Building at 115

South Washington Street, Huntsville, Alabama, for a period of 6 months after the date of the elections, dates being February 26, 2015 for general election and April 7, 2015 for the runoff election.

4. For the services outlined in paragraph 3 above, Huntsville shall pay to Madison County the sum of \$12,500.00 for the election to be held on August 26, 2014, and should a run-off be necessary on October 7, 2014, the sum of \$7,500.00 if only one district has a run-off, and the additional sum of \$2,500.00 per district if a run-off is held in two districts.

SIGNED, EXECUTED and ACCEPTED as of the date first above written.

THE CITY OF HUNTSVILLE, ALABAMA,  
a municipal corporation

By \_\_\_\_\_  
Tommy Battle  
Mayor

ATTEST:

\_\_\_\_\_  
Charles E. Hagood, CMC  
City Clerk-Treasurer

MADISON COUNTY, ALABAMA

By \_\_\_\_\_  
Dale Strong, Chairman  
Madison County Commission

ATTEST:

\_\_\_\_\_  
County Administrator