



## *Agenda Briefing*

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**Date of Meeting:** March 24, 2020

**Responsible Department:** Legislative

**Presenter:** Robin Lenio

**Briefing Prepared By:** Robin Lenio

**Strategic Focus Area:** Engage and Inform Public

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**General Information / Subject:**

On February 4, 2020, the City Council ordered a Special Charter Amendment Election to vote on nineteen (19) Charter Amendment Propositions that were submitted to the City Council by the Charter Review Commission.

On March 13, 2020 both Governor Abbott and Mayor Kolupski issued Declarations of Disaster because of the COVID-19 pandemic, and due to the rapidly changing conditions around the State, and the need for social distancing to mitigate the spread of the virus, Governor Abbott issued a proclamation on March 18, 2020 which allows local political subdivisions to postpone their May elections until the uniform election date in November, which will be November 3, 2020.

At the time of posting of this agenda, the following entities have postponed their May elections and several more are scheduling Council meetings to consider the issue: Galveston County (which includes all cities that hold joint elections with Galveston County), Nassau Bay, Alvin, Meadows Place, Tiki Island Village.

**Executive Summary / Background:**

At this time, \$6,880.00 of the \$11,610.00 budgeted for the May election has been spent, which includes supplies, ballot prep and printing, and logic and accuracy testing services for the equipment. The City will receive a refund \$3,258.00 for the logic and accuracy testing services for the equipment. Leaving a balance of \$7,988.00 in the line item that can be moved forward into the FY20-21 budget for November election expense.

Because the City will be required to use a County polling location for the November 3 election, there may be costs associated with conducting a joint election with the County; however, Harris County has not issued any memos or advisories at this time to address the postponements.

**Funding / Fiscal Information:**

**Account Number:**

**Amount Budgeted:**

**Amount Requested / Required:**

**Funding Source (if not budgeted):**

**Supporting Materials Attached:**

**Prior Action / Review by Council, Boards, Commissions:**

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

**Staff Recommendation:**

The recommendation is for postponement to continue with efforts to mitigate the spread of COVID-19.

**APPROVED BY:  
(as appropriate)**

*Robin Lenio*

03-20-20

\_\_\_\_\_  
Preparer or Department Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Official, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Secretary, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Community and Visitor Relations Director  
if needed

\_\_\_\_\_  
Date

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Court Administrator, if needed

\_\_\_\_\_  
Date

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Deputy City Manager, if needed

\_\_\_\_\_  
Date

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EDC Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Emergency Services Director, if needed

\_\_\_\_\_  
Date

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\_\_\_\_\_  
Finance Director, if needed

\_\_\_\_\_  
Date

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HR Director, if needed

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Date

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IT Director, if needed

\_\_\_\_\_  
Date

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Police Chief, if needed

\_\_\_\_\_  
Date

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Public Works Director, if needed

\_\_\_\_\_  
Date



3/20/2020

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

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