

Meeting Date
February 21, 2023

CITY OF LAKE CITY

Report to Council

AGENDA	
Section	
Item No.	

SUBJECT: Redistricting City Council Districts

DEPT. / OFFICE: City Council

Originator:
Audrey Sikes, City Clerk

City Manager Paul Dyal	Department Director City Council	2/14/23
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Recommended Action:

Requesting approval via resolution to waive the procurement process, as obtaining competitive bids is not feasible due to time constraints with next year's election; and authorize the City to enter into a contract with Kurt Spitzer and Associates, Inc. for redistricting services. The City is on a deadline to provide updated boundaries to the Columbia County Supervisor of Elections Office. Mr. Spitzer served as the redistricting consultant for the Columbia County Board of County Commission in 2021. It would be beneficial for all Columbia County governmental agencies to utilize the same vendor, Mr. Spitzer. The more all district lines are aligned the more streamlined it will be for residents and the Columbia County Supervisor of Elections Office.

Requesting a motion to authorize the additional expenditures for completion of the redistricting project in an amount not to exceed \$10,000 for mapping overlay charges to pull the City's finalized shape files into the Supervisor of Elections database, printing and mailing of new voter cards to City residents. Depending on the final cost of redistricting with Mr. Spitzer there may be funds available in the 511.31 Professional Services budget to cover this expense. However, if all funding is exhausted, a funding source will need to be identified.

Summary Explanation & Background:

Redistricting fixed price could be \$14,000 plus "Out of Scope" up to \$27,500 plus "Out of Scope" depending on the complexity of the project.

Per the Supervisor of Elections Office, upon completion of the redistricting services with Mr. Spitzer and Associates, additional expenses are expected for printing and mailing of new voter cards to City residents.

These estimated costs are as follows:

\$2,000 Printing new voter cards (2,000 at \$1.00)

\$1,200 Mailout charges (2,000 at \$.60)

\$4,000 ICW GIS Mapping overlay charges to pull finalized shape files into Supervisor of Elections database, 2 days at \$2,000 per day

\$7,200 Total for Additional Expenses

Alternatives:

N/A

Source of Funds:

511.31 Council Professional - \$30,000 budgeted for Redistricting of Council Districts

Financial Impact: Estimates below

Kurt Spitzer and Associates, Inc. - \$14,000 plus "Out of Scope" up to \$27,500 plus "Out of Scope"
Supervisor of Elections Office – \$3,200 (Printing/Mailout, will depend on number of voters impacted)
ICW - \$4,000 (\$2,000 per day, 2 days estimated by Supervisor of Elections GIS vendor)

Exhibits Attached:

Kurt Spitzer and Associates, Inc. Redistricting Services Proposal