



TOWN SECRETARY

To: Mayor and Town Council

From: Michelle Lewis Sirianni, Town Secretary

Through: Bob Scott, Interim Town Manager
Robyn Battle, Executive Director of Community Services

Re: Ordering May General Election

Town Council Meeting – February 14, 2023

Agenda Item:

Consider and act upon an ordinance ordering a General Election to be held on May 6, 2023, for the purpose of electing a Councilmember Place 3 and Councilmember Place 5; designating location of polling places; ordering notices of election to be given as prescribed by law and authorizing the Interim Town Manager to execute contracts with Collin County and Denton County Election Departments for joint election services.

Description of Agenda Item:

In accordance with Texas Election Law, the Town Council is responsible for ordering the General Election to be held on the Uniform Election Date in May for the purpose of electing Councilmember Place 3 and Councilmember Place 5. The Town will jointly contract with Collin County and Denton County to conduct the election. Both counties provide training and equipment to the Town to help reduce the cost of holding an election. Election agreements from both counties are provided in draft form until all dates and locations are confirmed by participating entities.

Budgetary Impact:

Cost estimates are based on participating local entities and percentage of registered voters within the Town of Prosper. These costs are subject to change until all entities are confirmed by both counties. The cost for Collin County is currently estimated at approximately \$14,500.71. The cost for Denton County is currently estimated not to exceed \$7,000.00. Election services are funded through account 100-5460-10-02, Election Expenses.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has previously reviewed the standard contracts, and approved the ordinance as to form and legality.

Attached Documents:

1. Ordinance: English & Spanish
2. Collin County Joint Election Contract
3. Denton County Joint Election Contract
4. Election Calendar

Town Staff Recommendation:

Town staff recommends the Town Council approve an ordinance ordering a General Election to be held on May 6, 2023, for the purpose of electing a Councilmember Place 3 and Councilmember Place 5; designating location of polling places; ordering notices of election to be given as prescribed by law and authorizing the Interim Town Manager to execute contracts with Collin County and Denton County Election Departments for joint election services.

Proposed Motion:

I move to approve an ordinance ordering a General Election to be held on May 6, 2023, for the purpose of electing a Councilmember Place 3 and Councilmember Place 5; designating location of polling places; ordering notices of election to be given as prescribed by law and authorizing the Interim Town Manager to execute contracts with Collin County and Denton County Election Departments for joint election services.