



# Weatherford City Council

## AGENDA REPORT

**Meeting Date:** January 23, 2024

**Item Number:** 2023-721-AR

**Staff Contact:** Andrea McDonald, City Secretary

**Phone:** 817-598-4202

---

**SUBJECT:** Consider adoption of Resolution R2024-02 ordering the May 4, 2024 General Election for Council Member Place 3 and Council Member Place 4, authorizing the Mayor to execute the "Notice of General Election", and authorizing the Mayor to contract with the Parker County Elections Administrator to administer Early and Election Day voting.

---

### **BACKGROUND/DISCUSSION**

The General Election will be held on Saturday, May 4, 2024 for the purpose of electing City Officers for Council Member Place 3 and Council Member Place 4.

Resolution R2024-02 is the Order of Election which defines the date, and the offices to be elected by place, at-large. The Order also describes the main early voting place, the dates and times of early voting by personal appearance, and the address and deadline for applications for a ballot by mail. This resolution also constitutes the formal authorization for the Mayor to contract with the Parker County Elections Administrator to administer Early and Election Day voting.

The Notice of General Election is posted and published in the City's official paper, in both English and Spanish, as required by law. This form describes the nature and date of the election; location and hours of the polling place; and location, date and hours of early voting, as prescribed by the Secretary of State.

### **FINANCIAL IMPACT**

Parker County has provided a contract and cost estimate in the amount of \$3,695.00. The County will also charge certain amounts per voter for mail ballots and ballot paper based upon voter turnout. The final, actual, cost will be based on the number of entities that participate, and the number of voters. As noted in the contract, the City of Weatherford must pay a 75% deposit of \$2,771.25 by April 4. After Election Day, the City will receive an invoice and must remit payment for remaining expenses, if any. If actual expenses were less than the deposit, the County will refund those dollars to the City. Sufficient dollars are budgeted in City Administration for this annual expense.

### **SUGGESTED ACTION**

Staff recommends approval of Resolution R2024-02 and the contract with Parker County.

### **ATTACHMENTS**

- [R2024-02 calling May 4 2024 general election\\_ENGLISH.pdf](#)
- [R2024-02 calling May 4 2024 general election\\_SPANISH.pdf](#)
- [2024 Cost Estimate.pdf](#)
- [2024 Contract.pdf](#)

- [2024 Early Voting & Election Day Sites.pdf](#)
- [Calendar.pdf](#)