



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

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DATE: 08/20/2024

**SUBJECT: APPROVAL OF USAGE OF ELECTION CONTRACT FUNDS TO COVER EXPENSES RELATED TO THE CITY OF KELLER SPECIAL ELECTION ON AUGUST 31, 2024 AND GENERAL ELECTION ON NOVEMBER 5, 2024 AND RUNOFF, IF APPLICABLE**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve the use of up to \$200,000.00 from Election Services Contract funds to cover expenses of Election Day consumables for the City of Keller Special Election on August 31, 2024 and General Election on November 5, 2024 and Runoff, if applicable.

**BACKGROUND**

Section 31.100, subsection (a) of the Texas Elections Code establishes that: "Money paid to a county election officer under an election services contract shall be deposited in a separate fund in the county treasury. The county election officer may make expenditures from the fund without budgeting or appropriation by the Commissioners Court."

Related to this, subsection (f) states that: "A surplus in the election services contract fund may be used only to defray expenses of the county election officer's office in connection with election-related duties or functions."

Finally, subsection (c) of rule 81.161 of the Texas Administrative Code requires that: "If the county election officer determines that a funding request qualifies under subsection (b) of this section and should be paid from surplus election service contract funds, said request shall be made in writing to the County Commissioners Court."

With approval, the Election Services Contract funds will be used to cover expenses of election day consumables, such as supplies, food and pay for temporary staff, for the City of Keller Special Election on August 31, 2024 and General Election on November 5, 2024 and Runoff, if applicable.

The election officer has determined that this funding request qualifies under the statutory provisions recited above and makes the request to the Commissioners Court.

**FISCAL IMPACT**

Funding in the amount of \$200,000.00 is available in account T7100-2024-1420000000. Any remaining funds will be available in the FY 2025 budget year.

SUBMITTED BY:	Elections	PREPARED BY: APPROVED BY:	Tracy Nguyen Clint Ludwig
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