

**INTERGOVERNMENTAL AGREEMENT FOR THE
PROVISION OF ELECTION SERVICES BETWEEN
FULTON COUNTY, GEORGIA and
CITY OF ROSWELL, GEORGIA**

THIS INTERGOVERNMENTAL AGREEMENT is entered into this _____ day of _____, 2023, between Fulton County, Georgia (“County”), a political subdivision of the State of Georgia, and the City of Roswell, Georgia (“City”), a municipal corporation lying wholly or partially within the County (each a “Party” and collectively the “Parties”).

WHEREAS, the Parties to this Agreement are both governmental units; and

WHEREAS, the County and the City desire to maintain a mutually beneficial, efficient, and cooperative relationship that will promote the interests of the citizens of both jurisdictions; and

WHEREAS, the City desires to contract with the County to conduct the City’s 2023 general election and potential runoff elections for the citizens of the City pursuant to the applicable laws of the State of Georgia; and

WHEREAS, the City and the County are authorized by Art. IX, Sec. III, Par. I of the Constitution of the State of Georgia to contract for any period not exceeding fifty (50) years for the provision of facilities or services which they are authorized by law to provide, including an agreement for the conduct of the City elections; and

WHEREAS, O.C.G.A. § 21-2-45(c) authorizes the governing authority of any municipality to contract with the County within which that municipality wholly or partially lies to conduct any or all elections; and

WHEREAS, pursuant to O.C.G.A. § 21-2-45(c), a municipality, via adoption of an ordinance, may authorize a county to conduct such election(s), and the City has adopted such an ordinance; and

WHEREAS, pursuant to O.C.G.A. § 21-2-45(c), a municipality may request that the county perform all duties as superintendent of elections as specified in Title 21 of Georgia Law.

NOW THEREFORE, in consideration of the following mutual obligations, the County and City agree as follows:

ARTICLE 1 - CONDUCT OF ELECTIONS

1.1 This Agreement will govern the conduct of any and all elections which the City requests the County to conduct, including any and all runoffs which may be necessary. It is the intent of the Parties that any elections which the County has agreed to perform based on the City’s request

("City Elections") shall be conducted in compliance with all applicable federal, state, and local legal requirements.

1.2 For each election that the City would like the County to perform, the City, at its sole option, shall submit to County a request for the County to conduct the City's municipal election, in the form attached hereto as Exhibit A. Requests must be made and received at the address specified in the Notice Section below no later than March 31, 2023 to allow the County sufficient advance time and notice to adequately prepare to conduct the City Election. If a request is not made and received within the prescribed time, the County shall not conduct the City's election even if the City has so requested the County conduct an election.

1.3 In the event the City requires a special election as defined by O.C.G.A. § 21-2-2(33), the City and the County shall confer as allowed by law and determine the cost the City will pay for the County's election services, and a mutually convenient date to conduct any such election.

ARTICLE 2 - TERM OF AGREEMENT

This Agreement shall commence on the date that it is executed by the Chairman or on behalf of the governing authority of Fulton County, Georgia and will terminate on December 31, 2023, unless otherwise terminated as set forth herein.

ARTICLE 3 - DUTIES AND RESPONSIBILITIES

Pursuant to this Agreement, and contingent upon the City's timely request and agreement by the County to conduct a City election, each Party shall provide the following enumerated services for the election to be held November 7, 2023, and any associated runoff elections which may occur:

3.1 The County, through the Department of Registration and Elections ("DRE") or their designee(s), shall be responsible for:

- a) Designating early and advance voting sites and hours;
- b) Placing the City's candidate(s) on the electronic and printed ballots for City Elections after qualifying;
- c) Placing the City's referendum question(s) on the ballot for a City Election after timely written notice from the City is received by the County (which such notice shall include all necessary details and information);
- d) Hiring, training, supervising, and paying poll officers and absentee ballot clerks;
- e) Preparing and submitting to the City Clerk, as required by O.C.G.A. § 21-2-224(c), a list of electors;

- f) Performing duties of elections Superintendent and absentee ballot clerk for the November 7, 2023 City Election;
- g) Performing logic and accuracy testing as required by Sections 183-1-12-.08 of the Official Compilation of Rules and Regulations of the State of Georgia;
- h) Providing staff, equipment and supplies for conducting the November 7, 2023 City general election at City polling places on City Election days and for conducting recounts as may be required;
- i) Certifying City Election returns as required by O.C.G.A. § 21-2-493, and submitting certified City Election returns to the Georgia Secretary of State and City Clerk or as otherwise directed; and
- j) Upon a change in City precincts or voter districts, notifying City residents of any change in voting districts and/or municipal precincts.

3.2 The City shall be responsible for:

- a) Recommending, with the understanding that the County shall make the final determination of, early voting sites and hours of operation to the County in conformance with current election laws and regulations;
- b) Adopting Election ordinances pursuant to O.C.G.A. § 21-2-45(c);
- c) Preparing qualifying materials for potential candidates and performing qualifying of candidates, including any write-in candidates, for City Elections as required by state law, specifically O.C.G.A. § 21-2-130 *et seq.*;
- d) Fixing and publishing the qualifying fee as required by O.C.G.A. § 21-2-131;
- e) Collecting and retaining the qualifying fee as required by O.C.G.A. § 21-2-131, as it may be amended;
- f) Performing filing officer duties as required by the Georgia Government Transparency and Campaign Finance Commission for any and all state reports filed by the candidates or committees in conjunction with City Elections to ensure compliance with Title 21, Chapter 5 of the Official Code of Georgia;
- g) Verifying the City's voter list and street maintenance files by June 21, 2023.
- h) Providing the County with an electronic copy of referendums that must be placed on a ballot;

- i) Reviewing ballot proofs and notifying County of corrections or approval within twenty-four (24) hours of receiving proofs for candidate listings; and
- j) Otherwise cooperating with the County in the performance of this Agreement and providing the County such documentation and information as it may reasonably request to facilitate the performance of its duties under this Agreement.

ARTICLE 4 - COMPENSATION AND CONSIDERATION

4.1 To conduct the general elections and associated run-off elections for all fifteen (15) municipalities within the County's geographical territory, the County estimates that the total cost to the County will be \$5,720,000.00 to conduct general municipal elections and \$2,451,900.00 to conduct any associated runoff elections.

4.2 In consideration for the County's election services, the City shall pay an estimated pro-rata share of the total election cost based on the City's number of registered voters. Payments must be received by the County at least four (4) months prior to the date of the City's scheduled general election and two (2) weeks prior to any associated run-off election.

4.3 The City's estimated pro-rata share of the total election cost presently is **\$554,028.21**. This amount is subject to recalculation if the County does not provide all cities within the County's jurisdictional limits with election assistance in 2023. The County will notify the City of any change in the City's estimated pro-rata share no later than September 1, 2023.

4.4 If the estimated pro-rata share payment results in the City making payments in excess of the actual cost of performing the City's requested election services, such excess payments shall be refunded to the City.

4.5 If the actual cost to the County to conduct the City's general election or associated runoff elections exceeds the estimated pro-rata share advance payment made by the City, the City shall pay such excess amount to the County within thirty (30) days of the County's request for payment of the excess amount. Failure on the part of the City to remit payment timely is a material breach of this Agreement.

4.6 Notwithstanding anything else in this Agreement to the contrary, in compliance with O.C.G.A. § 21-2-45(c), the City understands and agrees that it shall be responsible for paying all costs incurred by the County in performing election services which the City has requested from the County.

ARTICLE 5 - LEGAL RESPONSIBILITIES

5.1 The City shall be solely responsible for any liability resulting from any claims or litigation arising from or pertaining to any City Election, except claims or litigation regarding the acts of agents or employees of the County, the County Board of Registration and Elections, and the County Election Superintendent in connection with any City Election held pursuant to this Agreement. The City agrees to reimburse the County for all costs, including, but not limited to,

court costs and attorney fees for the County Attorney or outside counsel, incurred by the County as a result of any such claim or litigation. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County.

5.2 In the event that a City Election is contested, the City shall be solely responsible for any liability resulting from any claims or litigation arising from or pertaining to any contested City Election, except claims or litigation regarding the acts of agents or employees of the County, the County Board of Registrations and Elections, and the County Election Superintendent in connection with any City Election held pursuant to this Agreement. The City agrees to reimburse the County for all costs incurred in responding to the election challenge, including, but not limited to, attorney's fees for the County Attorney or outside counsel and all expenses associated with the election challenge and any appeals thereafter. The City shall make payment of such reimbursements to the County within thirty (30) days of receipt of any invoice for reimbursement from the County. If a second election is required, such election will constitute a City Election under this Agreement and shall be conducted in accordance with the terms of this Agreement.

5.3 To the extent allowed by law, the City agrees to defend and hold harmless the County with respect to any claim, demand, action, damages, judgment, cost and/or expenses (including, without limitation, reasonable attorney's fees and legal expenses) to which the County may be subjected as a consequence of or as a result of any error, omission, tort, intentional tort, willful misconduct, or any other negligence on the part of the City and/or its employees.

5.4 To the extent allowed by law, the County agrees to defend and hold harmless the City with respect to any claim, demand, action, damages, judgment, cost and/or expenses (including, without limitation, reasonable attorney's fees and legal expenses) to which the City may be subjected as a consequence of or as a result of willful misconduct on the part of the County and/or its employees.

5.5 It is the intent of the Parties for them, along with their officials, officers, employees and agents to be covered under the auspices of any applicable immunity granted by law, including sovereign immunity and official or qualified immunities.

5.6 Should it be necessary to comply with legal requirements that any of the County's personnel shall be sworn in as a temporary officer or employee of the City, such formality shall be observed without limitation.

ARTICLE 6 - EMPLOYMENT STATUS

6.1 All County personnel assigned under this Agreement are and will continue to be employees of the County for all purposes, including, but not limited to: duties and responsibilities, employee benefits, grievance, payroll, pension, promotion, annual or sick leave, standards of performance, training, workers compensation and disciplinary functions.

6.2 All County personnel assigned under this Agreement are and will continue to be part of the DRE and under the supervision of the Fulton County Director of the DRE.

6.3 All City personnel assigned under this Agreement are and will continue to be employees of the City.

ARTICLE 7 - RECORDKEEPING AND REPORTING

7.1 The DRE is the central repository for all DRE records and makes available public records as defined and required by the Georgia Open Records Act, O.C.G.A. § 50-18-70, *et seq.*, O.C.G.A. § 21-2-51 and O.C.G.A. § 21-2-72, now and as they may be amended hereafter. During the term of this Agreement, the County will continue to comply with the applicable provisions of the Georgia Open Records Act and the Georgia Election Code.

7.2 Except as limited by any provision of state or federal law, the City may request, review and access data and County records at a mutually agreed upon time to ensure compliance with this Agreement.

ARTICLE 8 - E-VERIFY AND TITLE VI

Each Party agrees that it will comply with all E-Verify and Title VI requirements and execute any documents reasonably required related to such compliance. Further, each Party agrees that any contracts let for work completed pursuant to this Agreement shall contain all required E-Verify and Title VI requirements under applicable law.

ARTICLE 9 - AUTHORIZATION

Each of the individuals executing this Agreement on behalf of his or her respective Party agrees and represents to the other Party that he or she is authorized to do so and further agrees and represents that this Agreement has been duly passed upon by the required governmental agency or council in accordance with all applicable laws and spread upon the minutes thereof. The Parties hereto agree that this Agreement is an intergovernmental contract and is entered into pursuant to Article IX, Section III, Paragraph I of the Constitution of the State of Georgia 1983.

ARTICLE 10 - TERMINATION AND REMEDIES

Either Party may unilaterally terminate this Agreement, in whole or in part, for any reason whatsoever or no reason at all, by notice in writing to the other Party delivered at least thirty (30) days prior to the effective date of the termination. Upon termination, the City shall be responsible for any and all costs the County has incurred, for preparation and/or performance of the City Election, up to receipt of notice to terminate this Agreement. Without terminating this Agreement, the County may suspend, delay, or interrupt all or any part of its responsibilities under this Agreement for the period of time that the County determines appropriate for its convenience.

ARTICLE 11 - NOTICES

All required notices shall be given by certified first class U.S. Mail, return receipt requested, or statutory overnight delivery. The Parties further agree to provide to each other non-

binding duplicate electronic mail notice. Future changes in address shall be effective upon written notice being given by the City to the County Elections Superintendent or by the County to the City Clerk. Notices shall be addressed to the Parties at the following addresses:

If to the County: Fulton County Board of Registration and Elections
Attn: Director
130 Peachtree St SW, Suite 2186
Atlanta, Georgia 30303

With a copy to: Fulton County Office of the County Attorney
Attn: County Attorney
141 Pryor Street SW, Suite 4038
Atlanta, Georgia 30303

If to the City: City Clerk
Marlee Press
38 Hill Street, Suite 115
Roswell, GA 30075

With a copy to: City Attorney
David Davidson
38 Hill Street, Suite 110
Roswell, GA 30075

ARTICLE 12 - NON-ASSIGNABILITY

Neither Party shall assign any of the obligations or benefits of this Agreement.

ARTICLE 13 - ENTIRE AGREEMENT

The Parties acknowledge, one to the other, that the terms of this Agreement constitute the entire understanding and Agreement of the Parties regarding the subject matter of the Agreement. This Agreement constitutes the entire understanding and agreement between the Parties concerning the subject matter of this Agreement and supersedes all prior oral or written agreements or understandings. No representation oral or written not incorporated in this Agreement shall be binding upon the City or the County. All Parties must sign any subsequent changes in the Agreement.

**ARTICLE 14 - SEVERABILITY, VENUE AND
ENFORCEABILITY**

If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid or otherwise unenforceable, that provision or portion of the provision will be severed, and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement. No action taken pursuant to this Agreement should be deemed to constitute a waiver of compliance with any representation, warranty, covenant or agreement contained in this Agreement and will not operate or be construed as a waiver of any subsequent breach, whether of a similar or dissimilar nature. This Agreement is governed by the laws of the state of Georgia without regard to conflicts of law principles thereof. Should any Party institute suit concerning this Agreement, venue shall be in the Superior Court of Fulton County, Georgia. Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one Party by reason of the rule of construction that a document is to be construed more strictly against the Party who itself or through its agent prepared the same, it being agreed that the agents of all Parties have participated in the preparation hereof.

ARTICLE 15 - BINDING EFFECT

This Agreement is intended for the benefit of the Parties hereto and is not for the benefit of, nor may any provision hereof be enforced by, any other person.

ARTICLE 16 - COUNTERPARTS

This Agreement may be executed in several counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument. Electronic signatures shall have the same weight and effect of wet signatures.

IN WITNESS WHEREOF, the City and County have executed this Agreement through their duly authorized officers on the day and year first above written.

FULTON COUNTY, GEORGIA

Robert L. Pitts, Chairman
Fulton County Board of Commissioners


DATE:

Attest: _____
Tonya R. Grier, Clerk to Commission

APPROVED AS TO FORM:

Y. Soo Jo, County Attorney

APPROVED AS TO SUBSTANCE:



Nadine Williams, Director
Fulton County Department of Registration
and Elections

[Signatures Continued on Following Page]

CITY OF ROSWELL, GEORGIA

Christine Hall (SEAL)

Mayor Pro-Tem, Christine Hall



APPROVED AS TO FORM:

David Davidson

City Attorney, David Davidson

APPROVED AS TO SUBSTANCE:

Marlee Press

City Clerk, Marlee Press

EXHIBIT A

As per the Agreement executed on April 10, 2023, the City of Roswell, hereby requests that Fulton County conduct its General and potential Runoff Elections beginning on November 7, 2023 within the boundary of Fulton County.

The last day to register to vote in this election is October 10, 2023.

The list of early voting locations will be forthcoming.

This 10th day of April, 2023.

Melissa Press (SEAL)
City Clerk



Fulton County, Georgia agrees to conduct the City of Roswell's General and potential Runoff Elections beginning on November 7, 2023, within the boundary of Fulton County.

This _____ day of _____, 2023.

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

Advanced Voting Site Added Costs

MUNICIPAL NOV 7, 2023

MUNICIPAL RUNOFF DEC 5, 2023

1160 SALARIES - TEMPORARY		Reg Bill Rate (p/hr)	OT Bill Rate (p/hr)	Reg Hours	OT Hours	Costs	Start date	End date
1	Advance Voting - Manager	\$30.82	\$46.23	184	79	\$ 9,323.05	16-Aug	30-Nov
2	Advance Voting - Asst. Mgr	\$24.79	\$37.19	184	79	\$ 14,997.95	16-Aug	30-Nov
4	Advance Voting - Processors/Clerks	\$22.78	\$34.17	144	79	\$ 23,919.00	5-Sep	30-Nov
						<u>\$ 48,240.00</u>		

1160 SALARIES - TEMPORARY		#	Reg Bill Rate (p/hr)	OT Bill Rate (p/hr)	Reg Hours	OT Hours	Costs
ADVANCE VOTING LOCATIONS - TEMP							
1	Advance Voting - Manager	1	\$30.82	\$46.23	88	34	\$ 4,283.98
2	Advance Voting - Asst. Mgr	2	\$24.79	\$37.19	88	34	\$ 6,891.96
4	Advance Voting - Processors/Clerk	4	\$22.78	\$34.17	88	34	\$ 12,665.68
						<u>\$ 23,841.62</u>	

Note> These are the incremental costs of adding 1 Advanced Voting (AV) site.

The assigned staff for NOV 2023 municipal election will work 19 days for AV. The assigned staff for DEC 2023 run-off, if needed, will work 11 days for AV.

STATE OF GEORGIA

FULTON COUNTY

March 27, 2023

**RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE
CITY OF ROSWELL, GEORGIA REQUESTING FULTON
COUNTY CONTINUE TO PROVIDE EARLY VOTING SITES AT
BOTH LIBRARY BRANCHES WITHIN THE CITY OF ROSWELL
FOR THE 2023 MUNICIPAL ELECTIONS**

WHEREAS, the City of Roswell is a Georgia Municipal corporation; and

WHEREAS, the Mayor and City Council are the governing authority of the City of Roswell, Georgia; and

WHEREAS, the Mayor and Council have determined that it is in the citizens of Roswell's public interest to have efficient and fair elections; and

WHEREAS, the Fulton County has proposed to reduce voter access and to have only one early voting site within the City for the upcoming 2023 Municipal Election; and


WHEREAS, the Mayor and Council have determined that the ability of citizens to vote early at libraries makes the voting process more accessible to all citizens; and

WHEREAS, the Mayor and City Council support the citizens' right to vote:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Roswell, Georgia that the City of Roswell does hereby request that Fulton County continue to allow early voting at both library branches, Roswell Library and East Roswell Library, within the city in order to provide voters the necessary access for the 2023 municipal elections.

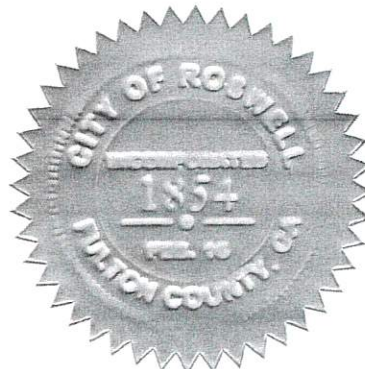
A copy of this Resolution shall be attached to the Intergovernmental Agreement with Fulton County Department of Registrations and Elections to conduct the 2023 Election.

The above Resolution was read and approved by the Mayor and Council of the City of Roswell, Georgia on the 27th day of March, 2023.


Kurt M. Wilson, Mayor

Attest:


Marlee Press, City Clerk
(Seal)



4. **Approval of a Resolution to be included with the Intergovernmental Agreement (IGA) with Fulton County to provide two advance voting locations in Roswell (Roswell Library and East Roswell Library) for the November 7, 2023 Municipal Election and December 5, 2023 Runoff, if needed.**

Resolution No. 2023-03-12

The Resolution was approved with changes and additional language to include:

Title to read:

RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF ROSWELL, GEORGIA REQUESTING FULTON COUNTY CONTINUE TO PROVIDE EARLY VOTING SITES AT BOTH LIBRARY BRANCHES WITHIN THE CITY OF ROSWELL FOR THE 2023 MUNICIPAL ELECTIONS

WHEREAS, the Fulton County has proposed to reduce voter access and to have only one early voting site within the City for the upcoming 2023 Municipal Election; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Roswell, Georgia that the City of Roswell does hereby request that Fulton County continue to allow early voting at both library branches, Roswell Library and East Roswell Library, within the city in order to provide voters the necessary access for the 2023 municipal elections.

A copy of this Resolution shall be attached to the Intergovernmental Agreement with Fulton County Department of Registrations and Elections to conduct the 2023 Election.

RESULT:	APPROVED WITH ADDITIONS AND CHANGES [UNANIMOUS]
MOVER:	G. Lee Hills, Councilmember
SECONDER:	Mike Palermo, Councilmember
IN FAVOR:	Beeson, Hall, Hills, Morthland, Palermo, Vanstrom

5. **Approval of a Resolution regarding Public Records.**

Resolution No. 2023-03-13

The Resolution states: The Mayor and Council of the City of Roswell resolve that public records will only be mailed, emailed or delivered electronically to entities or individuals who provide verifiable names and addresses. Anyone wishing to remain anonymous or use aliases may come into City Hall to inspect and copy public documents and to pay for such records and associated search, retrieval, redaction and production or copying costs as provided by law.

RESULT:	APPROVED [5 TO 1]
MOVER:	G. Lee Hills, Councilmember
SECONDER:	Mike Palermo, Councilmember
IN FAVOR:	Hall, Hills, Morthland, Palermo, Vanstrom
OPPOSED:	Sarah Beeson

STATE OF GEORGIA
COUNTY OF FULTON

First Reading: March 27, 2023
Second Reading: April 10, 2023

**AN ORDINANCE OF THE CITY COUNCIL TO
AUTHORIZE FULTON COUNTY TO CONDUCT ELECTION**

WHEREAS, on November 7, 2023 an election will be held in the City of Roswell to elect City Council members for Posts One, Two and Three and Municipal Judge; and

WHEREAS, O.C.G.A. § 21-2-45 provides that a municipality may authorize and contract with a county to conduct elections:

1.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF ROSWELL, and it is hereby ordained and established by authority of the same, that the Mayor is authorized to enter into a contract with the Fulton County Department of Registrations and Elections to conduct this election using ExpressPoll or other such measures approved by the Georgia Secretary of State, which contract is attached hereto and incorporated herein.

2.

All ordinances, parts of ordinances, or regulations in conflict herewith are repealed as of the effective date of this Ordinance.

3.

Severability. Should any section of this Ordinance be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of the Ordinance as a whole or any part thereof which is not specifically declared to be invalid or unconstitutional.

4.

This Ordinance shall take effect and be in force from and after the date of its adoption, the public welfare demanding it.

The above Ordinance having been read according to law is hereby approved by the Mayor and Council of the City of Roswell, Georgia on this 10th day of April, 2023.


Christine Hall, Mayor Pro-Tem

Attest:


Marlee Press, City Clerk
(Seal)

