

STATE OF GEORGIA  
COUNTY OF FULTON

**AN ORDINANCE CALLING FOR A SPECIAL ELECTION TO BE HELD ON  
TUESDAY, MAY 24, 2016 AND FOR OTHER PURPOSES**

**TO PROVIDE** for the call and date of the 2016 Special Election for the City of Sandy Springs, Georgia, to fill the seat left vacant by District 3 Council member Graham McDonald; and

**TO PROVIDE** for the date for any runoff required where no candidate receives a majority of the votes cast; and

**TO PROVIDE** for the location for advance voting for the 2016 Special Election; and

**TO PROVIDE** for the location for regular voting for the 2016 Special Election; and

**TO PROVIDE** direction for absentee balloting; and

**TO PROVIDE** for qualifying fees and dates and times to qualify for the City of Sandy Springs Council seat for District 3, for the 2016 Special Election; and

**TO PROVIDE** for the appointment of Michael D. Casey, City Clerk, as the Elections Superintendent for the 2016 Special Election and run-off election, if needed.

**NOW THEREFORE, BE IT HEREBY ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS THAT:**

**Section 1:** Notice is hereby given that the date and call of the 2016 Special Election to fill the District 3 Council seat for the City of Sandy Springs is hereby established for Tuesday, May 24, 2016, pursuant to O.C.G.A. § 21-2- 540.

**Section 2:** Notice is hereby given that in the event that no candidate for the City Council District 3 Council seat receives a majority of the votes cast, a run-off election shall be held the twenty-eighth day following the 2016 Special Election, which is Tuesday, June 21, 2016, between the two (2) candidates receiving the highest number of votes, pursuant to O.C.G.A. § 21-2-501.

**Section 3:** Notice is hereby given that advance voting for the 2016 Special Election will take place Monday, May 2, 2016, through Friday, May 20, 2016, between the hours of 8:30 a.m. and 4:30 p.m. at the Fulton County North Fulton Annex, 7741 Roswell Road, Sandy Springs, Georgia.

**Section 4:** Notice is hereby given that regular voting for the 2016 Special Election will take place Tuesday, May 24, 2016, between the hours of 7:00 a.m. and 7:00 p.m. at Hammond Park, Building 2, 705 Hammond Drive, Sandy Springs, Georgia.

**Section 5:** Notice is hereby given that absentee balloting for the 2016 Special Election may be requested from the office of the Sandy Springs City Clerk, City of Sandy Springs, 7840 Roswell Road, Building 500, Sandy Springs, Georgia.

**Section 6:** Notice is hereby given that the qualifying fees to be paid by each candidate for the City Council District 3 Council seat shall be 3% of the annual salary of a Sandy Springs Council member and is set at \$540.00, pursuant to O.C.G.A. § 21-2-131(a)(1). Each candidate, or his or her designee, shall file notice of candidacy in the office of the Sandy Springs City Clerk at any of the following dates and times: Wednesday, April 13, 2016, between the hours of 8:30 a.m. and 4:30 p.m.; Thursday, April 14, 2016, between the hours of 8:30 a.m. and 4:30 p.m.; and Friday, April 15, 2016, between the hours of 8:30 a.m. and 12:30 p.m., pursuant to O.C.G.A. § 21-2-132. Each candidate must meet the qualifications of the Charter and Code of Ordinances of the City of Sandy Springs, as well as all applicable State laws.

**Section 7:** The City of Sandy Springs hereby appoints Michael D. Casey, City Clerk, as the Elections Superintendent for the May 24, 2016 Special Election and the June 21, 2016 run-off, if needed.

**Section 8:** It is hereby declared to be the intention of this Ordinance that its sections, paragraphs, sentences, clauses and phrases are severable, and if any section, paragraph, sentence, clause or phrase of this Ordinance is declared to be unconstitutional or invalid, it shall not affect any of the remaining sections, paragraphs, sentences, clauses or phrases of this Ordinance.

**Section 9:** All Ordinances in conflict with this Ordinance are hereby repealed.

**Section 10:** This Ordinance shall become effective upon passage by the Mayor and City Council of the City of Sandy Springs and signature of the Mayor subject to Georgia Laws 1983, page 4119.

Date: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

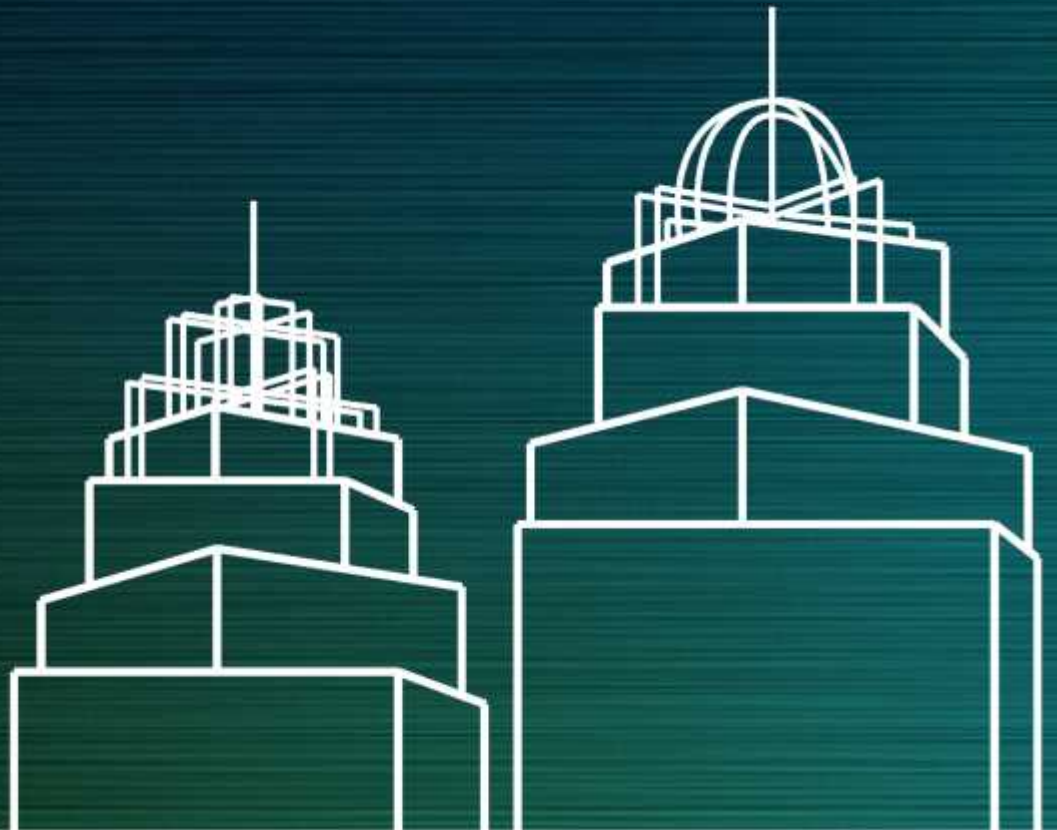
Attest:

\_\_\_\_\_  
Michael D. Casey, City Clerk

[SEAL]

# Special Election Update

March 29, 2016



## Background

- District 3 seat vacated when Graham McDonald qualified to run for Ga. House Seat 52
- With more than 12 months left in the term, special election to be held to fill the District 3 seat
- Two Date Options for Special-Called Election
  - May 24
  - November 8

## May 24 Option

- Pro: Fills the seat as soon as possible
  - Members of Council expressing a strong desire to determine if the date is feasible
- Challenges:
  - Outside the 90 day requirement to have special election as a part of the primary process administrated by Fulton County Elections – City must **host its own** election
    - Polling locations must be separate from Fulton polling locations; however, they can be within the same facility. Polling spaces must be dedicated space allowing for overnight equipment storage.
    - City is responsible for all staffing (minimum 4 per polling location)
  - Electronic poll books not available – paper ballots will need to be utilized
    - Pro: Less training is needed for poll workers using paper ballots
  - Compressed time period to implement

## November 8 Option

- Pros:
  - Election can be held/managed by Fulton County Elections as part of General Election Day events
  - All polling stations and electronic poll books available, with staffing through Fulton County Elections
- Challenges:
  - Leaves District 3 open for an extended period of time

## Working towards May 24 Election

- Early Voting: North Fulton Annex (secured)
  - Same location used by Fulton County Elections for Early Voting
- Absentee Ballots:
  - Requests and processing through the City Clerks office
  - Information available through [www.sandyspringsga.gov/vote](http://www.sandyspringsga.gov/vote)
- Election Day: Hammond Park, Round Program Building (secured)
  - One of the District 3 polling locations
  - Considerations: Reduces staffing needs and potential for logistical errors and overall cost versus multiple locations
- Counting of ballots will take place at City Hall

## Estimated Costs

- May 24 Election – \$72,343
- Runoff Election (if needed) - \$35,230.50



## Cost Breakdown – Election Day

- PROFESSIONAL SERVICES - Project Management
  - Project Plan/Election Calendar, recruitment of poll workers, training of poll workers, interface to equipment supplier ES&S, pre-election meetings with Fulton County Elections, candidate qualifying process, ballot preparation, precinct certification, absentee/early voting process, election day operations, monitoring precincts, vote tabulation, certification of election \$ 49,500
  - Logic & Accuracy Testing, technical assistance \$ 2,000
- Rental Equipment – Van, Radios, Cell Phones, Voting Equipment optical scan, Registration Database
  - Optical Scan Equipment (3) \$ 2,000
  - Registration Database (printing) \$ 250
  - Rental 3 Laptops for voter check in \$ 500

## Cost Breakdown – Election Day

- POLL WORKERS

- Poll Worker Recruitment \$ 800
- Training of poll workers, manuals and certification (included in project management fees)
- EARLY VOTING – 15 days
  - 1 Chief Mgr @ \$109.36 \$ 1,640
  - 1 Asst Mgr @ \$95.92 \$ 1,439
  - 3 Clerks @ \$90.32 \$ 4,064
- ELECTION DAY- 7a.m. – 7 p.m.
  - 1 Chief Mgr @ \$250/Election Day \$ 250
  - 1 Asst Mgr @ \$200/Election Day \$ 200
  - 5 Clerks @ \$175/Election Day \$ 875

## Cost Breakdown – Election Day

- **POSTAGE/LEGAL ANNOUNCEMENTS ETC.**
  - Absentee Ballots, letters to voters, poll workers, postage \$ 3,000
- **BALLOTS**
  - Ballot Layout and Design and Programming \$ 2,500
  - Proofing (included in project management)
  - Ballots Printing – absentee, provisional and election day
  - 3000 @ \$0.50/each \$ 1,500
- **POLLING PLACES**
  - Polling Place Surveys - \$ 500
  - Delivery and Pick-Up of Voting Equipment and Supplies \$ 250

## Cost Breakdown – Runoff Election

- PROFESSIONAL SERVICES: Project Management
  - Project Plan/Election Calendar, recruitment of poll workers, training of poll workers, interface to equipment supplier ES&S, pre-election meetings with Fulton County Elections, candidate qualifying process, ballot preparation, precinct certification, absentee/early voting process, election day operations, monitoring precincts, vote tabulation, certification of election \$ 24,750
  - Logic & Accuracy Testing, technical assistance \$ 1,000
- RENTAL EQUIPMENT – Van, Radios, Cell Phones, Voting Equipment optical scan, Registration Database
  - Optical Scan Equipment (3) \$ 2,000
  - Registration Database (printing) \$ 0
  - Rental 3 Laptops for voter check in \$ 500

## Cost Breakdown - Run off Election

- POLL WORKERS

- EARLY VOTING – 5 days

- 1 Chief Mgr @ \$109.36 \$ 546.50
- 1 Asst Mgr @ \$95.92 \$ 479.50
- 3 Clerks @ \$90.32 \$ 1,354.50

- ELECTION DAY- 7a.m. – 7 p.m.

- 1 Chief Mgr @ \$250/Election Day \$ 250
- 1 Asst Mgr @ \$200/Election Day \$ 200
- 5 Clerks @ \$175/Election Day \$ 875

## Cost Breakdown – Run off

- POSTAGE/LEGAL ANNOUNCEMENTS ETC.
  - Absentee Ballots, letters to voters, poll workers, postage \$ 1,000
- BALLOTS
  - Ballot Layout and Design and Programming \$ 1,500
  - Proofing (included in project management) \$ 0
  - Ballots Printing – absentee, provisional and election day
    - 1000 @ \$0.50/each \$ 1,000