

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** City Clerk's Office

**AGENDA DATE:** February 16, 2021

**CONTACT PERSON NAME AND PHONE NUMBER:** Laura D. Prine, (915) 212-0049

**DISTRICT(S) AFFECTED:** All Districts

**STRATEGIC GOAL:** GOAL 6 SET THE STANDARD FOR SOUND GOVERNANCE AND FISCAL MANAGEMENT

**SUBGOAL:** 6.8 Support transparent and inclusive government.

**SUBJECT:**

An Ordinance amending Title 2 (Administration and Personnel) Section 2.64 (Board of Trustees - Membership), Subsection (A) in order to allow for electronic voting by City employees to elect Pension Board Trustees.

**BACKGROUND / DISCUSSION:**

The City Council wishes to allow for electronic voting to enable a more efficient and safer process for the election of two employees to serve as pension board trustees during the election scheduled the last week in April.

**PRIOR COUNCIL ACTION:**

On April 17, 2018, the same Section of Title 2 was amended to change the terms of office, change the Fund name, and other procedures related to the vacancies on the board.

**AMOUNT AND SOURCE OF FUNDING:**

N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

*Laura D. Prine*

02/10/2021

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**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING TITLE 2 (ADMINISTRATION AND PERSONNEL) SECTION 2.64 (BOARD OF TRUSTEES - MEMBERSHIP), SUBSECTION (A) IN ORDER TO ALLOW FOR ELECTRONIC VOTING BY CITY EMPLOYEES TO ELECT PENSION BOARD TRUSTEES.**

**WHEREAS**, Section 2.64.030 of the City Code discusses the process for selection of members to the Board of trustees for the City Employees' Pension Fund; and

**WHEREAS**, the City Council wishes to allow for electronic voting to enable a more efficient and safer process for selection of certain members.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO, TEXAS,**

Section 1. THAT CHAPTER 2.64.030(A) BE AMENDED AS FOLLOWS:

**2.64.030 - Board of trustees—Membership.**

A. The two members of city council, one of whom may include the mayor, at his or her discretion, shall be appointed by the mayor to serve on the board. The mayor shall also appoint the two citizens who are not officers or employees and the retiree member. The four employees serving on such board shall be elected by a vote of the employees qualified to participate in such fund. Such election shall be held during three working days falling within the last full week of April during times as determined and set by the city clerk. The city manager must give notice of the time and place of the election, including whether such election will be by electronic vote, and must post notices on the bulletin boards in City Hall and in all city departments not later than the first day of April immediately preceding the election. If the election is by electronic vote, the City Manager must also notify City employees electronically at that time. Candidates for election to the board shall file an application with the city clerk not later than April 10th requesting that their names be placed on the ballot in the manner prescribed by the City Clerk with the approval of the City Manager. The city clerk shall on the next following business day, certify the names of all of the qualified candidates. A list of the qualified candidates shall be posted by the city clerk on the bulletin boards in City Hall, in all city departments and electronically in the manner prescribed by

**ORDINANCE NO. \_\_\_\_\_**

the City Clerk not later than April 20th. Voting shall be by electronic voting in accordance with the process and procedure provided by the City Clerk or by written ballot and ballot boxes shall be placed at not less than two locations convenient to all members as may be determined by the city clerk. Eligible voters shall be given time to vote during their regular duty hours. All elections shall be determined by a plurality vote. The candidate or candidates receiving the most votes shall fill existing vacancies, with full terms being filled first. The city clerk shall be in charge of conducting such elections. The city clerk is responsible for furnishing, locating and controlling all ballot boxes and no voting box may be moved without the prior written consent of the city clerk, or for election by electronic vote, the city clerk is responsible for managing and overseeing the voting process. If the election is not by electronic vote, the city clerk shall print all ballots and assign personnel necessary for the supervision of the voting. The City Clerk must prepare eligible voting lists, count the votes and certify successful candidates. If the number of qualified candidates certified by the city clerk does not exceed the number of vacant positions for which the election would be held, such candidates are deemed to be unopposed, and the city clerk shall as soon as practicable following his certification, declare the unopposed candidates elected, and as necessary assign the terms through the drawing of lots.

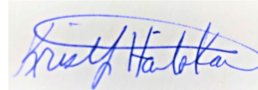
PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

CITY OF EL PASO

\_\_\_\_\_  
Oscar Leeser  
Mayor

ATTEST:

APPROVED AS TO FORM:



\_\_\_\_\_  
Laura D. Prine  
City Clerk

\_\_\_\_\_  
Kristen L. Hamiton-Karam  
Senior Assistant City Attorney

**ORDINANCE NO.** \_\_\_\_\_