

**ELECTION SERVICES CONTRACT BETWEEN  
THE UTOPIA INDEPENDENT SCHOOL DISTRICT  
AND  
REAL COUNTY, TEXAS**

This Election Services Contract is entered into on the \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the Utopia Independent School District (the “ISD”) and Real County (the “County”) by and through the Real County Elections Officer, D’Ann Green (the “Election Officer”) pursuant to Section 31.091, Texas Election Code.

1. RECITALS.

The ISD is a political subdivision with a jurisdiction that includes all of Real County, Texas. The ISD is holding elections on November 5, 2024, for the purposes of electing directors to the ISD’s Board of Trustees (the “Board”). Among others, an election will be held on that date for the position of Board of Trustee from the District, which consists of a portion of PRECINCT NO. TWO, located in Real County, Texas. After due consideration, the County and ISD’s Board have determined that it is in the best interests of the ISD’s residents living within the District in Real County to have the election conducted by the County by and through the Election Officer. The parties enter into this Election Services Contract pursuant to Section 31.092, Texas Election Code.

The County and ISD, therefore, enter into this agreement in consideration of the mutual promises and covenants set out below whereby the Election Officer will furnish to the ISD certain election services and equipment to conduct the November 5, 2024, General election for the District.

2. DUTIES AND SERVICES OF ELECTION OFFICER

The Election Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:

- a. Secure the county-designated early voting and election day polling places that meet the Federal laws governing handicap accessibility and Section 5 of the Voting Rights Act and arrange for their use for the ISD’s election;
- b. Procure and distribute all election supplies, including, but not limited to, the distribution of ballots and sample ballots;
- c. Secure election judges and clerks for early voting and election day voting;
- d. Procure, prepare, distribute and transport adequate election equipment to and from the polling locations, including early temporary branches, for the ISD;
- e. Order the lists of registered voters from the Voter Registrar to be used in conducting the election;

- f. Pay early voting and election day judges and clerks;
- g. Pay the judges in charge of delivering election night returns;
- h. Prepare Writ of Election to election officers, as required by law;
- i. Conduct early voting, in person and by mail for the ISD;
- j. Tabulate the results of early voting and election night returns;
- k. Except as otherwise set forth in section 3, below, perform or supervise the performance of all of the corresponding duties and functions for the ISD's election that the Election Officer would perform in connection with a countywide election ordered by a county authority;
- l. Provide general overall supervision of the election and provide advisory services in connection with the decisions to be made and actions to be taken by the trustees of the ISD who are responsible for holding the election; and
- m. Perform other incidental related services as may be necessary to conduct the election for the ISD.

### 3. DUTIES AND SERVICES OF THE ISD.

The ISD shall:

- a. Prepare order calling election and notice of election for adoption or execution by the appropriate ISD officer or body, and take all actions necessary under law for calling the election, canvassing the returns and declaring the results;
- b. Accept applications of candidates for a place on the ballot for the ISD's election;
- c. Prepare and publish or post all required election notices as required by Section 4.003 of the Election Code;
- d. Deliver to the Election Officer the names of candidates that are to be printed on the ballot with the exact spelling that is to be used;
- e. Prepare any submission on voting changes to be submitted to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, as amended;

- f. Deliver to the Elections Officer Ballot Boxes to be used to store Early voting and Election day Ballots.

4. COST OF SERVICES

The ISD agrees to REIMBURSE REAL COUNTY the costs of the election kits, supplies, election judges/clerks wages for the performance of the Election Officer's duties and services set forth in Section 2 above. The ISD shall submit the \$1000.00 to Real County within thirty (30) days from the receipt of the invoice, and an additional \$1000.00 should there be a Run-off Election.

5. GENERAL PROVISIONS

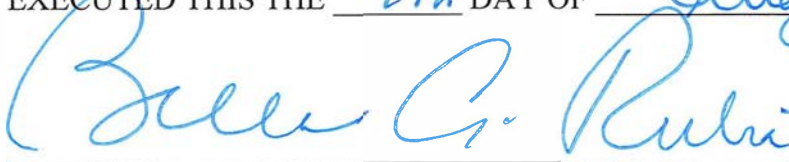
All voting precincts within the District of the ISD located in Real County will be used.

The ISD election will be on a separate ballot in the general election.

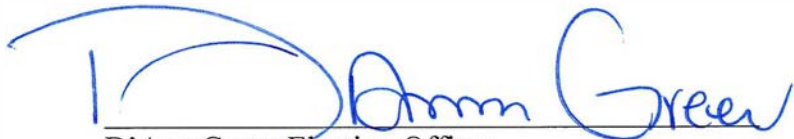
The Election Officer and the County of Real shall have no liability to the ISD for any cost incurred should the ISD election be overturned and a new election ordered for whatever reason.

The Election Officer shall file copies of this contract with the County Treasurer of Real County, Texas.

EXECUTED THIS THE 9<sup>TH</sup> DAY OF August 2024



Bella A Rubio., County Judge  
REAL COUNTY, TEXAS



D'Ann Green Election Officer  
Real County, Texas

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Utopia ISD Superintendent