

CITY COUNCIL CANDIDATE PACKET



**MAY 2, 2020
GENERAL ELECTION**

Filing January 15-February 14, 2020



City of La Porte

Established 1892

Office of the City Secretary

November 20, 2019

Dear Candidates and Officeholders:

Thank you for your interest in serving the citizens of La Porte. Should you decide to become a candidate, your candidacy requires compliance with certain state statutes and local ordinances. The City of La Porte, Texas, is a municipal corporation that operates under its own charter and state law. Please realize the material in this packet is not exhaustive and that it is the duty of the candidate/officeholder to become familiar with and follow all laws, rules, and regulations applicable to municipal campaigns.

There are three City of La Porte races for the May 2, 2020, general election – Councilperson-at-large-Position B, Councilperson-District 1, and Councilperson-District 6. The term of office for each position is three years.

The role of the City Secretary's Office is to accept and file candidate applications, affidavits, and statements required of candidates, and note the dates of filing thereon. There is no legal duty to inform anyone of the necessity of or deadlines for filing any of the documents or to advise anyone in regard to the meaning and requirements of statutes. The City Secretary should not be expected to judge or comment upon the timeliness or sufficiency of reports filed, but rather to serve only as the custodian of the records.

On the filing of an application for a place on the ballot, the City Secretary must review the application to determine whether it complies with the requirements as to form, content, and procedure only. That is, the City Secretary checks to be sure it was filed correctly and in a timely manner and that all required information is completed and attested to. The review must be completed not later than the fifth day after the date the application is received by the authority. If an application does not comply with applicable requirements, the City Secretary must reject the application and provide the candidate written notice of the rejection. [EC Sec. 141.032(e)]. Candidates are not permitted to simply make corrections to the form, once submitted and should review materials fully before turning them in. Please file your application as soon as practicable to allow sufficient time for this review. Filing at the last minute may not give the City Secretary sufficient time for review, which is subject to state law, not City preference. **Please do not leave any blanks on the application, as doing so may render your application invalid.**

Texas Election Code Section 141.032, which governs the review of a candidate's application for a place on the ballot for form, content, and procedure, does not apply to a determination of a candidate's eligibility.

All applications, affidavits, statements, and campaign reports filed with the City Secretary's office are considered public information and are open to inspection by the public.

Persons with questions concerning the conduct of elections may contact the Elections Division of the Texas Secretary of State's Office at 800-252-VOTE or SoS.state.TX.US, Inquiries about candidacy, campaign finance, or the conduct of candidates and officeholders should contact the Texas Ethics Commission at 512-463-5800 or Ethics.state.TX.US. If you have specific needs of the City Secretary's office, please call us at 281-470-5021 or email us at CitySecretary@LaPorteTX.gov or visit our elections page on the City website at Elecciones@LaPorteTX.gov or www.laportetx.gov.

Your interest in municipal government and our community is appreciated. We trust that this will be a positive and exciting experience for you, and that you find satisfaction in the call to public service.

Sincerely,

Lee Woodward

Lee Woodward, TRMC, MMC, CPM, PRP
City Secretary

2020 Candidate Packet

General information (underlined items are included in this packet):

1. Eligibility requirements from City Charter, note especially 2.02. Qualifications. An interactive District map is available at LaPorteTX.gov/DistrictMap. The full Charter is available at LaPorteTX.gov/Charter. Candidates filing for a district race must reside in that district.

Additionally, the Texas Election Code Sec. 141.001 provides the following, including 2019 legislative changes that will be in effect from January 1, 2020:

Sec. 141.001. ELIGIBILITY REQUIREMENTS FOR PUBLIC OFFICE.

(a) To be eligible to be a candidate for, or elected or appointed to, a public elective office in this state, a person must:

- (1) be a United States citizen;
- (2) be 18 years of age or older on the first day of the term to be filled at the election or on the date of appointment, as applicable;
- (3) have not been determined by a final judgment of a court exercising probate jurisdiction to be:
 - (A) totally mentally incapacitated; or
 - (B) partially mentally incapacitated without the right to vote;
- (4) have not been finally convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities;
- (5) have resided continuously in the state for 12 months and in the territory from which the office is elected for six months immediately preceding the following date:
 - (A) for a candidate whose name is to appear on a general primary election ballot, the date of the regular filing deadline for a candidate's application for a place on the ballot;
 - (B) for an independent candidate, the date of the regular filing deadline for a candidate's application for a place on the ballot;
 - (C) for a write-in candidate, the date of the election at which the candidate's name is written in;
 - (D) for a party nominee who is nominated by any method other than by primary election, the date the nomination is made; and
 - (E) for an appointee to an office, the date the appointment is made;
- (6) on the date described by Subdivision (5), be registered to vote in the territory from which the office is elected; and
- (7) satisfy any other eligibility requirements prescribed by law for the office.

- Text of subsection effective on January 01, 2020

(a-1) For purposes of satisfying the continuous residency requirement of Subsection (a)(5), a person who claims an intent to return to a residence after a temporary absence may establish that intent only if the person:

- (1) has made a reasonable and substantive attempt to effectuate that intent; and
- (2) has a legal right and the practical ability to return to the residence.

- Text of subsection effective on January 01, 2020

(a-2) Subsection (a-1) does not apply to a person displaced from the person's residence due to a declared local, state, or national disaster.

- Text of subsection effective on January 01, 2020

(a-3) The authority with whom an application for a place on a general primary election ballot is filed under Section 172.022 shall, to the extent permitted by law, use Subsections (a) and (a-1) in determining whether a candidate meets the residency requirements for a public elective office.

(b) A statute outside this code supersedes Subsection (a) to the extent of any conflict.

(c) Subsection (a) does not apply to an office for which the federal or state constitution or a statute outside this code prescribes exclusive eligibility requirements.

(d) Subsection (a)(6) does not apply to a member of the governing body of a district created under Section 52(b)(1) or (2), Article III, or Section 59, Article XVI, Texas Constitution.

Acts 1985, 69th Leg., ch. 211, Sec. 1, eff. Jan. 1, 1986. Amended by: Acts 2007, 80th Leg., R.S., Ch. 614 (H.B. 417), Sec. 28, eff. September 1, 2007. Acts 2015, 84th Leg., R.S., Ch. 504 (H.B. 484), Sec. 1, eff. September 1, 2015. Acts 2019, 86th Leg., R.S., Ch. 1047 (H.B. 831), Sec. 1, eff. January 1, 2020.

It may also be wise to review the conflict of interest provisions of the Texas Local Government Code at <https://statutes.capitol.texas.gov/Docs/LG/htm/LG.171.htm> and Article 16, Section 40 of the Texas Constitution provisions at <https://statutes.capitol.texas.gov/Docs/CN/htm/CN.16.htm> on office holding.

2. Election calendar – The Secretary of State’s At-A-Glance condensed calendar from [SoS.state.TX.US/elections/voter/2020-important-election-dates.shtml](https://sos.state.tx.us/elections/voter/2020-important-election-dates.shtml). (Please note, while reviewing election material, there are other dates for filing, early voting, and voter registration for the March 3 party primaries and their runoffs. Do not confuse them with those for the in relation to the May 2 uniform election date.) There is a municipal candidate page at [SoS.state.TX.US/elections/candidates/guide/2018/local.shtml](https://sos.state.tx.us/elections/candidates/guide/2018/local.shtml).
3. Application for a Place on the Ballot (Form 2-21) and instructions, in English and Spanish, available online at [SoS.state.TX.US/elections/forms/pol-sub/2-21f.pdf](https://sos.state.tx.us/elections/forms/pol-sub/2-21f.pdf). The City Secretary reviews applications to determine whether they are in compliance with the Texas Election Code and City Charter requirements as to content. Please file your application as soon as practicable to allow sufficient time for this review. Filing at the last minute may not give the City Secretary sufficient time for review. Please do not leave any blanks on the application, as doing so may render your application invalid. Find links at [SoS.state.TX.US/elections/forms/pol-sub/index.shtml](https://sos.state.tx.us/elections/forms/pol-sub/index.shtml) for all SoS-promulgated forms.
4. City of La Porte City Council candidates use Texas Ethics Commission Non-Judicial Candidate/Officeholder forms, file with the City Secretary’s office, and do not file electronically with the Texas Ethics Commission (TEC), although candidates may choose to use and print fillable forms when appropriate. TEC forms are available at [Ethics.state.TX.US/forms/coh/cohfrm.php](https://ethics.state.tx.us/forms/coh/cohfrm.php). Most form links are accompanied by a link to an instruction manual for the form. Candidates may find the TEC’s *Campaign Finance Guide for Candidates and Officeholders Who File with Local Filing Authorities* at [Ethics.state.TX.US/data/resources/guides/coh_local_guide.pdf](https://ethics.state.tx.us/data/resources/guides/coh_local_guide.pdf) to be informative. The City Secretary is the local filing authority for La Porte City Council candidates.
 - a. Appointment of a Campaign Treasurer by a Candidate (Form CTA) from [Ethics.state.TX.US/data/forms/coh/cta.pdf](https://ethics.state.tx.us/data/forms/coh/cta.pdf). (The Form CTA - Instruction Guide is linked at [Ethics.state.TX.US/data/forms/coh/cta_ins.pdf](https://ethics.state.tx.us/data/forms/coh/cta_ins.pdf).) The CTA should be filed in the City Secretary’s office at the same time as the *Application for a Place on the Ballot*. Please note the statement that must be signed regarding the nepotism law.

The second page of the form is to be completed if the candidate would like to use modified reporting.

- b. The *Code of Fair Campaign Practices (Form CFCP)* is signed voluntarily and is available at Ethics.state.TX.US/data/forms/coh/cfcp.pdf.
- c. City candidates follow the TEC's *2020 Uniform (Local) Filing Schedule*, available at Ethics.state.TX.US/data/filinginfo/schedules/s20uniform.pdf. Pages 1-3 and 5 of the schedule refer to the May 2 uniform election date (page 4 refers to the November 2020 election). Questions on reporting procedures, contributions, or expenditures should be addressed to the Texas Ethics Commission at (512) 463-5800.

City candidates and officeholders use the forms contained in the *Candidate/Officeholder Campaign Finance Report (Form C/OH)* on the TEC website at Ethics.state.TX.US/data/forms/coh/coh.pdf. The C/OH form link contains many types of forms, all of which may not be needed by every candidate at each filing.

- d. TEC resolution concerning misleading campaign communications.

Additional resources:

- TxDOT guidelines for campaign signs on state property, <http://ftp.dot.state.tx.us/pub/txdot-info/row/political-signs.pdf>. (As of late 2019, the La Porte City Council is reviewing guidelines for political signs on City property. Follow Council meetings and City releases for updates.)
- TEC's *Political Advertising: What You Need to Know* brochure, available at Ethics.state.TX.US/data/resources/advertising/Gpol_adv.pdf
- TEC's *Political Fundraisers: What You Need to Know* brochure, available at Ethics.state.TX.US/data/resources/guides/Gpolfund.pdf
- TEC's frequently asked questions guide, Ethics.state.TX.US/resources/FAQs/FAQ_COH_Legal.php
- City Charter, LaPorteTX.gov/Charter
- City budget documents, LaPorteTX.gov/Budget
- City Council information, LaPorteTX.gov/Council
- City Code of Ordinances, LaPorteTX.gov/Code
- The City also maintains social media platforms on Facebook, Twitter, and others, and issues regular publications. Find information on all City services and departments at LaPorteTX.gov.

It is the duty of a candidate to become familiar with the laws applicable to campaigning for office. Regarding the filing of candidate/officeholder reports, the City Secretary is limited to accepting the filing of the various reports, and noting the date and time of filing thereon. Questions regarding campaign reporting procedures, contributions, or expenditures should be directed to the Texas Ethics Commission at (512) 463-5800 or Ethics.state.TX.US.

Please note that all applications, affidavits, statements, and campaign financial reports filed with the City Secretary's office are considered public information and open for public inspection and copying.

CITY CHARTER - ARTICLE II. - CITY COUNCIL

State Law reference— Form of government, V.T.C.A., Local Government Code § 26.001 et seq.

2.01. - Composition of city council.

- a. Members of council. City council shall be composed of a mayor and eight (8) councilpersons. The positions of councilpersons shall be designated as follows:

Councilperson—District 1

Councilperson—District 2

Councilperson—District 3

Councilperson—District 4

Councilperson—District 5

Councilperson—District 6

Councilperson-at-large—Position A

Councilperson-at-large—Position B.

The mayor and the two (2) councilpersons-at-large shall be elected by a majority vote of the city at large. The city shall be divided, as described below in subsection b, into six (6) districts, Districts 1, 2, 3, 4, 5 and 6, and one councilperson shall be elected from each district by majority vote of the resident voters of such district.

- b. Formation of districts. City council shall divide the city into six (6) districts which are reasonably compact, contiguous and of as nearly equal population as practicable.

It shall be the duty of city council to establish the boundaries of six (6) districts covering the entire city for the purpose of electing district councilpersons. Such boundaries shall be established by ordinance, which shall be final for purposes of this Charter. The first such establishment shall be made as soon as practicable prior to the first city election following adoption of this section. Any subsequent establishment shall be made when required by this Charter.

Promptly following the addition of territory to the city by a boundary change, the city council shall, by ordinance, add such territory to an adjacent district or districts.

Following the publication of the decennial federal census, city council shall conduct an investigation and determine the population of the city and the population of each of the districts from which district councilpersons are to be elected. Each such determination shall be based upon the best available data, including, but not limited to, the most recent federal census. Each such determination shall be expressed in an ordinance, which shall be a final determination for purposes of this Charter.

After any such determination, if the distribution of population among the various districts is determined by city council to be materially unbalanced, the city council shall establish new boundaries for the election of district councilpersons.

- c. Election. All candidates for city council shall be voted on and elected separately for positions and districts on said city council, and each candidate shall be designated on the official ballot according to the title of such position or district to which he seeks election.

Any candidate for office receiving a majority of all the votes cast for the office for which he is a candidate shall be elected to such office. Candidates in a runoff election are the candidates who receive the highest and second highest number of votes in the main election or who tie for the highest number of votes. In the event any candidate for any office fails to receive a majority of votes cast for all the candidates for such

office, the city council shall call a run-off election to be held in accordance with state law. Tie votes shall be resolved in accordance with state law.

- d. Term of office. The mayor and councilpersons shall each hold their respective offices for a term of three (3) years and until their successors shall have been elected and duly qualified.

(Ord. No. 2013-3482, § 7, 5-14-13)

2.02. - Qualifications.

- a. Enumerated. The mayor and councilpersons shall have been qualified voters of the city for twelve (12) months immediately preceding election day, and continuously during their term of office. A district councilperson shall also be a resident of his or her district for twelve (12) months immediately preceding election day and continuously during his term of office.
- b. Council to be judge of members' qualifications. City council shall be the judge of the election and qualifications of its members and for such purpose shall have power to subpoena witnesses and require the production of records, but the decision of council in any such case shall be subject to review by the courts.

(Ord. No. 2018-3706, § 7, 5-5-18)

2.03. - Conduct of elections.

- a. Regulations. All city elections shall be governed by the laws of the State of Texas. In the event there should be any failure of the general laws or this Charter to provide for some feature of the city elections, city council shall have the power to provide for such deficiency, making all regulations it considers desirable, not inconsistent with the laws of the State of Texas, for the prevention of fraud in such elections and for the recount of ballots in case of doubt or fraud.

Municipal elections shall be conducted by the appointed election authorities, who shall also have power to make such regulations not inconsistent with this Charter, with any regulations made by council or the laws of the State of Texas.

No informalities in conducting a city election shall invalidate the same, if it be conducted fairly and in substantial compliance with the general laws, where applicable, and the Charter and ordinances of the city.

- b. Schedule.
 - 1. Regular election. The regular election for choice of members of council shall be held annually on a uniform election date as determined by state law and as ordered by city council.
 - 2. Special election. Council may by ordinance or resolution order a special election, fix the time for holding same and provide necessary means.

(Ord. No. 2013-3482, § 7, 5-14-13)

State Law reference— Uniform election dates, V.T.C.A., Election Code § 41.001.

2.04. - Vacancies in city council.

- a. Candidacy elsewhere. If the mayor or any councilperson shall announce his candidacy, or shall in fact become a candidate, in any general, special or primary election for any office of profit or trust under this Charter or the laws of Texas or the United States, other than the office he has held, at any time when the unexpired term of the office then held shall exceed one year and thirty (30) days, such announcement or such candidacy shall constitute an automatic resignation of the office then held.

- b. Procedure. When a vacancy occurs for any reason in the office of mayor or councilperson, council shall call a special election within one hundred twenty (120) days. At said election the vacant office or offices shall be filled under the provisions of this Charter.
- c. Filing for office. Each candidate for public office must:
 - 1. Have been a resident of the City of La Porte for at least twelve (12) months immediately preceding filing for office, and be a qualified voter in the city.
 - 2. File sworn application with the city secretary in accordance with state law.
 - 3. File for only one city office.
- d. Official ballots. Official ballots shall be prepared in accordance with state law.
- e. Canvassing elections. Election returns shall be canvassed in accordance with state law.

(Ord. No. 2013-3482, § 6, 5-14-13)

2.05. - Compensation.

Each councilperson and the mayor shall receive for his services a salary in an amount determined by the council, not to exceed the sum of forty-eight hundred dollars (\$4,800.00) per year for the mayor, and twenty-four hundred dollars (\$2,400.00) per year for each councilperson.

(Ord. No. 2013-3482, § 8, 5-14-13)

2.06. - First meeting of council after canvass.

On the first Monday next following the canvassing of an election, or as soon thereafter as practicable, city council shall meet at the usual place for holding meetings, and the newly elected members shall qualify and assume the duties of office.

(Ord. No. 2013-3482, § 9, 5-14-13)

2.07. - Meetings.

- a. Frequency. City council shall meet regularly at such times as may be prescribed by its rules but not less frequently than once each month. All meetings of council shall be open to the public except as allowed by state law; special meetings shall be called by the city secretary upon request of the mayor or three (3) councilpersons.
- b. Rules. City council shall determine its own rules and order of business.
- c. Minutes. Minutes of all open meetings of the council shall be recorded as a public record.

(Ord. No. 2013-3482, § 10, 5-14-13)

State Law reference— Public meetings, V.T.C.A., Government Code § 551.001 et seq.

2.08. - Duties of mayor and mayor pro tem.

The mayor shall preside at meetings of council and shall be entitled to vote upon all matters it considers. The mayor shall exercise such other powers and perform such other duties as are or may be conferred and imposed upon him by this Charter and the ordinances of the city. He shall be recognized as the head of the city government for all ceremonial purposes, by the courts for civil process, and by the government for purposes of military law. In times of public danger or emergency, the mayor shall take command of the police, maintain order and enforce the law.

A mayor pro tem shall be a council member and be elected by the council at the first meeting of council after canvassing the general and any run-off election, who shall serve for a one-year term or until his successor is

appointed and has qualified. If a vacancy occurs in the office of mayor or in the case of his absence or disability, the mayor pro tem shall act as mayor until a successor is elected and has qualified or until the mayor is again able to assume his duties of office.

(Ord. No. 2013-3482, § 11, 5-14-13)

2.09. - Powers of council.

All powers of the city and the determination of all matters of policy shall be vested in city council. Council shall execute the laws and administer the government of the city. Without limitation of the foregoing and among the other powers that may be exercised by council, the following are hereby enumerated for greater certainty:

- a. Adopt budget of the city.
- b. Authorize the issuance of bonds by a bond ordinance.
- c. Inquire into the conduct of any office, department, agency or officer of the city and make investigations as to municipal affairs, and for that purpose may subpoena witnesses, administer oaths, and compel the production of books, papers and other evidence. Failure to obey such subpoena or to produce books, papers or other evidence as ordered under the provisions of this section shall constitute a misdemeanor and shall be punishable by fine. Council shall enact an ordinance to enforce this provision.
- d. Establish and appoint the members of the planning and zoning commission.
- e. Adopt plats.
- f. Adopt and modify the official map of the city.
- g. Adopt, modify and carry out plans proposed by the planning and zoning commission for the clearance and rehabilitation of blighted areas.
- h. Adopt, modify and carry out plans proposed by the planning and zoning commission for the replanning, improvement and redevelopment of neighborhoods and for the replanning, reconstruction or redevelopment of any area or district which may have been destroyed in whole or in part by disaster.
- i. Provide for the establishment and designation of fire limits and to prescribe the kind and character of buildings or structures or improvements to be erected therein, and to provide for the erection of fireproof buildings within certain limits, and to provide for the condemnation of dangerous structures or buildings or dilapidated buildings calculated to increase the fire hazard and the manner of their removal or destruction.
- j. Approve assessment rolls as returned to it by the appraisal district and adopt same as the assessment rolls to be used for the collection of taxes for the current year.
- k. Control and distribute all contingent appropriations. Expenditures from a contingent appropriation shall require prior approval of council. A contingent appropriation shall be disbursed only by transfer to a departmental appropriation, the spending of which shall be charged to the department or activity for which the appropriation is made.
- l. Neither the Council nor any of its committees or members shall direct or request the appointment of any person to, or his removal from, office by the City Manager or any of his subordinates; or, except as is or may be otherwise provided under the terms of this Charter, in any manner take part in the appointment or removal of officers and employees in the administrative service of the City. Except for the purpose of inquiry, the Council and its members shall deal with the administrative service solely through the Manager, and

neither the Council nor any member thereof shall give orders to any subordinate of the City Manager either publicly or privately.

(Ord. No. 2013-3482, § 12, 5-14-13)

2.10. - Additional discretionary powers.

In addition to the above powers and without limitation of such, city council shall have the power to, and may at its discretion, do any or all of the following:

- a. Public library. Council shall have the authority to establish and maintain a free public library within the city and to cooperate with any person, firm, association or corporation under such terms as council may prescribe for the establishment of such free public library. For budget purposes, the library may be considered as a department of the city and the appropriations therefor shall comply with all the budgetary requirements as outlined in this Charter and as may be prescribed from time to time by council.
- b. Hospital.
 1. Operation. The city shall have the authority to acquire, establish and own, either by purchase, donations, bequest or otherwise, all property that may be useful or necessary for the purpose of establishing and maintaining a municipal hospital. Upon establishment of such hospital, council shall create a hospital board with membership and compensation deemed appropriate by council, which shall operate the hospital subject only to such direction and supervision as shall be contained in any ordinance or ordinances enacted by council.
 2. Finances. All funds belonging to said hospital, whether classed as funds received in course of operation, or otherwise, shall be kept in a separate hospital fund to be used only for the operation and maintenance of said hospital, except that such funds may be used by the city for general operating purposes with the express consent of the hospital board.

The hospital board shall submit a quarterly operating statement to council, and an annual audit to coincide with the fiscal year of the city.

c. Planning and Zoning.

1. Power. For the purposes of promoting the health, safety, morals or general welfare of the city, council may by ordinance regulate the location, height, bulk and size of buildings and other structures, the size of yards, courts and other open spaces, the density of population and the uses of buildings, structures and land for trade, industry, business, residence and other purposes.
2. Procedure. Should council enact regulations under subsection 1. above, it shall establish a zoning commission and may establish a zoning board of adjustment.
 - (a) Zoning commission.
 - (1) The commission shall recommend to council the location of zoning districts and restrictions therein, and shall hold public meetings on such recommendations.
 - (2) Commission members shall receive such compensation as council may deem appropriate.
 - (3) Council may combine the duties of said commission with the duties of the planning commission, as provided in section 2.09e through j, to form a planning and zoning commission.
 - (b) Zoning board of adjustment.
 - (1) The zoning board of adjustment may, in appropriate cases and subject to appropriate conditions and safeguards, make special exceptions to the terms of a zoning ordinance in harmony with its general purpose and intent and in accordance with general or specific rules therein contained.

(2) Board members shall receive such compensation as council may deem appropriate.

3. Generally. All of the powers granted by V.T.C.A., Local Government Code § 211.001 et seq., inclusive, relating to zoning in cities, are hereby adopted and made a part of this Charter.

d. Housing authority. Council may create a housing authority of such number, terms and compensation of members as council may determine and may delegate to the housing authority such powers relating to the planning, construction, reconstruction, alteration, repair, maintenance or operation of housing projects and housing accommodations as council may determine.

(Ord. No. 2013-3482, § 4, 12, 5-14-13)

2.11. - Ordinances.

a. Passage.

1. Procedure. Every ordinance shall be introduced in written or printed form, and, upon passage, shall take effect at the time indicated therein; provided that any ordinance imposing a penalty, fine or forfeiture for a violation of its provisions shall become effective not less than ten (10) days from the date of its passage. The city secretary shall give notice of the passage of every ordinance imposing a penalty, fine or forfeiture for a violation of the provisions thereof, by causing the caption or title, including the penalty, of any such ordinance to be published in the official newspaper in the city at least once within ten (10) days of its passage according to the provisions of state law. He shall note on every ordinance, the caption of which is hereby required to be published, and on the record thereof, the fact that same has been published as required by the Charter, and the date of such publication and promulgation of such ordinance; provided, that the provisions of this section shall not apply to the correction, amendment, revision and modification of the ordinances of the city for publication in book or pamphlet form. Except as otherwise provided in Article VII of this Charter, it shall not be necessary to the validity of any ordinance that it shall be read more than one time or considered at more than one session of city council. Every ordinance shall be authenticated by the signature of the mayor and city secretary and shall be systematically recorded in an ordinance book in a manner approved by council. It shall only be necessary to record the caption or title of ordinances in the official minutes of council meetings.

2. Codifications. Council shall have power to cause the ordinances of the city to be corrected, amended, revised, codified and printed in code form as often as council deems advisable. Such printed code, when adopted by council, shall be in full force and effect without the necessity of publishing the same or any part thereof in a newspaper and shall be admitted in evidence in all courts and places without further proof.

b. Enacting clause. The enacting clause of all ordinances shall be "BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA PORTE."

(Ord. No. 2013-3482, § 13, 5-14-13)

Saturday, May 2, 2020 – Uniform Election Date (Limited)

Authority Conducting Elections	Local Political Subdivisions (County-ordered elections may not be held on this date. County Election Official may, but is not required to, contract to provide election services to political subdivisions holding elections on this date.)
Deadline to post NEW HB 305 notice. ¹	September 1, 2019* *NEW LAW: Effective Sunday, September 1, 2019 (HB 305 affects political subdivisions with taxing authority) ¹
Deadline to Post Notice of Candidate Filing Deadline (Local Political Subdivisions Only) ¹	Monday, December 16, 2019 for local political subdivisions that have a first day to file for their candidates ¹
First Day to Apply for Ballot by Mail	Wednesday, January 1, 2020* *First day to file does not move because of New Year's Day holiday. An "Annual ABBM" or FPCA for a January or February 2020 election may be filed earlier, but not earlier than the 60th day before the date of the January or February election.
First Day to File for a Place on the General Election Ballot (Local Political Subdivisions Only) ¹	Wednesday, January 15, 2020
Last Day to Order General Election or Special Election on a Measure	Friday, February 14, 2020
Last Day to File for a Place on the General Election Ballot (Local Political Subdivisions Only) ²	Friday, February 14, 2020 at 5:00 p.m.
Last Day to File a Declaration of Write-in Candidacy (Local Political Subdivisions Only)	See note below relating to four-year terms ³
Last Day to Register to Vote	Tuesday, February 18, 2020
First Day of Early Voting by Personal Appearance	Thursday, April 2, 2020
Last Day to Apply for Ballot by Mail (Received , not Postmarked)	Monday, April 20, 2020
Last Day of Early Voting by Personal Appearance	Monday, April 20, 2020 (deadline falls on San Jacinto Day, moves to preceding business day)
Last day to Receive Ballot by Mail	Tuesday, April 28, 2020 Saturday, May 2, 2020 (Election Day) at 7:00 p.m. if carrier envelope is not postmarked, OR Monday, May 4, 2020 (next business day after Election Day) at 5:00 p.m. if carrier envelope is postmarked by 7:00 p.m. at the location of the election on Election Day (unless overseas or military voter deadlines apply) ⁴

ALL INFORMATION IS REQUIRED TO BE PROVIDED UNLESS INDICATED OPTIONAL

APPLICATION FOR A PLACE ON THE _____ GENERAL ELECTION BALLOT					
TO: City Secretary/Secretary of Board					
I request that my name be placed on the above-named official ballot as a candidate for the office indicated below.					
OFFICE SOUGHT (Include any place number or other distinguishing number, if any.)				INDICATE TERM	
				<input type="checkbox"/> FULL <input type="checkbox"/> UNEXPIRED	
FULL NAME (First, Middle, Last)			PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT ¹		
PERMANENT RESIDENCE ADDRESS (Do not include a P.O. Box or Rural Route. If you do not have a residence address, describe the address at which you receive personal mail and location of residence.)			PUBLIC MAILING ADDRESS (Campaign mailing address, if available.)		
CITY	STATE	ZIP	CITY	STATE	ZIP
PUBLIC EMAIL ADDRESS (If available)		OCCUPATION (Do not leave blank)		DATE OF BIRTH	
				/ /	
				VOTER REGISTRATION VOID NUMBER (Optional) ²	
TELEPHONE CONTACT INFORMATION (Optional)		LENGTH OF CONTINUOUS RESIDENCE AS OF DATE APPLICATION SWORN			
Home:		IN STATE		IN TERRITORY FROM WHICH THE OFFICE SOUGHT IS ELECTED ³	
Work:		_____ year (s)		_____ year (s)	
Cell:		_____ month(s)		_____ month(s)	
If using a nickname as part of your name to appear on the ballot, you are also signing and swearing to the following statements: I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election.					
Before me, the undersigned authority, on this day personally appeared (name) _____, who being by me here and now duly sworn, upon oath says: "I, (name) _____, of _____ County, Texas, being a candidate for the office of _____, swear that I will support and defend the Constitution and laws of the United States and of the State of Texas. I am a citizen of the United States eligible to hold such office under the constitution and laws of this state. I have not been finally convicted of a felony for which I have not been pardoned or had my full rights of citizenship restored by other official action. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I am aware of the nepotism law, Chapter 573, Government Code. I further swear that the foregoing statements included in my application are in all things true and correct."					
X _____ SIGNATURE OF CANDIDATE					
Sworn to and subscribed before me at _____, this the _____ day of _____, _____.					
SEAL					
Signature of Officer Administering Oath ⁴			Title of Officer Administering Oath		
TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:					
(See Section 1.007)					
		Date Received _____		Signature of Secretary _____	
Voter Registration Status Verified <input type="checkbox"/>					

INSTRUCTIONS

An application to have the name of a candidate placed on the ballot for any general election may not be filed earlier than 30 days before the deadline prescribed by this code for filing the application. An application filed before that day is void. All fields **must** be completed unless specifically marked optional.

The general election filing deadline is 5:00 p.m. 78 days prior to election day for any uniform election date.

If you have questions about the application, please contact the Secretary of State's Elections Division at 800-252-8683.

NEPOTISM LAW

The candidate must sign this statement indicating his awareness of the nepotism law. The nepotism prohibitions of chapter 573, Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree: six months, if the officer or member is elected at the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's actions with respect to a bona fide class or category of employees or prospective employees.

Examples of relatives within the third degree of consanguinity are as follows:

- (1) First degree: parent, child;
- (2) Second degree: brother, sister, grandparent, grandchild;
- (3) Third degree: great-grandparent, great-grandchild, uncle, aunt, nephew, niece.

These include relatives by blood, half-blood, and legal adoption. Examples of relatives within the second degree of affinity are as follows:

- (1) First degree: spouse, spouse's parent, son-in-law, daughter-in-law;
- (2) Second degree: brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent.

Persons related by affinity (marriage) include spouses of relatives by consanguinity, and, if married, the spouse and the spouse's relatives by consanguinity. These examples are not all inclusive.

FOOTNOTES

¹For rules concerning the form of a candidate's name or nickname on the ballot, see Subchapter B, Chapter 52 of the Texas Election Code.

²Inclusion of a candidate's VUID is optional. However, many candidates are required to be registered voters in the territory from which the office is elected at the time of the filing deadline. Please visit the Elections Division of the Secretary of State's website for additional information. <http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml>

³This refers to the length of residence inside the district or territory from which the office is elected. For example, length of residence in a school district, for a school trustee office elected at large. This field **MUST BE COMPLETED**.

⁴All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, city secretary (for a city office), and the Secretary of State of Texas.

DEBE PROPORCIONARSE LA INFORMACIÓN REQUERIDA A MENOS QUE SE INDIQUE QUE ES OPCIONAL

SOLICITUD PARA FIGURAR EN LA BOLETA DE _____ ELECCIÓN GENERAL					
A: Secretario(a) de la Ciudad/ Secretario del Consejo					
Solicito que mi nombre figure en la boleta oficial indicada más arriba como candidato/a al cargo a continuación.					
PUESTO OFICIAL SOLICITADO (Incluya cualquier número de cargo u otro número distintivo, si el cargo lo tiene.)				INDIQUE TÉRMINO <input type="checkbox"/> TÉRMINO COMPLETO <input type="checkbox"/> TÉRMINO INCOMPLETO	
NOMBRE COMPLETO (Primer nombre, segundo nombre, apellido)			ESCRIBA SU NOMBRE COMO DESEA QUE FIGURE EN LA BOLETA ¹		
DIRECCIÓN RESIDENCIAL PERMANENTE (No incluya una casilla postal o una ruta rural. Si usted no tiene una dirección residencial, describa el lugar en que recibe correspondencia personal y la ubicación de su residencia.)			DIRECCIÓN POSTAL PÚBLICA (Dirección en la que recibirá correspondencia relacionada a su campaña, si es disponible.)		
CIUDAD	ESTADO	CÓDIGO POSTAL	CIUDAD	ESTADO	CÓDIGO POSTAL
CORREO ELECTRÓNICO PÚBLICO (Si está disponible.)	EMPLEO (No deje este espacio en blanco.)		FECHA DE NACIMIENTO / /	VUID – NÚMERO UNICO DE IDENTIFICACION DE VOTANTE (Opcional) ²	
INFORMACIÓN DE CONTACTO (Opcional) Tel. residencial: Tel. laboral: Tel. celular:		DURACIÓN DE RESIDENCIA CONTINUA AL MOMENTO DE JURAMENTAR ESTA SOLICITUD			
		EN EL ESTADO ____ año(s) ____ mes(es)		EN EL TERRITORIO POR EL CUAL SERIA ELECTO/A³ ____ año(s) ____ mes(es)	
En caso de usar un apodo como parte de su nombre en la boleta, usted también firma y jura lo siguiente: Asimismo, juro que mi apodo no constituye un lema político ni tampoco es una indicación de mis creencias o afiliaciones políticas, económicas, sociales o religiosas. Se me ha conocido por este apodo durante al menos tres años antes de esta elección.					
Ante mí, la autoridad suscrita, compareció (nombre) _____, quien frente a mí y bajo juramento debido, declara: “Yo, (nombre) _____, del condado de _____, Texas, siendo candidato para el cargo oficial de _____, juro solemnemente que apoyaré y defenderé la Constitución y las leyes de los Estados Unidos y del Estado de Texas. Soy ciudadano de los Estados Unidos elegible para ocupar tal cargo oficial bajo la Constitución y las leyes de este Estado. No se me ha condenado por un delito mayor por el cual no haya sido absuelto o por el cual no se me hayan restituido enteramente mis derechos de ciudadanía por medio de otra acción oficial. No existe un fallo final de un tribunal testamentario que me declare total o parcialmente incapacitado mentalmente sin derecho a votar. Yo tengo conocimiento de la ley sobre el nepotismo según el Capítulo 573 del Código de Gobierno. Además, juro que las declaraciones anteriores que incluyo en mi solicitud son verdaderas y correctas”.					
X _____ FIRMA DEL CANDIDATO					
Jurado y suscrito ante mí en _____, este día ____ de _____.					
				SELLO	
Firma del oficial que administra el juramento ⁴			Título del oficial que administra el juramento		
TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:					
(See Section 1.007)					
		Date Received		Signature of Secretary	
Voter Registration Status Verified <input type="checkbox"/>					

INSTRUCCIONES

La solicitud para que el nombre de un candidato figure en la boleta para cualquier elección general no deberá registrarse antes de los treinta (30) días previos a la fecha límite para registrar la solicitud, según lo prescribe este código. Cualquier solicitud registrada antes de esa fecha se declarará inválida. Todos los campos **deben ser completados** a menos que se indique específicamente marcados como opcional.

El último día para registrarse es a las 5 de la tarde setenta y ocho (78) días antes del día de la elección en el caso de elecciones uniformes.

Si tiene alguna pregunta sobre la solicitud, por favor póngase en contacto con la división de elecciones del Secretario de Estado al 800-252-8683.

LEY SOBRE EL NEPOTISMO

El candidato deberá firmar esta declaración para indicar que tiene conocimiento sobre la ley sobre el nepotismo. A continuación figuran las prohibiciones del nepotismo según el capítulo 573 de Código Gobierno:

Ningún funcionario podrá nombrar, votar por o confirmar el nombramiento o empleo de ninguno de sus parientes en segundo grado por afinidad (matrimonio) o en tercer grado por consanguinidad (sangre), o de los parientes de cualquier otro integrante del cuerpo directivo o tribunal en que el funcionario celebre sesión cuando la compensación para esa persona se pague con fondos públicos u honorarios de su puesto oficial. Sin embargo, la ley no prohíbe el nombramiento, el votar por o la confirmación de ninguna persona que haya trabajado en la oficina de manera continua o el empleo para el siguiente período antes de la elección o el nombramiento del funcionario o miembro emparentado con el empleado en el grado prohibido: seis meses, si el funcionario o miembro se elige en una elección general de funcionarios de estado y condado.

Ningún candidato podrá influir sobre un empleado relacionado al puesto oficial al cual el candidato aspira o un empleado o funcionario del cuerpo fiscal al cual el candidato aspira respecto del nombramiento o el empleo de un pariente del candidato en un grado prohibido según se indica arriba. Esta restricción no se dirige a las acciones de un candidato respecto de una clase o categoría de empleados o posibles empleados de buena fe.

Los ejemplos de parentesco en tercer grado por consanguinidad son los siguientes:

- (1) Primer grado: padre, madre, hijo(a);
- (2) Segundo grado: hermano(a), abuelo(a), nieto(a);
- (3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parentescos de consanguinidad, medios hermanos y adopción legal. Los ejemplos de parentescos en segundo grado por afinidad son los siguientes:

- (1) Primer grado: cónyuge, suegro(a), yerno, nuera;
- (2) Segundo grado: cuñado(a), abuelo(a) del cónyuge.

Las personas que están emparentadas por afinidad (matrimonio) incluyen los cónyuges de parientes emparentados por consanguinidad, y, si casados, el cónyuge y los parientes del cónyuge por consanguinidad. No todos estos ejemplos son inclusivos.

NOTAS

¹Para reglas sobre la forma del nombre de un candidato o apodo en la boleta electoral, vea el subcapítulo B, Capítulo 52 del Código Electoral de Texas.

²La inclusión del número único de identificación de votante (VUID, por sus siglas en Inglés) es opcional. Sin embargo, para muchos candidatos, es un requisito estar registrados como votantes en el territorio por el cual serían electos a partir de la fecha límite de la solicitud. Puede encontrar información adicional sobre el requisito de registro de votante en nuestra página: <http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml>

³Esto se refiere a la duración de la residencia dentro del distrito o territorio de que se elige la oficina. Por ejemplo, la duración de residencia en un distrito escolar, para una oficina del consejero escolar elegida en general. Este campo **DEBE SER COMPLETADO**.

⁴Los juramentos, las declaraciones juradas o las afirmaciones que se efectúen dentro de este Estado podrán ser administradas por un juez, escribano o comisionado de alguna corte de registro, por un notario público, un juez de paz, un secretario de la ciudad o el Secretario de Estado de Texas, quienes cuentan con la capacidad de proporcionar un certificado del hecho.

APPOINTMENT OF A CAMPAIGN TREASURER BY A CANDIDATE

FORM CTA
PG 1

See CTA Instruction Guide for detailed instructions.		1 Total pages filed:	
2 CANDIDATE NAME	MS / MRS / MR FIRST MI	OFFICE USE ONLY	
 NICKNAME LAST SUFFIX	Filer ID #	
3 CANDIDATE MAILING ADDRESS	ADDRESS / PO BOX; APT / SUITE #; CITY; STATE; ZIP CODE	Date Received	
		Date Hand-delivered or Postmarked	
4 CANDIDATE PHONE	AREA CODE PHONE NUMBER EXTENSION	Receipt #	Amount \$
	()	Date Processed	
5 OFFICE HELD (if any)		Date Imaged	
6 OFFICE SOUGHT (if known)			
7 CAMPAIGN TREASURER NAME	MS/MRS/MR FIRST MI NICKNAME LAST SUFFIX		
8 CAMPAIGN TREASURER STREET ADDRESS <small>(residence or business)</small>	STREET ADDRESS (NO PO BOX PLEASE); APT / SUITE #; CITY; STATE; ZIP CODE		
9 CAMPAIGN TREASURER PHONE	AREA CODE PHONE NUMBER EXTENSION		
	()		
10 CANDIDATE SIGNATURE	<p>I am aware of the Nepotism Law, Chapter 573 of the Texas Government Code.</p> <p>I am aware of my responsibility to file timely reports as required by title 15 of the Election Code.</p> <p>I am aware of the restrictions in title 15 of the Election Code on contributions from corporations and labor organizations.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of Candidate Date Signed</p>		

GO TO PAGE 2

CANDIDATE MODIFIED REPORTING DECLARATION

FORM CTA
PG 2

11 CANDIDATE
NAME

12 MODIFIED
REPORTING
DECLARATION

COMPLETE THIS SECTION ONLY IF YOU ARE CHOOSING MODIFIED REPORTING

•• This declaration must be filed no later than the 30th day before the first election to which the declaration applies. ••

•• The modified reporting option is valid for one election cycle only. ••
(An election cycle includes a primary election, a general election, and any related runoffs.)

•• Candidates for the office of state chair of a political party may NOT choose modified reporting. ••

I do not intend to accept more than \$500 in political contributions or make more than \$500 in political expenditures (excluding filing fees) in connection with any future election within the election cycle. I understand that if either one of those limits is exceeded, I will be required to file pre-election reports and, if necessary, a runoff report.

Year of election(s) or election cycle to
which declaration applies

Signature of Candidate

This appointment is effective on the date it is filed with the appropriate filing authority.

TEC Filers may send this form to the TEC electronically at treasappoint@ethics.state.tx.us
or mail to
Texas Ethics Commission
P.O. Box 12070
Austin, TX 78711-2070

**Non-TEC Filers must file this form with the local filing authority
DO NOT SEND TO TEC**

For more information about where to file go to:
<http://204.65.203.6/filinginfo/QuickFileAReport.php>

CODE OF FAIR CAMPAIGN PRACTICES

FORM CFCP COVER SHEET

Pursuant to chapter 258 of the Election Code, every candidate and political committee is encouraged to subscribe to the Code of Fair Campaign Practices. The Code may be filed with the proper filing authority upon submission of a campaign treasurer appointment form. Candidates or political committees that already have a current campaign treasurer appointment on file as of September 1, 1997, may subscribe to the code at any time.

Subscription to the Code of Fair Campaign Practices is voluntary.

OFFICE USE ONLY
Date Received
Date Hand-delivered or Postmarked
Date Processed
Date Imaged

1 ACCOUNT NUMBER (Ethics Commission Filers)	2 TYPE OF FILER CANDIDATE <input type="checkbox"/> POLITICAL COMMITTEE <input type="checkbox"/> <i>If filing as a candidate, complete boxes 3 - 6, then read and sign page 2.</i> <i>If filing for a political committee, complete boxes 7 and 8, then read and sign page 2.</i>		
3 NAME OF CANDIDATE (PLEASE TYPE OR PRINT)	TITLE (Dr., Mr., Ms., etc.)	FIRST	MI NICKNAME LAST SUFFIX (SR., JR., III, etc.)
4 TELEPHONE NUMBER OF CANDIDATE (PLEASE TYPE OR PRINT)	AREA CODE ()	PHONE NUMBER	EXTENSION
5 ADDRESS OF CANDIDATE (PLEASE TYPE OR PRINT)	STREET / PO BOX;	APT / SUITE #;	CITY; STATE; ZIP CODE
6 OFFICE SOUGHT BY CANDIDATE (PLEASE TYPE OR PRINT)			
7 NAME OF COMMITTEE (PLEASE TYPE OR PRINT)			
8 NAME OF CAMPAIGN TREASURER (PLEASE TYPE OR PRINT)	TITLE (Dr., Mr., Ms., etc.)	FIRST	MI NICKNAME LAST SUFFIX (SR., JR., III, etc.)

GO TO PAGE 2

CODE OF FAIR CAMPAIGN PRACTICES

There are basic principles of decency, honesty, and fair play that every candidate and political committee in this state has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional rights to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- (1) I will conduct the campaign openly and publicly and limit attacks on my opponent to legitimate challenges to my opponent's record and stated positions on issues.
- (2) I will not use or permit the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or the candidate's personal or family life.
- (3) I will not use or permit any appeal to negative prejudice based on race, sex, religion, or national origin.
- (4) I will not use campaign material of any sort that misrepresents, distorts, or otherwise falsifies the facts, nor will I use malicious or unfounded accusations that aim at creating or exploiting doubts, without justification, as to the personal integrity or patriotism of my opponent.
- (5) I will not undertake or condone any dishonest or unethical practice that tends to corrupt or undermine our system of free elections or that hampers or prevents the full and free expression of the will of the voters, including any activity aimed at intimidating voters or discouraging them from voting.
- (6) I will defend and uphold the right of every qualified voter to full and equal participation in the electoral process, and will not engage in any activity aimed at intimidating voters or discouraging them from voting.
- (7) I will immediately and publicly repudiate methods and tactics that may come from others that I have pledged not to use or condone. I shall take firm action against any subordinate who violates any provision of this code or the laws governing elections.

I, the undersigned, candidate for election to public office in the State of Texas or campaign treasurer of a political committee, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct the campaign in accordance with the above principles and practices.

Signature

Date



TEXAS ETHICS COMMISSION
2020 FILING SCHEDULE FOR REPORTS DUE IN CONNECTION WITH
ELECTIONS HELD ON UNIFORM ELECTION DATES

This is a filing schedule for reports to be filed in connection with elections held on uniform election dates in May and November. Examples of elections held on uniform election dates are elections for school board positions and city offices. The uniform election dates in 2020 are May 2 and November 3.

Candidates and officeholders must file semiannual reports (due on January 15, 2020, and July 15, 2020). In addition, a candidate who has an opponent on the ballot in an election held on a uniform election date must file two pre-election reports (unless the candidate has elected modified reporting).

The campaign treasurer of a political committee that is involved in an election held on a uniform election date must also file pre-election reports (unless the committee is a general-purpose political committee that files monthly or a specific-purpose political committee that files on the modified reporting schedule). This schedule sets out the due dates for pre-election reports in connection with elections on uniform election dates. Please consult the 2020 REGULAR FILING SCHEDULE FOR GENERAL-PURPOSE POLITICAL COMMITTEES (GPAC), COUNTY EXECUTIVE COMMITTEES (CEC), AND SPECIFIC-PURPOSE POLITICAL COMMITTEES (SPAC) for a complete listing of political committee deadlines.

Candidates for and officeholders in local offices regularly filled at the general election for state and county officers (the November election in even-numbered years) should use the 2020 FILING SCHEDULE FOR CANDIDATES AND OFFICEHOLDERS FILING WITH THE COUNTY CLERK OR ELECTIONS ADMINISTRATOR.

EXPLANATION OF THE FILING SCHEDULE CHART

COLUMN I: REPORT DUE DATE - This is the date by which the report must be filed. If the due date for a report falls on a Saturday, Sunday, or legal holiday, the report is due on the next regular business day. This schedule shows the extended deadline where applicable. A report transmitted to the Texas Ethics Commission over the Internet is considered timely filed if it is transmitted *by midnight, Central Time Zone, on the night of the filing deadline*. For most filing deadlines, a report filed on paper is considered timely filed if it is deposited with the U.S. Post Office or a common or contract carrier properly addressed with postage and handling charges prepaid, or hand-delivered to the filing authority by the filing deadline. **Pre-Election Reports:** A report due 30 days before an election and a report due 8 days before an election must be *received* by the appropriate filing authority no later than the report due date to be considered timely filed.

COLUMN II: TYPE OF REPORT (WHO FILES) - This column gives the report type and explains which reporting form to use and which filers are required to file the report.

COLUMN III: BEGINNING DATE OF PERIOD COVERED - This column sets out the beginning date of the time period covered by the report. Use the latest one of the applicable dates. The "date of campaign treasurer appointment" is the beginning date only for the *first* report filed after filing a campaign treasurer appointment. For officeholders recently appointed to an elective office, the beginning date for the first report will be the date the officeholder took office, provided that he or she was not already filing as an officeholder or candidate at the time of the appointment. (*NOTE:* If you are ever confused about the beginning date for a required report, remember this rule: **There should never be gaps between reporting periods and, generally, there should not be overlaps.**)

COLUMN IV: ENDING DATE OF PERIOD COVERED - This column sets out the ending date of the time period covered by the report. The report must include reportable activity occurring on the ending date.

Please consult the CAMPAIGN FINANCE GUIDE FOR CANDIDATES AND OFFICEHOLDERS WHO FILE WITH LOCAL FILING AUTHORITIES or the CAMPAIGN FINANCE GUIDE FOR POLITICAL COMMITTEES for further information.

<u>COLUMN I</u> DUE DATE	<u>COLUMN II</u> TYPE OF REPORT (WHO FILES)	<u>COLUMN III</u> BEGINNING DATE OF PERIOD COVERED	<u>COLUMN IV</u> ENDING DATE OF PERIOD COVERED
Wednesday, January 15, 2020	January semiannual [FORM C/OH] (all local candidates and officeholders, except for officeholders who do not have a campaign treasurer appointment on file and who do not exceed \$500 in contributions or expenditures for the reporting period) [FORM GPAC] (all GPACs) [FORM SPAC] (all SPACs)	July 1, 2019, <i>or</i> the date of campaign treasurer appointment, <i>or</i> the day after the date the last report ended.	December 31, 2019
Wednesday, January 15, 2020	Annual report of unexpended contributions [FORM C/OH-UC] (former candidates and former officeholders who have filed a final report and who retained unexpended contributions or assets purchased with contributions)	January 1, 2019, <i>or</i> the day after the date the final report was filed.	December 31, 2019

REPORTS DUE BEFORE THE MAY 2, 2020, UNIFORM ELECTION

Thursday, April 2, 2020 NOTE: This report must be <u>received</u> by the appropriate filing authority no later than April 2, 2020.	30th day before the May 2, 2020, uniform election [FORM C/OH] (all local candidates who have an opponent on the ballot in the May 2 election and who do not file on the modified reporting schedule) [FORM GPAC] (all GPACs that are involved in the May 2 election) [FORM SPAC] (all SPACs that do not file on the modified reporting schedule and that supported or opposed an opposed candidate or a measure in the May 2 election)	January 1, 2020, <i>or</i> the date of campaign treasurer appointment, <i>or</i> the day after the date the last report ended.	March 23, 2020
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NOTE: A political committee must file pre-election reports if the committee is involved in the election during each pre-election reporting period. **A political committee must file an 8-day pre-election report if the committee filed a 30-day pre-election report, even if there is no activity to report during the 8-day reporting period.** The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with elections not listed on this schedule.

<u>COLUMN I</u> DUE DATE	<u>COLUMN II</u> TYPE OF REPORT (WHO FILES)	<u>COLUMN III</u> BEGINNING DATE OF PERIOD COVERED	<u>COLUMN IV</u> ENDING DATE OF PERIOD COVERED
<p>Friday, April 24, 2020</p> <p>NOTE: This report must be <u>received</u> by the appropriate filing authority no later than April 24, 2020.</p>	<p>8th day before May 2, 2020, uniform election</p> <p>[FORM C/OH] (all local candidates who have an opponent on the ballot in the May 2 election and who do not file on the modified reporting schedule)</p> <p>[FORM GPAC] (all GPACs that filed a “30th Day Before Election Report” or that are involved in the May 2 election)</p> <p>[FORM SPAC] (all SPACs that do not file on the modified reporting schedule and that filed a “30th Day Before Election Report” or that supported or opposed an opposed candidate or a measure in the May 2 election)</p>	<p>March 24, 2020, <i>or</i></p> <p>the date of campaign treasurer appointment, <i>or</i></p> <p>the day after the date the last report ended.</p>	<p>April 22, 2020</p> <p>NOTE: Daily pre-election reports of contributions accepted and direct campaign expenditures made after April 22, 2020, may be required. Please consult the Campaign Finance Guide for further information.</p>
<p>Wednesday, July 15, 2020</p>	<p>July semiannual</p> <p>[FORM C/OH] (all local candidates and officeholders, except for officeholders who do not have a campaign treasurer appointment on file and who do not exceed \$900 in contributions or expenditures for the reporting period)</p> <p>[FORM GPAC] (all GPACs)</p> <p>[FORM SPAC] (all SPACs)</p>	<p>January 1, 2020, <i>or</i></p> <p>the date of campaign treasurer appointment, <i>or</i></p> <p>the day after the date the last report ended.</p>	<p>June 30, 2020</p>

NOTE: A political committee must file pre-election reports if the committee is involved in the election during each pre-election reporting period. **A political committee must file an 8-day pre-election report if the committee filed a 30-day pre-election report, even if there is no activity to report during the 8-day reporting period.** The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with elections not listed on this schedule.

<u>COLUMN I</u> DUE DATE	<u>COLUMN II</u> TYPE OF REPORT (WHO FILES)	<u>COLUMN III</u> BEGINNING DATE OF PERIOD COVERED	<u>COLUMN IV</u> ENDING DATE OF PERIOD COVERED
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REPORTS DUE BEFORE THE NOVEMBER 3, 2020, UNIFORM ELECTION

<p>Monday, October 5, 2020</p> <p><i>Deadline is extended because of weekend.</i></p> <p>NOTE: This report must be <u>received</u> by the appropriate filing authority no later than October 5, 2020.</p>	<p>30th day before the November 3, 2020, uniform election</p> <p>[FORM C/OH] (all local candidates who have an opponent on the ballot in the November 3 election and who do not file on the modified reporting schedule)</p> <p>[FORM GPAC] (all GPACs that are involved in the November 3 election)</p> <p>[FORM SPAC] (all SPACs that do not file on the modified reporting schedule and that supported or opposed an opposed candidate or a measure in the November 3 election)</p>	<p>July 1, 2020, <i>or</i></p> <p>the date of campaign treasurer appointment, <i>or</i></p> <p>the day after the date the last report ended.</p>	<p>September 24, 2020</p>
<p>Monday, October 26, 2020</p> <p>NOTE: This report must be <u>received</u> by the appropriate filing authority no later than October 26, 2020.</p>	<p>8th day before the November 3, 2020, uniform election</p> <p>[FORM C/OH] (all local candidates who have an opponent on the ballot in the November 3 election and who do not file on the modified reporting schedule)</p> <p>[FORM GPAC] (all GPACs that filed a “30th Day Before Election Report” or that are involved in the November 3 election)</p> <p>[FORM SPAC] (all SPACs that do not file on the modified reporting schedule and that filed a “30th Day Before Election Report” or that supported or opposed an opposed candidate or a measure in the November 3 election)</p>	<p>September 25, 2020, <i>or</i></p> <p>the date of campaign treasurer appointment, <i>or</i></p> <p>the day after the date the last report ended.</p>	<p>October 24, 2020</p> <p>NOTE: Daily pre-election reports of contributions accepted and direct campaign expenditures made after October 24, 2020, may be required. Please consult the Campaign Finance Guide for further information.</p>

NOTE: A political committee must file pre-election reports if the committee is involved in the election during each pre-election reporting period. **A political committee must file an 8-day pre-election report if the committee filed a 30-day pre-election report, even if there is no activity to report during the 8-day reporting period.** The campaign treasurer of a political committee may be required to file 30-day and 8-day pre-election reports in connection with elections not listed on this schedule.

<u>COLUMN I</u> DUE DATE	<u>COLUMN II</u> TYPE OF REPORT (WHO FILES)	<u>COLUMN III</u> BEGINNING DATE OF PERIOD COVERED	<u>COLUMN IV</u> ENDING DATE OF PERIOD COVERED
Friday, January 15, 2021	<p>January semiannual</p> <p>[FORM C/OH] (all local candidates and officeholders, except for officeholders who do not have a campaign treasurer appointment on file and who do not exceed \$900 in contributions or expenditures for the reporting period)</p> <p>[FORM GPAC] (all GPACs)</p> <p>[FORM SPAC] (all SPACs)</p>	<p>July 1, 2020, <i>or</i></p> <p>the date of campaign treasurer appointment, <i>or</i></p> <p>the day after the date the last report ended.</p>	December 31, 2020
Friday, January 15, 2021	<p>Annual report of unexpended contributions</p> <p>[FORM C/OH-UC] (former candidates and former officeholders who have filed a final report and who retained unexpended contributions or assets purchased with contributions)</p>	<p>January 1, 2020, <i>or</i></p> <p>the day after the date the final report was filed.</p>	December 31, 2020

TEXAS ETHICS COMMISSION

P.O. Box 12070, Capitol Station
Austin, Texas 78711-2070

Jim Clancy
Chair

Paul W. Hobby
Vice Chair

David A. Reisman
Executive Director



Commissioners

Hugh C. Akin
Tom Harrison
Bob Long
Paula M. Mendoza
Tom Ramsay
Chase Untermeyer

RESOLUTION

The Texas Ethics Commission unanimously condemns the use of misleading campaign communications regarding the activities of the Commission.

The use of the statements “a sworn complaint has been filed against Candidate A” or “the Texas Ethics Commission is investigating a complaint against Candidate A” are improper attempts to mislead the public. It is therefore the unanimous opinion of the bipartisan Texas Ethics Commission that the use of such language in campaign communications is an unfair practice and should be judged accordingly by voters.

By law, the Texas Ethics Commission investigates every sworn complaint, whether it has merit or not. Likewise, any citizen of the State of Texas has the right to file a sworn complaint, whether it has merit or not. The fact that a complaint has been filed or the Commission is investigating provides no meaningful information to the voting public. Anyone can file a complaint and the Commission must investigate the complaints it receives.

If violations of the statutes under the Commission’s jurisdiction have occurred, the proper way to inform the public of these violations is to describe the facts of the violation or the actual findings of the Commission after the conclusion of an investigation.

The Commission directs that this resolution be prominently referenced on the Commission’s website and that the resolution be sent to members of the legislature and state and county party chairs.

Issued December 3, 2013