MEMORANDUM

To: Lisa Agnor, City Manager

From: Deborah Manuel, Acting City Secretary/Finance Director

Subject: Resolution – Order and Notice of City Election

Date: January 22, 2016

Attached is a Resolution ordering a General Election for City Commissioner Districts 5, 6, and 7 to be held on May 7, 2016. An executed copy of the Resolution will serve as proper notice of the election as required by the Election Code.

I recommend approval of the Resolution.

RESOLUTION
ORDER AND NOTICE OF CITY ELECTION

STATE OF TEXAS
COUNTY OF HARRISON
CITY OF MARSHALL

To the Resident Qualified Voters of the City of Marshall, Texas:

Take notice that an election will be held on the 7th day of May, 2016, in the City of Marshall, Harrison County, Texas, at the place and in the manner set forth in the election resolution adopted by the City Commission on the 28th day of January, which is as follows:

Resolution calling an election to elect City Commissioners from districts five, six, and seven.

WHEREAS, the election of the city officers is to be held on the first Saturday in May, now, therefore,

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MARSHALL:

1

That an election be held in said City of Marshall, Texas, on the 7th day of May, 2016, at which election candidates for the offices of Commissioner District 5; Commissioner District 6; and Commissioner District 7 shall be submitted to the resident qualified voters of said City for their action thereon,

2

That the deadline for candidates to file an application for place on the election ballot is February 19, 2016,

3

That said election shall be held within the City of Marshall at Marshall High School, 1900 Maverick Drive,

4

That the manner of holding said election shall be governed as near as may be possible to the General Election Laws of the State of Texas and none but resident qualified voters of said City shall be allowed to vote at said election,

5

That the ballots of said election shall conform to the requirements of the Election Code of the State of Texas, and

6

That the Harrison County Election Administrator is named the Early Voting Clerk and will conduct and supervise the election according to the agreement between the City of Marshall and said administrator. The Harrison County Election Administrator shall be appointed to or allowed to delegate the positions of Central Counting Station Manager, Tabulation Supervisor, and Assistant Tabulation Supervisor as provided for in the Texas Election Code, Chapter 31.094 and 31.095. The election services include conducting and supervising the City Election on May 7, 2016 and the early voting. Early voting shall be conducted at the office of the Harrison County Elections Administrator, 415 E. Burleson St. beginning April 25, 2016 through April 29, 2016 from 8:00 a.m. until 5:00 p.m., and May 2, 2016 and May 3, 2016 from 7:00 a.m. to 7:00 p.m. The final day for early voting shall be May 3, 2016. Early voting and voting on May 7, 2016 shall be by paper ballot and through a DAU (Disabled Access Unit). The last day to receive an application by mail for a ballot to be voted by mail is April 26, 2016. Applications for early voting ballots by mail shall be mailed to Harrison County Election Administrator, P.O. Box 8409, Marshall, Texas 75671.

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A copy of this Resolution signed by the Chairman of the City Commission and attested by the City Secretary shall serve as proper notice of said election. The City Secretary is authorized and directed to post a properly executed copy of said Notice of Election at City Hall and at the place where the election is to be held not less than 20 days prior to the date fixed for holding said election. The Secretary shall also cause said Notice of Election to be published once in a newspaper of general circulation published within the said City, the date of publication to be not more than 30 days nor less than 10 days prior to the date set for said election.

PASSED, APPROVED, AND ADOPTED this _____day of _____2016.

AYES:

NOES:

ABSTAINED:

_____
CHAIRMAN OF THE CITY COMMISSION
OF THE CITY OF MARSHALL, TEXAS

ATTEST:

_____
ACTING CITY SECRETARY