

ORDINANCE NO. 650

AN ORDINANCE OF THE CITY OF MANOR, TEXAS, ORDERING, ESTABLISHING PROCEDURES, AND SETTING THE DATE FOR A RUNOFF ELECTION FOR THE ELECTION OF CITY COUNCIL PLACE SIX TO SERVE AN UNEXPIRED TERM ENDING NOVEMBER 2022; MAKING PROVISIONS FOR THE CONDUCT OF THE ELECTION; PROVIDING FOR OTHER MATTERS RELATING TO THE ELECTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on May 7, 2022, a runoff election was held for the election of City Council Place Six to Serve an Unexpired Term Ending November 2022.

WHEREAS, no candidate for the runoff election received a majority vote in the election, which is required by the City Charter for a candidate to be elected to office;

WHEREAS, if no candidate receives a majority vote, a runoff election for that office is required;

WHEREAS, the *Tex. Elec. Code* is applicable to said election and this Ordinance establishes procedures consistent with the Code, and designates the date and voting place for the runoff election;

WHEREAS, the City has contracted with the Travis County Elections Administrator to conduct the City's runoff election, pursuant to *Chapter 31, Tex. Elec. Code*, and *Chapter 791, Tex. Gov't Code* (the "Election Services Agreement);

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MANOR, TEXAS:

Section 1. Runoff Election. A Runoff Election of the City shall be held on Saturday, June 11, 2022, for the Election of City Council Place Six to serve an unexpired term ending November 2022. The candidates' names appearing on the ballot for the runoff election shall be the names of the two candidates receiving the highest and second highest number of votes cast at the runoff election for the office of place six.

Section 2. Conformance with the Special Election. The general processes and procedures, and the procedures for approving election judges, early voting clerks, shall be and remain as approved for the special election for Place Six, except as required otherwise by the *Tex. Elec. Code* and this Ordinance. In addition, the runoff election shall be held in accordance with this ordinance.

Section 3. Notice of Election. Notice of the election shall be given in the manner as provided in the *Tex. Elec. Code* and the *City Charter* for runoff elections. A notice compliant with Chapter 4 of the Election Code and the City Charter shall be posted on the bulletin board used for posting notice of meetings of the governing body at the City Hall not later than the twenty-first (21st) day before the election, and by publishing a notice of election compliant with Chapter 4 of the Election Code and the City Charter at least one time not earlier than thirty (30) days no later than ten (10) days prior to said election.

Section 4. Conduct of Election. The Travis County Election Officer and his/her employees and appointees, and the election judges, alternate judges and clerks properly appointed for the election, shall hold and conduct the election in the manner provided by the Contract for Election Services, the City Charter, and the law governing the holding of runoff elections; and the official ballots, together with such other election materials as are required by the *Tex. Elec. Code*, shall be prepared in both the English and Spanish languages and shall contain such provisions, markings and language as is required by law.

Section 5. Joint Election. The City agrees to conduct a joint runoff election with other political subdivisions within Travis County, provided that such political subdivisions held an election on June 11, 2022, in all or part of the same territory as the City (the "Political Subdivisions"). The joint election for Political Subdivisions will be conducted in accordance with state law, this ordinance, and the respective Election Services Contracts.

Section 6. Election Precincts and Election Day Polling Places. The election precincts for the election shall be the election precincts established by the Travis County Election Officer in accordance with applicable law and the City Charter. The polling places for Election Day shall be at such locations designated by the Travis County Election Officer and authorized by state law. The polls shall remain open on the day of the election from 7:00 a.m. to 7:00 p.m. The returns will be provided by precinct and the Travis County Election Officer shall tabulate and provide the election returns for the election.

Section 7. Early Voting.

(a) Early voting shall commence on Tuesday, May 31, 2022, and continue through Tuesday, June 7, 2022 and early voting polls shall remain open for the time specified by the *Texas Election Code*.

(b) Early Voting Conducted by the Travis County Elections Administrator:

- 1) Early voting, both by personal appearance and by mail will be conducted by the Travis County Elections Administrator in accordance with the *Texas Election Code*. Rebecca Guerrero, Interim County Clerk, is hereby designated and appointed as an Early Voting Clerk for the runoff election.

- 2) Applications for ballot by mail for qualified voters of the City shall be mailed to:

By mail:

Rebecca Guerrero, Interim County Clerk
Travis County Early Voting Clerk
PO Box 149325

Austin, Texas 78714-9325

By Contract Carriers/ Fedex:

Elections Division
Travis County Clerk
5501 Airport Blvd.
Austin, Texas 78751

Telephone: (512) 238-VOTE

Email: elections@traviscountytexas.gov

Website: <https://countyclerk.traviscountytexas.gov/departments/elections/>

- 3) The main early voting location for the runoff election is:

Travis County Airport Office

5501 Airport Blvd.

Austin, TX 78751

Polling place hours: Monday – Saturday, 7:00 am – 7:00 pm

Sunday, Noon – 6:00 pm

- 4) Early voting shall be held at the dates, times, and location authorized by the Travis County Elections Administrator. Any early voting polling place may be added or changed by the Administrator upon compliance with applicable law.

Section 8. Election Judges and Clerks. The presiding judges, alternate presiding judges and clerks for the election shall be selected and appointed by Travis County and its appointees in compliance with the requirements of state law, and such judges and clerks so selected by Travis County and its appointees are hereby designated and appointed by the city council as the election officers, judges and clerks, respectively, for the holding of said election. The presiding judges, alternate presiding judges and clerks shall perform the functions and duties of their respective positions that are provided by state law. The city council confirms and appoints the election judges and alternate election judges that are appointed by Travis County for the election.

Section 9. City Secretary Assistance. The City Secretary is hereby authorized and instructed to aid the Travis County Elections Administrator in the acquisition and furnishing of all election supplies and materials necessary to conduct the election. The City Secretary is further authorized to assist with the giving of notices required for the election, and to take such other and further action as is required to conduct the election in compliance with the Texas Election Code; provided that, pursuant to the Election Services Contracts between the City and the Travis County Elections Administrators, the Travis County Elections Administrators shall have the duty and be responsible for organizing and conducting the election in compliance with the Texas Election Code; and for providing all services specified to be provided in the Election Services Contract.

Section 10. General. The runoff election shall be held and conducted by the Travis County Elections Administrators in compliance with the *Tex. Elec. Code* and, to the extent not inconsistent therewith, the *City Charter*, and only resident qualified voters of the City shall be eligible to vote at the election. The Elections Administrator is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct said election. Returns of the election shall be made known as soon as possible after the closing of the polls; and the election returns shall be canvassed by the City Council not earlier than June 14, 2022, nor later than June 22, 2022.

Section 11. Effective Date; Election Code. This ordinance shall be in full force and effect from and after its passage on the date shown below; provided that if any term or provision of this Ordinance conflicts with, or is inconsistent with, the Texas Elections Code, the Texas Election Code shall govern and control and the Travis County Elections Administrator shall comply with the Texas Elections Code.

Section 12. Open Meetings. It is officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required *Chapt. 551, Tex. Gov't. Code*.

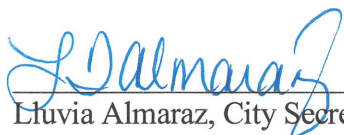
PASSED, ADOPTED AND APPROVED on this the 23rd day of May 2022.

CITY OF MANOR, TEXAS



Emily Hill, Mayor Pro Tem

ATTEST



Luvia Almaraz, City Secretary

