

RESOLUTION No. 25-00_R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY ORDERING AND ESTABLISHING PROCEDURES FOR A GENERAL ELECTION TO ELECT THREE CITY COUNCIL MEMBERS (PLACES 1, 3, AND 5) BY THE QUALIFIED VOTERS OF THE CITY OF LEON VALLEY; AUTHORIZING THE MAYOR TO ENTER INTO A JOINT ELECTION AGREEMENT WITH THE BEXAR COUNTY ELECTIONS ADMINISTRATOR FOR THE CONDUCT OF THE ELECTION; PROVIDING DETAILS RELATING TO THE CONDUCT AND ADMINISTRATION OF THE ELECTION; AUTHORIZING THE USE OF THE LEON VALLEY CONFERENCE CENTER ON MAY 03, 2025, FOR ELECTION DAY VOTING; AND DESIGNATING THE LEON VALLEY CONFERENCE CENTER, LOCATED AT 6421 EVERS ROAD, LEON VALLEY, TEXAS 78238, FOR EARLY VOTING FROM APRIL 22, 2025, THROUGH APRIL 29, 2025.

WHEREAS, The laws of the State of Texas and the City of Leon Valley provide that on May 3, 2025, there shall be elected three members of Council for this City in Places 1, 3 and 5; and

WHEREAS, The laws of the State of Texas further provide that Section 3.001 of the Election Code is applicable to the election. To comply with this Code, an order should be passed calling the election, establishing the procedures to be followed, and designating the voting place for the election; and

WHEREAS, The laws of the State of Texas provide that the Election Code is applicable to the election. To comply with this Code, a resolution should be passed ordering the election.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

Section one. Election ordered. The City Council of Leon Valley, Texas hereby orders an election for three City Council Members, for Places 1, 3, and 5, as outlined in the attached Order of Elections for the City of Leon Valley, Texas.

Section two. Applications filed. All candidates for the election to be held on Saturday, May 3, 2025, for the above-mentioned offices must file their applications with the City Secretary or designee at City Hall, 6400 El Verde Rd., Leon Valley, Texas 78238, on or after 8:00 a.m. on Wednesday, January 15, 2025, and before 5:00 p.m. on Friday, February 14, 2025. All applications must be submitted on a form as prescribed by Section 141.031 of the Election Code of the State of Texas.

Section three. Polling places. The polling place for the election shall be the Leon Valley Conference Center, located at 6421 Evers Road, Leon Valley, Texas. The polls at this location will be open on Election Day from 7:00 a.m. to 7:00 p.m. The Bexar County

Elections Department may designate additional polling places within the city's corporate limits.

Section four. Form of ballot. Voting at such elections shall be by ExpressVote Voting System and paper ballot to follow the Texas' Help America Vote Act.

Section five. Election supervision. The Bexar County Elections Department shall conduct, supervise, and administer the election. The Bexar County Elections Administrator is hereby appointed as the Elections Administrator and shall be responsible for appointing election officials, including the Presiding Judge and Clerks.

Section six. Election Administrator. The City Council hereby designates the Bexar County Elections Administrator as the Early Voting Clerk. The Early Voting Clerk is authorized to appoint Deputy Clerks as needed. The mailing address for the Early Voting Clerk is:

Early Voting Clerk

Bexar County Elections Administrator
1103 S. Frio, Suite 100
San Antonio, Texas 78207

Section seven. Early Voting Ballot Board. The Early Voting Clerk shall appoint individuals to serve on the Early Voting Ballot Board, which will be responsible for canvassing all early voting ballots.

Section eight. Early voting. Early voting by personal appearance for the designated general election (the "Election") will take place at the Leon Valley Conference Center, located at 6421 Evers Road, Texas, 78238. Early voting will be conducted from Tuesday, April 22, 2025, through Tuesday, April 29, 2025. In accordance with the Texas Election Code, early voting in person must be conducted for at least nine (9) hours each weekday that is not a legal state holiday. Regular and extended hours for early voting will be determined and conducted by the Bexar County Elections Office on dates selected by the Elections Department.

Section nine. Designation of additional early voting locations. The Bexar County Elections Administrator and/or Commissioners Court may designate additional early voting locations and times throughout Bexar County. Voting shall be by ExpressVote Voting System and mail ballots shall be by paper ballot to follow the Texas' Help America Vote Act.

Section ten. Voter qualification. The election shall be conducted in accordance with the Election Code of the State, and only resident qualified voters of the City shall be eligible to vote.

Section eleven. Notice. The Mayor shall provide notice of the election in accordance with the provisions of Sections 4.004, 83.001, 85.004, and 85.007 of the Election Code, as well as other applicable laws. All necessary orders and writs for the election shall be issued by the appropriate authority.

Section twelve. Canvass. In accordance with Chapter 1, § 1.03.003 of the City of Leon Valley Code of Ordinances, a City Council meeting shall be convened on the fifth day after the election date, excluding Sundays, or as soon as possible thereafter, to canvass the ballots. The City Secretary shall post written notice of the date, place, and subject of this meeting at City Hall in a location convenient and readily accessible to the public. The notice must remain posted continuously for at least 72 hours prior to the scheduled meeting time. A copy of the return of the posting shall be attached to the meeting minutes and incorporated into the record for all intents and purposes.

Section thirteen. The election shall be conducted in accordance with the ordinances of the City of Leon Valley, the Constitution and laws of the State of Texas, and the Voting Rights Act of 1965, as amended, to the extent applicable.

ORDER OF ELECTIONS FOR THE CITY OF LEON VALLEY, TEXAS

An election is hereby ordered to be held on **Saturday, May 03, 2025** for the purpose of: **Electing Three Members to City Council (Places 1, 3, and 5)**

Early voting by personal appearance will be conducted at the City of **Leon Valley Conference Center, located at 6421 Evers Rd., Leon Valley, Texas 78238.**

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 4th day of February, 2025.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

Approved as to Form: _____
ARTURO D. "ART" RODRIGUEZ
City Attorney