

RESOLUTION No. 23-004R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY ORDERING AND ESTABLISHING PROCEDURES FOR A GENERAL ELECTION IN THE CITY OF LEON VALLEY, TEXAS TO ELECT THREE COUNCIL MEMBERS: (PLACES 2, 4, AND MAYOR) BY THE QUALIFIED VOTERS OF THE CITY OF LEON VALLEY; AUTHORIZING THE CITY MANAGER TO SIGN A JOINT ELECTION AGREEMENT WITH THE BEXAR COUNTY ELECTIONS ADMINISTRATOR FOR THE CONDUCT OF SAID ELECTIONS, AND PROVIDING DETAILS RELATING TO THE CONDUCT OF HOLDING THE ELECTION, AUTHORIZING THE USE OF THE LEON VALLEY CONFERENCE CENTER ON THE 4th DAY OF MAY, 2024, FOR ELECTION DAY VOTING, AND THE USE OF THE LEON VALLEY CONFERENCE CENTER, LOCATED AT 6421 EVERS ROAD, LEON VALLEY, TEXAS, 78238, FOR EARLY VOTING (APRIL 22, 2024 THROUGH APRIL 30, 2024).

WHEREAS, the laws of the State of Texas and the City of Leon Valley, provide that on May 06, 2023, 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 of the State of Texas is applicable to said elections, and in order to comply with said Code, an Order should be passed ordering said election and establishing the procedure to be followed in said election, and designating the voting place for said election; and

WHEREAS, the laws of the State of Texas provide that the Election Code of the State of Texas is applicable to said election, and to comply with said Code, a resolution should be passed ordering said 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 of Leon Valley, Texas City Council hereby orders an election for the positions of three City Council Members, Places 2, 4, and Mayor as provided in the Order of Elections for the City of Leon Valley, Texas attached below.

Section two. Applications filed. That all candidates at the election to be held on Saturday May 04, 2024 for the above-mentioned offices file their applications to become candidates with the City Secretary, or designee at City Hall, 6400 El Verde Rd., Leon Valley, Texas 78238 on or after 7:30 a.m. on Wednesday, January 17, 2024 and before 5:00 p.m. on Friday, February 23, 2024, and that all applications be 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 at which said elections shall be held is at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas and at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas, and the polls at the above designated polling place shall on said Election Day be open from 7:00 a.m. to 7:00 p.m. 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 said elections. Bexar County Elections Administrator Jacquelyn F. Callanen is appointed as Elections Administrator and shall appoint the election officials including the Presiding Judge and Clerks.

Section six. Election Administrator. The City Council designates Bexar County Elections Administrator Jacquelyn F. Callanen as Early Voting Clerk. The Early Voting Clerk may appoint Deputy Clerks. The Early Voting Clerk's mailing address is as follows: Jacquelyn F. Callanen, 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 designate individuals to serve as the Early Voting Ballot Board, which will canvass all early voting.

Section eight. Early voting. Early voting by personal appearance for the above designated general and special elections (the "election") shall be at the Leon Valley Conference Center, 6421 Evers Road, Texas, 78238, and said place of early voting shall remain open on: Monday, April 22, 2024 through Thursday, April 25, 2024 from 8:00 a.m. to 6:00 p.m.; Friday, April 26, 2024 – Closed; Saturday, April 27, 2024 from 8:00 a.m. to 8:00 p.m.; Sunday, April 28, 2024 – from 12:00 p.m. to 6:00 p.m.; and Monday, April 29, 2024 and Tuesday, April 30, 2024 from 8:00 a.m. to 8:00 p.m. (These dates and times are subject to change). The above place for early voting by personal appearance is not the Early Voting Clerk's address to which ballot applications and ballots voted by mail must be sent.

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. Said elections shall be held in accordance with the Election Code of this State, and only resident qualified voters of said City shall be

eligible to vote in said elections.

Section eleven. Notice. The Mayor shall give notice of these elections as directed by the provisions of Sections 4.004, 83.001, 85.004 and 85.007 of the Election Code and other applicable law, and all necessary orders and writs for said elections shall be issued by proper 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 will be called on the fifth day after the date of the election, excluding Sundays, or as soon as possible after the fifth day to canvass the ballots. The City Secretary shall post written notice of the date, place, and subject of this meeting at the City Hall, in a place convenient and readily accessible to the public and said notice having been so posted and remaining posted continuously for at least 72 hours proceeding the scheduled time of said meeting. A copy of the return of said posting shall be attached to the minutes of this meeting and shall be made a part thereof for all intents and purposes.

Section thirteen. Said Election shall be held under the provisions of Ordinances of the City of Leon Valley, the Constitution and laws of the State of Texas and the Voting Rights Act of 1965, and amendments thereof, insofar as same may be applicable.

ORDER OF ELECTIONS FOR THE CITY OF LEON VALLEY, TEXAS

An election is hereby ordered to be held on Saturday, May 04, 2024 for the purpose of:
Electing Three Members to City Council (Places 2, 4, and Mayor)

Early voting by personal appearance will be conducted each weekday at:
The City of Leon Valley Conference Center at 6421 Evers Rd., Leon Valley, Texas 78238

Hours of early voting are Monday, April 22, 2024 through Thursday, April 25, 2024 from 8:00 a.m. to 6:00 p.m.; Friday, April 26, 2024 – Closed; Saturday, April 27, 2024 from 8:00 a.m. to 8:00 p.m.; Sunday, April 28, 2023 - from 12:00 p.m. to 6:00 p.m.; and Monday, April 29, 2024 and Tuesday, April 30, 2024 from 8:00 a.m. to 8:00 p.m. (Dates and times are subject to change). **Applications for ballot by mail shall be mailed to: Jacquelyn F. Callanen Early Voting Clerk, Bexar County Elections Administrator 1103 S. Frio, Suite 100 San Antonio, Texas 78207 Applications for ballots by mail must be received no later than the close of business on April 23, 2024**

[SIGNATURE PAGE TO FOLLOW]

Issued this the 6th day of February 2024.

Signature of Mayor

Signature of Council Place 1

Signature of Council Place 2

Signature of Council Place 3

Signature of Council Place 4

Signature of Council Place 5

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley
this the 6th day of February 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: City Attorney

City Attorney