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**CITY OF PORT LAVACA**


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**CC MEETING:** MARCH 10, 2025

**DATE:** 03/03/25

**TO:** Jody Weaver, Interim City Manager  
**cc:** Honorable Mayor And City Council Members

**FROM:** Mandy Grant, City Secretary 

**SUBJECT:** Resolution No. R-031025-1E, Appointing Election Judges for the May 03, 2025 City Officers General Election

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**BACKGROUND:**

The City of Port Lavaca has chosen to have their General Officer's Elections on the first Saturday in May of each year; therefore, Saturday, May 03, 2025, is the uniform date scheduled for the City of Port Lavaca General Officer's election.

In accordance with the Texas Election Code, a presiding judge and an alternate presiding judge must be appointed for each election precinct [EC §32.001(a)]. The role of the alternate judge is to serve as presiding judge for an election if the presiding judge cannot serve [EC §32.001(b)]. In an election conducted by the presiding judge, the alternate judge serves as one of the clerks [EC §32.032].

The Early Voting Ballot Board (EVBB) shall also have a presiding judge and an alternate presiding judge.

**FINANCIAL IMPLICATIONS:**

There are sufficient funds in this fiscal year budgeted for expenses incurred.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

Elections determine the leadership of our City.

**RECOMMENDATION:**

Staff recommends approval of Resolution No. R-031025-1E.

**ATTACHMENTS:**

Resolution No. R-031025-1E.

**RESOLUTION #R-031025-1E**

RESOLUTION TO APPOINT ELECTION OFFICERS; DESIGNATE EARLY VOTING BALLOT BOARD; SPECIFY COMPENSATION RATE OF ELECTION OFFICERS; ROLE OF CITY SECRETARY AND/OR ASSISTANT CITY SECRETARY; SPECIFY UNIFORM DATE OF MAY 03, 2025 TO HOLD GENERAL OFFICERS ELECTION IN THE CITY OF PORT LAVACA, TEXAS;

WHEREAS, in accordance with the City Charter of the City of Port Lavaca, the Texas Election Code and other applicable state and federal laws, the City Council of the City of Port Lavaca, Texas hereby has the authority to appoint the Election Officers for city elections.

WHEREAS, in addition, that the general officers' election has been ordered for Saturday, May 03, 2025 by Resolution No. R-011325-1E adopted on January 13, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PORT LAVACA, TEXAS:

SECTION 1. THAT, in accordance with the Texas Election Code, a presiding judge and an alternate presiding judge must be appointed for each election precinct [EC §32.001(a)]. The role of the alternate judge is to serve as presiding judge for an election if the presiding judge cannot serve [EC §32.001(b)]. In an election conducted by the presiding judge, the alternate judge serves as one of the election clerks [EC §32.032].

SECTION 2. THAT, such election shall be conducted by the City of Port Lavaca, with Early Voting Days, Extended Hours for Early Voting day on a Saturday and the main Election Day voting to be at the following polling places designated for each City election district and the following citizens, registered to vote in the city, are hereby appointed Election Officers to conduct said election:

All Polling Places:	City of Port Lavaca City Hall - Main Lobby 202 N. Virginia Street Port Lavaca, Texas 77979
Augustin Rojas, Jr.	Presiding Judge
Janie Delgado	Alternate Judge
Michael Moehler	Presiding Judge for the Early Voting Ballot Board and the Central Counting Station
Mary Lou Tharling	Alternate Judge for the Early Voting Ballot Board and the Central Counting Station

SECTION 3 THAT, the Office of the City Secretary of the City of Port Lavaca shall consist of the City Secretary and/or the Assistant City Secretary and shall perform all duties necessary to conduct the general officers' election.

SECTION 4. THAT, the Office of the City Secretary is hereby authorized and directed to provide a copy of the RESOLUTION to the judges as written notice of their appointment as required the Texas Election Code [EC §32.009].

If either the Presiding Judge or the Alternate Presiding Judge is unable to perform his/her assigned duties, the Office of the City Secretary is authorized to select an Acting Presiding or Acting Alternate Presiding Judge from the qualified Election Clerks, as needed.

SECTION 5. THAT, the Presiding Judge shall have the authority to appoint two (2) clerks to assist in the holding of such election. Said election officers shall also serve as the Early Voting Ballot Board (EVBB) for such election. The Central Counting Station will be in the City Hall Conference Room.

SECTION 6. THAT, the Election Judge(s) shall be compensated at an hourly rate of \$12.00; early voting clerks and election clerks shall be compensated at an hourly rate of \$11.00 as provided by the State Election Code [EC §32.091(a)].

SECTION 7. THAT, the City Secretary is hereby appointed the Elections Clerk for early voting; and the Assistant City Secretary is hereby appointed the Deputy Election Clerk for early voting in accordance with Section 83.001 *et seq.* of the Texas Election Code. The place for early voting days and election day is hereby designated as the City of Port Lavaca, City Hall - Main Lobby, 202 N. Virginia Street, Port Lavaca, Texas.

SECTION 8. THAT, the Mayor is authorized to sign Writ of Election to the Presiding Judge.

SECTION 9. THAT, this resolution shall be effective immediately upon adoption.

APPROVED AND ADOPTED by the City Council of the City of Port Lavaca, this 10<sup>th</sup> day March, 2025.

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Jack Whitlow, Mayor

ATTEST:

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Mandy Grant, City Secretary