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## CITY OF PORT LAVACA

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**CC MEETING:** March 14, 2022

**DATE:** 02-22-22

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

**FROM:** Mandy Grant, City Secretary 

**SUBJECT:** Certification by City Secretary that all Candidates for the City of Port Lavaca General Officers Election held on the uniform date of May 07, 2022 are Unopposed

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### **BACKGROUND:**

Candidates for the City of Port Lavaca General Officers Election held on the uniform date of May 07, 2022 are Unopposed to-wit:

- One Mayor, At-Large Position, for a term of two (2) years; and
- One Council Member, Single District Four (4), for a term of 3 years; and
- One Council Member, Single District Five (5), for a term of 3 years; and

In order to cancel an election, the governing body **must first receive and accept** the certification that candidates in an election are unopposed and that no other issues or propositions are being presented at the election for consideration. The certification must come from the authority responsible for preparing the ballot and in a city election, that authority is the City Secretary.

After Council receives and formally accepts the certification, it must adopt an Order cancelling the election. The order must be adopted in an open session. Copies of the order must be posted on Election Day at each polling place that would have been used had the election not been cancelled.

Certificates of Election should be prepared for each unopposed candidate, however, the certificates should not be issued until on or after Election Day. Candidates must wait until on or after Election Day to take the Oath of Office. Statement of Elected Officer may be signed prior to Election Day but is normally executed at the same time the Oath is administered.

### **RECOMMENDATION:**

Accept letter of certification by the City Secretary.

### **ATTACHMENTS:**

Letter of certification by the City Secretary.