



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

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| Meeting Date: January 13, 2026 | Department: Legislative | Presented By: Deana McMullen, City Secretary |
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AGENDA ITEM:

Discussion/Action: to adopt an ordinance to Order the May 2, 2026 General Election.

BACKGROUND:

Per state law (Section 3.004 of the Texas Election Code) the city is required to order the general election of the political subdivision. This year the city will order the general election for City Council Places 3, 4, and 5. The 2025 General Election will be held May 2, 2026.

Candidate packets are available on the city's website.

STAFF RECOMMENDATION:

EXHIBITS:

- Proposed Ordinance No. 930-26

REQUIRED MOTION:

MOTION TO ADOPT AN ORDINANCE ORDERING A GENERAL MUNICIPAL ELECTION TO BE HELD ON MAY 2, 2026 FOR THE PURPOSE OF ELECTING CERTAIN MUNICIPAL OFFICERS FOR THE CITY OF WILLOW PARK, SPECIFICALLY CITY COUNCILMEMBERS FOR PLACE NO. 3, PLACE NO. 4, AND PLACE NO. 5; APPROVING CONTRACT WITH PARKER COUNTY ELECTION OFFICE TO CONDUCT ELECTION, DESIGNATING A POLLING PLACE, WITHIN THE MUNICIPAL LIMITS; APPOINTING A PRESIDING ELECTION JUDGE AND ALTERNATE PRESIDING ELECTION JUDGE; ESTABLISHING OTHER PROCEDURES FOR THE CONDUCT OF THE ELECTION; PROVIDING A SEVERABILITY CLAUSE; PROVIDING

**FOR PUBLICATION OF NOTICE; AND PROVIDING FOR AN EFFECTIVE
DATE.**