



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Meeting Date:</b> January 14, 2025	<b>Department:</b> Legislative	<b>Presented By:</b> Toni Fisher, ACM/Interim City Secretary
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### **AGENDA ITEM:**

**Discussion/Action: to adopt an ordinance to Order the May 3, 2025 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 Mayor, and City Council Places 1 and 2. The 2025 General Election will be held May 3, 2025.

Candidate packets are available on the city's website.

### **STAFF RECOMMENDATION:**

### **EXHIBITS:**

- Proposed Ordinance No. 915-25

### **REQUIRED MOTION:**

***MOTION TO ADOPT AN ORDINANCE ORDERING A GENERAL MUNICIPAL ELECTION TO BE HELD ON MAY 3, 2025 FOR THE PURPOSE OF ELECTING CERTAIN MUNICIPAL OFFICERS FOR THE CITY OF WILLOW PARK, SPECIFICALLY MAYOR AND CITY COUNCILMEMBERS FOR PLACE NO. 1 AND PLACE NO. 2; 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.***