



City of Port Aransas

January 5, 2024

Dear Candidate:

The attached packet contains information recommended by the Texas Ethics Commission. This material is available on the Texas Ethics Commission's website at www.ethics.state.tx.us/main/local.htm. Please do not hesitate to call the Texas Ethics Commission at (512) 463-5800 if you have any difficulty with the forms, instructions, filing schedules, or other filing materials, or if you have any questions about the campaign finance laws. Election law, and especially campaign finance law, is complex; therefore, candidates are encouraged to call the Ethics Commission if they have any questions about filing obligations.

The General Election is scheduled for Saturday, May 4, 2024, for the purpose of electing officers to the following:

Mayor
City Council Place 2
City Council Place 4
City Council Place 6

Filing begins on Wednesday, January 17, 2024, at 8:00 a.m. and ends on Friday, February 16, 2024, at 5:00 p.m. There is no filing fee. At the end of the filing period, there will be a drawing for the order of names on the ballot. The date for the drawing will be Monday, February 26, 2024, at 10:00 a.m. in the City Council Chamber; you are encouraged to attend or send a representative to witness the drawing on your behalf.

The Office of the City Secretary and the City Attorney's Office cannot advise you or groups who support or oppose candidates on matters of election or campaign finance law. The City Attorney provides legal services to the City as a municipal corporation and the city must maintain neutrality in the electoral process. The office of the City Secretary can advise candidates when reports are due. However, the duty of the office, as the local filing authority, is limited to accepting and filing the various applications, affidavits, and statements. Staff will note the date and time of filing on the forms. The Office of the City Secretary will not judge or comment upon the timeliness or sufficiency of reports filed. All of these documents are public records and are open for inspection by any person.

On the filing of an application for a place on the ballot, the City Secretary must review the application to determine whether it complies with the requirements as to form, content, and procedure only. That is, the City Secretary checks to be sure it was filed correctly and in a timely manner and that all required information is completed and attested to. The review must be completed not later than the fifth day after the date the application is received by the authority. If an application does not comply with applicable requirements, the City Secretary must reject the

application and immediately deliver to the candidate written notice of the reason for the rejection. [Election Code § 141.032(e)].

If I can be of any further assistance, please do not hesitate to contact me at 361-749-4111.

Sincerely,

Francisca Nixon

Francisca Nixon
City Secretary