

## **ORDINANCE #250603-A**

### **AN ORDINANCE OF THE CITY OF SUNSET VALLEY, TEXAS, CITY COUNCIL, CALLING FOR A REGULAR ELECTION ON TUESDAY, NOVEMBER 4, 2025, TO THREE (3) CITY COUNCIL MEMBERS; PROVIDING FOR THE CONDUCT OF THE ELECTION; AND PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, Texas Election Code Ann., Section 3.004(a) directs that the governing body of the City of Sunset Valley, Texas shall order the regular general election for City Officers;

**WHEREAS**, Tuesday, November 4, 2025 is the next uniform election date, and, on such date, there shall be elected the following officials for this City: three (3) City Council Members for the City Council;

**WHEREAS**, the Texas Election Code is applicable to said election and this ordinance establishes procedures consistent with the Code, and designates the voting place for the election;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SUNSET VALLEY, TEXAS:**

**SECTION 1.** That an election shall be held on the 4<sup>th</sup> day of November 2025, which is the first uniform election date more than thirty (30) days after passage of this Ordinance, for the voters of the City of Sunset Valley, Texas (the "City") to elect the following officers: three (3) City Council Members to serve on the City Council of the City of Sunset Valley, Texas to serve a term of two (2) years each. Candidates at the election for the above offices shall file their application to become a candidate with the City Secretary of the City, at the City Hall Building, 3205 Jones Rd., Sunset Valley, TX 78745, beginning on Saturday, July 19, 2025 (hours will be determined) and 5:00 p.m. on Monday, August 18, 2025. All applications for candidacy shall be on a form as prescribed by the *Tex. Elec. Code*. The order in which the names of the candidates for each office are to be printed on the ballot shall be determined by a drawing conducted by the City Secretary held at the City Hall Building, after notice has been provided to candidates as required by *Tex. Elec. Code* and at least 72 hours after the City Secretary posts notice of such drawing.

**SECTION 2.** That Notice of the Election ordered herein shall be given in the manner prescribed by Texas Election Code Ann., Section 4.003 and 4.004. A Notice of Election containing a copy of this ordinance shall be posted in the election precinct at a public place, designated as the bulletin board used for posting notice of meetings of the governing body at City Hall. not later than the twenty-first (21st) day before the election, and by publishing said Notice of Election (in English and Spanish) at least one time, not earlier than thirty (30) days nor later than ten (10) days prior to said election, in a newspaper in general circulation in the City. The Travis County Elections Administrator is authorized and shall give all notices required for the election

**SECTION 3.** The ballots used for the general election shall comply with the *Texas Election Code* and be in the form provided by the City to the Travis County Elections Administrator for use on the voting devices used by the Travis County Elections Administrator.

**SECTION 4.** The official ballots, together with such other election materials as are required by the *Texas Elections Code*, as amended, shall be printed in both the English and Spanish languages and shall contain such provisions, markings and language as required by law.

**SECTION 5.** The Sunset Valley City Secretary and his/her employees and appointees, and the election judges, alternate judges and clerks properly appointed for the election, shall hold and conduct the election in compliance with state law for the entire City.

**SECTION 6.** There shall be one (1) election precinct for the election, which shall contain and include all the geographic area within the City. The polling place for citizens of the Ward 1 of the City shall be the City Hall, 3205 Jones Rd., Sunset Valley, TX 78745. The polls shall remain open on the day of the election from 7:00 a.m. to 7:00 p.m.

**SECTION 7.** Early voting, both by personal appearance and by mail, will be conducted by the City Secretary, who is hereby designated and appointed as the Early Voting Clerk for the general election for City residents residing in Travis County in accordance with the *Texas Election Code*. Early Voting for the above designated election shall be determined by the Travis County Clerk. Early voting shall commence on Monday, October 20, 2025, and continue through Friday, October 31, 2025, and early voting polls shall remain open for the time specified by the *Texas Election Code*.

**SECTION 8.** The general election shall be held and conducted by the Travis County Elections Administrators in compliance with the *Texas Election Code*, and only resident qualified voters of the City shall be eligible to vote at the election. The Elections Administrator is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct said election. Returns of the election shall be made known as soon as possible after the closing of the polls; and the election returns shall be canvassed by the City Council according to State law.

**SECTION 9.** This ordinance shall be in full force and effect from and after its passage on the date shown below; provided that if any term or provision of this Ordinance conflicts with, or is inconsistent with, the *Texas Elections Code*, the *Texas Election Code* shall govern and control and the Travis County Elections Administrator shall comply with the Texas Elections Code.

**SECTION 10.** It is officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required *Chapter 551, Texas Government Code*.

**THE FOREGOING WAS PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SUNSET VALLEY, TEXAS, on the 3<sup>rd</sup> day of June 2025.**

  
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**Marc Bruner, Mayor**

**ATTEST:**

  
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**Melissa Marquez, City Secretary**