

**RESOLUTION NO. 22-004**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TARRANT AND DENTON COUNTIES, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON MAY 7, 2022, FOR THE PURPOSE OF ELECTING CITY COUNCIL PLACE 3, PLACE 4, AND PLACE 5; DESIGNATING LOCATION OF POLLING PLACES; ORDERING NOTICE OF ELECTION TO BE GIVEN AS PRESCRIBED BY LAW IN CONNECTION WITH SUCH ELECTIONS; AUTHORIZING EXECUTION OF JOINT ELECTION AGREEMENTS AND CONTRACTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the City of Southlake, Texas (“City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and,

**WHEREAS,** the City of Southlake Charter provides that City Elections shall be held in accordance with the laws of the State of Texas; and,

**WHEREAS,** Section 41.001(a) of the Texas Election Code establishes the first Saturday in May as a Uniform Election date for the purposes of conducting an election; and,

**WHEREAS,** Section 3.004 of the Texas Election Code provides that the governing body of a municipality shall be the authority to order an election for the purposes of electing members to the governing body; and,

**WHEREAS,** the City will enter into Joint Election Agreements and Contracts for election services with Tarrant and Denton Counties pursuant to Texas Election Code Sections 31.092 and 271.002.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TARRANT AND DENTON COUNTIES, TEXAS, THAT:**

**SECTION 1.** A General Election is hereby ordered for May 7, 2022 to be held jointly with the Carroll Independent School District for the purpose of electing the Southlake City Council Place 3, Place 4, and Place 5, each such term being for a period of three (3) years. The filing period for the General Election began on January 19, 2022, and will end on February 18, 2022, at 5:00 p.m., in accordance with State Law.

**SECTION 2.** Pursuant to the Joint Election Agreement and Contract (the “Contracts”), the Elections Administrator of Tarrant and Denton Counties shall serve as Elections Administrator for the elections. Presiding Election Judges and Alternate Presiding Election Judges appointed to serve the authorized polling places and the early voting clerk and deputy early voting clerks shall be those election officials furnished by the Elections Administrator from the list of proposed election judges as required in the Contracts. The Mayor is hereby authorized to execute Contracts with the Tarrant County and Denton County Elections Administrators for the General Election on May 7, 2022. The Mayor shall have further authority to approve any minor modifications as may be necessary in the best interest of the City. In the event of a conflict between this resolution and the Contracts, the Contracts shall control. A voting system or systems meeting the standards and requirements of the Texas Election Code, as amended, is hereby adopted, and approved for early voting by personal appearance and by mail and for election day voting.

**SECTION 3.** Notice of the General Election shall be posted on the bulletin board used to post notice of the City Council meetings, the City's website and be published in a newspaper of general circulation in the City. That said notice must be published at least once, not earlier than the 30th day nor later than the 10th day, before Election Day as provided in Section 4.003(a)(1) of the Texas Election Code. A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the notice shall make a record of the time of posting, starting date, and the place of posting.

**SECTION 4.** On Election Day, May 7, 2022, the polls shall be open between the hours of 7:00 a.m. and 7:00 p.m.

**Tarrant County Precincts**

3039, 3359, 3470, 3526, 3529, 3538, 3542, 3545, 3558, 3579 and 3626 as specified by Tarrant county

**Voting Location**

Any Voting Center located in Tarrant County

**Denton County Precinct**

4212

**Voting Location**

To Be Determined, per the Contract

**SECTION 5.** Early voting by personal appearance shall commence on April 25, 2022 and continue through May 3, 2022, at the locations established by Tarrant and Denton Counties on the dates and times as follows, or as may be amended by either county, per the Contract.

**Tarrant and Denton County**

April 25 – April 29	Monday – Friday	8:00 a.m. – 5:00 p.m.
April 30	Saturday	7:00 a.m. – 7:00 p.m.
May 1	Sunday	11:00 a.m. – 4:00 p.m.
May 2 – 3	Monday – Tuesday	7:00 a.m. – 7:00 p.m.

The main early voting locations shall be located at:

**Tarrant County**

Tarrant County Elections Center  
2700 Premier Street  
Fort Worth, TX 76111

**Denton County**

Denton County Elections Center  
701 Kimberly Drive, Suite A101  
Denton, TX 76208

Early Voting for Southlake Tarrant County residents will also be conducted at Southlake Town Hall, 1400 Main Street, Southlake, Texas, 76092. Early Voting for Southlake Denton County residents will be conducted at locations as specified by Denton County. Additional Early Voting locations will be identified in the Contracts executed with the Tarrant and Denton Counties Elections Administrators.

**SECTION 6.** Applications for ballot by mail shall be received and processed by the Tarrant and Denton County Elections Administrators, as follows:

**Tarrant County**

Early Voting Clerk: Heider Garcia  
Tarrant County Elections Center  
2700 Premier Street  
Fort, Worth, TX 76111  
Fax: 817-884-1755

**Denton County**

Early Voting Clerk: Frank Phillips  
Denton County Elections Office  
P.O. Box 1720, Denton, TX 76202  
Denton County Elections Office  
701 Kimberly Drive, Suite A101

Email: votebymail@tarrantcounty.com Denton, TX 76202  
Fax: 940-349-3201  
Email: elections@dentoncounty.com

It is required for an applicant submitting an application for ballot by mail via fax or email to also submit an application for ballot by mail via mail. In order for a faxed or email application for ballot by mail to be effective, the accompanying mailed application for ballot by mail must be received within 4 days of the submission of the application by fax or email.

Applications for ballots by mail must be received no later than the close of business on April 26, 2022.

**SECTION 7.** For purposes of processing ballots cast in early voting, the election officers for the early voting ballot board for this election shall be appointed and designated in accordance with the provisions of the Contracts.

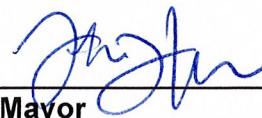
**SECTION 8.** The City Secretary shall present the General Election returns to the City Council at a Council meeting for the canvassing of said elections in accordance with the Texas Election Code. The candidates for City Council Place 3, Place 4, and Place 5 that receives a majority of valid votes by qualified voters at the elections shall be declared elected. In the event no candidate receives a majority of all the votes cast for all the candidates for an office, a runoff election shall be conducted on the date set forth in the Contracts or other date ordered by the City Council in accordance with the Southlake City Charter and State law.

**SECTION 9.** The elections shall be held in accordance with the Constitution of the State of Texas and the Election Code, and all resident qualified voters of the City shall be eligible to vote in the elections. The Mayor and the City Secretary, in consultation with the City Attorney, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code in carrying out and conducting the elections, whether or not expressly authorized herein.

**SECTION 10.** This Resolution shall take effect immediately upon its passage.

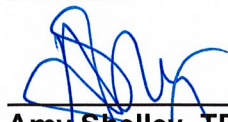
**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TARRANT AND DENTON COUNTIES, TEXAS, ON THIS THE 1<sup>ST</sup> DAY OF FEBRUARY 2022.**

**APPROVED:**



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**Mayor  
John Huffman**

**ATTEST:**



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**Amy Shelley, TRMC  
City Secretary**