



Office of the City Clerk

December 7, 2021

Re: City of San Angelo Special Election, Saturday, January 29, 2022
Position: Council Member for Single Member District 5
Filing Period: December 7, 2021 through December 20, 2021 by 5:00 p.m.

Dear Prospective Candidate:

Thank you for your interest in serving the citizens of San Angelo by considering candidacy in the upcoming municipal election. We have created this packet to inform you of obligations to comply with applicable state statutes and local ordinances. Below is a list of election related forms that need to be filed with the Office of the City Clerk (a notary is provided at no cost):

Required Forms:

1. [Affidavit of Qualification for Office for City of San Angelo Elections](#). The Texas Constitution and/or City Charter mandate the qualifications on this form. The statement on the affidavit is required to be taken before a notary (provided) in the Office of the City Clerk.
2. [Application for a Place on the City of San Angelo Special Election Ballot](#). This form (including the oath and explanation of the nepotism law) is mandated by State Law. There is no filing fee. The oath on the application is required to be taken before a notary (provided) in the Office of the City Clerk. The application will be reviewed by the City Clerk within five days of receipt to determine compliance as to form, content, and procedure. If any discrepancies from statutory requirements are noted, the application will be rejected, and the candidate will be notified immediately in writing.
3. [Appointment of a Campaign Treasurer by a Candidate](#). The appointment form must be filed prior to, or at the same time as, the ballot application and affidavit of qualifications. No letter of intention may be distributed, nor contributions accepted, nor any expenditure made by a candidate until this form has been filed. If you do not intend to accept or expend more than \$930 you may be eligible for reduced reporting requirements. The [instructions](#) for this form include an explanation of the nepotism law.
4. [Candidate/Officeholder Campaign Finance Report](#). Other finance reports may be required in varying situations (i.e. Designation of Final Report, Correction Affidavit, etc.). The [instructions](#) for this form include an explanation of all schedules that may be required. *Due 30 and 8 days prior to election.*
5. [Texas Ethics Commission Local Government Officer Conflicts Disclosure Statement](#) and [Conflict of Interest Questionnaire Forms](#).

Optional Forms:

6. [Code of Fair Campaign Practices](#) and [Chapter 258, Election Code "Fair Campaign Practices Act"](#). Every candidate is encouraged to sign and comply with the Code. There is no requirement to execute the Code of Fair Campaign Practices.

7. [Amendment: Appointment of a Campaign Treasurer by a Candidate](#). Use this form for changes to existing information only. The [instructions](#) for this form include an explanation of the nepotism law.
8. [Nickname on Ballot Affidavit](#). Use this form to have a nickname on the ballot. The nickname must comply with Election Code 52.031(c).

The information below is provided for your convenience. However, it is the duty of the candidate to become familiar with applicable laws. The duty of the City Clerk is limited to accepting, notarizing, and filing the reports. The City Clerk cannot judge nor can they give legal advice on the sufficiency of reports filed.

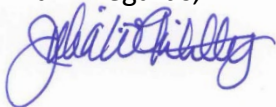
- For technical or administrative questions on financial reporting, contact the Texas Ethics Commission, Disclosure Filings Division at 512-463-5800 or www.ethics.state.tx.us.
- For legal advice concerning financial reporting, contact an attorney in the Legal Division of the Ethics Commission also at 512-463-5800 (Option 4).
- For questions other than those concerning financial reporting, contact the Office of the Texas Secretary of State, Elections Division, at (800) 252-8683 or www.sos.state.tx.us.

Additional information:

9. [Calendar of Important Dates](#) - pertinent dates for election related activities and actions.
10. [City of San Angelo Map of Single Member District 5](#) – this map displays the current boundary lines.
11. [Draft List of Polling Locations](#) – list of proposed polling locations as of December 3, 2021.
12. [Title 15, Election Code Regulating Political Funds and Campaigns](#) - detailed information relating to the regulation of campaign finances.
13. [Texas Ethics Commission Campaign Finance Guide for Candidates and Officeholders Who File with Local Filing Authorities](#)
14. Information from the Texas Department of Transportation is available at <https://www.txdot.gov/inside-txdot/division/right-of-way/campaign-signs.html> and [City of San Angelo Code of Ordinances \(Article 12.04\)](#) - regulations regarding placement and removal of political signs on city and state property.
15. [Political Advertising-What You Need to Know](#)

If you have further questions, please do not hesitate to contact the City Clerk's Office by phone (657-4405) or email (julia.antilley@cosatx.us).

Warm regards,



Julia Antilley
City Clerk
City of San Angelo

**AFFIDAVIT OF QUALIFICATIONS FOR OFFICE
FOR CITY OF SAN ANGELO ELECTIONS**

I, _____, of the City of San Angelo, being a candidate for the office of _____ (Single Member District _____), do solemnly swear that:

For all candidates:

- A. As a candidate for election to office in the City of San Angelo I possess the legal qualifications for holding office pursuant to Article VI, Section 2 of the Texas Constitution; V.T.C.A., Election Code, §141.01; and the City of San Angelo Charter to wit:
- (1) I am a United States citizen;
 - (2) I am eighteen years of age or older on the first day of the term to be filled at the election or on the date of appointment, as applicable;
 - (3) I have not been determined by a final judgment of a court exercising probate jurisdiction to be:
 - (a) totally mentally incapacitated; or
 - (b) partially mentally incapacitated without the right to vote;
 - (4) I have not been finally convicted of a felony from which I have not been pardoned or otherwise released from the resulting disabilities;

For Mayor and Council only:

- (1) I have resided continuously in the State of Texas for twelve months; in the territory from which the office is elected for six months and if I am a candidate for the office of Council member I am and have been a resident of the Single Member District for which I am a candidate six months immediately preceding the following date:
 - (a) for a candidate whose name is to appear on a general primary election ballot, the date of the regular filing deadline for a candidate's application for a place on the ballot;
 - (b) for an independent candidate, the date of the regular filing deadline for a candidate's application for a place on the ballot;
 - (c) for a write-in candidate, the date of the election at which the candidate's name is written in;
 - (d) for a party nominee who is nominated by any method other than by primary election, the date the nomination is made; and
 - (e) for an appointee to an office, the date the appointment is made; and
- (2) I am not and will not be an employee of the City of San Angelo.
- (3) I do not and will not hold any other elected office; and
- (4) I shall comply with all conflict of interest and conflict disclosure laws.

For Chief of Police Only:

(1) I am and have been a resident of the City of San Angelo for a period of at least two years immediately prior to my election

As a candidate for office I understand that the if I cease to possess any of the qualifications herein required, I shall forfeit my office.

Further, I understand that each person elected to City office, as a condition to being administered the oath of office, I shall have filed with the City Clerk this signed, sworn statement which shall be updated and filed with the City Clerk annually during my term of office.

Signature of Candidate

Subscribed and sworn to before me at San Angelo, Texas, this _____ day of _____,
202____.

Notary Public, State of Texas

**Name on Ballot Affidavit
City of San Angelo, Texas
Special Election
January 29, 2022**

I, _____, as a candidate for the City of San Angelo, Texas, Special Election to be held January 29, 2022, make this affidavit stating the following:

The nickname to be used on the January 29, 2022 City of San Angelo, Texas General Election ballot complies with Election Code 52.031(c).

Signed this _____ day of December 2021.

Signature of Candidate

Printed name including nickname of Candidate

The State of Texas
County of Tom Green

Before me _____ on this day personally appeared _____ known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this ___ day of December 2021.

(Notary Stamp)

Notary Public in and for the State of Texas

SUBCHAPTER B. NAME ON BALLOT

Sec. 52.031. FORM OF NAME ON BALLOT. (a) A candidate's name shall be printed on the ballot with the **given name or initials first, followed by a nickname, if any, followed by the surname**, in accordance with this section.

(a-1) A person may use any surname acquired by law or marriage.

(b) In combination with the surname, a candidate may use one or more of the following:

(1) a given name;

(2) a contraction or familiar form of a given name by which the candidate is known; or

(3) an initial of a given name.

(c) **A nickname of one unhyphenated word of not more than 10 letters by which the candidate has been commonly known for at least three years preceding the election may be used in combination with a candidate's name.** A nickname that constitutes a slogan or otherwise indicates a political, economic, social, or religious view or affiliation may not be used. A nickname may not be used unless the candidate executes and files with the application for a place on the ballot an affidavit indicating that the nickname complies with this subsection.

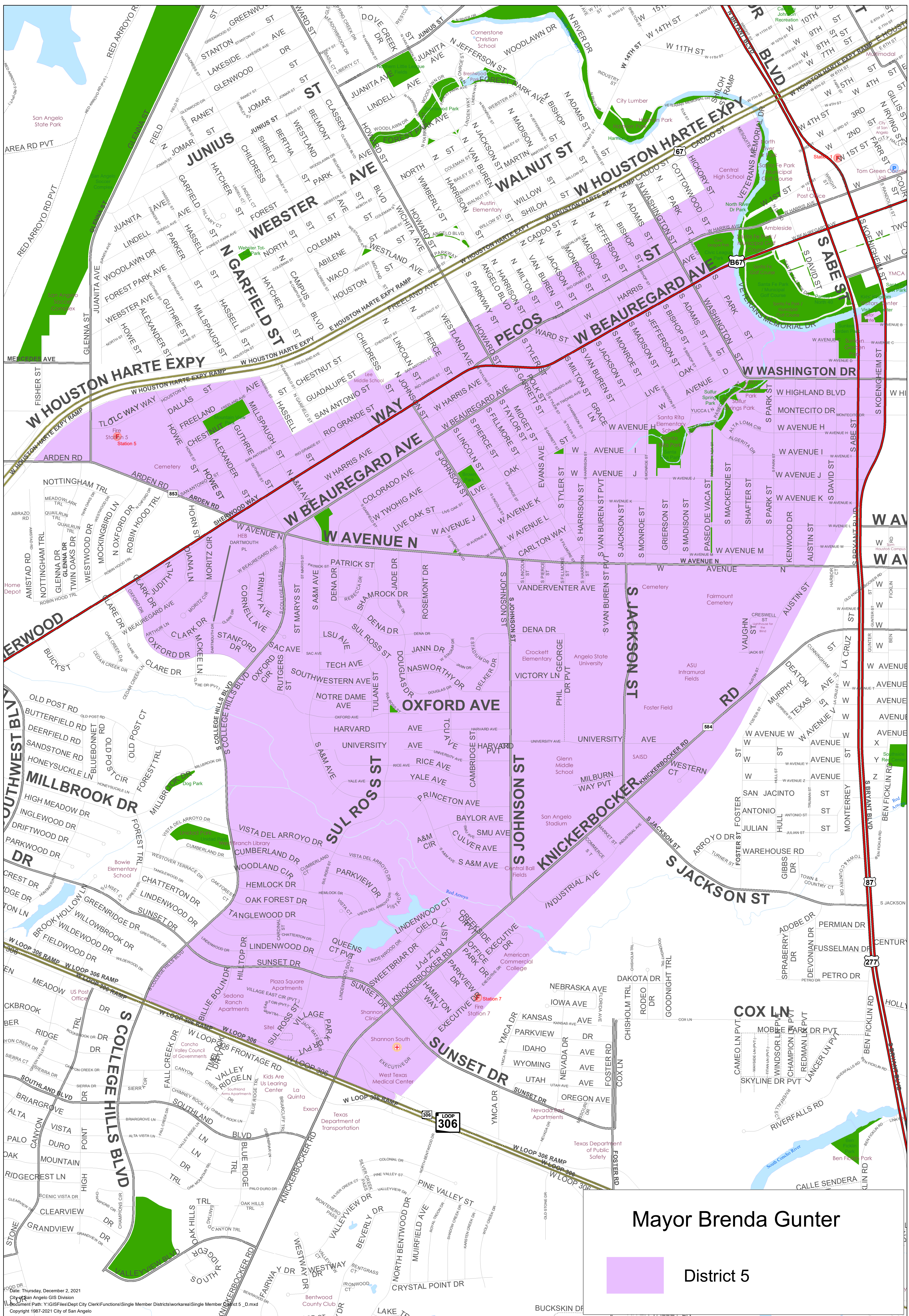
(d) A suffix such as "Sr.," "Jr.," or "2nd" may be used in combination with a candidate's name.

(e) A married woman or widow may use in combination with her surname, if the same as her husband's surname, the given name or initials of her husband with the prefix "Mrs."

Important Dates for the January 29, 2022 Special Election

Tuesday, December 7, 2021	Election Ordered by City Council
Tuesday, December 7, 2021	First day to file an application for a place on ballot
Monday, December 20, 2021	Last day to file an application for a place on ballot (by 5 p.m.)
Monday, December 20, 2021	Last day to file a declaration of write-in candidacy
Sunday, December 25, 2021	Last day for candidate to withdraw (by 5 p.m.)
Monday, December 27, 2021	Drawing for order on the ballot (10 a.m.)
Thursday, December 30, 2021	Campaign Finance Report Due (Date CTA filed - December 20, 2021)
Thursday, December 30, 2021	Last day to register to vote
Wednesday, January 12, 2022	First day of early voting by personal appearance
Friday, January 21, 2022	Campaign Finance Report Due (December 21, 2021 - January 19, 2022)
Tuesday, January 25, 2022	Last day of early voting by personal appearance
Saturday, January 29, 2022	Election Day (7 a.m. to 7 p.m.)
Wednesday, February 9, 2022	Canvass Votes/Order Runoff

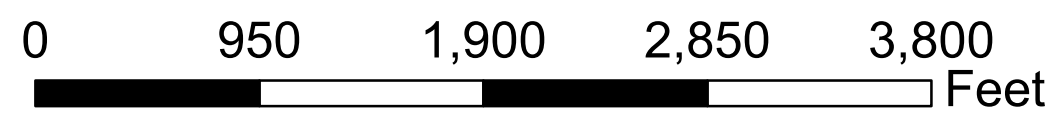
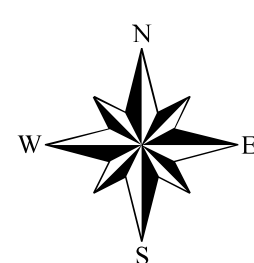
City offices will be closed December 23, December 24, and January 17.



City of San Angelo GIS Division
 Date: Thursday, December 2, 2021
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City of San Angelo Single Member District 5 San Angelo, Texas



POLLING PLACES FOR JANUARY 29, 2022 SPECIAL ELECTION – Draft as of December 3, 2021

EARLY VOTING

Early Voting Location: Edd B. & Frances Frink Keyes Building, 113 W. Beauregard, 1st floor

Early Voting Dates/Times: January 12-14, 2022 8:00 A.M. to 5:00 P.M.

January 18-21, 2022 8:00 A.M. to 5:00 P.M.

January 24-25, 2022 7:00 A.M. to 7:00 P.M.

During early voting, any voter residing in Tom Green County may go to this location and vote on all officers or measures for which the person is entitled to vote.

ELECTION DAY VOTING

Election Day Date/Time: 7:00 A.M. to 7:00 P.M., on Saturday January 29, 2022

Location	Address
Angelo Bible Church	3506 Sherwood Way, Lobby
MHMR Services for Concho Valley, Admin. Building	1501 W. Beauregard Ave., Jack Ray Room
St. Mark Presbyterian Church	2506 Johnson Ave, Fellowship Hall

On Election Day, any voter residing in Tom Green County may go to any of these locations and vote on all officers or measures for which the person is entitled to vote.