

**CITY OF LAKEWAY  
ORDINANCE NO. 2024-02-05-01**

**AN ORDINANCE OF THE CITY OF LAKEWAY, TEXAS, ORDERING A GENERAL ELECTION FOR THE PURPOSE OF ELECTING THREE (3) COUNCIL MEMBERS, SUCH ELECTION IS TO BE HELD ON MAY 4, 2024, IN THE CITY OF LAKEWAY, TEXAS; MAKING PROVISION FOR THE CONDUCT OF THE ELECTIONS; PROVIDING FOR OTHER MATTERS INCIDENTAL AND RELATED TO SUCH ELECTION.**

WHEREAS, the City Council of the City of Lakeway wishes to order a general election for the purpose of electing three (3) council members, by the qualified voters of the City of Lakeway; and

WHEREAS, the City Council wishes to proceed with the ordering of an election to be held on May 4, 2024; and

WHEREAS, the City of Lakeway has entered into an agreement dated February 5, 2024 for joint election services (“Election Agreement”) with Travis County Elections Division which will provide voter accessibility to Travis County early voting locations, election day locations, and to the County’s ES&S ExpressVote voting system and certified HAVA-compliant voting equipment which preserves the City’s compliance with Texas Election laws; and

WHEREAS, the said election is to be held more than seventy-eight (78) days from the date of adoption of this ordinance ordering the general election; and

WHEREAS, the City Council wishes to designate certain officials to conduct various aspects of election services for the City;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKEWAY, TEXAS, THAT:

SECTION 1. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION 2. A general election for the purpose of electing three (3) council members to two-year terms, by the qualified voters of the City of Lakeway, is hereby ordered to be held on May 4, 2024, in conformance with all applicable laws and as provided in this Ordinance. Voting locations on election day will be open from 7:00 am to 7:00 pm.

SECTION 3. CONDUCT OF ELECTION.

- (a) Early voting by personal appearance will be conducted April 22, 2024 through April 30, 2024 in accordance with State of Texas election law administered by the Election Officer of Travis County Elections Division from the Travis

County Central offices located at 5501 Airport Boulevard, Suite B100, Austin Texas 78751. Voters may vote at any established Travis County early voting mobile or permanent voting site on the dates and times of operation as conducted by the County. The main early voting location will be Travis County: Austin Permitting and Development Center, 6310 Wilhelmina Delco Drive, Austin, TX 78752.

Applications for a ballot by mail may be submitted via regular mail to:

Travis County Early Voting Clerk  
PO Box 149325  
Austin, TX 78714-9325

Or via contract carrier to:

Travis County Early Voting Clerk  
Elections Division  
5501 Airport Blvd, Suite #100  
Austin, TX 78751-1410

Other contact information for the early voting clerk is:

Phone number: 512-238-8683  
Email address: [elections@traviscountytexas.gov](mailto:elections@traviscountytexas.gov)  
Website: <https://elections.traviscountytexas.gov/>

The period to apply for a ballot by mail is January 1, 2024 through April 23, 2024. The application must be received by April 23, 2024 (mere postmarking by the deadline is insufficient).

In accordance with the Election Agreement the Travis County Election Officer has assumed the responsibility for recruiting election personnel and training thereof. The Travis County Election Officer is appointed to serve as the City's Election Officer and Early Voting Clerk and shall coordinate, supervise, and conduct all aspects of administering voting for the City's general election.

- (b) In accordance with the Election Agreement, and in accordance with the Election laws of the State of Texas, election services for the voters of the City of Lakeway are to be administered by the Election Officer of the Travis County Elections Division from their Travis County Central offices located at 5501 Airport Boulevard, Suite B100, Austin Texas, 78751.

SECTION 4. All resident electors of the City shall be entitled to cast a vote in the general election of the City.

SECTION 5. The City Secretary of the City of Lakeway will perform those election duties

listed (1) through (8) below and any other election duties that may not be delegated to another governmental entity:

- (1) preparing, adopting, and publishing all required election orders, ordinances, notices and other documents, including bilingual materials, evidencing action by the City of Lakeway necessary for the conduct of an election;
- (2) administer the City's duties under state and local campaign finance laws including but not limited to compliance with hours of operation, preparing and providing candidate information and filing forms for prospective interested citizens; receive filings for office and conduct the City's drawing for places on the ballot;
- (3) preparing the text for the City's official ballot in English and Spanish, as required by law;
- (4) providing the Election Officer with a list of candidates showing the order and the exact manner in which the candidates' names are to appear on the official ballot;
- (5) assist the County whenever possible when requested;
- (6) conduct the official canvass of the City of Lakeway election;
- (7) serve as the custodian of the City's election records; and
- (8) filing the Participating Entity's annual voting system report to the Secretary of State as required under Chapter 123 et seq. of the Texas Election Code.

SECTION 6. All Resolutions and Ordinances, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters ordained herein.

SECTION 7. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 8. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and this Council hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 9. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 10. This Ordinance shall be in force and effect from and after the date of its adoption.

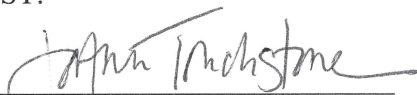
PASSED AND APPROVED this the 5th day of February, 2024.

CITY OF LAKEWAY, TEXAS



Thomas Kilgore, Mayor

ATTEST:



Jo Ann Touchstone, City Secretary

