

ORDINANCE NO. 2218

AN ORDINANCE ORDERING A GENERAL ELECTION IN THE CITY OF ALAMO HEIGHTS, TEXAS, TO BE HELD ON THE 4th DAY OF MAY, 2024, FOR THE ELECTION OF THREE COUNCIL MEMBERS FOR PLACES THREE (3), FOUR (4), AND FIVE (5), AS PROVIDED BY THE CITY CHARTER, THE TERM OF SUCH OFFICES TO BE FOR TWO (2) YEARS TERMINATING WHEN THEIR SUCCESSORS ARE ELECTED AND QUALIFIED; DESIGNATING JACQUELYN F. CALLANEN, BEXAR COUNTY ELECTIONS ADMINISTRATOR, AS THE ELECTION ADMINISTRATOR TO CONDUCT SAID ELECTION; DESIGNATING THE POLLING PLACES; DESIGNATING FILING DEADLINES; ORDERING NOTICES OF ELECTION TO BE POSTED AND PUBLISHED AS PRESCRIBED BY LAW IN CONNECTION WITH SAID ELECTION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the terms for City Council Places Three, Four, and Five are set to expire in May 2024 and there is a need to call for a General Election to fill the vacancies in accordance with the City Charter and Election Code; and

WHEREAS, the Texas Constitution, the *Texas Election Code* (the “Code”), and the City Charter are applicable to said General Election (hereinafter referred to as the “election”), and in order to comply with applicable laws, an ordinance is required to call the elections and establish procedures consistent with the Constitution, the Code, and the Charter; and

WHEREAS, Section 271.002(a) of the Texas Election Code authorizes two or more political subdivisions to enter into an agreement to hold elections jointly in the election precincts that can be served by common polling places; and

WHEREAS, the election will be held jointly with Bexar County on May 4, 2024 because the entities desire that a joint election be held in order to provide a convenient, simple, and cost-saving election to the voters in their respective jurisdictions; and

WHEREAS, the City will enter into an agreement with Bexar County Elections Administrator setting out respective duties and responsibilities for the May 4, 2024 election;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ALAMO HEIGHTS, TEXAS, THAT:

SECTION 1. It is hereby ordered, pursuant to Section 3.005(a) of the Texas Election Code, that a Regular General Election be held in the City of Alamo Heights, Texas on the first Saturday of May, 2024, at which election the following officers shall be elected by the qualified voters of the City of Alamo Heights:

POSITIONS:

**CITY COUNCIL PLACE #3 (TWO-YEAR TERM)
CITY COUNCIL PLACE #4 (TWO-YEAR TERM)
CITY COUNCIL PLACE #5 (TWO-YEAR TERM)**

SECTION 2. That at said election each of the foregoing named positions shall be voted upon separately and in accordance with Article IV, Section 5 of the City Charter, the candidate receiving the highest number of votes for each said position shall be elected to such office.

SECTION 3. That qualified persons desiring to be candidates in the aforementioned places shall file for election as such candidates with the City Secretary beginning at 8:30 a.m. on the 17th day of January, 2024 and not later than 5:00 p.m. on the 16th day of February, 2024. Any person desiring to file as a candidate for such offices shall pay a filing fee of \$100.00 at the time such person files his or her written oath as a candidate.

SECTION 4. That the order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing to be conducted by the City Secretary at 10:00 a.m., on Friday, February 23, 2024 at Alamo Heights City Hall, 6116 Broadway, Alamo Heights, Texas as provided by Section 52.094 of the Election Code.

SECTION 5. Voting on Election Day and during early voting shall be done on Election Systems & Software, Inc. (ES&S) iVotronic™ Touch Screen Voting Unit provided by Bexar County with ballot tabulation performed by Bexar County Elections Administrator. Voting by Mail ballot and Provisional Voting shall be done on paper ballot.

SECTION 6. The City shall hold the general election in conjunction with the elections to be held by the Joint Election Participants on Saturday, May 4, 2024, at the precincts and polling places as determined by the Elections Administrator pursuant to the provisions of the Election Agreement. When so determined, such precincts and polling places shall be attached hereto as ***Exhibit A***. The City is hereby declared to be one election precinct, which is coterminous with Bexar County election precincts No. 3020, 3025 and 3026.

SECTION 7. The polling place designated for Alamo Heights voting precincts for Early Voting for the May 4, 2024 General Election shall be the conducted Monday, April 22, 2024 thru Tuesday, April 30, 2024. Early voting in person must be conducted at least eight (8) hours each weekday that is not a legal state holiday per Texas Election Code. Regular and extended hours for Early Voting will be conducted by Bexar County Elections office on dates selected by the Elections Office. Electors may cast their early votes in person at the locations, dates and times to be determined by the Elections Administrator. When so determined, the locations, dates, and times for early voting by personal appearance shall be attached hereto as ***Exhibit B***.

SECTION 8. Applications for ballot by mail shall be mailed to Bexar Elections Administrator, Jacquelyn F. Callanen, 1103 S. Frio St., Suite 100, San Antonio, Texas 78207. Applications for ballots by mail must be received by the Elections Administrator no later than 5:00 p.m. on April 23, 2024.

SECTION 9. Jacqueline F. Callanen, Bexar County Elections Administrator, is designated as the election officer to conduct the General Election of May 4, 2024 and Early Voting for the General Election. She shall appoint a sufficient number of clerks to assist in the proper conduct of the election and other persons to serve with her as Early Voting Ballot Board.

SECTION 10. That notice of the May 4, 2024 General Election of the City of Alamo Heights shall be posted and published no later than Wednesday, April 24, 2024 in accordance with the Election Code of the State of Texas.

SECTION 11. The City Manager is authorized to enter into a contract with Bexar County Elections Administrator to conduct the election ordered herein and committing to pay the fee charged by the Bexar County Elections Administrator for such services. The City Manager is furthermore authorized to enter into a contract for the conduct of a joint election with other governmental entities in Bexar County, Texas.

SECTION 12. Representatives. That the following slate of officials and other designated persons are hereby authorized but not required to be present to observe the election counting process:

- the Mayor and members of the City Council of the City of Alamo Heights;
- candidates for the City Council of the City of Alamo Heights; and
- the Alamo Heights City Secretary or her designated representative

SECTION 13. That the returns of said election be made in accordance with the State Election Code and shall be canvassed by the City Council at a special City Council Meeting at a time to be set by Mayor between May 7, 2024 and May 15, 2024 in accordance with the Election Code of the State of Texas.

SECTION 14. 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 City Council.

SECTION 15. All ordinances and resolutions, 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 16. If any provision of this Ordinance or the application thereof to any person or circumstances 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 City Council hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 17. This Ordinance shall be in force and effect from and after the date of its adoption, and it is so ordained.

PASSED AND APPROVED this the 12th day of **FEBRUARY, 2024.**


Bobby Rosenthal, MAYOR

ATTEST:


Elsa T. Robles, CITY SECRETARY

APPROVED AS TO FORM:


Frank J. Garza, CITY ATTORNEY



EXHIBIT A

ELECTION DAY PRECINCTS AND POLLING PLACES

[Information provided by the Elections Administrator will be attached when available]

EXHIBIT B*

EARLY VOTING LOCATIONS, DATES AND TIMES

JOINT GENERAL, SPECIAL, CHARTER ELECTION
(ELECCIÓN CONJUNTA GENERAL, ESPECIAL Y CARTA)

May 4, 2024
(4 de mayo de 2024)

The hours of early voting will be: *(Las horas y fechas de votacion adelantada seran:)*

Monday, Apr. 22 thru Thursday, Apr. 25, 2024.....8:00 a.m. to 6:00 p.m.
(Lunes 22 de abril hasta el jueves 25 de abril de 2024.....8:00 a.m. to 6:00 p.m.)
Friday, Apr. 26, 2024 CLOSED
(Viernes 26 de abril de 2024 CERRADO
Saturday, Apr. 27, 2024.....8:00 a.m. to 8:00 p.m.
(Sabado 27 de abril de 2024.....8:00 a.m. to 8:00 p.m.)
Sunday, Apr. 28, 2024.....12:00 noon – 6:00 p.m.
(Domingo 28 de abril de 2024.....12:00 noon – 6:00 p.m.)
Monday, Apr. 29 thru Tuesday, Apr.30, 2024.....8:00 a.m. to 8:00 p.m.
(Lunes 29 de abril hasta el martes 30 de abril de 2024.....8:00 a.m. to 8:00 p.m.)

April 22, 2024 thru April 30, 2024

SUN	MON	TUES	WED	THURS	FRI	SAT
21	22 *****	23 *****	24 *****	25 *****	26 CLOSED	27 ***** **
28 *****	29 *****	30 *****	1	2	3	4 ELECTION DAY

Legend: *** Indicates dates open for early voting**
(Leyenda: *** Indica fechas abiertas para votación adelantada)**

Main Early Voting Location: (Localidad Principal de Votacion Adelantada:)

BEXAR COUNTY ELECTIONS DEPARTMENT 1103 S. Frio
(DEAF LINK available for the hearing impaired)

In addition to the main early polling place, early voting will be conducted at the following locations: (Ademas de la localidad principal, votacion adelantada se llevara a cabo en las siguiente localidades:)

BEXAR COUNTY JUSTICE CENTER (Basement).....300 Dolorosa
BROOK HOLLOW BRANCH LIBRARY.....530 Heimer Rd.
CASTLE HILLS CITY HALL... (Community Room)209 Lemonwood Dr.
CHRISTIAN FAMILY BAPTIST CHURCH.....1589 Grosenbacher Rd.
CLAUDE BLACK CENTER.....2805 East Commerce
CODY BRANCH LIBRARY11441 Vance Jackson

EXHIBIT B*

EARLY VOTING LOCATIONS, DATES AND TIMES

CONVERSE CITY HALL (OLD).....	407 S. Seguin Rd.
COPERNICUS COMMUNITY CENTER.....	5003 Lord Rd.
CORTEZ BRANCH LIBRARY.....	2803 Hunter Blvd.
EAST CENTRAL ISD ADMIN BLDG.....	6634 New Sulphur Springs Rd.
ENCINO BRANCH LIBRARY.....	2515 E. Evans Rd.
FAIR OAKS RANCH CITY HALL.....	7286 Dietz Elkhorn Rd.
GREAT NORTHWEST BRANCH LIBRARY.....	9050 Wellwood
IGO BRANCH LIBRARY.....	13330 Kyle Seale Parkway
KIRBY CITY HALL	112 Bauman
LEON VALLEY CONFERENCE CENTER.....	6421 Evers Rd.
LION'S FIELD.....	2809 Broadway
MAVERICK BRANCH LIBRARY.....	8700 Mystic Park
MCAULIFFE MIDDLE SCHOOL.....	9390 S.W. Loop 410
McCRELESS BRANCH LIBRARY.....	1023 Ada St.
MEMORIAL BRANCH LIBRARY.....	3222 Culebra
MISSION BRANCH LIBRARY.....	3134 Roosevelt Ave.
NORTHSIDE ACTIVITY CENTER.....	7001 Culebra
NORTHWEST VISTA COLLEGE...(Mountain Laurel Rm. 132).....	3535 N. Ellison Dr.
OUR LADY OF THE LAKE UNIVERSITY...(Sueltenfuss Library).....	411 S.W. 24 TH St.
PALO ALTO COLLEGE...(Ozuna Library Rm. 102).....	1400 W. Villaret Blvd.
PARMAN BRANCH LIBRARY @ Stone Oak.....	20735 Wilderness Oak
PRECINCT 1 SATELLITE OFFICE.....	3505 Pleasanton Rd.
PRECINCT 3 SATELLITE OFFICE.....	320 Interpark Blvd.
SCHAEFER BRANCH LIBRARY.....	6322 US Hwy 87 E.
SEMMES BRANCH LIBRARY @ Comanche Lookout Park.....	15060 Judson Rd.
SHAVANO PARK CITY HALL... (Lobby).....	900 Saddletree Ct.
SOMERSET CITY HALL.....	7360 E. 6 th , Somerset
SOUTHSIDE ISD ADMIN. BLDG.....	1460 Martinez-Losoya Rd
TOBIN LIBRARY @ OAKWELL.....	4134 Harry Wurzbach
UNIVERSAL CITY LIBRARY.....	100 Northview Dr.
UTSA (Bexar Room).....	1 UTSA Circle
WINDCREST TAKAS PARK CIVIC CENTER.....	9310 Jim Seal Dr.
WONDERLAND MALL OF THE AMERICAS...(A44).....	4522 Fredericksburg Rd.

subject to change (sujeto a cambio)

For more information contact the office of the Bexar County Elections Administrator, Jacquelyn F. Callanen, at (210) 335-VOTE (8683) or visit our website at Elections.Bexar.org
(Para mas informacion comuniquese con la oficina del Condado de Bexar Administrador de Elecciones, Jacquelyn F. Callanen, al telefono (210) 335-VOTE (8683) o visite nuestra pagina web Elections.Bexar.org)

Applications to vote by mail may be requested and once completed mailed to:
(Las solicitudes para votar por correo se pueden solicitar y, una vez completadas, enviarse por correo a:)

Jacquelyn F. Callanen, Early Voting Clerk
1103 S. Frio, San Antonio, Texas 78207, or by calling 210-335-VOTE (8683).

Applications for a ballot by mail must be received no later than 5:00 p.m. on April 23, 2024.
(Las solicitudes para una boleta por correo deben recibirse a más tardar a las 5:00 p.m. el 23 de abril de 2024.)