

# CITY OF COMANCHE

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Dear Prospective Candidate:

Thank you for considering a position in public office with the City of Comanche. Your candidacy entails the obligation to comply with certain applicable state statues and local ordinances. An "Election Packet" has been published to provide instructions and assist you with completing all necessary forms. You may direct questions about election law to the Secretary of State at 800-252-8683 or go online at [www.sos.state.tx.us](http://www.sos.state.tx.us).

As City Secretary of the City of Comanche, I will be happy to answer general questions regarding due dates for reporting and filings. The Office of the City Secretary is specifically limited by law to the acceptance and filing of various applications, affidavits, statement, and reports, and noting the date and time of all such filings. These documents become public records upon filing and are available for public inspection.

The items summarized below provides basic qualifications regarding the election:

## QUALIFICATIONS:

- be a United States citizen;
- be a registered voter;
- be 21 years of age or older at the time of the election for which they are filing;
- have resided within the corporate limits of the City, or recently annexed territory, for at least twelve (12) months prior to the filing date;
- not at any time of filing or while in office, be in arrears in payment of taxes or other liabilities due to the City after the expiration of thirty (30) days following providing of notice of notice of delinquency;
- no candidate may file in a single election for more than one (1) elective office or position;
- no employee of the City shall continue in such position after filing for an elective City office;
- the office of an incumbent elected City Official shall become vacant when the person holding such office files an application to have his/her name on an official ballot as a candidate for any elective public office other than the one such person holds, unless otherwise prohibited by law;
- not have been finally convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities; and
- shall comply with all other City Ordinances and/or Resolutions that may be applicable.

It is your duty to become familiar with the laws applicable to campaigning for office. Campaign reports are considered open records and will be viewed as such by the public, reporters, and

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opponents alike. All applicable financial reports must be completed by the candidate or the candidate's campaign treasurer. Candidates are responsible responsible for filing all reports.

Should you have questions regarding reporting procedures, contributions, or expenditures, please call the Texas Ethics Commission at 512-463-5800 or online at [www.ethics.state.tx.us](http://www.ethics.state.tx.us).

Your interest in municipal government is appreciated, and I trust that this will be a positive and exciting experience for you and your supporters. If you have any question or if I may be of further assistance, do not hesitate to contact me at Comanche Hall, 325-356-2616 or via email at [jwinkelman@ci.comanche.tx.us](mailto:jwinkelman@ci.comanche.tx.us).

Good Luck,



Jim Winkelmann  
City Administrator