

CANDIDATE INFORMATION RELATING TO THE MAY 4, 2019 ELECTION OF MCKINNEY CITY COUNCIL MEMBERS REPRESENTING: AT-LARGE 2, DISTRICT 2 and DISTRICT 4

1. **Important Dates and Deadlines** page 2 of this document

2. **Election Law Calendar (for Election on May 4, 2019)**
Source: Texas Secretary of State, Election Advisory No. 2018-41
<https://www.sos.texas.gov/elections/laws/may-4-election-law-calendar-2019.shtml>

3. **City Council Eligibility Requirements**
Source: McKinney, Texas – Code of Ordinances, Part I - Charter, Chapter III: The City Council
https://library.municode.com/tx/mckinney/codes/code_of_ordinances?nodeId=PTICH_CHIIITHCO

4. **Financial Disclosure & Standards of Conduct**
Source: Texas Statutes, Local Government Code, Title 5: Matters Affecting Public Officers and Employees, Subtitle A: Municipal Officers and Employees, Chapter 145: Financial Disclosure by and Standards of Conduct for Local Government Officials
<https://statutes.capitol.texas.gov/Docs/LG/htm/LG.145.htm>

5. **CANDIDATE DOCUMENT REQUIREMENTS & APPLICATION SUBMITTAL CONFIRMATION** page 3 of this document

6. **APPLICATION FOR PLACE ON GENERAL ELECTION BALLOT (Form AW 2-21 & Instructions)**
Source: Texas Secretary of State, Political Subdivisions Form Index:
Chapter 2 – Forms (City, School and other Political Subdivision Elections)
<https://www.sos.texas.gov/elections/forms/pol-sub/index.shtml#chapter-2>

7. **Additional Forms & Instructions** – documents available online at [Texas Ethics Commission](#); hardcopy available at Office of the City Secretary
 - **CTA: Appointment of a Campaign Treasurer by a Candidate** ([Form](#) / [Instructions](#))
 - **ACTA: Amended Appointment of a Campaign Treasurer by a Candidate** ([Form](#) / [Instructions](#))
 - **C/OH: Candidate/Officeholder Campaign Finance Report** ([Form](#) / [Instructions](#))
 - **C/OH-FR: Candidate/Officeholder Campaign Finance Report – Designation of Final Report** (last page of Form C/OH)
 - **C/OH-UC: Candidate/Officeholder Report of Unexpended Contributions** ([Form](#) / [Instructions](#))
 - **STA: Appointment of a Campaign Treasurer by a Specific-Purpose Committee** ([Form/Instructions](#))
 - **ASTA: Amended Appointment of a Campaign Treasurer by a Specific-Purpose Committee** ([Form/Instructions](#))
 - **SPAC: Specific-Purpose Committee Finance Report** ([Form/Instructions](#))
 - **PAC-DR: Political Committee Affidavit of Dissolution** (last page of Form SPAC)
 - **CFCP: Code of Fair Campaign Practices** ([Form/Fair Campaign Practices Act](#))
 - **PFS: Personal Financial Statement** ([Form & Instructions](#))

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IMPORTANT DATES AND DEADLINES

FOR MAY 4 ELECTION OF MCKINNEY CITY COUNCIL MEMBERS REPRESENTING:

AT-LARGE 2, DISTRICT 2, and DISTRICT 4

JANUARY 16	First business day for filing application for a place on the ballot (begin 8:00 a.m.) Location: Office of the City Secretary – McKinney City Hall
FEBRUARY 15	Last day for filing application for place on ballot (must be received by 5:00 p.m.) Location: Office of the City Secretary – McKinney City Hall
FEBRUARY 22	Last day for candidate to withdraw and have name omitted from the ballot; Certificate of Withdrawal must be received by 5:00 p.m. Location: Office of the City Secretary – McKinney City Hall
FEBRUARY 25	Drawing for order of names on ballot (begin 4:30 p.m.) Location: Council Chambers – McKinney City Hall
MARCH 7	Personal Financial Statements (must be received by 5:00 p.m.) Location: Office of the City Secretary – McKinney City Hall
MARCH 21*	Candidate Orientation (begin 8:30 a.m.) Location: 2 nd Floor Conference Room – McKinney City Hall
APRIL 4	Due date for filing first report of campaign contributions and expenditures (must be received in the City Secretary’s office by 5:00 p.m.)
APRIL 4	Last day to register to vote or transfer voter registration in new precinct not in the same county and territory for May 4th election.
APRIL 22	First Day for early voting by personal appearance
APRIL 26	Due date for filing second report of campaign contributions and expenditures (must be received in the City Secretary’s office by 5:00 p.m.)
APRIL 30	Last Day for early voting by personal appearance
MAY 4	ELECTION DAY polls open 7 a.m. to 7 p.m. – Unofficial tabulation of results will be posted on City website immediately following the counting process
MAY 13, 14 or 15*	Official canvass of election
JUNE 4	Oaths of office for new Council members <i>(if no runoff is needed)</i>
MAY 28-JUNE 1 & JUNE 3, 4	Early Voting for Run-off Election <i>(if needed)</i>
JUNE 8	Run-Off Election <i>(if needed)</i>

Asterisk (*) Indicates Tentative Schedule – Subject to confirmation

CANDIDATE DOCUMENT REQUIREMENTS & APPLICATION SUBMITTAL CONFIRMATION

Application Documents Checklist: The following items must be included with *Candidate Application for Place on the General Election Ballot* at time of submittal. (Incomplete packets will not be accepted)

- Driver's License
- Voter Registration Card

and a current copy of one of the following:

- Paycheck stub or W2 listing the residency address on the application
- Homestead Exemption listing the residency address on the application
- Military ID listing the residency address on the application
- An official school district form that lists the residency address on the application; information about child(ren) should be redacted
- Vehicle registration that lists the candidate's name and the residency address

Source: McKinney Home Rule Charter Secs 10, 15, and 15b.

CANDIDATE APPLICATION PACKET SUBMISSION

PRINT Candidate/Applicant Name: _____

Candidate/Applicant Signature

Submittal Date

**FOR OFFICE USE ONLY
OFFICE OF THE CITY SECRETARY
APPLICATION PACKET RECEIPT CONFIRMATION**

RECEIVED BY (Staff) NAME: _____

Staff Signature

Received Date

City of McKinney Election Information
Office of the City Secretary
222 North Tennessee Street
McKinney, TX 75069
Phone (972)547-7505