



**CANDIDATE
FILING PACKET**

General Election – November 5, 2019

The Woodlands Township

Board of Directors



June 10, 2019

TO: CANDIDATES

RE: NOVEMBER 5, 2019 GENERAL ELECTION - THE WOODLANDS TOWNSHIP - BOARD OF DIRECTORS

Dear Candidate:

Thank you for your interest in The Woodlands Township Board of Directors' General Election to be held November 5, 2019. Candidates may file an application to appear on the ballot for one of the designated positions between July 20, 2019 and the close of business at 5 p.m. on August 19, 2019. Applications may be mailed to the Township at 2801 Technology Forest Boulevard, The Woodlands, Texas 77381 or delivered in person to said address on regular business days during the Township's office hours of 8:30 a.m. to 5:00 p.m. Please find attached the official candidate's filing forms and instructions. A fact sheet of pertinent qualifications/critical dates and information regarding campaign signs are included in this packet. Such forms, instructions, and information are promulgated and available from the Texas Secretary of State – Elections Division and are provided in this packet for convenience. All prospective candidates are directed to the Secretary of State's website to determine whether there have been any changes or updates to said forms, instructions and information.

Additionally, it is the duty of the candidate to become familiar with the laws applicable to Texas elections, ethics, and campaign finance reporting. **You are solely responsible for compliance with these laws.**

As the authority responsible for calling and holding a fair and impartial election, **The Woodlands Township cannot provide legal or administrative advice or assistance to candidates or prospective candidates.** You may wish to seek legal counsel or other professional advice in this regard.

Please note that candidates will file for one of three (3) positions: 5, 6 or 7. You must indicate a POSITION in the box labeled OFFICE SOUGHT: Example:

OFFICE SOUGHT: Director, Position (put the number here)

Term of Office: Two (2) years. Check the "Full" box, as there are no unexpired terms on the ballot.

Please refer to the links below for additional election information and updates:

www.thewoodlandstownship-tx.gov

www.montgomeryvotes.org

www.harrisvotes.org

www.sos.state.tx.us/elections/forms/index.shtml

www.ethics.state.tx.us

ALL INFORMATION IS REQUIRED TO BE PROVIDED UNLESS INDICATED OPTIONAL

APPLICATION FOR A PLACE ON THE _____ GENERAL ELECTION BALLOT					
TO: City Secretary/Secretary of Board					
I request that my name be placed on the above-named official ballot as a candidate for the office indicated below.					
OFFICE SOUGHT (Include any place number or other distinguishing number, if any.)				INDICATE TERM <input type="checkbox"/> FULL <input type="checkbox"/> UNEXPIRED	
FULL NAME (First, Middle, Last)			PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT ¹		
PERMANENT RESIDENCE ADDRESS (Do not include a P.O. Box or Rural Route. If you do not have a residence address, describe the address at which you receive personal mail and location of residence.)			PUBLIC MAILING ADDRESS (Campaign mailing address, if available.)		
CITY	STATE	ZIP	CITY	STATE	ZIP
PUBLIC EMAIL ADDRESS (If available)		OCCUPATION (Do not leave blank)		DATE OF BIRTH / /	VOTER REGISTRATION VOID NUMBER (Optional) ²
TELEPHONE CONTACT INFORMATION (Optional) Home: Work: Cell:		LENGTH OF CONTINUOUS RESIDENCE AS OF DATE APPLICATION SWORN			
		IN STATE _____ year (s) _____ month(s)		IN TERRITORY FROM WHICH THE OFFICE SOUGHT IS ELECTED ³ _____ year (s) _____ month(s)	
If using a nickname as part of your name to appear on the ballot, you are also signing and swearing to the following statements: I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election.					
Before me, the undersigned authority, on this day personally appeared (name) _____, who being by me here and now duly sworn, upon oath says: "I, (name) _____, of _____ County, Texas, being a candidate for the office of _____, swear that I will support and defend the Constitution and laws of the United States and of the State of Texas. I am a citizen of the United States eligible to hold such office under the constitution and laws of this state. I have not been finally convicted of a felony for which I have not been pardoned or had my full rights of citizenship restored by other official action. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I am aware of the nepotism law, Chapter 573, Government Code. I further swear that the foregoing statements included in my application are in all things true and correct."					
X _____ SIGNATURE OF CANDIDATE					
Sworn to and subscribed before me at _____, this the _____ day of _____, _____.					
SEAL					
Signature of Officer Administering Oath ⁴			Title of Officer Administering Oath		
TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:					
(See Section 1.007)		Date Received _____		Signature of Secretary _____	
Voter Registration Status Verified <input type="checkbox"/>					

INSTRUCTIONS

An application to have the name of a candidate placed on the ballot for any general election may not be filed earlier than 30 days before the deadline prescribed by this code for filing the application. An application filed before that day is void. All fields **must** be completed unless specifically marked optional.

The general election filing deadline is 5:00 p.m. 78 days prior to election day for any uniform election date.

If you have questions about the application, please contact the Secretary of State's Elections Division at 800-252-8683.

NEPOTISM LAW

The candidate must sign this statement indicating his awareness of the nepotism law. The nepotism prohibitions of chapter 573, Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree: six months, if the officer or member is elected at the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's actions with respect to a bona fide class or category of employees or prospective employees.

Examples of relatives within the third degree of consanguinity are as follows:

- (1) First degree: parent, child;
- (2) Second degree: brother, sister, grandparent, grandchild;
- (3) Third degree: great-grandparent, great-grandchild, uncle, aunt, nephew, niece.

These include relatives by blood, half-blood, and legal adoption. Examples of relatives within the second degree of affinity are as follows:

- (1) First degree: spouse, spouse's parent, son-in-law, daughter-in-law;
- (2) Second degree: brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent.

Persons related by affinity (marriage) include spouses of relatives by consanguinity, and, if married, the spouse and the spouse's relatives by consanguinity. These examples are not all inclusive.

FOOTNOTES

¹For rules concerning the form of a candidate's name or nickname on the ballot, see Subchapter B, Chapter 52 of the Texas Election Code.

²Inclusion of a candidate's VUID is optional. However, many candidates are required to be registered voters in the territory from which the office is elected at the time of the filing deadline. Please visit the Elections Division of the Secretary of State's website for additional information. <http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml>

³This refers to the length of residence inside the district or territory from which the office is elected. For example, length of residence in a school district, for a school trustee office elected at large. This field **MUST BE COMPLETED**.

⁴All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, city secretary (for a city office), and the Secretary of State of Texas.

DEBE PROPORCIONARSE LA INFORMACIÓN REQUERIDA A MENOS QUE SE INDIQUE QUE ES OPCIONAL

SOLICITUD PARA FIGURAR EN LA BOLETA DE _____ ELECCIÓN GENERAL					
A: Secretario(a) de la Ciudad/ Secretario del Consejo					
Solicito que mi nombre figure en la boleta oficial indicada más arriba como candidato/a al cargo a continuación.					
PUESTO OFICIAL SOLICITADO (Incluya cualquier número de cargo u otro número distintivo, si el cargo lo tiene.)				INDIQUE TÉRMINO <input type="checkbox"/> TÉRMINO COMPLETO <input type="checkbox"/> TÉRMINO INCOMPLETO	
NOMBRE COMPLETO (Primer nombre, segundo nombre, apellido)			ESCRIBA SU NOMBRE COMO DESEA QUE FIGURE EN LA BOLETA¹		
DIRECCIÓN RESIDENCIAL PERMANENTE (No incluya una casilla postal o una ruta rural. Si usted no tiene una dirección residencial, describa el lugar en que recibe correspondencia personal y la ubicación de su residencia.)			DIRECCIÓN POSTAL PÚBLICA (Dirección en la que recibirá correspondencia relacionada a su campaña, si es disponible.)		
CIUDAD	ESTADO	CÓDIGO POSTAL	CIUDAD	ESTADO	CÓDIGO POSTAL
CORREO ELECTRÓNICO PÚBLICO (Si está disponible.)	EMPLEO (No deje este espacio en blanco.)		FECHA DE NACIMIENTO / /	VID – NÚMERO UNICO DE IDENTIFICACION DE VOTANTE (Opcional) ²	
INFORMACIÓN DE CONTACTO (Opcional) Tel. residencial: Tel. laboral: Tel. celular:		DURACIÓN DE RESIDENCIA CONTINUA AL MOMENTO DE JURAMENTAR ESTA SOLICITUD			
		EN EL ESTADO ____ año(s) ____ mes(es)		EN EL TERRITORIO POR EL CUAL SERIA ELECTO/A³ ____ año(s) ____ mes(es)	
En caso de usar un apodo como parte de su nombre en la boleta, usted también firma y jura lo siguiente: Asimismo, juro que mi apodo no constituye un lema político ni tampoco es una indicación de mis creencias o afiliaciones políticas, económicas, sociales o religiosas. Se me ha conocido por este apodo durante al menos tres años antes de esta elección.					
Ante mí, la autoridad suscrita, compareció (nombre) _____, quien frente a mí y bajo juramento debido, declara: “Yo, (nombre) _____, del condado de _____, Texas, siendo candidato para el cargo oficial de _____, juro solemnemente que apoyaré y defenderé la Constitución y las leyes de los Estados Unidos y del Estado de Texas. Soy ciudadano de los Estados Unidos elegible para ocupar tal cargo oficial bajo la Constitución y las leyes de este Estado. No se me ha condenado por un delito mayor por el cual no haya sido absuelto o por el cual no se me hayan restituido enteramente mis derechos de ciudadanía por medio de otra acción oficial. No existe un fallo final de un tribunal testamentario que me declare total o parcialmente incapacitado mentalmente sin derecho a votar. Yo tengo conocimiento de la ley sobre el nepotismo según el Capítulo 573 del Código de Gobierno. Además, juro que las declaraciones anteriores que incluyo en mi solicitud son verdaderas y correctas”.					
X _____			FIRMA DEL CANDIDATO		
Jurado y suscrito ante mí en _____, este día ____ de _____, _____.					
Firma del oficial que administra el juramento ⁴ _____			Título del oficial que administra el juramento _____		
TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:					
(See Section 1.007)		_____		_____	
Voter Registration Status Verified <input type="checkbox"/>		Date Received		Signature of Secretary	

INSTRUCCIONES

La solicitud para que el nombre de un candidato figure en la boleta para cualquier elección general no deberá registrarse antes de los treinta (30) días previos a la fecha límite para registrar la solicitud, según lo prescribe este código. Cualquier solicitud registrada antes de esa fecha se declarará inválida. Todos los campos **deben ser completados** a menos que se indique específicamente marcados como opcional.

El último día para registrarse es a las 5 de la tarde setenta y ocho (78) días antes del día de la elección en el caso de elecciones uniformes.

Si tiene alguna pregunta sobre la solicitud, por favor póngase en contacto con la división de elecciones del Secretario de Estado al 800-252-8683.

LEY SOBRE EL NEPOTISMO

El candidato deberá firmar esta declaración para indicar que tiene conocimiento sobre la ley sobre el nepotismo. A continuación figuran las prohibiciones del nepotismo según el capítulo 573 de Código Gobierno:

Ningún funcionario podrá nombrar, votar por o confirmar el nombramiento o empleo de ninguno de sus parientes en segundo grado por afinidad (matrimonio) o en tercer grado por consanguinidad (sangre), o de los parientes de cualquier otro integrante del cuerpo directivo o tribunal en que el funcionario celebre sesión cuando la compensación para esa persona se pague con fondos públicos u honorarios de su puesto oficial. Sin embargo, la ley no prohíbe el nombramiento, el votar por o la confirmación de ninguna persona que haya trabajado en la oficina de manera continua o el empleo para el siguiente período antes de la elección o el nombramiento del funcionario o miembro emparentado con el empleado en el grado prohibido: seis meses, si el funcionario o miembro se elige en una elección general de funcionarios de estado y condado.

Ningún candidato podrá influir sobre un empleado relacionado al puesto oficial al cual el candidato aspira o un empleado o funcionario del cuerpo fiscal al cual el candidato aspira respecto del nombramiento o el empleo de un pariente del candidato en un grado prohibido según se indica arriba. Esta restricción no se dirige a las acciones de un candidato respecto de una clase o categoría de empleados o posibles empleados de buena fe.

Los ejemplos de parentesco en tercer grado por consanguinidad son los siguientes:

- (1) Primer grado: padre, madre, hijo(a);
- (2) Segundo grado: hermano(a), abuelo(a), nieto(a);
- (3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parentescos de consanguinidad, medios hermanos y adopción legal. Los ejemplos de parentescos en segundo grado por afinidad son los siguientes:

- (1) Primer grado: cónyuge, suegro(a), yerno, nuera;
- (2) Segundo grado: cuñado(a), abuelo(a) del cónyuge.

Las personas que están emparentadas por afinidad (matrimonio) incluyen los cónyuges de parientes emparentados por consanguinidad, y, si casados, el cónyuge y los parientes del cónyuge por consanguinidad. No todos estos ejemplos son inclusivos.

NOTAS

¹Para reglas sobre la forma del nombre de un candidato o apodo en la boleta electoral, vea el subcapítulo B, Capítulo 52 del Código Electoral de Texas.

²La inclusión del número único de identificación de votante (VUID, por sus siglas en Inglés) es opcional. Sin embargo, para muchos candidatos, es un requisito estar registrados como votantes en el territorio por el cual serían electos a partir de la fecha límite de la solicitud. Puede encontrar información adicional sobre el requisito de registro de votante en nuestra página: <http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml>

³Esto se refiere a la duración de la residencia dentro del distrito o territorio de que se elige la oficina. Por ejemplo, la duración de residencia en un distrito escolar, para una oficina del consejero escolar elegida en general. Este campo **DEBE SER COMPLETADO**.

⁴Los juramentos, las declaraciones juradas o las afirmaciones que se efectúen dentro de este Estado podrán ser administradas por un juez, escribano o comisionado de alguna corte de registro, por un notario público, un juez de paz, un secretario de la ciudad o el Secretario de Estado de Texas, quienes cuentan con la capacidad de proporcionar un certificado del hecho.



November 5, 2019 – Director Election

Qualifications for Township Director:

- 18 years of age (as of November 5, 2019)
- Resident of The Woodlands Township for past six (6) months
- Resident of Texas for past twelve (12) months
- U.S. citizen

Disqualifications:

- Mental Incompetence
- Conviction of Felony

Write-In Candidates:

A Declaration of Write-In Candidacy must be filed not later than 5:00 p.m. on August 23, 2019.

Other Relevant Dates:

July 20, 2019.....	First Day to File Application to Appear on Ballot for One of the Designated Positions (Monday, July 22 – first business day for acceptance of hand-delivered forms)
August 19, 2019.....	Last Day to File Application to Appear on Ballot for One of the Designated Positions (5 p.m.); Last Day to Order Election
August 23, 2019.....	Last Day to File Declaration of Write-In Candidacy (5 p.m.)
October 7, 2019.....	Last Day to Register to Vote
October 21, 2019.....	First Day of Early Voting by Personal Appearance
October 25, 2019.....	Last Day to Apply for Ballot by Mail (received, not postmarked)
November 1, 2019.....	Last Day of Early Voting by Personal Appearance
November 5, 2019.....	Election Day

** The Texas Secretary of State is the chief election officer of the State of Texas and provides the dates set forth herein. Interested persons are encouraged to visit the Secretary of State's Election Division website at <http://www.sos.state.tx.us/elections/index.shtml> or contact the Secretary of State's Election Division by telephone at 1-800-252-VOTE (8683) to obtain the most current information.*



June 10, 2019

To: CANDIDATES FILING FOR

NOVEMBER 5, 2019 GENERAL ELECTION
THE WOODLANDS TOWNSHIP
BOARD OF DIRECTORS

Re: SIGN CRITERIA

The following sign regulation explanation, relative to the Covenants and Standards, is offered as a courtesy to you for your upcoming campaign. Political election sign placement must comply with all applicable state and county laws and regulations as well as Section 2.10 of The Woodlands Residential Development Standards. All candidates are urged to review signage limitations and all applicable statutes with their campaign staff.

Governmental Elections

For the upcoming November 5, 2019 General Election for The Woodlands Township Board of Directors, residents may display one political sign promoting each candidate or issue on the ballot on Residential and Commercial Lots beginning the 90th day preceding the regular election day. The sign must be removed within 10 days following the day of the regular or runoff election.

In addition, the political signs must be ground-mounted, and not attached in any way to plant material, traffic control devices, light standard, or other existing structures or objects. Political signs cannot exceed four feet high by six feet wide, and not exceed five feet in total installed height (including the mounting post). Political election signs may not be placed on a lot without the prior written consent of the owner of the lot.

In accordance with Section 393 of the Texas Transportation Code and per Montgomery County Ordinance, signs cannot be placed in public road rights-of-way.

For complete information regarding the sign standards for Woodlands elections or for information on sign standards pertaining to other elections, please contact The Woodlands Township, Covenant Administration Department, at 281-210-3973, visit our website at www.thewoodlandstownship-tx.gov/covenants or view the Standards directly at www.thewoodlandstownship-tx.gov/DocumentCenter/Home/View/4042.

Sincerely,

Don T. Norrell
President/General Manager

RESOLUTION NO. 012-13

WHEREAS, The Woodlands Township (the "Township") has been heretofore duly created and organized and is operating pursuant to the authority of Chapter 289, Acts of the 73rd Texas Legislature, Regular Session, 1993, as amended (the "Act"); and

WHEREAS, the Township is charged by the Act with the responsibility for calling and conducting an annual election for members of the Board of Directors of the Township pursuant to the Act and the applicable provisions of the Texas Election Code; and

WHEREAS, from time to time, the Township is requested by candidates, campaign officials, supporters, voters or other interested persons to permit, restrict or prevent certain election activities by candidates, campaign officials or supporters, including requests which are considered inappropriate or beyond the authority of the Township to accomplish; and

WHEREAS, the Board of Directors of the Township deems it appropriate to establish and memorialize certain policies, procedures and priorities in connection with such elections; Now, therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WOODLANDS TOWNSHIP, THAT:

Section 1: It shall be the policy of the Township in connection with its duty to call, hold and conduct such annual elections for directors that the Township's foremost responsibility and duty is to call, hold and conduct a fair, free and impartial election and to avoid, where possible, any appearance of bias, partiality or favoritism for or against any candidate, party, slate or cause.

Section 2: It shall be the sole responsibility of the candidates and their respective supporters, campaign treasurers and related officials to secure such legal, ethical, advertising, promotional and other advice and assistance as they may need or desire in connection with such elections, and the Township's duties and responsibilities shall be limited to providing and promulgating on a timely basis such forms, orders, notices and related documents and materials as are essential to the calling, holding and conducting of a fair and impartial election, without regard to the individual responsibilities of the candidates for compliance with ethical, campaign reporting and disclosure, fair campaign practices, advertising and other election laws, standards and guidelines.

Section 3: With respect to certain matters which are, or are commonly perceived to be, within the control and authority of the Township, the Township policies shall be as follows:

A. Use of Township Logo

In keeping with the Township's responsibility to conduct a fair and impartial election and to preserve the Township's control over the use of its logo, candidates or campaigns shall not be permitted to use the Township's logo on any campaign materials unless incidental to, and not in a position of prominence in, an image described in paragraph F. of this Section 3.

B. Use of Township E-mail

An incumbent director who is a candidate in an election may not use a Township provided e-mail account for the purpose of advertising or promoting the candidate's campaign or for endorsing, supporting, raising funds for or promoting the campaign of another candidate. Nothing herein shall be deemed or construed to restrict a director from using a Township provided e-mail account to correspond with constituents on issues related to Township business other than election campaigns.

C. Distribution of Candidate Information or Candidate Forums

In keeping with the Township's responsibility to conduct fair and impartial elections, the Township cannot and does not, directly or indirectly, endorse, promote or support, through in-kind services or otherwise, any specific candidate forum, candidate information exchange or similar activities through the use of Township resources, including The Woodlands Community Magazine, the Township website, WoodlandsAlert or similar means. The Township will timely take all necessary steps to provide notice of candidate names, ballot positions, voting locations and voting times.

D. Political Advertising in The Woodlands Community Magazine

No political advertising shall be permitted in The Woodlands Community Magazine, nor shall business advertisements, names or photos which are similar in style or format to the campaign materials of a candidate be placed in The Woodlands Community Magazine during the period from the first date of the filing of candidate applications to the conclusion of the election.

E. Political Activity by Employees

An employee of the Township may not engage in political activity related to a campaign for an elected public office or proposition to be voted on by the public while in Township uniform, on duty or while representing or acting on behalf of the Township, or under circumstances suggesting that such employee is representing or acting on behalf of the Township. Nothing herein shall be deemed or construed to restrict the right of organized labor groups, including firefighters, to form a political action committee to engage in political activity off duty.

F. Images of Township Facilities

Photographs, drawings or other images of public facilities, including administrative facilities, fire stations, parks or other Township facilities, may be used by candidates, supporters or campaigns so long as the taking or making of such images does not interrupt or interfere with access to or the operations of such public facilities.

G. Election Signs on Private Properties

The use of election signs on private properties shall be governed by the Covenants and Standards and all applicable regulations thereunder.

Section 4: The Township will not undertake to interpret, enforce or provide legal, ethical or other advice in connection with election activities which are beyond the scope and authority of the Township to regulate, including, without limitation, electioneering during primary or general elections near polling places where such elections are administered under the authority of Montgomery County and/or Harris County; endorsements of candidates by current or former members of the Board of Directors of the Township, whether with or without use of any officer's title; the use of automated telephone calling; false or misleading advertising or signage; or similar election activities which are beyond the authority of the Township to regulate or control; provided, however, that endorsements of candidates by members of the Board of Directors of the Township, whether with or without the use of officers' titles, should not be made under circumstances suggesting such endorsement is being made by or on behalf of the Township or its Board of Directors.

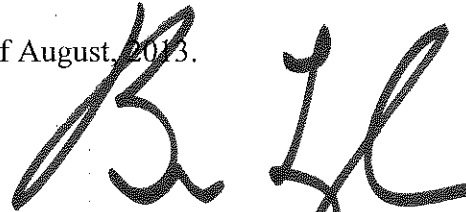
Section 5: Unless inconsistent or in conflict with the Act, the Board of Directors of the Township hereby adopts and approves for usage in all such elections for members of the Board of Directors of the Township held on a general election day the timetable and calendar of events promulgated and published by the Texas Secretary of State for such election.

Section 6: In the absence of a specific initial filing date for candidates in the Act or other applicable law, the Board of Directors of the Township hereby adopts as the first date for filing of a candidate's application in an election for members of the Board of Directors of the Township the ninety-first (91st) day before the date of the election, but the Township offices will not be open for receipt of such filing if such date falls on a Saturday or a Sunday and may not be open for receipt of such filing on a State holiday. The President/General Manager is hereby authorized and directed to provide notice of such first filing date, as well as the last filing date, in the manner required by law at least thirty (30) days in advance of such first filing date.

Section 7: The provisions of this Resolution shall be effective as of its date of approval by the Board of Directors and shall remain in effect until modified by action of the Board of Directors, and any prior resolutions, including Resolution No. 020-10, which pertain to the

subject matter herein or which are in conflict herewith, are hereby revoked as of the effective date hereof.

PASSED and APPROVED this 22nd day of August, 2013.



Chairman, Board of Directors

ATTEST:



Secretary, Board of Directors

(SEAL)

