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GENERAL ELECTION – MAY 6, 2023  
Offices on Ballot:  
Councilmembers for  
Single Member Districts 2 & 3

December 14, 2022

**Mayor**  
Scott Cain

**Mayor Pro-Tem**  
Chris Boedeker

**Councilmembers**

Derek Weathers  
Mike Mann  
John Warren

**City Manager**  
Steve Polasek

Dear Candidate for the City of Cleburne

On behalf of the City of Cleburne, I thank you for your interest in running for public office. Your candidacy entails the obligation to comply with certain applicable state statutes and local ordinances. In an effort to assist you, a complete "Candidate's Packet" is available on the City's election website that includes the necessary information, including forms and pertinent instructions.

The Application for a place on the City of Cleburne General Election ballot must be filed in my office no earlier than 8:00 a.m., Wednesday, January 18, 2023, and no later than 5:00 p.m., Friday, February 17, 2023. There is no filing fee. Each application must be carefully reviewed to determine eligibility and whether or not it complies with the Election Code requirements as to form, content and procedure. Please file your application as soon as practicable to allow sufficient time for this review.

When filing for a City Council position, include the following documents:

- 1) Application for Place on the Ballot
- 2) Code of Fair Campaign Practices (Form CFCP)
- 3) Appointment of Campaign Treasurer by a Candidate (Form CTA)

The provided materials contain critical information you will need to run for office. I cannot over-emphasize the importance of adhering to the financial reporting procedures. Campaign reports are considered open records and will be viewed as such by reporters and opponents alike. Check the Texas Ethics Commission website (or the City's website) for the necessary forms and guidelines.

Election law, and especially campaign finance law, is complex; therefore, a candidate may consider retaining legal counsel. The Office of the City Secretary and the City Attorney's Office cannot advise you or groups who support or oppose candidates on matters of election or campaign finance law. The City Attorney provides legal services to the City as a municipal corporation and the City must maintain neutrality in the electoral process. The duty of the Office of the City Secretary is limited to accepting and filing the various applications, affidavits, and statements. Staff will note the date and time of filing on the forms. The Office of the City Secretary cannot judge or comment upon the timeliness or sufficiency of campaign reports filed. Visit the City's website at <https://www.cleburne.net/593/Elections> for local election information. Any questions on reporting procedures, contributions, or expenditures should be addressed to the Texas Ethics Commission and if needed, you may direct questions about election laws to the Secretary of State.

If our office can be of assistance or if you have any concerns, please let us know. I may be contacted at 817-645-0908, via e-mail at [citysecretary@cleburne.net](mailto:citysecretary@cleburne.net), or come by my office. Good Luck!

Sincerely,

*Ivy Peterson*

Ivy Peterson  
City Secretary, Elections Administrator