

## Internet Posting Requirements for Political Subdivisions

<b>Mailing Address of Political Subdivision:</b>  City of Coleman P.O. Box 592 Coleman, Texas 76834	<b>Telephone Number:</b>  Betty Bivins City Secretary 325-625-4116 ext. 114	<b>E-Mail Address:</b>  city.secretary@cityofcolemantx.us
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Elected Officers of Political Subdivision	Year Elected Officer's Term Expires
Tommy Sloan, Mayor	2023
Sharlene Taylor Hetzel, Mayor Pro Tem	2023
Tracy Rankin, Council Member	2024
Beau Brudney, Council Member	2023
Monte Sides, Council Member	2024

Date of Next Officer Election	Location of Next Officer Election
Saturday, May 6, 2023	City of Coleman, Council Chambers 200 West Liveoak Coleman, Texas 76834

Candidate Eligibility Requirements	Deadline to File Candidate Application
<ol style="list-style-type: none"> <li>1. Shall be a United States Citizen.</li> <li>2. Shall be at least 18 years of age.</li> <li>3. Shall live within the corporate limits of the City of Coleman.</li> <li>4. Shall be a registered qualified voter of the State of Texas.</li> <li>5. Shall have resided within the city limits for 1 year.</li> <li>6. Shall have resided within the Ward for 1 year.</li> </ol>	Friday, February 17, 2023 at 5:00 p.m.

Notice and Record of Meeting of Political Subdivision's Governing Body (If Applicable to Political Subdivision):
Notices and Minutes of Public Meetings are posted at the following website: <a href="https://www.cityofcolemantx.us/meetings/index.html">https://www.cityofcolemantx.us/meetings/index.html</a>

## Requisitos de Publicación en Internet Para Subdivisiones Políticas

<b>Dirección Postal de Subdivisión Política:</b>	<b>Número de Teléfono:</b>	<b>Dirección de Correo Electrónico:</b>
City of Coleman P.O. Box 592 Coleman, Texas 76834	Betty Bivins City Secretary 325-625-4116 ext. 114	city.secretary@cityofcolemantx.us

<b>Oficiales Electos de la Subdivisión Política</b>	<b>Año en que Expira el Mandato del Oficial Electo</b>
Tommy Sloan, Mayor	2023
Sharlene Taylor Hetzel, Mayor Pro Tem	2023
Tracy Rankin, Council Member	2024
Beau Brudney, Council Member	2023
Monte Sides, Council Member	2024

<b>Fecha de la Próxima Elección de Oficial</b>	<b>Ubicación de la Próxima Elección de Oficial</b>
Sábado, 6 de Mayo de 2023	City of Coleman, Council Chambers 200 West Liveoak Coleman, Texas 76834

<b>Requisitos de Elegibilidad del Candidato</b>	<b>Fecha Límite Para Presentar la Solicitud de Candidato</b>
<ol style="list-style-type: none"> <li>1. Será un ciudadano de los Estados Unidos</li> <li>2. Debe tener al menos 18 años.</li> <li>3. Vivirá dentro de los límites de la ciudad de Coleman.</li> <li>4. Ser un votante registrado del Estado de Texas.</li> <li>5. Haber vivido dentro de los límites de la ciudad durante un año.</li> <li>6. Haber vivido dentro del Barrio durante un año.</li> </ol>	Viernes, 17 de Febrero de 2023 a las 17:00

<b>Aviso y Registro de Reunión del Órgano Rector de la Subdivisión Política (Si Corresponde a la Subdivisión Política):</b>
Los avisos y las actas de las reuniones públicas se publican en el siguiente sitio web: <a href="https://www.cityofcolemantx.us/meetings/index.html">https://www.cityofcolemantx.us/meetings/index.html</a>

## General Instructions

Please see the following general instructions regarding completion of the internet posting requirements for political subdivisions:

**Political Subdivision's Contact Information:** List the political subdivision's contact information, including a mailing address, telephone number, and e-mail address.

**Elected Officer of the Political Subdivision:** List the names of each elected or appointed public elective officer within the political subdivision and the year the officer's term expires. For counties, this includes providing information regarding county and precinct officers. Counties are not required to list the names of statewide or district elective officers.

**Date and Location of the Next Election for Officers of the Political Subdivision:** The political subdivision should provide the address of the main administrative office (i.e. the location a person would expect to file candidate applications). Although political subdivisions must include information regarding the date of the next general election for officers, the best practice would include posting the date of a special election for an officer as soon as possible after such special election is ordered. Political subdivisions may also provide a link to the Notice of Election once same has been issued for an election.

**Requirements and Deadline for Filing for Candidacy:** Please note, the requirements and deadline for filing for candidacy of each elected office of the political subdivision must be continuously posted for at least one year before the election day for the office. The online posting need not refer to Ethics Commission filing requirements for candidates.

Regarding the candidacy deadline, the best practice would be to include the candidate filing deadline for general elections, the candidate filing deadline for any special elections which have been ordered to fill a vacancy, and the write-in candidate deadline.

In regards to the requirements for filing for candidacy, at a minimum, the political subdivision must provide a statement of candidate requirements including form, content, and procedure. This includes, for example: (a) the type of candidate application form needed, along with a link to the candidate application, and (b) information regarding whether there is a candidate filing fee and how much, or whether there is a petition in lieu of a filing fee available, as well as a link to such petition.

The political subdivision must additionally post the qualifications for office which are specific to your entity. This includes, for example, how long the candidate must be a resident of the state and/or the territory elected from, whether the candidate needs to be a registered voter, and other pertinent candidate eligibility requirements relevant to the political subdivision. The political subdivision may also provide a link to Section 141.001 of the Election Code, if applicable (which details eligibility requirements for public office), and/or also provide a link to other sections of relevant codes or a city's charter, which may also provide specific candidate eligibility requirements for the entity.

**Requirements for Posting Notice of Meetings and Record of Meetings of Political Subdivision's Governing Body:** Our office recommends consulting with your political subdivision's local counsel regarding this particular posting requirement.

The requirements for posting notice of meetings and record of meetings of the political subdivision's governing body does not apply to:

- (1) a county with a population of less than 10,000;
- (2) a municipality with a population of less than 5,000 located in a county with a population of less than 25,000; or
- (3) a school district with a population of less than 5,000 in the district's boundaries and located in a county with a population of less than 25,000.

Please see the following guides available on the Secretary of State's website that your political subdivision may find helpful in providing and posting candidate information:

**[Terms, Qualifications, and Vacancies](#)**

**[VR for Candidates \(HB 484\) FAQ](#)**

**[Candidacy for Local Political Subdivisions](#)**

**[2020 Candidate's Guide – Running for Federal, State, District or County offices.](#)**

**[Running for Local Offices](#)**