

**ORDINANCE NUMBER 2025-01-28-02**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLEVELAND, TEXAS ORDERING A GENERAL ELECTION TO BE HELD ON THE 3RD DAY OF MAY, 2025 FOR THE PURPOSE OF ELECTING A MAYOR, AND CITY COUNCIL MEMBERS POSITION 1 AND POSITION 2; AUTHORIZING CONDUCTING SAID ELECTION JOINTLY WITH OTHER POLITICAL SUBDIVISIONS IN LIBERTY COUNTY AND IN MONTGOMERY COUNTY; PROVIDING FOR EARLY VOTING; PROVIDING FOR PUBLICATION AND NOTICE OF ELECTION; ESTABLISHING OTHER PROCEDURES FOR CONDUCT OF THE ELECTION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLEVELAND, TEXAS:**

**Section 1. Order of Election.** It is hereby ordered that a General Election be held in the City of Cleveland, Texas (“City”) on the first Saturday in May, the 3<sup>rd</sup> day of May 2025, at which election the qualified voters of the City will elect the following public officials:

- a. Mayor
- b. Council Position 1
- c. Council Position 2

**Section 2. Joint Election – Liberty County.** That the election be held jointly between the City of Cleveland, Liberty County, Texas by its County Election(s) Officer, hereinafter sometimes called “Liberty County Contracting Officer” or “Liberty County Clerk” and other contracting political subdivisions. The election shall be conducted by the County Elections Officer as stated per the terms of the 2025 Election Services Contract with the County Elections Officer state of Texas, County of Liberty, which agreement was duly approved by the City acting through its City Council at a meeting held on or about January 28, 2025.

All election equipment, election supplies, and election services used to coordinate, supervise, and administer the Liberty County Joint Election shall be in accordance with the provisions of the Texas Election Code and the agreement(s) referenced above. Each polling location for both early voting and election day voting shall be accessible to disabled voters. The Liberty County Contracting Officer shall prepare the voting system for polling locations during Early Voting and on Election Day. Election materials as outlined in the Texas Election Code, shall be printed in both English and Spanish for use at the polling place and for Early Voting and Election Day for said election.

The voting system used shall be as set forth in the City’s Election Services Contract with the Liberty County Contracting Officer referenced above. It is currently anticipated that the Verity Voting system will be used, including Verity Print, Verity Touch and Verity Touch Writer with Verity Access interface using the Verity Scan; and the mail ballot system from Hart InterCivic.

**Section 3. Polling Information - Liberty County.** Polls in Liberty County, Texas, shall be open for voting on Election Day, May 3, 2025, from 7:00 a.m. until 7:00 p.m. at the following polling places. The Liberty County Contracting Officer shall have the authority to add and/or remove polling locations as deemed appropriate.

- Pct. 1 Rye/Romayor (consolidated with Precinct 2)
- Pct. 2 Moss Hill United Pentecostal Church, 127 Hwy. 105 E, Liberty, Texas
- Pct. 3 Hardin City Hall, 142 C.R. 2010, Hardin, Texas (Curbside voting available)
- Pct. 4 Devers Elementary School, 201 Chism St., Devers, Texas
- Pct. 6 Calvary Baptist Church, 15 C. R. 129, Liberty, Texas
- Pct. 7 The Sanctuary Pentecostal Church, 100 E. Hanson St., Cleveland, Texas
- Pct. 8 Dolen Baptist Church Gym, 10078 F.M. 787, Cleveland, Texas
- Pct. 9 Hi-Way Tabernacle, 108 C.R. 2250, Cleveland, Texas
- Pct. 10 St. Anne's Catholic Church Hall, C.R. 622 & F.M. 686, Eastgate (Dayton), Texas
- Pct. 11 Sacred Heart Catholic Church, 3730 F.M. 160, Raywood, Texas
- Pct. 13 Hull-Daisetta High School, 117 N. Main St., Daisetta, Texas
- Pct. 18 Mother of Mercy Catholic Church, 101 Donatto Drive, Liberty, Texas
- Pct. 19 Jack Hartel Admin. Building, 318 San Jacinto St., Liberty, Texas (Curbside voting available)
- Pct. 20 Cleveland Civic Center, 210 Peach Ave., Cleveland, Texas (Curbside voting available)
- Pct. 21 Kenefick Southern Baptist Church, 3536 F.M. 1008, Kenefick, Texas
- Pct. 22 Dayton Community Center, 801 S. Cleveland St., Dayton, Texas (Curbside voting available)
- Pct. 23 Sante Fe Administration Building, 1680 C.R. 3549, Cleveland, Texas
- Pct. 24 Pathways Church, 9160 F.M. 1409, Dayton, Texas
- Pct. 25 Tarkington Prairie Baptist Church, 25 C.R. 306, Cleveland, Texas
- Pct. 26 Cleveland (consolidated with Precinct 7)
- Pct. 30 Pleasant Hill Baptist Church, 803 S. Colbert St., Dayton, Texas
- Pct. 31 Plum Grove City Hall, 155 C.R. 345, Plum Grove, Texas

Curbside voting is available at the locations designated by calling 936-253-8050.  
Limited voting is available only at Jack Hartel Administration Building, 318 San Jacinto St., Liberty,

**Section 4. Early Voting Information - Liberty County.** The Liberty County Clerk shall act as Contracting Officer and Early Voting Clerk. The location for Early Voting for such election is hereby designated as:

**EARLY VOTING POLLING PLACES:**

Cleveland Civic Center, 210 Peach Avenue, Cleveland, Texas;  
The Sanctuary Pentecostal Church, 100 E. Hanson St., Cleveland, Texas;  
Hardin City Hall, 142 C.R. 2010, Hardin, Texas;  
Dayton Community Center, 801 S. Cleveland St., Dayton, Texas; and  
Jack Hartel Community Building, 318 San Jacinto St., Liberty, Texas;

Early voting by personal appearance shall be conducted on the dates and times set forth below:

- Tuesday through Friday, April 22<sup>nd</sup> – April 25<sup>th</sup> from 9:00 a.m. to 6:00 p.m.
- Saturday, April 26<sup>th</sup> - 7:00 a.m. to 7:00 p.m.
- Sunday, April 27<sup>th</sup> – 1:00 p.m. to 7:00 p.m.
- Monday through Tuesday, April 28<sup>th</sup> – April 29<sup>th</sup> from 7:00 a.m. to 7:00 p.m.

The Liberty County Election Administrator's address to which ballot applications and ballots voted by mail may be sent is:

Liberty County Clerk  
Liberty County Courthouse  
1923 Sam Houston Street  
P.O. Box 369  
Liberty, Texas 77575

All requests for early voting ballots by mail that are received by the City of Cleveland will be transported to the Liberty County County Clerk, Liberty County Courthouse, 1923 Sam Houston, Liberty, Texas 77575.

Election officials for the City's Early Voting and Election Day Polling Locations shall be designated by the Liberty County Contracting Officer, in accordance with the provisions of the Texas Election Code.

**Section 5. Joint Election: Montgomery County.** That the election be held jointly between the City of Cleveland, Montgomery County, Texas by its County Election Officer, hereinafter sometimes called "Montgomery County Contracting Officer" or "Montgomery County Election Officer" and other contracting political subdivisions. The election shall be conducted by the Montgomery County Elections Officer stated per the terms of the 2025 Elections Services Agreement with Montgomery County which agreement was duly approved by the City acting through its City Council at a meeting held on or about January 28, 2025. The election shall also be conducted by the Montgomery County Contracting Officer along with other political subdivisions within Montgomery County in accordance with a 2025 Joint Election Agreement with Montgomery County which agreement was duly approved by the City acting through its City Council at a meeting held on or about January 28, 2025.

All election equipment, election supplies, and election services used to coordinate, supervise, and administer the Montgomery County Joint Election shall be in accordance with the provisions of the Texas Election Code and the agreements referenced above. Each polling location for both early voting and election day voting shall be accessible to disabled voters. The Montgomery County Contracting Officer shall prepare the voting system for polling locations during Early Voting and on Election Day. Election materials as outlined in the Texas Election Code, shall be printed in both English and Spanish for use at the polling place and for Early Voting and Election Day for said election.

The voting system used shall be as set forth in the agreements referenced above in this section.

**Section 6. Polling Information – Montgomery County.** Polls in Montgomery County, Texas, shall be open for voting on Election Day, May 3, 2025, from 7:00 a.m. until 7:00 p.m. at the following polling places. The Montgomery County Contracting Officer shall have the authority to add and/or remove polling locations as deemed appropriate.

See Exhibit "A" attached hereto and made a part hereof.

**Section 7. Early Voting Information – Montgomery County.** The Montgomery County Contracting Officer shall act as Contracting Officer and Early Voting Clerk for the City. The location for Early Voting for such election is hereby designated as:

EARLY VOTING POLLING PLACES:

Central Library  
[Main Early Voting Polling Place]  
104 I-45 North  
Conroe, Texas 77301

North Montgomery County Community Center  
600 Gerald Street  
Willis, Texas 77378

Lone Star Community College  
2500 Lone Star Parkway  
Montgomery, Texas 77356

West Montgomery County Comm. Dev. Ctr.  
1355 Friendship Drive  
Magnolia, Texas 77355

Magnolia Event Center  
11659 FM 1488  
Magnolia, Texas 77354

Shenandoah Municipal Complex  
29955 I-45 North  
Shenandoah, TX 77381

Spring Creek Greenway Nature Center  
1300 Riley Fuzzel Road  
Spring, Texas 77386

East Montgomery County Fair Association Building  
21675A McCleskey Road  
New Caney, Texas 77357

East Montgomery County Community Development Center  
16401 First Street, Suite 100  
Splendora, TX 77372

[Special Forms of Early Voting and Ballot by Mail only]:  
Election Central

9159 Airport Road  
Conroe, TX 77303

Early voting by personal appearance shall be conducted on the dates and times set forth below:

- Tuesday through Saturday, April 22<sup>nd</sup> – April 26<sup>th</sup> from 8:00 a.m. to 5:00 p.m.
- Monday through Tuesday, April 28<sup>th</sup> – April 29<sup>th</sup> from 7:00 a.m. to 7:00 p.m.

The Montgomery County Contracting Officer's address to which ballot applications and ballots voted by mail may be sent is:

Suzie Harvey, Elections Administrator  
9159 Airport Road  
P.O. Box 2646  
Conroe, Texas 77305-2646  
[election.ballot@mctx.org](mailto:election.ballot@mctx.org) \*  
Fax: 936-788-8340\*

\*If an Application for Ballot By Mail is submitted by email or fax or if a Federal Post Card Application is submitted by fax, to be effective, the original application must also be physically submitted and be received not later than the fourth business day after it is received by email or fax.

All requests for early voting ballots by mail that are received by the City of Cleveland will be transported to the Montgomery County Contracting Officer, on the day of receipt. Original applications that are received by mail and forwarded by email or fax will also be mailed to the Montgomery County Contracting Officer at the above address.

Election officials for the City's Early Voting and Election Day Polling Locations shall be designated by the Montgomery County Contracting Officer, in accordance with the provisions of the Texas Election Code.

**Section 8. Publication of Notice.** Notice of this election shall be published in the official newspaper of the City not earlier than the 30<sup>th</sup> day or later than the 10<sup>th</sup> day before election day, and shall be posted in the place used to post notice of City of Cleveland's City Council Meetings not later than the 21<sup>st</sup> day before election day, in accordance with the provisions of the Texas Election Code.

**Section 9. Authorization to Comply.** Said election shall be held in accordance with the Texas Election Code and the Federal Voting Rights Act of 1965, as amended. The Mayor and/or the City's Attorney are hereby authorized and directed to make any filings required by the Federal Voting Rights Act. The Mayor and/or the City's Attorney are further authorized and directed to take any action necessary to comply with provisions of the Texas Election Code, the Federal Voting Rights Act and the terms and provisions of the 2025 Election Services Contract with the County Elections Officer State of Texas, County of Liberty; the 2025 Elections Services Agreement with Montgomery County; and the 2025 Joint Election Agreement with Montgomery County.

**Section 10. Severability.** That if any section, subsection, sentence, clause, or phrase of this

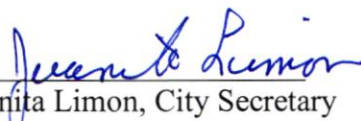
order should for any reason be held to be unconstitutional or invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining portions of this order, and to such end the various portions and provisions of this order are declared to be severable; and the City Council of the City of Cleveland, Texas, declares it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

**Section 9. Effective Date.** This Order shall be in full force and effect from and after the date of its passage.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Cleveland, this the 28th day of January 2025.

  
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Danny Lee, Mayor

ATTEST:

  
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Juanita Limon, City Secretary

