



**ELGIN CITY COUNCIL AGENDA  
ELGIN PUBLIC LIBRARY ANNEX COUNCIL CHAMBERS  
404 NORTH MAIN STREET  
May 13, 2025  
6:30 PM**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. INVOCATION**

**IV. PLEDGE OF ALLEGIANCE**

**V. PUBLIC COMMENT**

The "PUBLIC COMMENT" item posted on the agenda is reserved for members of the public who would like to address the City Council regarding posted agenda items or non-agenda items. Individuals requesting to speak or address the City Council during the meeting shall do so under the "PUBLIC COMMENT" agenda item. Speakers shall be required to fill out a "PUBLIC COMMENT FORM" and present it, along with any material, handouts, or information for Council, to the City Secretary prior to commencement of the Council meeting. **As of May 1, 2022, all such public comments will be done IN PERSON. You may email public comments and they will be distributed to each of the Council Members but not read out loud.**

Speaker comments are limited to three (3) minutes. No formal action can be taken by the City Council on items not posted on the agenda. Items requiring a PUBLIC HEARING will allow a member of the public an opportunity to speak during the Public Hearing and does not require a "PUBLIC COMMENT FORM".

Speakers must address their comments to the Mayor or Presiding Officer rather than to an individual Council Member or Staff Member. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from any personal attacks or derogatory comments directed at any Council Member, Staff Member, other individual, or group.

**VI. ANNOUNCEMENTS**

**VII. CONSENT AGENDA**

The Consent Agenda includes non-controversial and routine items that are considered to be self-explanatory by the City Council and will be enacted with one motion, one second, and one

vote. Any member of the City Council may pull any item from the Consent Agenda in order that the City Council discuss and act upon it individually as a part of the Regular Agenda.

**1. Economic Development Corporation Board of Directors Member Appointment**

**VIII. NEW BUSINESS**

**1. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AS CANVASSING AUTHORITY, CANVASSING THE ELECTION RETURNS AND DECLARING RESULTS OF THE CITY OF ELGIN GENERAL ELECTION HELD ON MAY 3, 2025; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**2. Administer Oath of Office to Newly Elected City Council Members**

**IX. EXECUTIVE SESSION**

**The City Council may announce that it will adjourn the public meeting at any time during the meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code to discuss any matter as specifically listed on the agenda and/or as permitted by Chapter 551 of the Texas Government Code.**

**X. RECONVENE**

The City Council will return to open session for possible discussion and action as a result of the Executive Session

**XI. ADJOURNMENT**

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

Attendance By Other Elected or Appointed Officials: It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Notice of Assistance at Public Meetings, the City of Elgin is committed to compliance with the Americans with Disabilities Act. Elgin City Hall and Council Chambers are wheelchair accessible and special marked parking is available. Persons with Disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512)229-3223.

Please provide forty-eight hours notice when feasible.

I, Peyton Standifer, City Secretary for the City of Elgin, hereby certify this notice was posted at the City Hall Annex of the City of Elgin, Texas on or before Thursday, May 8, 2025, in accordance with Chapter 551 of the Texas Government Code.

A handwritten signature in black ink that reads "Peyton Standifer". The signature is written in a cursive style with a large initial "P" and "S".

Peyton Standifer, City Secretary



## Elgin City Council Meeting Agenda Item Executive Summary

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**ITEM:** Economic Development Corporation Board of Directors Member Appointment

**DEPARTMENT:** EDC

**PROPOSED ACTION:** Approve the appointment of Council Member Chuck Swain in place of Council Member Dennis

**BACKGROUND:**

Two council members at a time serve on the Economic Development Corporation Development Board of Directors. Council Member Dennis is one of the current appointees, and will need to be replaced as a result of the General Election on May 3rd electing a new City Council Member for Ward 4. The Mayor has recommended Chuck Swain to take his place.

**BUDGET/FINANCIAL IMPACT:**

Funding for this item was  included  not included in the current-year budget  N/A

**RECOMMENDATION:**

Approve the appointment of Council Member Chuck Swain in place of Council Member Dennis

**ATTACHMENTS:**

None

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

*Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.*



## Elgin City Council Meeting Agenda Item Executive Summary

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**ITEM:** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AS CANVASSING AUTHORITY, CANVASSING THE ELECTION RETURNS AND DECLARING RESULTS OF THE CITY OF ELGIN GENERAL ELECTION HELD ON MAY 3, 2025; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

**DEPARTMENT:** Executive

**PROPOSED ACTION:** Approval of the Resolution recognizing the newly elected officials

**BACKGROUND:**

A General Election was held on May 3, 2025, to elect one Council Member from Ward 3, and one Council Member from Ward 4. Council Members from Wards 1 and 2 were unopposed, and their races were canceled. For Ward 3, Tiffany St. Pierre and Matthew Callahan ran for office. For Ward 4, Liston Crim ran for office, and Stephanie Lippke was a Write-In Candidate. Both Bastrop and Travis Counties have returned the results of the election, and winners have been determined by the voters.

**BUDGET/FINANCIAL IMPACT:**

Funding for this item was  included  not included in the current-year budget  N/A

**RECOMMENDATION:**

Approve the resolution as it is presented.

**ATTACHMENTS:**

1. RESOLUTION CANVASS
2. Bastrop May 3, 2025 Election Results Summary
3. Travis City of Elgin Ward 3 Canvass

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

*Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.*

**RESOLUTION NO. 2025-05-13-56**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AS CANVASSING AUTHORITY, CANVASSING THE ELECTION RETURNS AND DECLARING RESULTS OF THE CITY OF ELGIN GENERAL ELECTION HELD ON MAY 3, 2025; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, a General Election was held on the 3<sup>rd</sup> day of May 2025 for the purpose of electing city officials; and

**WHEREAS**, the returns of that election have been considered; and

**WHEREAS**, all matters pertaining to the election, including the ordering, giving notice, holding, and making returns of the election complied with the election laws of the State of Texas; and

**WHEREAS**, Section 67.002(a)(2) of the Texas Election Code states that the City Council shall serve as the canvassing authority for City elections, and Section 67.004(a) of the Texas Election Code provides that the two (2) Councilmembers constitute a quorum for purposes of canvassing an election; and

**WHEREAS**, Article III, Section 4. Canvassing and Election Results of the Home Rule Charter of the City of Elgin, Texas states that any candidate for elective office who receives a majority vote shall be declared elected; and

**WHEREAS**, it appears from said return, duly and legally made that there were cast at said election had 267 valid and legal votes; and

**WHEREAS**, the candidate(s) running for positions to fill expiring terms in **Wards 3 and 4** in said election received the following votes:

<b><u>WARD 3</u></b>	<b><u>VOTES CAST</u></b>	<b><u>PERCENTAGE</u></b>
Tiffany St. Pierre	Votes: 72	56%
Matthew Callahan	Votes: 55	43%
<b><u>WARD 4</u></b>	<b><u>VOTES CAST</u></b>	<b><u>PERCENTAGE</u></b>
Liston Crim	Votes: 101	72%
<i>Write-In Candidates</i>		
Stephanie McBurney Lippke	Votes: 38	27%
Not Assigned	Votes: 1	.71%

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELGIN, BASTROP AND TRAVIS COUNTY, TEXAS THAT:**

**Section 1. The City Council**, as canvassing authority, officially finds and determines that the election was duly ordered, that notice of said election was given, that the election was duly held, that the City has complied with the Texas Election Code, and that returns of the result of the election have been duly made and delivered, all-in accordance with law.

**Section 2.** The official Canvass of the returns for the May 3, 2025, General Election for Ward 3 and Ward 4, are hereby approved and certified as attached.

**Section 3.** That Tiffany St. Pierre is hereby declared to be elected to Ward 3 until May 2027.

**Section 4.** That Liston Crim is hereby declared to be elected to Ward 4 until May 2027.

**Section 5.** That is hereby officially found and determined that a quorum was present pursuant to Section 67.004(a), Texas Election Code, at the meeting at which this resolution was passed, and for which due notice was given pursuant to Section 551.001, et seq., of the Texas Government Code.

**READ, RESOLVED and APPROVED** this 13th day of May 2025.

ATTEST:

\_\_\_\_\_  
THERESA Y. MCSHAN, Mayor  
City of Elgin, Texas

\_\_\_\_\_  
PEYTON STANDIFER, City Secretary

Summary Results Report  
TX Bastrop County 250503 Municipal 6110  
May 3, 2025

UNOFFICIAL FINAL RESULTS

Bastrop County

**Statistics**

	TOTAL	Absentee	Early Voting	Election Day
Election Day Precincts Reporting	26 of 26	0	0	26
Precincts Complete	0 of 26	0	0	0
Precincts Partially Reported	26 of 26	0	0	26
Absentee/ Early Precincts Reporting	26 of 26	26	26	0
Registered Voters - Total	53,036			
Ballots Cast - Total	4,084	63	2,556	1,465
Ballots Cast - Blank	8	0	8	0
Voter Turnout - Total	7.70%			

*Kim  
Cassidy  
Stroman Whit*

Summary Results Report  
 TX Bastrop County 250503 Municipal 6110  
 May 3, 2025

UNOFFICIAL FINAL RESULTS

Bastrop County

**City Council Place 1 City of Smithville**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Tyrone Washington	474	100.00%	5	315	154
<b>Total Votes Cast</b>	<b>474</b>	<b>100.00%</b>	<b>5</b>	<b>315</b>	<b>154</b>
Overvotes	0		0	0	0
Undervotes	109		0	68	41
Contest Totals	583		5	383	195
Precincts Reporting	3 of 3				

**City Council Place 2 City of Smithville**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Brandon Dunham	436	93.97%	4	294	138
Write-In Totals	28	6.03%	0	22	6
Write-In: Cale Lammerts	14	3.02%	0	11	3
Not Assigned	14	3.02%	0	11	3
<b>Total Votes Cast</b>	<b>464</b>	<b>100.00%</b>	<b>4</b>	<b>316</b>	<b>144</b>
Overvotes	0		0	0	0
Undervotes	119		1	67	51
Contest Totals	583		5	383	195
Precincts Reporting	3 of 3				

**City Council Place 3 City of Smithville**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Brian Wells	285	49.31%	4	173	108
Jimmy Jenkins	293	50.69%	1	207	85
<b>Total Votes Cast</b>	<b>578</b>	<b>100.00%</b>	<b>5</b>	<b>380</b>	<b>193</b>
Overvotes	0		0	0	0
Undervotes	5		0	3	2
Contest Totals	583		5	383	195
Precincts Reporting	3 of 3				

**Elgin ISD Board of Trustees, District 4**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Teneisha Wilson	60	59.41%	1	35	24
Angie Edmon	41	40.59%	0	28	13
<b>Total Votes Cast</b>	<b>101</b>	<b>100.00%</b>	<b>1</b>	<b>63</b>	<b>37</b>
Overvotes	0		0	0	0
Undervotes	1		0	0	1
Contest Totals	102		1	63	38
Precincts Reporting	4 of 4				

**Elgin ISD Board of Trustees, District 7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Barry Barker	99	60.74%	0	58	41
Jennifer Culver	64	39.26%	1	51	12
<b>Total Votes Cast</b>	<b>163</b>	<b>100.00%</b>	<b>1</b>	<b>109</b>	<b>53</b>
Overvotes	0		0	0	0
Undervotes	2		0	1	1
Contest Totals	165		1	110	54
Precincts Reporting	4 of 4				

**City Council, Ward 3 City of Elgin**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Tiffany St. Pierre	57	52.29%	0	34	23
Matthew Callahan	52	47.71%	2	38	12
<b>Total Votes Cast</b>	<b>109</b>	<b>100.00%</b>	<b>2</b>	<b>72</b>	<b>35</b>
Overvotes	0		0	0	0
Undervotes	7		0	4	3
Contest Totals	116		2	76	38
Precincts Reporting	2 of 2				

**City Council, Ward 4 City of Elgin**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Liston Crim	101	72.14%	3	65	33
Write-In Totals	39	27.86%	0	30	9
Write-In: Stephanie Lippke	38	27.14%	0	29	9
Not Assigned	1	0.71%	0	1	0
<b>Total Votes Cast</b>	<b>140</b>	<b>100.00%</b>	<b>3</b>	<b>95</b>	<b>42</b>
Overvotes	0		0	0	0
Undervotes	4		0	2	2
Contest Totals	144		3	97	44
Precincts Reporting	2 of 2				

**Bastrop ISD Board of Trustees, Place 5**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Chris Dillon	1,376	51.02%	26	827	523
John Eason	1,321	48.98%	23	822	476
<b>Total Votes Cast</b>	<b>2,697</b>	<b>100.00%</b>	<b>49</b>	<b>1,649</b>	<b>999</b>
Overvotes	0		0	0	0
Undervotes	119		1	69	49
Contest Totals	2,816		50	1,718	1,048
Precincts Reporting	22 of 22				

**Bastrop ISD Board of Trustees, Place 6**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Matthew Mix	1,990	100.00%	43	1,210	737
<b>Total Votes Cast</b>	<b>1,990</b>	<b>100.00%</b>	<b>43</b>	<b>1,210</b>	<b>737</b>
Overvotes	0		0	0	0
Undervotes	826		7	508	311
Contest Totals	2,816		50	1,718	1,048
Precincts Reporting	22 of 22				

**Bastrop ISD Board of Trustees, Place 7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Ashley Mutschink	1,988	100.00%	42	1,199	747
<b>Total Votes Cast</b>	<b>1,988</b>	<b>100.00%</b>	<b>42</b>	<b>1,199</b>	<b>747</b>
Overvotes	0		0	0	0
Undervotes	828		8	519	301
Contest Totals	2,816		50	1,718	1,048
Precincts Reporting	22 of 22				

**City Council, Place 1 City of Bastrop**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Perry Lowe	870	70.05%	13	561	296
Cecilia Serna	372	29.95%	9	214	149
<b>Total Votes Cast</b>	<b>1,242</b>	<b>100.00%</b>	<b>22</b>	<b>775</b>	<b>445</b>
Overvotes	0		0	0	0
Undervotes	85		0	55	30
Contest Totals	1,327		22	830	475
Precincts Reporting	8 of 8				

**City Council, Place 5 City of Bastrop**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
John Kirkland	716	56.07%	7	481	228
Cheryl Lee	561	43.93%	14	316	231
<b>Total Votes Cast</b>	<b>1,277</b>	<b>100.00%</b>	<b>21</b>	<b>797</b>	<b>459</b>
Overvotes	0		0	0	0
Undervotes	50		1	33	16
Contest Totals	1,327		22	830	475
Precincts Reporting	8 of 8				

Summary Results Report  
 TX Bastrop County 250503 Municipal 6110  
 May 3, 2025

UNOFFICIAL FINAL RESULTS

Bastrop County

**Mayor, Unexpired Term City of Bastrop**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Willie DeLaRosa	441	34.32%	10	289	142
Ward Northcutt	219	17.04%	5	146	68
Ishmael Harris	625	48.64%	7	367	251
<b>Total Votes Cast</b>	<b>1,285</b>	<b>100.00%</b>	<b>22</b>	<b>802</b>	<b>461</b>
Overvotes	0		0	0	0
Undervotes	42		0	28	14
Contest Totals	1,327		22	830	475
Precincts Reporting	8 of 8				

**PROPOSITION NO. A Bastrop-Travis Co ESD No. 1**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
FOR	357	52.19%	5	231	121
AGAINST	327	47.81%	3	224	100
<b>Total Votes Cast</b>	<b>684</b>	<b>100.00%</b>	<b>8</b>	<b>455</b>	<b>221</b>
Overvotes	0		0	0	0
Undervotes	3		0	2	1
Contest Totals	687		8	457	222
Precincts Reporting	7 of 7				

**PROPOSITION A Bastrop Co. MUD #7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
For	1	100.00%	0	1	0
Against	0	0.00%	0	0	0
<b>Total Votes Cast</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>1</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	1		0	1	0
Precincts Reporting	1 of 1				

**Directors Bastrop Co. MUD #7**

Vote For 5

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
Scott Ahlstrom	1	20.00%	0	1	0
Robert Archer	1	20.00%	0	1	0
Brian Matthew Dyer	1	20.00%	0	1	0
Casey Giles	1	20.00%	0	1	0
Zach Ringel	1	20.00%	0	1	0
<b>Total Votes Cast</b>	<b>5</b>	<b>100.00%</b>	<b>0</b>	<b>5</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	5		0	5	0
Precincts Reporting	1 of 1				

**PROPOSITION B Bastrop Co. MUD #7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
For	1	100.00%	0	1	0
Against	0	0.00%	0	0	0
<b>Total Votes Cast</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>1</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	1		0	1	0
Precincts Reporting	1 of 1				

**PROPOSITION C Bastrop Co. MUD #7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
For	1	100.00%	0	1	0
Against	0	0.00%	0	0	0
<b>Total Votes Cast</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>1</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	1		0	1	0
Precincts Reporting	1 of 1				

**PROPOSITION D Bastrop Co. MUD #7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
For	1	100.00%	0	1	0
Against	0	0.00%	0	0	0
<b>Total Votes Cast</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>1</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	1		0	1	0
Precincts Reporting	1 of 1				

**PROPOSITION E Bastrop Co. MUD #7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
For	1	100.00%	0	1	0
Against	0	0.00%	0	0	0
<b>Total Votes Cast</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>1</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	1		0	1	0
Precincts Reporting	1 of 1				

**PROPOSITION F Bastrop Co. MUD #7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
For	1	100.00%	0	1	0
Against	0	0.00%	0	0	0
<b>Total Votes Cast</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>1</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	1		0	1	0
Precincts Reporting	1 of 1				

**PROPOSITION G Bastrop Co. MUD #7**

Vote For 1

	TOTAL	VOTE %	Absentee	Early Voting	Election Day
For	1	100.00%	0	1	0
Against	0	0.00%	0	0	0
<b>Total Votes Cast</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>1</b>	<b>0</b>
Overvotes	0		0	0	0
Undervotes	0		0	0	0
Contest Totals	1		0	1	0
Precincts Reporting	1 of 1				

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**STATISTICS**

	TOTAL	Ballot by Mail	Early Voting	Election Day	EV Provisional	ED Provisional
Registered Voters - Total	2,199					
Ballots Cast - Total	50	4	30	16	0	0

**City of Elgin, City Council Member, Ward 3**

Vote For 1

	TOTAL	VOTE %	Ballot by Mail	Early Voting	Election Day	EV Provisional	ED Provisional
Tiffany St. Pierre	15	83.33%	0	6	9	0	0
Matthew Callahan	3	16.67%	2	0	1	0	0
<b>Total Votes Cast</b>	<b>18</b>	<b>100.00%</b>	<b>2</b>	<b>6</b>	<b>10</b>	<b>0</b>	<b>0</b>
Overvotes	0	0.00%	0	0	0	0	0
Undervotes	0	0.00%	0	0	0	0	0

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STATISTICS						
	TOTAL	Ballot by Mail	Early Voting	Election Day	EV Provisional	ED Provisional
Registered Voters - Total	229					
Ballots Cast - Total	2	0	0	2	0	0

City of Elgin, City Council Member, Ward 3

Vote For 1

	TOTAL	VOTE %	Ballot by Mail	Early Voting	Election Day	EV Provisional	ED Provisional
Tiffany St. Pierre	0		0	0	0	0	0
Matthew Callahan	0		0	0	0	0	0
Total Votes Cast	0		0	0	0	0	0
Overvotes	0		0	0	0	0	0
Undervotes	0		0	0	0	0	0



## Elgin City Council Meeting Agenda Item Executive Summary

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**ITEM:** Administer Oath of Office to Newly Elected City Council Members

**DEPARTMENT:** Executive

**PROPOSED ACTION:** Newly elected Council Members will be sworn in

**BACKGROUND:**

Texas Government Code Article 16 requires all elected officers to take an Oath of Office before they enter upon the duties of their offices.

**BUDGET/FINANCIAL IMPACT:**

Funding for this item was  included  not included in the current-year budget  N/A

**RECOMMENDATION:**

None

**ATTACHMENTS:**

1. Oath of Office - Certificate (1)
2. Statement of Elected Official 23-3f
3. Oath of Office 23-2f
4. LISTON CRIM Certificate of Election 23-1f
5. TIFFANY ST. PIERRE Certificate of Election 23-1f

Staff will be making a detailed presentation on this agenda item at the meeting.

Staff will provide brief comments and answer questions on this item at the meeting.

This is a routine procedural item and no presentation is planned for the meeting.

*Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.*

# Oath of Office

I, \_\_\_\_\_, do solemnly swear (or affirm)  
that I will faithfully execute the duties of the office  
of

\_\_\_\_\_ of the State of Texas, and will to  
the best of my ability preserve, protect, and defend  
the Constitution and laws of the United States and  
of

this State; and I furthermore solemnly swear (or  
affirm),

that I have not directly or indirectly paid, offered, or  
promised to pay, contributed, nor promise to  
contribute any money, or valuable thing, or  
promised

any public office or employment, as a reward\* (for  
he

giving or withholding a vote at the election at  
which I

was elected.) (to secure my appointment or the  
confirmation thereof.)

So help me God.

Signed: \_\_\_\_\_

Sworn to and subscribed before me, this the \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_.

Seal:

X \_\_\_\_\_  
Notary Public Signature

## Form 23-3 - Statement of Officer (General Information)

The attached form is designed to meet minimal constitutional filing requirements pursuant to the relevant provisions. *This form and the information provided are not substitutes for the advice and services of an attorney.*

### **Execution and Delivery Instructions**

A Statement of Officer required to be filed with the Office of the Secretary of State is considered filed once it has been received by this office.

**Mail:** P.O. Box 12887, Austin, Texas 78711-2887.

**Overnight mail or hand deliveries:** James Earl Rudder Officer Building, 1019 Brazos, Austin, Texas 78701.

**Fax:** (512) 463-5569.

**Email:** Scanned copies of the executed Statement may be sent to [register@sos.texas.gov](mailto:register@sos.texas.gov)

*NOTE: The Statement of Officer form, commonly referred to as the “Anti-Bribery Statement,” must be executed and filed with the Office of the Secretary of State before taking the Oath of Office (Form 2204).*

### **Commentary**

Article XVI, section 1 of the Texas Constitution requires all elected or appointed state and local officers to take the official oath of office found in section 1(a) and to subscribe to the anti-bribery statement found in section 1(b) before entering upon the duties of their offices.

Elected and appointed state-level officers required to file the anti-bribery statement with the Office of the Secretary of State include members of the Legislature, the Secretary of State, and all other officers whose jurisdiction is coextensive with the boundaries of the state or who immediately belong to one of the three branches of state government. Questions about whether a particular officer is a state-level officer may be resolved by consulting relevant statutes, constitutional provisions, judicial decisions, and attorney general opinions. For more information, see Op. Tex. Att’y Gen. No. JC-0575 (2002) (determining the meaning of “state officer” as it is used in Article XVI).

Effective September 1, 2017, Senate Bill 1329, which was enacted by the 85<sup>th</sup> Legislature, Regular Session, amended chapter 602 of the Government Code to require the following judicial officers and judicial appointees to file their oath and statement of officer with the secretary of state:

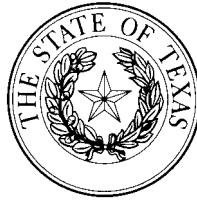
Officers appointed by the supreme court, the court of criminal appeals, or the State Bar of Texas; and  
Associate judges appointed under Subchapter B or C, Chapter 201, Family Code.

Local officers must retain the signed anti-bribery statement with the official records of the office. *As a general rule, city and county officials do not file their oath of office with the Secretary of State—these officials file at the local level. The Legislature amended the Texas Constitution, Article 16, Section 1, in November 2001 to no longer require local level elected officials to file with our office. **The Office of the Secretary of State does NOT file Statements or Oaths from the following persons:*** Assistant District Attorneys; City Officials, including City Clerks, City Council Members, Municipal Judges, Justices of the Peace, and Police/Peace Officers; Zoning/Planning Commission Members; County Officials, including County Clerks, County Commissioners, County Judges, County Tax Assessors, and District Clerks; and Officials of Regional Entities, such as, Appraisal Review Districts, Emergency Service Districts, and School Districts (ISD’s).

***Questions about this form should be directed to the Government Filings Section at (512) 463-6334 or [register@sos.texas.gov](mailto:register@sos.texas.gov)***

Revised 09/2023

**Form #23-3 Rev. 09/2023**  
**Submit to:**  
**SECRETARY OF STATE**  
**Government Filings**  
**Section P O Box 12887**  
**Austin, TX 78711-2887**  
**512-463-6334**  
**512-463-5569 - Fax**  
**Filing Fee: None**



**STATEMENT OF OFFICER**

**Statement**

I, \_\_\_\_\_, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: \_\_\_\_\_

**Execution**

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Officer

## Form 23-2 - Oath of Office (General Information)

The attached form is designed to meet minimal constitutional filing requirements pursuant to the relevant provisions. *This form and the information provided are not substitutes for the advice and services of an attorney.*

### **Execution and Delivery Instructions**

The Oath is considered filed once it has been received by this office.

**Mail:** P.O. Box 12887, Austin, Texas 78711-2887.

**Overnight mail or hand deliveries:** James Earl Rudder Officer Building, 1019 Brazos, Austin, Texas 78701.

**Fax:** (512) 463-5569. If faxed, the original Oath should also be mailed to the appropriate address above.

**Email:** Scanned copies of the executed Oath may be sent to [register@sos.state.tx.us](mailto:register@sos.state.tx.us). If emailed, the original Oath should also be mailed to the appropriate address above.

*NOTE: Do not have the Oath of Office administered to you before executing and filing the Statement of Officer (Form 2201 – commonly referred to as the “Anti-Bribery Statement”) with the Office of the Secretary of State.*

### ***Commentary***

All state or county officers, other than the governor, lieutenant governor, and members of the legislature, who qualify for office, are commissioned by the governor. Tex. Gov’t Code, Section 601.005. The Secretary of State performs ministerial duties to administer the commissions issued by the governor, including confirming that officers are qualified prior to being commissioned. Submission of this oath of office to the Office of the Secretary of State confirms an officer’s qualification so that the commission may be issued.

Pursuant to art. XVI, Section 1 of the Texas Constitution, the Oath of Office *may not* be taken until a Statement of Officer (see Form 2201) has been subscribed to and, as required, filed with the Office of the Secretary of State. Additionally, gubernatorial appointees who are appointed during a legislative session *may not* execute their Oath until after confirmation by the Senate. Tex. Const. art. IV, Section 12. A Statement of Officer form required to be filed with the Office of the Secretary of State is filed upon receipt by the Secretary of State. The Oath of Office may be administered by anyone authorized under the provisions of Chapter 602 of the Texas Government Code. Commonly used officials include notaries public and judges.

#### ***Officers Required to File Oath of Office with the Secretary of State:***

- Gubernatorial appointees, appellate and district court judges, and district attorneys
- Directors of districts operating pursuant to chapter 36 or 49 of the Texas Water Code file a duplicate original of their Oath of Office within 10 days of its execution. Tex. Water Code Ann. Sections 36.055(d); 49.055(d)

#### ***Officers Not Required to File Oath of Office with the Secretary of State:***

- Members of the Legislature elected to a *regular* term of office will have their Oath of Office administered in chambers on the opening day of the session and recorded in the appropriate Journal. Members elected to an *unexpired* term of office should file their Oath of Office with either the Chief Clerk of the House or the Secretary of the Senate, as appropriate.
- All other persons should file their Oaths locally. Please check with the county clerk, city secretary or board/commission secretary for the proper filing location.

*Questions about this form should be directed to the Government Filings Section at (512) 463-6334 or [register@sos.state.tx.us](mailto:register@sos.state.tx.us).*

*Revised 9/2023*

This space reserved for office use

Submit to:  
SECRETARY OF STATE  
Government Filings Section  
P O Box 12887  
Austin, TX 78711-2887  
512-463-6334



OATH OF OFFICE

Filing Fee: None

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,  
I, \_\_\_\_\_, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of \_\_\_\_\_ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

\_\_\_\_\_  
Signature of Officer

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ )

Sworn to and subscribed before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

(seal)

\_\_\_\_\_  
Signature of Notary Public or Other Officer  
Administering Oath

\_\_\_\_\_  
Printed or Typed Name



In the name and by the authority of

## The State of Texas

THIS IS TO CERTIFY that at a general election held on

the 3rd day of May, 2025

LISTON CRIM was

duly elected

CITY COUNCIL MEMBER, WARD 4.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Elgin to be affixed at the City of Elgin, this the 13th day of May, 2025.

---

Signature of Presiding Officer of  
Canvassing Authority



In the name and by the authority of

## The State of Texas

THIS IS TO CERTIFY that at a general election held on  
the 3rd day of May, 2025

TIFFANY ST. PIERRE was

duly elected

CITY COUNCIL MEMBER, WARD 3.

In testimony whereof, I have hereunto signed my name and caused the Seal of the City of Elgin to be affixed at the City of Elgin, this the 13th day of May, 2025.

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Signature of Presiding Officer of  
Canvassing Authority