

## **GENERAL ELECTION INFORMATION**

### **Port Commissioner Elections**

The Director of Administration is the Election Officer for the Port of Beaumont Navigation District of Jefferson County, Texas, (the "District") and is responsible for conducting Port elections as prescribed by the Election Code of the State of Texas. Municipal elections are held on the first Saturday in May of each odd numbered year, as authorized by state law and the Port's enabling legislation.

The Port of Beaumont Board of Commissioners is composed of six members who serve six-year terms. Four of those commissioners represent geographical areas within the District's taxing boundaries, and two are elected at-large, representing the entire District. Commissioners for Ward 4 and one at-large position will be next elected in 2023. Commissioners for Ward 2 and one at-large position will be elected in 2025, and Commissioners for Ward 1 and 3 will be elected in 2027.

### **Next Election**

- May 6, 2023
  - Ward 4 and one At-Large position

### **Candidate Information**

#### **Qualifications**

Port of Beaumont Commissioners, in addition to having such other qualifications as prescribed by law, shall be a qualified voter of the District; shall own real property in the District, which has been duly rendered for taxation, shall not be in arrears in the payment of any taxes or other liabilities due to the District; and shall not hold any other office or employment under the District while s/he is a member of said board.

The first day to file for a place on the 2023 ballot is Wednesday, January 18, 2023. The final date to file is 5 p.m. Friday, February 17, 2023. The Port's Director of Administration will accept applications at the Port of Beaumont's Administration Office, located at 1225 Main Street, Beaumont, during the business week, 8 a.m. to 5 p.m. Monday through Friday. There is no filing fee.

### **Forms**

Texas Election Law is very specific in many areas and the linked material below contains information and forms for the General Election. Our office will be happy to help you in any way we can during your candidacy. We would caution you, however, that the responsibility for compliance with the Election Laws and the Finance Filing Guide for Local Candidates and Officeholders belongs solely to the candidate. The Texas Ethics Commission is responsible for interpreting Campaign Finance Law (Title 15). You may direct questions about campaign

finance law to the Ethics Commission at 512.463.5800 or 800.325.8506. Information may also be accessed at the Ethics Commission website at [ethics.state.tx.us](http://ethics.state.tx.us).

The information includes the following:

- Campaign Finance Guide for Candidates and Officeholders who File with Local Filing Authorities [Campaign Finance Guide](#) [PDF]
- [Application to Place Name on General Election Ballot](#) [PDF]
- Appointment of Campaign Treasurer by a Candidate
  - [Form CTA](#) [PDF]
  - [Form CTA](#) [Fillable PDF]
  - [Instruction Guide](#) [PDF]

In accordance with Texas Law, you must designate a Campaign Treasurer before any funds can be expended and before candidate accepts campaign contributions. You may name yourself as treasurer. These forms are to be filed with the Manager of Administration.
- [Code of Fair Campaign Practices](#) [PDF] and [Chapter 258](#) [PDF]  
Your subscription to this Code is voluntary, but we encourage candidates to file this form with the Manager of Administration.
- Once you have filed your application, you will utilize the following forms during the campaign.
- Candidate/Officeholder Campaign Finance Report
  - [Form C/OH](#)[PDF]
  - [Instruction Guide](#)[PDF]

These forms are to be filed with the Manager of Administration on dates specified on the form. There is a modified reporting statement for those candidates not planning to spend more than \$500.00. Candidates are encouraged to pay close attention to their expense forms. Per Texas Law, these forms are considered public record.
- C/OH Report: Designation of Final Report (Included at the end of Form C/OH)  
This form is to be filed at the end of the election or when you are no longer receiving or spending political contributions
- Additional Forms for a variety of reasons can be found at [Forms: Instructions for Ethics Commission](#)
- [Title 15](#) of the Texas Election Code by the Texas Ethics Commission.  
This information pertains to the filing requirements of campaign expenditure reports. Title 15 also contains regulations on political advertising.
- [Poll watcher certificate](#) [PDF] and [Section 33.001-33.061](#) [PDF] Texas Election Code  
This certificate is required if you wish to use a poll watcher.
- [Affinity and Consanguinity charts](#) [PDF] as they relate to Conflict of Interest.

- [Texas Ethics Commission Political Advertising Important Information.](#)

The above forms are filed with the Manager of Administration, and as such, the Manager of Administration serves only as the custodian of the records for the benefit and convenience of the public. The Manager of Administration does not have any duty to determine the sufficiency or timeliness of the statements and does not have the authority to refuse to accept a statement for filing on either of these grounds. If you have questions or concerns regarding campaign reporting please contact the Texas Ethics Commission at 1.800.325.8506.

### **Other Helpful Links**

- [Texas Secretary of State](#)
- [Texas Ethics Commission](#)
- [VoteTexas.gov](#)
- [Jefferson County Election Information](#)
  - [Voter Registration](#)
  - [Polling Locations](#)
  - [Voting by Mail](#)

### **Contact Information**

- Physical Address: 1225 Main Street, Beaumont, Texas
- Phone: 409.835.5367
- Email: [admin@pobtx.com](mailto:admin@pobtx.com)