

# Chapter 3. Financial Disclosure Reporting System<sup>1</sup>

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### **Subchapter A. General Provisions**

#### **3.001 Authority**

- (a) Texas Local Government Code chapter 159 sets financial disclosure reporting requirements for some elected district and county officials and authorizes the Commissioners Court to adopt a financial disclosure reporting system for the other district, county, and precinct officials and employees.
- (b) The authority for the Commissioners Court to adopt the financial reporting system is in Texas Local Government Code chapter 159, subchapter B.

#### **3.002 Intent**

The Commissioners Court is establishing a financial disclosure reporting system for some county officials and employees.

#### **3.0003 Application**

- (a) The county financial disclosure reporting system applies to the following elected county officials: Sheriff, County Tax Assessor-Collector, County Clerk, District Clerk, County Treasurer, and any Constable.
- (b) The county financial disclosure reporting system also applies to the following appointed county and precinct officials:

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<sup>1</sup> Chapter 3 was adopted by Travis County Commissioners Court on February 2, 2016, Item 35 Revised.

- (1) County Auditor appointed by the District Judges,
- (2) County Purchasing Agent appointed by the County Purchasing Board,
- (3) any County Executive appointed by Commissioners Court, and
- (4) any Master, Magistrate, or Referee appointed by a Justice of the Peace.

### **3.004 Interpretation**

In this subchapter, if any applicable deadline for filing falls on a Saturday, Sunday, or legal state or national holiday, the Financial Statement is timely if filed on the next day that is not a Saturday, Sunday, or legal state or national holiday.

### **3.005 Definitions**

For the purposes of this chapter, the following words have these meanings:

- (1) "Appointive position" means any of the following positions:
  - (A) County Auditor appointed by the District Judges,
  - (B) County Purchasing Agent appointed by the County Purchasing Board,
  - (C) any County Executive appointed by Commissioners Court, and
  - (D) any Master, Magistrate, or Referee appointed by a Justice of the Peace.
- (2) "Candidate" includes holders of elective offices who are also candidates on the ballot without regard to whether the individual is a partisan candidate, an independent candidate, or a write-in candidate.
- (3) "Elective office" means the offices of Sheriff, County Tax Assessor-Collector, County Clerk, District Clerk, County Treasurer and Constable.
- (4) "Financial Statement" means a personal financial statement that complies with the requirements of Texas Government Code, Chapter 572.
- (5) "Partisan Candidate" means any person seeking an elective office as the candidate of a political party.
- (6) "Regular filing deadline" means the last day for filing an application for a place on the ballot or the last day for filing a declaration of write-in candidacy for certification in the applicable election.

**[3.006 - 3.010 Reserved for Expansion]**

## ***Subchapter B. Filing Requirements***

### **3.011 Filing Requirements for Holders of Elective Offices**

Not later than 5 p.m. of April 30 of each year, the holder of each elective office shall file a Financial Statement with the Travis County Clerk.

### **3.012 Filing Requirements for Individuals Appointed to be Holders of Elective Offices**

- (a) For the year of his or her appointment, an individual who is appointed to be the holder of a vacant elective office must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 30<sup>th</sup> day after the date of his or her appointment or the date he or she qualifies for the office, whichever is earlier.
- (b) For each subsequent year, an individual who was appointed to be the holder of an elective office must file a Financial Statement with the Travis County Clerk by 5 p.m. of the last day for filing a Financial Statement stated in section 3.011 and sections 3.013 through 3.015, as applicable.

### **3.013 Filing Requirements for Candidates for Elective Offices in General Elections**

- (a) **Regular Filing Deadline.** An individual who is a partisan candidate must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 40<sup>th</sup> day after the regular filing deadline for partisan candidates. An individual who is an independent candidate must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 40<sup>th</sup> day after the regular filing deadline for independent candidates. An individual who is a write-in candidate must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 30<sup>th</sup> day after the regular filing deadline for a declaration of write-in candidacy.
- (b) **Later Filing Deadlines.** If a deadline under which an individual who is a partisan or independent candidate files an application for a place on the ballot or write-in candidate files a declaration of write-in candidacy falls after the regular filing deadline that candidate must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 30<sup>th</sup> day after that later deadline, unless that later deadline falls after the 35<sup>th</sup> day before Election Day and, in that case, the candidate must file a Financial Statement not later than 5 p.m. of the 5<sup>th</sup> day before Election Day.

### **3.014 Filing Requirements for Candidates for Elective Offices in Special Elections**

An individual who is a candidate in a special election for elective office must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 5<sup>th</sup> day before Election Day.

**3.015 Filing Requirements for Nominees to Fill Candidate Vacancies**

If the original candidate for an elective office has withdrawn, is declared ineligible, or is deceased, an individual named to fill a vacancy in a nomination as a candidate for that elective office must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 15<sup>th</sup> day after the date the certificate of nomination is filed.

**3.016 Filing Requirements for Appointed Positions**

- (a) For the year of his or her appointment, an individual who is appointed to fill an appointive position must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 30<sup>th</sup> day after the date of his or her appointment or the date he or she qualifies for the office, whichever is earlier.
- (b) For each subsequent year, an individual who was appointed to fill an appointive position must file a Financial Statement with the Travis County Clerk not later than 5 p.m. of the 30<sup>th</sup> day of April.

**3.017 Filing Requirements for County Judge, Commissioners, County Attorney, Justices of the Peace**

The financial disclosure reporting requirements for the County Judge, County Commissioners, County Attorney and Justices of the Peace are stated in Texas Local Government Code, Chapter 159, Subchapter A and Texas Government Code, Chapter 572, Subchapter B.

**3.018 Filing Requirements for Statutory County and Probate Court Judges**

The financial disclosure reporting requirements for the Judges of the statutory County Courts and the Statutory Probate Court are stated in Texas Local Government Code, Chapter 159, Subchapter C and Texas Government Code, Chapter 572, Subchapter B.

**3.019 Filing Requirements for District Attorney**

The financial disclosure reporting requirements for the District Attorney are stated in Texas Government Code, Chapter 572.