



Dear Candidate:

Re: North Harris County Regional Water Authority (the "Authority") November 5, 2024  
Directors Election for Voting District 4 and Voting District 5

In order to have your name printed on the ballot, the enclosed Application For Place On the Ballot must be completed and received by the undersigned, as the duly appointed election agent for the Authority, at 2929 Allen Parkway, Suite 3150, Houston, Texas, 77019, **no earlier than July 20, 2024, and no later than 5:00 p.m. on August 19, 2024**. As required by law, an application received before or after such filing period will be rejected.

Also enclosed are forms to be utilized pursuant to Title 15 of the Texas Election Code, which requires that candidates make certain campaign finance filings:

Appointment of a Campaign Treasurer by a Candidate with Candidate Modified Reporting Declaration (Form CTA). Candidates are required to have a campaign treasurer. You may appoint yourself as campaign treasurer.

If you do not intend to accept contributions totaling more than \$1,080.00 and do not intend to expend more than \$1,080.00 during your campaign, you may execute the optional Candidate Modified Reporting Declaration (Form CTA, page 2).

1. If you select the Candidate Modified Reporting Declaration, you are required to file only one additional report, which is the Candidate/Officeholder Campaign Finance Report (Form C/OH, pages 1 and 2, leaving Sections 16 and 17 blank) along with the Candidate/Officeholder Report: Designation of Final Report (Form C/OH-FR). The candidate should contact the Texas Ethics Commission for additional information regarding said reporting requirements. Please also note that certain filing periods and deadlines apply.

If you do not select the Candidate Modified Reporting Declaration, or if you exceed the \$1,080.00 limitation at any time, there are additional Schedules which must be completed and filed along with Form C/OH. Please contact the Texas Ethics Commission for additional information regarding said reporting requirements.

2. Code of Fair Campaign Practices (Form CFCP), together with Chapter 258, Election Code. Subscription to the Code of Fair Campaign Practices is voluntary.

The enclosed forms and the above comments regarding same are provided as a courtesy only, but it is ultimately your duty as a candidate to become familiar with the laws applicable to Texas elections, ethics, and campaign finance reporting. You are solely responsible for compliance with these laws. The Authority is responsible for calling and holding a fair and impartial election, and as attorneys for the Authority, we cannot provide legal or administrative advice to candidates or prospective candidates. You may wish to seek legal counsel or other professional advice in this regard. For more information, please refer to the Texas Ethics Commission's website (<https://www.ethics.state.tx.us/>) or the Texas Secretary of State's website (<https://www.sos.state.tx.us/index.shtml>).

Upon completion, execution and notarization of the appropriate forms please return same to Johnson Petrov LLP, the Authority's Agent for the November 5, 2024 Directors Election Voting District 4 and Voting District 5.

Sincerely,

*Mirna Croon*

Mirna Croon

Paralegal,

Johnson Petrov, LLP

Enclosures