



City of Lakeway

Ethics Complaint Intake Form

Per Sec. 2.04.159 Complaints of the City Code of Ordinances: Complaints are allegations that an official violated this code. Complaints must be filed with the city secretary. To be actionable, a complaint must: Be in writing, be signed and allege a specific violation of this code. Complaints satisfying the requirements of this section will be referred by the city secretary to the board chairperson.

Date Complaint Received and Filed with City Secretary: \_\_\_\_\_

Filed By:

Name (please print): \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please list specific violation and cite code section:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Please attach additional pages if necessary.)

-----Office Use Only-----

Date Received & Filed: \_\_\_\_\_

Received by office of the City Secretary

\_\_\_\_\_  
Jo Ann Touchstone, City Secretary

city seal

**STATE OF TEXAS    )**

**COUNTY OF TRAVIS )**

**CITY OF LAKEWAY  )**

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_, who being by me here and now duly sworn, upon oath, states:

“On this \_\_\_\_ day of \_\_\_\_\_ 20\_\_, I certify that the attached is a true statement.”

\_\_\_\_\_  
Affiant Signature

\_\_\_\_\_  
Print Name

(SEAL)

\_\_\_\_\_  
JO ANN TOUCHSTONE,  
NOTARY PUBLIC IN AND FOR  
THE STATE OF TEXAS