



Town of Hollywood Park

★ Incorporated 1955 ★

TO: Potential Candidates

FROM: Patrick Aten, City Secretary

SUBJECT: May 2024 General Election

DATE: January 16, 2024

Thank you for your interest in serving the citizens of Hollywood Park. Running for office encompasses a broad range of activities. The Texas Secretary of State and the Texas Ethics Commission each regulate portions of the election process at the local level. It is your responsibility to familiarize yourself with local Ordinances as well as the laws applicable to running for elective office.

The Hollywood Park City Council positions are two-year terms. All City Council Places are at-large, meaning anywhere within the corporate limits of Hollywood Park, and may be held by any qualified and duly elected candidate. There will be three Hollywood Park City Council Places on the May ballot:

- Mayor
- City Council Place 2
- City Council Place 4

The role of the City Secretary's Office is to accept and file candidate applications, affidavits and statements required of candidates, and note the dates of filing thereon. There is no legal duty to inform anyone of the necessity of, or deadlines for, filing any of the documents, or to advise anyone in regard to the meaning and requirements of statutes. The City Secretary should not be expected to judge or comment upon the timeliness or sufficiency of forms and reports filed, but rather to serve only as the custodian of the records. If an applicant does not comply with application requirements, the City Secretary must reject the application and provide the candidate with written notice of the rejection. Candidates are not permitted to simply make corrections to the form once submitted and should review materials fully before submitting them. Please do not leave any blanks on the application, as doing so may render your application invalid.

Persons with questions concerning the conduct of elections may contact the Elections Division of the Texas Secretary of State's Office at 800-252-VOTE or www.sos.state.tx.us. Inquiries about candidacy, campaign finance, or the conduct of candidates and officeholders should be directed to the Texas Ethics Commission at (512) 463-5800 or www.ethics.state.tx.us. If you have specific election questions or needs of the City Secretary's Office, please call me at (210) 494-2023 x221 or email me at paten@hollywoodpark-tx.gov. You may also visit our Elections Page on the City website at www.hollywoodpark-tx.gov.

Your interest in municipal government and our community is appreciated. We trust that this will be a positive and exciting experience for you, and that you find satisfaction in the call to public service.

Good luck with your campaign!