

**APPLICATION FOR APPOINTMENT TO THE
OFFICE OF MAYOR OF THE CITY OF LAKE DALLAS, TEXAS**

INSTRUCTIONS

Background: On May 13, 2021, Michael Barnhart resigned as Mayor of the City of Lake Dallas, effective immediately. At the time the vacancy occurred, less than one year remained on Mayor Barnhart's current term. In accordance with applicable provisions of the Texas Constitution and the Lake Dallas City Charter, the City Council may appoint a person to fill the remainder of the term because there was less than one year remaining on Mayor Barnhart's three-year term of office at the time of his resignation.

The remaining members of the Lake Dallas City Council have elected to take applications from those interested in being appointed to the remainder of Mr. Barnhart's term of office, ending in May 2022. Completing and submitting this application is the first step in the appointment process.

While the City Council has elected to pursue the application process for filling this vacancy, it should be noted the City Council has the legal authority at its sole discretion to abandon this process at any time, reject all applications, and to appoint any person, whether or not an application has been submitted, provided the person satisfies the minimum legal qualifications to hold the office of Mayor.

Completion of Application:

Format: This application contains two parts.

Part I must be completed in full by all applicants in order to be considered for appointment. Part I is similar to an application for filing as a candidate for election to the City Council. Even as an appointed member of the City Council, the person appointed must meet the minimum qualifications to serve in the office to the same extent as if elected to serve. The information contained in Part I sets forth the information under State law and the Lake Dallas City Charter need to determine if the person meets the minimum legal requirements to serve as a member of the City Council. Failing to complete any information within Part I of this application that is not otherwise noted as "Optional" may disqualify the application from being considered.

Part II requests the applicant, on one or more separate sheets of paper, provide additional information about the candidate that may be relevant to the City Council in considering the applicant's appointment to the Office of Mayor. The questions are similar to those asked of applicants to serve on City boards and commissions but are designed more toward a person seeking to serve on the City Council as its presiding officer. Completion of Part II is optional, but failure to provide some or any of the requested information may be taken into consideration by the City Council. Applicants may provide any additional information or comments that applicant desires the City Council to consider when reviewing the application, even if not specifically requested on the application.

Interviews: Following the receipt of all applications, the City Council has proposed to interview one, some, or all applicants. The determination of who obtains an interview with the City Council is at the sole discretion of the current members of the City Council. Presently, the City Council intends to consider the submitted applications at its regular meeting on June 24, 2021 and may interview one or more applicants on that date. The Council's current intent is to conduct interviews in public during the meeting. The City Council may at its discretion alter the stated format.

Submission of Applications; Deadline:

A copy of the completed application with the applicant's **original signature** and **original notary jurat** is required to be delivered **not later than 5:00 p.m. CDT on June 22, 2021**, to:

**Codi Delcambre, City Secretary
City of Lake Dallas
212 Main Street
Lake Dallas, Texas 75065**

Applications delivered after the above deadline may be considered at the sole discretion of the City Council, but the City Council will be advised of the late submission of the application. Applications must be received in the Office of the City Secretary by the deadline to be considered timely. Questions about this application or these instructions should be directed to Ms. Delcambre by calling (940) 497-2226 ext. 102 or emailing at cdelcambre@lakedallas.com.

Part I: TO THE HONORABLE MEMBERS OF THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS:

I hereby request that I be considered as a candidate for appointment to the office of Mayor of the City of Lake Dallas, Texas, to serve the remainder of the term ending May 2022. With respect to my application, I hereby provide the following information to establish my eligibility to be appointed to the Office of Mayor as well as additional information relating to my qualifications to serve as Mayor.

ALL INFORMATION BELOW IS REQUIRED TO BE PROVIDED UNLESS INDICATED AS OPTIONAL:

Full Name (First, Middle, Last):								
Permanent Residence Address: (Do not include a P.O. Box or RuralRoute. If you do not have a residence address, describe the address at which you receive personal mail and location of residence.)	Public Mailing Address (if not same as Permanent Residence Address)							
Public Email Address (if available)(optional)	Occupation (Do not leave blank)							
Date of Birth (Month/Day/Year) / /	Voter Registration VUID Number:							
Telephone Contact Information (Optional) Home: _____ Work: _____ Cell: _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="3" style="text-align: left; padding: 2px;">Length of <u>Continuous</u> Residence as of Date Application is Sworn</th> </tr> <tr> <td style="width: 33%; padding: 2px; vertical-align: top;"> Resident in State of Texas: _____ Years _____ Months </td> <td style="width: 33%; padding: 2px; vertical-align: top;"> Resident of City of Lake Dallas _____ Years _____ Months </td> <td style="width: 33%;"></td> </tr> </table>		Length of <u>Continuous</u> Residence as of Date Application is Sworn			Resident in State of Texas: _____ Years _____ Months	Resident of City of Lake Dallas _____ Years _____ Months	
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Resident in State of Texas: _____ Years _____ Months	Resident of City of Lake Dallas _____ Years _____ Months							
<p>Before me, the undersigned authority, on this day personally appeared _____ (name of applicant), who being by me here and now duly sworn, upon oath says:</p> <p>“I, (name of applicant) _____ of Denton County, Texas, being an applicant for the office of Mayor of the City of Lake Dallas, Texas, swear that I will support and defend the Constitution and laws of the United States and of the State of Texas. I am a citizen of the United States eligible to hold such office under the constitution and laws of this state. I have not been finally convicted of a felony for which I have not been pardoned or had my full rights of citizenship restored by other official action. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I am aware of the nepotism law, Chapter 573, Government Code.</p> <p>I further swear that the foregoing statements included in my application are in all things true and correct.”</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">SIGNATURE OF APPLICANT</p> <p>Sworn to and Subscribed before me by (name of applicant) _____ this the _____ day of _____ June 2021.</p> <p>Notary Seal</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Notary Public, State of Texas</p>								

Part II: Please provide on one or more separate sheets the following additional information in support of your application for appointment to serve as Mayor of the City of Lake Dallas:

1. Identify any City of Lake Dallas Boards or Commissions on which you presently serve or previously served. Provide the approximate years of service for each board and commission.
2. Please identify any community organizations or other personal or business affiliations, past or present, you believe the City Council should consider in relation to your application to serve as Mayor. Identify when you were affiliated with such organizations and what, if any, leadership positions you held in such organizations.
3. Please describe why you are interested in serving as Mayor of the City of Lake Dallas.
4. To the extent not described in response to Item 3, above, please describe any particular goals or projects you would like to see accomplished while serving as Mayor.
5. Do you or a person related to you presently have a contractual relationship with the City of Lake Dallas, or are you or a person related to you the owner of an interest in a business that has a contract with the City of Lake Dallas. If so, please identify the nature of the contractual relationship with the City.
6. If have served either as an elected or appointed official of a city or other level of local government prior to moving to Lake Dallas, please described the office or offices previously held.
7. Is anyone to whom you are related presently an employee of the City of Lake Dallas?
8. Please provide any additional information you wish the City Council to consider with respect to your application to serve as Mayor.

Additional Information: The responsibilities and duties of the Mayor of the City of Lake Dallas are stated in the Lake Dallas City Charter which can be found as a link on the City of Lake Dallas website. Please be aware that some of the duties of the Mayor and other council members were amended on May 1, 2021, following an election in which the voters of the City of Lake Dallas voted to amended various sections of the Lake Dallas City Charter. If you need assistance in finding any information regarding the duties and responsibilities of serving as a member of the Lake Dallas City Council and as Mayor, contact Codi Delcambre, City Secretary of the City of Lake Dallas, by calling her at (940) 497-2226 ext. 102 or emailing her at cdelcambre@lakedallas.com.

Applicants should be aware that all elected officials are subject to certain laws relating to conflicts of interests and nepotism. Any elected or appointed person wishing to serve on any local government body in the State of Texas should become familiar with Chapters 171 and 176 of the Texas Local Government Code as well as Chapter 573 of the Texas Government Code. The City of Lake Dallas has also adopted a Code of Ethics for elected and appointed officials with which any person serving as a member of the Lake Dallas City Council, including Mayor, must comply. Applicants may obtain copies of the City ordinance adopting the Code of Ethics by contacting the City Secretary.

Unless otherwise cancelled, the Lake Dallas City Council conducts its regular meetings on the 2nd and 4th Thursdays of every month starting at 7 p.m. However, the City Council may hold as many special meetings as needed and have commenced conducting pre-meeting workshops starting as early at 5:30 p.m. on the day of regular council meetings. Regular attendance at City Council meetings is a requirement of the City Charter. In addition, as the ceremonial head of City government, the Mayor is called upon to attend events and meetings as a representative of the City in addition to attending regular and special council meetings. In making application, applicants should consider whether the time necessary to attend City-related meetings and other events representing the City as Mayor will conflict with the applicant's other interests, duties, and obligations.