

CITY OF SANDY OAKS, TEXAS

RESOLUTION 2020-117

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANDY OAKS,
TEXAS ADOPTING A POLICY ON POLITICAL ACTIVITY.**

WHEREAS, section 255.003 of the Texas Election Code provides that an officer or employee of a political subdivision may not spend or authorize the spending of public funds for political advertising; and

WHEREAS, appointed officers and employees of the City have the same political freedoms as all citizens, but the City Council finds the City and its appointed officers and employees should remain neutral while on duty or in uniform to avoid the appearance of favoritism, unfair treatment, or the expenditure of public funds; and

WHEREAS, the City Council desires to approve and adopt a policy on political activity to regulate permitted and prohibited political activities while on duty or in uniform;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS THAT:

SECTION 1. ADOPTION OF POLICY ON POLITICAL ACTIVITY. The City Council hereby approves and adopts the Policy on Political Activity attached hereto and incorporates it into the City of Sandy Oaks Personnel Policy Manual.

SECTION 2. SEVERABILITY. If for any reason any part of this Resolution is invalidated by a court of competent jurisdiction, the remaining portions of this Resolution shall remain in effect.

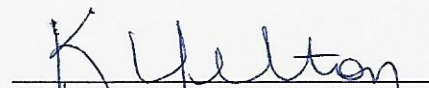
SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately from and after the passage and approval of this Resolution.

PASSED and APPROVED on this 9th day of July 2020.

CITY OF SANDY OAKS, TEXAS


Micki L. Ball, Mayor

ATTEST:


Katherine Yelton, City Secretary

POLICY ON POLITICAL ACTIVITY

Employee Status for Political Support

A City employee will not be appointed or retained on the basis of their political support or activities.

Voting

City employees are encouraged to vote and to exercise other prerogatives of citizenship consistent with State and federal law and these policies.

Candidate for Public Office

No City employee is prohibited from becoming a candidate for public office. However, if the employee is elected to public office, the employee may be required to resign his or her position as a City employee as provided by State law prior to taking office.

Prohibited Activities

City employees are prohibited from the following political activities:

- a. No employee may publicly endorse or campaign in any manner for any election issue or measure or for any person seeking a City public office, while the employee is on duty or in uniform.
- b. Employees may not use the employee's position or office to coerce another employee or citizen into participating in an election campaign, contributing to a candidate or political committee, engaging in any other political activity relating to a particular party, candidate, or issue or refraining from engaging in any lawful political activity.
- c. No employee shall use working hours or City property to solicit or receive any contribution or political service to circulate petitions or campaign literature on behalf of an election issue or candidate for public office in any jurisdiction. Employees shall not create or distribute materials to be used in a political campaign or for any other purpose in support of a political campaign while on duty.
- d. No employee shall meet with any City official, candidate for City office, person, or group for political campaign purposes while the employee is on duty or in uniform.
- e. No City employee shall use or authorize the use of City facilities, personnel, equipment, or supplies for the creation or distribution of materials to be used in a political campaign or for any other purpose in support of a political campaign. This prohibition includes the use of City computers, emails, phones and cell phones, copiers

and scanners, office supplies, vehicles and other City-owned and issued equipment. However, meeting rooms and other City facilities that are made available for use by the public may be used for political purposes by City employees under the same terms and conditions as they are made available for other public uses.

- f. No employee may wear campaign literature for a candidate for City Council or City election issue at work or in city uniform.
- g. No employee may circulate petitions for City Council candidates or for or against a particular City election issue, although the employee may sign such petitions.

Permitted Activities

The following actions by employees are not prohibited by this policy:

- a. The making of a general statement encouraging another person to vote in an election.
- b. Participating in an election campaign, contributing to a candidate, City official or political committee, or engaging in any other political activity relating to a particular party, candidate or issue that is not otherwise prohibited by this policy or by State and federal law.
- c. Transporting individuals or groups to designated polling places to vote in an election, however, and employee that transports such voters while on duty or in uniform must abide by the campaign restrictions set out in the section entitled "Prohibited Activities" of this policy.
- d. Engaging in lawful political activities.

ACKNOWLEDGMENT

I hereby acknowledge that I have received a copy of the City's Policy on Political Advertising, an addendum to the Personnel Policies Manual for the City of Sandy Oaks.

I have read and understand the policies and procedures outlined and agree to all the requirements contained therein.

I realize that changes in the policies may be unilaterally implemented by the City Council. Nothing in these policies is to be construed as a contract or a provision guaranteeing a specific term or tenure of employment, nor shall any portion of this policy manual change the at-will status of an employee with the City of Sandy Oaks.

I understand that compliance with the policies and procedures is a condition of employment with the City of Sandy Oaks. I understand that disciplinary action up to and including termination may be taken if I am found in violation of these policies and procedures.

Employee's Printed Name

Employee's Signature

Date