

TITLE: Participation in City Elections
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I. PURPOSE AND SCOPE

The purpose of this policy is to remind all employees of the provisions of the City Code and personnel policies restricting employee participation in city elections. Please carefully review the following restrictions and make sure that all employees are informed. This policy applies to all employees, full or part-time, regular status or temporary; there are no exceptions.

II. POLICY STATEMENT

It is the City of Avondale policy that employees are strictly prohibited from engaging in certain activities associated with a City of Avondale Election.

III. POLICY PROVISIONS

A. City of Avondale employees are strictly prohibited from engaging in the following activities associated with a City of Avondale Election:

1. Running for City Council.
  - a. Any employee interested in running for a seat on the City Council must resign at the time of filing for candidacy.
2. Signing or circulating nominating petitions.
3. Making campaign contributions.
4. Actively advocating for or against a particular candidate.
5. Any other involvement with a candidate's campaign, other than casting an individual ballot.

B. With respect to referendum questions on issues such as bond election or other issues specific to referendum questions, employees may sign petitions or take a more active role in expressing their opinion on such issues. However, the employee must observe the following restrictions:

1. Issue specific supporting activities must not take place while on-duty, in a city uniform or while in a city vehicle.
2. The use of any city equipment or funds is strictly forbidden.
3. It must be clear that any opinion expressed is strictly an individual personal opinion and in no way represents the City of Avondale's position on the issue.

IV. PROCEDURES

- A. These restrictions only apply to city elections.
  - 1. Employee participation in national, state, county or school district elections is not restricted except that no campaign activity may ever be conducted while on-duty or while wearing an official uniform or insignia of the city.  
Additionally, city vehicles or equipment may not be used for such activities.
- B. Employees who have questions about this administrative policy regarding involvement in activities associated with a City of Avondale election should contact the Assistant City Manager.

V. APPROVAL



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Charlie McClendon, City Manager

February 12, 2014

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Date of City Manager's Approval