

2024

GENERAL ELECTION CANDIDATE PACKET

November 5, 2024

City of Corpus Christi 2024 General Election

Candidate Information & Resources

Table of Contents – Online Packet

Instructions: [Green text links](#) will take you to pages within this document; no internet access required to view. You may also navigate to them using the bookmark button. [Blue text links](#) will take you to an internet page; internet access is required to open. More information and resources are available on the [2024 Election Central](#) webpage, which will be updated as more election documents become available.

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MEMORANDUM

To: Candidates for 2024 Mayor and Council Election
From: Rebecca L. Huerta, City Secretary
Date: June 14, 2024
Re: Election Information – Prospective Candidates

Thank you for your interest in running for City Council or Mayor! To assist you in your endeavor, we have prepared an online Candidate Packet (“Packet”) with important information, such as candidate qualifications, checklists, deadlines, forms, instructions, and campaign resources.

Any form or form instructions in the Packet can be printed out by the City Secretary’s Office as needed by coming by during regular business hours. Additionally, the [2024 Election Central website](#) includes links to other valuable websites, such as the Texas Ethics Commission and Texas Secretary of State. Multiple forms were updated by their respective State agency this year. You are encouraged to use the link on the Table of Contents to each form, which will take you to the current online form on the agency’s website.

Important information in the packet:

1. *Candidate qualifications*, as stated below, outline what qualifies a Corpus Christi resident to run for an elected office. If you do not meet these qualifications, you cannot run for office.
2. The *Candidate Checklist* includes the steps to complete leading up to filing your Application for a Place on the Ballot.
3. The *Candidate Calendar* details important deadlines for candidates and voters, including reporting and filing deadlines. The calendar also contains links to forms and/or instructions as well as references to the appropriate section of the City Charter or State law/code.
 - a. Once an Application for a Place on the Ballot is received from a candidate, the City Secretary’s Office will send out calendar appointments with deadlines **if** the candidate provides an email address on the Application.
 - b. Most forms need to be submitted to the City Secretary’s Office on paper; they cannot be emailed. Refer to the Candidate Calendar for details on each form or report.
4. *Candidate Qualification* are established in Article II, Section 2 of the City Charter and provides the basic eligibility requirements for any individual interested in serving on the City Council.

The duties of the City Secretary’s Office include accepting, retaining, and providing public access to the various applications, affidavits, and financial statements from candidates. Staff will note the date and time of filings. The City Secretary’s Office does not complete, correct information, report on the timeliness of filings, or the sufficiency of the reports filed. Additionally, please note that the City Secretary’s Office cannot interpret election law or campaign finance law for the candidates but will direct the candidates to the correct citation for reference whenever possible.

If you have any questions, please contact the City Secretary’s Office at (361) 826-3105 or email CitySecretary@cctexas.com.

Quick Links for City Information

These links are meant to help you learn more about the city's budget, organization, and more.

City Council

[Council Policies](#)

[Meeting Calendar](#)

[TIRZ Corporations & other Economic Development opportunities](#)

[District map](#)

City Secretary

[2024 Election Central](#)

[Boards, Commissions, & Committees](#)

[Public Information Requests](#)

[City history](#)

[Electronic Bulletin Board](#) (meeting postings and public notices)

City Operations

[City Charter](#)

[Code of Ethics](#)

[City Code](#) (general)

[Financial Transparency Information](#) (budgets, financial reports, capital improvement program (CIP) and much more).

[Organization Chart](#) (high level view)

[All City services](#) (alphabetical list)

[News releases](#)

[City YouTube Channel](#)

CITY OF CORPUS CHRISTI - CANDIDATE PETITION REQUIREMENTS

CITY CHARTER: ARTICLE II, SECTION 2

The candidate's application must be accompanied by either: (1) a non-refundable filing fee of \$100 (cash, money order or cashier's check), or (2) a petition signed by registered voters residing in the territory from which the office is elected. Petition signatures for a District position **must** be from qualified voters residing within that District. Mayoral and At-Large candidates must obtain signatures from qualified voters residing within the city limits of Corpus Christi. Below is a breakdown of the number of registered voter signatures required if a petition is to be used to meet the filing requirement:

COUNCIL POSITION	MAYORAL VOTES CAST NOVEMBER 2022	SIGNATURES REQUIRED †
Mayor	73,877	518
At-Large	73,877	518
District 1	11,504	58
District 2	15,289	76
District 3	12,346	62
District 4	17,171	86
District 5	17,434	87

†Article II, Section 2, (a) of the City Charter: No candidate shall be placed on the ballot unless his or her application is accompanied by either (1) a filing fee of \$100.00, or (2) a petition signed by registered voters residing in the territory from which the office is elected equal in number to the greater of: (a) twenty-five, or (b) one-half of one percent of the total vote received in the territory from which the office is elected by all candidates for mayor in the most recent mayoral regular election.

NOTICE OF DRAWING FOR PLACES ON THE BALLOT GENERAL ELECTION

In accordance with the Election Code, a drawing will be conducted in the Council Chambers on the first floor of City Hall at 1201 Leopard St., Corpus Christi, Texas, on **Friday, August 23, 2024, at 10:00 am** to determine the order of placement of names on the ballot for the City Council General Election of November 5, 2024.

You are invited to attend and personally draw for your place on the ballot. If you do not attend, you may appoint someone to draw for you. If you or your appointee are not present, a member of the City Secretary's staff will draw for you.

The order in which the drawing is conducted will be determined by the date and time of the day the application to be placed on the ballot was received in the City Secretary's Office.

Note: Pursuant to Section 52.094 (a) of the Texas Election Code, the order of the candidates' names on the ballot of any resulting runoff election shall be the relative order of the names on the original election ballot.

General Information & Deadlines

Campaign Treasurer & Campaign Finance Reports

These tips and reminders are for the Candidate/Office Holder Campaign Finance Report (form C/OH and COR-C/OH) and the Campaign Treasurer Appointment (CTA and ACTA). The instructions are located in this packet and the [Texas Ethics Commission website](#) provides detailed instructions for each section of the forms. Please refer to the full instructions or contact the Texas Ethics Commission (TEC) for assistance.

Both forms must be physically delivered to the City Secretary's Office at City Hall, 1201 Leopard St., first floor. The forms may not be emailed or faxed.

Things to remember about the CTA:

- The CTA must be filed with the proper filing authority before a candidate may accept a campaign contribution or make or authorize a campaign expenditure, including an expenditure from personal funds.
 - This includes paying the filing fee to submit the application for a place on the ballot.
- If the treasurer changes after the CTA has been filed, the candidate will file an amended appointment of campaign treasurer (form ACTA) and deliver it to the City Secretary's Office. Filing an appointment of a new campaign treasurer automatically terminates the appointment of the previous treasurer.

Things to remember about the C/OH:

- This form is required under title 15 of the Texas Election Code.
- There are multiple deadlines in both election and non-election years. Please see page two for the 2024 election cycle deadlines and refer to the TEC website additional information.
- The *candidate* is ultimately responsible for ensuring this form is filed, not the treasurer.
- There are multiple schedules in the C/OH. Only schedules on which you have information to report need to be filed.
- Candidates must continue to file the required C/OH reports until they file a final report form C/OH-FR, which is the second to last page on the C/OH file. This action only relieves *candidates* of filing responsibility; current officeholders who file a final report must continue to submit required reports.

As the local filing authority, the City has no authority to assess penalties for violations of Title 15 of the Texas Election Code.

Any citizen may file a criminal complaint with the District Attorney, a civil complaint with the TEC, or a civil action against a candidate or officeholder for violations of Title 15 of the Texas Election Code.

Campaign Finance Report (C/OH) Deadlines

The Campaign Finance Report (form C/OH) will be filed multiple times during an election year. The dates for the 2024 election cycle are as follows:

- January 16 Semi-annual Campaign Finance Report applies to candidates with an active Appointment of Campaign Treasurer on file, officeholders, and specific-purpose political committees. This report covers July 1, 2023 – December 31, 2023.
- July 15 Semi-annual Campaign Finance Report applies to candidates with an active Appointment of Campaign Treasurer on file, officeholders, and specific-purpose political committees. This report covers January 1, 2024* – June 30, 2024.
- October 7 30th Day Campaign Finance Report applies to opposed candidates in an election who did not choose the modified reporting schedule must file this pre-election report. This report covers July 1, 2024* – September 26, 2024.
- October 28 8th Day Campaign Finance Report applies to opposed candidates in an election who did not choose the modified reporting schedule must file this pre-election report. This report covers September 27, 2024* – October 26, 2024.
- December 6 Runoff candidates only: Runoff Report (use form C/OH) applies to opposed candidates who are participating in a runoff election and who did not choose the modified reporting schedule must file this runoff report. The report covers October 27, 2024 – December 4, 2024.

Final Report: A person who has a campaign treasurer appointment on file may file this report when he or She does not expect to accept any further campaign contributions or make or authorize any further campaign expenditures. There is not a fixed deadline for this report. This report must have a completed “C/OH REPORT: DESIGNATION OF FINAL REPORT” (form C/OH-FR, available in the C/OH form).

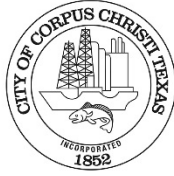
Candidates and officeholders with an active campaign treasurer on file must continue to file the semi-annual reports until the Final Report C/OH-FR is filed with the City Secretary.

- January 15, 2025 Semi-annual Campaign Finance Report applies to candidates with an active Appointment of Campaign Treasurer on file, officeholders, and specific-purpose political committees. This report covers July 1, 2024 – December 31, 2024.

Former candidates and former officeholders who have filed a **Final Report** and who retained unexpended contributions or assets purchased with contributions will file the Annual Report of unexpended contributions (form C/OH-UC) by this deadline OR the day after the date the final report was filed.
- July 15, 2025 Semi-annual Campaign Finance Report applies to candidates with an active Appointment of Campaign Treasurer on file, officeholders, and specific-purpose political committees. This report covers January 1, 2025* – June 30, 2025.

For additional information about these deadlines, please visit <https://www.ethics.state.tx.us/>.

**Or the date of the campaign treasurer appointment.*



MEMORANDUM

TO: City Council Candidates

FROM: Rebecca L. Huerta, City Secretary

DATE: June 14, 2024

SUBJECT: Candidate's and Supplemental Reports of Financial Information

The City's Ethics Ordinance requires the submission of a financial disclosure form by candidates for City Council. Candidates must file a candidate's financial disclosure report (also called the Ethics Report) for the period January 1 through December 31 of the previous year. Furthermore, as the deadline for a candidate to file an application for a place on the ballot is after June 30, pursuant to the City's Ethics Ordinance, the candidate for City Council shall also file a supplemental Ethics Report covering the most recent January 1 through June 30, **within three (3) days after filing for office.** The candidate's and supplemental Ethics Report forms follow this memo.

Additional information about the report, the Ethics Report form, and annual vendor's report are available at <http://www.cctexas.com/departments/city-secretary/ethics-filings>.

Electronic Forms: This is the preferred filling method. Use the links above and follow the instructions to complete the form. It is due by 11:59pm on the deadline(s).

Paper Forms: A PDF of the form is available for download and printing. Go to the [Ethics Filings](#) webpage and click on File Your Report of Financial Information Here, then follow the instructions under the section labeled Paper Filers. The City Secretary's Office can also print a copy of the form for candidates. The paper form must be delivered to the City Secretary by 4:45 P.M. on the deadline(s). Emailed and faxed copies of the Report will not be accepted.

The following information is being provided to assist you with the completion of the reports. Please see the Ethics Report Example for further explanation.

- ***Please remember to write the word "None" out rather than "N/A" in those blanks where applicable.***
- **Report Type:**
 - For the *Report* for the 2023 year, select the third button, "Candidate's Report for Year Ending December 31, 2023. (Due 3 days after filing for office)."
 - For the *supplemental Report* covering January 1, 2024-January 30, 2024, select the second button, "Supplemental Report for Six Months Ending June 30, 2024. (Due by last Friday of July 2024)". **Note:** if application for place on the ballot is filed after July 26, 2024, this report is also due 3 days after filing.

- **Part III. Income:** This section asks for all sources of income which exceed 10% of your gross income; or which exceed \$5,000 in salary, bonuses, commissions or professional fees; or which exceed \$20,000 in payment for goods, products or non-professional services. For example, if you and your spouse are employees with no other source of income, and your salary is \$50,000 and your spouse's salary is \$40,000, then you must list the name and address of your employer and your spouse's employer, as follows:

City of Corpus Christi, 1201 Leopard, Corpus Christi, Texas 78401.
ABC Company, 123 Leopard, Corpus Christi, TX 78401.

If the candidate is self-employed or owns or controls at least 20 percent interest in a business entity through which the candidate does business, you must also report the names and addresses of clients or customers who do business with the City, if you or your business received at least 10 percent of gross income from that client/customer (the Code of Ethics Vendor Report, which lists persons who do business with the City, can be found on the link above.

For example, if you are self-employed, and your client, ABC, does business with the City and you receive at least 10 percent of your gross income from that client, then you must report the name and address of that client, as well as the name and address of your business, as follows:

Name of self-employed candidate, 123 Street, Corpus Christi, Texas
ABC Company 987 Street Corpus Christi, Texas.

- **Part VI. Personal liabilities:** This section asks you to list the names, addresses, and dates incurred regarding any "person" to whom you were indebted in excess of \$10,000. To clarify, "**person**" is defined in Section 2-341 as "an individual, proprietorship, firm, partnership, joint venture, syndicate, trust, company, corporation, association, committee, estate, receiver, entity or any other organization or group of persons acting in concert, whether profit or nonprofit."

For example, if you and your spouse have a mortgage with a finance company and a car with a credit union, each in excess of \$10,000, then you would list:

ABC Finance
1234 Street
Dallas, Texas

Date incurred: May 2002

XYZ Credit Union
987 Easy Street
Corpus Christi, Texas

Date incurred: June 2012

If you have any questions on any parts of the form, please contact the City Attorney's Office at 361-826-3360 for assistance. We suggest that you refer your questions to the office as early as possible.

REPORT OF FINANCIAL INFORMATION

Filed Pursuant to Section 2-340 et seq.
Corpus Christi Code of Ethics
(Revised February 27, 2027, pursuant to Ethics Ordinance
Change)

Report Type: *

- ☒ Annual Report for Year Ending December 31, 2023. (Due by last Friday of March 2024)
- ☐ Supplemental Report for Six Months Ending June 30, 2024. (Due by last Friday of July 2024)
- ☐ Candidate's Report for Year Ending December 31, 2023. (Due 3 days after filing for office)

INSTRUCTIONS:

ELECTRONIC FILERS: Filers may electronically file this report by completing the report below AND electronically verifying, signing and submitting the report using the electronic submission process on the last page of the report below, **ON OR BEFORE THE DAY REQUIRED FOR FILING.**

PAPER FILERS: Filers may also print a PDF version of this Report of Financial Information form [HERE](#), complete it, and **PHYSICALLY FILE IT WITH THE CITY SECRETARY BY 4:45 P.M. ON THE DAY REQUIRED FOR FILING.**

Ethics Report Filing *

- ☒ New Filing (Select for 2023 reporting period) ☐ Amended Filing (Select if you need to make a change to the 2023 annual report after submitting)

As used herein "Reporting Official" includes "Candidate".

REPORTING OFFICIAL:

Select One: *

City Staff Member - Title

City Staff Member - Title: *

Director of Finance

INDIVIDUAL REQUIRED TO FILE:

Last Name: *

Enter Last Name

Smith

First Name: *

Enter First Name

John

Middle Initial:

Enter Middle Initial

Street Address: *

1234 ABC Street

Number, Street, Unit

City: *

Corpus Christi

State: *

Texas

Zip: *

78401

The report shall include all of the following information for the reporting official and the reporting official's spouse, but information relating to the spouse need not be segregated from that relating to the reporting official.

PART I. LICENSES

Do you or your spouse have any professional, occupational or business licenses? *

☒ Yes ☐ None

List all professional, occupational or business licenses held by the reporting official.

TEXAS REAL ES TATE LICENSE

PART II. BUSINESSES

List all the names of any businesses with which the reporting official was actively engaged or associated, and the principal address and phone number of each, together with the position or title held. You are not required to include any businesses which are reported in other sections of this Report.

Do you or your spouse engage in any businesses that meets this criteria? *

☒ Yes ☐ None

Business Name *	Address	Phone Number
ABC Realtors, Inc - Owner/CEO	111 Apple St. Corpus Christi, TX 78401	361-999-9999

PART III. INCOME

List the names and addresses of all sources of income (including pay from the City of Corpus Christi) which exceeds 10 percent of the reporting official's gross income or \$5,000 in salary, bonuses, commissions or professional fees, or \$20,000 in payment for goods, products or non-professional services. If the reporting official is self-employed or owns or controls at least a 20 percent interest in a partnership, corporation or other entity through which the reporting official does business, you must also report the names and addresses of the clients or customers who do business with the City from whom the reporting official, partnership, corporation or other entity received at least 10 percent of its gross income. The City publishes a [list](#) of those persons "who do business with the City" which you may rely upon for the purposes of this provision. (A sole proprietor shall not be required to report a source of income he or she would not have to report if operating as a corporation or partnership.) [click on list for a hyperlink to the Vendor Report](#)

Do you or your spouse have any income that meets this criteria? *

☒ Yes ☐ None

Name *	Address
ABC Realtors, Inc	111 Apple St. Corpus Christi, TX 78401
Spouse - Sea Island College	555 Beach Circle Corpus Christi, TX 78401

PART IV. BUSINESS ORGANIZATIONS

List the name and address of any business organization* in which the reporting official held, owned, acquired or sold stock or other equity ownership having a value exceeding \$5,000 or equivalent to 10 percent or more of the stock or equity in the entity or owns 10% or more or \$5,000 or more of the fair market value of the business organization or funds received from business organization exceed 10% or more of the person's gross income for the previous year.

*"Business organization" includes a corporation, general partnership limited partnership, joint venture, trust or sole proprietorship.

Do you or your spouse have a relationship with any business organizations that meet this criteria? *

☒ Yes ☐ None

Entity *

Address

Date

ABC Realtors, Inc.

111 Apple Sr., Corpus Christi, TX 78401

2/3/2020

PART V. REAL PROPERTY OF THE ELECTRONIC FINANCIAL DISCLOSURE FORM

List all real property in Nueces County or any adjoining county in which the reporting official held any legal or equitable ownership with a fair market value of \$2,500 or more (including your personal home). The list shall include a description sufficient to locate the property, preferably the physical address of the real property.

* "Real Property" includes land, buildings, improvements, mineral interests and leasehold estates, whether such property is owned by the official or by another as trustee for the official.

Do you or your spouse have any property that meets this criteria? *

☒ Yes ☐ No

Location/Legal Description *

Personal Residence - 1234 Main Street, Corpus Christi, TX 78401

Business - 111 Apple St., Corpus Christi, TX 78401

PART VI. PERSONAL LIABILITIES

List the name and address of any person to whom the reporting official was indebted in excess of \$10,000 together with the dates any such debts were incurred. "Indebted" includes obligations on which the reporting official is a guarantor or co-signer, in which case the names of the borrower and lender shall be listed. ("Person" is defined in Section 2-341 as "an individual, proprietorship, firm, partnership, joint venture, syndicate, trust, company, corporation, association, committee, estate, receiver, entity or any other organization or group of persons acting in concert, whether profit or nonprofit.")

Do you or your spouse have any Personal liabilities that meet this criteria? *

☒ Yes ☐ No

Name *	Address	Date
Great Bank	1000 Green Street, Corpus Christi, TX 78401	2/3/2014
First Great Bank	2000 Purple Street, Corpus Christi, TX 78401	2/2/2015

PART VII. NOTES, BONDS & LOANS OWED TO YOU

If you have made a note, loans, or bond to any person or entity that is still outstanding and in excess of 10,000 dollars in the aggregate, then please list the name and address of each borrower with the date of such loan or obligation.

Do you or your spouse have any Notes, Bonds or Loans that meet this criteria? *

☐ Yes ☒ No

PART VIII. CONTRACTS WITH THE CITY OF CORPUS CHRISTI

List all contracts with the City of Corpus Christi, including the date, term, type of good or services provided and the amount of the contract.

Do you or your spouse have any Contracts with the City of Corpus Christi that meet this criteria? *

☐ Yes ☒ No

PART IX. POSITIONS AND BOARDS

List all board of directors or governing bodies of which the reporting official is a member, and all offices or executive positions the reporting official holds in corporations, partnerships, limited partnerships, professional corporations, associations or other entities, including non-business and non-profit entities, stating the name of each entity and position held, and excluding entities owned or created by the city.

Do you or your spouse have any Positions that meet this criteria? *

☒ Yes ☐ No

Name *	Your Position
Planning Commission - City of Corpus Christi	Board Member
Little League	President
ABC Realtors	Owner/CEO

PART X. GIFTS AND FAVORS

List the name and address of any person from whom the reporting official received gifts or favors, including but not limited to trips, excursions, food, lodging, money, commodities or services, cumulatively exceeding \$200 in value. The nature and date of each gift received shall be specified. Provided, however, campaign contributions reported as required by state law and gifts or favors from relatives need not be reported hereunder.

"Relative" includes spouse, father, mother, brother, sister, son, daughter, spouse's children, grandfather, grandmother, son-in-law, daughter-in-law, uncle, aunt, nephew, niece, grandson, granddaughter, first cousin, father in-law, mother-in-law, brother-in-law, sister-in-law, grandfather-in-law, grandmother-in-law, uncle by marriage, aunt by marriage, nephew's wife, niece's husband, grandson-in-law, granddaughter-in-law, first cousin's spouse, adoptive relationships being treated as natural.

Have you or your spouse received any gifts or favors that meets this criteria? *

☒ Yes ☐ No

Name *	Address
Neighbor - Jesse Cook	1233 MAIN STREET, CORPUS CHRISTI, TX 99999

PART XI. CONFLICT OF INTEREST

Does the reporting official, or any of his or her immediate family, (spouse, parent, sibling, child) have a personal, professional, or financial interest in any entity, contract, or business, or a personal or financial relationship, that in any way poses a conflict of interest, which would affect the impartial performance of his or her duties for the City of Corpus Christi?

Do you or your spouse have any business or personal relationships that might present a conflict of interest? *

☐ Yes ☒ No

VERIFICATION

I do solemnly swear that the foregoing Report, filed herewith, is in all things true and correct, and fully shows all information required to be reported by me pursuant to the City of Corpus Christi Code of Ethics, Section 2-340 et seq.

SIGNATURE OF OFFICIAL *

A rectangular box containing a handwritten signature in cursive script that reads "John Smith".

DATE

02/29/2024

*

☒ By clicking this box, I swear or affirm that the statements contained in this Financial Disclosure Report are true, correct and complete.

City Policy

Subject: Private Outdoor Signs on City Property to be Removed

Approved:


Peter Zaroni, City Manager

Date: May 7, 2024

POLICY: All unattended, private outdoor signs mounted or otherwise placed on properties owned in fee simple by the City (hereinafter known as "City-owned Properties") are hereby prohibited. City-owned properties include City Hall, City real property surrounding City buildings, and City parks. This prohibition is in addition to the pre-existing prohibitions of signs in City Code Section 49-17 and Section 7.5.10 of the Corpus Christi Uniform Development Code that prohibit signs on City rights-of-way.

EXCEPTIONS: City staff are not directed to remove:

- signs on voting days* at polling locations that are less than 5 square feet in size, except to the extent such signs are creating traffic dangers or more than two duplicate signs are present.
- City-authorized signs on a part of City-owned property legally occupied by a tenant or licensee of the City.

ROLES AND RESPONSIBILITIES: The Asset Management Department and Parks Department are primarily responsible for ensuring City-owned Properties remain free from private outdoor signs and are directed to remove private outdoor signs therefrom as described in this policy.

AUTHORITY TO REMOVE SIGNS: All City employees are authorized to remove private outdoor signs from City property as described in this policy.

RATIONALE: The City has a duty to the citizens of Corpus Christi to be a responsible steward of the public buildings and lands under its ownership or control and maintain these public buildings and grounds to preserve the aesthetics. This general prohibition of signage is intended to maintain content neutrality to avoid alleged violations of the First Amendment to the U.S. Constitution. To the extent this policy is considered to be a regulation, it is hereby determined to be a reasonable time, place, and manner regulation by virtue of its nonapplicability to forms of expression other than unattended signs. Accordingly, it does not violate Texas Election Code §§ 61.003(a-1) or 85.036(b).

*voting days includes election days and early voting days at polling locations, as applicable.



City Policies

Subject: Political Activity At Senior Centers

No. G-22.0

Approved: George K. Noe, City Manager

Date: January 4, 2007

PURPOSE: To establish guidelines concerning the admittance of political candidates and their literature in the City of Corpus Christi Senior Centers so that seniors may receive services without interference from political activity.

POLICY: Political campaigning is prohibited in Senior Centers.

PROCEDURES:

1. Candidates may visit Senior Centers, with the understanding that they are not to represent themselves as candidates while in building. Whenever possible, staff will escort the candidate while in the building.
2. Candidates may leave their literature at the Senior Centers. Staff will place the literature in the reception area, but may not pass it out or make reference to its content.
3. Gifts from candidates to the senior community services program are acceptable as long as reference to their origin is not made to the elderly or the general public.
4. Candidates may campaign outside Senior Centers, as long as they do not cause congestion or otherwise impede access by seniors to the buildings. Seniors should not be forced to listen to the candidates.
5. City employees at Senior Centers are prohibited from making any statements to the seniors concerning any candidate's election or platform.
6. City employees at Senior Centers shall notify their supervisors whenever a candidate visits a senior center and report the types of questions made to employees.
7. Use good judgment when dealing with the candidates. Questions or requests for guidance should be referred to Elsa Munoz telephone 826-3145 or Henry Lara telephone 826-3472.

Update for 2022: Please contact the Office of the Director of Parks and Recreation at 361-826-3464.