CITY OF HOUSTON

Annise D. Parker
Mayor

P.O. Box 1562
Houston, Texas 77251-1562

Telephone – Dial 311
www.houstontx.gov

To: All Candidates for November 5, 2013 City of Houston General Election

Subject: Application for a Place on the November 5, 2013 General Election Ballot

The attached packet is provided for your information in filing an application for a place on the ballot or to appear on the list of write-candidates. Please read the entire packet prior to filing your application. Included in the packet is an application for a place on the ballot and a form for write-in candidates. Select and complete the appropriate candidate application form and file it with the Mayor's Office, 3rd floor, City Hall, 901 Bagby, Houston, Texas 77002.

Candidates for a Place on the Ballot

The following are to be filed by candidates who want their name to appear on the ballot**:**

Application or Form	Filing Period/Deadline	File with:
Application for a Place on the City of Houston November 5, 2013 Election Ballot **(mandatory)**	July 29, 2013 to August 26, 2013 **(5 p.m.)**	Mayor's Office
Personal Financial Statement (PFS) **(mandatory)**	on or before September 16, 2013	City Secretary
Contact Information Form **(optional)**	when the application for a place on the ballot is filed	Mayor's Office
Acknowledgment of Receipt **(mandatory)**	when the application for a place on the ballot is filed	Mayor's Office

Candidates Declaring a Write-In Candidacy

The following are to be filed by candidates who want their name to appear on the list of write-in candidates instead of their name appearing on the ballot:

Application or Form	Filing Period/Deadline	File with:
Declaration of Write-In Candidacy **(mandatory)**	on or before August 26, 2013 **(5 p.m.)**	Mayor's Office
Personal Financial Statement (PFS) **(mandatory)**	on or before September 16, 2013	City Secretary
Contact Information Form **(optional)**	when the declaration of write-in candidacy is filed	Mayor's Office
Acknowledgment of Receipt **(mandatory)**	when the declaration of write-in candidacy is filed	Mayor's Office

Council Members: Helena Brown Jerry Davis Ellen R. Cohen Wanda Adams Dave Martin Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Mike Laster Larry V. Green Stephen C. Costello Andrew C. Burks, Jr. Melissa Noriega C.O. "Brad" Bradford Jack Christie
Controller: Ronald C. Green

Contents

Each candidate packet contains the following:

- General information concerning the November 5, 2013 General Election (includes helpful telephone numbers, dates, etc.);
- Detailed instructions, a sample application for a place on the ballot, a blank application for a place on the ballot, and a blank declaration of write-in candidacy form that must be filed with the **Mayor's Office;**
- A blank petition for a place on the ballot in lieu of a filing fee as an alternative to payment of the required filing fee;
- A list showing the minimum number of signatures required on petitions for a candidate to have his or her name placed on the ballot (or list of declared write-in candidates) as an alternative to payment of the required filing fee;
- A memorandum concerning solicitation and acceptance of campaign contributions and a copy of Chapter 18 of the City of Houston Code of Ordinances;
- A letter concerning political signs in the City's right-of-way and on City property;
- A copy of a Personal Financial Statement (Form PFS) that must be filed with the City Secretary no later than Monday, September 16, 2013;
- A Candidate Contact Information page (voluntary) to be submitted to the Mayor's Office; and
- An Acknowledgment of Receipt: Financial Disclosure Statement and Memorandum Regarding Solicitation and Acceptance of Campaign Contributions. **If you downloaded this package, please note that this form must be completed and submitted to the Mayor's Office along with the application for a place on the ballot or the declaration of write-in candidacy**.

Checklist

Each applicant, or his or her representative, is responsible for ensuring that his or her application or declaration is complete, accurate, and timely filed with the Mayor's Office by 5 p.m. on the day of the filing deadline (August 26, 2013).

Each application or declaration should be checked to ensure that:

- It has been completed in accordance with the instructions and properly notarized; and
- It is accompanied by either:

  (a) the appropriate filing fee, or

(b) the properly completed and acknowledged Petition for a Place on the City General Election Ballot containing the required number of signatures and other information required by the Texas Election Code.

Filing Fees

- No application or declaration will be accepted unless it is accompanied by either a filing fee or signature petition.
- A petition with the correct number of valid signatures may be submitted in lieu of a filing fee.
- The filing fee must be paid in cash (exact amount), or by cashier's or certified check payable to the City of Houston.
- No personal checks or money orders will be accepted.
- Each applicant or his or her representative should obtain a receipt for payment of the filing fee.
- **FILING FEES ARE NON-REFUNDABLE.** (See City Charter, Art. V, Sec. 6.)
- If an application is rejected because it is defective, a new application and a new filing fee must be filed with the Mayor's Office by 5 p.m. on the day of the filing deadline (August 26, 2013).

CITY OF HOUSTON
NOVEMBER 5, 2013 GENERAL ELECTION PACKET

Please note: The information contained in this packet is for general informative purposes. Individuals seeking to have their names placed on the ballot should consult with their private attorney to ensure compliance with all aspects of state and local law.

The City Attorney's Office does not provide legal advice to candidates.

HELPFUL CONTACTS

Texas Secretary of State, Elections Division
(512) 463-5650/1-800-252-8683
http://www.sos.state.tx.us/elections/index.shtml

Texas Ethics Commission
(512) 463-5800
http://www.ethics.state.tx.us

HELPFUL INFORMATION TO REMEMBER

- Chapter 18 of the Code of Ordinances relating to Ethics (Art. I), Financial Disclosure (Art. III), Limitations on Solicitation and Contributions (Art. IV), and Lobbying (Art. V) is available on the City Website at http://www.houstontx.gov/codes/index.html or from the Office of the City Secretary, Public Level, 900 Bagby, for a charge of 10 cents per page.

- The Personal Financial Disclosure form is also available at the Texas Ethics Commission website at http://www.ethics.state.tx.us

- Filing Fee: Cash, cashier's or certified check payable to the City of Houston. **No personal checks or money orders accepted. Filing fees are non-refundable.** (See City Charter, Art. V, Sec. 6.)

Position	**Fee** (Houston City Charter, Article V)
Mayor	$1250.00
Controller	$750.00
Council Member	$500.00

- Petition in lieu of a filing fee (Sec. 2-3, Houston Code of Ordinances and §143.005, Texas Election Code)

HELPFUL DATES TO REMEMBER	
Monday, July 29, 2013	**Earliest date** to file an application for a place on the November 5, 2013 General Election ballot in the Mayor's Office (Texas Election Code)
Monday, August 26, 2013, 5 p.m.	**Last day** to file an application for a place on the November 5, 2013 General Election ballot in the Mayor's Office (Texas Election Code) **Last day** to file declaration of write-in candidacy on the November 5, 2013 General Election Ballot in the Mayor's office (Texas Election Code)
November 5, 2013	Election Day (Texas Election Code)

ADDITIONAL INSTRUCTIONS FOR APPLICATION FOR PLACE ON BALLOT OR WRITE-IN CANDIDACY FOR CITY OF HOUSTON GENERAL ELECTION

Candidates are advised to **CAREFULLY READ THESE INSTRUCTIONS** and those on the back of the application to avoid rejection of the application:

1. The application consists of 12 separate items, identified by number.

2. Items 1, 2, 4, 7, 8, 10, 11, and 12 are **MANDATORY** and must be filled out completely to avoid rejection.

3. Item 1 is to identify the office the candidate is seeking. Offices open in this election include the following:

   Mayor
   City Controller
   All District Council Members, Districts A through K
   All At-Large Council Members, Positions 1 through 5

   If an At-Large City Council position is sought the candidate must indicate "Council Member, At-Large", **AND THE POSITION NUMBER 1, 2, 3, 4, or 5**.

   If a City Council District position is sought, the candidate must indicate "Council Member, District" **AND THE DISTRICT DESIGNATION, A, B, C, D, E, F, G, H, I, J, or K**.

4. Item 10 is to verify length of residency. Under the City Charter (Art. V, Sec. 4), a candidate must have resided in the City for at least 12 months preceding election day. A candidate seeking a District City Council position must have resided within the district for at least 12 months preceding election day.

5. Item 12 must be filled out properly by the person administering the oath.

6. In lieu of completing item 12 on the application for a place on the ballot or a declaration of write-in candidacy, candidates may submit an unsworn declaration. The unsworn declaration must be attached to the application for a place on the ballot or the declaration of write-in candidacy upon the filing of either document with the Mayor's office.

7. The City has included a sample application in this candidate packet.

SAMPLE — SAMPLE — SAMPLE

APPLICATION FOR A PLACE ON THE CITY OF HOUSTON NOVEMBER 5, 2013 GENERAL ELECTION BALLOT

(SOLICITUD DE UN LUGAR EN LA BOLETA PARA LAS ELECCIONES GENERALES DE LA CIUDAD DE HOUSTON EL 5 DE NOVIEMBRE DE 2013)

NUMBERED ITEMS DESIGNATED AS 'MANDATORY' (1, 2, 4, 7, 8, 10, 11, & 12) MUST BE COMPLETED OR THE APPLICATION IS SUBJECT TO REJECTION ***(DEBEN COMPLETARSE LOS ITEMS NUMERADOS QUE SE IDENTIFICAN COMO "OBLIGATORIOS" (1, 2, 4, 7, 8, 10, 11, y 12) PUES DE LO CONTRARIO LA SOLICITUD PODRIA SER RECHAZADA)***

TO: MAYOR: *(Al: Alcalde)*

I request that my name be placed on the above-named official ballot as a candidate for the office indicated below.
(Solicito que se incluya mi nombre en la boleta mencionada, como candidato para el puesto oficial indicado abajo.)

1. OFFICE SOUGHT [MANDATORY] *(PUESTO OFICIAL SOLICITADO) [OBLIGATORIO]*
Indicate Mayor, City Controller, or City Council Member. For a City Council position, you **must** include At-Large and Position No. or Council District Letter designation.
*(Indique si es para: Alcalde, Contralor o Concejal. En este último caso, **debe** incluir el número general y del cargo o la letra que designa el Distrito del Concejo)*

Council Member, At-Large Position 1

2. FULL NAME (First, Middle or Initial, Last) [MANDATORY] *(NOMBRE COMPLETO) (Nombre de Pila, Segundo Nombre o Inicial, Apellido) [OBLIGATORIO]*

John Everyman Doe

3. PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT [OPTIONAL] (If not completed, name will appear as set out in Item 2 above.) *(ESCRIBA SU NOMBRE COMO DESEA QUE APAREZCA EN LA BOLETA) [OPCIONAL] (Si no completa esta parte, su nombre aparecerá como se indica en el punto 2, que antecede)*

John E. Doe

4. PERMANENT RESIDENCE ADDRESS Street address and if applicable, apartment number. If no street name assigned to residence, describe physical location of residence (do not include P.O. Box or Rural Rt.) [MANDATORY] *(DIRECCIÓN DE RESIDENCIA PERMANENTE: Calle y Número de Departamento. Si su calle no tiene nombre, describa las inmediaciones No incluya su casilla de correo o nombre de camino rural.) [OBLIGATORIO]*

1234 Main Street
STREET ADDRESS *(CALLE)*

Houston, TX — **CITY, STATE** *(CIUDAD), (ESTADO)*
77002 — **ZIP** *(CÓDIGO POSTAL)*

5. MAILING ADDRESS [OPTIONAL] (If different from residence address) *(DIRECCIÓN POSTAL) [OPCIONAL] (Si es diferente a la de su residencia)*

P.O. Box 1234
STREET ADDRESS, P.O. BOX OR OTHER
(CALLE – CASILLA DE CORREO U OTRO)

Houston, Texas — **CITY, STATE** *(CIUDAD), (ESTADO)*
77003 — **ZIP** *(CÓDIGO POSTAL)*

6. OCCUPATION [OPTIONAL] *(EMPLEO) [OPCIONAL]*

Writer

7. DATE OF BIRTH [MANDATORY] *(FECHA DE NACIMIENTO) [OBLIGATORIO]*

01/16/60

8. VOTER REGISTRATION CERTIFICATE NUMBER [MANDATORY] *(NÚMERO DE CERTIFICADO DE VOTANTE REGISTRADO) [OBLIGATORIO]*

1234567-8

9. TELEPHONE NUMBER (Include area code) & EMAIL ADDRESS [OPTIONAL] *(NÚMERO DE TELÉFONO. Incluya el código de área y correo electrónico) [OPCIONAL]*

OFFICE: *(OFICINA:)*

HOME: 713-123-4567 *(DOMICILIO)*

EMAIL: *(CORREO ELECTRONICO)*

10. Length of Continuous Residence as of Date of Election
(Tiempo continuo de residencia en el mismo lugar a la fecha de la elección)

IN CITY *(EN LA CIUDAD)*	[MANDATORY] *[OBLIGATORIO]*	IN DISTRICT *(EN EL DISTRITO)*	[MANDATORY FOR COUNCIL DISTRICT CANDIDATE] *[OBLIGATORIO PARA CANDIDATOS AL CONCEJO]*
2 yr(s). *(año(s))*	2 mos. *(mes(es))*	2 yr(s). *(año(s))*	2 mos. *(mes(es))*

11. SWORN AFFIDAVIT [MANDATORY - All spaces must be filled in]

[DECLARACIÓN JURADA] [OBLIGATORIO – Deben completarse todos los espacios]

Before me, the undersigned authority, on this day personally appeared the person named in Item 2 herein above, who being by me here and now duly sworn, upon oath says: "I, John E. Doe, of Harris County, Texas, being a candidate for the office set out in Item 1 herein above, swear that 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 declared totally mentally incapacitated or partially mentally incapacitated without the right to vote by a final judgment from a court exercising probate jurisdiction, nor have I 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 am aware of the nepotism law, Chapter 573, Government Code. If using a nickname as part of my name to appear on the ballot, I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election. I further swear that the foregoing statements included in my application are in all things true and correct."

Ante mí, la autoridad suscrita apareció en persona en el día de la fecha la persona cuyo nombre se consigna en el punto 2 que antecede, quien ante mí y habiendo prestado juramento, declara:

"Yo, _____, del condado de _____, Texas, soy candidato para el puesto oficial de _____. Soy ciudadano de Estados Unidos y cumplo con los requisitos necesarios para ocupar tal puesto oficial de acuerdo con la Constitución y las leyes de este Estado. No he sido declarado total ni parcialmente incapaz por problemas mentales para sufragar por decisión final de un tribunal, ni he sido declarado culpable de un delito grave por el cual no haya recibido un indulto o haya recuperado completamente mis derechos de ciudadanía por medio de otra acción oficial. Tengo conocimiento de la ley sobre el nepotismo según el capítulo 573 del Código Gubernamental. Si usara un apodo como parte de mi nombre completo en la boleta, declaro asimismo que el apodo no es un lema ni indica ninguna filiación política, económica, social o religiosa. Me han conocido habitualmente por este apodo por al menos los últimos tres años anteriores a esta elección.
Además juro que las precedentes declaraciones que incluyo en mi solicitud son verdaderas y correctas".)

X John E. Doe
SIGNATURE OF CANDIDATE *(FIRMA DEL CANDIDATO)*

12. [MANDATORY] *[OBLIGATORIO]* — **ATTN: NOTARY- PLEASE FILL IN ALL BLANKS** *NOTARIO: POR FAVOR, COMPLETE TODOS LOS ESPACIOS EN BLANCO*

Sworn to and subscribed before me at Houston **this the** 8 **day of** August**, 20** 13**.**
(Jurado y suscrito ante mí en _____, este día _____ de _____, 20 _____.)

(SEAL) *(Sello)*

Jane B. Notary
Signature of Officer administering oath [1]
(Firma del funcionario que toma el juramento)[1]

Notary Public
Title of Officer administering oath
(Título del funcionario que toma el juramento)

TO BE COMPLETED BY MAYOR'S OFFICE:
(A COMPLETAR POR LA OFICINA DEL ALCALDE)

Date filed *(Fecha de Registro)* — **Signature of Mayor or Mayor's Designee** *(Firma del Alcalde o el funcionario designado por él)*

SAMPLE

A2-15PM, 9/03

INSTRUCTIONS

An application to have the name of a candidate placed on the ballot for any election may not be filed earlier than 30 days before the deadline prescribed by this code for filing the application. An application filed before that day is void.

The filing deadline is 5:00 p.m. 71 days prior to the election day.

The candidate **must** sign this statement indicating his awareness of the nepotism law. The nepotism prohibitions of chapter 573, Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree: six months, if the officer or member is elected at an election other than the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's actions with respect to a bona fide class or category of employees or prospective employees.

Examples of relatives within the third degree of consanguinity are as follows:

(1) First degree: parent, child;
(2) Second degree: brother, sister, grandparent, grandchild;
(3) Third degree: great-grandparent, great-grandchild, uncle, aunt, nephew, niece.

These include relatives by blood, half-blood, and legal adoption.

Examples of relatives within the second degree of affinity are as follows:

(1) First degree: spouse, spouse's parent, son-in-law, daughter-in-law;
(2) Second degree: brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent.

Persons related by affinity (marriage) include spouses of relatives by consanguinity, and, if married, the spouse and the spouse's relatives by consanguinity. These examples are not all inclusive.

SAMPLE

INSTRUCCIONES

Una aplicación para que le nombre de un candidato aparezca en la boleta para cualquier elección no deberá registrarse antes de 30 días antes del último día para registrar la aplicación como prescribe este código. Una aplicación registrada antes de ese día se declará inválida.

El último día para registrarse el 5:00 p.m. a lo menos 71 días antes del día de la elección.

*El candidato **deberá** firmar esta declaración indicando que él/ella está enterado(a) de la ley sobre el nepotismo. Lo siguiente es un resumen de las prohibiciones del nepotismo de acuerdo al capítulo 573 de Código Gobierno:*

Ningún oficial podrá nombrar, o votar por o confirmar el nombramiento o empleo de alguna persona que está emparentada con él dentro del segundo grado por afinidad (matrimonio) o dentro del tercer grado por consanguinidad (sangre), o que está emparentada con cualesquier otro miembro del cuerpo directivo o corte en que él/ella celebra sesión cuando la compensación de esa persona estará pagada con fondos públicos o los honorarios del puesto oficial. Sin embargo, la ley no prohibe el nombramiento, el votar por, o la confirmación de alguna persona que continuadamente ha sido empleado de la oficina o ha sido empleado durante el siguiente plazo antes de la elección o el nombramiento del oficial o miembro que está emparentado con el empleado en el grado prohibido: seis meses, si el oficial o miembro está elegido en una elección otra de la elección general para oficials del estado y del condado.

Ningún candidato podrá obrar para influir a un empleado del puesto oficial al cual el candidato desea estar elegido o un empleado o oficial del cuerpo fiscal al cual el candidato desea estar elegido en cuanto al nombramiento o al empleo de una persona que está emparentada con el candidato en un grado prohibido como notado arriba. Esta restricción no se dirige a las acciones de un candidato respecto a una clase o categoría de buena fe de empleados o empleados anticipados.

Los ejemplos de parientes dentro del tercer grado de consanguinidad son los siguientes:

(1) Primer grado: padre, madre, hijo(a);
(2) Segundo grado: hermano(a), abuelo(a), nieto(a) primo(a);
(3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parientes de linaje (sangre), medios hermanos, y adopción legal.

Los ejemplos de parientes dentro del segundo grado de afinidad son los siguientes:

(1) Primer grado: esposo(a), suegro(a), yerno(a);
(2) Segundo grado: cuñado(a), abuelo(a) del esposo o esposa.

Las personas que están emparentadas por afinidad (matrimonio) están incluyen los esposos o esposas de parientes que están emparentados por consanguinidad, y, si casados, el esposo o esposa y los parientes del esposo o esposa por consanguinidad. No todos estos ejemplos son inclusivos.

FOOTNOTE

[1]All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record; a notary public; a justice of the peace; and the City Secretary; Secretary of State of Texas.

NOTA AL PIE DE LA PAGINA

[1]Todo juramento, testimonio o afirmación hecho dentro de este Estado se podrá administrar y se podrá dar un certificado del hecho por un juez, escribano, o comisionado de alguna corte de registro; un notario público; un juez de paz; y el Secretario del Estado de Texas.

APPLICATION FOR A PLACE ON THE CITY OF HOUSTON NOVEMBER 5, 2013 GENERAL ELECTION BALLOT

(SOLICITUD DE UN LUGAR EN LA BOLETA PARA LA ELECCIÓN ESPECIAL DE LA CIUDAD DE HOUSTON EL 5 DE NOVIEMBRE DE 2013)

NUMBERED ITEMS DESIGNATED AS 'MANDATORY' (1, 2, 4, 7, 8, 10, 11, & 12) MUST BE COMPLETED OR THE APPLICATION IS SUBJECT TO REJECTION ***(DEBEN COMPLETARSE LOS ITEMS NUMERADOS QUE SE IDENTIFICAN COMO "OBLIGATORIOS" (1, 2, 4, 7, 8, 10, 11, y 12) PUES DE LO CONTRARIO LA SOLICITUD PODRIA SER RECHAZADA)***

TO: MAYOR: *(Al: Alcalde)*

I request that my name be placed on the above-named official ballot as a candidate for the office indicated below.
(Solicito que se incluya mi nombre en la boleta mencionada, como candidato para el puesto oficial indicado abajo.)

1. OFFICE SOUGHT [MANDATORY] *(PUESTO OFICIAL SOLICITADO) [OBLIGATORIO]*
Indicate Mayor, City Controller, or City Council Member. For a City Council position, you **must** include At-Large and Position No. or Council District Letter designation.
*(Indique si es para: Alcalde, Contralor o Concejal. En este último caso, **debe** incluir el número general y del cargo o la letra que designa el Distrito del Concejo)*

2. FULL NAME (First, Middle or Initial, Last) [MANDATORY] *(NOMBRE COMPLETO) (Nombre de Pila, Segundo Nombre o Inicial, Apellido) [OBLIGATORIO]*

3. PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT [OPTIONAL] (If not completed, name will appear as set out in Item 2 above.) *(ESCRIBA SU NOMBRE COMO DESEA QUE APAREZCA EN LA BOLETA) [OPCIONAL] (Si no completa esta parte, su nombre aparecerá como se indica en el punto 2, que antecede)*

4. PERMANENT RESIDENCE ADDRESS Street address and if applicable, apartment number. If no street name assigned to residence, describe physical location of residence (do not include P.O. Box or Rural Rt.) [MANDATORY] *(DIRECCIÓN DE RESIDENCIA PERMANENTE: Calle y Número de Departamento. Si su calle no tiene nombre, describa las inmediaciones No incluya su casilla de correo o nombre de camino rural.) [OBLIGATORIO]*

_____
STREET ADDRESS *(CALLE)*

_____ _____
CITY, STATE *(CIUDAD), (ESTADO)* **ZIP** *(CÓDIGO POSTAL)*

5. MAILING ADDRESS [OPTIONAL] (If different from residence address) *(DIRECCIÓN POSTAL) [OPCIONAL] (Si es diferente a la de su residencia)*

_____
STREET ADDRESS, P.O. BOX OR OTHER
(CALLE – CASILLA DE CORREO U OTRO)

_____ _____
CITY, STATE *(CIUDAD), (ESTADO)* **ZIP** *(CÓDIGO POSTAL)*

6. OCCUPATION [OPTIONAL] *(EMPLEO) [OPCIONAL]*

7. DATE OF BIRTH [MANDATORY] *(FECHA DE NACIMIENTO) [OBLIGATORIO]*

8. VOTER REGISTRATION CERTIFICATE NUMBER [MANDATORY] *(NÚMERO DE CERTIFICADO DE VOTANTE REGISTRADO) [OBLIGATORIO]*

9. TELEPHONE NUMBER (Include area code) & EMAIL ADDRESS [OPTIONAL] *(NÚMERO DE TELÉFONO. Incluya el código de área y correo electrónico) [OPCIONAL]*

OFFICE: *(OFICINA:)*

HOME: *(DOMICILIO)*

EMAIL: *(CORREO ELECTRÓNICO)*

10. LENGTH OF CONTINUOUS RESIDENCE AS OF DATE OF ELECTION
(Tiempo continuo de residencia en el mismo lugar a la fecha de la elección)

IN CITY *(EN LA CIUDAD)* **[MANDATORY]** *[OBLIGATORIO]*
_____ **yr(s).** *(año(s)* _____ **mos.** *(mes(es)*

IN DISTRICT *(EN EL DISTRITO)* **[MANDATORY FOR COUNCIL DISTRICT CANDIDATE]** *[OBLIGATORIO PARA CANDIDATOS AL CONCEJO]*
_____ **yr(s).** *(año(s)* _____ **mos.** *(mes(es)*

11. SWORN AFFIDAVIT [MANDATORY - All spaces must be filled in] *[DECLARACIÓN JURADA] [OBLIGATORIO – Deben completarse todos los espacios]*

Before me, the undersigned authority, on this day personally appeared the person named in Item 2 herein above, who being by me here and now duly sworn, upon oath says: "I, _____, of _____ County, Texas, being a candidate for the office set out in Item 1 herein above, swear that 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 declared totally mentally incapacitated or partially mentally incapacitated without the right to vote by a final judgment from a court exercising probate jurisdiction, nor have I 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 am aware of the nepotism law, Chapter 573, Government Code. If using a nickname as part of my name to appear on the ballot, I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election. I further swear that the foregoing statements included in my application are in all things true and correct."

Ante mí, la autoridad suscrita apareció en persona en el día de la fecha la persona cuyo nombre se consigna en el punto 2 que antecede, quien ante mí y habiendo prestado juramento, declara:

"Yo, _____, del condado de _____, Texas, soy candidato para el puesto oficial de _____. Soy ciudadano de Estados Unidos y cumplo con los requisitos necesarios para ocupar tal puesto oficial de acuerdo con la Constitución y las leyes de este Estado. No he sido declarado total ni parcialmente incapaz por problemas mentales para sufragar por decisión final de un tribunal, ni he sido declarado culpable de un delito grave por el cual no haya recibido un indulto o haya recuperado completamente mis derechos de ciudadanía por medio de otra acción oficial. Tengo conocimiento de la ley sobre el nepotismo según el capítulo 573 del Código Gubernamental. Si usara un apodo como parte de mi nombre completo en la boleta, declaro asimismo que el apodo no es un lema ni indica ninguna filiación política, económica, social o religiosa. Me han conocido habitualmente por este apodo por al menos los últimos tres años anteriores a esta elección.
Además juro que las precedentes declaraciones que incluyo en mi solicitud son verdaderas y correctas".)

X_____
SIGNATURE OF CANDIDATE *(FIRMA DEL CANDIDATO)*

12. [MANDATORY] *[OBLIGATORIO]*

ATTN: NOTARY- PLEASE FILL IN ALL BLANKS
NOTARIO: POR FAVOR, COMPLETE TODOS LOS ESPACIOS EN BLANCO

Sworn to and subscribed before me at_____, this the _____ day of _____, 20 _____.
(Jurado y suscrito ante mí en _____, este día _____ de _____, 20 _____.)

(SEAL)
(Sello)

_____
Signature of Officer administering oath [1]
(Firma del funcionario que toma el juramento)[1]

_____
Title of Officer administering oath
(Título del funcionario que toma el juramento)

TO BE COMPLETED BY MAYOR'S OFFICE:

(A COMPLETAR POR LA OFICINA DEL ALCALDE)

_____ _____
Date filed *(Fecha de Registro)* **Signature of Mayor or Mayor's Designee** *(Firma del Alcalde o el funcionario designado por él)*

INSTRUCTIONS

An application to have the name of a candidate placed on the ballot for any election may not be filed earlier than 30 days before the deadline prescribed by this code for filing the application. An application filed before that day is void.

The filing deadline is 5:00 p.m. 71 days prior to the election day.

The candidate **must** sign this statement indicating his awareness of the nepotism law. The nepotism prohibitions of chapter 573, Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree: six months, if the officer or member is elected at an election other than the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's actions with respect to a bona fide class or category of employees or prospective employees.

Examples of relatives within the third degree of consanguinity are as follows:

(1) First degree: parent, child;
(2) Second degree: brother, sister, grandparent, grandchild;
(3) Third degree: great-grandparent, great-grandchild, uncle, aunt, nephew, niece.

These include relatives by blood, half-blood, and legal adoption.

Examples of relatives within the second degree of affinity are as follows:

(1) First degree: spouse, spouse's parent, son-in-law, daughter-in-law;
(2) Second degree: brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent.

Persons related by affinity (marriage) include spouses of relatives by consanguinity, and, if married, the spouse and the spouse's relatives by consanguinity. These examples are not all inclusive.

INSTRUCCIONES

Una aplicación para que le nombre de un candidato aparezca en la boleta para cualquier elección no deberá registrarse antes de 30 días antes del último día para registrar la aplicación como prescribe este código. Una aplicación registrada antes de ese día se declará inválida.

El último día para registrarse el 5:00 p.m. a lo menos 71 días antes del día de la elección.

*El candidato **deberá** firmar esta declaración indicando que él/ella está enterado(a) de la ley sobre el nepotismo. Lo siguiente es un resumen de las prohibiciones del nepotismo de acuerdo al capítulo 573 de Código Gobierno:*

Ningún oficial podrá nombrar, o votar por o confirmar el nombramiento o empleo de alguna persona que está emparentada con él dentro del segundo grado por afinidad (matrimonio) o dentro del tercer grado por consanguinidad (sangre), o que está emparentada con cualesquier otro miembro del cuerpo directivo o corte en que él/ella celebra sesión cuando la compensación de esa persona estará pagada con fondos públicos o los honorarios del puesto oficial. Sin embargo, la ley no prohibe el nombramiento, el votar por, o la confirmación de alguna persona que continuadamente ha sido empleado de la oficina o ha sido empleado durante el siguiente plazo antes de la elección o el nombramiento del oficial o miembro que está emparentado con el empleado en el grado prohibido: seis meses, si el oficial o miembro está elegido en una elección otra de la elección general para oficials del estado y del condado.

Ningún candidato podrá obrar para influir a un empleado del puesto oficial al cual el candidato desea estar elegido o un empleado o oficial del cuerpo fiscal al cual el candidato desea estar elegido en cuanto al nombramiento o al empleo de una persona que está emparentada con el candidato en un grado prohibido como notado arriba. Esta restricción no se dirige a las acciones de un candidato respecto a una clase o categoría de buena fe de empleados o empleados anticipados.

Los ejemplos de parientes dentro del tercer grado de consanguinidad son los siguientes:

(1) Primer grado: padre, madre, hijo(a);
(2) Segundo grado: hermano(a), abuelo(a), nieto(a) primo(a);
(3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parientes de linaje (sangre), medios hermanos, y adopción legal.

Los ejemplos de parientes dentro del segundo grado de afinidad son los siguientes:

(1) Primer grado: esposo(a), suegro(a), yerno(a);
(2) Segundo grado: cuñado(a), abuelo(a) del esposo o esposa.

Las personas que están emparentadas por afinidad (matrimonio) están incluyen los esposos o esposas de parientes que están emparentados por consanguinidad, y, si casados, el esposo o esposa y los parientes del esposo o esposa por consanguinidad. No todos estos ejemplos son inclusivos.

FOOTNOTE

[1]All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record; a notary public; a justice of the peace; and the City Secretary; Secretary of State of Texas.

NOTA AL PIE DE LA PAGINA

[1]Todo juramento, testimonio o afirmación hecho dentro de este Estado se podrá administrar y se podrá dar un certificado del hecho por un juez, escribano, o comisionado de alguna corte de registro; un notario público; un juez de paz; y el Secretario del Estado de Texas.

FOR WRITE-IN CANDIDATES ONLY

DECLARATION OF WRITE-IN CANDIDACY FOR THE CITY OF HOUSTON NOVEMBER 5, 2013 GENERAL ELECTION

(DECLARACION DE SER UN CANDIDATO ELEGIBLE PARA LA CIUDAD DE HOUSTON EL 5 DE NOVIEMBRE DE 2013)

NUMBERED ITEMS DESIGNATED AS 'MANDATORY' (1, 2, 4, 7, 8, 10, 11, & 12) MUST BE COMPLETED OR THE APPLICATION IS SUBJECT TO REJECTION *(DEBEN COMPLETARSE LOS ITEMS NUMERADOS QUE SE IDENTIFICAN COMO "OBLIGATORIOS" (1, 2, 4, 7, 8, 10, 11, y 12) PUES DE LO CONTRARIO LA SOLICITUD PODRIA SER RECHAZADA)*

TO: MAYOR: (Al: Alcalde)

I DECLARE THAT I AM A WRITE-IN CANDIDATE FOR THE OFFICE INDICATED BELOW.

(Por la presente declaro soy un candidato para recibir votos por inserción escrita para el puesto oficial indicado abajo.)

1. OFFICE SOUGHT [MANDATORY] *(PUESTO OFICIAL SOLICITADO [OBLIGATORIO])*

Indicate Mayor, City Controller, or City Council Member. For a City Council position, you **must** include At-Large and Position No. or Council District Letter designation.
*(Indique si es para: Alcalde, Contralor o Concejal. En este último caso, **debe** incluir el número general y del cargo o la letra que designa el Distrito del Concejo)*

2. FULL NAME (First, Middle or Initial, Last) [MANDATORY] *(NOMBRE COMPLETO) (Nombre de Pila, Segundo Nombre o Inicial, Apellido) [OBLIGATORIO]*

3. PRINT NAME AS YOU WANT IT TO APPEAR ON THE LIST OF DECLARED WRITE-IN CANDIDATES *(Escriba su nombre como desea que aparezca en la lista de candidatos declarados para inserción por mano)*

4. PERMANENT RESIDENCE ADDRESS Street address and if applicable, apartment number. If no street name assigned to residence, describe physical location of residence (do not include P.O. Box or Rural Rt.) [MANDATORY] *(DIRECCIÓN DE RESIDENCIA PERMANENTE: Calle y Número de Departamento. Si su calle no tiene nombre, describa las inmediaciones No incluya su casilla de correo o nombre de camino rural.) [OBLIGATORIO]*

_____

STREET ADDRESS *[CALLE]*

_____ _____

CITY, STATE *(CIUDAD), (ESTADO)* **ZIP** *(CÓDIGO POSTAL)*

5. MAILING ADDRESS [OPTIONAL] (If different from residence address) *(DIRECCIÓN POSTAL) [OPCIONAL] (Si es diferente a la de su residencia)*

_____

STREET ADDRESS, P.O. BOX OR OTHER *(CALLE – CASILLA DE CORREO U OTRO)*

_____ _____

CITY, STATE *(CIUDAD), (ESTADO)* **ZIP** *(CÓDIGO POSTAL)*

6. OCCUPATION [OPTIONAL] *(EMPLEO) [OPCIONAL]*

7. DATE OF BIRTH [MANDATORY] *(FECHA DE NACIMIENTO) [OBLIGATORIO]*

8. VOTER REGISTRATION CERTIFICATE NUMBER [MANDATORY] *(NÚMERO DE CERTIFICADO DE VOTANTE REGISTRADO) [OBLIGATORIO]*

9. TELEPHONE NUMBER (Include area code) & EMAIL ADDRESS [OPTIONAL] *(NÚMERO DE TELÉFONO. Incluya el código de área y correo electrónico) [OPCIONAL]*

OFFICE: *(OFICINA:)*

HOME: *(DOMICILIO)*

EMAIL: *(CORREO ELECTRONICO)*

10. LENGTH OF CONTINUOUS RESIDENCE AS OF DATE OF ELECTION *(Tiempo continuo de residencia en el mismo lugar a la fecha de la elección)*

IN CITY *(EN LA CIUDAD)* [MANDATORY] *[OBLIGATORIO]*		IN DISTRICT *(EN EL DISTRITO)* [MANDATORY FOR COUNCIL DISTRICT CANDIDATE] *[OBLIGATORIO PARA CANDIDATOS AL CONCEJO]*	
_____ yr(s). *(año(s))*	_____ mos. *(mes(es))*	_____ yr(s). *(año(s))*	_____ mos. *(mes(es))*

11. SWORN AFFIDAVIT [MANDATORY - All spaces must be filled in] *[DECLARACIÓN JURADA] [OBLIGATORIO – Deben completarse todos los espacios]*

Before me, the undersigned authority, on this day personally appeared the person named in Item 2 herein above, who being by me here and now duly sworn, upon oath says: "I, _____, of _____ County, Texas, being a candidate for the office set out in Item 1 herein above, swear that 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 declared totally mentally incapacitated or partially mentally incapacitated without the right to vote by a final judgment from a court exercising probate jurisdiction, nor have I 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 am aware of the nepotism law, Chapter 573, Government Code. If using a nickname as part of my name to appear on the ballot, I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election. I further swear that the foregoing statements included in my application are in all things true and correct."

Ante mí, la autoridad suscrita apareció en persona en el día de la fecha la persona cuyo nombre se consigna en el punto 2 que antecede, quien ante mí y habiendo prestado juramento, declara:

"Yo, _____, del condado de _____, Texas, soy candidato para el puesto oficial de _____. Soy ciudadano de Estados Unidos y cumplo con los requisitos necesarios para ocupar tal puesto oficial de acuerdo con la Constitución y las leyes de este Estado. No he sido declarado total ni parcialmente incapaz por problemas mentales para sufragar por decisión final de un tribunal, ni he sido declarado culpable de un delito grave por el cual no haya recibido un indulto o haya recuperado completamente mis derechos de ciudadanía por medio de otra acción oficial. Tengo conocimiento de la ley sobre el nepotismo según el capítulo 573 del Código Gubernamental. Si usara un apodo como parte de mi nombre completo en la boleta, declaro asimismo que el apodo no es un lema ni indica ninguna filiación política, económica, social o religiosa. Me han conocido habitualmente por este apodo por al menos los últimos tres años anteriores a esta elección.
Además juro que las precedentes declaraciones que incluyo en mi solicitud son verdaderas y correctas".)

X_____

SIGNATURE OF CANDIDATE *(FIRMA DEL CANDIDATO)*

12. [MANDATORY] **ATTN: NOTARY- PLEASE FILL IN ALL BLANKS**

[OBLIGATORIO] NOTARIO: POR FAVOR, COMPLETE TODOS LOS ESPACIOS EN BLANCO

Sworn to and subscribed before me at_____, this the _____ day of _____, 20 _____.
(Jurado y suscrito ante mí en _____, este día _____ de _____, 20 _____.)

(SEAL)
(Sello)

_____
Signature of Officer administering oath [1]
(Firma del funcionario que toma el juramento)

_____
Title of Officer administering oath
(Título del funcionario que toma el juramento)

TO BE COMPLETED BY MAYOR'S OFFICE:
(A COMPLETAR POR LA OFICINA DEL ALCALDE)

_____
Date filed *(Fecha de Registro)* **Signature of Mayor or Mayor's Designee** *(Firma del Alcalde o el funcionario designado por él)*

INSTRUCTIONS

1. The declaration of write-in candidacy is filed with the Mayor's Office

2. The declaration must be received by the filing officer not later than 5:00 p.m. of the 71st day before election day. Mailing without a delivery by the deadline is not sufficient. The declaration may not be filed earlier than 30 days before the deadline for filing the application. A declaration filed before that day is void.

The candidate **must** sign this statement indicating his awareness of the nepotism law. The nepotism prohibitions of chapter 573, Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree; six months, if the officer or member is elected at the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's actions with respect to a bona fide class or category of employees or prospective employees.

Examples of relatives within the third degree of consanguinity are as follows:
(1) First degree: parent, child;
(2) Second degree: brother, sister, grandparent, grandchild;
(3) Third degree: great-grandparent, great-grandchild, uncle, aunt, nephew, niece.

These include relatives by blood, half-blood, and legal adoption.
Examples of relatives within the second degree of affinity are as follows:
(1) First degree: spouse, spouse's parent, son-in-law, daughter-in-law;
(2) Second degree: brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent.

Persons related by affinity (marriage) include spouses of relatives by consanguinity, and, if married, the spouse and the spouse's relatives by consanguinity. These examples are not all inclusive.

INSTRUCCIONES

1. *La declaración de un candidato para estar elegible para recibir votos por inserción escrita se registra con el Oficinia de Alcade.*

2. *La declaración que todo candidato está obligado a presentar ante el funcionario quien recibe los avisos de candidatura deberá estar en manos del mismo para las 5:00 p.m. del 71º día antes del dia de la elección. No es suficiente enviarla sin engregarse el último día para registrarse. La declaración no deberá registrarse antesde 30 días antes del último día para registrar la aplicación. Una declaración registrada antes de ese día se declará inválida.*

*El candidato **deberá** firmar esta declaración indicando que él/ella estáenterado(a) de la ley sobre el nepotismo. Lo siguiente es un resumen de las prohibiciones del nepotismo de acuerdo al capítulo 573 de Código Gobierno:*

Ningún oficial podrá nombrar, o votar por o confirmar el nombramiento o empleo de alguna persona que está emparentada con él dentro del segundo grado por afinidad(matrimonio) o dentro del tercer grado por consanguinidad (sangre), o que está emparentada con cualesquier otro miembro del cuerpo directivo o corte en que él/ella celebra sesión cuando la compensación de esa persona estará pagada con fondos públicos o los honorarios del puesto oficial. Sin embargo, la ley no prohibe el nombramiento, el votar por, o la confirmación de alguna persona que continuadamente ha sido empleado de la oficina o ha sido empleado durante el siguiente plazo antesde la elección o el nombramiento del oficial o miembro que está emparentado con el empleado en el grado prohibido: seis meses, si el oficial o miembro está elegido en unaelección otra de la elección general para oficials del estado y del condado.

Ningún candidato podrá obrar para influir a un empleado del puesto oficial al cual el candidato desea estar elegido o un empleado o oficial del cuerpo fiscal al cual el candidato desea estar elegido en cuanto al nombramiento o al empleo de una persona que está emparentada con el candidato en un grado prohibido como notado arriba.Esta restricción no se dirige a las acciones de un candidato respecto a una clase o categoría de buena fe de empleados o empleados anticipados.
Los ejemplos de parientes dentro del tercer grado de consanguinidad son los siguientes:
(1) Primer grado: padre, madre, hijo(a);
(2) Segundo grado: hermano(a), abuelo(a), nieto(a) primo(a);
(3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parientes de linaje (sangre),medios hermanos, y adopción legal.
Los ejemplos de parientes dentro del segundo grado de afinidad son los siguientes:
(1) Primer grado: esposo(a), suegro(a), yerno(a);
(2) Segundo grado: cuñado(a), abuelo(a) del esposo o esposa.

Las personas que están emparentadas por afinidad (matrimonio) están incluyen los esposos o esposas de parientes que están emparentados por consanguinidad, y, si casados, el esposo o esposa y los parientes del esposo o esposa por consanguinidad. No todos estos ejemplos son inclusivos.

FOOTNOTE

[1]All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, city secretary, and the Secretary of State of Texas.

NOTA AL PIE DE LA PAGINA

[1]Todo juramento, testimonio o afirmación hecho dentro de este Estado se podrá administrar y se podrá dar un certificado del hecho por un juez, escribano, o comisionado de alguna corte de registro; un notario público; un juez de paz; y el Secretario del Estado de Texas.

UNSWORN DECLARATION

To be completed in lieu of completing Item 12 on the Application for a Place on the Ballot or Declaration of Write-in Candidacy for the City of Houston November 5, 2013 General Election.

MUST BE ATTACHED TO APPLICATION FOR A PLACE ON THE BALLOT OR DECLARATION OF WRITE-IN CANDIDACY FOR THE CITY OF HOUSTON NOVEMBER 5, 2013 GENERAL ELECTION WHEN FILED WITH THE MAYOR'S OFFICE.

My name is _____. My date of birth
(First) (Middle) (Last)

is ___/____/____ and my address is _____.
(Street) (City) (State) (Zip)

I declare, under penalty of perjury, that the information that I have provided in the Application for a Place on the City of Houston November 5, 2013 General Election Ballot or the Declaration of Write-In Candidacy for the City of Houston November 5, 2013 General Election is true and correct.

Executed in _____ County, State of _____, on

this the _____day of _____, 2013.

_____
(Signature of Candidate)

DECLARACIÓN NO JURADA

A completar en lugar de completar el item número 12 en la Solicitud para un Lugar en el Voto para las Elecciónes Generales de la Ciudad de Houston del 5 de noviembre de 2013 o en la Declaración de Candidatura que se Anota a Mano para las Elecciónes Generales de la Ciudad de Houston del 5 de noviembre de 2013.

ÉSTE DECLARACIÓN DEBE ADJUNTAR A LA SOLICITUD PARA UN LUGAR EN EL VOTO PARA LAS ELECCIÓNES GENERALES DE LA CIUDAD DE HOUSTON DEL 5 DE NOVIEMBRE DE 2013 O EN LA DECLARACIÓN DE CANDIDATURA QUE SE ANOTA A MANO PARA PARA LAS ELECCIÓNES GENERALES DE LA CIUDAD DE HOUSTON DEL 5 DE NOVIEMBRE DE 2013 CUANDO REGISTRÓ CON LA OFICINA DEL ALCALDE.

Mi nombre es _____. Mi fecha de nacimiento
(Primer nombre) (Segundo nombre) (Apellido)

es ____/____/_____ y mi dirección es _____.
Calle y número Ciudad Estado Código Postal

Declaro bajo pena de perjurio que la información que he proporcionado en la Solicitud para un Lugar en el Voto para las Elecciónes Generales de la Ciudad de Houston del 5 de noviembre de 2013 o en la Declaración de Candidatura que se Anota A Mano para las Elecciónes Generales de la Ciudad de Houston del 5 de noviembre de 2013 es fiel y correcta.

Firmado en el Condado de _____, Estado de _____, a los

_____ días del mes de _____ de 2013.

_____
(Firma del Candidato)

A 2- 10 PM
Prescribed by the Secretary of State
Section 141.063, 146.023, Election Code 9/05

A 2- 10 PM
州務卿指定
2005 年 9 月《選舉法》第 141.063、146.023 節

Name of Circulator _____ Page __ of ___

傳簽員姓名 _____ 第 __ 頁，共 ___ 頁

PETITION IN LIEU OF A FILING FEE

(代付登記費呈請書)

Signing the petition of more than one candidate for the same office in the same election is prohibited (禁止簽署同一場選舉、同樣職位的多名候選人的呈請書)

COMPLETE ALL BLANKS (填寫全部空白部分)

Name of candidate (候選人姓名)	**Address** (地址)	**Office sought** (競選職位)

Date Signed (簽署日期)	**Signature** (簽名)	**Printed Name** (正楷姓名)	**Street Address (City, Texas, Zip)** 街道地址（德克薩斯州城市、郵編）	**County** (縣)	**Voter Registration Number**[1] (選民登記編號 [1])	**Date of Birth**[1] (出生日期 [1])

AFFIDAVIT OF CIRCULATOR (傳簽員宣誓書)

STATE OF TEXAS (德克薩斯州) **COUNTY OF** (縣)_____**BEFORE ME, the undersigned, on this ___/__/ ____ (date) personally appeared** (以下簽名之人於 ___/__/ ____（日期）親自出現在本人面前，) _____(name of person who circulated petition (傳簽呈請書之人的姓名) **who being duly sworn, deposes and says: "I called each signer's attention to the above statements and read them to the signers before the signer affixed their signature to the petition. I witnessed the affixing of each signature. The correct date of signing is shown on the petition. I verified each signer's registration status and believe that each signature is the genuine signature of the person whose name is signed and that the corresponding information for each signer is correct."** (其依法宣誓、作證並表示：「本人要求每位簽署人注意上述聲明並在簽署人簽署本呈請書之前向其宣讀上述聲明。我見證每位簽署人簽署其姓名。正確的簽署日期如本呈請書所示。本人已核實每位簽署人的登記狀態，並相信每份簽名是所簽署姓名人士的真實簽名，同時相信每位簽署人的相應資訊是正確無誤的。」). **SWORN TO AND SUBSCRIBED BEFORE ME ON THIS DATE** (於本日在本人面前宣誓並簽名)

(SEAL) (**蓋章**)

X_____
Signature of circulator (傳簽員簽名)

X_____
Signature of officer administering oath [1] (監誓官簽名 [1])

X _____
Title of officer administering oath [1] (監誓官職銜 [1])

Footnotes: (附注)

1. Either the voter registration certificate number or the date of birth is required. (必須填寫選民登記證編號或出生日期。)
2. All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, the Secretary of State of Texas. (所有在本州境內做出的宣誓、宣誓書或證詞均可由德克薩斯州任何記錄法庭的法官、書記員或警監，以及公證人、地方執法官和州務卿監督並由其出具事實證明。)

A 2- 10 PM
Prescribed by the Secretary of State
Section 141.063, 146.023, Election Code 9/05

(A 2- 10 PM
Ordenada por el Secretario de Estado
Sección 141.063, 146.023, Código Electoral 9/05)

Name of Circulator _____ Page __ of ___
(Nombre del Circulador) _____ *(Pág. ___ de ___)*

PETITION IN LIEU OF A FILING FEE

(PETICIÓN PRESENTADA EN SUSTITUCIÓN DEL PAGO DE DERECHOS DE INSCRIPCIÓN, para candidaturas por inserción escrita)

Signing the petition of more than one candidate for the same office in the same election is prohibited *(Se prohibe la firma de la petición de más de un candidato para el mismo cargo oficial en la misma elección)*

COMPLETE ALL BLANKS *(LLENAR TODOS LOS ESPACIOS EN BLANCO)*

Name of candidate *(Nombre del candidato)*	**Address** *(Dirección)*	**Office sought** *(Cargo oficial solicitado)*

Date Signed *(Fecha de firma)*	**Signature** *(Firma)*	**Printed Name** *(Nombre en letra de molde)*	**Street Address (City, Texas, Zip)** *Dirección de Residencia (Ciudad, Texas, Cód. Postal*	**County** *(Condado)*	**Voter Registration Number**[1] *(Núm. de Registro de Votante[1])*	**Date of Birth**[1] *(Fecha de nacimiento[1])*

AFFIDAVIT OF CIRCULATOR (*DECLARACIÓN JURADA DE LA PERSONA QUE HACE CIRCULAR LA PETICIÓN)*

STATE OF TEXAS *(ESTADO DE TEXAS*) COUNTY OF *(CONDADO DE)*_____**BEFORE ME, the undersigned, on this** ___/__/ ____ **(date) personally appeared** *(ANTE MI,el/la suscripto/a, en esta (fecha) compareció)* _____(name of person who circulated petition (*nombre de la persona que hizo circular la petición)* **who being duly sworn, deposes and says: "I called each signer's attention to the above statements and read them to the signers before the signer affixed their signature to the petition. I witnessed the affixing of each signature. The correct date of signing is shown on the petition. I verified each signer's registration status and believe that each signature is the genuine signature of the person whose name is signed and that the corresponding information for each signer is correct." (***Quien, habiendo prestado el juramento correspondiente, declaró y dijo "Llamé la atención de cada firmante con respecto a la declaración citada y se la leí antes de que la suscribiera. Estuve presente ante cada firma y la fecha correcta de la firma consta en la petición. Verifiqué la situación de cada firmante en lo concerniente a su inscripción y creo que cada una de las firmas es la firma auténtica de la persona cuyo nombre aparece firmado y que los datos correspondientes a cada firmante son exactos).* **SWORN TO AND SUBSCRIBED BEFORE ME ON THIS DATE (***JURADO Y FIRMADO ANTE MÍ EN ESTA FECHA)*

(SEAL) *(SELLO)*

X_____
Signature of circulator *(Firma de la persona que hizo circular la petición)*

X_____
Signature of officer administering oath [1] *(Firma del/ de la funcionario/a que tomó el juramento [1])*

X _____
Title of officer administering oath [1] *(Cargo del/ de la funcionario/a que tomó el juramento [1])*

Footnotes: (*Notas al pie:)*
1. Either the voter registration certificate number or the date of birth is required. (*Es necesario poner el número de certificado del registro de votante o la fecha de nacimiento)*
2. All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, the Secretary of State of Texas. *(Todos los juramentos, declaraciones juradas o atestiguaciones que se realicen en este Estado podrán ser administradas por un juez, secretario de juzgado o comisionado de cualquier corte de registro, notario público, juez de paz, o el Secretario de Estado de Texas quienes podrán emitir el correspondiente certificado de confirmación de este hecho)*

A 2- 10 PM
Prescribed by the Secretary of State
Section 141.063, 146.023, Election Code 9/05

A 2- 10 PM
Theo quyết định của Ngoại Trưởng
Phần 141.063, 146.023, Luật Bầu Cử 9/05

Name of Circulator _____ Page __ of ___

Tên của Người Gửi _____ Trang __ / ___

PETITION IN LIEU OF A FILING FEE

ĐƠN THAY CHO PHÍ NỘP HỒ SƠ

Signing the petition of more than one candidate for the same office in the same election is prohibited (Cấm ký tên vào đơn của nhiều hơn một ứng viên cho cùng một chức vụ trong cùng một cuộc bầu cử**)**

COMPLETE ALL BLANKS (ĐIỀN MỌI CHỖ TRỐNG)

Name of candidate (Tên của ứng viên)	Address (Địa chỉ)	Office sought (Chức vụ ứng cử)

Date Signed (Ngày Ký)	**Signature** (Chữ ký)	**Printed Name** (Tên Viết In)	**Street Address (City, Texas, Zip)** (Địa Chỉ Đường (Thành Phố, Tiểu Bang Texas, Mã Zip))	**County** (Hạt)	**Voter Registration Number**[1] (Số Đăng Ký Cử Tri[1])	**Date of Birth**[1] (Ngày Sinh[1])

AFFIDAVIT OF CIRCULATOR (TUYÊN THỆ CỦA NGƯỜI GỬI)

STATE OF TEXAS (*TIỂU BANG TEXAS***) COUNTY OF (***HẠT***)**_____**BEFORE ME, the undersigned, on this ___/__/ ____ (date) personally appeared** (*TRƯỚC MẶT TÔI, người ký tên bên dưới, vào ngày ___/__/ ____ (ngày) với sự có mặt của* _____(name of person who circulated petition (*tên của người gửi đơn*)) **who being duly sworn, deposes and says (***đã tuyên thệ đúng thủ tục, tuyên bố***): "I called each signer's attention to the above statements and read them to the signers before the signer affixed their signature to the petition. I witnessed the affixing of each signature. The correct date of signing is shown on the petition. I verified each signer's registration status and believe that each signature is the genuine signature of the person whose name is signed and that the corresponding information for each signer is correct."** (*"Tôi yêu cầu mỗi người ký tên xem và đọc các phát biểu bên trên cho những người ký tên trước khi người ký tên ký vào đơn này. Tôi làm chứng từng chữ ký. Ngày ký chính xác được cho biết trong đơn. Tôi đã kiểm tra đảm bảo tư cách đăng ký của người ký tên và tin rằng mỗi chữ ký là chữ ký thật của người có tên được ký và đảm bảo thông tin tương ứng của mỗi người ký tên là chính xác."*) **SWORN TO AND SUBSCRIBED BEFORE ME ON THIS DATE (***TUYÊN THỆ VÀ ĐĂNG KÝ TRƯỚC MẶT TÔI VÀO NGÀY NÀY***)**

(SEAL) (CON DẤU)

X_____
Signature of circulator (*Chữ ký của người gửi***)**

X_____
Signature of officer administering oath [1] **(***Chữ ký của cán bộ tiến hành tuyên thệ* [1]*)*

X _____
Title of officer administering oath [1] **(***Chức danh của cán bộ tiến hành tuyên thệ* [1]*)*

Footnotes: (*Cước chú:)*
1. Either the voter registration certificate number or the date of birth is required. **(***Cần có số chứng nhận đăng ký cử tri hoặc ngày sinh của cử tri***.)**
2. All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, the Secretary of State of Texas. *(Tất cả tuyên thệ hay khẳng định được lập trong Tiểu Bang này có thể được quản lý và là chứng nhận về thông tin được cung cấp bởi thẩm phán, thư ký hay ủy viên của bất kỳ tòa án nào, công chứng viên, thẩm phán hòa giải, Ngoại Trưởng Texas.)*

CITY OF HOUSTON
General Election – November 5, 2013

Minimum number of signatures required on a petition in connection with either (i) application for a candidate to have his or her name placed on the ballot or (ii) list of declared write-in candidates as an alternative procedure to payment of the required filing fee. Tex. Election Code § 143.005(d).

For the Office Of:	Minimum number of signatures required
Mayor	592
Controller	592
Council Member, At-Large	592
District A	42
District B	47
District C	109
District D	67
District E	60
District F	26
District G	89
District H	35
District I	33
District J	22
District K	62

CITY OF HOUSTON

Annise D. Parker
Mayor

P.O. Box 1562
Houston, Texas 77251-1562

Telephone – Dial 311
www.houstontx.gov

To: All Candidates Subject: Campaign Contributions

The period for solicitation and acceptance of campaign contributions by persons who are candidates for City elective office in the November General Election commenced on February 1, 2013. CITY OF HOUSTON CODE OF ORDINANCES §18-35.

Attached is a copy of Chapter 18 of the Code of Ordinances. A summary of some key provisions follows:

- Candidates will be required to file a comprehensive personal financial statement on or before September 16, 2013. *See* §145.004(c), Texas Local Government Code. The statement will cover the period from January 1, 2012, through December 31, 2012. *See* Article III of Chapter 18, CITY OF HOUSTON CODE OF ORDINANCES.

- Political contributions may not be delivered in the City Hall or Margaret Westerman City Hall Annex or any building used by the planning commission. *See* §18-32, CITY OF HOUSTON CODE OF ORDINANCES.

- Political contributions may not be solicited on behalf of any candidate by any member of the following boards or commissions who is appointed to the board or commission by the City of Houston, nor may candidates accept political contributions that were solicited by such persons (*see* §18-33(a), (b), CITY OF HOUSTON CODE OF ORDINANCES):

    - Houston Ethics Commission
    - Houston Planning Commission
    - Metropolitan Transit Authority of Harris County (METRO)
    - Port of Houston Authority of Harris County
    - Harris County-Houston Sports Authority Board

- Subject to change as terms expire and members resign from time to time, the following are appointees of the City as of July 27, 2013:

Houston Ethics Commission	
Amy Dunn Taylor	Position 1
Christine Diaz	Position 2
Eugene Boisaubin	Position 3
Franklin Jones	Position 4
Rick Cagney	Position 5

Council Members: Helena Brown Jerry Davis Ellen R. Cohen Wanda Adams Dave Martin Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Mike Laster Larry V. Green Stephen C. Costello Andrew C. Burks, Jr. Melissa Noriega C.O. "Brad" Bradford Jack Christie
Controller: Ronald C. Green

Nomaan Husain	Position 6, Chair
John Jay Douglass	Position 7
Houston Planning Commission	
Martha "Marty" Stein	Position 1
Truman Edminster, III	Position 2
James Jard	Position 3
Susan Alleman	Position 4
Mark Kilkenny	Position 5
Fernando Brave	Position 6
Blake Tartt III	Position 7
Keiji Asakura	Position 8
Lisa Clark	Position 9
Kenneth J. Bohan	Position 10
Shaukat Zakaria	Position 11
Algenita Scott Davis	Position 12
Eileen Subinsky	Position 13
Brandon Dudley	Position 14
Edward Emmett	Position 15
Edward Chance	Position 16
James Prestage	Position 17
Paul Nelson	Position 18
Linda Porras-Pirtle	Position 19
Antoine Bryant	Position 20
Medardo "Sonny" Garza	Position 21
Metropolitan Transit Authority of Harris County (City's appointees)	
Gilbert Andrew Garcia	Position 1, Chair
Allen Watson	Position 2
Dwight Jefferson	Position 3
Carrin Patman	Position 4
Christof Spieler	Position 5
Port of Houston Authority of Harris County (City's appointees)	
Janiece M. Longoria	Position 1, Chair
Kase L. Lawal	Position 3
Dean Corgey	Position 7
Harris County-Houston Sports Authority Board (City's appointees)	
Philamena Baird	Position 1
Chau Nguyen Todd	Position 2
Matthew Rogers, Jr.	Position 4
Gregory D. Compean	Position 5
Stephen M. Fraga	Position 11

- Solicitation of political contributions by City employees during their work hours is restricted. *See* §18-33(c), CITY OF HOUSTON CODE OF ORDINANCES.

- The acceptance of political contributions from persons who have litigation pending against the City is restricted. *See* §18-34, CITY OF HOUSTON CODE OF ORDINANCES.

- Candidates for the November 5, 2013, City General Election may neither solicit nor receive political contributions except during the period from February 1, 2013, through March 4, 2014. If there is a runoff election, those persons who are candidates in the runoff election may continue to solicit political contributions through April 4, 2014. *See* §18-35, CITY OF HOUSTON CODE OF ORDINANCES.

- The acceptance of political contributions from City contractors is restricted. *See* §18-36, CITY OF HOUSTON CODE OF ORDINANCES and the definitions of "contract," "contract award period" and "contractor" in §18-2, CITY OF HOUSTON CODE OF ORDINANCES. It is necessary to check the weekly City Council agendas in order to determine which persons may not make political contributions at any given time. Additionally, the City Secretary maintains and posts a contractor list to assist candidates with compliance.

- The use of campaign funds to reimburse or repay personal loans is restricted, and the amount allowed depends upon the office that is sought. *See* §18-37, CITY OF HOUSTON CODE OF ORDINANCES.

- There is an aggregate contribution limit of $5,000 per election for contributors other than political action committees; and a $10,000 per election aggregate contribution limit for political action committees, including "coordinated campaign expenditures." Additional restrictions apply to transferred campaign and office holder funds. *See* §18-38, CITY OF HOUSTON CODE OF ORDINANCES.

The foregoing is intended only as a summary. It is the responsibility of each candidate to comply with local and state election laws. Each violation is punishable by a penal fine of up to $500 and continuing violations are a separate offense for each day. *See* §§18-41, 1-6, CITY OF HOUSTON CODE OF ORDINANCES. A copy of this memorandum is being provided to each current City elected office holder. You are requested to provide a copy to each person who files a campaign treasurer designation with intent to run in the November General Election.

Attachment (Chapter 18, CITY OF HOUSTON CODE OF ORDINANCES)

Chapter 18 ETHICS AND FINANCIAL DISCLOSURE [1]

ARTICLE I. - IN GENERAL

ARTICLE II. - ETHICS COMMISSION

ARTICLE III. - FINANCIAL DISCLOSURE

ARTICLE IV. - LIMITATIONSON SOLICITATIONSAND CONTRIBUTIONS

ARTICLE V. - LOBBYING

ARTICLE VI. - ELECTRONIC FILING OF CAMPAIGN FINANCE REPORTS

FOOTNOTE(S):

--- (**1**) ---

Editor's note— Section 1 of Ord. No. 87-59, enacted Jan. 14, 1987, amended Ch. 18 to read as set forth herein in §§ 18-1—18-3, 18-11—18-17 and 18-21—18-27. Prior to such amendment, Ch. 18 consisted of §§ 18-1—18-12 which also pertained to ethics and financial disclosure and derived from §§ 16-11—16-22 of the 1968 Code as amended by Ord. No. 81-2238, § 1, enacted Nov. 4, 1981 and Ord. No. 82-732, §§ 1—3, enacted April 28, 1982. (Back)

Cross reference— Prohibited interest in wrecker companies, § 8-326; prohibited interest in contracts let by city, § 15-1; investigation of employees misconduct (police and firefighters), § 34-160 et seq. (Back)

ARTICLE I. IN GENERAL

Sec. 18-1. - Policy.

Sec. 18-2. - Definitions.

Sec. 18-3. - Standards of conduct.

Sec. 18-4. - Chapter cumulative.

Secs. 18-5—18-10. - Reserved.

Sec. 18-1. Policy.

It is the policy of the city that all city officials shall act and conduct themselves, both inside and outside the city's service, so as to give no occasion for distrust of their integrity, credibility or devotion to the best interests of the city and the public trust that it holds. To this end, there is established in this chapter an ethics commission for the city. The purpose of the commission is to accept and review complaints of impropriety on the part of city officials including, but not limited to, conflicts of interest such as the use of offices or employment for private gain, the granting and exchanging of favored treatment to persons, businesses, or organizations, and the conduct of activities that engender opportunities to influence government decisions for personal gain or advantage or that might otherwise bring discredit on or to the city. Additionally, the policy of the city in adopting article IV of this chapter is:

(1) To eliminate any undue influence, and

(2) To prohibit solicitation of campaign funds by city employees or certain appointed officials.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 92-1245, § 1, 9-16-92; Ord. No. 00-690, § 1, 7-26-00; Ord. No. 2011-47, § 2, 1-12-2011; Ord. No. 2012-773, § 2, 8-29-2012)

Sec. 18-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings provided in this section, except where otherwise expressly provided in this chapter or where the context clearly indicates a different meaning:

Benefit means anything reasonably regarded as economic gain or economic advantage, including any charitable contribution to any other person in whose welfare a city official is directly interested. The term benefit shall not apply to elected city officials in receipt of any political contribution, fee, gift, award, or other benefit as exempted by § 36.10 of the Texas Penal Code, as amended.

Business means any activity engaged in for economic gain, whether professional, industrial or commercial, and whether established to produce or deal with a product, service, or property including, but not limited to, activities operated in the form of a sole proprietorship, limited partnership, general partnership, corporation, joint stock company, joint venture, receivership or trust or in any other form. The term 'business' shall also include activities engaged in for charitable, educational or philanthropic purposes.

Candidate means a person who knowingly and willingly takes affirmative action for the purpose of gaining election to city office or for the purpose of satisfying financial obligations incurred by the person in connection with the campaign for election. The term candidate shall also include an office

holder of a city elective office or an office holder elect. To the extent that any candidate elects to receive contributions or make expenditures through a 'specific-purpose committee' as that term is defined by § 251.001 of the Texas Election Code, then the specific-purpose committee shall be regarded as the agency of the candidate, and the actions of the specific-purpose committee shall be deemed to be actions of the candidate who is utilizing the specific-purpose committee. Examples of affirmative action include:

(1) The filing of a campaign treasurer appointment;

(2) The filing of an application for a place on a ballot;

(3) The filing of declaration of a write-in candidacy;

(4) The making of a public announcement of a definite intent to run for city office in a particular election, regardless of whether the specific office is mentioned in the announcement;

(5) Before a public announcement of intent, the making of a statement of definite intent to run for city office and the soliciting of support by letter or other mode of communication; and

(6) The soliciting or accepting of a campaign contribution or the making of a campaign expenditure.

City elective office means the offices of the mayor, the various city council positions and the city controller.

City official means the elected city officials, appointive officials as defined in Article Va, Section 2(a) of the City Charter, assistant city attorneys, persons holding executive level employee positions as defined in Article Va, Section 2(f) of the City Charter, and appointed members of city boards, committees and commissions and any person whose services are donated to the city. The term includes full-time and part-time service and service on a long-term or short-term basis, whether undertaken pursuant to a written agreement or otherwise.

Commission means the ethics commission.

Contract means each contract having a value in excess of $50,000.00 that is let by the city for professional services, personal services, high-technology goods, construction or services, or other goods or services of any other nature whether the contract is awarded on a negotiated basis, request for proposal basis, competitive proposal basis or formal sealed competitive bids.

Contract award period means the period commencing upon the calendar day when the city takes formal action in publishing a request for a proposal or an invitation for formal bids for the award of the contract and ending upon the 30th day after the award of the contract by city council or a determination that the contract will not be awarded to a contractor.

Contractor means any person who has received the award of a contract, submitted a bid or proposal in any form for the award of a contract, or been proposed to be awarded the contract in an item placed upon the city council agenda, including any other person who seeks the award of the contract and is contesting, appealing or protesting the award of the contract as proposed. The term shall include the proprietor for a proprietorship, each partner having an equity interest of ten percent or more for a partnership and each corporate officer, corporate director or holder of ten percent or more of the outstanding shares of stock for a corporation. The term shall also include any subcontractor authorized to provide all or a portion of goods, labor, or services in fulfillment of an award of a contract.

Donated means provided without charge to the city or for compensation of $1.00 per year or less.

Elected city official means any person who holds a city elective office, whether through election or through an appointment to fill an unexpired term thereof.

Election means the process by which individuals (whether opposed or unopposed) seek election to city elective offices. A run-off election is a separate election.

Impropriety means conduct that violates one or more of the ethical standards established in section 18-3 of this Code.

Interest in real property includes any leasehold, beneficial interest, ownership interest or an option to acquire any such interest in real property.

Member of household means:

(1) A person who is the city official's or candidate's spouse, child, ward, parent or other relative, or the child, ward, parent or other relative of such official's or candidate's spouse, and who shares the city official's or candidate's legal residence; or

(2) A person who is the city official's or candidate's spouse, child, ward, parent or other relative, or the child, ward, parent or other relative of such official's or candidate's spouse, and over whose financial affairs and holdings the city official or candidate has legal or actual control, whether or not they share a legal residence.

Misconduct means an act committed in violation of a penal law of the United States or of the State of Texas, or an act committed in violation of any penal provision of this Code including an act committed in violation of section 18-3 of this Code.

Person means an individual, corporation, partnership, labor organization, unincorporated association, firm, committee, political committee, club or other organization or group of persons whether associated with a political party or element thereof or not.

Personal loan means a contribution, loan or other advance from personal resources made to a candidate's campaign by the candidate, or personal funds expended on a campaign by a candidate for which reimbursement will be sought, or any loans made to a candidate's campaign that are guaranteed in whole or in part by the candidate.

Salaried means receiving compensation from the city in any amount.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 92-1245, §§ 2, 3, 9-16-92; Ord. No. 94-1387, §§ 1, 2, 12-21-94; Ord. No. 00-690, § 2, 7-26-00; Ord. No. 2011-47, § 2, 1-12-2011; Ord. No. 2012-773, § 3, 8-29-2012)

Sec. 18-3. Standards of conduct.

(a) It shall be unlawful for any city official to:

(1) Engage in any business or professional activity that conflicts with the discharge of official duties.

(2) Invest or hold any investment or interest in any financial, business, commercial or other transaction that creates a conflict between the public trust held as an official of the city and the official's private interests.

(3) Disclose confidential information concerning the property, operations, policies or affairs of the city, or use such confidential information to advance the personal interests, financial or otherwise, including the property interests, of said official or others, or accept employment or engage in business or professional activity that the official might reasonably expect would require or induce him to disclose confidential information acquired by reason of his official position.

(4) Use the official's position or the city's facilities, equipment or supplies for the private gain or advantage of the official or others, or use or attempt to use the official's position to secure special advantage for the official or others.

(5) Use or attempt to use any city employee(s) to perform acts or services for the private gain or advantage of the official or others unless the city employee(s) is acting during off-duty hours or is on a duly approved leave of absence.

(6) Negotiate for or accept future employment with any person, firm, association or corporation that has a substantial interest in any proposed ordinance or decision upon which the official may or must act or make a recommendation subsequent to such negotiation or acceptance.

(7) Appear before the body of which the official is a member while representing any private person, group or interest.

(8) Use the official's position to harass or discriminate against any person based upon ethnicity, race, gender, sexual orientation, or religion.

(9) Interfere with any criminal or administrative investigation alleging the violation of any provision of this Code, the City Charter, administrative policy or executive order in any manner, including but not limited to seeking to persuade or coerce city employees or others to withhold their cooperation in such investigation.

(10) Solicit, accept, or agree to accept a benefit from a contractor during a contract award period or any time when the city official knows the contractor is interested in any contract of any value.

(b) In addition to the provisions of subsection (a) of this section, it shall be unlawful for any elected city official to:

(1) Use or attempt to use the official's position to exercise any administrative powers over any city department, as provided for in section 10, article VII of the City Charter.

(2) Use or attempt to use the official's position to influence or attempt to influence a contractor or a recipient of grant money administered by the city to utilize the goods, labor, or services of any person for the private gain or advantage of the official or others; provided, this provision shall not be construed to prohibit an official, acting in the capacity of a citizen, from communicating with a contractor concerning matters not related to or affecting city business.

(c) It shall be unlawful for any salaried city official to:

(1) Represent any private person, group or interest before any agency of the city, except in matters of purely civic or public concern when the official is acting without compensation or remuneration.

(2) Represent any private person, group or interest in any action or proceeding against the interests of the city, or in any litigation in which the city or any agency thereof is a party. However, this provision shall not prohibit representation by a group, firm or organization the city official is associated with if such city official does not participate in the action, proceeding or litigation in any manner and does not receive any benefit directly or indirectly from the action or proceeding.

(3) Represent any private person, group or interest in any action or proceeding in the municipal courts of the city that was instituted by a city officer or employee in the course of official duties.

The provisions of this subsection shall not be construed to prohibit elected city officials and their staffs, while acting in the course and scope of their duties, from rendering assistance to constituents in lawfully obtaining city services, licenses, or permits or in transacting other routine matters of public business with city departments or agencies, provided that no preferential treatment or consideration is requested by the elected city official or his staff members on behalf of the constituents.

The provisions of this article shall be cumulative of any other applicable requirements imposed by this Code.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 89-1683, § 1, 11-15-89; Ord. No. 2011-47, § 2, 1-12-2011; Ord. No. 2012-773, § 4, 8-29-2012)

Sec. 18-4. Chapter cumulative.

This chapter is cumulative of and supplemental to applicable state and federal laws and regulations. Compliance with the provisions of this chapter shall not excuse or relieve any person from any obligation imposed by state or federal law regarding ethics, financial reporting, campaign financing or any other issue addressed in this chapter.

(Ord. No. 92-1245, § 4, 9-16-92)

Secs. 18-5—18-10. Reserved.

ARTICLE II. ETHICS COMMISSION [2]

Sec. 18-11. - Created; purpose.

Sec. 18-12. - Composition.

Sec. 18-13. - Term of office.

Sec. 18-14. - Chairman, vice-chairman; quorum.

Sec. 18-15. - Removal of members.

Sec. 18-16. - Procedures; duties.

Sec. 18-17. - Opinions.

Secs. 18-18—18-20. - Reserved.

Sec. 18-11. Created; purpose.

There is hereby created and established the ethics commission for the city to administer and implement this chapter. The commission shall have the duty and power to review allegations of impropriety on the part of city officials.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 2011-47, §§ 3, 4, 1-12-2011)

Sec. 18-12. Composition.

The ethics commission shall consist of seven persons of good moral character who shall be adult residents of the city. No member may be a current elected city official, city employee, or candidate or applicant for such position, a campaign treasurer for a current elected city official or candidate, or an individual required to register pursuant to Article V of this chapter or, notwithstanding making expenditures or the receipt of compensation in amounts that require registration pursuant to Article V of this chapter, is otherwise engaged in conduct prescribed in section 18-72(a) of this Code and not exempted from the registration requirement in section 18-72(b) of this Code or to which an affirmative defense is not provided in section 18-73 of this Code. The mayor shall direct certain organizations to nominate the members of the commission. The positions shall be filled as follows:

(1) *Position 1:* By a member of the legal community. The Houston Bar Association shall nominate the person to fill the position from the legal community.

(2) *Position 2:* By a member of the labor community. The Central Labor Council of the AFL-CIO shall nominate the person to fill the position from the labor community.

(3) *Position 3:* By a member of the medical community. The Harris County Medical Society shall nominate the person to fill the position from the medical community.

(4) *Positions 4, 5, 6 and 7:* By four members from the city community-at-large. The city council shall nominate the persons to fill these four positions.

The city council shall confirm all nominations for positions on the commission. If any nominee is unable or declines to serve on the commission, or is not confirmed by city council, the nominating authority shall nominate another person to fill the position. If the nominating authority for Position 1, 2 or 3 declines to submit a nomination to fill its respective position, either initially or subsequently, or is unable to

do so, or fails to do so within 30 days of the request by the mayor, the city council shall nominate and confirm a person to fill such vacant position.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 2011-47, §§ 3, 5, 1-12-2011; Ord. No. 2012-773, § 5, 8-29-2012)

Sec. 18-13. Term of office.

The initial term of each position as hereby established shall commence on January 1, 1986. The initial terms of Positions 1, 3, 5 and 7 shall expire on December 31, 1987; and the initial term of Positions 2, 4 and 6 shall expire on December 31, 1986. Following the aforesaid initial terms, the term of office for each position on the commission shall be two years. Any vacancy that occurs during an unexpired term shall be filled for the remainder thereof in the manner prescribed in section 18-12 of this Code for original nominations. A member shall hold office until his successor has been nominated by the proper authority and confirmed by city council.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 2011-47, § 3, 1-12-2011; Ord. No. 2012-773, § 6, 8-29-2012)

Sec. 18-14. Chairman, vice-chairman; quorum.

Annually, upon confirmation of its new members, the commission shall elect one of its members to serve as chairman who will preside at all meetings. The commission shall also elect another of its members to serve as vice-chairman who shall preside at meetings in the absence of the chairman. Four members of the commission shall constitute a quorum to transact business. If a quorum is present, a vacancy on the commission shall not impair the right of the remaining members to exercise all the powers of the commission.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 2011-47, § 3, 1-12-2011)

Sec. 18-15. Removal of members.

Members of the commission may be removed by the mayor, with the concurrence of city council, for substantial neglect of duty or for conduct that impairs the ability of the member to carry out his commission duties.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 2011-47, § 3, 1-12-2011)

Sec. 18-16. Procedures; duties.

(a) The commission may establish for itself rules of order, evidence, or procedure that are consistent with principles of due process and not in conflict with applicable state law. Copies of commission rules of order, evidence, or procedure shall be posted on the city's internet website and maintained in the city secretary's office for inspection and purchase at the fees prescribed by law.

(b) Neither the commission nor any member shall have power to take action except by authority of majority vote, which shall mean the vote of at least four members.

(c) The commission may request the city attorney to provide legal advice, including any necessary training, or it may request of city council that special outside counsel be employed to serve in an advisory capacity to the commission. The commission may also request that city council employ or retain any additional staff that the commission may deem necessary, but no person employed or retained by the commission shall be considered an officer or employee of the city.

(d) Upon the receipt of a sworn, written complaint of any person the commission shall, or upon its own initiative may, review alleged acts of impropriety on the part of city officials. Upon the commission's request, the office of inspector general shall provide the commission with necessary assistance in the investigation of complaints. Investigations requested by the commission and conducted by the office of inspector general shall be conducted in a confidential manner and records of any such investigations shall be considered confidential to the extent permitted by state law. The unauthorized release of confidential information by any commission member shall be grounds for the removal of the commissioner.

(e) If the commission concludes that there is reasonable cause to believe that impropriety has occurred, the commission shall make a detailed written report of such conduct and forward its finding to the mayor, city council, the city attorney, and any appropriate department, agency, commission, or board.

(f) If the commission concludes that there is not reasonable cause to believe that impropriety has occurred, it shall promptly report such finding to the city official who is the subject of the complaint and the person who submitted the complaint.

(g) If any complaint received or matter brought to the attention of the commission appears to involve misconduct beyond the scope of impropriety, the commission shall refer the matter to the office of inspector general or the proper federal, state, or local governmental authority responsible for the investigation or prosecution thereof, or coordinate its review with the office of inspector general or agency responsible for the criminal investigation or prosecution so as not to prejudice any investigation or prosecution for misconduct beyond the scope of impropriety that is being conducted by criminal investigation or prosecution authorities.

(h) If, in the course of the commission's review of allegations of impropriety, there appears to be a question or issue of misconduct beyond the scope of impropriety, the commission shall immediately suspend its review and refer the matter to the office of inspector general or the proper federal, state, and local governmental authority for investigation and possible criminal prosecution, or coordinate its review with the office of inspector general or agency responsible for the criminal investigation or prosecution so as not to prejudice any investigation or prosecution for misconduct beyond the scope of impropriety that is being conducted by criminal investigation or prosecution authorities.

(i) When the commission concludes that there has been a violation of subsection (a), part (8) of section 18-3 of this Code it shall have the power to:

(1) Issue a public rebuke and reprimand of the city official; and/or

(2) Recommend to the mayor and city council and to any appropriate department, agency, commission, or board that the city official be removed and relieved of any and all assignments or duties related to same.

(j) The commission shall review, process, and conclude all complaints in an expeditious manner.

(k) At least once each calendar year the director of the department of administration and regulatory affairs shall cause to be distributed to each city employee by email, fax, or other similar means a notice setting forth the functions and duties of the commission and the procedures for filing complaints, and periodically such notices shall be posted in prominent places in city-owned facilities. The notices shall set forth a city office and telephone number that may be contacted for further assistance or information.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 89-1683, § 2, 11-15-89; Ord. No. 08-52, § 47, 1-16-08, eff. 1-26-08; Ord. No. 2010-97, § 1, 2-10-10; Ord. No. 2011-47, §§ 3, 6, 1-12-2011; Ord. No. 2012-773, §§ 7—9, 8-29-2012)

ARTICLE II. - ETHICS COMMISSION

Sec. 18-17. Opinions.

(a) Upon receipt of a written request from any person subject to the ethical standards set out in section 18-3 herein, the commission may render written advisory opinions about the application of such ethical standards to such person in regard to a specified factual situation, whether existing or hypothetical. Any written advisory opinion so rendered shall be issued not later than the 60th day after the date the commission receives the written request.

(b) On its own initiative, the commission may issue a written advisory opinion about the application of the ethical standards set out in section 18-3 if a majority of the commission determines that an opinion would be in the public interest or in the interest of any person or persons subject to section 18-3; provided, however, that in no case shall the commission issue such an opinion which includes the name of any individual who may be affected by the opinion.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 2011-47, §§ 3, 7, 1-12-2011)

Secs. 18-18—18-20. Reserved.

FOOTNOTE(S):

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Editor's note— Ord. No. 2011-47, § 3, adopted January 12, 2011, amended the title to read as herein set out. Formerly, said article was entitled ethics committee. (Back)

ARTICLE III. FINANCIAL DISCLOSURE

Sec. 18-21. - By city officials and candidates for city office.

Sec. 18-22. - Public records.

Sec. 18-23. - Dates.

Sec. 18-24. - Legal opinions.

Sec. 18-25. - Forms.

Sec. 18-26. - Penalty.

Sec. 18-27. - Review by ethics commission.

Secs. 18-28—18-30. - Reserved.

Sec. 18-21. By city officials and candidates for city office.

(a) The term *city official* as used in this article shall have the meaning provided in section 18-2 of this Code, except that persons whose services are donated to the city and appointed members of city boards, committees and commissions who are compensated on a per-meeting basis shall be excluded.

(b) On or before April 30 of each calendar year, each city official shall file with the city secretary a financial disclosure statement. The statement shall cover the previous calendar year. For the purposes of this article, a financial disclosure statement filed pursuant to Chapter 145 of the Texas Local Government Code shall be deemed to meet this requirement. In any year, to comply with this section, the city controller may elect to file a financial disclosure statement in the form and on the schedule prescribed by Chapter 145.

(c) Any candidate for a city elective office at a general election who has not filed a financial disclosure statement pursuant to Chapter 145 of the Texas Local Government Code during the year in which such election is held shall file a statement pursuant to that law with the city secretary. A candidate for city elective office in a special election to fill a vacancy shall file a financial disclosure statement with the city secretary as provided in the preceding sentence. The term candidate shall include a city official seeking reelection or election to another city elective office. Those candidates who have not filed by the filing date provided herein shall be advised of such omission by the commission via hand delivery, electronic mail, certified mail, return receipt requested, sent or delivered to the address provided by such candidate at the time of filing for office, or by any other method approved by the commission.

(d) A city official who ceases to be a city official shall not be required to file a financial disclosure statement with the city secretary for the period existing between the previous statement filed by such official and the effective date of such official's termination of duty or employment; provided however, this shall not excuse elected city officials and the city attorney from compliance with all state law requirements regarding the filing of financial disclosure statements.

(e) Any person who is appointed to a city elective office for an unexpired term and who is not otherwise subject to subsections (b) or (c) hereinabove shall file a financial disclosure statement with the city secretary for the 12 months preceding his appointment. The statement shall be filed not later than 15 days following such appointment. This subsection shall not apply to the mayor pro tem who fills a vacancy created in the office of mayor, or to the vice mayor pro tem who fills a vacancy created in

the office of mayor or mayor pro tem, provided such person has previously complied with subsection (b) above.

(f) The city secretary shall retain financial disclosure statements for not less than five years from the date of filing. The city secretary shall also maintain a list of the persons who are required to file financial disclosure statements under this article and an index of the statements filed, setting forth names and dates of filing.

(g) A city official or candidate for a city elective office shall include the following information by separate listing of each category, as enumerated in parts (1) through (14) below, in his or her required financial disclosure statement:

(1) The name, address, public position held or sought by the city official or candidate, the names of all members of his household, and all names under which any of them do business.

(2) All sources of occupational income in excess of $250.00 per source of the city official or candidate, and members of his household, including the amount, the name and business address of the employer or employing business and the nature of the occupation or business. If the city official, candidate, or any member of his household is self-employed, or if such person owns, either legally or beneficially, at least a 20 percent interest in the business, then he shall report the names and addresses of the clients or customers from whom he or his employer or employing business received at least ten percent of such employer's or employing business' gross income during the period covered by the statement. If such income is for the provision of medical, health-related, or legal services, the income shall be listed but the identity of the individual patients or clients need not be disclosed.

(3) All income received during the period covered by the statement by the city official, candidate, member of his household, or by a business in which the person has a 20 percent or greater interest, as a fee for future, unspecified services, including the amount and the name of the source of the fee.

(4) An itemized list of all income in excess of $250.00 per source received during the period covered by the statement by the city official, candidate, or member of his household from interest, dividends, royalties or rents, including the amount and the identification of the source.

(5) An itemized list of all income in excess of $250.00 per source received during the period covered by the statement by the city official, candidate, or member of his household as the beneficiary of a trust, including the amount and the identification of the source.

(6) The identification of any person, business, or organization from whom the city official, candidate, or member of his household has received, during the period covered by the statement, a gift of any money or other thing of value in excess of $250.00, or a series of gifts from the same source, the total value of which exceeds $250.00, including, by itemized listing, the source of the gift and its value. Excluded from this requirement are gifts received from persons related to the city official, candidate, or member of his household within the second degree of consanguinity or affinity, and campaign contributions which were received and reported as required by state statute. Also excluded from this requirement are meals and beverages received during the period covered by the statement by such person from some other person, business or organization.

(7) The name of any business in which the city official, candidate, or member of his household held or owned stock, legally or beneficially, at any time during the period covered by the statement, which stock is registered and publicly traded on a recognized exchange (or through the over-the-counter market).

(8) The name, street address, and nature of any business in which the city official, candidate, or member of his household held or owned stock, legally or beneficially, at any time during the

period covered by the statement, which stock is either unregistered, closely held or not publicly traded on a recognized exchange (or through the over-the-counter market), and a statement as to whether the holdings constitute a ten percent or larger interest in such business.

(9) A description and the amount of all bonds, notes and other commercial paper held or owned, legally or beneficially, by the city official, candidate, or member of his household at any time during the period covered by the statement.

(10) All other income received during the period covered by the statement by the city official, candidate, or member of his household in excess of $250.00, including, by itemized listing, the amount and description of the source.

(11) All real property in which the city official, candidate, or member of his household has held, at any time during the period covered by the statement, any legal or beneficial interest, including, by itemized listing, a description of the property sufficient to locate the property, including the street address, if any, the present use of the property and the proportion, by percent, of the interest held in each tract by the city official, candidate, or member of his household.

(12) An itemized list of all real property that, at any time during the period covered by the statement, was owned, either directly or through a subsidiary, by a corporation, partnership, limited partnership, trust, or other business in which the city official, candidate, or member of his household is an officer or owns at least a ten percent interest, including a description of the property sufficient to locate the property, including the street address, if any, and the present use of the property.

(13) All contractual financial liabilities of the city official, candidate, or member of his household that are in excess of $1,000.00 and that existed at any time during the period covered by the statement, including the amount of the liability, the interest rate and the name of the obligee. Provided, however, that such liabilities shall not be construed to include normal household accounts such as those with retail business establishments or bank credit or debit cards. Additionally excluded from this requirement are campaign loans which are to be reported as required by state statute.

(14) All boards of directors of which the city official, candidate, or member of his household was a member and the executive positions which the person held during the period covered by the statement in any business, stating the name of each such business and the position held.

(h) Reports of cash value or interest by category.

(1) Where a monetary amount or value is required to be reported, the exact amount need not be stated. The statement may instead include the category of amount as follows:

a.	*Category I:*	Less than $1,000.00.
b.	*Category II:*	At least $1,000.00 but less than $10,000.00.
c.	*Category III:*	At least $10,000.00 but less than $50,000.00.
d.	*Category IV:*	At least $50,000.00 but less than $100,000.00.
e.	Category V:	At least $100,000.00 but less than $500,000.00.

f.	*Category VI:*	At least $500,000.00 but less than $1,000,000.00.
g.	*Category VII:*	$1,000,000.00 or more.

(2) Where the rate of interest is required to be reported, the exact rate of interest need not be stated. The statement may instead include the rate of interest by category as follows:

a.	*Category I:*	Not more than five percent.
b.	*Category II:*	Greater than five percent, but not more than ten percent.
c.	*Category III:*	Greater than ten percent, but not more than 15 percent.
d.	*Category IV:*	Greater than 15 percent, but not more than 20 percent.
e.	*Category V:*	More than 20 percent.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 94-1006, § 1, 9-21-94; Ord. No. 94-1388, § 1, 12-21-94; Ord. No. 05-1060, § 1, 9-14-05; Ord. No. 05-1222, § 1, 11-9-05; Ord. No. 2011-47, §§ 8—11, 1-12-2011; Ord. No. 2012-773, § 10, 8-29-2012)

Sec. 18-22. Public records.

All financial disclosure statements required by this article shall be sworn and shall constitute public records. The city secretary shall maintain such statements in a manner that is accessible to the public during regular business hours.

(Ord. No. 87-59, § 1, 1-14-87)

Sec. 18-23. Dates.

All financial disclosure statements required by this article shall be filed with the city secretary by 5:00 p.m. of the last day designated. When the last day falls on a Saturday or Sunday, or on an official city holiday as established by city council, the deadline for filing is extended to 5:00 p.m. of the next day which is not a Saturday or Sunday or official city holiday. Such statement shall be deemed to be timely filed if it is placed in the United States Post Office or in the hands of a common or contract carrier properly addressed to the city secretary within the time limit applicable to such statement. The postmark or receipt mark (if received by a common or contract carrier) will be prima facie evidence of the date that such statement was deposited with the post office or carrier.

(Ord. No. 87-59, § 1, 1-14-87)

Sec. 18-24. Legal opinions.

Any elected city official may request, and the city attorney shall thereupon promptly issue, a written opinion concerning the meaning or effect of any section, word, or requirement of this article as it affects such official. At the request of such official, the city attorney shall not disclose the requesting party's identity in the written requested opinion or in any other manner, and shall render the opinion in the form of a response to an anonymous, hypothetical fact situation.

(Ord. No. 87-59, § 1, 1-14-87)

Sec. 18-25. Forms.

The city secretary shall promulgate forms on which statements required by this article may be made and shall make them available to all persons who are subject to the terms of this article.

(Ord. No. 87-59, § 1, 1-14-87)

Sec. 18-26. Penalty.

Any violation of this article, upon conviction, shall be fined not less than $100.00 nor more than $500.00 for each violation. Each day that any violation continues shall constitute a separate and distinct offense. Financial disclosure statements filed pursuant to Chapter 145 of the Local Government Code shall be subject to the provisions and penalties therein.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 92-1449, § 33, 11-4-92; Ord. No. 05-1060, § 2, 9-14-05)

Cross reference— General penalty, § 1-6.

Sec. 18-27. Review by ethics commission.

All financial disclosure statements shall be reviewed by the commission, and if a majority of the commission determines that the statement has been completed incorrectly or not in accordance with the provisions of this article or other applicable law, the city official or candidate who filed such statement shall be advised of such by the commission via hand delivery, electronic mail, certified mail, return receipt requested, sent or delivered to the address provided by such city official or candidate at the time of his or her filing, or by any other method approved by the commission. Any violation of this article or other applicable law pertaining to financial disclosure shall be referred to the city attorney or other appropriate official by the commission.

(Ord. No. 87-59, § 1, 1-14-87; Ord. No. 05-1060, § 2, 9-14-05; Ord. No. 2011-47, § 12, 1-12-2011)

Secs. 18-28—18-30. Reserved.

ARTICLE IV. LIMITATIONS ON SOLICITATIONS AND CONTRIBUTIONS [3]

Sec. 18-31. - Scope.

Sec. 18-32. - No contributions in city owned or operated buildings or facilities.

Sec. 18-33. - Prohibited solicitations.

Sec. 18-34. - Prohibition of contributions by litigants.

Sec. 18-35. - Restricted period for solicitations and contributions.

Sec. 18-36. - Prohibited contractor contributions.

Sec. 18-37. - Limitation on repayment of personal loans.

Sec. 18-38. - Limitation on total contribution by individual and political action committee.

Sec. 18-39. - Retirement of debt by term limited candidates.

Sec. 18-40. - Reserved.

Sec. 18-41. - Violations.

Secs. 18-42—18-50. - Reserved.

Sec. 18-31. Scope.

(a) The provisions of this article shall be applicable to all candidates and persons making contributions to candidates and to such additional matters as are addressed herein.

(b) Each candidate shall file with his application, consent and affidavit of candidate, a written statement acknowledging that he has received a copy of this chapter.

(c) As used in this article the term contract award period shall mean the period commencing at the time of posting of the city council meeting agenda including an item for the award of the contract and ending upon the 30th day after the award of the contract by city council or a determination by city council or the mayor that the contract will not be awarded to a contractor.

(d) As used in this article the term contractor shall not include a subcontractor.

(Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 2011-47, § 13, 1-12-2011)

Sec. 18-32. No contributions in city owned or operated buildings or facilities.

It shall be unlawful for any person to deliver a contribution to a candidate or for any candidate to accept a contribution in any city owned or operated building or facility. It is a defense to prosecution that the delivery was made by the United States Postal Service or other delivery service or common carrier or the contribution was offered and accepted during an authorized campaign fundraising event conducted at a city owned or operated building or facility pursuant to a written agreement with the city regarding the use of the city owned or operated building or facility.

(Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 95-104, § 1, 1-25-95; Ord. No. 2011-47, § 13, 1-12-2011; Ord. No. 2011-107, § 2, 2-9-2011; Ord. No. 2012-773, § 12, 8-29-2012)

ARTICLE IV. - LIMITATIONS ON SOLICITATIONS AND CONTRIBUTIONS

Sec. 18-33. Prohibited solicitations.

(a) It shall be unlawful for any candidate to accept or to offer or agree to accept any contribution that was solicited by a member of the ethics commission, planning commission or a member of the sports authority board, the port authority board, or the metropolitan transit authority board appointed by the city.

(b) It shall be unlawful for any member of the ethics commission, planning commission or a member of the sports authority board, the port authority board, or the metropolitan transit authority board appointed by the city to solicit contributions for any candidate.

(c) It shall be unlawful for a city employee to solicit contributions for any candidate at any time unless the employee is acting during off-duty hours or is on a duly approved leave of absence. Further, this section does not contradict state law as it applies to police and fire personnel.

(Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 95-104, § 1, 1-25-95; Ord. No. 01-742, § 1, 8-8-01; Ord. No. 2011-47, § 14, 1-12-2011; Ord. No. 2012-773, § 13, 8-29-2012)

Sec. 18-34. Prohibition of contributions by litigants.

It shall be unlawful for any person who has any litigation pending in which the person is an adverse party to the city or who has an ownership interest of ten percent or more in any party that has any litigation pending in which it is an adverse party to the city to contribute or donate any funds to any candidate if the litigation seeks recovery of an unspecified amount or of an amount in excess of $50,000.00, exclusive of costs of court and attorneys' fees. Such restriction shall not be applicable to attorneys representing such person. It shall be the duty of any candidate to refuse to accept any contribution that may be offered by a person who is known to the candidate to have a litigation interest described in the foregoing provision. In the event that any candidate unknowingly accepts a contribution in contravention of the foregoing provision, then it shall be the duty of the candidate to return the contribution within ten days after the candidate becomes aware of the litigation.

(Ord. No. 92-1245, § 5, 9-16-92)

Sec. 18-35. Restricted period for solicitations and contributions.

(a) A candidate for city office at a city general election may neither solicit nor receive contributions except during a period commencing on the 1st day of February prior to the day of the election, and ending on the 4th day of March following the election date for the race that the candidate has entered. In the event that the candidate should be in a run-off election, the final date to receive or solicit contributions shall be the 4th day of April following the election date.

(b) Candidates for city office at a special election to fill a vacancy for an unexpired term may neither solicit nor receive contributions except during a period commencing upon the date that the election for which the person is a candidate is called and ending 90 calendar days after the election date, including run-off elections if such candidate is on the ballot.

(Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 94-1387, § 3, 12-21-94; Ord. No. 00-690, § 3, 7-26-00)

Sec. 18-36. Prohibited contractor contributions.

(a) It shall be unlawful for any contractor to contribute or offer any contribution to a candidate, or for any candidate to solicit or accept any contribution from a contractor during a contract award period. In the event that a candidate unknowingly accepts a contribution in contravention of the foregoing

provision, it shall be the duty of the candidate to return the contribution within ten days after he becomes aware of the violation.

(b) Each request for proposal or other document, notice or advertisement for a contract shall contain a notice regarding this section in a form approved by the city attorney. Each contractor shall be required to submit with any proposal or other submission for the award of any contract a complete list of the persons included in the term "contractor" as defined in this chapter in a form prescribed by the city attorney. It shall be the duty of each city department director to immediately forward each contractor list received to the city secretary who shall compile and maintain a log of persons who are required to be reported. In addition, the city secretary shall compile, maintain and post, by the 14th day after a city council meeting, a list of contracts awarded at such council meeting by city council, including on such list, the date of the initial posting of the request for council action relative to each specific contract, the name of the contractor, a short description of the contract and the date occurring 30 days after the award of the contract or the determination by city council or the mayor that the contract would not be awarded to a contractor. The city secretary shall be required to compile, maintain and post such a list only during such periods that candidates or city officials running for a city elected position may receive campaign contributions.

(Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 00-690, § 4, 7-26-00; Ord. No. 05-91, § 1, 1-25-05; Ord. No. 2011-47, § 15, 1-12-2011)

Sec. 18-37. Limitation on repayment of personal loans.

(a) It shall be unlawful for any candidate to be reimbursed or to be repaid from campaign contributions for any personal loan in excess of $75,000.00 for the office of mayor, $15,000.00 for other city-wide office (controller and at-large council offices) or $5,000.00 for a district council office. This provision shall not alter, remove or affect any reporting requirements under the laws of the State of Texas or this article.

(b) For the purposes of this section, the repayment limit shall apply to personal loans whether incurred before or after the adoption of this article.

(Ord. No. 92-1245, § 5, 9-16-92)

Sec. 18-38. Limitation on total contribution by individual and political action committee.

(a) No person shall make contributions to a candidate which in the aggregate exceeds $5,000.00 per election. No political action committee shall make contributions to a candidate which in the aggregate exceeds $10,000.00 per election.

(b) A candidate may utilize unexpended political contributions raised in connection with a non-city elective public office in an amount not to exceed the maximum contribution that the candidate may accept from a single donor under subsection (a), regardless of category, provided he files with the city secretary a statement of intent to do so at the time of the filing with the city secretary of his campaign treasurer designation, or if the filing of a campaign treasurer designation is not required, prior to the making of any expenditure in connection with his campaign for city elective office. The provisions of this subsection shall also be applicable to a run-off election, provided that the statement of intent shall be filed within three days after the run-off election is called.

(c) A coordinated campaign expenditure shall be considered a contribution subject to the limits set forth in subsection (a) and subject to the disclosure requirements for campaign contributions made to a candidate for city office. As used in this subsection, the term coordinated campaign expenditure means a payment, other than a direct contribution, for an activity, service or product that contains express advocacy for the election or defeat of a clearly identified candidate for city office and is

made in cooperation, consultation, or concert, with or at the request or suggestion of, a candidate for city office or a candidate's representative, agent, or employee.

Coordinated campaign expenditures shall include, but not be limited to the following:

1. Voter identification and/or get-out-the-vote activity on behalf of a specific candidate for city office; and
2. A public communication that refers to a clearly identified candidate for city office and that promotes or supports a candidate for that office, or attacks or opposes a candidate for that office, or is suggestive of no plausible meaning other than an exhortation to vote for or against a specific candidate.

If an individual or organization is engaging in express advocacy for the election or defeat of a clearly identified candidate for city office, the following shall not be considered a coordinated campaign expenditure:

1. Direct monetary contributions made to a candidate for city office;
2. In kind contributions made to a candidate for city office;
3. Payments by an individual or organization for the individual's or organization's overhead expenses including but not limited to rent, utilities, taxes, office supplies or salaries; or
4. Volunteer (unpaid) activity on the part of the individual or the members of the organization.

(Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 94-1387, § 4, 12-21-94; Ord. No. 01-799, § 1, 8-22-01; Ord. No. 05-73, § 1, 1-25-05; Ord. No. 2011-47, § 16, 1-12-2011)

Sec. 18-39. Retirement of debt by term limited candidates.

It is an affirmative defense to prosecution under sections 18-35 and 18-38 of this Code that:

(1) The contribution is solicited or received by a candidate who is a city elective office holder and who is not eligible to again file as a candidate for his same city elective office because of the provisions of section 6a of article II of the city charter; and

(2) The candidate has an existing debt for "political expenditures" that "political contributions" may be utilized to pay under the provisions of title 15 of the Texas Election Code, which debt, including the person or persons owed, the nature of each obligation owed and the specific amount of each obligation, is verified in writing by the candidate in a statement filed in the city secretary's office before the expiration of the 90-day period following the election at which the candidate was elected, as provided in section 18-35 of this Code; and

(3) The solicitation and receipt of contributions is expressly limited to the retirement of the debt identified in the statement filed under item (2) of this section and expenses directly relating to the solicitation for that purpose, with any funds in excess of the debt and related expenditures being refunded to the contributors or donated to a recognized tax-exempt charitable organization formed for educational, religious or scientific purposes if the contributors cannot be located or decline to accept the refund.

(Ord. No. 94-1387, § 5, 12-21-94)

Sec. 18-40. Reserved.

Editor's note—

Ord. No. 2006-1239, § 3, adopted December 13, 2006, repealed § 18-40 in its entirety. Formerly, said section pertained to Internet posting of campaign finance reports and derived from Ord. No. 01-597, § 2, 6-27-01.

Sec. 18-41. Violations.

All provisions of this article shall be punishable as provided in section 1-6 of this Code.

(Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 2012-773, § 14, 8-29-2012)

Secs. 18-42—18-50. Reserved.

DIVISION 3. - CONTRACTUAL LIMITS

FOOTNOTE(S):

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Editor's note— Ord. No. 2012-773, § 11, adopted August 29, 2012, repealed Divisions 1—3 Title designations. (Back)

DIVISION 3. CONTRACTUAL LIMITS

Sec. 18-51. - Reserved.

Secs. 18-52—18-70. - Reserved.

Sec. 18-51. Reserved.

Editor's note—

Ord. No. 2012-773, § 15, adopted August 29, 2012, repealed § 18-51 in its entirety. Formerly said section pertained to fair campaign principles; contract and derived from Ord. No. 92-1245, § 5, 9-16-92; Ord. No. 94-1387, § 6, 12-21-94; Ord. No. 00-690, § 5, 7-26-00; Ord. No. 2011-47, § 17, 1-12-2011.

Secs. 18-52—18-70. Reserved.

ARTICLE V. LOBBYING

Sec. 18-71. - Definitions.

Sec. 18-72. - Persons required to register.

Sec. 18-73. - Affirmative defenses for failure to register.

Sec. 18-74. - Registration.

Sec. 18-75. - Activity reports.

Sec. 18-76. - Other applicable policies.

Sec. 18-77. - Termination notice.

Sec. 18-78. - Maintenance of registrations and reports.

Sec. 18-79. - Timeliness of filing registrations and reports.

Sec. 18-80. - List of registrants and employers.

Sec. 18-81. - Restrictions on expenditures.

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Sec. 18-83. - Required disclosure on legislative advertising.

Sec. 18-84. - Criminal penalties.

Sec. 18-85. - Failure to register or file all required forms.

Sec. 18-86. - Enforcement.

Sec. 18-87. - Regulations.

Sec. 18-88. - Certain actions by former city officials prohibited.

Sec. 18-89. - Notice.

Secs. 18-90—18-100. - Reserved.

Sec. 18-71. Definitions.

The definitions established in section 18-2 of this Code shall not apply in this article unless expressly indicated below. In this article, the following words and terms shall have the meanings provided to them in this section, unless the context clearly indicates another meaning:

Administrative action means rulemaking, licensing, or any other matter that may be the subject of action by a city official, city department or other city agency, including the proposal, consideration, or approval of the matter. The term does not include the day-to-day application, administration or execution of city programs and policies such as permitting, platting, and design approval matters related to or in connection with a specific project or development.

Benefit shall have the meaning provided in section 18-2 of this Code.

Candidate means a person who knowingly and willingly takes affirmative action for the purpose of gaining election to city office or for the purpose of satisfying financial obligations incurred by the person in connection with the campaign for election. Examples of affirmative action include:

(1) The filing of a campaign treasurer appointment;

(2) The filing of an application for a place on a ballot;

(3) The filing of a declaration of write-in candidacy;

(4) The making of a public announcement of definite intent to run for city office in a particular election, regardless of whether the specific office is mentioned in the announcement;

(5) Before a public announcement of intent, the making of a statement of definite intent to run for city office and the soliciting of support by letter or other mode of communication; and

(6) The soliciting or acceptance of a campaign contribution or the making of a campaign expenditure.

City elective office has the meaning provided in section 18-2 of this Code.

Communicates directly with, or any variation of the phrase, means contact in person or by telephone, telegraph, letter, facsimile, electronic mail, or other electronic means of communication.

Compensation means money, service, facility, or other thing of value or benefit that is received or is to be received in return for or in connection with services rendered or to be rendered.

Expenditure means a payment, distribution, loan, advance, reimbursement, deposit, or gift of money or any thing of value, including a contract, promise, or agreement, whether or not legally enforceable, to make an expenditure.

Member of the executive branch means the mayor, city controller, mayor-elect, city controller-elect, candidate for mayor or controller, or member of the Archaeological and Historical Commission, Airport Land Use Regulations Board of Adjustment, Automotive Board, Board of Public Trusts, Boiler Code Review and Licensing Board, Building and Standards Commission, Civil Service Commission, Electrical Board, Fire Board of Appeals, General Appeals Board, Helicopter Facilities Licensing and Appeals Board, Mechanical Code Review Board, Municipal Board on Sign Control, Planning Commission, Plumbing Code Review Board, Tower Permit Commission, or Wastewater Capacity Reservation Review Board.

Member of the legislative branch means a council member, council member-elect, or candidate for the office of council member.

Municipal legislation means:

(1) An ordinance, resolution, motion, amendment, nomination, or other matter pending before the city council; or

(2) Any matter that is or may be the subject of action by the city council or a council committee, including drafting, placing on the agenda, consideration, passage, defeat, approval, or countersignature of the matter.

Owner means a person who is a sole proprietor of a business, a majority shareholder of a corporation, or a general partner of a partnership and who communicates directly with one or more members of the legislative or executive branch to influence municipal legislation or administrative action on behalf of such business, corporation, or partnership.

Person means an individual, corporation, association, firm, partnership, committee, club, organization, or group of persons who are voluntarily acting in concert.

Registrant means a person required to register under section 18-72 of this Code.

Reimbursement shall have the same meaning as "compensation" defined above.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 01-115, § 1, 1-24-01; Ord. No. 02-399, § 44, 5-15-02; Ord. No. 2011-47, §§ 17, 18, 1-12-2011; Ord. No. 2011-107, § 3, 2-9-2011; Ord. No. 2012-773, § 16, 8-29-2012)

Sec. 18-72. Persons required to register.

(a) A person must register with the city secretary under this article if the person communicates directly with a member of the legislative or executive branch to influence municipal legislation or administrative action and:

(1) Makes or reasonably expects to make a total expenditure of $200.00 or more in a calendar quarter, or $800.00 or more in a calendar year, not including the person's own travel, food, or lodging expenses or the person's own membership dues, on activities described in section 18-75 of this Code to communicate directly with one or more members of the legislative or executive branch to influence municipal legislation or administrative action; or

(2) Receives or may reasonably expect to receive from another person compensation or reimbursement, not including reimbursement for the person's own travel, food, or lodging expenses or the person's own membership dues, of $200.00 or more in a calendar quarter, or $800.00 or more in a calendar year, to communicate directly with one or more members of the legislative or executive branch to influence municipal legislation or administrative action; or

(3) As part of the person's regular employment, communicates directly with one or more members of the legislative or executive branch to influence municipal legislation or administrative action on behalf of the employer by whom the person is compensated or reimbursed, whether or not the person receives any compensation for the communication in addition to the salary for that regular employment.

(b) A person otherwise required to register under subsection (a)(1) or (a)(2) who communicates directly with a member of the executive branch to influence administrative action is not required to register if:

(1) The person is performing an act that may be performed only by a licensed attorney; or

(2) The person is a representative of a city employee union whose only direct communication concerning administrative action is on behalf of an individual member of the union; or

(3) The person is an owner as defined in section 18-71 of this Code.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 2011-47, § 19, 1-12-2011; Ord. No. 2011-107, § 4, 2-9-2011)

Sec. 18-73. Affirmative defenses for failure to register.

It shall be an affirmative defense to prosecution for failure to register under this article that:

(1) The person owns, publishes, or is employed by a newspaper, any other regularly published periodical, a radio station, a television station, a wire service, or any other bona fide news medium that in the ordinary course of business disseminates news, letters to the editor, editorial or other comments, or paid advertisements that directly or indirectly oppose or promote legislation or administrative action, provided the person does not engage in further or other activities that require registration under this article and has not been retained to represent another person in connection with influencing municipal legislation or administrative action;

(2) The person's only direct communication with a member of the legislative or executive branch to influence municipal legislation or administrative action is an appearance before or testimony to one or more members of the legislative or executive branch in a hearing conducted by or on

behalf of either the legislative or the executive branch or public expression at a meeting of city officials, provided that the hearing or meeting is open to the public under the Open Meetings Act, Chapter 551, Texas Government Code, and that the person receives no special or extra compensation for the appearance other than actual expenses incurred in attending the hearing;

(3) The person's only activity is to encourage or solicit members, employees, or stockholders of an entity by whom the person is retained or members of a union or association to which the person belongs to communicate directly with members of the legislative or executive branch to influence municipal legislation or administrative action;

(4) The person's only activity to influence municipal legislation or administrative action is to compensate or reimburse a registrant to act in the person's behalf to communicate directly with a member of the legislative or executive branch to influence municipal legislation or administrative action;

(5) The person's only activity to influence municipal legislation or administrative action is attendance at a meeting or entertainment event that is also attended by a member of the legislative or executive branch if the total cost of that meeting or entertainment event is paid by a business entity, union, or association; or

(6) The person's only compensation or reimbursement subject to section 18-72(a)(2) of this Code consists of reimbursement for any wages not earned due to attendance at a meeting or entertainment event, travel to and from the meeting or entertainment event, admission to the meeting or entertainment event, and any food and beverage consumed at the meeting or entertainment event, if the meeting or entertainment event is also attended by a member of the legislative or executive branch and if the total cost of the meeting or entertainment event is paid by a business entity, union, or association.

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-74. Registration.

(a) A person required to register under this article who has not registered or whose registration has expired in connection with the communication shall file annually with the city secretary a registration form signed under oath not later than five working days after the date on which the person or person's employee makes the first direct communication with a member of the legislative or executive branch that requires the person's registration. If the registrant is not an individual, an authorized officer or agent of the registrant shall sign the form. Such registration shall be on a form prescribed by the city secretary and shall include:

(1) The registrant's full name, permanent street address and mailing address, if different;

(2) The name, address and nature of business of each entity or employer, if any, on whose behalf the registrant will communicate directly with one or more members of the legislative or executive branch to influence municipal legislation or administrative action;

(3) The subject or subjects on which the registrant will communicate directly with one or more members of the legislative or executive branch to influence municipal legislation or administrative action;

(4) If the registrant is acting as the agent or employee of an entity, the name, address, and nature of business of the entity; and

(5) Whether the registrant's compensation, if any, is totally or partially contingent on the passage or defeat of any municipal legislation or the outcome of any administrative action.

(b) At the time of registering, a registrant shall pay to the city and the city secretary shall collect an annual registration fee stated for this provision in the city fee schedule. The fee shall be payable for each registration form. All registration fees shall be deposited into the general fund.

(c) A registration expires one year from the date of its filing.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 2010-1016, § 2, 12-15-2010; Ord. No. 2011-47, § 20, 1-12-2011; Ord. No. 2011-1168, § 13, 12-14-2011)

Sec. 18-75. Activity reports.

(a) Each registrant shall file with the city secretary between the first and tenth day of April, July, October and January an activity report signed under oath concerning the registrant's activities during the previous calendar quarter. If the registrant is not an individual, an authorized officer or agent of the registrant shall sign the form. Such report shall be on a form prescribed by the city secretary and shall include:

(1) A complete and current statement of the information required to be supplied pursuant to section 18-74 of this Code;

(2) Certain operational expenditures other than benefits included under item (3) for direct communication with a member of the legislative or executive branch to influence municipal legislation or administrative action, provided that each expenditure of $50.00 or more shall be itemized by the date, name and status of the recipient that requires the reporting of the expenditure, including the official title of any city official or employee, amount and purpose, broken down into the following categories:

a. Compensation or reimbursement to persons other than employees for professional or consulting services; and

b. Other professional expenses related to direct communication, including but not limited to advertising, public relations and catering expenses.

(3) Each expenditure, gift or honorarium of $250.00 or more (excluding those made for the attendance of a member of the legislative or executive branch at political fund-raisers or charity events) made by the registrant or anyone acting on behalf of the registrant to benefit a member of the legislative or executive branch, itemized by date, beneficiary, amount and circumstances of the transaction and the aggregate of all such individual expenditures that are less than $250.00 but more than $25.00; and

(4) Each business entity in which the registrant knows or has reason to believe that a member of the legislative or executive branch is a proprietor, partner, director, officer, manager, employer or employee or has a substantial interest within the meaning of Chapter 171, Texas Local Government Code and with which the registrant has engaged in an exchange of money, goods, services or anything of value if the total of such exchanges is $250.00 or more in a calendar quarter, identified by its name and address, the member of the legislative or executive branch, and the date, amount and nature of each such exchange.

(b) Each registrant shall obtain and preserve all accounts, bills, receipts, books, papers and documents necessary to substantiate the registrations and activity reports required to be made pursuant to this article for six years from the date of filing of the registration or report containing such items or for the period otherwise required by law, whichever is longer.

(c) Each person about whose activities a registrant is required by subsection (a) of this section to report shall provide all information necessary for the report concerning such activities to the registrant at least five days before such registrant's report is due to be filed.

(d) No quarterly activity report shall be required if there is no activity during the preceding quarter and there are no other changes to items required to be reported.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 2011-47, §§ 21, 22, 1-12-2011)

Sec. 18-76. Other applicable policies.

Nothing in this article shall supersede or preempt the stricter provisions of any applicable policy of the mayor, the city controller, a city department director or a council member with respect to employees subject to their supervision and control.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 05-91, § 1, 1-25-05)

Sec. 18-77. Termination notice.

(a) A person who ceases to engage in activities requiring registration under this article shall file a written, verified statement with the city secretary acknowledging the termination of activities. The notice of termination shall be filed within 30 days after the registrant ceases the activity that required registration. The notice is effective immediately.

(b) A person who files a notice of termination under this section must file the reports required by section 18-75 of this Code for any reporting period during which the person was registered.

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-78. Maintenance of registrations and reports.

(a) All registrations and reports filed under this article are public records and shall be made available for public inspection during regular business hours.

(b) The city secretary shall:

(1) Provide appropriate forms, covering only the items required to be disclosed under this article, to be used for the registration and reporting of required information;

(2) Maintain registrations and reports in a separate, alphabetical file;

(3) Retain registrations and reports filed under this article for at least six years after the date of filing;

(4) Remove registrations and reports from the current files after two years from the date of filing and thereafter preserve or dispose of them in accordance with other applicable law; and

(5) Maintain a deputy available to receive registrations and reports and make the registrations and reports available to the public for inspection.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 2011-47, § 23, 1-12-2011)

Sec. 18-79. Timeliness of filing registrations and reports.

A registration or report filed by certified first-class United States mail, return receipt requested, or by common or contract carrier is timely if:

(1) It is properly addressed with postage or handling charges prepaid;

(2) It bears a post office cancellation mark or a receipt mark from a common or contract carrier indicating a time within the applicable filing period or before the applicable filing deadline or if the person required to file furnishes satisfactory proof that it was deposited in the mail or with a common or contract carrier within that period or before that deadline; and

(3) It is in fact received by the city secretary.

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-80. List of registrants and employers.

(a) The city secretary shall maintain a current list of the names of registrants and shall indicate by each registrant's name each person employing the registrant, if any, or the name of the entity or person on whose behalf the registrant communicated.

(b) In addition to the list required under subsection (a), the city secretary shall prepare a list of the names of any person employing a registrant and shall indicate each registrant compensated by the person.

(c) The city secretary shall provide the lists prepared under this section and a monthly update of the lists to the mayor, each member of the city council, the city controller, all city department directors, and any other member of the executive or legislative branches or person required to register or file under this article who requests one.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 05-91, § 1, 1-25-05; Ord. No. 2011-47, § 24, 1-12-2011)

Sec. 18-81. Restrictions on expenditures.

(a) A person registered under section 18-74 of this Code or a person acting on the registrant's behalf and with the registrant's consent or ratification may not offer, confer, or agree to confer on a member of the legislative or executive branch:

(1) A loan, including the guarantee or endorsement of a loan; or

(2) A gift of cash or a negotiable instrument as described by section 3.104, Texas Business and Commerce Code.

(b) A member of the legislative or executive branch may not solicit, accept, or agree to accept from a person registered under section 18-74 of this Code or from a person acting on the registrant's behalf and with the registrant's consent or ratification an item listed in subsection (a).

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-82. Affirmative defenses concerning restricted expenditures.

It shall be an affirmative defense to a prosecution under section 18-81 of this Code that the loan, gift or expenditure is:

(1) A loan in the due course of business from a corporation or other business entity that is legally engaged in the business of lending money and that has conducted that business continuously for more than one year before the loan is made;

(2) A loan or guarantee of a loan or a gift made or given by a person related within the second degree by affinity or consanguinity to the member of the legislative or executive branch; or

(3) A political contribution as defined by section 251.001 of the Texas Election Code.

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-83. Required disclosure on legislative advertising.

(a) A person required to register under this article or a person acting on his behalf commits an offense if the person knowingly enters into a contract or other agreement to print, publish, or broadcast legislative advertising that does not indicate in the advertising:

(1) That it is legislative advertising;

(2) The full name of the individual who personally entered into the contract or agreement with the printer, publisher, or broadcaster and the name of the person, if any, that the individual represents; and

(3) In the case of advertising that is printed or published, the address of the individual who personally entered into the agreement with the printer or publisher and the address of the person, if any, that the individual represents.

(b) A professional advertising agent conducting business in this state on behalf of a person required to register under this article who seeks to procure the broadcasting, printing, or publication of legislative advertising on behalf of the sponsor of the advertising commits an offense if the agent enters into a contract or agreement for the broadcasting, printing, or publication of legislative advertising and does not, before the performance of the contract or agreement, give the sponsor written notice as provided by subsection (c).

(c) The notice required by subsection (b) must be substantially as follows:

"City of Houston Code of Ordinances Section 18-83 requires legislative advertising to disclose certain information. A person required to register under this article or a person acting on his behalf who knowingly enters into a contract or other agreement to print, publish, or broadcast legislative advertising that does not contain the information required under that section commits an offense that is a Class C misdemeanor."

(d) In this section, "legislative advertising" means a communication that supports, opposes, or proposes municipal legislation and that:

(1) In return for consideration, is published in a newspaper, magazine, or other periodical or is broadcast by radio, television, or on the internet; or

(2) Appears in a pamphlet, circular, flier, billboard or other sign, bumper sticker, button, or similar form of written or electronic means of communication.

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-84. Criminal penalties.

(a) A person commits an offense if the person intentionally or knowingly violates any provision of this article.

(b) Violations shall be punishable as provided by section 1-6 of this Code.

(Ord. No. 98-732, § 2, 8-26-98)

ARTICLE V. - LOBBYING

Sec. 18-85. Failure to register or file all required forms.

(a) The city secretary shall maintain a record of all registrations, termination notices and reports filed under this article.

(b) Whenever the city attorney determines that a person has failed to register or file any required form, statement, or report as required by this article, the city attorney shall send a written statement of this finding to the person involved by certified mail to the last known mailing address.

(c) If the person fails to register or file the form, statement, or report as required by this article before the twenty-first day after the date on which the notice was deposited in the mail, the city attorney shall file a sworn complaint in the municipal court.

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-86. Enforcement.

(a) Complaints of violations of this article shall be forwarded to the city attorney for review. If the city attorney determines that a violation may have occurred, he shall take appropriate action.

(b) A person may file a written, sworn statement alleging a violation of this article with the city attorney.

(c) If the person fails to register or file the form, statement, or report as required by this article before the 21st day after the date on which the notice was deposited in the mail, the city attorney shall file a sworn complaint in the municipal courts.

(Ord. No. 98-732, § 2, 8-26-98; Ord. No. 2010-846, § 9, 11-3-2010)

Sec. 18-87. Regulations.

The city secretary may adopt regulations for the efficient administration of this article. Any such regulations shall be consistent with this article and applicable laws and shall be approved prior to implementation by the city attorney. A copy of the regulations shall be maintained for inspection in the city secretary's office and shall be available for purchase at the fees prescribed by law.

(Ord. No. 98-732, § 2, 8-26-98)

Sec. 18-88. Certain actions by former city officials prohibited.

(a) No former city official shall during the one year period following his departure date enter into a contractual relationship with the city or hold more than a 20 percent interest in any company that has a contractual relationship with the city. Nothing in this subsection shall prohibit a former city official from accepting employment with the city following his departure date.

(b) No former city official shall during the one year period following his departure date communicate directly with a member of the legislative or executive branch to influence municipal legislation or administrative action. It is an exception to the application of this subsection that the former city official is primarily acting for his own benefit or making an uncompensated direct communication relating to matters of purely civic or public concern.

(c) No former city official shall communicate directly with a member of the legislative or executive branch in an attempt to secure access to information not otherwise available to the general public.

(d) For purposes of this section "departure date" means the last day of employment with the city or holding of city elective office. Where leave time is taken prior to termination, the departure date is the last day of the leave period.

(e) For purposes of this section and section 18-89 the term "city official" shall have the meaning provided in section 18-2 of this Code, except that persons whose services are donated, appointed members of city boards, committees and commissions who are compensated on a per-meeting basis, and persons who are compensated at the rate of $1.00 per year shall be excluded.

(f) If, within one year after commencement of a contract between an individual/company and the city, the company or individual who negotiated and entered into said contract with the city hires a city employee who while a city employee had substantial and personal involvement with the negotiation of said contract, then said contract shall be subject to cancellation and/or the individual/company shall be barred from additional contracting with the city for a period of three years. For purposes of this subsection, the term had substantial and personal involvement means that a person, either as a person assigned to handle or participate in the handling of the matter or as a supervisor making decisions with respect to the matter, exercised discretion or decision-making in the handling of a matter that then was associated with a specific party or parties.

(Ord. No. 01-128, § 2, 1-31-01; Ord. No. 2011-47, § 26, 1-12-2011)

Sec. 18-89. Notice.

At least once each calendar year in conjunction with the notice to city employees required by section 18-16(d) of this Code, the director of administration and regulatory affairs shall cause to be distributed to each city official a notice regarding the provisions of section 18-88 of this Code. Each new city official shall be furnished the notice at the time of hiring, appointment or election. However, the failure of any city official to receive a notice shall not excuse compliance with section 18-88 of this Code.

(Ord. No. 01-128, § 2, 1-31-01; Ord. No. 08-52, § 48, 1-16-08, eff. 1-26-08)

Secs. 18-90—18-100. Reserved.

ARTICLE VI. ELECTRONIC FILING OF CAMPAIGN FINANCE REPORTS

Sec. 18-101. - Purpose.

Sec. 18-102. - Definitions

Sec. 18-103. - Electronic filing required; exceptions

Sec. 18-104. - Offense; penalty

Sec. 18-105. - Internet posting of reports.

Sec. 18-101. Purpose.

The purpose of this article is to require, with certain exceptions, that campaign finance reports required to be filed with the city secretary by any city officeholder, candidate for city elective office, or political action committee, whether general purpose or special purpose, be filed in an electronic format. It is the intent of this article that the requirement of filing of campaign finance reports in an electronic format by city officeholders, candidates for city elective offices and general and special purpose political action committees will not inconvenience those required to file such reports and will afford persons interested in the information contained in the reports easier access and an efficient means by which such information may be examined or extracted.

(Ord. No. 06-1239, § 2, 12-13-06)

Sec. 18-102. Definitions

The following words, terms and phrases, when used in this article, have the meanings provided to them in this section, except where the context clearly indicates a different meaning:

Filer means the holder of a city elective office, any candidate for any such office, the duly authorized representative of a political action committee, whether general purpose or special purpose, or any individual required to file a report under this article or Chapter 254, Texas Election Code.

Report means a campaign finance report required to be filed with the city secretary by Title 15 of the Texas Election Code.

Terms not defined in this article but defined in the Texas Election Code shall have the meanings assigned to them in the Texas Election Code.

(Ord. No. 06-1239, § 2, 12-13-06; Ord. No. 2011-47, § 27, 1-12-2011)

Sec. 18-103. Electronic filing required; exceptions

(a) Except as provided in subsection (c) of this section, a report required to be filed under this article shall be filed with the city secretary in electronic format utilizing the system provided by the city. Updates, corrections or amendments to any report shall be filed in like manner. The report shall be in a format approved by the Texas Ethics Commission.

(b) Each report shall contain all information required by Chapter 254, Texas Election Code. In addition, each report shall include the occupation and employer of each person making one or more political contributions that in the aggregate exceed $500.00 in a reporting period.

(c) A filer shall be exempt from the requirement set forth in subsection (a) of this section if the filer:

(1) Delivers to the city secretary an affidavit stating that the filer, or the person with whom the filer contracts, does not use computer equipment to keep the current records of political contributions, political expenditures, or persons making political contributions to the filer and the filer or committee does not, in a calendar year, accept political contributions that in the aggregate exceed $20,000.00 or make political expenditures that in the aggregate exceed $20,000.00; or

(2) Is an individual not acting in concert with another person who makes one or more direct expenditures in a campaign for an election from the individual's own property that exceed $100.00 on any one or more candidates or measures if the individual complies with Chapter 254, Texas Election Code, as if the individual were a campaign treasurer of a political committee and the individual receives no reimbursement for the expenditures.

The affidavit required in item (1) of this subsection shall conform to all requirements set forth in Chapter 254, Texas Election Code, and be filed with each report that is not filed electronically as required by this article.

(Ord. No. 06-1239, § 2, 12-13-06; Ord. No. 07-1147, § 1, 10-17-07; Ord. No. 2011-47, § 28, 1-12-2011)

Sec. 18-104. Offense; penalty

(a) It shall be unlawful for any filer to fail to timely file in an electronic format a report required by this article to be filed in that format.

(b) Each violation of this article shall constitute a separate offense that shall be punishable as provided in section 1-6 of this Code.

(Ord. No. 06-1239, § 2, 12-13-06)

Sec. 18-105. Internet posting of reports.

(a) The city secretary shall, within two business days following the date of each report's receipt, instruct the director of Houston Information Technology Services or his designee to post copies of all reports filed with the office of the city secretary on the city's Internet web site; provided that in such postings the address portion shall contain only the city, state and zip code of a person listed as having made a political contribution to the filer in the reporting period.

(b) The access allowed by this section to political reports is in addition to the public's access to the information through other electronic or print distribution of the information.

(Ord. No. 06-1239, § 2, 12-13-06; Ord. No. 2012-908, § 3, 10-17-2012)

CITY OF HOUSTON

Legal Department

Annise D. Parker

Mayor

David M. Feldman
City Attorney
Legal Department
P.O. Box 368,
Houston, Texas 77001-0368
City Hall Annex
900 Bagby, 4th Floor

T. 832.393.6491
F. 832.393.6259
www.houstontx.gov

July 9, 2013

Re: Political signs in the City's rights-of-way and on City property

Dear Candidate:

This letter is to inform you of the following regarding political signs in the City's rights-of-way and on City property:

- **Placing signs in City rights-of-way or on City property without specific approval of the City is illegal under both the City Sign Code and the Code of Ordinances.** These prohibitions apply to political signs as well as to general advertising signs. The City expends considerable resources in enforcing prohibitions against what are commonly referred to as "bandit signs."

- Each candidate who files for a place on the ballot in the City's 2013 general election will be reminded by letter and by email (if contact information is available to the City) that it is illegal to place political signs in the City rights-of-way or on City property, and that the candidates will be held responsible for the actions of their supporters with regard to the placement of signs. Candidates are expected to inform their campaign staff and volunteers of the prohibitions and policies regarding political signs. Further, this letter will be included in the "candidate packet" that the City provides to all candidates.

- Similar notice will be provided to all sign companies for which the City has contact information reminding the sign companies of the prohibitions against placing signs in the City rights-of-way or on City property.

- Vehicles bearing campaign signs larger than a bumper sticker are prohibited from parking in City parking lots serving polling location unless campaign supplies are in the process of being loaded or unloaded. Parking is scarce at polling locations so occupation of parking spaces by vehicles for the purpose of advertising, political or otherwise, will not be tolerated; such vehicles will be towed at the owner's expense.

- At the West Gray Multiservice Center, the presence of people with signs in the median between the entrance/exit to the front parking lot has resulted in visibility and safety issues. Thus, no one may sit, stand, or place any signs or equipment in the median.

- Canopies and oversized umbrellas (such as beach and patio umbrellas) are prohibited.

- Tables, chairs, and other such items and equipment must not impair or impede in any way the use of parking lots, streets, roadways, driveways, sidewalks, walking paths, fire hydrants, or other similar conveyances or structures by the motoring public, pedestrians, or City employees.

City Rights-of-Way and City Property. While the general prohibitions and policies prohibiting signs continue in effect, the City recognizes that historically the practice has been to allow the placement of campaign signs on City property used as a polling place and in City rights-of-way adjacent to polling places. Apparently this practice has significance to candidates and the City is willing to accept such activity on City property and in the City rights-of-way as follows:

- Campaign signs may not be placed adjacent to early voting locations prior to the beginning of early voting for both the election and the runoff election.

- Campaign signs may not be placed adjacent to polling places not used for early voting prior to the day before Election Day for both the election and the runoff election.

- Campaign signs shall have no more than back-to-back (two-sided) copy only (no three dimensional, multiple faced signs), shall not exceed four square feet in size, with no dimension greater than two feet, and shall not be displayed at a height greater than three feet above ground level measured from the top of the sign to the ground.

- Campaign signs may be displayed only by attachment to the ground; no signs may be attached to light poles, telephone poles, fences, pylons, fire hydrants, trees, other signs, or any other fixture or structure.

- Campaign signs must be placed in a manner that does not impair or impede in any way the use of parking lots, streets, roadways, driveways, sidewalks, walking paths, fire hydrants, or other similar conveyances or structures by the motoring public, pedestrians, or City employees. Signs must not be placed in any part of any driveway or parking space at a polling location.

- Campaign signs may not be placed closer to a polling location than the electioneering marker.

- The number of campaign signs used at each location by each candidate must be reasonable.

- The City will not act as referee to resolve disputes between campaigns regarding the use of signs as outlined herein; candidates are presumed to conduct themselves in a manner consistent with the dignity of the office they seek.

- Campaigns which observe these conditions in the use of campaign signs will not be subject to the penalties delineated herein. However, the City reserves the right to remove any unpermitted signage in the public rights-of-way that may cause an unsafe condition.

- These conditions for the use of City rights-of-way or City property apply exclusively to the upcoming November general election and the subsequent runoff election.

If the City finds a political sign in the City rights-of-way or on City property or receives a complaint verified by the City of such a sign that is not in compliance with the Sign Code and this letter, the City may contact the candidate or the campaign office of the candidate whose sign is in the City rights-of-way or on City property to advise the candidate the sign must be removed within 24 hours, or else the City may:

(1) Remove the sign;

(2) Issue a citation to and prosecute in municipal court the candidate and, where possible, the sign company or any individual directly involved in placing the sign illegally, and

(3) File suit under state law to recover civil penalties in an effort to recoup the City's costs of removing the sign.

<u>In the event a sign is removed and subsequently put back or replaced with another sign for the same candidate at the same location, no further notice will be given and the City may proceed with enforcement.</u>

We sincerely hope all candidates, who presumably have the best interest of the City at heart, will make the effort to conduct their campaigns in conformance with the City's sign controls and avoid placing their signs illegally in the City rights-of-way or on City property.

Questions about the City's Sign Code may be addressed to the Sign Code Administration Division at 832.394.8890.

Very truly yours,

David M. Feldman
City Attorney

G:\GENERAL\ELECTIONS\2013\Signs\polsign8.docx

PERSONAL FINANCIAL STATEMENT

FORM PFS
COVER SHEET
PAGE 1

Filed in accordance with chapter 572 of the Government Code.
For filings required in 2013, covering calendar year ending December 31, 2012.
Use FORM PFS--INSTRUCTION GUIDE when completing this form.

TOTAL NUMBER OF PAGES FILED:

ACCOUNT #

OFFICE USE ONLY

Date Received

Receipt #

HD / PM | Amount

Date Processed

Date Imaged

1 NAME

TITLE; FIRST; MI

NICKNAME; LAST; SUFFIX

2 ADDRESS

ADDRESS / PO BOX; APT / SUITE #; CITY; STATE; ZIP CODE

☐ (CHECK IF FILER'S HOME ADDRESS)

3 TELEPHONE NUMBER

AREA CODE PHONE NUMBER; EXTENSION

( )

4 REASON FOR FILING STATEMENT

☐ CANDIDATE _____ (INDICATE OFFICE)

☐ ELECTED OFFICER _____ (INDICATE OFFICE)

☐ APPOINTED OFFICER _____ (INDICATE AGENCY)

☐ EXECUTIVE HEAD _____ (INDICATE AGENCY)

☐ FORMER OR RETIRED JUDGE SITTING BY ASSIGNMENT

☐ STATE PARTY CHAIR _____ (INDICATE PARTY)

☐ OTHER _____ (INDICATE POSITION)

5 Family members whose financial activity you are reporting (see instructions).

SPOUSE _____

DEPENDENT CHILD 1. _____

2. _____

3. _____

In Parts 1 through 18, you will disclose your financial activity during the preceding calendar year. In Parts 1 through 14, you are required to disclose not only your own financial activity, but also that of your spouse or a dependent child (see instructions).

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

PERSONAL FINANCIAL STATEMENT

COVER SHEET
PAGE 2

On this page, indicate any Parts of Form PFS that are not applicable to you. If you do not place a check in a box, then pages for that Part must be included in the report. ***If you place a check in a box, do NOT include pages for that Part in the report.***

6 PARTS NOT APPLICABLE TO FILER

- ☐ N/A Part 1A - Sources of Occupational Income
- ☐ N/A Part 1B - Retainers
- ☐ N/A Part 2 - Stock
- ☐ N/A Part 3 - Bonds, Notes & Other Commercial Paper
- ☐ N/A Part 4 - Mutual Funds
- ☐ N/A Part 5 - Income from Interest, Dividends, Royalties & Rents
- ☐ N/A Part 6 - Personal Notes and Lease Agreements
- ☐ N/A Part 7A - Interests in Real Property
- ☐ N/A Part 7B - Interests in Business Entities
- ☐ N/A Part 8 - Gifts
- ☐ N/A Part 9 - Trust Income
- ☐ N/A Part 10A - Blind Trusts
- ☐ N/A Part 10B - Trustee Statement
- ☐ N/A Part 11A - Assets of Business Associations
- ☐ N/A Part 11B - Liabilities of Business Associations
- ☐ N/A Part 12 - Boards and Executive Positions
- ☐ N/A Part 13 - Expenses Accepted Under Honorarium Exception
- ☐ N/A Part 14 - Interest in Business in Common with Lobbyist
- ☐ N/A Part 15 - Fees Received for Services Rendered to a Lobbyist or Lobbyist's Employer
- ☐ N/A Part 16 - Representation by Legislator Before State Agency
- ☐ N/A Part 17 - Benefits Derived from Functions Honoring Public Servant
- ☐ N/A Part 18 - Legislative Continuances

SOURCES OF OCCUPATIONAL INCOME

PART 1A

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 INFORMATION RELATES TO	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
2 EMPLOYMENT ☐ EMPLOYED BY ANOTHER	NAME AND ADDRESS OF EMPLOYER / POSITION HELD ☐ (Check If Filer's Home Address)
☐ SELF-EMPLOYED	NATURE OF OCCUPATION
INFORMATION RELATES TO	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
EMPLOYMENT ☐ EMPLOYED BY ANOTHER	NAME AND ADDRESS OF EMPLOYER / POSITION HELD ☐ (Check If Filer's Home Address)
☐ SELF-EMPLOYED	NATURE OF OCCUPATION
INFORMATION RELATES TO	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
EMPLOYMENT ☐ EMPLOYED BY ANOTHER	NAME AND ADDRESS OF EMPLOYER / POSITION HELD ☐ (Check If Filer's Home Address)
☐ SELF-EMPLOYED	NATURE OF OCCUPATION

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

RETAINERS

PART 1B

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

This section concerns fees received as a retainer by you, your spouse, or a dependent child (or by a business in which you, your spouse, or a dependent child have a "substantial interest") for a claim on future services in case of need, rather than for services on a matter specified at the time of contracting for or receiving the fee. Report information here only if the value of the work actually performed during the calendar year did not equal or exceed the value of the retainer. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 FEE RECEIVED FROM	NAME AND ADDRESS
2 FEE RECEIVED BY	NAME OF BUSINESS ☐ FILER OR FILER'S BUSINESS _____ ☐ SPOUSE OR SPOUSE'S BUSINESS _____ ☐ DEPENDENT CHILD _____ OR CHILD'S BUSINESS _____
3 FEE AMOUNT	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

FEE RECEIVED FROM	NAME AND ADDRESS
FEE RECEIVED BY	NAME OF BUSINESS ☐ FILER OR FILER'S BUSINESS _____ ☐ SPOUSE OR SPOUSE'S BUSINESS _____ ☐ DEPENDENT CHILD _____ OR CHILD'S BUSINESS _____
FEE AMOUNT	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

STOCK

PART 2

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

List each business entity in which you, your spouse, or a dependent child held or acquired stock during the calendar year and indicate the category of the number of shares held or acquired. If some or all of the stock was sold, also indicate the category of the amount of the net gain or loss realized from the sale. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 BUSINESS ENTITY	NAME
2 STOCK HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
3 NUMBER OF SHARES	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
4 IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

BUSINESS ENTITY	NAME
STOCK HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
NUMBER OF SHARES	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

BUSINESS ENTITY	NAME
STOCK HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
NUMBER OF SHARES	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

BUSINESS ENTITY	NAME
STOCK HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
NUMBER OF SHARES	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

BUSINESS ENTITY	NAME
STOCK HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
NUMBER OF SHARES	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

BONDS, NOTES & OTHER COMMERCIAL PAPER

PART 3

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

List all bonds, notes, and other commercial paper held or acquired by you, your spouse, or a dependent child during the calendar year. If sold, indicate the category of the amount of the net gain or loss realized from the sale. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 DESCRIPTION OF INSTRUMENT	
2 HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
3 IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
DESCRIPTION OF INSTRUMENT	
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
DESCRIPTION OF INSTRUMENT	
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

MUTUAL FUNDS

PART 4

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

List each mutual fund and the number of shares in that mutual fund that you, your spouse, or a dependent child held or acquired during the calendar year and indicate the category of the number of shares of mutual funds held or acquired. If some or all of the shares of a mutual fund were sold, also indicate the category of the amount of the net gain or loss realized from the sale. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 MUTUAL FUND	NAME
2 SHARES OF MUTUAL FUND HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
3 NUMBER OF SHARES OF MUTUAL FUND	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
4 IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

MUTUAL FUND	NAME
SHARES OF MUTUAL FUND HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
NUMBER OF SHARES OF MUTUAL FUND	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

MUTUAL FUND	NAME
SHARES OF MUTUAL FUND HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
NUMBER OF SHARES OF MUTUAL FUND	☐ LESS THAN 100 ☐ 100 TO 499 ☐ 500 TO 999 ☐ 1,000 TO 4,999 ☐ 5,000 TO 9,999 ☐ 10,000 OR MORE
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INCOME FROM INTEREST, DIVIDENDS, ROYALTIES & RENTS

PART 5

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

List each source of income you, your spouse, or a dependent child received *in excess of $500* that was derived from interest, dividends, royalties, and rents during the calendar year and indicate the category of the amount of the income. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 SOURCE OF INCOME	NAME AND ADDRESS
2 RECEIVED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
3 AMOUNT	☐ $500--$4,999 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
SOURCE OF INCOME	NAME AND ADDRESS
RECEIVED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
AMOUNT	☐ $500--$4,999 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
SOURCE OF INCOME	NAME AND ADDRESS
RECEIVED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
AMOUNT	☐ $500--$4,999 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

PERSONAL NOTES AND LEASE AGREEMENTS

PART 6

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Identify each guarantor of a loan and each person or financial institution to whom you, your spouse, or a dependent child had a total financial liability *of more than $1,000* in the form of a personal note or notes or lease agreement at any time during the calendar year and indicate the category of the amount of the liability. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 PERSON OR INSTITUTION HOLDING NOTE OR LEASE AGREEMENT	
2 LIABILITY OF	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
3 GUARANTOR	
4 AMOUNT	☐ $1,000--$4,999 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
PERSON OR INSTITUTION HOLDING NOTE OR LEASE AGREEMENT	
LIABILITY OF	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
GUARANTOR	
AMOUNT	☐ $1,000--$4,999 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
PERSON OR INSTITUTION HOLDING NOTE OR LEASE AGREEMENT	
LIABILITY OF	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
GUARANTOR	
AMOUNT	☐ $1,000--$4,999 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INTERESTS IN REAL PROPERTY

PART 7A

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Describe all beneficial interests in real property held or acquired by you, your spouse, or a dependent child during the calendar year. If the interest was sold, also indicate the category of the amount of the net gain or loss realized from the sale. For an explanation of "beneficial interest" and other specific directions for completing this section, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
2 STREET ADDRESS ☐ NOT AVAILABLE ☐ CHECK IF FILER'S HOME ADDRESS	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
3 DESCRIPTION ☐ LOTS ☐ ACRES	NUMBER OF LOTS OR ACRES AND NAME OF COUNTY WHERE LOCATED
4 NAMES OF PERSONS RETAINING AN INTEREST ☐ NOT APPLICABLE (SEVERED MINERAL INTEREST)	
5 IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
STREET ADDRESS ☐ NOT AVAILABLE ☐ CHECK IF FILER'S HOME ADDRESS	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
DESCRIPTION ☐ LOTS ☐ ACRES	NUMBER OF LOTS OR ACRES AND NAME OF COUNTY WHERE LOCATED
NAMES OF PERSONS RETAINING AN INTEREST ☐ NOT APPLICABLE (SEVERED MINERAL INTEREST)	
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INTERESTS IN BUSINESS ENTITIES

PART 7B

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Describe all beneficial interests in business entities held or acquired by you, your spouse, or a dependent child during the calendar year. If the interest was sold, also indicate the category of the amount of the net gain or loss realized from the sale. For an explanation of "beneficial interest" and other specific directions for completing this section, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
2 DESCRIPTION	NAME AND ADDRESS ☐ (Check If Filer's Home Address)
3 IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION	NAME AND ADDRESS ☐ (Check If Filer's Home Address)
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION	NAME AND ADDRESS ☐ (Check If Filer's Home Address)
IF SOLD ☐ NET GAIN ☐ NET LOSS	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

GIFTS

PART 8

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Identify any person or organization that has given a gift *worth more than $250* to you, your spouse, or a dependent child, and describe the gift. The description of a gift of cash or a cash equivalent, such as a negotiable instrument or gift certificate, must include a statement of the value of the gift. Do not include: 1) expenditures required to be reported by a person required to be registered as a lobbyist under chapter 305 of the Government Code; 2) political contributions reported as required by law; or 3) gifts given by a person related to the recipient within the second degree by consanguinity or affinity. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 DONOR	NAME AND ADDRESS
2 RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
3 DESCRIPTION OF GIFT	

DONOR	NAME AND ADDRESS
RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION OF GIFT	

DONOR	NAME AND ADDRESS
RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION OF GIFT	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

TRUST INCOME

PART 9

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Identify each source of income received by you, your spouse, or a dependent child as beneficiary of a trust and indicate the category of the amount of income received. Also identify each asset of the trust from which the beneficiary received *more than $500* in income, if the identity of the asset is known. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 SOURCE	NAME OF TRUST
2 BENEFICIARY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
3 INCOME	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
4 ASSETS FROM WHICH OVER $500 WAS RECEIVED ☐ UNKNOWN	
SOURCE	NAME OF TRUST
BENEFICIARY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
INCOME	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
ASSETS FROM WHICH OVER $500 WAS RECEIVED ☐ UNKNOWN	
SOURCE	NAME OF TRUST
BENEFICIARY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
INCOME	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
ASSETS FROM WHICH OVER $500 WAS RECEIVED ☐ UNKNOWN	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

BLIND TRUSTS

PART 10A

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Identify each blind trust that complies with section 572.023(c) of the Government Code. *See* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 NAME OF TRUST	
2 TRUSTEE	NAME AND ADDRESS
3 BENEFICIARY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
4 FAIR MARKET VALUE	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
5 DATE CREATED	

NAME OF TRUST	
TRUSTEE	NAME AND ADDRESS
BENEFICIARY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
FAIR MARKET VALUE	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
DATE CREATED	

NAME OF TRUST	
TRUSTEE	NAME AND ADDRESS
BENEFICIARY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
FAIR MARKET VALUE	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
DATE CREATED	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

TRUSTEE STATEMENT

PART 10B

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

An individual who is required to identify a blind trust on Part 10A of the Personal Financial Statement must submit a statement signed by the trustee of each blind trust listed on Part 10A. The portions of section 572.023 of the Government Code that relate to blind trusts are listed below.

1 NAME OF TRUST	
2 TRUSTEE NAME	
3 FILER ON WHOSE BEHALF STATEMENT IS BEING FILED	NAME
4 TRUSTEE STATEMENT	I affirm, under penalty of perjury, that I have not revealed any information to the beneficiary of this trust except information that may be disclosed under section 572.023 (b)(8) of the Government Code and that to the best of my knowledge, the trust complies with section 572.023 of the Government Code. _____ Trustee Signature

§ 572.023. Contents of Financial Statement in General

(b) The account of financial activity consists of:

(8) identification of the source and the category of the amount of all income received as beneficiary of a trust, other than a blind trust that complies with Subsection (c), and identification of each trust asset, if known to the beneficiary, from which income was received by the beneficiary in excess of $500;

(14) identification of each blind trust that complies with Subsection (c), including:

(A) the category of the fair market value of the trust;

(B) the date the trust was created;

(C) the name and address of the trustee; and

(D) a statement signed by the trustee, under penalty of perjury, stating that:

(i) the trustee has not revealed any information to the individual, except information that may be disclosed under Subdivision (8); and

(ii) to the best of the trustee's knowledge, the trust complies with this section.

(c) For purposes of Subsections (b)(8) and (14), a blind trust is a trust as to which:

(1) the trustee:

(A) is a disinterested party;

(B) is not the individual;

(C) is not required to register as a lobbyist under Chapter 305;

(D) is not a public officer or public employee; and

(E) was not appointed to public office by the individual or by a public officer or public employee the individual supervises; and

(2) the trustee has complete discretion to manage the trust, including the power to dispose of and acquire trust assets without consulting or notifying the individual.

(d) If a blind trust under Subsection (c) is revoked while the individual is subject to this subchapter, the individual must file an amendment to the individual's most recent financial statement, disclosing the date of revocation and the previously unreported value by category of each asset and the income derived from each asset.

ASSETS OF BUSINESS ASSOCIATIONS

PART 11A

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Describe all assets of each corporation, firm, partnership, limited partnership, limited liability partnership, professional corporation, professional association, joint venture, or other business association in which you, your spouse, or a dependent child held, acquired, or sold 50 percent or more of the outstanding ownership and indicate the category of the amount of the assets. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 BUSINESS ASSOCIATION	NAME AND ADDRESS ☐ (Check If Filer's Home Address)	
2 BUSINESS TYPE		
3 HELD, ACQUIRED, OR SOLD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD ———	
4 ASSETS	DESCRIPTION	CATEGORY
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

LIABILITIES OF BUSINESS ASSOCIATIONS

PART 11B

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Describe all liabilities of each corporation, firm, partnership, limited partnership, limited liability partnership, professional corporation, professional association, joint venture, or other business association in which you, your spouse, or a dependent child held, acquired, or sold 50 percent or more of the outstanding ownership and indicate the category of the amount of the assets. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 BUSINESS ASSOCIATION	NAME AND ADDRESS ☐ (Check If Filer's Home Address)	
2 BUSINESS TYPE		
3 HELD, ACQUIRED, OR SOLD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD ———	
4 LIABILITIES	DESCRIPTION	CATEGORY
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
		☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

BOARDS AND EXECUTIVE POSITIONS

PART 12

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

List all boards of directors of which you, your spouse, or a dependent child are a member and all executive positions you, your spouse, or a dependent child hold in corporations, firms, partnerships, limited partnerships, limited liability partnerships, professional corporations, professional associations, joint ventures, other business associations, or proprietorships, stating the name of the organization and the position held. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Cover Sheet.

1 ORGANIZATION	
2 POSITION HELD	
3 POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION	
POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION	
POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION	
POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION	
POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

EXPENSES ACCEPTED UNDER HONORARIUM EXCEPTION PART 13

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Identify any person who provided you with necessary transportation, meals, or lodging, as permitted under section 36.07(b) of the Penal Code, in connection with a conference or similar event in which you rendered services, such as addressing an audience or participating in a seminar, that were more than perfunctory. Also provide the amount of the expenditures on transportation, meals, or lodging. You are not required to include items you have already reported as political contributions on a campaign finance report, or expenditures required to be reported by a lobbyist under the lobby law (chapter 305 of the Government Code). For more information, *see* FORM PFS--INSTRUCTION GUIDE.

1 PROVIDER	NAME AND ADDRESS
2 AMOUNT	
PROVIDER	NAME AND ADDRESS
AMOUNT	
PROVIDER	NAME AND ADDRESS
AMOUNT	
PROVIDER	NAME AND ADDRESS
AMOUNT	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INTEREST IN BUSINESS IN COMMON WITH LOBBYIST

PART 14

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Identify each corporation, firm, partnership, limited partnership, limited liability partnership, professional corporation, professional association, joint venture, or other business association, other than a publicly-held corporation, in which you, your spouse, or a dependent child, and a person registered as a lobbyist under chapter 305 of the Government Code that both have an interest. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

1 BUSINESS ENTITY	NAME AND ADDRESS
2 INTEREST HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
BUSINESS ENTITY	NAME AND ADDRESS
INTEREST HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
BUSINESS ENTITY	NAME AND ADDRESS
INTEREST HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
BUSINESS ENTITY	NAME AND ADDRESS
INTEREST HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
BUSINESS ENTITY	NAME AND ADDRESS
INTEREST HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

FEES RECEIVED FOR SERVICES RENDERED TO A LOBBYIST OR LOBBYIST'S EMPLOYER

PART 15

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Report any fee you received for providing services to or on behalf of a person required to be registered as a lobbyist under chapter 305 of the Government Code, or for providing services to or on behalf of a person you actually know directly compensates or reimburses a person required to be registered as a lobbyist. Report the name of each person or entity for which the services were provided, and indicate the category of the amount of each fee. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

1 PERSON OR ENTITY FOR WHOM SERVICES WERE PROVIDED	
2 FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
PERSON OR ENTITY FOR WHOM SERVICES WERE PROVIDED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
PERSON OR ENTITY FOR WHOM SERVICES WERE PROVIDED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
PERSON OR ENTITY FOR WHOM SERVICES WERE PROVIDED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
PERSON OR ENTITY FOR WHOM SERVICES WERE PROVIDED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
PERSON OR ENTITY FOR WHOM SERVICES WERE PROVIDED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

REPRESENTATION BY LEGISLATOR BEFORE STATE AGENCY

PART 16

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

This section applies only to members of the Texas Legislature. A member of the Texas Legislature who represents a person for compensation before a state agency in the executive branch must provide the name of the agency, the name of the person represented, and the category of the amount of the fee received for the representation. For more information, see FORM PFS--INSTRUCTION GUIDE.

Note: Beginning September 1, 2003, legislators may not, for compensation, represent another person before a state agency in the executive branch. The prohibition does not apply if: (1) the representation is pursuant to an attorney/client relationship in a criminal law matter; (2) the representation involves the filing of documents that involve only ministerial acts on the part of the agency; or (3) the representation is in regard to a matter for which the legislator was hired before September 1, 2003.

1 STATE AGENCY	
2 PERSON REPRESENTED	
3 FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
STATE AGENCY	
PERSON REPRESENTED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
STATE AGENCY	
PERSON REPRESENTED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE
STATE AGENCY	
PERSON REPRESENTED	
FEE CATEGORY	☐ LESS THAN $5,000 ☐ $5,000--$9,999 ☐ $10,000--$24,999 ☐ $25,000--OR MORE

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

BENEFITS DERIVED FROM FUNCTIONS HONORING PUBLIC SERVANT

PART 17

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Section 36.10 of the Penal Code provides that the gift prohibitions set out in section 36.08 of the Penal Code do not apply to a benefit derived from a function in honor or appreciation of a public servant required to file a statement under chapter 572 of the Government Code or title 15 of the Election Code if the benefit and the source of any benefit over $50 in value are: 1) reported in the statement and 2) the benefit is used solely to defray expenses that accrue in the performance of duties or activities in connection with the office which are nonreimbursable by the state or a political subdivision. If such a benefit is received and is not reported by the public servant under title 15 of the Election Code, the benefit is reportable here. For more information, *see* FORM PFS--INSTRUCTION GUIDE.

1 SOURCE OF BENEFIT	NAME AND ADDRESS
2 BENEFIT	
SOURCE OF BENEFIT	NAME AND ADDRESS
BENEFIT	
SOURCE OF BENEFIT	NAME AND ADDRESS
BENEFIT	
SOURCE OF BENEFIT	NAME AND ADDRESS
BENEFIT	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

LEGISLATIVE CONTINUANCES

PART 18

If the requested information is not applicable, indicate that on Page 2 of the Cover Sheet, ***and do NOT include this page in the report.***

Identify any legislative continuance that you have applied for or obtained under section 30.003 of the Civil Practice and Remedies Code, or under another law or rule that requires or permits a court to grant continuances on the grounds that an attorney for a party is a member or member-elect of the legislature.

1 NAME OF PARTY REPRESENTED	
2 DATE RETAINED	
3 STYLE, CAUSE NUMBER, COURT & JURISDICTION	
4 DATE OF CONTINUANCE APPLICATION	
5 WAS CONTINUANCE GRANTED?	☐ YES ☐ NO
NAME OF PARTY REPRESENTED	
DATE RETAINED	
STYLE, CAUSE NUMBER, COURT, & JURISDICTION	
DATE OF CONTINUANCE APPLICATION	
WAS CONTINUANCE GRANTED?	☐ YES ☐ NO

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

PERSONAL FINANCIAL STATEMENT AFFIDAVIT

The law requires the personal financial statement to be verified. The verification page must have the signature of the individual required to file the personal financial statement, as well as the signature and stamp or seal of office of a notary public or other person authorized by law to administer oaths and affirmations. Without proper verification, the statement is not considered filed.

I swear, or affirm, under penalty of perjury, that this financial statement covers calendar year ending December 31, 2012, and is true and correct and includes all information required to be reported by me under chapter 572 of the Government Code.

_____

Signature of Filer

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20 _____ , to certify which, witness my hand and seal of office.

_____

Signature of officer administering oath | Print name of officer administering oath | Title of officer administering oath

ACKNOWLEDGMENT OF RECEIPT

CITY OF HOUSTON
GENERAL ELECTION TO BE HELD NOVEMBER 5, 2013

Immediately upon receipt of the election packet, please complete this form acknowledging that you have received the items listed below. Please return this completed form to the Mayor's Office along with your application for a place on the ballot or your declaration of write-in candidacy.

NAME OF CANDIDATE _____
(Please Print)

OFFICE SOUGHT _____

I hereby acknowledge that I received the following documents:

1) Copy of Personal Financial Statement **to be filed with the City Secretary** on or before September 16, 2013. Local Gov. Code §145.004(a); §18-21(c), City of Houston Code of Ordinances.

2) Information concerning solicitation and acceptance of campaign contributions.

_____
Printed Name of Individual
Receiving Documents

_____
Signature of Individual Receiving
Documents

_____
Date of Receipt

CANDIDATE CONTACT INFORMATION
(ALL INFORMATION IS VOLUNTARY)

Please Print All Information Clearly

Return this form to the Mayor's Office

NAME OF CANDIDATE
OFFICE SOUGHT
CANDIDATE'S MAILING ADDRESS _____ _____ _____ **Street Address** **City, State** **Zip Code**
CANDIDATE'S TELEPHONE NUMBER
CANDIDATE'S EMAIL ADDRESS
OTHER CONTACT INFORMATION

I am voluntarily submitting the above contact information so that it may be provided to the public and the media.

_____
Candidate's Signature

_____
Date

ARE YOU A CURRENT OR FORMER CITY OF HOUSTON EMPLOYEE? ____YES ____NO

ARE YOU A CURRENT OR FORMER PEACE OFFICER AS DEFINED BY ARTICLE 2.12 OF THE CODE OF CRIMINAL PROCEDURE? ____YES ____NO