

Exhibit C

City of San Antonio Council Aides Corporation Employee Terms and Acknowledgements

The City of San Antonio Council Aides Corporation (Corporation) Employees are subject to the following employment terms and conditions:

- I. At-Will Employment Status.** Employees of the Corporation acknowledge they are At-Will not subject to Municipal Civil Service. Unless terminated earlier, their term of employment ends upon the election of a new Council member in their district. Employees acknowledge that if their employing Council member is term limited, does not seek re-election or is not re-elected, said employee will be placed in a hold-over status utilizing their annual leave or leave without pay until it is determined that said employee is not being selected for a position anywhere within the LGC, regardless of the City Council District. Employment is terminable by either Corporation or employee at any time for any reason;
- II. Nondisclosure Noncompete.** Employee agrees that while employed by the Corporation, Employee will not, directly or indirectly, as an employee, agent, proprietor, partner, broker, stockholder, officer, director, or otherwise, render any services to, or on their own behalf engage in or own a part or all of any business, enterprise or development, in conflict with the official duties of the Corporation. Employee further expressly agrees that Employee will not use for their own benefit or disclose to any person confidential information of the Corporation of any kind or character learned while acting as an Employee of the Corporation without the prior written consent of the Corporation.

Property Rights of Corporation. All constituent letters, reports, requests for service and all records of the services performed, any other records and books relating in any manner whatsoever to constituent services are official records and the exclusive property of the Corporation. Upon the termination of employment all such books, records and documents shall remain with the Corporation.

- III. Ethics Code.** Employee understands and agrees that he or she is bound to comply with the provisions of the Ethics Code of the City of San Antonio and further acknowledges that no political or campaign activities can be performed during normal work hours. Employee may participate in political activities commonly associated with and within the scope of political activities of the Corporation or an individual council member, provided such activities do not take place during duty hours. City equipment and resources provided to Employee for use in performing job duties of the Corporation shall not be used directly or indirectly in connection with the political activities commonly associated with and within the scope of political activities of the Corporation or any individual council member.

IV. Professional Communications. Employee agrees to provide prompt, courteous, efficient, and professional efforts in performance of job duties.

V. Social Media. Employee shall not use social media, or any other communication, to discuss work-related issues or confidential information gained through his/her position. Employee shall exercise good judgment when using social media on and off duty, including when posting pictures or audio files, and will not portray the City of San Antonio or any elected or appointed official in a derogatory, disrespectful, harassing or threatening manner. Employee understands that his or her conduct potentially reflects on the Corporation and elected officials, and will exercise prudent care with all social media communications to reflect the respect and public trust of the position.

VI. RESERVED

EMPLOYEE WARRANTS THAT HE/SHE HAS READ THIS EXHIBIT C CITY OF SAN ANTONIO COUNCIL AIDES CORPORATION EMPLOYEE TERMS AND ACKNOWLEDGEMENTS, UNDERSTANDS ITS CONTENTS PRIOR TO SIGNING THIS ACKNOWLEDGEMENT AND KNOWINGLY AGREES TO THE TERMS AND CONDITIONS OF CORPORATION EMPLOYMENT UPON HIS/HER OWN FREE WILL.

EMPLOYEE