

**OUTSIDE EMPLOYMENT POLICY OF THE SWEETWATER ENTERPRISE FOR
ECONOMIC DEVELOPMENT MUNICIPAL DEVELOPMENT DISTRICT
DATED May 12, 2025**

**Article I
Purpose**

A. The purpose of this Outside Employment Policy of the Sweetwater Enterprise for Economic Development Municipal Development District (the “**Policy**”) is to ensure transparency, protect public trust, and prevent real or perceived conflicts of interest related to employees of the Sweetwater Enterprise for Economic Development Municipal Development District (hereinafter “**SED**”) who chose, within their own discretion, to seek additional employment with third parties unrelated to SED or the City of Sweetwater, Texas.

B. It is the general policy of SED that employees may seek and obtain outside employment provided that outside work does not interfere with their performance or their ability to meet the requirements of employment with SED, as those requirements may be modified from time to time.

C. Outside employment that constitutes a conflict of interest, as defined by the policies of SED and applicable law, is prohibited.

D. Nothing in this policy is intended to, nor shall it, modify the status of the undersigned’s at-will employment status, nor shall it limit SED’s right to request that the undersigned terminate outside employment if, in the sole discretion of SED, such outside employment interferes with the employee’s duties, with the good will and reputation of SED, or otherwise negatively impacts the operations of SED.

**Article II
Restriction on Outside Employment**

A. *Dedicated Hours.* Unless the undersigned has requested and been granted paid time off, vacation, leave, or other similar dispensation by his or her immediate supervisor, all outside employment must occur outside of the regular business SED, being between 8:30 a.m. and 5:00 p.m. Monday through Friday, except on holidays as designated by the City of Sweetwater, Texas. For the purpose of the restrictions in this Article II, the restriction on outside employment during SED’s business hours includes both in person and remote work.

B. *Use of SED Resources.* The undersigned may not use SED resources, including, but not limited to, computers, telephones, fax machines, vehicles, stationary, business cards, other equipment, email, office space, and/or proprietary information for any work unrelated to the duties assigned to the employee by SED. Additionally, the undersigned is strictly prohibited from utilizing his or her position and/or affiliation with SED with respect to the promotion or marketing of his or her services except as to duties specifically assigned by SED.

Article IV
Confidentiality & Conflicts

The undersigned affirms and acknowledges that his or her obligations with respect to the SED's Conflicts of Interest Policy, the terms of which are incorporated herein for all purposes, and his or her confidentiality requirements shall remain in effect with respect to outside employment.

Article V
Enforcement & Violations

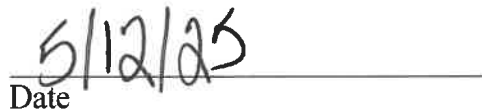
The undersigned acknowledges that failure to comply with this Policy may result in disciplinary action, up to and including termination of employment with SED.



Ethan Whittenburg
Marketing & Business Development Manager



Printed Name



Date