

A GUIDE
FOR LOCAL GOVERNMENT OFFICERS
Do you need to file Texas Ethics Commission Form CIS
Conflicts Disclosure Statement?

Chapter 176 of the Texas Local Government Code requires a Local Government Officer (“Officer”) to file the Conflicts Disclosure Statement prepared by the Texas Ethics Commission (Form CIS) with respect to a vendor if the vendor has certain business and/or family relationships with the officer/family member of officer of the City of Corpus Christi or if the vendor has given any gifts exceeding \$100 in the aggregate to an officer or a family member of an officer.

Disclaimer: The following is provided for information purposes only to help you determine if you need to file Form CIS. It is recommended that you consult your own legal advisor if you have questions regarding the statute or the form.

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FOR LOCAL GOVERNMENT OFFICERS OF THE CITY OF CORPUS CHRISTI
“Do I need to file Form CIS?” QUESTIONNAIRE

“Local Government Officer” or “Officer” means a member of the governing body; a director, superintendent, administrator, president or other person designated as the executive officer of a governmental entity; an agent (the term includes employee) of a governmental entity who exercises discretion in the planning, recommending, selecting or contracting of a vendor.

1. Do you or your [family member](#) have an employment or other business relationship with a vendor of the City of Corpus Christi that resulted in you or your [family member](#) receiving \$2500 or more in taxable income within the 12 months from the date you became aware of a contract between the City and the vendor or within the 12 months from the date the officer became aware that the City is considering entering into a contract with the vendor? Taxable income does not include interest, dividends or capital gains generated from a bank account, investments or a loan.

A [family member](#) means related to another within the 1st degree by blood (i.e. parent/child) or marriage (i.e. spouse/father-in-law/son-in-law/step-child/daughter-in-law/mother-in-law)

A vendor means a person who enters or seeks to enter into a contract with the City of Corpus Christi. The term includes an agent of a vendor or employee of a state agency when that individual is acting in a private capacity to enter into a contract.

No (Go to #2) **Yes** (Go to #4 - File CIS)

2. Have you or your [family member](#) received one or more gifts with a total value exceeding \$100.00 from a vendor within the 12 months preceding the date you become aware of a contract between the City and the vendor or within the 12 months preceding the date you become aware that the City is considering entering in a contract with the vendor?

A gift is a benefit offered by a person and includes food, lodging, transportation and/or entertainment. The term does not include a benefit offered on account of kinship or a personal, professional or business relationship. The term “gift” does not include food accepted as a guest by a local government officer. The term “gift” does not include a political contribution as defined by Title 15, Election Code.

No (Go to #3) **Yes** (Go to #4 File CIS)

3. Do you have a [family relationship](#) with a vendor?

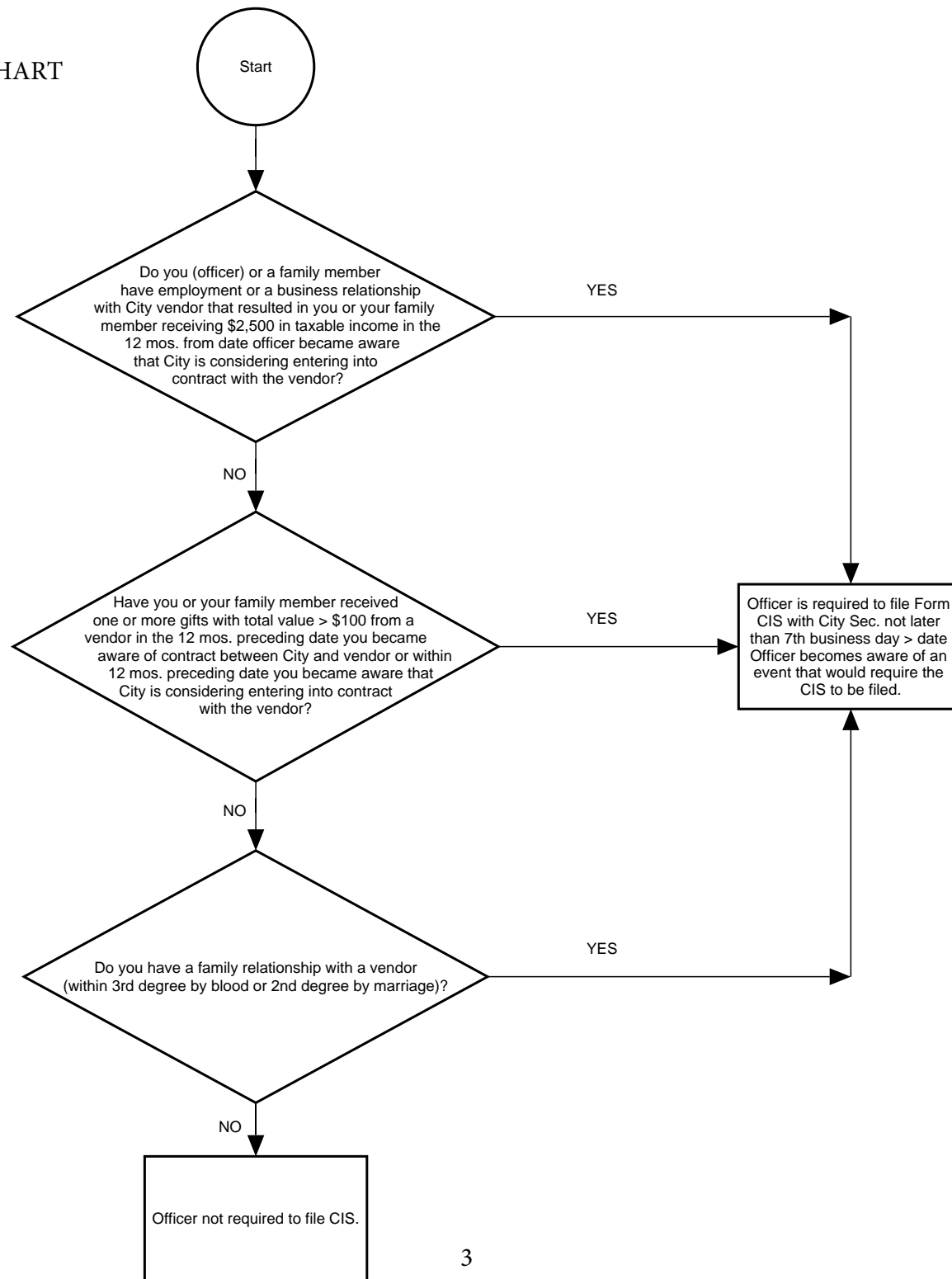
[Family relationship](#) means a relationship between a person and another person within the 3rd degree by blood or 2nd degree by marriage.

No (Go to #5) **Yes** (Go to #4 File CIS)

4. The [Officer](#) is required to file Form CIS with the City Secretary not later than 5 p.m. on the 7th business day after the date the [Officer](#) becomes aware of an event that would require the CIS to be filed.

5. End. The Officer may not be required to file Form CIS.

“Do I need to file Form CIS?” FLOWCHART

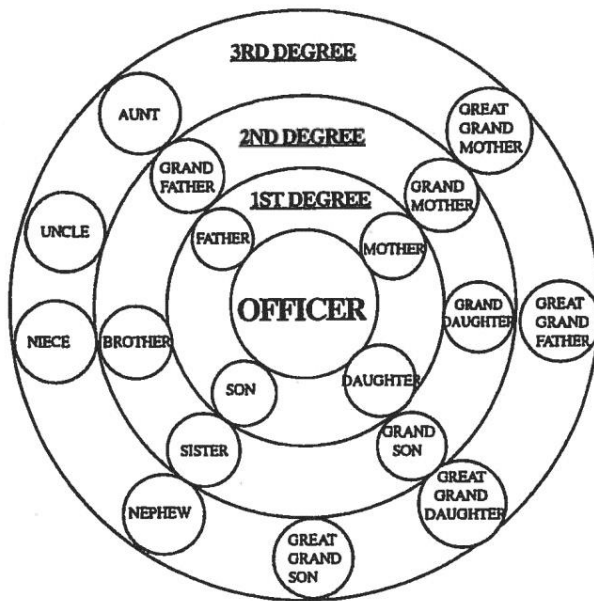


FAMILY RELATIONSHIPS

Family member: Person related to another person within the 1st degree by consanguinity or affinity.

Family relationship: Person related to another person within the 3rd degree by consanguinity or 2nd degree by affinity.

**Consanguinity Kinship Chart
(Relationship by Blood)**



**Affinity Kinship Chart
(Relationship by Marriage)**



LIST OF CITY OFFICIALS 11-2-2015

Department	Positions	Name
Mayor and City Council	Mayor	Nelda Martinez
	Council Member At-Large	Chad Magill
	Council Member At-Large	Lillian Riojas
	Council Member At-Large	Mark Scott
	Council Member District 1	Carolyn Vaughn
	Council Member District 2	Brian Rosas
	Council Member District 3	Lucy Rubio
	Council Member District 4	Colleen McIntyre
	Council Member District 5	Rudy Garza
City Manager	City Manager	Ronald L. Olson
	Deputy City Manager	Margie C. Rose
	ACM Public Works & Utilities	Gustavo Gonzalez
	ACM Safety & Health	Susan K. Thorpe
	ACM General Government	Wes Pierson
Airport	Director	Fred Segundo
	Assistant Director	Mario Tapia
	Operations Manager	Carl Gross
	Finance Manager	Louis Lares
	PR/Marketing Manager	Kim Bridger-Hunt
	Sr. Project Manager	Victor Gonzalez
	Facilities Manager	Gary Williams
	Public Safety Chief	John Hyland
Budget	Assistant Director	Eddie Houlihan
City Auditor	City Auditor	Arlena Sones
City Secretary	City Secretary	Rebecca Huerta
	Assistant City Secretary	Paul Pierce
Communications, Media Relations, & eGovernment	Director	Kim Womack
Development Services	Director	Dan Grimsbo
	Asst. Director of Development Services	Julio Dimas
	Building Official	Gene Delauro
	Finance and Resource Mgmt. Superintendent	Margaret Castaneda
Engineering Services	Director	Jeffrey Edmonds
	Assistant Director of Support Services	Aurora Parlamas
Environmental & Strategic Initiatives	Asst. Director of Environmental and Strategic Initiatives	Daniel McGinn
	Environmental Programs Specialist	Sharon Bailey Lewis
	Project Manager, Water Resources	Brent Clayton

Department	Positions	Name
Facilities Maintenance	Director of Facilities	Carlos Gonzalez
	Assistant Director Facilities	Ivan Luna
	Operations Superintendent	Andres Gonzalez
	Work Coordinator	Paul Chatman
	Majors Project Engineer	Grace Gonzalez
	Planner/Scheduler	Gina Sanchez
	Architectural Designer	Ingrid Marin
	Architectural Technician	Romy Greaves
	Engineer (2)	Joel Salinas
		Marcus Flores
	Carpenter/Joiner (2)	Mark Schuman
		Artie Swails
	Journeyman Electrician (2)	Alonso Gutierrez
		Kenneth Keiser
	A/C Maintenance Mechanic	Paul Rodriguez
	Journeyman Plumber	Rudy Soliz
	Custodial Worker	Geraldo Vedia
Building Maintenance Technician (2)	Rick de la Paz	
Master Building Maintenance Supervisor	Santiago Sanchez	
	Adrian Lopez	
	Willis Hand	
Financial Services	Director of Financial Services	Constance Sanchez
	Assistant Director of Financial Services	Alma Iris Casas
	<u>Purchasing</u>	
	Procurement Manager	Maria Pedraza
	Senior Buyer	Jeannette Tijerina
	Buyers (3)	Roberta Ortiz
	Ruth Brown	
	Rebecca Jeffcoat	
Fire	Fire Chief	Robert Rocha
	Deputy Fire Chief	Richie Quintero
	Asst. Chief - Fire Prevention	Andrew Cardiel
	Asst. Chief - Training and Safety	Jose L. Gonzalez
	Asst. Chief - Operations	Randy Paige
	Asst. Chief - Logistical Support	Rick Trevino
	Emergency Management Coordinator	Billy Delgado
	Executive Assistant to Fire Chief	Monette Toungate
Fleet Maintenance	<i>See Financial Services:</i> Purchasing Division handles all purchases	

Department	Positions	Name	
Gas	Director of Gas Operations	Deborah Marroquin	
	Interim Assistant Director of Gas Operations	Gabriel Hinojosa	
	Interim Construction Superintendent	Keith Rodriguez	
	Work Coordinator (4)	Santiago Salinas John Miranda Jaime Luna Hector Puebla	
	Management Aide (2)	Maria Morales Esther Anzaldua	
	General Foreman (2)	Rey Chavez John Flores	
	Petroleum Superintendent Maintenance & Operations Superintendent	Jesse Cantu Sergio Luna	
	Finance & Resource Management Superintendent	Nicole Canales	
	Marketing Representative (2)	Israel Salinas Melissa Espitia	
	Health	Director	Annette Rodriguez
		Assistant Director <u>Prevention Division</u>	William Milan Uhlarik
		STD/HIV Clinic Program Manager	Andrea Hanner
Women's Health Services Medical Supervisor		Krystal Walker	
<u>Protection Division</u>			
Laboratory Quality Manager		Angela Flores	
Nurse Family Partnership Manager		Ashley Drillen	
WIC Program Manager		Christina Zamarripa	
<u>Promotions Division</u>			
Environmental & Consumer Health Services Manager		Isidoro Prado	
1115 Waiver Sr. Nurse Practitioner		Amy Baressi	
1115 Waiver Childhood Obesity Animal Care Services Program Manager		Cheryl Dietz Ramon Herrera	
<u>Support Services Division</u>			
Health Education Specialist		Noelia Rodriguez	
Accounting Supervisor		Blandina Costley	
Vital Statistics Sr. Account Clerk	Tere Escalante		
Housing and Community Development	Director	Eddie Ortega	
Human Resources	Director	Yasmine Chapman	

Department	Positions	Name
Intergovernmental Relations	Director	Tom Tagliabue
Legal	City Attorney Assistant City Attorney Assistant City Attorney Assistant City Attorney Assistant City Attorney Assistant City Attorney Human Relations Administrator Interim Risk Manager	Miles Risley Lisa Aguilar Joseph "Buck" Brice Mark DeKoch Roxana Stevens Veronica Ocanas Sylvia Wilson David Solis
Library	Director Senior Management Assistant Technology Manager	Laura Garcia Gabriela Salazar Alex Hatley
Marina	Marina Superintendent	Peter Davidson
MIS	Director of Information Systems Asst. Director of Information Systems Database Administrator Application Specialist (4) Functional Analyst (2) IT Application Manager IT Business Operations Manager IT End-User Computing Manager IT Infrastructure Manager IT Program Coordinator (5) IT Public Safety Manager IT Team Coordinator (2) Network Administrator (3) Sr. Application Specialist (10)	Belinda Mercado Connie Burns Joe Douglas Ernest Arrellano Roberto Elizade Alicia Soto Ricky Strickland Bertha Garcia Herlinda Sanchez Frank Bailey Ronald Sepulveda Frank De Los Santos David Trevino Tracy Andreadis Ronald Dubuque Francisco Franco Robert Jones Larry Messer Philip Sepaugh Brenda Herring Gloria Posada Robert Robles Raul Rodriguez Jason Schulder Bill Burnham Wendy Contreras Andrew Horner Holly Houghton James Martin Omar Mendoza Jaime Ovalle

Department	Positions	Name
	Sr. Functional Analyst (2)	Randy Schwirtlich Warren Tyree Gabriel Venegas Michael Hernandez Ernest Meyer
	Sr. Network Administrator Sr. System Specialist (2)	Dan Shelton Jesse Carmona Charles Nicholson
	Systems Specialist (5)	Samit Bhakta Tim Hauck Greg Johnson Robert Oman Israel Ybarra
	Technical Specialist (15)	Elroy Ayala Jared Brackin Gabriel Cuellar Joe Gonzales Jacob Hadden Debra Hamaker Jeff Latham Daniel Miles Rey Narvaez Ozzy Perez Oscar Pineda Gabriel Puente Richard Soliz Andrew Sutherland Kevin Watson
Municipal Court Administration	Director Assistant Director City Marshal Detention Center Manager	Kimberly Jozwiak Terry Teri Hubert Archambo Keane Monroe
Parks and Recreation	Director Assistant Director Arts/Administration Superintendent Senior Community Services Superintendent Program Services Superintendent Juvenile Assessment Center Superintendent Parks Operations Superintendent Interim Beach Operations Superintendent	Jay Ellington Stacie Talbert Reba George Lisa Oliver Rosie Canales David Prado Joshua Wentworth Russell Armstrong
Police	Interim Police Chief Asst. Chief of Administration	Mike Markle Mark Gutierrez

Department	Positions	Name
	Asst. Chief of Investigations Police Management Services Director Senior Management Analyst	Mark Schauer Pat Eldridge Olga Plomarity
Public Works	Executive Director	Valerie Gray
Solid Waste	<u>Administration</u> Director Superintendent of Administration Administrative Manager Systems Support Coordinator	Lawrence Mikolajczyk Paul Bass Patricia Gomez Norma Salinas
	<u>Program Outreach</u> Program Outreach Coordinator <u>Brush Department & J.C. Elliott</u> Brush Collection Superintendent Planner/Scheduler Sanitation Foremen (2)	Celina Pulcher Clarence Clark Gilbert Montoya Samuel Vasquez Johnny Garcia
	<u>Collections</u> Waste Collection Superintendent Collections Coordinator <u>Cefe & J.C. Elliott Landfill</u> Landfill Manager (Cefe & Elliott) Heavy Equipment Operator Methane Gas Technician	Jamie Flores Richard Renteria Tony Benavides Fred Flores Glen Orr
Strategic Management	Assistant Director Strategic Mgmt. & Budget Manager	Sandra Thaxton Steve Klepper
Street Operations	Interim Director Asst. Director of Street Planning City Traffic Engineer Assistant Traffic Engineer Traffic Signals Superintendent Work Coordinator (2) Sr. Management Assistant Senior Engineer	Andres Leal, Jr. Edgar Leonard Raymond Chong Renee Couture Tony Salinas Charlie Brooks Alfonso Davila Lucia Gallegos Mai-Theresa Bernal
Utilities	Executive Director Finance & Resource Management Superintendent Major Project Engineer Operations Superintendent Project Manager Utilities System Manager Wastewater Treatment Superintendent	Mark Van Vleck M.P. Sudhakaran Temple Williamson Wes Nebgen Luis Vargas Rafael Martinez Gerald Garcia Mike Olivarez

Department	Positions	Name
	Water Distribution System Superintendent Water Quality Manager	Gabriel Ramirez