

# CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

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1 Name of person doing business with local governmental entity.

U. U. Housing Assistance Corporation

2

Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3

Describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.

Definitions:

1. employee of the local government entity – Analyst employed by the City of San Antonio's Department of Grants Management and Administration
2. local government officer of the local government – (1) City Council, the governing body, (2) City Manager, the administrator. The City Manager has assistant city managers and department heads.

UUHAC has contracts with the City's Department of Grants Management and Administration to provide housing assistance to low-income persons. The Department assigns an analyst. The Analyst advises UUHAC staff on carrying out the contracts and reviews the invoices submitted by UUHAC to pay for costs incurred according to the contracts. The Analyst makes recommendations on payment of these invoices to his superiors in the City's housing and finance departments. UUHAC has no contact with City staff other than the performance of the contracts. The City Council does approve funding but is not involved in any day-to-day operations or decisions of UUHAC. The funds received through these contracts are used for administrative expenses, professional services and the payment of home repair contractors. Those offering professional services are contracted with after competitive search and have no relationship with the City regarding UUHAC contracts, to our knowledge. Contractors are hired by the home owners through a federally-approved competitive bidding process and must state that there is no conflict of interest.

4

Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.

To our knowledge, UUHAC has no affiliation or business relationship with a person who is a local government officer other than as stated above.

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Page 2

**5** Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or business relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

Yes  No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?

Yes  No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes  No

D. Describe each affiliation or business relationship.

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**6** Describe any other affiliation or business relationship that might cause a conflict of interest.

To our knowledge, UUHAC has no other affiliation or business relationship that might cause a conflict of interest.

**7**

Jane Kachlik, Board President

Signature of person doing business with the governmental entity

11/7/06

Date