

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

FORM CIS

(Instructions for completing and filing this form are provided on the next page.)

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.

OFFICE USE ONLY

Date Received

1 Name of Local Government Officer
Grace Mueller

2 Office Held
District 3 School Board of Trustees

3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code

4 Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.

5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).

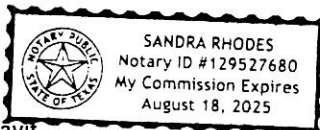
Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

(attach additional forms as necessary)

6 SIGNATURE I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.



Grace Mueller
Signature of Local Government Officer

Please complete either option below:

(1) Affidavit

NOTARY STAMP / SEAL

Sworn to and subscribed before me by Grace Mueller this the 28th day of November, 2023, to certify which, witness my hand and seal of office.

Sandra Rhodes

Petra Nancy Ramirez

Sandra Rhodes

Notary Public

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

OR

(2) Unsworn Declaration

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

Signature of Local Government Officer (Declarant)

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

- 1. Name of Local Government Officer.** Enter the name of the local government officer filing this statement.
- 2. Office Held.** Enter the name of the office held by the local government officer filing this statement.
- 3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, if the vendor: a) has an employment or other business relationship with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code; b) has given to the local government officer or a family member of the officer one or more gifts as described by Section 176.003(a)(2)(B), Local Government Code; or c) has a family relationship with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 4. Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.** Describe the nature and extent of the employment or other business relationship the vendor has with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code, and each family relationship the vendor has with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100.** List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.
- 6. Signature.** Signature of local government officer. Complete this section after you finish the rest of this report. You have the option to either: (1) take the completed form to a notary public where you will sign above the first line that says "Signature of Local Government Officer" (an electronic signature is not acceptable) and your signature will be notarized, or (2) sign above both lines that say "Signature of Local Government Officer (Declarant)" (an electronic signature is not acceptable), and fill out the unsworn declaration section.

Local Government Code § 176.001(2-a): "Family relationship" means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code.

Local Government Code § 176.003(a)(2)(A):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

**AFFIDAVIT DISCLOSING SUBSTANTIAL INTEREST IN A
BUSINESS ENTITY OR REAL PROPERTY**

STATE OF TEXAS

COUNTY OF GUADALUPE _____(name)

I, Grace Mueller _____(name), as a local public official of
Seguin Independent School District _____(name), make this affidavit and on my
oath state the following:

1. ☒ I, or a person(s) related to me in the first degree, do not have a substantial interest in:

(a) any business entity, as those terms are defined in Local Government Code
Sections 171.001–.002, that would experience a special economic effect
distinguishable from its effect on the public by a vote or decision of the Board.

AND

(b) any real property for which it is reasonably foreseeable that the Board's action or
my action will have a special economic effect on the value of the property
distinguishable from its effect on the public.

2. I, or a person(s) related to me in the first degree, have a substantial interest in:

☐ a business entity, as those terms are defined in Local Government Code Sections
171.001–.002, that would experience a special economic effect distinguishable
from its effect on the public by a vote or decision of the Board.

OR

☐ real property for which it is reasonably foreseeable that the Board's action or my
action will have a special economic effect on the value of the property distinguishable
from its effect on the public.

3. The business entity or real property is

(name/address of business or description of property).

_____ ("I" or name of relative and relationship) (have)(has) a
substantial interest in this business entity or real property as follows:

(Check all that apply.)

☐ Ownership of ten percent or more of the voting stock or shares of the business
entity.

☐ Ownership of ten percent or more of the fair market value of the business entity.

☐ Ownership of \$15,000 or more of the fair market value of the business entity.

☐ Funds received from the business entity exceed ten percent of _____(my,
her, his) gross income for the previous year.

☐ Real property is involved and _____(I, she, he) (have)(has) an equitable
or legal ownership with a fair market value of \$2,500 or more.

ETHICS
CONFLICT OF INTEREST DISCLOSURES

4. The statements in this affidavit are based on my personal knowledge and are true and correct.
5. Upon the filing of this affidavit with the Board's official record keeper, I affirm that I will abstain from participation in any decision involving this business entity or real property, unless permitted according to Local Government Code 171.004(c).

Signed: *Jan Muelle* 11/28/2023
(date)

Signature of official: _____

Title: District 3 School Board Trustee

STATE OF TEXAS
COUNTY OF GUADALUPE (name)

Sworn to and subscribed before me on this 28th (date) day of
November (month), 2023 (year).

Sandra Rhodes, Notary Public, State of Texas

