

## CITY OF TOMBALL

### APPLICATION FOR CITY BOARDS/COMMISSIONS/COMMITTEES

As an Applicant for a City Board, Commission, or Committee, your application will be public information. You will be contacted before any appointments are considered to confirm your continued interest in serving. All appointments are made by the Tomball City Council. Incumbents whose terms expire may be automatically considered for reappointment unless they indicate non-interest or have been appointed to two (2) consecutive terms. A member who is absent for more than 25% of called meetings in any twelve consecutive months or absent from more than two consecutive meetings, for other than medical reasons, will be automatically removed from service. Applicant must be a citizen of the United States and must reside within the city limits of Tomball unless otherwise stated in the position announcement. Applications will be kept on file for two years and will expire at the end of two years; for instance, an application dated in 2022 will expire in 2024.

Please Type or Print Clearly:

Date: September 26, 2020

Name: Jose (Joe) Quilizapa

Phone: \_\_\_\_\_  
(Home)

Address: 702 Hicks Street

Phone: \_\_\_\_\_  
(Work)

City/State/Zip Tomball

Cell: 210-669-9881

Email: quilizapa@att.net

I have lived in Tomball 8 years.

I am ☒ am not ☐ a U.S. Citizen

Occupation: Retired on July-31-2020. I am an FAA license  
Airframe & Power Plant Technician. Worked for Continental Airlines & United for 37 years in various  
positions in maintenance technical operations.

Professional and/or Community Activities: My last professional position was  
International Regional Manager, in charge of on-call  
aircraft maintenance and contracts, and acquisition of new  
vendors in my area. Activating I was in the Continental  
airline cycling team. Also volunteer as an usher at the 2017  
Super Bowl at NRG Stadium, love to play Basketball, Soccer,  
Racketball and swim are some of the activities I currently do.



Additional Pertinent Information/References: Lore Camanera, owner of Premier TRANSMISSION in DOWNTOWN Tomball main street/Janus.  
Cindy Phillips, owner of Cleaning Solutions on Hicks Street.  
and Jeff Norem, Retired professor from Lone Star College.

Please attach a short biography to this application.

Briefly tell us why you would like to be considered for appointment to a City of Tomball Board/Commission.

I am interested in the future development of Tomball, so that it retains its small town charm, while growth is good recent development of the Tomball area has become a wide expanse, which brings me to my interest to volunteer to the Planning and Zoning Commission in our City.

Please complete the attached Conflict of Interest Questionnaire (CIQ), Conflict of Interest Statement (CIS), Board Member Election on Disclosure, and Appendix D (page 33) Acknowledgment of Receipt and Understanding from the Boards, Commissions, and Committees Handbook.

Applications for the following Council-appointed Boards, Commissions, and Committees will be kept on file in the City Secretary's office for two years.

If you are interested in serving on more than one board, please indicate your preference by numbering in order of preference (i.e., 1, 2, 3, etc.)

Decision-Making Boards and Commissions

- ☒ Planning & Zoning Commission  
☐ Board of Adjustments

Meeting Information

Second Monday each month, 6 p.m.  
To Be Announced; Evenings

Separate Legal Entities

- ☐ Tomball Economic Development Corporation  
  
☐ Tomball Regional Health Foundation

Meeting Information

Six (6) regular scheduled meetings, usually on the second Tuesday of the Month, 5:30 p.m.; the annual meeting is in May (special meetings may be called)  
Fourth Wednesday each month, 4 p.m.

Ad Hoc/Advisory Committees

- ☐ Downtown Tomball Advisory Committee  
DTAC does not require Tomball residency

Meeting Information

As called

Non-profit Corporation Boards

- ☐ Tomball Legacy Fund, Inc.  
Position 7, Tomball Legacy Fund, does not require Tomball residency


Meeting Information

As called

\*\*\*\*\*



**I AM INTERESTED IN SERVING ON THE ABOVE-INDICATED BOARDS, COMMISSIONS,  
AND COMMITTEES.**

  
\_\_\_\_\_  
Signature of Applicant  
(Must be signed/signature typed in)

Please return this application to:

City Secretary  
City of Tomball  
401 Market Street  
Tomball, TX 77375  
[cso@tomballtx.gov](mailto:cso@tomballtx.gov)  
office: 281-290-1002  
fax: 281-351-6256

Attachments: Conflict of Interest Questionnaire  
Conflict of Interest Statement  
Election on Disclosure  
Acknowledgment of Receipt and Understanding (Page 33, Handbook)



**CONFLICT OF INTEREST QUESTIONNAIRE**  
For vendor doing business with local governmental entity

**FORM CIQ**

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

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

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

**OFFICE USE ONLY**

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

Joe S. Quilizapa

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 the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Joe S. Quilizapa  
Name of Officer

4 Describe each 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). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income other than investment income, from the vendor?

☐ Yes ☒ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☒ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 [Signature]  
Signature of vendor doing business with the governmental entity

Sept/23/2022  
Date



**CONFLICT OF INTEREST QUESTIONNAIRE**  
**For vendor doing business with local governmental entity**

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

- (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;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date 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.

**Local Government Code § 176.006(a) and (a-1)**

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

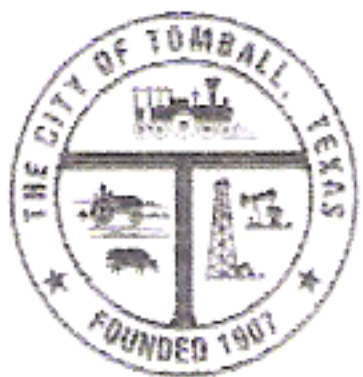
- (1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.





## Board Member Election on Disclosure

An elected/appointed Board Member may choose whether or not to allow public access to the information in the custody of the City relating to the Board Member's home address, home telephone number, cellular and pager numbers (if not paid for by City), emergency contact information, personal email address, and information that reveals whether the person has family members.

Each Board Member shall state his/her choice in writing to the City Secretary's Office. If a Board Member elects not to allow public access to this information, the information is protected by Sections 552.024 and 552.117 of the Public Information Act and rulings of the Texas Attorney General. If a Board Member fails to report his/her choice, the information may be subject to public access.

If during the course of their term a Board Member wishes to close or open public access to the information, the individual may request in writing to the City Secretary's Office to close or open access as the case may be. A Board Member may request to close or open public access to the information by submitting a written request to the City Secretary's Office. Only the City Secretary's Office is allowed to disclose the information listed above.

**(Please strike through any information that you do not wish to be made accessible to the public)**

Please complete the information below and return  
to the City Secretary's Office within fourteen days of receipt.

☒ I **DO** elect public access to my: (please indicate items you would like available, if any)

☒ home address

☐ home telephone number

☒ personal email address

☒ cell or pager numbers not paid for by the City

☒ emergency contact information

☒ information that reveals whether I have family members.

☐ I **DO NOT** elect public access to my home address, home telephone number, cell or pager numbers, emergency contact information, or any information that reveals whether I have family members.

Board Member's Signature

Date

Board Member's Printed Name

Sept/21/2022

Lose (Joe) S. Quilizapa



## Appendix D

### Acknowledgment of Receipt and Understanding

I acknowledge that I have received a copy of the City of Tomball Boards, Commissions and Committees Handbook on SEPT/21/2022 (date).


I understand the eligibility requirements, policies, and procedures set forth in this Handbook.

I have read and understood the contents of this handbook and will act in accordance with these eligibility requirements, policies and procedures as a condition of my appointment to a board, commission, or committee.

I have read and understood the Standards of Conduct expected by the City of Tomball and I agree to act in accord with the Standards of Conduct as a condition of my appointment by the City of Tomball.

Finally, I understand that the contents of this Handbook are policies and guidelines established by the City Council of the City of Tomball and that the City Council may amend the Handbook at its discretion.

Please read this Handbook carefully to understand these conditions of appointment before you sign this document.

  
Signature of Applicant for Appointment

Joe S. Quilizepa  
Printed Name of Applicant

SEPT/21/2022  
Date:



## Bio - Jose (Joe) S. Quilizapa

I was born in Coatepeque, El Salvador on March 14, 1958 and immigrated to the United States (Los Angeles, CA) on November 14, 1967. I grew up in Huntington Park, California and attended Huntington Park High School. I played football, basketball, and ran track and graduated in 1977.

I was enlisted in the army from 1977 to 1982 and worked in aviation maintenance and as an aviator in Schofield Barracks, 25th Infantry Division in Honolulu, Hawaii. While in Hawaii, I graduated from Embry-Riddle Aeronautical University with a B.S. degree in Aviation Management. From 1982 to 1987, I worked for Northrop/Grumman on F-18 Hornets and held top clearance to work on B-2 Bombers, specializing in egress systems and Environmental Control Systems (ECS).

In 1983, I joined Continental Airlines at Los Angeles International Airport (LAX) and relocated to Honolulu, Hawaii as a technician. In 1994, I moved to the Houston, TX Continental headquarters as a Tech Support Manager. Starting in 2004, I headed the maintenance operations department at the San Antonio Airport for 11 years, and was promoted to Senior International Manager of the Latin America and Caribbean region. In 2014, I was brought back to Houston International Airport to spearhead the Boeing 787 Program until I retired on July 31, 2020.

I have two children, Timothy, 40, and Jacob, 23, from my first marriage, and a daughter, Ava, who is a senior at Tomball High school, with my wife, Missy. I also have three grandchildren:           16, a student at Tomball High School;           8, who attends Tomball Elementary School; and           who is 2-years-old.

In 2014, I first bought a house in Tomball at 25820 Navajo Place Drive, right next to Burroughs Park. Because I have always wanted to live closer to town, I sold the house and built a new house at 702 Hicks St. and love it. I have also invested in other property in the immediate Tomball area.

At this time in my retired life, I would like to give back to the community that I have become so fond of and serve in any way that I can to help maintain Tomball's character and charm.



Bio - Jose (Joe) S. Quilizapa

I was born in Coatepeque, El Salvador on March 14, 1958 and immigrated to the United States (Los Angeles, CA) on November 14, 1967. I grew up in Huntington Park, California and attended Huntington Park High School. I played football, basketball, and ran track and graduated in 1977.

I was enlisted in the army from 1977 to 1982 and worked in aviation maintenance and as an aviator in Schofield Barracks, 25th Infantry Division in Honolulu, Hawaii. While in Hawaii, I graduated from Embry-Riddle Aeronautical University with a B.S. degree in Aviation Management. From 1982 to 1987, I worked for Northrop/Grumman on F-18 Hornets and held top clearance to work on B-2 Bombers, specializing in egress systems and Environmental Control Systems (ECS).

In 1983, I joined Continental Airlines at Los Angeles International Airport (LAX) and relocated to Honolulu, Hawaii as a technician. In 1994, I moved to the Houston, TX Continental headquarters as a Tech Support Manager. Starting in 2004, I headed the maintenance operations department at the San Antonio Airport for 11 years, and was promoted to Senior International Manager of the Latin America and Caribbean region. In 2014, I was brought back to Houston International Airport to spearhead the Boeing 787 Program until I retired on July 31, 2020.

I have two children, Timothy, 40, and Jacob, 23, from my first marriage, and a daughter, Ava, who is a senior at Tomball High school, with my wife, Missy. I also have three grandchildren:           16, a student at Tomball High School;           8, who attends Tomball Elementary School; and           who is 2-years-old.

In 2014, I first bought a house in Tomball at 25820 Navajo Place Drive, right next to Burroughs Park. Because I have always wanted to live closer to town, I sold the house and built a new house at 702 Hicks St. and love it. I have also invested in other property in the immediate Tomball area.

At this time in my retired life, I would like to give back to the community that I have become so fond of and serve in any way that I can to help maintain Tomball's character and charm.