CITY OF TANEYTOWN
FINANCIAL DISCLOSURE STATEMENT
Reporting Period
January 1 through December, 2019
Election 2019

PLEASE PRINT OR TYPE

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This financial disclosure statement describes all interests and related transactions and matters required to be disclosed by the City's Ethics Ordinance with respect to the period indicated and pertaining to the person filing the statement. The statement consists of this cover sheet, Schedules A through J, and a check list to be used by the Ethics Commission.

By signing below, I certify that I have read and understand the provisions of the City of Taneytown Ethics Ordinance contained in the Code of the City of Taneytown.

I hereby make oath or affirm under the penalties of perjury that the contents of this financial disclosure statement, is complete, true and correct to the best of my knowledge, information and belief.

Signature of Person Filing: ________________________________

Date: ________________________________
Instructions:

- Review and complete each attached schedule.
- Where a schedule is not applicable please indicate by checking the “no” box.
- These forms are required to be updated if any changes occur.

Notes/Definitions:

- Immediate Family includes your spouse and dependent children
- Attributable Interest means:
  
  Any interest held by a member of your immediate family, if the interest was at any time during the reporting period, directly or indirectly controlled by you; or

  Any interest held by a business entity in which you held a fifteen (15%) percent or greater interest at any time during the reporting period; or

  Any interest held by a trust or an estate in which, at any time during the reporting period, you held a reversionary interest or were the beneficiary or the settlor of a revocable trust.

- Schedule A is asking for where you and your spouse work and sources of any and all income you receive.
Schedule A – Employment/Source of Income

During the reporting period, did you or any member of your immediate family, receive any income or compensation of any kind, including in-kind goods or services, from any source  [Note that your dependent child’s does not need to be disclosed unless the place of employment is subject to regulation or the authority of the City.]

___ Yes
___ No (Go to Schedule B)

* * * * * * * * * * * * * * *

If Yes: (Answer each question below.)

1. If, during the reporting period, you or a member of your immediate family received any income or compensation of any kind, including in-kind goods or services, from any source, list the relevant information below.

Name of individual: ________________________________
Relationship to filer: ________________________________
Name of Employer/source of income: ________________________________
Address: ________________________________
City/State/Zip: ________________________________

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Relationship to filer: ________________________________
Name of Employer/source of income: ________________________________
Address: ________________________________
City/State/Zip: ________________________________
Schedule B - Business Ownership

During the reporting period, did you or any member of your immediate family, wholly or partially own any business entity from which any income or compensation of any kind, including in-kind goods or services, was received? [Note that your dependent child’s business ownership does not need to be disclosed unless the business entity is subject to regulation or the authority of the City.]

___ Yes
___ No (Go to Schedule C)

* * * * * * * * * * * * * *

If Yes: (Answer each question below.)

1. If, during the reporting period, you or a member of your immediate family, wholly or partially owned any business entity from which income or compensation of any kind, including in-kind goods or services, was received, list the relation, name and address of the business entity.

Name: _____________________________________
Relationship: ________________________________
Name of Business Entity: ______________________
Address: ____________________________________
City/State/Zip: _______________________________

Name: _____________________________________
Relationship: ________________________________
Name of Business Entity: ______________________
Address: ____________________________________
City/State/Zip: _______________________________

If necessary, please use additional sheet(s) for any additional entries.
Schedule C – Real Property Interests

Do you have any interest (as an owner or a tenant, including interests in timeshares) in real property in Maryland or in any other state or country?

___ Yes
___ No (Go to Schedule D)

* * * * * * * * * * * * *

If Yes: (Answer each question below. A separate Schedule C will be required for each property you need to disclose.)

1. What is the address or legal description of the property?
   Street Address ____________________________________
   City/State/Zip ____________________________________

2. What kind of property is it?
   Improved (indicate whether property is residential or commercial property, etc.): _______
   Unimproved (vacant lot): ___________
   Principal Residence: _________________

3. Is the interest held directly by you or is it attributable to you?
   Direct_________________ Attributable____________________

4. Are you the owner or tenant?
   Owner_____________ Tenant________________

5. Do you hold the interest solely or is it jointly held with another?
   Solely__________ Jointly__________ Tenants by the Entirety____
   If held jointly, or by tenants by the entirety, the name(s) of the other joint owner(s): ________________________________
   ____________________________________________

6. Are there any legal conditions or encumbrances on the property? (Example: mortgages, liens, contracts, options, etc.)

___ Yes
___ No
If yes: what is/are the name(s) of the lender(s), creditor(s), lien holder(s), etc?

7. What date was the property acquired? ____________

8. How was the property acquired? (Example: purchase, gift, inheritance, etc.)

9. From whom was the property acquired? (Name of individual or entity from whom you purchased or inherited the property or who gifted the property to you.)

10. Have you transferred any interest in this property during the reporting period?
   ___ Yes
   ___ No
   **If Yes:**

   10.A. What percentage of interest did you transfer: _____ %

   10.B. What consideration did you receive for the interest (money, property, services?):

   10.C. To whom did you transfer the interest: ________________

11. Is any part or portion of this property leased or rented to individuals/entities which are not your immediate family? _______________________

If you have any additional interests in real property in Maryland, any other State or any other country, please use additional sheet(s), if necessary, and respond to each above question for each such entry.
Schedule D – Interests in Corporations and Partnerships

Did you have any interest in any corporations, partnerships, limited liability partnerships (LLP) or limited liability companies (LLC) during the reporting period whether or not the entity did business with the City? [NOTE: You do not need to include mutual funds or stock owned in a pension fund.]

___ Yes
___ No (Go to Schedule E)

* * * * * * * * * * * * * * * *

If Yes: (Answer each question below. A separate Schedule D will be required for each interest you need to disclose.)

1. What is the name of the entity? Include the complete name of the entity, do not identify solely by trading symbol: _______________________

2. Does the stock of the corporation trade on a stock exchange?
   ___ Yes
   ___ No

   If “no,” the legal address of the entity’s principal office.

   _____________________________________________________________

3. Is the interest held directly by you or is it attributable to you?

   Directly: ___________  Attributable: _______________________

4. Do you hold the interest in your name alone, or is it held jointly?

   In your name alone: ___________  Jointly: ___________

   If jointly, the percentage of your interest: ________%

5. What is the nature of your interest? (Example: stock, notes, bonds, puts, calls, straddles, purchase options, etc.) If in a non-publicly traded entity or LLP or LLC, report the percentage of ownership.

   Type: ____________________________

   percentage of ownership: ________%

6. Are there any legal conditions or encumbrances that apply to your interest in the entity? (Example: mortgages, liens, contracts, options, etc.)

   ___ No
___ Yes: **If yes**, name of entity holding the encumbrance: __________________________

7. Did you *acquire* an interest in the entity during the reporting period?

   ____ Yes
   ____ No

**If Yes:**

7A. In what month was the interest acquired? __________________________

7B. How was the interest in the entity acquired? (Example: purchase, gift, will, etc.): __________________________

7C. From whom did you acquire the interest in the entity? (If you purchased it from a brokerage, the name of the brokerage): __________________________

8. Have you *transferred* any interest in this entity during the reporting period?

   ____ Yes
   ____ No

**If Yes:**

8A. What portion of the interest was transferred? __________________________

8B. To whom did you transfer your interest in the entity? __________________________

8C. What consideration did you receive for the interest in the entity? __________________________
   (money, property, services?)

*If you have additional interests in corporations, partnerships, limited liability partnerships or limited liability companies please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.*
Schedule E – Interests in Business Entities
Doing Business with the City

Do you have an interest in any business entity that did business with the City during the reporting period which was not reported on Schedule B?

___ Yes
___ No (Go to Schedule F)

* * * * * * * * * * * * * * * * *

If Yes:  (Answer each question below.  A separate Schedule E will be required for each business entity to be disclosed.)

1. Name and Address of the principal office of the business entity?
   Name: ___________________________________
   Address: ___________________________________
   City/State/Zip: ____________________________

2. Is the interest held directly by you or is it attributable to you?
   Direct: ___________  Attributable: ______________

3. Do you hold the interest solely or is it jointly held with another?
   Solely: ___________  Jointly:________________
   If jointly, the percentage of your joint interest: _______________%

4. Are there any legal conditions or encumbrances that apply to your interest in the entity?  (Example: mortgages, liens, contracts, options, etc.)

   ___ Yes, If yes give name of creditor: ______________________
   ___ No

5. Was any interest acquired during the reporting year?

   ___ Yes
   ___ No

   If Yes:

5A. What month was the interest acquired? ________________

5B. How was the interest in the entity acquired?  (Example: purchase, gift, will, etc.)
   ___________________________
5C. From whom did you acquire the interest? ______________________

6. Did you transfer any of your interest during the reporting period?
   ___ Yes
   ___ No

   **If yes:**

   6A. What percentage of interest, if less than all, was transferred?___________%

   6B. To whom did you transfer your interest in the entity?________________

   6C. What consideration did you receive for the interest in the entity?___________
       (money, property, services)

   **If you have additional interests in business(s) that did business with the City during the reporting year and were not reported on Schedule B, please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.**
Schedule F – Officers, Directorships, Salaried Employment and Similar Interests of an entity that did business with City

During the reporting period, did you or any member of your immediate family have any salaried employment or hold any office or directorship with an entity that did business with the City?

___ Yes
___ No (Go to Schedule G)

* * * * * * * * * * * *

If Yes: (Answer each question below. A separate Schedule F will be required for each disclosure.)

1. What is the name and address of the business entity?

   Name: ___________________________________
   Address: _________________________________
   City/State/Zip: __________________________

2. Who was the individual who held the position or interest listed above? (Example: yourself, spouse, dependent child)

   Self: ___________      Spouse: ___________      Dependent child:________

2A. Name of spouse or dependent child: ___________________________

3. What is the title of the office you, your spouse or dependent child held? (Example: limited partner, director, treasurer, chair of the board of trustees, etc.) ___________________________

4. What year did the position begin? ___________________________

5. With what City Agency(ies) did the business entity do business?_______

   _______________________________________________________________________

If necessary, please use additional sheet(s) for any additional entries.
Schedule G – Gifts

During the reporting period, did you receive any gift(s), directly or indirectly, in excess of a value of $20.00 or a series of gifts from the same donor with a cumulative value of $100.00 or more from a person or entity who: 1) did business with the City or 2) engaged in an activity that was regulated or controlled by the City. Gifts received from a member of the official’s or employee’s immediate family, another child, or a parent of the individual, do not need to be disclosed.

___ Yes
___ No (Go to Schedule H)

* * * * * * * * * * * * * * *

If Yes: (Answer each question below. A separate Schedule G will be required for each gift.)

1. Who gave you the gift?

_______________________________________________

2. What was the nature of the gift? (Example: book, restaurant meal, theater tickets, book, etc.)

_______________________________________________

3. What was the value of the gift?

_______________________________________________

4. If the gift was given to someone else at your direction, list the identity of the recipient of the gift.

_______________________________________________

Please use additional sheet(s), if necessary, for any additional entries.
Schedule H – Debts Owed

During the reporting period, did you or any member of your immediate family owe a debt (excluding a retail credit account) to a financial entity that did business with the City? (see the list below)

Financial Institutions doing business with the City:

BB&T Bank
New Windsor State Bank
Regions Bank
SunTrust Bank

[NOTE: If, on Schedule C you listed a financial entity that did business with the City as the holder of your mortgage or other encumbrance, you must ALSO complete this Schedule H with regard to that indebtedness.]

___ Yes
___ No (Go to Schedule I)

* * * * * * * * * * * * * * * *

If Yes; (Answer each question below. A separate Schedule H will be required for each debt to be disclosed.)

1. To whom did you owe the debt? (Do not include consumer credit debts)

________________________________________________

2. When was the debt incurred? _________________

3. What are the interest rate and terms of payment of the debt?

Interest Rate_____________

Terms (monthly, bimonthly, annually, etc): _________________

4. What was the amount of the debt as of the end of the reporting period?

_____ over $25,000.00 _______ under $25,000.00

5. Did the principal of the debt increase _____or decrease _____ during the reporting period?

6. Was any security given for the debt?
___ Yes
___ No

If Yes; Please state what type of security was given (home, car, boat, etc):
________________________

7. If this is a transaction in which you were involved, but which resulted in a debt being owed by your spouse or dependent child, identify your spouse or child and describe the transaction. ________________________________

If necessary, please use additional sheet(s) for any additional entries.
Schedule I – Family Members Employed by the City

During the reporting period, were any members of your immediate family employed by the City in any capacity?

___ Yes
___ No (Go to Schedule J)

* * * * * * * * * * * * * * * * *

If Yes; (Answer each question below. A separate Schedule I will be required for each member of the immediate family who is employed by the City.)

1. What is the relation and name of the immediate family member employed by the City?
   ___________________________________________________

2. What is the name of the agency that employed the member of your immediate family?
   ___________________________________________________

3. What was the title of your immediate family member’s position in the City agency during the reporting period? ________________________

If necessary, please use additional sheet(s) for any additional entries.
Schedule J – Disclosure of office, directorship or fiduciary relationship or organization located in City or related by the City

Did you or a member of my immediate family hold an office, directorship or have a fiduciary relationship with any organization, for-profit or not-for-profit, which is located in City, subject to regulation by the City, or does business with the City. [NOTE: Examples could be an officer/director of a Homeowners Association; Condominium Association; Civic/Service Organization; Fire/Rescue Company; Church Organization; etc.)

___ Yes
___ No (Go to Schedule K)

* * * * * * * * * * * * * *

If Yes: (Answer each question below. A separate Schedule J will be required for each interest to be disclosed.)

1. Name of Organization: ______________________________

2. Who was the individual who held the position (Example: yourself, spouse, dependent child)
   Self: _________  Spouse: _________  Dependent child:_______

2A. Name of spouse or dependent child: ___________________________

3. Title of Position Held: ________________________________

If necessary, please use additional sheet(s) for any additional organizations.
Schedule K: Other

Is there any additional information you would like to include?