

QUEEN ANNE'S COUNTY ETHICS COMMISSION



QUEEN ANNE'S
COUNTY *Maryland*

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Kaarin Salisbury, Chair
Valerie G. Smith Hirsch
Jerry Jordan
Patricia J. Jamison
Will Mulock
Matt Baxter, Alternate member

Crystal Richard, Esquire
Tina Miles, Clerk

YOUR IMMEDIATE ATTENTION TO THIS MATTER IS REQUIRED

Completion of the Financial Disclosure Statement is required and due no later than
Monday, January 31, 2022

Section 8-13 of the Queen Anne's County Ethics Ordinance Chapter 8 of the county's general statutes) requires annual financial disclosure reports to be filed with the county Ethics Commission by candidates for most county public office, various county officials and employees, and members of various county boards and commissions. This ordinance is available for your reading on-line at the county's web site (if you do not have internet access to this site, you may telephone Tina Miles at the number indicated on this letterhead to request a copy of the ordinance, as recently amended, be mailed to you). You have received this packet because our files reflect that you are required by this provision to file a Financial Disclosure Statement for the calendar year 2021.

Enclosed you will find a copy of the Financial Disclosure Form, a list of definitions of relevant terms contained in Section 8-6 of the Ethics Ordinance, Checklist, and Schedules A through F. While the packet looks complicated it should only take a few minutes for you to complete it. These forms have been updated and modified for 2020 so pay close attention.

Please remember that, by law, this report must be completed and returned to the Queen Anne's County Ethics Commission by Monday, January 31, 2022. Thank you, in advance, for your cooperation and prompt attention.

EMPLOYEES, CANDIDATES, OFFICIALS

I would like to be notified if someone looks at my form []

FINANCIAL DISCLOSURE FORM

The fundamental purpose of the Queen Annes County Ethics Law is to assure citizens that the financial interests of holders of or candidates for public office, as well as certain County officials, certain employees, and members of Boards and Commissions, present no conflict to the public interest.

Financial disclosure statements are reviewed by the Ethics Commission and maintained as public records. Pursuant to Section 18-8a person who knowingly and will-fully violates any provision of Section 1 through 8-14 of this chapter is guilty of a civil violation and, on conviction, is subject to a fine not exceeding \$1,000.

REPORT PERIOD: CALENDAR YEAR 2021

PLEASE PRINT OR TYPE AGENCY AFFILIATION _____

NAME _____
First Middle Initial Last

POSITION ON AGENCY, BOARD, COMMISSION OR DEPARTMENT: _____

(INCLUDE DEPARTMENT, BOARD, OR COMMISSION, IF APPLICABLE)

Mailing Address _____
where you can be sent correspondence

Phone _____

This Financial Disclosure Statement describes all interests, related transactions, and matters required to be disclosed by the Queen Anne's County Public Ethics Law, Chapter 8 with respect to the period indicated and pertaining to the person filing this statement. This statement consists of this cover sheet, the Checklist, and Schedules A through F.

I hereby, declare and affirm under penalty of perjury, that the contents of this financial disclosure, including the Checklist and Schedules attached hereto, are complete, true and correct to the best of my knowledge, information and belief

Signature of Person Filing _____ Date _____

CHECKLIST

Instructions: This checklist is a required part of the Financial Disclosure Statement. Check the answers to questions "A" through "F". Do not leave any question unanswered. If you check "YES" to any question, be sure to complete the corresponding schedule. If you check "NO" to any particular question, you do not complete the schedule related to that question.

Your Name _____

A. I held, either directly or indirectly, during the reporting period, real estate, or an interest in real estate located in Queen Anne's County, excluding my residence and one (1) acre surrounding it.

(If checked YES, complete Schedule A) YES NO

B. I held an interest, during the reporting period in a business entity operating in Queen Anne's County, excluding businesses publicly traded on a national stock exchange.

(If checked YES, complete Schedule B) YES NO

C. I or my spouse, held an office, directorship, partnership, or salaried employment in any business entity during the reporting period.

(If checked YES, complete Schedule C) YES NO

D. I owed a debt of more than \$1000.00 (excluding retail credit card accounts and the mortgage on my primary residence) during the reporting period to any person or business entity doing business with the County or regulated by the County.

(If checked YES, complete Schedule D) YES NO

E. I received during the reporting period, a gift from any person or business entity doing business with the county or subject to the authority of the County, or from any lobbyist subject to registration under the Ethics Ordinance.

(If checked YES, complete Schedule E) YES NO

F. I had employment or other interests that raise conflicts of interests or potential conflicts of interests in connection with a specific proposed action.

(If checked YES, complete Schedule F) YES NO

For each of the above questions, fill out the corresponding schedule if answering "YES".

You are not required to file schedules for any question you answered with a "NO".

SCHEDULE A. REAL ESTATE HOLDINGS OR INTERESTS. Report all real estate holdings or interests in Queen Anne's County, held during the reporting period, and the identity of any other person with an interest in the property. Exclude your personal residence and up to one (1) acre surrounding that residence. The reportable real estate holdings or interests include those held individually, jointly, in partnership, or corporately, whether directly or indirectly.

Name _____

Date of Report -2021
Calendar Year

Location (address) of property

Identity of any other person holding
interests in the property

SCHEDULE B. INTERESTS IN BUSINESS ENTITIES. Report the name and addresses of all business entities operating in Queen Anne's County, including parent, subsidiary, or associated entities, in which a financial interest was held during the reporting period, whether or not the business entity does business with the County or is subject to regulation by the County. Also, indicate the nature of the business. Do not include interests in businesses publicly traded on a national stock exchange.

Name _____

Date of Report -2021
Calendar Year

Name and principal address of business entity(ies)

Nature of the business

SCHEDULE C. OFFICES, DIRECTORSHIPS, PARTNERSHIPS AND SALARIED EMPLOYMENT. Report all offices, directorships partnerships, or salaried employment in any business entity held by you or your spouse during the reporting period. Also, indicate the nature of the business conducted by the business entity.

Name _____ Date of Report -2021
Calendar Year

Name and address of principal office of business entity

SCHEDULE D. DEBTS. Report the name and address of all persons or business entities doing business with or subject to regulation by the County to which you were indebted in an amount of \$1,000 or more during the reporting period. Indebtedness does not include retail credit accounts or mortgage indebtedness on a primary residence.

Name _____ Date of Report -2021
Calendar Year

Identity of person or business entity to whom debt is owed

SCHEDULE E. GIFTS Report each gift received during the reporting period from any person or business entity doing business with the County or subject to the authority of the County, and as to each such gift the nature and value there-of, the identity of the donor from whom or on behalf of Whom, directly or indirectly, it was received, and if given to another person at your direction, the identity of the donor. (Exclude regulated campaign contributions)

Name _____ Date of Report -2021
Calendar Year

Nature and value of gift (if cash, give amount, if other, state value)	Identity of person from whom gift was received	If given to another person at your direction, give name of that person
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SCHEDULE F. CONFLICTS OF INTEREST Report and describe any employment or other interest(s) that raises a conflict of interest, or potential conflict of interest, in connection with a specific proposed action by the employee or official sufficiently in Advance of the action to provide adequate disclosure to the public.

Name _____ Date of Report -2021
Calendar Year

Nature of employment Or interest(s)	Conflict or potential conflict	Proposed action
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