

CITY OF MOUNT RAINIER Candidate Packet

Election Day – Monday, May 1, 2023

Mount Rainier Board of Elections

Ophelia Baxter

Mario Cisneros

Thomas Delrue

Tara Graham

Karl Jones, Jr.

Nichole Logan, Supervisor

Mount Rainier is a historic and charming residential community, with a vibrant pedestrian-friendly business district, and is the hub of Arts and Culture in the Gateway Arts District.

City of Mount Rainier - City Hall - 1 Municipal Place, Mount Rainier, MD 20712
(T) 301.985.6585 (F) 301.985.6595

January 31, 2023



THANK YOU for your interest in running for an elected office in the City of Mount Rainier, Maryland. This information packet is intended to help you during the campaign. It contains:

- general information pertaining to candidacy, voting, and the election;
- the legislation that governs the election; and
- all forms necessary to run for **Councilmember**.

The **Candidate Packet** is not intended to substitute the candidate’s responsibility to read and understand the laws governing elections and ethics in the state of Maryland and the City of Mount Rainier. If you have any questions concerning the election process or the information included in this packet, please contact City Hall at 301.985.6585, or email the following:

- **Melissa Sam, City Clerk and Liaison to the City of Mount Rainier Board of Elections (MRBOE):**
cityclerk@mountrainiermd.org
- **Kouroush Kamali, City Manager:** citymanager@mountrainiermd.org
- **Mount Rainier Board of Elections:** Elections@mountrainiermd.org

Though the challenges of COVID-19 have come a long way and our city, state, and country have seen so much progress, the MRBOE will continue to encourage voters to vote by mail, so they do not have to appear in person at the polling precinct if they chose not to. On Election Day, we will take necessary precautions to protect the public, voters, city staff members, and MRBOE.

We applaud and appreciate your interest in serving our historic City!

Sincerely,

Nichole Logan

Nichole Logan
Supervisor of Elections
Mount Rainier Board of Election

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GENERAL INFORMATION

Mayor, City Council Composition, Selection, and Terms

The City of Mount Rainier holds municipal elections in odd-numbered years on the first Monday in May, as required by the City Charter. ***This year, terms for City Councilmembers for both Ward 1 and Ward 2 (4 Year Terms) will be on the ballot. The Election will be held on May 1, 2023.***

Residents of Mount Rainier are represented by a Council-Manager form of government, consisting of a Mayor and four (4) Councilmembers. A ward system is used within the City to elect the Councilmembers, two (2) from each ward. The Mayor is elected at-large. Residents from either ward can run for the mayoral seat.

The terms for all Councilmembers and Mayor are for four (4) years, except as to positions that become vacant mid-term, as to which the person assuming the seat serves for the remainder of the term of the vacated seat. The regular term of the Mayor and Councilmembers begin at 8:00 PM, effective the Monday following the Election and expire upon the seating of their successors.

FOR ELECTION 2023, THERE ARE TWO (2) SEATS UP FOR ELECTION:

Council Member Ward 1: 4-year term

Council Member Ward 2: 4-Year term

CITY ELECTION - IMPORTANT 2023 ELECTION DATES AND TIMES

2023 ELECTION DATES AND TIMES*	
Friday, February 10	First day to obtain Candidate Packet from City Hall, which includes: <i>Certification of Eligibility for Candidacy 2023; Nomination Petition; Preliminary Campaign Finance Statement, and Financial Disclosure</i> . Candidate Packets may be obtained by making an appointment at City Hall, submitting a request via email to elections@mountrainiermd.org and cityclerk@mountrainiermd.org or by accessing the packet via the City's website.
Friday, February 10	Updated city voter registration forms available for city residents not eligible to vote in the State or County elections.
Monday, February 13 Monday, February 27 Monday, March 13 Monday, March 27 Monday, April 3 7:00 PM via ZOOM	Candidate Interest Forum Q&A during MRBOE planning meetings. Or contact elections@mountrainiermd.org or cityclerk@mountrainiermd.org for additional information. *Zoom link will be published by the City Clerk
Friday, February 17 5:00 PM – 6:00 PM	Voter Registration Drive @ Joe's Movement Emporium located at 3309 Bunker Hill Road
Monday, March 20 DEADLINE: 4:00 PM	Last day to file Candidate Packet at City Hall: <i>Certification of Eligibility for Candidacy 2023; Nomination Petition; Preliminary Campaign Finance Statement and Financial Disclosure</i> .
Monday, March 20 8:00 PM	Virtual Candidate Certification Confirmation and Order of Ballot Determination. Zoom link will be provided by the City Clerk.
Saturday, April 1 11:00 AM – 2:00 PM	Voter Registration Drive during the City of Mount Rainier Egg Hunt located at the Mount Rainier Nature Center located at 4701 31 st Place
Monday, April 3 4:30 PM	Last day Voter Registration Applications accepted by Prince George's County Board of Elections to be eligible to vote for 2023 City Election.
Monday, April 3 5:00 PM	Last Day for City Voter Registration Application to be received by MRBOE.
Date and Time: TBD Virtual	MRBOE Meet and Greet with Candidates
Date and Time: TBD Virtual	Mount Rainier Business Association (MRBA) Candidate Forum
Monday, May 1 7:00 AM to 8:00 PM	ELECTION DAY! MOUNT RAINIER NATURE CENTER
Monday, May 1 8:00 PM	Ballots must be received by 8:00 PM on Election Day, or postmarked no later than May 1 and delivered by May 2
Monday, May 1 After polls close and all ballots have been counted	Unofficial 2023 Election results presented at Mount Rainier Nature Center.
Tuesday, May 2 5:00 PM	Last day Ballot can be received via postal delivery at City Hall or MRBOE's P.O. Box. Ballot must be postmarked by close of polls on election day.
Monday, May 8 City Hall, 7:00 PM	Official swearing-in of new Council occurs on the Monday following the Election
Monday, May 15 4:00 PM	***Submission of final Campaign Finance Statement is due no later than 2 weeks after Election Day

***All time are EDT (Eastern Daylight Time)**

*****If a candidate does not receive any campaign contributions after filing their initial Campaign Finance Statement, they may resubmit the initial Campaign Finance Statement with a confirmation that the candidate did not receive additional campaign contributions.**

SUMMARY REQUIREMENTS FOR CANDIDATES

The following is a list of requirements necessary to submit a petition for nomination. Each candidate must abide by the rules of the City Charter and Election Procedures as indicated below.

- Each candidate for Councilmember shall be a resident of the City for at least one (1) year immediately preceding their election.
- Each candidate must be an eligible and registered voter of the state of Maryland.
- Each candidate must be at least eighteen (18) years of age on the date on which he or she files for nomination.
- Each candidate for Councilmember shall reside in the ward for which he or she is filing to represent. If a Councilmember changes his or her primary place of residence from the ward from which the Councilmember was elected, the Councilmember's term shall be immediately terminated, and the vacancy shall be filled as provided in Section 513 of the City Charter.
- Submission of the following forms is required between February 10, 2023, through March 20, 2023, no later than 4:00 PM. Unless all requirements are met by 4:00 PM on March 20, the candidate's petition will not be accepted.
 - Certification of Eligibility for Candidacy 2023
 - Nomination Petition 2023 completed and signed by a minimum of twenty (20) qualified voters for Councilmember. For Councilmember, each resident must reside within the ward in which the candidate resides and represents on the petition.
 - Financial Disclosure Statement – Candidates (Reporting Period: January 1 through December 31, 2022)
 - Preliminary Campaign Finance Statement
- Each candidate, or a designated representative, may attend the virtual session scheduled for 8:00 PM on March 20, 2023, during which the Board of Elections will finalize and confirm the candidate certification and present the order of the official ballot.

CANDIDATE FINANCIAL DISCLOSURE STATEMENT

All candidates running for public office in the City of Mount Rainier, Maryland, must file a Financial Disclosure Statement, as provided by the Mount Rainier City Code. The Financial Disclosure Statement form is attached and may also be picked up from the City Manager or City Clerk at City Hall. Candidates running for public office must timely submit their Financial Disclosure Statements to the Supervisor of Elections, or their names will not be placed on the ballot.

ALL PERSONS ELECTED TO SERVE AS MAYOR OR COUNCIL-MEMBER MUST SUBMIT AN ANNUAL FINANCIAL DISCLOSURE STATEMENT BY APRIL 30TH OF EACH YEAR, EXCEPT THAT, IN THE YEAR OF THEIR ELECTION, THEIR CANDIDATE'S FINANCIAL DISCLOSURE STATEMENT SHALL SATISFY THAT REQUIREMENT.

CAMPAIGN CONTRIBUTIONS AND CAMPAIGN FINANCE STATEMENT

Candidates may raise money for their campaigns. Campaign contribution limits for City elections are set at \$300 for businesses and \$150 for individuals. Contributions of \$50 or more must be itemized and disclosed on a Campaign Finance Statement of each candidate.

- All candidates for elected office in the City of Mount Rainier must file their preliminary Campaign Finance Statement by March 20, 2023, at 4:00 PM, and their Final Campaign Finance Statement with the Supervisor of Elections within two (2) weeks following the City election.
- If a candidate does not receive any campaign contributions after filing their initial Campaign Finance Statement, they may resubmit the initial Campaign Finance Statement with a confirmation that the candidate did not receive additional campaign contributions.

ROLE OF THE CITY ADMINISTRATIVE STAFF

Mr. Kourosch Kamali is the City Manager and Melissa Sam is the City Clerk. Melissa Sam also serves as the staff liaison to the Mount Rainier Board of Elections (MRBOE). She can be reached at 301.985.6585.

ROLE OF MOUNT RAINIER BOARD OF ELECTIONS

The City Charter and applicable Charter Amendments provide for a Board of Elections (Section 501; CA-01-2020). The current members of the MRBOE are:

- Ophelia Baxter
- Mario Cisneros
- Thomas Delrue
- Tara Graham
- Karl Jones, Jr.
- Nichole Logan, Supervisor

The membership list will be updated, as needed, upon the appointment of additional members of the MRBOE.

The MRBOE shall be responsible for tasks that support a fair and transparent election process. The responsibilities include but are not limited to the registration of voters; nominations; preparation of ballots and sample ballots; and supervision of all City elections in accordance with the provisions of the City of Mount Rainier Charter, City of Mount Rainier Code of Ordinances, and State and Federal laws. In addition, the MRBOE will periodically review the City Election procedures and recommend to the Council amendments to City election regulations and procedures to support a fair and transparent election process.

QUALIFICATIONS OF THE BOARD

MRBOE members shall be qualified to vote in City elections pursuant to Section 502 and any applicable Charter Amendments of the City Charter and shall not hold or be a candidate for any elective office during their term on the Board.

PROHIBITION ON ELECTIONEERING

The MRBOE is prohibited from endorsing or campaigning for candidates who are running for a City elected office. Board of Election members shall not post candidates' election signage on property owned by the Board Member. This does not prevent another registered voter who lives with an election Board Member, or who lives on a property owned by an election Board Member, from posting a candidate's sign.

Maryland law (Maryland State Board of Elections Summary Guide to Candidacy and Campaign Finance Laws Chapter 12.6; Md. Ann. Code Art. 33, § 16-206) prohibits electioneering within 100 feet of the

entrance or exit to a polling place on Election Day. The 100-foot “No Electioneering” zone is measured from the entrance/exit of the building closest to the room in which voting actually takes place.

- ❑ No electioneering means that no canvassing, electioneering, campaigning, or posting of any campaign material is permitted within the zone. "Posting of any campaign material" includes wearing clothing shirt, hat, sticker, or button that indicates support of or opposition to any candidate, question, or political party if worn by any person allowed to remain in the “No Electioneering” zone.
- ❑ Electioneering does not apply to a voter going to vote in his or her polling place. A person on his or her way to vote may wear campaign paraphernalia or carry campaign literature if the voter leaves the zone promptly after voting.

CAMPAIGN SIGNS

Election campaign signs shall not be placed in any public park, recreation area, highway median, public right-of-way, or other grounds owned by the City, County, or State. Signs placed in such areas will be removed and destroyed by Public Works. Candidates may place signs or other campaign information in residents' yards with permission of the resident(s).

- ❑ For purposes of these rules, a resident's yard includes the contiguous property along the street which is owned by the resident but is under an easement by the city (commonly called a tree box or tree lawn).
- ❑ Campaign signs shall not obstruct traffic signs, sidewalks, streets, or cause danger to public safety.
- ❑ The Supervisor of Elections, with advice from the Chief of Police, will determine if a sign is a danger to public safety. Signs shall not be attached to utility poles or street trees.

VOTER INFORMATION

Voter Eligibility

To vote in the City of Mount Rainier Election, every person must meet ALL the following requirements:

1. Is at least sixteen (16) years of age;
2. Is registered to vote in accordance with the provisions of the City Charter and applicable Charter Amendments; and
3. Has resided in the corporate limits of the City for at least thirty (30) days immediately preceding the next City election.

An individual is NOT eligible to be a registered voter of the City if the individual:

1. Has been convicted of a felony and is serving a court-ordered sentence of imprisonment for the conviction on Election Day;
2. Is under guardianship for mental disability and a court of competent jurisdiction has specifically found by clear and convincing evidence that the individual cannot communicate, with or without accommodations, a desire to participate in the voting process; or
3. Has been convicted of buying or selling votes.

Voter Registration

MRBOE members are certified Voter Registration Volunteers (Registrars) in the State of Maryland and can register City residents to vote. Residents may email their voter registration requests to: elections@mountrainiermd.org. Other ways to complete voter registration include:

For U.S. Citizens to register to vote in Federal, State, County, and City Elections:

1. (Federal/State/County Registration): Online at www.elections.state.md.us
2. To complete a Voter Registration Form in person at the Prince George's County Board of Elections, please review the county's website for instructions: <https://www.princegeorgescountymd.gov/559/Board-of-Elections>. Registration by the Prince George's County Board of Elections shall be deemed registration for City elections. The Mount Rainier Board of Elections shall accept the list of registered voters provided by the Prince George's County Board of Elections as a valid registration list for the City.
3. Register by mail by returning a completed voter registration form to the Prince George's County Board of Elections, 1100 Mercantile Lane, Suite 115A, Largo, MD 20774, by Monday, April 3, 2023, by 4:30 PM. Voter registration forms may be acquired at City offices, or by calling Prince George's County Board of Elections to request a form by mail at 301.341.7300.

For any Mount Rainier resident to be eligible to vote in the City Elections only:

Any resident of the City of Mount Rainier who is not eligible to vote in the State and County elections but meets the voter qualifications set forth in Section 502 of the City Charter and applicable Charter Amendments, may register with the Mount Rainier Board of Elections to vote in City elections.

1. This includes those residents of the City who are U.S. citizens, legal permanent residents (also known as “Green Card Holders”), holders of temporary visas (including, but not limited to: work visas, student visas, refugees, those with Temporary Protected Status), and those who do not have formal U.S. immigration status.
2. Residents who are at least sixteen (16) years of age.
3. Residents who register with the City to vote in City elections will not be eligible to vote in federal, state, or county elections.
4. City and County voter registration forms shall be made available to the public at City Hall.

ABSENTEE VOTING

Any registered voter qualified to vote in the City Elections may vote by Absentee Ballot. The request for an absentee ballot shall be made to the Board of Elections in writing.

- Said application must be received no later than the Monday preceding the election, (Monday, April 24, 2023). ***The application must be signed by the applicant, or if he or she is unable to sign, must bear the mark of the applicant and the signature of two (2) witnesses.***
- To be counted, the completed Absentee Ballot must be returned to the Board of Elections, appropriately signed, and sealed, by the close of the polls on Election Day, (May 1, 2023, at 8:00 PM), or, if mailed, postmarked on or before Election Day, and delivered no later than the close of business on the day following Election Day, (May 2, 2023, by 5:00 PM).

POLLING LOCATION AND HOURS

Polling will take place from 7:00 AM to 8:00 PM on Monday, May 1, 2023 at the following location:

**Mount Rainier Nature Center
4701 31st Place
Mount Rainier, MD 20712**

CANDIDATE FORMS FOR SUBMISSION

- Exhibit A: Certification of Eligibility for Candidacy – 2023: Affidavit of Candidate
- Exhibit B: NOT APPLICABLE FOR THE 2023 ELECTION
- Exhibit C: Nomination Petition 2023: Councilmember Ward 1 and 2
- Exhibit D: Financial Disclosure Statement
- Exhibit E: City of Mount Rainier Campaign Finance Statement 2023

Exhibit A: Certification of Eligibility for Candidacy 2023: Affidavit of Candidate

Certification of Eligibility for Candidacy 2023: Affidavit of Candidate

EXCEPT FOR SIGNATURE AT THE END, PLEASE PRINT:

Full Legal Name of Candidate _____

Name to be Placed on the Ballot _____

Date of Birth _____

Address of Legal Residence _____

Ward of Residence (Must reside in the Ward in which you submitting candidacy) _____

Phone Number(s) for Use by City Staff or Board of Elections _____

Email Address for Use by City Staff or Board of Elections _____

Public Contact Information, if any, (phone or email), that City staff members or Board of Elections may make available to the public and/or the press if requested to reach you _____

Being now, or by the date of the election, a citizen of the United States, at least 18 years old, a resident of the City of Mount Rainier for at least one (1) year, and a qualified registered voter of the City, I hereby request that my name be placed on the ballot of the May 1, 2023 election as a candidate for Councilmember (please provide Ward and Term sought) _____, I swear under the penalties of perjury that the above information is true and correct. I further authorize the City of Mount Rainier and/or its Board of Elections to take any and all steps necessary to validate this information.

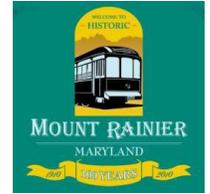
Candidate Signature Date

State of Maryland
County of Prince George's

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2023.

Signature, Notary Public

Exhibit B: Nomination Petition 2023 – Mayor (NOT APPLICABLE FOR ELECTION 2023 – LEAVE PAGE BLANK)

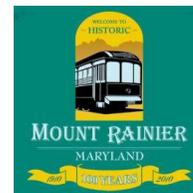


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Exhibit D: Financial Disclosure Statement Candidates

City of Mount Rainier Ethics Commission

1 Municipal Place
Mount Rainier, Maryland 20712
Toll Free 1-877-669-6085



FINANCIAL DISCLOSURE STATEMENT
ELECTED OFFICIALS AND CANDIDATES TO BE ELECTED OFFICIALS

This form is for use by the Mayor and City Council and candidates to be elected officials. It must be completed and filed with the City Clerk by April 30, 2023.

I Would Like To Be Notified If Someone Looks At My Form []

Instructions:

- 1. Fill in the preliminary information requested in the box below. Be sure to correctly identify the reporting period.
2. Upon completion of your financial disclosure statement, sign and date the lower portion of the page and make the required oath or affirmation before a notary public or other officer authorized to take oaths.

Reporting Period: January 1, 2022, through December 31, 2022

PLEASE PRINT OR TYPE

Form with fields: FIRST NAME, INITIAL, LAST NAME, ADDRESS, ADDRESS, LINE 2, CURRENT OFFICE HELD WITH CITY, E-MAIL ADDRESS, PHONE NUMBER

This financial disclosure statement describes all interests and related transactions and matters required to be disclosed by section 1D-6 of Chapter 1D, Ethics, of the Mount Rainier Code with respect to the period indicated and pertaining to the person filing the statement. The statement consists of this cover sheet, the checklist, and Schedules A through I.

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

Signature of Person Filing: _____

(SEAL)

Date: _____

Instructions:

Complete each schedule, A through I, with a Yes or No answer. If you answer "Yes" to the opening question on any Schedule, you must complete that Schedule. Return all pages of the statement, even if you answered "No."

Interests: For the purposes of Schedule A (Interests in Real Property), Schedule B (Interests in Corporations and Partnerships) and Schedule C (Interests in Business Entities Doing Business with the City), which are required by City Code, Section 1D-6(g)(1), (2) and (3), the following interests are considered to be the interests of the individual making the statement:

- (1) An interest held by a member of the individual's immediate family, if the interest was, at any time during the reporting period, directly or indirectly controlled by the individual.
- (2) An interest held by a business entity in which the individual held a 30% or greater interest at any time during the reporting period.
- (3) An interest held by a trust or an estate in which, at any time during the reporting period:
 - (i) The individual held a reversionary interest or was a beneficiary, or
 - (ii) If a revocable trust, the individual was a settlor.

Form 1 – Elected Officials

Schedule A – Real Property Interests

Do you have any interest (as an owner or a tenant, including interests in time shares) in real property in Maryland or in any other state or country? Note that you must mark yes if you hold a leasehold interest in real property, i.e., if you are a tenant.

- Yes
No (Go to Schedule B)

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

1. What is the address or legal description of the property? (Give Street Address, if you know it. If the property is your primary residence, you may enter the lot and block legal description instead, if you wish)

Street Address:
City/State/Zip:

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

3. What kind of property is it?

Improved (indicate whether property is residential or commercial property):

Unimproved (vacant lot):

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? [Skip to question 7 if you are a tenant.]

(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 (date deed was transferred to you or commencement of tenancy)?

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

9. What consideration was given when the property was acquired? (For property you own, dollar amount paid or, if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property. For property you lease, the monthly rent.)

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? _____

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

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 B – Interests in Corporations and Partnerships

Did you have any interest in any corporations, partnership, limited liability partnership (LLP) or limited liability corporation (LLC) during the reporting period **whether or not** the entity did business with the City? [You are not required to disclose interests in nationally traded mutual funds or IRS qualified trusts (such as a 401(a), 401(k), or 403(b) plans) or 529 college savings plans.]

- Yes
- No (Go to Schedule C)

If Yes; For every entity in which you had an interest at the end of the reporting period, a separate Schedule will be required. Alternatively, the disclosures may be made in the form of an end-of-year brokerage statement, spreadsheet chart, or other descriptive format, provided that such chart or statement contains the requested information and is accepted by the City’s Ethics Commission.

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 and its dollar value or the number of shares? (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. The number of shares may be disclosed in ranges (0-100, 101-250, 251-500, over 500). If in a non-publicly traded entity or LLP or LLC, you may report the range of your estimated ownership percentage (less than 1%, 1-5%, 6-10%, or over 10%).

Type: _____

Dollar Value of Shares: _____ or Number of Shares: _____

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.)

- Yes; **If yes**, name of entity holding the encumbrance: _____
 No

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

- Yes
 No

In the following questions, the number of shares may be disclosed in ranges (0-100, 101-250, 251-500, over 500). For a non-publicly traded entity or LLP or LLC, you may report the range of your estimated ownership percentage (less than 1%, 1-5%, 6-10%, or over 10%).

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):

7D. What consideration was given when the interest was acquired? (Dollar amount paid, or if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property):

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. What consideration did you receive for the interest in the entity? (Dollar amount paid, or if you received the property as a gift or inherited it, the fair market value and terms at the time you transferred your interest in the property): _____

8C. To whom did you transfer your interest in the entity? _____

If you have additional interests in corporations or partnerships, please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.

Schedule C – 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, other than interests reported in Schedule B (ie. sole proprietor)? Note that you must mark yes if you held any ownership interest in such a business entity, regardless of the percentage of the business you owned or the dollar value of your interest.

- Yes
- No (Go to Schedule D)

If Yes: (Answer each question below. A separate Schedule C will be required for each business entity to be disclosed. If the business entity is previously listed on Schedule B, list the name of the entity only and, after the name, state “See Schedule B.”)

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: _____

3. A. If jointly, the percentage of your joint interest: _____ %

3. B. Dollar value (or range) of your interest in the entity: \$ _____ ; or

percentage (or range) of your interest in the entity: _____ %

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? (If it was purchased by you or on your behalf in an open market transaction as in the case of publicly traded securities, state “unknown, market transaction”):

5D. What consideration was given when the interest was acquired? (Dollar amount or range paid, or if you received the property as a gift or inherited it, the fair market value or range at the time you acquired your interest in the property)

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. What consideration (or range) did you receive for the interest in the entity? (Dollar amount paid or if you received the property as a gift or inherited it, the fair market value and terms at the time you transferred your interest in the property):

6C. To whom did you transfer your interest in the entity? _____

If you have additional interests in sole proprietorship(s) that did business with the City during the reporting year, please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.

Schedule D – Gifts

During the reporting period, did you receive any gift(s), directly or indirectly, with a value greater than \$20 or a series of gifts from the same donor with a cumulative value of \$100 or more from a person or entity who did business with the City? Gifts received from a member of the official’s immediate family, another child, or a parent of the official, do not need to be disclosed.

- Yes
- No (Go to Schedule E)

If Yes: (Answer each question below. A separate Schedule D 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 E – Offices, Directorships, and Salaried Employment

During the reporting period, did you or any member of your immediate family (spouse, domestic partner, or dependent children) have any salaried employment or hold any office or directorship with an entity that did business with the City?

Yes

No (Go to Schedule F)

If Yes: (Answer each question below. A separate Schedule E 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, domestic partner, dependent child)

Self: _____ Spouse: _____ Domestic Partner: _____ Dependent child: _____

2A. Name of spouse, domestic partner or dependent child: _____

3. What is the title of the office you, your spouse, domestic partner 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 department did the business entity do business? _____

6. What was the nature of the business? (Example: regulated by the City, registered under the lobbying law, or involved with sales and contracts with the City)

If necessary, please use additional sheet(s) for any additional entries.

Schedule F – Debts You Owe

During the reporting period, did you or a member of your immediate family owe a debt (excluding a retail credit account) to a financial entity that did business with the City? **[NOTE: If, on Schedule A, B or C you listed a financial entity that did business with the City as the holder of your mortgage or other encumbrance, you must complete Schedule F with regard to that indebtedness.]**

- Yes
- No (Go to Schedule G)

If Yes: (Answer each question below. A separate Schedule F 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? If debt existed during the reporting period but was paid in full at the end of the period, put \$0. \$ _____

5. Did the principal of the debt increase _____ or decrease _____ during the reporting period, and by how much?
\$ _____

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 G – Family Members Employed by the City

During the reporting period, were any members of your immediate family (spouse, domestic partner or dependent children) employed by the City in any capacity?

- Yes
- No (Go to Schedule H)

If Yes: (Answer each question below. A separate Schedule G 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 department that employed the member of your immediate family?

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

If necessary, please use additional sheet(s) for any additional entries.

Schedule H – Employment/Business Ownership

During the reporting period, did you or any member of your immediate family, receive any earned income from an entity other than the City of Mount Rainier? Note that you must answer yes if you or your family members received a salary or earned income from a business, regardless of whether the business does business with the City. Your dependent child's employment or business ownership does not need to be disclosed unless the place of employment or the business entity is subject to regulation by the City or has contracts in excess of \$10,000 with the City. Please note that, except as it relates to dependent children as discussed in the preceding sentence, **this question is not limited to entities that do business with the City.** If you or your spouse or domestic partner was employed or received earned income, you must answer yes to this question.

- Yes
- No (Go to Schedule I)

If Yes; (Answer each question below. A separate Schedule H will be required for each member of the immediate family who owned a business entity or held employment.)

1. If, during the reporting period, you or a member of your immediate family had employment from which you or they earned income, list the relation, name, and address of the employment.

Name: _____

Relationship: _____

Name of Employer: _____

Address: _____

City/State/Zip: _____

2. If, during the reporting period, you or a member of your immediate family wholly or partially owned any business entity from which income was earned, list the relation, name and address of the business entity.

Name: _____

Relationship: _____

Name of Employer: _____

Address: _____

City/State/Zip: _____

If necessary, please use additional sheet(s) for any additional entries.

Schedule I – Other

Is there any additional information or interest you would like to disclose?

STANDARDS OF CONDUCT

The City of Mount Rainier Ethics Chapter includes standards of conduct applicable to elected officials and City employees. The standards address disqualification from participation, prohibited secondary employment, prohibited ownership interests, misuse of position, prohibited solicitation and acceptance of gifts, misuse of confidential information, post-employment limitations, prohibited dealings with the City, and procurement specifications assistance restrictions. The Law provides for exceptions and exemptions under certain circumstances. Filers wanting more detailed information about these requirements should contact the Ethics Commission.

PRIVACY NOTICE

The Ethics Chapter requires the collection of this information, which will be used to determine compliance with the Ethics Chapter. The information may be disclosed to any requesting person, including officials of State, local or federal government, who records their name and address, and this record will be provided to

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