CITY OF **MADISON**

Statements of Interest

The Code requires incumbents to file annually a Statement of Interest describing their private financial or personal interests in matters that may affect the conduct of City business. Disclosure of these interests is required to assure the public of the impartiality of those who make decisions on the public's behalf.

Who must file?

The filing requirement extends to **all elected officials and members of boards, committees, commissions**, unless they can demonstrate to the Ethics Board that they are not involved in:

- The regulation of economic activity
- The expenditure or granting of public funds
- The entry into City contracts

Disclosure forms must also be completed by **City employees** whose work involves:

- Negotiating; the sale or acquisition of property or real estate
- Overseeing economic development projects
- Assessing or appraising property for tax purposes
- Enforcing City ordinances or state laws

Note: Since **Madison police officers** are covered by their own departmental policies and disclosure requirements and need to have their identity protected from public disclosure, police officers are exempt from filing a Statement of Interest.

Candidates for elective public office must also file a Statement of Interest with the City Clerk at the same time as nomination papers are filed. Failure to file a Statement of Interest may result in the City Clerk removing the candidate's name from the ballot.

Failure to file

Failure of a City employee to file a Statement of Interest in a timely manner may result in the withholding of salary and other compensation. Failure to file may also prevent an appointee from being confirmed by the Common Council.

Amendments and changes

If a filer becomes aware of errors or omissions in the original Statement, they must file an amended version as quickly as possible. Moreover, elected officials, City employees who head departments or divisions, and mayoral assistants must also report any changes on their Statement as soon as possible. Statement of Interest forms and instructions are available from the City Clerk.

Contact the Ethics Board

City County Building, Room 401
210 Martin Luther King Jr. Blvd
Madison, WI 53703

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