

Point Roberts Park and Recreation District No. 1

Conflict of Interest Policy

Adopted 10/14/2015

In order to promote trust in government and to assure transparency and accountability in decision-making, the Point Roberts Park and Recreation District No. 1 hereby adopts this Conflict of Interest Policy.

Commissioners and officers of the District No. 1 are subject to the Code of Ethics for Municipal Officers, contained in Chapter 42.23 of the Revised Code of Washington. They are expected to read, understand, and fully comply with RCW 42.23.

A commissioner may not be beneficially interested, directly or indirectly, in any contract, transaction, or arrangement that may be made by, through, or under his or her authority or supervision. A commissioner may not vote in the authorization, approval, or ratification of a contract in which he or she is beneficially interested. The interest of the commissioner must be disclosed to the Board of Commissioners and noted in the official minutes before the formation of the contract.

It is the policy of the District that its commissioners and officers shall, upon adoption of this policy and thereafter annually (in January of each year) complete an Annual Conflict of Interest Declaration, to divulge any actual, potential, or perceived conflicts of interest. A declaration form shall be adopted as part of this policy and maybe be subsequently revised as appropriate by the Board of Commissioners. It shall require commissioners and officers to describe any type of contract, sale, purchase, or service to the District in which he or she, or a member of his or her immediate family, has a significant financial interest. In case of such conflict of interest, he or she must refrain from voting on or otherwise participating officially in the said contract, sale, purchase or service on behalf of the District.

In addition, the Annual Declaration shall provide information on any other known, apparent, or perceived conflicts of interest, even if of a non-financial nature and even if they do not require recusal from decision-making.

The District Secretary shall maintain the file containing these declarations, which shall be available to the public for review.