

## FILING AND REPORTING FOR RICHARDSON BAY REGIONAL AGENCY; CONFLICT OF INTEREST CODE

The Richardson Bay Regional Agency (Agency) does not directly hire any employees; all personnel are either employees of the County of Marin or Regional Government Services (RGS). As such, some actions regularly required by holders of public office may be duplicative.

For transparency and accountability, all personnel of the Agency shall take an Oath of Office on adoption of this Code or on assuming duty.

For transparency and accountability, the Executive Director and Harbormaster shall both file Form 700s as necessary. See Conflict of Interest Code below.

To avoid duplication of data, the Agency will report no employees on the State Controller's Compensation Report; all personnel will be accounted for by either the County of Marin or RGS.

### RICHARDSON BAY REGIONAL AGENCY 2022 CONFLICT OF INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (Title 2 California Code of Regulations Section 18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of Title 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and Appendix designating positions and establishing disclosure categories shall constitute the Conflict of Interest Code of the Richardson Bay Regional Agency (Agency).

Individuals holding a designated position shall file their statements of economic interests with the Agency's Executive Director or designee, who will make the statements available for public inspection and reproduction (CA Government Code Section 81008). If statements are received in paper format, the Agency's Executive Director or designee shall make and retain a copy and forward the original statements to the Filing Office, the County of Marin Board of Supervisors. If statements are electronically filed using the County of Marin's e-filing system, both the Agency and the Filing Officer will receive access to the e-filed statements simultaneously.

# DRAFT

RICHARDSON BAY REGIONAL AGENCY  
APPENDIX TO CONFLICT OF INTEREST CODE  
DESIGNATED POSITIONS

| DESIGNATED POSITION | DISCLOSURE CATEGORIES |
|---------------------|-----------------------|
| Board Member        | 1, 2                  |
| Executive Director  | 1, 2                  |
| Harbormaster        | 1, 2                  |
| Deputy Harbormaster | 1, 2                  |
| Legal Counsel       | 1, 2                  |
| Consultant          | 3                     |

# DRAFT

## RICHARDSON BAY REGIONAL AGENCY

### DISCLOSURE CATEGORIES FOR DESIGNATED POSITIONS

#### CONFLICT OF INTEREST CODE

##### CATEGORY 1

All sources of income, reportable interests in real property and investments and business positions in business entities located in or doing business within the jurisdiction of the Agency.

##### CATEGORY 2

Investments and business positions in business entities and sources of income which provide services, supplies, materials, machinery or equipment of the type utilized by the Agency.

##### CATEGORY 3

Consultants shall disclose pursuant to Category 1, subject to the following limitation:

The Executive Director of the Agency may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.