

**Section 2.01.010**  
**Code of Ethics Policy**

The Board of Directors of the Rainbow Municipal Water District is committed to providing excellence in leadership that result in the provision of the highest quality of services to its constituents. In order to assist in the government of the behavior between and among members of the Board of Directors, Staff and Public the following rules shall be observed.

The dignity, style, values and opinions of each Director shall be respected.

Responsiveness and attentive listening in communication is encouraged.

The Board shall have as its two (2) main priorities the provision of service to its constituents and the proper management of the District.

The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to the General Manager of the District.

Directors should commit themselves to emphasizing the positive, avoiding double talk, hidden agendas, gossip, backbiting, and other negative forms of interaction.

Directors should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.

Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, Directors should commit to supporting said action and not to create barriers to the implementation of said action.

Directors should practice the following procedures:

In seeking clarification on informational items, Directors will work directly with the General Manager to obtain information needed to supplement, upgrade or enhance their knowledge to improve legislative decision-making.

In handling complaints from residents, property owners, and employees of the District, said complaints should be referred directly to the General Manager.

In handling items related to safety, concerns for safety or hazards should be reported to the General Manager or to the District Office. Emergency situations should be dealt with immediately by seeking appropriate assistance.

In seeking clarification for policy related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the General Manager.

When approached by District personnel concerning specific District policy, Directors should direct inquiries to the employee's immediate supervisor. The chain of command should be followed.

The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to the General Manager.

Directors should develop a working relationship with the General Manager wherein current issues, concerns and District projects can be discussed comfortably and openly.

Directors should function as a part of the whole. Staff lobbying of Board members on a particular position on an issue is prohibited.

Directors are responsible for monitoring the District's progress

**Section 2.01.020**  
**Gratuities and Gifts**

All Board members will be required to keep an objective and un-obligated viewpoint. This includes the refusal to accept any and all gifts over a nominal value and gratuities from vendors and prospective vendors.

**Chapter 2.02**  
**ATTENDANCE AT MEETINGS**

**Section 2.02**  
**Attendance At Meetings**

**2.02.010**  
**Attendance Policy**

Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is a good cause for absence.

**2.02.020**  
**Vacancies**

A vacancy shall occur if any member ceases to discharge the duty of his/her office for the period of three consecutive months except as authorized by the Board of Directors.

**2.02.030**  
**Staff Meetings**

Members of the Board of Directors shall not attend Staff meetings unless invited by District Staff.

**Chapter 2.05**  
**MEMBERS OF THE BOARD OF DIRECTORS**

**Section 2.05.010**  
**Board of Directors Policy**

Directors shall thoroughly prepare themselves to discuss agenda items at meetings of the Board of Directors. If clarification is required it would be requested from the General Manager.

Information that is exchanged before meetings shall be distributed through the General Manager, and all Directors will receive all information being distributed.

Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.

Directors shall defer to the chairperson for conduct of meetings of the Board, but shall be free to question and discuss items on the agenda. All comments should be brief and confined to the matter being discussed by the Board.