

RIO NUEVO MULTIPURPOSE FACILITIES DISTRICT BOARD OF DIRECTORS' ETHICS GUIDELINES

The purpose of these guidelines is to emphasize that all Rio Nuevo Board Members will adhere to and promote proper ethical standards, abide by the law and preserve the District's integrity, reputation and professional and business relationships.

As appointed leaders of the District, Board Members should model the highest standards of ethics and individual conduct. These guidelines are intended to guide the Board's ethical conduct and the following points illustrate important applications that are relevant to the work of the Board Members. Because it is not possible to address all ways in which ethical issues may arise, the following guidelines are not all inclusive, but are intended to assist the Members in making sound judgments and decisions on behalf of the Board, the District and its mission.

Principles of Personal and Professional Conduct

- **Integrity** – I will demonstrate the highest standards of individual conduct, personal accountability, trustworthiness, fair dealings, considerations of the rights of others and the highest principles of good business relationships, and work on behalf of the public good.
- **Excellence** – I will strive to meet the highest standards of performance, quality, service and achievement.
- **Honesty** – I will communicate directly, respectfully, honestly and openly, and avoid misrepresentation, including misrepresentation through omission.
- **Diversity** – I will support and value diversity – promoting an environment that embraces the similarities and differences all people bring to the organization.
- **Respect** – I will respect and act fairly toward all those with whom I come into contact, and refuse to engage in or tolerate any form of discrimination or harassment.
- **Responsibility** – I will take responsibility for my actions and decisions and remain a careful steward of the District's public funds and resources.
- **Compliance** – I will comply with the Rio Nuevo Ethics Guidelines and all laws and regulations applicable to the District.

Governance

- I will commit myself to faithfully carrying out my duties and advancing the mission of the District.
- I will work cooperatively with others, determined to be a cohesive and integrated member of the team working towards a common purpose and celebrating a shared set of principles.

- I will encourage the full and open discussion of issues entrusted to me and will ensure that others have a genuine opportunity to be heard.
- I will fairly and frankly state my opinions on matters and carry out final decisions of the Board even if I originally disagreed.
- I will promptly reveal any perceived, potential or actual conflicts of interest both in the official records of the Board and to the designated attorney for the Board (“Counsel”) and I shall refrain from voting upon or otherwise participating in such matter in any manner as a Board Member or officer unless and until Counsel renders an opinion that no disqualifying conflict actually exists.
- I understand that if Counsel deems the potential or actual conflict of interest sufficiently severe he/she may seek guidance from or involvement by the Arizona Attorney General.

Conflicts of Interest

- I acknowledge that I have read and will strictly abide by the conflicts of interest provisions of Arizona Revised Statutes Section 38-501 et. seq.
- I will not place my personal interests in conflict with the interest of the District and will avoid any conduct that may impair my judgment with respect to the District.
- I will not, directly or indirectly, benefit improperly from my position or from any sale, purchase or other activity of the District.
- I will avoid situations involving impropriety or conflict, or the appearance of impropriety or conflict, between duty to the District and personal interest.
- I will not accept from or give to any current or potential supplier, vendor, customer or competitor any payment, service, gratuity, gift or favor.
- I will not ask for or receive cash, kickbacks, bribes, gifts or favors.
- I will avoid any outside business relationships with potential suppliers or vendors if that relationship creates a conflict of interest by influencing decisions made by me in the performance of my regular duties for the District.

Assets, Financial Reporting and Transactions

- I will do my part in ensuring that the District complies with prescribed accounting policies and procedures at all times.
- I will do my part in ensuring that District assets and transactions are handled with the strictest integrity, and that each transaction is executed in accordance with applicable procedures, authorization and documentation.
- I will not use, directly or indirectly, District name or logo, organizational funds, property, computer connectivity, equipment, assets, copyrighted material or other organizational resources for any unethical, unlawful or inappropriate purpose.

Reporting and Investigations

Upon receipt of the Rio Nuevo Ethics Guidelines, each Board Member will agree, in writing, to comply with the Guidelines (certificate on Page 4).

Questions and Reporting

- Any questions regarding these guidelines, their interpretation or application should be directed to Counsel.
- If a Board Member knows of an actual or potential violation of these guidelines, he/she should immediately report it to Counsel.
- If a Board Member is concerned that he/she may not be in compliance with these guidelines, he/she should complete, sign and provide the appropriate Disclosure Statement to Counsel for a written response

Follow-Up

Counsel will promptly investigate all alleged Ethics Guidelines violations and will recommend action, if required, to the full Board.

CERTIFICATE

I acknowledge that I have received and read my personal copy of the Rio Nuevo Ethics Guidelines. I understand that I am responsible for adhering to the principles of the Ethics Guidelines, and I confirm that I will conduct myself in accordance with the principles of the Ethics Guidelines. The certificate process is mandatory for all Board Members.

I am in compliance with the Ethics Guidelines.

Signature

Printed Name

Date

Please complete this certificate and either e-mail a scanned PDF copy to _____
_____.

Thank you!

Disclosure Statement

Please complete and sign this page ONLY if you have a conflict.

I acknowledge that I have received and read my personal copy of the Rio Nuevo Ethics Guidelines. I understand that I am responsible for adhering to the principles of the Ethics Guidelines and I confirm that I will conduct myself in accordance with the principles of the Ethics Guidelines.

I may not be in compliance with the Ethics Guidelines, due to:

[Attach additional pages if necessary]

Signature

Printed Name

Date

Please complete this certificate and e-mail a scanned copy to _____.

If you have questions, contact Counsel.

Thank you!

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| Counsel Review and Comments | |
| <input type="checkbox"/> You are in compliance with the Ethics Guidelines. | |
| <input type="checkbox"/> You are not in compliance with the Ethics Guidelines. In order to be in compliance: | |
| <hr/> | |
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| Signature of Counsel | |
| <hr/> | |
| Printed Name of Counsel | Date |