

EXHIBIT A — BOARD MEMBER CODE OF ETHICS

1 OBJECTIVES

The Board of Directors of GCS D is committed to providing excellence in legislative leadership that results in the provision of the highest quality services and representation to the District's constituents. In order to assist in the government of the behavior between and among members of the Board of Directors, the following guidelines shall be observed:

1.1 Respect

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

1.2 Representation

The needs and desires of the District's constituents should be the priority of the Board of Directors.

1.3 Listening

Responsive and attentive listening in communication is encouraged.

1.4 Responsibility

The primary responsibility of the Board of Directors is the formulation and evaluation of policy as stipulated in Section 2.2 of this policy manual. Routine matters concerning the operational aspects of the District are to be delegated to the General Manager who can then delegate to professional staff members of the District.

1.5 Attitude

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

1.6 Courtesy

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

1.7 Issue Orientation

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.

1.8 Openness

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.

2 RECEIVING AND COMMUNICATING INFORMATION

Directors should practice the following procedures when seeking or communicating information:

2.1 Clarification

In seeking clarification on informational items, Directors may directly approach the General Manager or his/her designee to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.

2.2 Complaints

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

directed at the General Manager or one of the Directors, then the complaint shall be referred to the President for appropriate action.

2.3 Safety

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

2.4 Policy

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.

2.5 Staff Notes

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

3 RELATIONSHIP MANAGEMENT

Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

3.1 Team Effort

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

The Board of Directors functions collectively, not as individuals. Unless the Board, by formal action, delegates responsibility to one or more individual Board members, no Director has the legal

capacity to act on behalf of the District. It is extremely important that all individual Directors respect this method of functioning as a Director, and in no way act unilaterally on behalf of the Board of Directors or the District.

3.2 Constituent Requests

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 responsible management personnel.

3.3 Direct Access to Staff During Working Hours

Direct access to staff by Directors is only authorized after an appointment is made through the General Manager, in advance, with a staff member at an appropriate time as determined by the General Manager. The General Manager or his/her designee may also be present at such appointment if he/she so desires. When approached by District personnel concerning specific District policy, Directors should direct inquiries to the appropriate staff supervisor, as any other action would be considered outside the scope of a Director's responsibility and authority. The chain of command should be followed.

3.4 General Manager

Directors should develop a working relationship with the General Manager (and all other managers reporting directly to the Board) wherein current issues, concerns and District projects can be discussed comfortably and openly.

4 CONSTITUENT SATISFACTION

The Board of Directors, as the unit of authority within the District, is ultimately responsible for the District's overall performance and constituent's satisfaction.

4.1 Performance Standards

The Board of Directors is responsible for setting performance standards satisfying constituents benefiting from the District's delivery of services, while at the same time complying with all applicable laws including California Community Services District Law (Government Code Section 61000, et seq.), regulations, operating permit requirements, and the public's expectation for openness, and fair and equitable application of authority. Such standards apply to all areas under the District's authority, to include tax, price of service provided, financing capital improvements, issuance of debt, and establishing and maintaining cost efficient and effective administrative structures.

4.1.1 AB 1234 Ethics Training

Pursuant to Assembly Bill 1234, Directors shall take ethics training every two years, with a requirement that they

take their first training no later than a year after they start their first day of service with the District. If a Director becomes non-compliant with this requirement, the Director will not receive compensation for Board meeting attendance and the Director cannot serve on any Board or *ad hoc* committee until compliant.

4.2 Preparation

Directors shall thoroughly prepare themselves to discuss agenda items at meetings of the Board of Directors. Information may be requested from the General Manager or his/her designee, but contact among Board members concerning District affairs, outside of the meeting context, is to be avoided as such activity may be in violation of the State of California open meeting laws.

4.3 Monitoring Progress

Directors are responsible for monitoring the District's progress in meeting performance standards and attaining its goals and objectives, while pursuing its mission, and are responsible for issuing clear direction to the General Manager for all necessary course corrections required to meet such goals and objectives.