

## SOUTH PLACER MUNICIPAL UTILITY DISTRICT POLICIES

<b>Policy Name:</b>	<b>4042 - BOARD-GENERAL MANAGER RELATIONSHIP AND RESPONSIBILITIES</b>		
<b>Approval Authority:</b>	SPMUD BOARD OF DIRECTORS	<b>Adopted:</b>	
<b>Resolution No.</b>	15-23	<b>Revised:</b>	

**PURPOSE**

The purpose of this policy is to establish the different responsibilities of the Board of the Directors and the General Manager.

**POLICY**

Section 1:       General

The Board of Directors governs the South Placer Municipal Utility District and is the policy-making body of SPMUD. The Board operates under the provisions of the Municipal Utility District Act of the State of California (the MUD Act) and all other applicable statutes and laws.

Section 2:       Board of Director’s Responsibilities

1. Identify and define the purpose, values and vision of SPMUD, along with the results that are acceptable and not acceptable for SPMUD to achieve, and communicate them in the form of policy.
2. Make certain operational decisions as are designated by law.
3. Hire, evaluate, and terminate the General Manager.

Section 3:       General Manager’s Responsibilities

1. Manage all operations and business affairs of SPMUD.
2. Achieve the results established by the Board within the appropriate and ethical standards of business conduct set by the Board.
3. Prepare and submit to the Board for approval each year a budget to achieve the Board’s strategic directives.
4. Enforce SPMUD ordinances, administer the civil service system (including hiring and terminating of all employees), attend meetings of the Board and report on the general affairs of SPMUD, and keep the Board advised as to the needs of SPMUD.
5. Establish and enforce a code of ethics applicable to all employees, which provides clear guidelines for ethical standards and conduct.
6. Implement and maintain an integrated enterprise risk management process that identifies, assesses, prudently manages and mitigates a variety of risks facing SPMUD.
7. Ensure the smooth continuous operation of SPMUD in the event of the planned or unplanned absence of the General Manager.
8. Interact with the public and other utilities and government agencies, pursuant to policies adopted by the Board. The General Manager shall assure, in cooperation and consultation with the Board, that SPMUD is appropriately represented in the community it serves.
9. Perform other responsibilities as may be delegated by the Board either by resolution or through the General Manager’s contract of employment.