

**RESOLUTION 2025-35**  
**A RESOLUTION OF THE RAINBOW WATER DISTRICT**  
**ADOPTING A NON-TRAVEL MEAL AND REFRESHMENT POLICY**

**WHEREAS**, Rainbow Water District (District) is a domestic water supply district organized under Oregon Revised Statutes (ORS) Chapter 264 and ORS 264.410 provides that “the power and authority given to districts is vested in and shall be exercised by a board of five commissioners, each of whom shall be an elector of the district”, and

**WHEREAS**, public officials of the District (which includes elected Commissioners, appointed Budget Committee members, and employees) are subject to government ethics rules provided in ORS Chapter 244, and the District desires to provide additional guidance and adopt rules related to non-travel meals and refreshments as detailed in Exhibit A, and

**NOW, THEREFORE, BE IT RESOLVED** by the Rainbow Water District Local Contract Review Board and Board of Commissioners that the *Non-Travel Meal and Refreshment Policy* attached as Exhibit A is hereby adopted.

Effective Date: This Resolution and the referenced policy shall be effective upon its approval and adoption.

**ADOPTED** by a vote of \_\_\_\_\_ Yes votes and \_\_\_\_\_ No votes this 11<sup>th</sup> day of December 2025.

\_\_\_\_\_  
President  
Board of Commissioners and Local Contract Review Board

Attest:

\_\_\_\_\_  
Secretary-Treasurer  
Board of Commissioners and Local Contract Review Board

## EXHIBIT A

### RAINBOW WATER DISTRICT NON-TRAVEL MEAL AND REFRESHMENT POLICY

This policy is limited to non-travel business meals and refreshments. This policy is adopted for the purpose of complying with Oregon Government Ethics Law (ORS Chapter 244). The benefit provided by this policy supports efficient operations and supports public official (employee, volunteer, and elected official) engagement, morale, and wellness.

Non-travel business includes meetings, training sessions, conferences, district-sponsored events to conduct district business, district-sponsored wellness events or celebrations, district-sponsored employee or volunteer recognition programs, district-organized potlucks, and gestures of appreciation to public officials during or after work is performed.

Refreshments include beverages such as coffee, tea, bottled water, juice, soda, and similar liquid refreshments as well as sugar and creamer. Food items such as fruit, pastries, chips, cookies, cake, candy, etc., are also considered refreshments. Essential serving products such as paper plates, cups, and plastic utensils may be purchased with district funds, if the purpose or event meets the guidelines for purchasing meals or refreshments outlined in this policy.

District public officials are generally expected to provide their own meals and beverages when attending meetings for district business that do not involve travel. From time to time, district public officials may receive modest meals and refreshments during non-travel business. Such meals and refreshments are a benefit of employment or volunteering provided to district public officials. The meals and refreshments provided under this policy serve a district institutional purpose, are for the convenience of the district, are provided infrequently, and are low-value to the receiving district public official.

The Superintendent, and each of the Superintendent's designees, are directed to operate under this policy, despite the potential or actual conflict of interest this policy may create as a result of staff's purchasing authority in deciding when food or refreshments will be provided for non-travel business.