

## 2.24 - Water & Sewer Board

### Chapter 2.24 -WATER AND SEWER BOARD

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**2.24.010 Created.** There is created the city water and sewer board. (Ord. 653-86: 610-85)

**2.24.020 Membership--Appointment and qualifications.** The water and sewer board shall consist of five members, appointed by the city council, at least four of whom shall reside within the city limits. One member may be appointed who resides outside the city limits. The mayor and city manager shall be nonvoting members of the board. Any member wishing reappointment to the board shall so inform the city manager by written letter prior to the expiration of his term. (Ord. 663-86: 653-86: 610-85)

**2.24.030 Term of office.** The term of office shall be three years, beginning July 1st and ending June 30th of the respective years. The existing members of the water and sewer board shall automatically be members of the water and sewer board for the period remaining on their existing terms on the water board. (Ord. 653-86: 610-86)

**2.24.040 Attendance.** Absence from three consecutive regular meetings, or a total of four regular meetings in any twelve consecutive months, without justifiable cause, as determined by the city council, shall constitute grounds for removal from office. (Ord. 653 86: 610 85)

**2.24.050 Vacancy filling.** A. Vacancies shall be filled by appointment of the city council for the unexpired term of vacancy.

B. A vacancy exists when a member dies, resigns, is removed by action of the city council, or if a resident member moves outside the city limits and thus causes there to be less than four residents remaining on the board. (Ord. 653 86: 610 85)

**2.24.060 Meetings--Rules for operation.** The water and sewer board shall hold at least one regular meeting in each calendar month, the date and time of such meeting to be fixed by the board. The board is empowered to make rules and regulations for its conduct and operation not inconsistent with state and municipal law and shall fix the manner for holding special meetings and giving notice thereof. A majority of the board shall constitute a quorum for the transaction of business. (Ord. 653 86: 610 85)

**2.24.070 Organization and officers.** The officers of the water and sewer board shall be a chairperson and a vice chairperson, both of which shall be elected by the members of the board. Their duties shall be those customarily performed by such officers and as specified by the rules of the board. The officers of the board shall hold office for one year or until their successors are elected. A staff person will be provided from the city manager's office to record minutes of each meeting and conduct correspondence as directed by the chairperson and/or the board. (Ord. 653 86: 610-85)

**2.24.080 Powers and duties--Water.** The board shall have the power and shall be required to:

A. Annually recommend minimum water rates to the city council, with the recommendation being returned to the board by the council within thirty days with reasons why the board should reconsider its recommendations, if the recommendations are not acceptable to council. Minimum water rates need not be uniform for all classes of users;

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the minimum rates must be sufficient to include all expenditures for the following:

1. All operation and maintenance of the water system;
2. All debt service requirements;
3. Additions to the reserve account in sufficient amounts to offset depreciation to the water system. Such reserves shall be based on accepted principles of accounting for a water system;
- B. To act as an appeals board to hear and decide request for relief from or variance from (for reason of unnecessary hardship) the application of water rates or policies established by ordinance or resolution of the city council as applied to an individual customer;
- C. Negotiate for the purchase of water rights as needed;
- D. Set standards for waterline construction, including but not limited to sizes of water mains;
- E. Set prices to be charged to a customer for items such as water meters;
- F. Acquire, develop and protect the water supplies decreed, adjudicated, or contracted for the city;
- G. Make recommendations to the city manager for expenditures under each current annual budget, and it also shall submit long range plans, and recommend such plans to the city council; such long range plans shall include not only the ensuing six years of proposed capital budget of the water department for the city, but also longer periods;
- H. Publish an annual written report of the water department, giving a detailed accounting of all revenues and expenditures;
- I. Be responsible for taking the steps necessary to insure that adequate fire flows are available throughout the city, present and future;
- J. Maintain system maps for the entire water system for the purpose of inventory and construction locations;
- K. Perform such other duties as the city council may request. (Ord. 676 87: 653 86: 610 85)

**2.24.081 Powers and duties--Sewer.** The board shall have the power and shall be required to:

- A. Annually recommend minimum sewer rates to the city council, with the recommendation being returned to the board by the council within thirty days with reasons why the board should reconsider its recommendations, if the recommendations are not acceptable to the council. Minimum rates need not be uniform for all classes of users; the minimum rates must be sufficient to include all expenditures for the following:
  1. All operation and maintenance of the sewer system;
  2. All debt service requirements;
  3. Additions to the reserve account in sufficient amounts to offset depreciation to the sewer system. Such reserves shall be based on accepted principles of accounting for a sewer system;
- B. To act as an appeals board to hear and decide requests for relief from or variance from (for reason of unnecessary hardship) the application of sewer rates or policies established by ordinance or resolution of the city council as applied to an individual customer;
- C. Set standards for sewer line construction including but not limited to sizes of sewer mains;
- D. Set prices to be charged to a customer for any items a customer may request in connection with the sewer system, for items which have not already been established and priced by the city council;
- E. Make recommendations to the city manager for expenditures under each current annual budget, and it also shall submit long range plans and recommend such plans to the city council; such long range plans shall include not only the ensuing six years of proposed capital budget of the sewer department for the city, but also longer periods;
- F. Publish an annual written report of the sewer department, giving a detailed accounting of all revenues and expenditures;
- G. Be responsible for taking the steps necessary to insure that the system and facilities meet federal and state minimum requirements;
- H. Maintain system maps for the entire sewer system for the purpose of inventory and construction locations;
- I. Perform such other duties as the city council may request. (Ord. 676 87: 653 86: 610 85)

### Code Documents



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