**CITY OF PHOENIX**
**PHOENIX, OREGON**

**ORDINANCE NO. 959**

# AN ORDINANCE AMENDING CHAPTER 2.15 OF THE PHOENIX MUNICIPAL CODE, CITY WATER COMMISSION

THE CITY OF PHOENIX ORDAINS AS FOLLOWS:

Section 2 . *MUNICIPAL CODE AMENDED:* The Phoenix Municipal Code is hereby amended by revising chapter, Chapter 2.15 , as follows:

Chapter 2.15

CITY WATER COMMISSION

*SECTIONS*


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|---|---|
| 2.15.010 | *City Water Commission Created* |
| 2.15.020 | *Composition* |
| 2.15.030 | *Terms of Office* |
| 2.15.040 | *Chair and Vice Chair* |
| 2.15.050 | *Secretary* |
| 2.15.060 | *Meetings* |
| 2.15.070 | *Quorum* |
| 2.15.080 | *Administrative Expenses* |
| 2.15.090 | *Powers and Duties* |
| 2.15.100 | *Recommendations to be in Writing* |
| 2.15.110 | *Expenditure Authorization* |
| 2.15.120 | *Absence form Meetings* |


2.15.010. *CITY WATER COMMISSION:* There is hereby created a City Water Commission, hereinafter referred to as the City Water Commission.

2.15.020. *COMPOSITION:* The City Water Commission shall consist of three to seven members appointed by the Mayor with concurrence of the City Council. All members must be water users in the City of Phoenix. The Mayor shall appoint two ex-officio members of the City Water Commission: One from the membership of the City Council and one from the management of the Public Works Department. City Water Commission members shall receive no compensation.

2.15.030. *TERMS OF OFFICE:* The current appointed members shall choose their term of office. Terms of office shall be four years and shall expire on December 31st of the

2.15.040. *CHAIR AND VICE CHAIR:* The City Water Commission, at its first meeting, shall elect a Chair and a Vice Chair, who shall be members appointed by the Mayor and who shall hold office at the discretion of the Water Commission members.

2.15.050. *SECRETARY:* The City Water Commission shall elect or appoint a Secretary who need not be a member of the City Water Commission. The Secretary shall keep an accurate record of all City Water Commission proceedings. The City Water Commission shall at the first Council meeting in January of each year make and file a report of its activities with the City Council. The City Water Commission may make and file intermediate reports of its activities with the City Council.

2.15.060. *MEETINGS:* The City Water Commission shall meet no less than quarterly, at such times and places as may be fixed by the City Water Commission. Special meetings may be called at any time the Chair or by fifty percent of the remaining members of the City Water Commission by written notice served upon each member of the City Water Commission at least twenty-four (24) hours before the time specified for the proposed meeting.

2.15.070. *QUORUM:* A majority of the commission members, then appointed, but not less than three voting members shall constitute a quorum. The City Water Commission may make and alter rules and regulations for its government and procedures consistent with the laws of the state of Oregon and with the City Charter and ordinances. Any question of parliamentary procedure not addressed in this Ordinance, or in the City Water Commission's own rules and regulations, above, shall be resolved pursuant to the latest edition of *Robert's Rules of Order, Revised.*

2.15.080. *ADMINISTRATIVE EXPENSES:* The City Water Commission may not expend City monies except as authorized by the City Council.

2.15.090. *POWERS AND DUTIES:* The City Water Commission shall have all the powers which are granted to it by ordinances of the City. The City Water Commission may make studies, hold hearings and prepare reports and recommendations on its own initiative or at the request of the City Council. Any policies adopted by the City Water Commission must be expressly approved in advance by the City Council.

2.15.100. *RECOMMENDATIONS TO BE IN WRITING:* All recommendations made to the City Council by the City Water Commission shall be in writing.

2.15.110. *EXPENDITURE AUTHORIZATION:* The City Water Commission shall have no authority to make expenditures on behalf of the City, or to obligate the City for payment of any sums of money, except as herein provided, and then only after the City Council shall have first authorized such expenditures by appropriate resolution, which resolution shall provide the administrative method by which such funds shall be expended.

2.15.120. *ABSENCE FROM MEETINGS:* City water Commission members are expected and encouraged to attend all regularly scheduled City Water Commission meetings. To this end, unexcused absence from three, or excused absence from four consecutive City Water Commission meetings will result in a recommendation of dismissal to the City Council. If the City Council determines that dismissal is appropriate, the following procedure shall be followed:

A. The position will be declared vacant, and the member notified in writing of the decision of the City Council.

B. The City Council will request, in writing, that the member return all City Water Commission material in his or her possession within 14 days or pay a replacement fee, based on City Council policy.

*Section 2.15 EFFECTIVE DATE:* This ordinance shall take effect thirty (30) days following its passage by the City Council and authentication by the Mayor.

PASSED AND ADOPTED by the City Council of the City of Phoenix, Oregon, by the following vote:

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and signed by me in authentication thereof, this 3RD day of MARCH, 2015.

Mayor

ATTEST:

City Recorder