

**Bylaws of the Orchard Mesa Pool Advisory Board
City of Grand Junction
Mesa County
Mesa County Valley School District 51**

Article 1 – Purpose, Board, Place of Business

- A. The Orchard Mesa Pool Advisory Board (“Pool Board”) has been jointly established to provide policy direction relating to the operation of the Orchard Mesa Pool (“Pool” or “the Pool”). The Board shall make recommendations to the Board of County Commissioners, the City Council and the School Board principally concerning the budget for the operation and maintenance of the Pool; however, the Pool Board may hear complaints from citizens and/or address service and policy matters. No budget or policy shall be effective until formally adopted by the City Council and the Board of County Commissioners. The Pool Board duties shall include but not necessarily be limited to setting goals and objectives; reviewing and recommending capital improvement plans and annual operating budgets; and, reviewing and recommending rates, fees and charges; adopting and/or amending rules and regulations.
- B. The Pool Board, in accordance with the intergovernmental agreement by and between the District, the City and the County shall give written and oral recommendations and serve in an advisory capacity to the City, County and District.

Article 2 – Appointment of Members

- A. The Pool Board shall be three members, with the City Council, the Board of County Commissioners and the District each appointing one member of each to serve. Service on the Pool Board shall be consistent with these bylaws and the intergovernmental agreement.
- B. The City Manager shall designate staff to serve the Board.
- C. The Pool Board shall meet on the first Friday of each month at 8:00 A.M. at a designated location.
- D. The terms of service will coincident with each members term which he/she was elected for with service on the Pool Board being for no longer than three (3) years. Board members are limited to two (2) consecutive terms so long as he/she is serving as an elected official for the entity that appointed him/her to the Pool Board.

- E. Members shall be selected without regard to race, color, religion, sex, age, sexual orientation, national origin, marital status or physical handicap.

Article 3 – Vacancies

Vacancies to the Pool Board shall be filled in the manner set forth herein for appointment and following the respective policies and procedures set forth by the City Council, the Board of County Commissioners and the School Board for appointment to a board or commission.

Article 4 – Officers

- A. At the first meeting of the Pool Board each calendar year, the Board members shall elect a chairperson.
- B. The chair shall serve as the informal head of the Pool Board and preside at meetings of the Pool Board. In the absence of the Board chairperson, the members in attendance shall designate a temporary chairperson who shall preside at the Board meeting and perform the duties of the chair and when so acting, shall have the authority and duties of the chair.
- C. The assigned City staff shall record the affairs of the Board and shall see to the correspondence and other communications of the Board.

Article 5 – Conflicts, Compensation, Expenses

- A. No compensation shall be paid to any member of the Pool Board for his/her services. The Pool Board shall not enter into any contract with any member or pay or authorize any remuneration to any member. The rules and requirements of the City Code and Charter and state law applicable to elected officials regarding conflicts of interest, disclosure, gifts and appearances of impropriety shall apply to each member of the Pool Board.
- B. A member may be reimbursed for his/her extraordinary expenses that are 1) allowed by motion of the Board and 2) the motion allowing the reimbursement of extraordinary expenses is approved prior to the expenses being incurred. Expenses so authorized must be incurred in the performance of the Board member's duties. All such expenses shall be budgeted and paid with authorized funds.

Article 6 – Meetings, Notice, Open Meetings

- A. Regular meetings shall be held as provided herein or otherwise established in writing.
- B. Any member may call a special meeting and it shall then be the duty of the City staff to cause notice of such meeting to be properly given. Special meetings may be held at any place within the City of Grand Junction.
- C. Notice of any meeting of the Pool Board, including the purpose thereof, shall be made in writing to each member by mail, facsimile, e-mail at least 72 hours before the scheduled meeting. Attendance by a member at any meeting of the Pool Board shall be acceptance of notice by him/her of the time, place, and purpose thereof. Any lawful business of the Pool Board may be transacted at any meeting for which proper notice has been given.
- D. Any meeting may be held by telephone or video conference call upon approval of a majority of the Board.
- E. Affairs of the Pool Board shall be governed by the Open Meetings Law and the Open Records Act, as amended.

Article 7 – Quorum

A majority of the members of the Pool Board shall constitute a quorum. The act of a majority of the members present at a meeting in which a quorum is present shall be the act of the Board.

Article 8 – Authority

The Pool Board has no authority to bind the City, the County or the School District.

Article 9 – Notices

Any notice of claim, demand or other legal process served on or received by the Pool Board or any of its members for matters arising out of or under the members' service on the Pool Board should be immediately delivered to the City Attorney.

Article 10 – Legal Advice and Insurance

The City Attorney shall serve as the legal advisor for the Pool Board. Each Pool Board member shall insure or cause him/herself to be insured by the council, board or commission that appointed him/her.

Adopted this 19th day of November, 2014 by the Grand Junction City Council.