

**RESOLUTION NO. R-024- 031**

**THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

**A RESOLUTION APPROVING THE DOUGLAS COUNTY WATER COMMISSION  
BYLAWS**

**WHEREAS**, Resolution R-023-112 created the Douglas County Water Commission;  
and

**WHEREAS**, the Board of County Commissioners has appointed members to the Douglas County Water Commission with the purpose of establishing the 2050 Comprehensive Douglas County Water Plan; and

**WHEREAS**, the Water Commission will advise the Board of County Commissioners on water topics and broaden public awareness of water supply and provision of services in the County; and

**WHEREAS**, the Board of County Commissioners desires to adopt the Douglas County Water Commission Bylaws to govern its conduct and procedures; and


**NOW, THEREFORE, BE IT RESOLVED**, BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, that the Bylaws of the Douglas County Water Commission, Exhibit A hereto, are hereby approved.

**PASSED AND ADOPTED** this 20th day of February, 2024, in Douglas County, Colorado.

**THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

DocuSigned by:  
*Geo. P. Teal*  
**BY:** \_\_\_\_\_  
E50B14592431485  
George Teal, Chair

DocuSigned by:  
*Kristin Randlett*  
**ATTEST:** \_\_\_\_\_  
4D0570F540B2420  
Kristin Randlett  
Deputy Clerk to the Board



**Exhibit A**  
**Water Commission Bylaws**

## **Douglas County Water Commission By-Laws**

The Douglas County Water Commission was established by Resolution R-023-112.

Pursuant to the authority granted to the Water Commission, the Commission hereby adopts the following Bylaws to govern its conduct and procedures that do not conflict with other Douglas County Board of County Commissioner Policies and Procedures.

### **Article 1 - Purpose**

The purpose of the Water Commission is to establish the 2050 Comprehensive Douglas County Water Plan and to revise that plan as needed in the future.

The Water Commission is to advise the Board of County Commissioners on water topics identified in the Douglas County Comprehensive Master Plan, addressed in state and federal legislative items, and related to regional and statewide issues.

The Water Commission is to broaden public awareness of water supply and provision of services in Douglas County.

Based upon Article 8, the purpose may be amended from time to time based upon input from the Water Commission and approval of the Douglas County Board of County Commissioners.

### **Article 2 – Member Organization and Staff**

The Commission shall consist of eleven (11) members. A quorum shall consist of six (6) members. The Commission will elect a Chair and Vice- Chair on an annual basis and may elect a temporary presiding member for a single meeting in the absence of any other officer.

Douglas County staff, under the direction of the County Manager, shall provide necessary technical and advisory support to the Commission.

Members are not compensated positions.

### **Article 3 - Technical Advisory Committee**

The Technical Advisory Committee (TAC) will be made up of water providers and subject matter experts, appointed by the Board of County Commissioners, to advise the Commission as its Purpose advances as needed at the discretion of the Commission. The Water Commission will make recommendations to the Board of County Commissioners as to who is appointed to the TAC.

### **Article 4 – Regular Meetings or Hearings**

Regular meetings will be held on an as needed basis, excluding holidays, and will be determined after the first regular meeting of the Water Commission. The Board of County Commissioners will approve an annual schedule of regular meetings. All regular meetings will be held at 100 3<sup>rd</sup> Street, Castle Rock, Colorado, unless otherwise designated and are

## **Article 5 - Minutes and Records**

Douglas County staff shall maintain all of the records of the Water Commission, ensure they are retained in the electronic records archive, and shall transmit them timely to the Water Commission for their review and approval.

## **Article 6 - Meeting Procedures**

The Water Commission will utilize Democratic Rules of Order as a guideline to conduct meetings. The Commission may make no formal decision or take no formal action at any meeting without the approval of a majority of a quorum present and able to vote. A member must inform the other members attending a meeting if they may have any possible conflict of interest regarding a matter before them for a decision and recuse themselves from voting on any action that will directly benefit themselves personally or organization they represent. If a member refuses to recuse themselves, a majority of the remaining members, even if less than a full quorum, may disqualify any member from voting on a matter for reasons of a perceived conflict of interest. A member recused or disqualified from voting on a matter may not vote on the disqualification of any other member for that matter. If a quorum is unavailable to vote on an issue, it will be automatically tabled to the next meeting of the Commission.

## **Article 7 - Termination of Membership**

Reasons for termination of membership include, but not limited to:

1. Receipt of written resignation of the member.
2. Failure to attend at least 75% of scheduled meetings during a one-year period.
3. Discretion of the Board of County Commissioners.

## **Article 8 – Amendments**

These Bylaws may be amended by an affirmative vote of majority vote of the members of the Commission during a regular or special meeting. Any Amendments will be subject to final approval of the Douglas County Board of County Commissioners before they become effective.

## **Article 9 – Approvals**

The above Bylaws for the Douglas County Water Commission have been duly considered and reviewed and were adopted by the Water Commission on the 22nd Day of January 2024 and the Douglas County Board of County Commissioners on the 20th Day of February 2024