

CITY OF GREELEY, COLORADO
ORDINANCE NO. 28, 2024

**AN ORDINANCE AMENDING SECTIONS 6-29, 6-422, 6-445, 6-446, 6-477,
6-481, 20-151 and 20-152 OF THE GREELEY MUNICIPAL CODE**

WHEREAS, the Greeley Municipal Code provides a legislative framework for City functions; and

WHEREAS, it is necessary from time to time to modify sections of the Code to better clarify its provisions or update processes; and

WHEREAS, sections of the Code relating to procurement functions of the City should be updated so that the functions may be assigned in an appropriate way given the needs of the City; and

WHEREAS, sections of the Code relating to water and sewer billing should be updated so that these functions may be assigned in an appropriate way given the needs of the City; and

WHEREAS, the City Council has determined that it is in the best interests of the citizens to amend the City's Code to make these changes.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF GREELEY,
COLORADO:**

Section 1. That Section 6-29 contained in Chapter 1 of Title 6 of the Greeley Municipal Code shall be amended as shown on Appendix A, attached hereto and incorporated herein.

Section 2. That Sections 6-422, 6-445, 6-446, 6-477, and 6-481 contained in Chapter 6 of Title 6 of the Greeley Municipal Code shall be amended as shown on Appendix A, attached hereto and incorporated herein.

Section 3. That Sections 20-151 and 20-152 contained in Chapter 3 of Title 20 of the Greeley Municipal Code be amended as shown in Appendix A.

Section 4. Appendix B, attached hereto and incorporated herein, contains a copy of the existing ordinances to be amended as required by the Greeley Charter, Sec. 3-16.

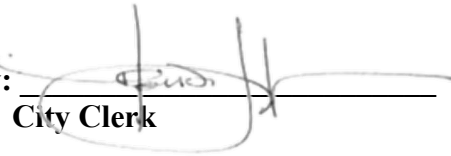
Section 5. This Ordinance shall take effect on the fifth day following its final publication, as provided by Section 3-16 of the Greeley City Charter.

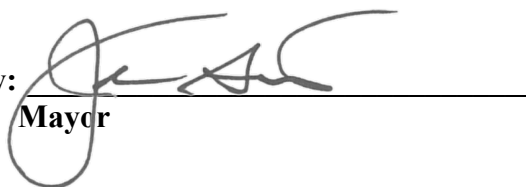
PASSED AND ADOPTED, SIGNED AND APPROVED ON THIS 20th DAY OF AUGUST 2024.

ATTEST



THE CITY OF GREELEY, COLORADO

By: 
City Clerk

By: 
Mayor

Appendix A
ORDINANCE NO. 28, 2024

**AN ORDINANCE AMENDING SECTIONS 6-29, 6-422, 6-445, 6-446, 6-477,
6-481, 20-151 and 20-152 OF THE GREELEY MUNICIPAL CODE**

Section 1.

Sec. 6-29. - Director of finance; duties.

The administration of ~~this chapter and chapter~~ chapters 1, 2, 3 and 4 of this title ~~and chapter 2 of title 10~~ is vested in the director of finance, who shall prescribe forms and reasonable rules and regulations in conformity with this ~~code chapter and chapter 2 of this title and chapter 2 of title 10~~, for the making of returns, for the ascertainment, assessment and collection of the taxes imposed ~~under this chapter in this code~~ and for the proper administration and enforcement of ~~this chapter and chapter~~ chapters 1, 2, 3 and 4 of this title ~~and chapter 2 of title 10~~.

Section 2.

Sec. 6-422. - Definitions.

Purchasing official means the employee designated by the ~~finance director~~ City Manager or designee to perform duties and responsibilities as provided in ~~sections 6-445 and 6-446~~ this Chapter.

Sec. 6-445. - Authority and duties.

(a) The ~~Finance director~~ City Manager or designee shall designate a principal public purchasing official, and shall be responsible for the procurement of materials, supplies, equipment, services and construction in accordance with this chapter, as well as the management and disposal of supplies.

(b) Duties. In accordance with this chapter, and subject to the supervision of the ~~Finance director~~ City Manager or designee, the designated purchasing official shall:

(1) Procure or supervise the procurement of all supplies, services and construction needed by the city;

(2) Exercise direct supervision over the city's central stores and such other inventories belonging to the city for which the purchasing official is given responsibility;

- (3) Sell, trade or otherwise dispose of surplus supplies belonging to the city; and
- (4) Establish and maintain programs for specifications development, contract administration and inspection and acceptance, in cooperation with the public agencies using the supplies, services and construction.
- (c) Operational procedures. Consistent with this chapter and with the approval of the city manager or the Finance director, the designated official may adopt operational procedures relating to the execution of such designated official's duties.

Sec. 6-446. - Delegations to other city officials.

Notwithstanding the provisions of section 6-445, procurement authority with respect to certain supplies, services or construction may be delegated to other city officials by the ~~finance director with the concurrence of the~~ city manager when such delegation is deemed necessary for the effective procurement of these supplies, services or construction. All such delegated procurements shall be conducted pursuant to this chapter and regulations promulgated hereunder. Pursuant to this section, in the event a city official other than the purchasing official is designated to make a procurement, all references to specific purchasing activities by the purchasing official in this chapter shall refer and be applicable to said designated city official. All references to the general duties of the purchasing official in this chapter shall not be applicable to the designated city official.

Sec. 6-477. - Competitive sealed bidding.

- (a) *Conditions for use.* All contracts for amounts above \$50,000.00 entered into by the city shall be awarded by competitive sealed bidding except as otherwise provided in sections 6-478, 6-480, and 6-483.
- (b) *Invitation for bids.* An invitation for bids shall be issued and shall include specification and all contractual terms and conditions applicable to the procurement.
- (c) *Public notice.* Adequate public notice of the invitation for bids shall be given a reasonable time, not less than 15 calendar days prior to the date set forth therein for the opening of bids unless circumstances require a shorter period as determined by the purchasing official. Such notice may include the use of electronic solicitation. Such notice may include publication in a newspaper of general circulation at a reasonable time prior to bid opening. The public notice shall state the place, date and time of bid opening.
- (d) *Bid opening.* Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid and such other relevant information as the purchasing official deems appropriate, together with the name of each bidder, shall be recorded; the record and each bid shall be open to public inspection in accordance with section 6-423. In the event of strikes, wars, acts of God or other good cause, as determined by the purchasing official, bid openings may be extended for a reasonable time not to exceed 30 calendar days.

(e) *Bid acceptance and bid evaluation.* Bids shall be unconditionally accepted without alteration or correction, except as authorized in this chapter. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, degree of skill, delivery and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that are not set forth in the invitation for bids.

(f) *Award.* The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction project exceeds available funds, as certified by the ~~finance director~~ City Manager or designee, the purchasing official is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds.

(g) *Multi-step sealed bidding.* When it is considered impractical to initially prepare a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of unpriced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

Sec. 6-481. - Non-competitive negotiation.

a) When sole source or emergency procurement situations arise or when the standard competitive processes are deemed impractical, the ~~Finance director~~ City Manager or designee may enter into noncompetitive negotiations in the best interest of the city, including:

(1) Extension of existing contract where a vendor offers to extend an existing contract under the same conditions and at the same or lower price, and such extension is in the best interest of the city;

(2) Service on existing equipment if it is to the city's advantage to obtain parts, repair or service on existing equipment, its supplies or software from a factory-authorized dealer or manufacturer;

(3) Reduced total cost due to, among other things, closer location, more advantageous time allowances or similar variable factors that can reduce the total cost of the product or service;

(4) A particular material or service is required to maintain interchangeability or compatibility as a part of an existing integrated system;

(5) The material is perishable;

(6) The material qualifies as fine art;

(7) The particular material is required to match materials in use, so as to produce visual harmony; or

(8) Where competitive solicitation procedures have failed to provide sufficient responsive, responsible bidders.

(b) Written determination of the basis for the noncompetitive negotiation and basis for the selection shall be included in the contract file.

Section 3.

Sec. 20-152. - Payment of charges.

All rates for the use of water as provided in this title shall be due and payable to the ~~director of finance~~ city ~~at the director's office in the city hall.~~ In case any water user fails to pay all charges within 30 days after the same become due, the same are delinquent and the city may disconnect water service from every premises, building, house or lot in default until the delinquent charges are paid, including payment of reconnection charges as provided in sections 20-158.

Sec. 20-153. - Bills may be sent; process for bill disputes.

~~The director of finance~~ city may, but shall not be required to, give notice to users of water of the amount of the water rates and when due, and the ~~director~~ city may include in such notice and shall collect with the water rates the sewer rates and any associated fees and charges due pursuant to this title. Any customer that believes its water and sewer bill contains improper charges may submit a bill dispute in writing to the director of water and sewer.

Appendix B

ORDINANCE NO. 28, 2024

AN ORDINANCE AMENDING SECTIONS 6-29, 6-422, 6-445, 6-446, 6-477, 6-481, 20-151 and 20-152 OF THE GREELEY MUNICIPAL CODE

Sec. 6-29. Director of finance; duties.

The administration of this chapter and chapter 2 of this title and chapter 2 of title 10 is vested in the director of finance, who shall prescribe forms and reasonable rules and regulations in conformity with this chapter and chapter 2 of this title and chapter 2 of title 10, for the making of returns, for the ascertainment, assessment and collection of the taxes imposed under this chapter and for the proper administration and enforcement of this chapter and chapter 2 of this title and chapter 2 of title 10.

(Code 1994, § 4.04.025; Ord. No. 58, 1991, § 2(part), exh. B, 12-17-1991; Ord. No. 36, 2017, § 1(exh. A), 10-17-2017)

Sec. 6-422. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alternative project delivery means methods of contracting wherein the solicitation, evaluation, selection, and contracting for a project is accomplished through use of a design/build, construction manager at risk, construction manager/general contractor, or other non-traditional means.

Architect, engineer and land surveying services means those professional services within the scope of the practice of architecture, professional engineering or land surveying, as defined by the state laws.

Blind trust means an independently managed trust in which the employee-beneficiary has no management rights and in which the employee-beneficiary is not given notice of alterations in, or other dispositions of, the property subject to the trust.

Brand name or equal specification means a specification limited to one or more items by manufacturers' names or catalogue numbers to describe the standard of quality, performance and other salient characteristics needed to meet the city requirements, and which provides for the submission of equivalent products.

Brand name specification means a specification limited to one or more items by manufacturers' names or catalogue numbers.

Business means any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture or any other private legal entity.

Change order means a written order signed and issued by the purchasing official, directing the contractor to make changes which the changes clause of the contract authorizes the purchasing official to order without the consent of the contractor.

Confidential information means any information which is available to an employee only because of the employee's status as an employee of the city and is not a matter of public knowledge or authorized to be disclosed to the public on request.

Construction means the process of building, altering, repairing, improving or demolishing any public structure, or building or other public improvements of any kind to any public real property. The term "construction" does not include the routine operation, routine repair or routine maintenance of existing structures, buildings or real property.

Construction management at risk (CMAR) means a contract that allows for a delivery method which entails a commitment by the construction manager to deliver the project within a guaranteed maximum price.

Construction manager/general contractor (CMGC) means a unique method used to accelerate project delivery where the owner hires a contractor to provide feedback during the design phase before the state of construction.

Contract means all types of city agreements, regardless of what they may be named, for the procurement of supplies, services or construction.

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(Supp. No. 4, Update 2)

Contract modification (bilateral change) means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity or other provisions of any contract accomplished by mutual agreement of the parties to the contract.

Contractor means any person having a contract with the city.

Cooperative purchasing analysis means the evaluation of cost data for the purpose of arriving at cost actually incurred or estimates of costs to be incurred, prices to be paid and costs to be reimbursed.

Cooperative purchasing plan means a program that allows the city to share a procurement contract between governments or nonprofit organizations that have competitively bid and vetted vendors for a variety of products and services.

Cost data means factual information concerning the cost of labor, material, overhead and other cost elements which are expected to be incurred or which have been actually incurred by the contractor in performing the contract.

Cost-reimbursement contract means a contract under which a contractor is reimbursed for costs which are allowable and allocable in accordance with the contract terms and the provisions of this chapter, and plus a fee, if any.

Design-bid-build means a project delivery method in which the city sequentially awards separate contracts, the first award for architectural and engineering services to design the project and the second award for construction of the project according to the design, after solicitation of an invitation for bids.

Design-build means a project delivery method in which the city awards a single contract for design and construction of a project.

Direct or indirect participation means involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity.

Disadvantaged business means a small business which is owned or controlled by a majority of persons not limited to members of minority groups, who have been deprived of the opportunity to develop and maintain a competitive position in the economy because of social disadvantages as defined by state law.

Electronic means electrical, digital, magnetic, optical, electromagnetic or any other similar technology.

Emergency procurements means procurements of supplies, services or construction items when there exists a threat to public health, welfare or safety, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances.

Employee means an individual drawing a salary or wages from the city, whether elected or not; any noncompensated individual performing personal services for the city or any department, agency, commission, council, board or any other entity established by the executive or legislative branch of the city; and any noncompensated individual serving as an elected official of the city.

Financial interest means:

- (1) Ownership of any interest or involvement in any relationship from which, or as a result of which, a person within the past year has received, or is presently or in the future entitled to receive, more than \$1,000.00 per year or its equivalent; or
- (2) Ownership of five percent of any property or business.

Grant means the furnishing by the city of assistance, whether financial or otherwise, to any person or group to support a program authorized by law.

Gratuity means a payment, loan, subscription, advance, deposit of money, service or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is received.

Immediate family means a spouse, children, parents, brothers and sisters.

Invitation for bids means all documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.

Person means any business, individual, union, committee, club, other organization or group of individuals.

Price analysis means the evaluation of price data, without analysis of the separate cost components and profit as in cost analysis, which may assist in arriving at prices to be paid and costs to be reimbursed.

Pricing data means factual information concerning prices for items substantially similar to those being procured. The term "prices" in this definition refer to offered or proposed selling prices, historical selling prices and current selling prices. The definition of the term "pricing data" refers to data relevant to both prime and subcontract prices.

Procurement means the buying, purchasing, renting, leasing or otherwise acquiring of any supplies, services or construction. The term "procurement" also includes all functions that pertain to the obtaining of any supply, service or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract and all phases of contract administration.

Professional services means services of a specialized nature, including, but not limited to, architecture, engineering, surveying, appraisals, accounting, training, and laboratory testing, the final product of which is predominantly oral or written advice or information or services as promulgated by the city manager.

Public agency means a public entity subject to or created by the city.

Public notice means the distribution or dissemination of information to interested parties using methods that are determined by the city, such methods may include publication in newspapers of general circulation, electronic or paper mailing lists and websites designated by the city and maintained for that purpose.

Purchasing official means the employee designated by the finance director to perform duties and responsibilities as provided in sections 6-445 and 6-446.

Qualified products list means an approved list of supplies, services or construction items described by model or catalogue numbers, which, prior to competitive solicitation, the city has determined will meet the applicable specification requirements.

Request for proposals means all documents, whether attached or incorporated by reference, utilized for soliciting proposals.

Responsible bidder or offeror means a person who has the capability, in all respects, to perform fully the contract requirements and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment and credit, which will ensure good faith performance.

Responsive bidder or offeror means a person who has submitted a quote, proposal, or bid which conforms in all material respects to the requirements set forth in the invitation for bids.

Services means the furnishing of labor, time or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. The term "services" shall not include employment agreements or collective bargaining agreements.

Signature means a manual or electronic identifier, or the electronic result of an authentication technique attached to or logically associated with a record that is intended by the person using it to have the same force and effect as a manual signature. Electronic signatures are as allowed by the Uniform Electronic Transactions Act, C.R.S. title 24, art. 71.3 (C.R.S. § 24-71.3-101 et seq.), as amended from time to time.

Small business means a United States business which is independently owned and which is not dominant in its field of operation or an affiliate or subsidiary of a business dominant in its field of operation and meets the small business size standards established by the U.S. Small Business Administration, as amended from time to time.

Sole source means after conducting a good faith review of available sources, that there is only one source for the required supply, service or construction firm.

Specification means any description of the physical or functional characteristics or of the nature of a supply, service or construction item. It may include a description of any requirement for inspection, testing or preparing a supply, service or construction item for delivery.

Statement of qualifications (SOQ) means a written document outlining the reasons why a company or person is qualified to provide a certain professional service. A typical SOQ outlines a description of the company, key personnel assigned to projects, project approach, management skills and examples of similar successful projects.

Supplies means all property, including, but not limited to, equipment, materials, printing, insurance and leases or real property, excluding land or a permanent interest in land.

Using agency means any department, commission, board or public agency of the city requiring supplies, services or construction procured pursuant to this chapter.

Written or in writing means the product of any method of forming characters on paper, other materials or viewable screens, which can be read, retrieved and reproduced, including information that is electronically transmitted and stored.

(Code 1994, § 4.20.030; Ord. No. 17, 2018, § 1(exh. A), (exh. B), 4-3-2018)

Sec. 6-445. Authority and duties.

- (a) The finance director shall designate a principal public purchasing official, and shall be responsible for the procurement of materials, supplies, equipment, services and construction in accordance with this chapter, as well as the management and disposal of supplies.
- (b) Duties. In accordance with this chapter, and subject to the supervision of the finance director, the designated purchasing official shall:
 - (1) Procure or supervise the procurement of all supplies, services and construction needed by the city;
 - (2) Exercise direct supervision over the city's central stores and such other inventories belonging to the city for which the purchasing official is given responsibility;
 - (3) Sell, trade or otherwise dispose of surplus supplies belonging to the city; and
 - (4) Establish and maintain programs for specifications development, contract administration and inspection and acceptance, in cooperation with the public agencies using the supplies, services and construction.
- (c) Operational procedures. Consistent with this chapter and with the approval of the city manager or the finance director, the designated official may adopt operational procedures relating to the execution of such designated official's duties.

(Code 1994, § 4.20.060; Ord. No. 17, 2018, § 1(exh. A), (exh. B), 4-3-2018)

Sec. 6-446. Delegations to other city officials.

Notwithstanding the provisions of section 6-445, procurement authority with respect to certain supplies, services or construction may be delegated to other city officials by the finance director with the concurrence of the city manager when such delegation is deemed necessary for the effective procurement of these supplies, services or construction. All such delegated procurements shall be conducted pursuant to this chapter and regulations promulgated hereunder. Pursuant to this section, in the event a city official other than the purchasing official is designated to make a procurement, all references to specific purchasing activities by the purchasing official in this chapter shall refer and be applicable to said designated city official. All references to the general duties of the purchasing official in this chapter shall not be applicable to the designated city official.

(Code 1994, § 4.20.070; Ord. No. 17, 2018, § 1(exh. A), (exh. B), 4-3-2018)

Sec. 6-477. Competitive sealed bidding.

- (a) *Conditions for use.* All contracts for amounts above \$50,000.00 entered into by the city shall be awarded by competitive sealed bidding except as otherwise provided in sections 6-478, 6-480, and 6-483.
- (b) *Invitation for bids.* An invitation for bids shall be issued and shall include specification and all contractual terms and conditions applicable to the procurement.
- (c) *Public notice.* Adequate public notice of the invitation for bids shall be given a reasonable time, not less than 15 calendar days prior to the date set forth therein for the opening of bids unless circumstances require a shorter period as determined by the purchasing official. Such notice may include the use of electronic solicitation. Such notice may include publication in a newspaper of general circulation a reasonable time prior to bid opening. The public notice shall state the place, date and time of bid opening.

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- (d) *Bid opening.* Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid and such other relevant information as the purchasing official deems appropriate, together with the name of each bidder, shall be recorded; the record and each bid shall be open to public inspection in accordance with section 6-423. In the event of strikes, wars, acts of God or other good cause, as determined by the purchasing official, bid openings may be extended for a reasonable time not to exceed 30 calendar days.
 - (e) *Bid acceptance and bid evaluation.* Bids shall be unconditionally accepted without alteration or correction, except as authorized in this chapter. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, degree of skill, delivery and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that are not set forth in the invitation for bids.
 - (f) *Award.* The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction project exceeds available funds, as certified by the finance director, the purchasing official is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds.
 - (g) *Multi-step sealed bidding.* When it is considered impractical to initially prepare a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of unpriced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

(Code 1994, § 4.20.080; Ord. No. 17, 2018, § 1(exh. A), (exh. B), 4-3-2018)

Sec. 6-481. Non-competitive negotiation.

- (a) When sole source or emergency procurement situations arise or when the standard competitive processes are deemed impractical, the finance director or designee may enter into noncompetitive negotiations in the best interest of the city, including:
 - (1) Extension of existing contract where a vendor offers to extend an existing contract under the same conditions and at the same or lower price, and such extension is in the best interest of the city;
 - (2) Service on existing equipment if it is to the city's advantage to obtain parts, repair or service on existing equipment, its supplies or software from a factory-authorized dealer or manufacturer;
 - (3) Reduced total cost due to, among other things, closer location, more advantageous time allowances or similar variable factors that can reduce the total cost of the product or service;
 - (4) A particular material or service is required to maintain interchangeability or compatibility as a part of an existing integrated system;
 - (5) The material is perishable;
 - (6) The material qualifies as fine art;
 - (7) The particular material is required to match materials in use, so as to produce visual harmony; or
 - (8) Where competitive solicitation procedures have failed to provide sufficient responsive, responsible bidders.
- (b) Written determination of the basis for the noncompetitive negotiation and basis for the selection shall be included in the contract file.

(Code 1994, § 4.20.105; Ord. No. 17, 2018, § 1(exh. A), (exh. B), 4-3-2018)

Sec. 20-152. Payment of charges.

All rates for the use of water as provided in this title shall be due and payable to the director of finance at the director's office in the city hall. In case any water user fails to pay all charges within 30 days after the same become due, the same are delinquent and the city may disconnect water service from every premises, building, house or lot in default until the delinquent charges are paid, including payment of reconnection charges as provided in sections 20-158.

(Prior Code, § 22-9(a); Code 1994, § 14.08.090; Ord. No. 65, 1990, § 1(part), 12-11-1990; Ord. No. 24, 1999, § 2, 6-1-1999; Ord. No. 39, 2019, exh. A, § 14.08.020, 9-17-2019; Ord. No. 16, 2022, § 28(app. A, § 28), 4-19-2022)

Sec. 20-153. Bills may be sent; process for bill disputes.

The director of finance may, but shall not be required to, give notice to users of water of the amount of the water rates and when due, and the director may include in such notice and shall collect with the water rates the sewer rates and any associated fees and charges due pursuant to this title. Any customer that believes its water and sewer bill contains improper charges may submit a bill dispute in writing to the director of water and sewer.

(Prior Code, § 22-9(b); Code 1994, § 14.08.100; Ord. No. 39, 2019, exh. A, § 14.08.030, 9-17-2019; Ord. No. 16, 2022, § 28(app. A, § 28), 4-19-2022)