

## NOTICE OF ANNUAL BUDGET MEETING

NOTICE IS HEREBY GIVEN that the Board of Directors of the **ALPENSEE WATER DISTRICT** of Summit County, Colorado, will hold an annual budget meeting at 6:30 pm on Monday, the 15<sup>th</sup> day of December, 2014 in the Mt Royal Room, County Commons, Frisco, Colorado, for the purpose of addressing those matters in the agenda set out below and conducting such other business as may properly come before the Board

The meeting is open to the public.

BY ORDER OF THE BOARD OF DIRECTORS:

### ALPENSEE WATER DISTRICT

By: /s/ Candace Winkle  
Director

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### AGENDA

1. Call to order and quorum verification
2. Disclosure of potential conflicts of interest
3. Discussion with CDOT regarding Highway 9 widening project and impact to the AWD wells
4. Approval of minutes
  - a. From 9/15/2014 meeting
5. Treasurer's Report
6. 2015 Budget and 2014 Amended Budget and Resolutions
7. Operations Report (The AWD is managed by its Board of Directors)
8. Unfinished business
  - a. Transmission station repair/door security (Savidge/Miller)
  - b. Incident Report from overflow Sept 8 – provide to David Flanigan and determine if insurance can be collected (Skotty)
  - c. Expansion tank stabilization design – David Flanigan (after July 2014)
  - d. Emergency System Water Fee – part 2. Quotes for backup generator. (Skotty/AAA)
  - e. CDOT expansion of hwy 9 and impact on wells/ponds. Letter from Summit County and easement for erecting a fence. (Savidge)
  - f. AWD sign-off on construction projects - process. (Savidge)
  - g. Meter reading/billing project. (Skotty/Miller – June 2014 – June 2015)
  - h. Potential split of fees by fire protection and domestic water. (Skotty)
9. New business
  - a. Selection of Water Operator for 2015
  - b. 2015 Annual Administrative Duties Resolution
  - c. Bank reporting dates:
    - Jan 31: annual budget and certified copy of mill levy.
    - Feb 28: district Accountant complete audit exemption form. (Skotty)
    - March 31: audit exemption request.
    - July 31: Audit due to US bank, or if the AWD has been given an exemption, that letter. Also required is the Letter of certification that AWD is complying.
    - Sept 1: Preliminary assessed value of property.
    - December 31: Final certified assessed valuation.

d. Other reporting dates:

- Jan 1:
  - Begin to plan budget for next year (CRS 29-1-101)
  - File map of current boundaries (CRS 32-1-306)
- Jan 15: (Nov 16-Jan 15): File/Publish Transparency Notice (CRS 32-1-809)
- Jan 15: Local government contact update
- Jan 31:
  - File certified copy of adopted budget (CRS 29-1-113(1))
  - General Obligation (GO) Debt request from Summit County
- 75 – 90 days before election: Designated election official provides a call for nomination.
- March 1: Report form DLG30 for outstanding non-rated securities > \$1 million (CRS 11-58-105) (Skotty/accountant)
- 64 days prior to election: Write-in affidavits must be received
- 63 days prior to election (close of business):
  - If no more candidates than openings, Board provides Resolution to designated election official to cancel election (CRS 1-5-208 (1.5))
  - Designated election official file notice of cancellation
  - Board notifies candidates of cancellation of election and election by acclamation (CRS 1-11-103(3) & 1-5-208(6))
- 40 days prior to election: designated election official orders property owners list
- March 31: Request exemption from audit (CRS 29-1-604(3))
- 15 days prior to election: Board may mail notice/voter information cards
- 10 days prior to election: designated election official provide notice of election
- May even years (first Tues after first Mon): Regular election
- June, 30 days after election:
  - Certification of election results (CRS 1-11-103(3))
  - File originally signed oath of office and bond with district court clerk and division (CRS 32-1-901)
- June 30: Submit audit to AWD Board (CRS 29-1-606(1)(a))
- July 31: Submit audit report to state auditor (CRS 29-1-606(3))
- Aug 25: Assessors certify to all taxing entities and Division the assessed valuation & real property values (CRS 39-5-128)
- Before Oct 15: Board must designate a person to prepare the budget (CRS 29-1-104)
- Oct 15:
  - Submit budget to Board (CRS 29-1-105)
  - Publish announcement for annual budget meeting (CRS 29-1-106 & 29-1-106(3)(b))
- Dec 10:
  - Assessors may recertify (CRS 39-1-111(5))
  - Schedule special meeting to recalculate levy (if necessary)
- Dec 15:
  - Hearing to adopt budget, set mill levies and make appropriations for budget year (CRS 29-1-108)
  - Certification of mill levies to board of county commissioners (CRS 39-5-128) (1))
- Upon request: quinquennial finding of reasonable diligence
- Dec 31: Disclosure and Boundary notice

10. Next meeting

11. Continuation / Adjournment

Dated this 15<sup>th</sup> day of December, 2014

