

AGENDA
November 22, 2015
Continued to November 24, 2015

1. Call to order and quorum verification
2. Disclosure of potential conflicts of interest
3. Approval of minutes
 - a. From 10/18/2015 meeting
4. Treasurer's Report
5. Operations Report (The AWD is managed by its Board of Directors)
6. Unfinished business
 - a. New alarm and switch to detect water overflow. Previous meeting approved purchase subject to certain limitation. (Savidge)
 - b. Expansion tank stabilization design – follow up on design from David Flanigan
 - c. Backup Generator Project – (Quartarone)
 - d. Emergency System Water Fee – part 2.
 - e. CDOT expansion of hwy 9 – CDOT barrier and/or easement for a fence. (Skotty/Doug Killerud)
 - f. Meter reading/billing project – (Miller)
 - g. Potential split of fees by fire protection and domestic water. (Skotty)
 - h. Augmentation Plan amendment (Skotty / Petrock and Fendel)
 - i. Subcontracted district management (Skotty)
 - j. Expiring Taps (Skotty)
 - k. Classification of Water District & implications/customer count
 - Non-Transient, Non Community
 - Community (more sampling requirements): More than 24 year-round residents
 - l. Pipe in ditch near pumphouse, concrete bunker and ditch (Miller)
7. New business
 - a. Discussion and approval of 2016 Budget
 - b. Discussion and possible approval of Unactivated Tap Fee
 - c. Discussion and possible approval of special assessment for purchase and installation of backup generator
 - d. Discussion and possible approval of amended 2015 Budget
8. 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.
9. 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 10:
 - Hearing to adopt budget, set mill levies, make appropriations for budget yr (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