



SUMMIT COUNTY GOVERNMENT

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LOCAL IMPROVEMENT DISTRICT PROCESS

A Local Improvement District (LID) starts with a group of property owners (applicants) that want to pursue a project in their subdivision to create or upgrade infrastructure. The following provides information on **who, what, why, where, when, and how** to do it.

There are two parts to the “**who**” item: who has the authority to approve and form a local improvement district and who is in the district. The Colorado Revised Statutes give county governments the authority to establish local improvement districts (LIDs) and assess the benefiting property owners the cost of constructing the improvements. As to who is in the district, this can get complicated. Generally speaking a LID covers one or more subdivisions. Engineering staff will work with applicants to develop a logical boundary limit for the district depending on what improvements are being considered which is a nice lead into the next part, **What** improvements can be done with a LID?

The following improvements can be done with a LID:

Road construction	Road paving
Drainage Improvements	Sidewalks
Street Lights	Burying existing overhead utilities
Central sewer	Central water

A LID cannot be used to bring in new phone, electricity, gas, or television cable service to an area.

Why form a LID? Use of the LID process provides a relatively easy way to finance and construct improvements in a subdivision and at the same time insures everyone receiving benefit pays their fair share of the costs to construct the improvements.

Where do we go from here? Well first, the applicants will have to do some legwork to show Summit County that there is more than just a passing interest by two or three property owners in the improvements contemplated. The first step is a meeting with the Engineering Department to develop the limits of the district. Once the district boundaries are established, the Engineering Department will develop a preliminary cost estimate for the project. This cost estimate will be attached to the petition. Second, using the general language in the attached petition plus the specifics related to the request, the applicants will circulate the petition among the property owners that would benefit from the improvements and obtain signatures from at least 60% of the owners of the benefiting properties. For example if there are 100 benefiting properties, at least 60 of the property owners must sign the petition.

Assuming the requisite signatures have been obtained, County staff takes over at this point. Staff will send out a letter to the property owners informing them that Summit County has received petitions requesting the establishment of a LID and that a public hearing has been set by the Board of County Commissioners to determine if a LID should be formally established. The actual time, place, and location will be included in the letter.

After the LID has been established, staff will draft the formal ballot language so this item can be voted on in the November General Election. This election is required per the provisions of Amendment #1 or the taxpayer’s bill of rights (TABOR) because the County will technically be incurring debt to fund the LID. The people eligible to vote on this issue will be any registered Colorado voter who owns property within the district or any registered voter in Summit County whose legal residence is within the boundaries of the district. So, an owner may live in Illinois and

lease their home here to a group of people working in the County. If the lessees are registered voters they can vote but the owner cannot. As with all elections, the outcome is based upon a simple majority of the votes cast.

A general timeline of events: **(When and How):**

Year 1	Early in yr.	Interest established - Homeowners
		Meet w/Engineering Dept. to establish boundaries - Homeowners
		Rough cost estimate established – Engineering Dept.
		Petition circulated w/cost & pmt. options
	May:	Petition submitted to County Engineering Dept. - Homeowners
		Establish scope of work - Engineering
		Notice to homeowners of public hearing - Engineering
		Establish LID via resolution – BOCC
	August:	Ballot Language - Attorney & Finance Director
	November:	Election - Clerk & Recorder
	December:	Hire an engineering firm to develop design and construction drawings - Engineering
Year 2	February:	Bid project for construction and construction mgmt. - Engineering
	May:	Bid information packet sent to potential purchasers
		Including draft investor letter - Finance
	June - early:	Bidder's conference, if needed - Finance
	June – mid:	Bids from investors (banks) submitted to Finance/Treasurer
	June:	Start construction- Engineering & Contractor
	July:	BOCC adopts bond resolution, authorizing issuance of special assessment bonds
	July – late:	Bond closing and delivery of proceeds
	September:	Complete construction - Contractor
	October	Whole Cost Notice and Resolution adopted by BOCC
	November:	Assessment Hearing & Resolution adopted by BOCC, based on actual costs
		Letter sent to homeowners w/total cost/lot and early payoff instructions to avoid interest – 30 days from notice
Year 4	January:	County Treasurer bills property owners for first payment on property tax bill

This timeline is dependent on the scope and complexity of the work plus outside forces such as the amount of other construction that is occurring within the County.

PETITION FOR A LOCAL IMPROVEMENT DISTRICT

TO: Board of County Commissioners
Summit County, Colorado
Box 68
Breckenridge, CO 80424

FROM: Homeowners of _____

RE: A Local Improvement District to _____

We, the undersigned, who are owners of real property in Summit County, Colorado do hereby petition the Honorable Board of County Commissioners of the County of Summit, State of Colorado, for the formation of a local improvement district pursuant to CRS 30-20-601, et seq. Such improvement district is for the purpose of _____ at an estimated cost as shown on the attached sheet.

Do not sign this petition unless you are an owner of real property benefiting from the project and requesting to be assessed costs for the improvements. An owner is a person holding fee title to real property. You are an "owner" if you hold a contract to purchase real property, which obligates you to pay general taxes on that property. In that instance, the seller may not sign the petition. CRS 30-20-602(3) and 603(3).

Do not sign Mr. and Mrs. - sign individually. Do not sign this petition unless you have read all of the text.

LEGAL DESCRIPTION OF PROPERTY _____

YOUR NAME(S) _____

YOUR SIGNATURE(S) _____

DATE OF SIGNING _____