

**WILLOW BROOK METROPOLITAN DISTRICT
SPECIAL MEETING**

<u>Metro Board of Directors</u>	<u>Office:</u>	<u>Term Expiration</u>
Donald Samuels	President	May 2020
Randy Lewis	Vice President	May 2020
EJ Olbright	Asst. Secretary	May 2020
Mat Sherwood	Secretary/Treasurer	May 2022
Michael Good	Asst. Secretary	May 2020 (running 2-year 2020)

DATE: Tuesday, September 4, 2018

TIME: 3:00 PM

**PLACE: The Gate House
524 Ruby Road
Silverthorne, Colorado**

**A teleconference bridge will be available for the meeting as well.
Call information: 1-515-603-3177 Participant Access Code: 1007116#**

- I. Call to Order
- II. Present Disclosures of Potential Conflicts of Interest
- III. Approve Agenda
- IV. **DIRECTORS' ITEMS:**
 - A. Review and Discussion of Potential Election Questions
 - B. Review and Consider Approval of Resolution Certifying Ballot Questions
 - C. Discussion Regarding Preparation for Annual Meeting
 - D. Stable Committee Report – Consider Approval of Contract
 - E. Tom Festa Request to Pave Driveway (enclosure)
 - F. Forest Service LUA Dip Site Closeout (enclosures)

V. OTHER BUSINESS:

- A. Confirm Special Meeting to Review 2019 Budget – September 21, 2018
-

VI. ADJOURNMENT:

SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED

Field Code Changed

~~\$150,000 ANNUALLY COMMENCING IN 2019, AND BY WHATEVER AMOUNT OF REVENUE IS GENERATED ANNUALLY IN 2020 AND EVERY YEAR THEREAFTER UNTIL 2038, SUCH TAXES TO CONSIST OF AN AD VALOREM CAPITAL EXPENDITURES MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS. AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE OR SUCH LESSER AMOUNT AS MAY BE NECESSARY BY THE IMPOSITION OF A CAPITAL EXPENDITURES MILL LEVY OF XX.XXX MILLS (WHICH LEVY SHALL BE IN ADDITION TO ANY OTHER LEVY IMPOSED BY THE DISTRICT) SAID LEVY TO BE ADJUSTED UP OR DOWN TO ACCOUNT FOR ANY GENERAL REASSESSMENT OF TAXABLE PROPERTY VALUATIONS BY SUMMIT COUNTY OR LEGISLATIVE OR CONSTITUTIONAL CHANGES IN THE METHOD OR PERCENTAGE FOR CALCULATING DISTRICT ASSESSED VALUES, AND IN EACH YEAR IMPOSED AT A RATE~~ AS DETERMINED BY THE BOARD OF DIRECTORS OF THE DISTRICT IN THE EXERCISE OF THEIR DISCRETION BUT WITHIN SUCH LIMITATIONS; AND SHALL THE PROCEEDS FROM SUCH MILL LEVY BE ALLOCATED AND RESTRICTED SO THAT THE PROCEEDS SHALL BE BUDGETED AND SPENT SOLELY TO PAY THE COSTS OF SUCH **WATER SYSTEM IMPROVEMENTS, REPAIRS, REPLACEMENTS, EXTENSIONS, ADDITIONS, ACQUISITIONS, AND RESERVES IN THE WATER UTILITY FUND** (INCLUDING THE REPAYMENT OF ANY DEBT ISSUED TO PAY SAID COSTS, AND INCLUDING APPURTENANT LAND AND EASEMENTS) ~~AS THE BOARD DEEMS NECESSARY OR PROPER~~; AND SHALL THE PROCEEDS OF SUCH TAXES AND INVESTMENT INCOME THEREON CONSTITUTE VOTER-APPROVED REVENUE CHANGES AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

NEW PAY-AS-YOU-GO QUESTION

SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED \$150,000 ANNUALLY COMMENCING IN 2018 (FOR COLLECTION IN 2019), AND BY WHATEVER AMOUNT OF REVENUE IS GENERATED ANNUALLY IN 2019 AND EVERY YEAR THEREAFTER UNTIL 2038, SUCH TAXES TO CONSIST OF AN AD VALOREM CAPITAL EXPENDITURES MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE, OR SUCH LESSER AMOUNT AS MAY BE NECESSARY AS DETERMINED BY THE BOARD OF DIRECTORS OF THE DISTRICT IN THE EXERCISE OF THEIR DISCRETION BUT WITHIN SUCH LIMITATIONS; AND SHALL THE PROCEEDS FROM SUCH MILL LEVY BE BUDGETED, APPROPRIATED, AND SPENT SOLELY TO PAY, ACCUMULATE RESERVES TO PAY, OR TO RETIRE INDEBTEDNESS ISSUED FOR THE PURPOSE OF PAYING THE COSTS OF ACQUIRING, CONSTRUCTING, RELOCATING, INSTALLING, COMPLETING, REPAIRING, REPLACING AND OTHERWISE PROVIDING, WITHIN OR WITHOUT THE BOUNDARIES OF THE DISTRICT, A COMPLETE POTABLE AND NON-POTABLE WATER SUPPLY, STORAGE, TRANSMISSION, AND DISTRIBUTION SYSTEM, INCLUDING TRANSMISSION LINES, DISTRIBUTION MAINS AND LATERALS, IRRIGATION FACILITIES, AND PUMPING FACILITIES, WELLS, WATER TREATMENT, HYDRANTS, WATER RIGHTS, AND STORAGE FACILITIES, TOGETHER WITH ALL NECESSARY, INCIDENTAL, AND APPURTENANT FACILITIES, EQUIPMENT, LAND, AND EASEMENTS, AND EXTENSIONS OF AND IMPROVEMENTS TO SAID FACILITIES; AND SHALL THE PROCEEDS OF SUCH TAXES AND INVESTMENT INCOME THEREON CONSTITUTE VOTER-APPROVED REVENUE CHANGES AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

DEBT AND TAXES FOR WATER PURPOSES:

SHALL WILLOW BROOK METROPOLITAN DISTRICT DEBT BE INCREASED \$1,750,000, WITH A REPAYMENT COST OF \$3,950,000; AND SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED \$200,000 ANNUALLY, OR BY SUCH LESSER ANNUAL AMOUNT AS MAY BE NECESSARY TO PAY THE DISTRICT'S DEBT: SUCH DEBT TO CONSIST OF GENERAL OBLIGATION BONDS, SPECIAL ASSESSMENT BONDS, REVENUE BONDS, OR OTHER OBLIGATIONS, INCLUDING CONTRACTS, ISSUED OR INCURRED FOR THE PURPOSE OF PAYING, REIMBURSING, OR FINANCING ALL OR ANY PART OF THE COSTS OF ACQUIRING, CONSTRUCTING, RELOCATING, INSTALLING, COMPLETING, REPAIRING, REPLACING AND OTHERWISE PROVIDING, WITHIN OR WITHOUT THE BOUNDARIES OF THE DISTRICT, A COMPLETE POTABLE AND NON-POTABLE WATER SUPPLY, STORAGE, TRANSMISSION, AND DISTRIBUTION SYSTEM, INCLUDING BUT NOT LIMITED TO TRANSMISSION LINES, DISTRIBUTION MAINS AND LATERALS, IRRIGATION FACILITIES, AND STORAGE FACILITIES, TOGETHER WITH ALL NECESSARY, INCIDENTAL, AND APPURTENANT FACILITIES, EQUIPMENT, LAND, AND EASEMENTS, AND EXTENSIONS OF AND IMPROVEMENTS TO SAID FACILITIES, SUCH DEBT TO BEAR INTEREST AT A NET EFFECTIVE

INTEREST RATE NOT IN EXCESS OF 10% PER ANNUM, SUCH INTEREST TO BE PAYABLE AT SUCH TIME OR TIMES AND WHICH MAY COMPOUND PERIODICALLY AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE SOLD IN ONE SERIES OR MORE AT A PRICE ABOVE, BELOW, OR EQUAL TO THE PRINCIPAL AMOUNT OF SUCH DEBT AND ON SUCH TERMS AND CONDITIONS AS THE DISTRICT BOARD OF DIRECTORS MAY DETERMINE, INCLUDING PROVISIONS FOR REDEMPTION OF THE DEBT PRIOR TO MATURITY WITH OR WITHOUT PAYMENT OF PREMIUM IN AN AMOUNT DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE PAID FROM ANY LEGALLY AVAILABLE MONEYS OF THE DISTRICT, INCLUDING BUT NOT LIMITED TO THE PROCEEDS OF AD VALOREM PROPERTY TAXES, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS; SUCH TAXES TO CONSIST OF AN AD VALOREM MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT, WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS, AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE OR SUCH LESSER AMOUNT AS MAY BE NECESSARY, TO BE USED SOLELY FOR THE PURPOSE OF PAYING THE PRINCIPAL OF, PREMIUM IF ANY, AND INTEREST ON THE DISTRICT'S DEBT; AND SHALL THE PROCEEDS OF ANY SUCH DEBT AND THE PROCEEDS OF SUCH TAXES, ANY OTHER REVENUE USED TO PAY SUCH DEBT, AND INVESTMENT INCOME THEREON, BE COLLECTED AND SPENT BY THE DISTRICT AS A VOTER-APPROVED REVENUE CHANGE, AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

DEBT AND TAXES FOR STREET PURPOSES (PLAN A):

SHALL WILLOW BROOK METROPOLITAN DISTRICT DEBT BE INCREASED \$550,000, WITH A REPAYMENT COST OF \$1,500,000; AND SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED \$100,000 ANNUALLY, OR BY SUCH LESSER ANNUAL AMOUNT AS MAY BE NECESSARY TO PAY THE DISTRICT'S DEBT: SUCH DEBT TO CONSIST OF GENERAL OBLIGATION BONDS, SPECIAL ASSESSMENT BONDS, REVENUE BONDS, OR OTHER OBLIGATIONS, INCLUDING CONTRACTS, ISSUED OR INCURRED FOR THE PURPOSE OF PAYING, REIMBURSING, OR FINANCING ALL OR ANY PART OF THE COSTS OF ACQUIRING, CONSTRUCTING, RELOCATING, INSTALLING, COMPLETING, REPAIRING, REPLACING AND OTHERWISE PROVIDING, WITHIN OR WITHOUT THE BOUNDARIES OF THE DISTRICT, STREET IMPROVEMENTS INCLUDING BUT NOT LIMITED TO CURBS, GUTTERS, CULVERTS, OTHER DRAINAGE FACILITIES, SIDEWALKS, BRIDGES, PARKING FACILITIES, PAVING, LIGHTING, GRADING, LANDSCAPING, AND OTHER STREET IMPROVEMENTS, TOGETHER WITH ALL NECESSARY, INCIDENTAL, AND APPURTENANT FACILITIES, EQUIPMENT, LAND, AND EASEMENTS, AND EXTENSIONS OF AND IMPROVEMENTS TO SAID FACILITIES, SUCH DEBT TO BEAR INTEREST AT A NET EFFECTIVE INTEREST RATE NOT IN EXCESS OF 10% PER ANNUM, SUCH INTEREST TO BE PAYABLE AT SUCH TIME OR TIMES AND WHICH MAY COMPOUND PERIODICALLY AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE SOLD IN ONE SERIES OR MORE AT A PRICE ABOVE, BELOW, OR EQUAL TO THE PRINCIPAL AMOUNT OF SUCH DEBT AND ON SUCH TERMS AND CONDITIONS AS THE DISTRICT

BOARD OF DIRECTORS MAY DETERMINE, INCLUDING PROVISIONS FOR REDEMPTION OF THE DEBT PRIOR TO MATURITY WITH OR WITHOUT PAYMENT OF PREMIUM IN AN AMOUNT DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE PAID FROM ANY LEGALLY AVAILABLE MONEYS OF THE DISTRICT, INCLUDING BUT NOT LIMITED TO THE PROCEEDS OF AD VALOREM PROPERTY TAXES, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS; SUCH TAXES TO CONSIST OF AN AD VALOREM MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT, WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS, AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE OR SUCH LESSER AMOUNT AS MAY BE NECESSARY, TO BE USED SOLELY FOR THE PURPOSE OF PAYING THE PRINCIPAL OF, PREMIUM IF ANY, AND INTEREST ON THE DISTRICT'S DEBT; AND SHALL THE PROCEEDS OF ANY SUCH DEBT AND THE PROCEEDS OF SUCH TAXES, ANY OTHER REVENUE USED TO PAY SUCH DEBT, AND INVESTMENT INCOME THEREON, BE COLLECTED AND SPENT BY THE DISTRICT AS A VOTER-APPROVED REVENUE CHANGE, AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

DEBT AND TAXES FOR STREET PURPOSES (PLAN B):

SHALL WILLOW BROOK METROPOLITAN DISTRICT DEBT BE INCREASED \$775,000, WITH A REPAYMENT COST OF \$2,100,000; AND SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED \$150,000 ANNUALLY, OR BY SUCH LESSER ANNUAL AMOUNT AS MAY BE NECESSARY TO PAY THE DISTRICT'S DEBT: SUCH DEBT TO CONSIST OF GENERAL OBLIGATION BONDS, SPECIAL ASSESSMENT BONDS, REVENUE BONDS, OR OTHER OBLIGATIONS, INCLUDING CONTRACTS, ISSUED OR INCURRED FOR THE PURPOSE OF PAYING, REIMBURSING, OR FINANCING ALL OR ANY PART OF THE COSTS OF ACQUIRING, CONSTRUCTING, RELOCATING, INSTALLING, COMPLETING, REPAIRING, REPLACING AND OTHERWISE PROVIDING, WITHIN OR WITHOUT THE BOUNDARIES OF THE DISTRICT, STREET IMPROVEMENTS INCLUDING BUT NOT LIMITED TO CURBS, GUTTERS, CULVERTS, OTHER DRAINAGE FACILITIES, SIDEWALKS, BRIDGES, PARKING FACILITIES, PAVING, LIGHTING, GRADING, LANDSCAPING, AND OTHER STREET IMPROVEMENTS, TOGETHER WITH ALL NECESSARY, INCIDENTAL, AND APPURTENANT FACILITIES, EQUIPMENT, LAND, AND EASEMENTS, AND EXTENSIONS OF AND IMPROVEMENTS TO SAID FACILITIES, SUCH DEBT TO BEAR INTEREST AT A NET EFFECTIVE INTEREST RATE NOT IN EXCESS OF 10% PER ANNUM, SUCH INTEREST TO BE PAYABLE AT SUCH TIME OR TIMES AND WHICH MAY COMPOUND PERIODICALLY AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE SOLD IN ONE SERIES OR MORE AT A PRICE ABOVE, BELOW, OR EQUAL TO THE PRINCIPAL AMOUNT OF SUCH DEBT AND ON SUCH TERMS AND CONDITIONS AS THE DISTRICT BOARD OF DIRECTORS MAY DETERMINE, INCLUDING PROVISIONS FOR REDEMPTION OF THE DEBT PRIOR TO MATURITY WITH OR WITHOUT PAYMENT OF PREMIUM IN AN AMOUNT DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE PAID FROM ANY LEGALLY AVAILABLE MONEYS OF THE DISTRICT, INCLUDING BUT NOT LIMITED TO THE PROCEEDS OF AD VALOREM PROPERTY TAXES,

SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS; SUCH TAXES TO CONSIST OF AN AD VALOREM MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT, WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS, AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE OR SUCH LESSER AMOUNT AS MAY BE NECESSARY, TO BE USED SOLELY FOR THE PURPOSE OF PAYING THE PRINCIPAL OF, PREMIUM IF ANY, AND INTEREST ON THE DISTRICT'S DEBT; AND SHALL THE PROCEEDS OF ANY SUCH DEBT AND THE PROCEEDS OF SUCH TAXES, ANY OTHER REVENUE USED TO PAY SUCH DEBT, AND INVESTMENT INCOME THEREON, BE COLLECTED AND SPENT BY THE DISTRICT AS A VOTER-APPROVED REVENUE CHANGE, AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

DEBT AND TAXES FOR WILDLIFE FENCE PURPOSES

SHALL WILLOW BROOK METROPOLITAN DISTRICT DEBT BE INCREASED \$200,000, WITH A REPAYMENT COST OF \$700,000; AND SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED \$25,000 ANNUALLY, OR BY SUCH LESSER ANNUAL AMOUNT AS MAY BE NECESSARY TO PAY THE DISTRICT'S DEBT: SUCH DEBT TO CONSIST OF GENERAL OBLIGATION BONDS, SPECIAL ASSESSMENT BONDS, REVENUE BONDS, OR OTHER OBLIGATIONS, INCLUDING CONTRACTS, ISSUED OR INCURRED FOR THE PURPOSE OF PAYING, REIMBURSING, OR FINANCING ALL OR ANY PART OF THE COSTS OF ACQUIRING, CONSTRUCTING, RELOCATING, INSTALLING, COMPLETING, REPAIRING, REPLACING AND OTHERWISE PROVIDING, WITHIN OR WITHOUT THE BOUNDARIES OF THE DISTRICT, PARK AND RECREATION SYSTEMS, FACILITIES AND IMPROVEMENTS INCLUDING BUT NOT LIMITED TO SECURITY AND WILDLIFE PROTECTION FENCING, BARRIERS, GATES AND OTHER IMPROVEMENTS, TOGETHER WITH ALL NECESSARY, INCIDENTAL, AND APPURTENANT FACILITIES, EQUIPMENT, LAND, AND EASEMENTS, AND EXTENSIONS OF AND IMPROVEMENTS TO SAID FACILITIES, SUCH DEBT TO BEAR INTEREST AT A NET EFFECTIVE INTEREST RATE NOT IN EXCESS OF 10% PER ANNUM, SUCH INTEREST TO BE PAYABLE AT SUCH TIME OR TIMES AND WHICH MAY COMPOUND PERIODICALLY AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE SOLD IN ONE SERIES OR MORE AT A PRICE ABOVE, BELOW, OR EQUAL TO THE PRINCIPAL AMOUNT OF SUCH DEBT AND ON SUCH TERMS AND CONDITIONS AS THE DISTRICT BOARD OF DIRECTORS MAY DETERMINE, INCLUDING PROVISIONS FOR REDEMPTION OF THE DEBT PRIOR TO MATURITY WITH OR WITHOUT PAYMENT OF PREMIUM IN AN AMOUNT DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE PAID FROM ANY LEGALLY AVAILABLE MONEYS OF THE DISTRICT, INCLUDING BUT NOT LIMITED TO THE PROCEEDS OF AD VALOREM PROPERTY TAXES, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS; SUCH TAXES TO CONSIST OF AN AD VALOREM MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT, WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS, AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE

Comment [MRD1]: General question that allows funding of the "elk barrier" above the Town's developing property.

OR SUCH LESSER AMOUNT AS MAY BE NECESSARY, TO BE USED SOLELY FOR THE PURPOSE OF PAYING THE PRINCIPAL OF, PREMIUM IF ANY, AND INTEREST ON THE DISTRICT'S DEBT; AND SHALL THE PROCEEDS OF ANY SUCH DEBT AND THE PROCEEDS OF SUCH TAXES, ANY OTHER REVENUE USED TO PAY SUCH DEBT, AND INVESTMENT INCOME THEREON, BE COLLECTED AND SPENT BY THE DISTRICT AS A VOTER-APPROVED REVENUE CHANGE, AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

DEBT AND TAXES FOR WATER PURPOSES -- DIAGRAMMED:

SHALL WILLOW BROOK METROPOLITAN DISTRICT DEBT BE INCREASED \$1,750,000, WITH A REPAYMENT COST OF \$3,500,000; AND SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED \$200,000 ANNUALLY, OR BY SUCH LESSER ANNUAL AMOUNT AS MAY BE NECESSARY TO PAY THE DISTRICT'S DEBT: SUCH DEBT TO CONSIST OF GENERAL OBLIGATION BONDS, SPECIAL ASSESSMENT BONDS, REVENUE BONDS, OR OTHER OBLIGATIONS, INCLUDING CONTRACTS, ISSUED OR INCURRED FOR THE PURPOSE OF PAYING, REIMBURSING, OR FINANCING ALL OR ANY PART OF THE COSTS OF ACQUIRING, CONSTRUCTING, RELOCATING, INSTALLING, COMPLETING, REPAIRING, REPLACING AND OTHERWISE PROVIDING, WITHIN OR WITHOUT THE BOUNDARIES OF THE DISTRICT, A COMPLETE POTABLE AND NON-POTABLE WATER SUPPLY, STORAGE, TRANSMISSION, AND DISTRIBUTION SYSTEM, INCLUDING BUT NOT LIMITED TO TRANSMISSION LINES, DISTRIBUTION MAINS AND LATERALS, IRRIGATION FACILITIES, AND STORAGE FACILITIES, TOGETHER WITH ALL NECESSARY, INCIDENTAL, AND APPURTENANT FACILITIES, EQUIPMENT, LAND, AND EASEMENTS, AND EXTENSIONS OF AND IMPROVEMENTS TO SAID FACILITIES, SUCH DEBT TO BEAR INTEREST AT A NET EFFECTIVE INTEREST RATE NOT IN EXCESS OF 10% PER ANNUM, SUCH INTEREST TO BE PAYABLE AT SUCH TIME OR TIMES AND WHICH MAY COMPOUND PERIODICALLY AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE SOLD IN ONE SERIES OR MORE AT A PRICE ABOVE, BELOW, OR EQUAL TO THE PRINCIPAL AMOUNT OF SUCH DEBT AND ON SUCH TERMS AND CONDITIONS AS THE DISTRICT BOARD OF DIRECTORS MAY DETERMINE, INCLUDING PROVISIONS FOR REDEMPTION OF THE DEBT PRIOR TO MATURITY WITH OR WITHOUT PAYMENT OF PREMIUM IN AN AMOUNT DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SUCH DEBT TO BE PAID FROM ANY LEGALLY AVAILABLE MONEYS OF THE DISTRICT, INCLUDING BUT NOT LIMITED TO THE PROCEEDS OF AD VALOREM PROPERTY TAXES, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS; SUCH TAXES TO CONSIST OF AN AD VALOREM MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT, WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, SPECIFIC OWNERSHIP TAXES AND SPECIAL ASSESSMENTS, AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE OR SUCH LESSER AMOUNT AS MAY BE NECESSARY, TO BE USED SOLELY FOR THE PURPOSE OF PAYING THE PRINCIPAL OF, PREMIUM IF ANY, AND INTEREST ON THE DISTRICT'S DEBT; AND SHALL THE PROCEEDS OF ANY SUCH DEBT AND THE PROCEEDS OF SUCH TAXES, ANY OTHER REVENUE USED TO PAY SUCH DEBT, AND INVESTMENT INCOME THEREON, BE COLLECTED

Comment [MRD2]: Maximum amount that may be issued or borrowed, subject to final board review and approval at a public meeting. Includes associated costs of the transaction.

Comment [MRD3]: Maximum principal and interest that may be paid over the life of the debt

Comment [MRD4]: Maximum tax increase, district-wide, in any one year

Comment [MRD5]: Maximum rate on the debt. Current rate expected to be lower

Comment [MRD6]: This allows the Board to promise to levy whatever is annually necessary to meet debt service in that year, which usually yields a better interest rate and an easier sale. Board and lender may also agree to "cap" the tax rate that will be required, but because that may result in technical shortfalls in any year, and thus additional accrued interest on what was not paid, the maximum repayment amount may need to be increased.

An alternative question could itself limit the mill levy that may be assessed in any one year. But the chosen cap on the mill levy will have to be high enough that any lender will know that the cash flow works with an adequate cushion if assessed values fluctuate. So it probably does not buy that much safety

AND SPENT BY THE DISTRICT AS A VOTER-APPROVED REVENUE CHANGE, AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

Comment [MRD7]: DeBruces the debt revenues, the taxes and any investment proceeds as a result of them being held in the bank by the District. It also exempts tax revenues from the statutory cumulative 5.5% cap on annual increases

NEW PAY-AS-YOU-GO QUESTION -- DIAGRAMMED

SHALL WILLOW BROOK METROPOLITAN DISTRICT TAXES BE INCREASED **\$150,000 ANNUALLY COMMENCING IN 2018 (FOR COLLECTION IN 2019)**, AND BY WHATEVER AMOUNT OF REVENUE IS GENERATED ANNUALLY IN 2019 **AND EVERY YEAR THEREAFTER UNTIL 2038**, SUCH TAXES TO CONSIST OF AN AD VALOREM CAPITAL EXPENDITURES MILL LEVY IMPOSED ON ALL TAXABLE PROPERTY OF THE DISTRICT WITHOUT LIMITATION OF RATE OR WITH SUCH LIMITATIONS AS MAY BE DETERMINED BY THE DISTRICT BOARD OF DIRECTORS, AND IN AMOUNTS SUFFICIENT TO PRODUCE THE ANNUAL INCREASE SET FORTH ABOVE, OR SUCH LESSER AMOUNT AS MAY BE NECESSARY AS DETERMINED BY THE BOARD OF DIRECTORS OF THE DISTRICT IN THE EXERCISE OF THEIR DISCRETION BUT WITHIN SUCH LIMITATIONS; AND **SHALL THE PROCEEDS FROM SUCH MILL LEVY BE BUDGETED, APPROPRIATED, AND SPENT SOLELY TO PAY, ACCUMULATE RESERVES TO PAY, OR TO RETIRE INDEBTEDNESS ISSUED FOR THE PURPOSE OF PAYING** THE COSTS OF ACQUIRING, CONSTRUCTING, RELOCATING, INSTALLING, COMPLETING, REPAIRING, REPLACING AND OTHERWISE PROVIDING, WITHIN OR WITHOUT THE BOUNDARIES OF THE DISTRICT, **A COMPLETE POTABLE AND NON-POTABLE WATER SUPPLY, STORAGE, TRANSMISSION, AND DISTRIBUTION SYSTEM**, INCLUDING TRANSMISSION LINES, DISTRIBUTION MAINS AND LATERALS, IRRIGATION FACILITIES, AND PUMPING FACILITIES, WELLS, WATER TREATMENT, HYDRANTS, WATER RIGHTS, AND STORAGE FACILITIES, TOGETHER WITH ALL NECESSARY, INCIDENTAL, AND APPURTENANT FACILITIES, EQUIPMENT, LAND, AND EASEMENTS, AND EXTENSIONS OF AND IMPROVEMENTS TO SAID FACILITIES; AND SHALL THE PROCEEDS OF SUCH TAXES AND INVESTMENT INCOME THEREON CONSTITUTE VOTER-APPROVED REVENUE CHANGES AND BE COLLECTED AND SPENT BY THE DISTRICT EACH YEAR, WITHOUT LIMITING OR AFFECTING THE COLLECTION OR EXPENDITURE OF OTHER REVENUES, AND WITHOUT REGARD TO ANY SPENDING, REVENUE-RAISING, TAX REDUCTION OR OTHER LIMITATION CONTAINED WITHIN ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION, SECTION 29-1-301, COLORADO REVISED STATUTES, OR ANY OTHER APPLICABLE LAW?

Comment [MRD8]: Permits a new tax for assessment year 2018 to be collected in 2019 at a maximum of \$150,000. The District has current authority to collect \$140,000 as the result of a 2000 election that expires by its terms after the 2021 tax year. So this actually is additional taxing authority. An alternative is to change this to "commencing in 2022 for collection in 2023"

Comment [MRD9]: Sunsets the authority after 20 years. If the above suggested change is made this could change to 2042, or not

Comment [MRD10]: This is truly "pay as you go" authority. It does not authorize the issuance of debt. That would have to be a separate election question, but the revenues authorized here may be pledged to that debt

Sue Blair

From: Randel Lewis <randylewis999@mac.com>
Sent: Friday, August 31, 2018 11:15 AM
To: Persichitte, Michael
Cc: EL Olbright; Matthew R. Dalton; Don Samuels; Sue Blair; Mathew Sherwood; Michael Good; David W. Robbins
Subject: Re: Willow Brook Estimated Issuance Cost

Thanks. This is very helpful. We will include that in our planning discussions.

RL

On Aug 31, 2018, at 11:47 AM, Persichitte, Michael <michael.persichitte@rbc.com> wrote:

Randy and EJ –

I spoke to CWRPDA and as long as the loan is under \$3MM it will qualify under their direct loan program. The important aspect of this is that we wouldn't have to go through a full bond offering. There are fairly standard documents that we can utilize for the loan and relevant legal opinions.

As a result I've put together the estimated costs of issuance for these two loans. This could change depending on the complexity of the issues but give you a good idea based on what we know today.

Let me know if you have any questions or thoughts on the estimates.

Thanks,

Michael

Michael Persichitte
Vice President | Municipal Finance
[303.595.1202](tel:303.595.1202) Office | [720.308.6889](tel:720.308.6889) Mobile
michael.persichitte@rbccm.com

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Denver, Colorado 80202

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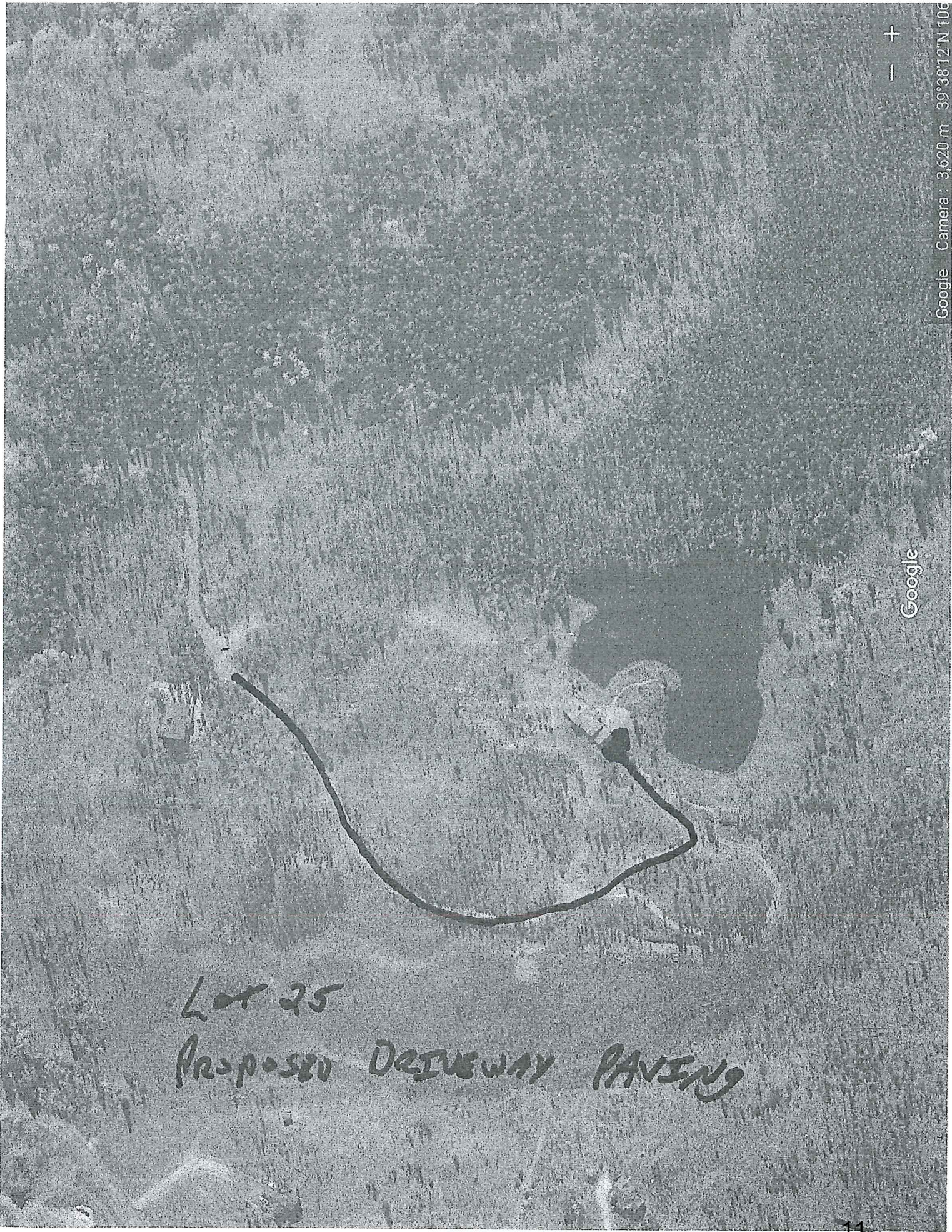
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Willow Brook Metropolitan District

Estimated Cost of Issuance

08/29/2018

Estimated Cost of Issuance		CWRPDA	Direct Placement	Total
Sources				
Par Amount	1,525,000	815,000	2,340,000	
Total	1,525,000	815,000	2,340,000	
Uses				
Project Fund	1,500,000	725,000	2,225,000	
Placement Agent Fee - RBC Capital Markets	5,000	15,000	20,000	
Bond Counsel Fee - KAV	10,000	20,000	30,000	
Bank Origination Fee - TBD Estimated at 1%		8,150	8,150	
Bank Counsel Fee - TBD		20,000	20,000	
General Counsel Fee - Spencer Fane	5,000	10,000	15,000	
Trustee - TBD		5,000	5,000	
Miscellaneous	5,000	10,000	15,000	
Subtotal Cost of Issuance	25,000	88,150	113,150	
Total	1,525,000	813,150	2,338,150	
Rounding	-	1,850	1,850	



Lot 25
Proposed DRIVEWAY PAVING

Google

Google Camera: 3,620 m 39°38'12"N 106

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EMERGENCY FACILITIES & LAND USE AGREEMENT

INCIDENT AGENCY (name, address, phone number)

US FOREST SERVICE - WHITE RIVER NF
900 GRAND AVE, GLENWOOD SPRINGS, CO 81601

AGREEMENT NUMBER MUST APPEAR ON ALL PAPERS
RELATING TO THIS AGREEMENT
AGREEMENT NUMBER

1282D7 **18P5604**

EFFECTIVE DATES

a. beginning 6/12/18

b. ending TBD

OWNER (name, address, phone number-include day/night/cell/fax)

Willow Brook Metro District Water

DUNS: PHANBOX
EIN/SSN: C/O community Resource
PAYMENT ADDRESS: [] Same as above, or

Services of CO. 7995 E. PRENTICE
AVE.
Suite 103E
Greenwood Village
CO. 80111

EMAIL: dona@snawedwater.com

INCIDENT NAME: Buffalo

INCIDENT NUMBER: CO-WRF-000197

RESOURCE ORDER NUMBER: 5-68

JOB CODE (P#) AND OVERRIDE: P2VLF9

TYPE OF CONTRACTOR ("X" APPROPRIATE BOXES)

SMALL BUSINESS LARGE BUSINESS SMALL DISADVANTAGED OWNED WOMEN OWNED HUBZONE SERVICE DISABLED VETERAN

Metro District

The owner of the property described herein, or the duly appointed representative of the owner, agrees to furnish the land/facilities for use as DIP SITE

DESCRIPTION OF LAND/FACILITIES: Address or specific location. If street or highway address is unavailable, use distance from nearest city, crossroads, or other significant landmark. The local description of how to get to the land/facilities is also acceptable.

Pond, dip site

County: Summit State: CO Township: N/A Range: N/A Section: N/A

ORDINARY WEAR AND TEAR: Ordinary wear and tear is based on the customary use of the land/facilities, and not the use resulting from the incident.

RATE: For each month that the land/facilities are used, the Government will pay the rate of \$ 1.00 ^{day} per month. Ordinary wear and tear is included in the rate. The minimum amount guaranteed to be paid under this agreement shall be \$ 10.00, regardless of the length of use. Payment shall be in accordance with the incident Agency payment procedures. Payment for a lesser period shall be prorated based on a month being 30 days and rounded to the nearest dollar.

UTILITIES AND SERVICES: (check only one)

The above rate includes utility charges for the following: GAS ELECTRICITY WATER TOILET SUPPLIES
 JANITORIAL SERVICES & SUPPLIES TRASH REMOVAL SEPTIC SERVICE EXISTING TELECOMMUNICATIONS

The above rate excludes utility charges. The Government will pay to the owner the sum determined due by the Contracting Officer based on: _____

RESTORATION: Restoration beyond ordinary wear and tear. (check only one)

The above sum includes Government restoration of land/facilities. Restoration shall be performed to the extent reasonably practical. Restoration work includes: _____

The above sum excludes restoration of land/facilities. Reasonable costs incurred by the owner in restoring land/facilities to their prior condition shall be submitted to the Contracting Officer.

ALTERATIONS: The Government may make alterations, attach fixtures or signs, erect temporary structures in or upon the land/facilities, install temporary culverts, trenching for utilities, which shall be the property of the Government. Alterations will be removed by the Government after the termination of the emergency use, unless otherwise agreed.

ORAL STATEMENTS: Oral statements or commitments supplementary or contrary to any provisions of this Agreement shall not be considered as modifying or affecting the provisions of this Agreement.

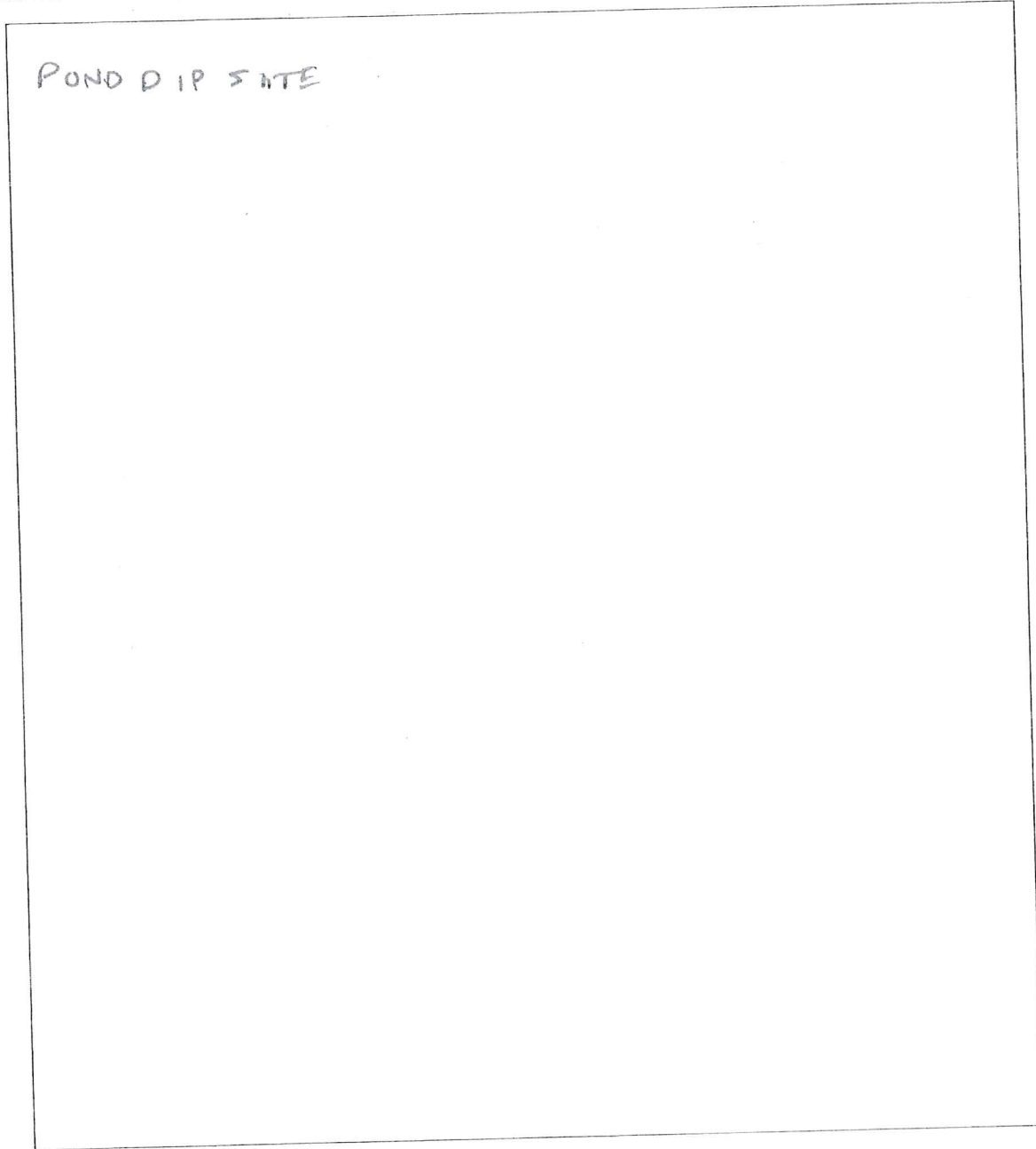
CONDITION REPORTS: A joint pre and post-use physical inspection report of the land/facilities shall be made and signed by the parties; the purpose of the inspections shall be to reflect the existing site condition. Refer to attached Checklists.

OTHER: Describe in detail: Replace water at a mutually agreed upon rate if deemed necessary if not naturally replaced.

TERMS AND CONDITIONS: See attachment.

CHECKLIST(s): See attachment.

Fill in the following drawing showing the land/facilities under agreement. Include buildings, roads, paved areas, utility lines, fences, ditches, landscaping and any other physical features which help describe the area.



ADDITIONAL CLAUSES:

The Attached Federal Acquisition Regulation (FAR) Clauses apply to this agreement.

OWNER / OWNER'S AGENT SIGNATURE: <i>Don Samuels</i>	DATE: 6/14/18	CONTRACTING OFFICER'S SIGNATURE: <i>RWA</i>	DATE: 6/14/18
PRINT NAME AND TITLE: Don Samuels PHONE NUMBER (if different from Owner's): 970-513-0549	PRINT NAME AND TITLE: ROBERT WARE PHONE NUMBER: 970-945-3217		

PRE-USE INSPECTION: Description or photos (no digital) or condition immediately prior the Government's occupancy. Refer to attached checklist.

Pond does not look depleted at all. No obvious use at all

Owner/Agent: Don Samuels
(Print Name)
Signature: *Don Samuels*
Date: 6/14/18

Government Agent: Robert Hall
(Print Name)
Signature: *RH*
Date: 6/19/18

POST-USE INSPECTION: Description or photos (no digital) or condition immediately following the Government's occupancy.

Daily Use: 8 days with a \$10 minimum

No other damages, restoration costs or claims made.

TOTAL AMOUNT DUE \$ 10.00

RELEASE OF CLAIMS STATEMENT: Contract release for and in consideration of receipt of payment in the amount shown in 'total amount due'. Contractor hereby releases the Government from any and all claims arising under this agreement except as reserved in remarks.

REMARKS:

Owner/Agent: Donald Samuels
(Print Name)
Signature: _____
Date: _____

Government Agent: Robert Hall, CO
(Print Name)
Signature: _____
Date: 8/29/18

VENDOR CODE INFORMATION WORKSHEET

(Internal Use Only)
 FSH 6509.11K, § 56.16

The information on this form is requested under the provisions of 31 U.S.C. 3325 and 31 U.S.C 3332, for the purpose of disbursing Federal money. Disclosure of the information is mandatory; failure to furnish information will delay payment. See instructions on Page 2.		
Section A. Vendor Information		
1. Taxpayer Identification No. 84-0992589	2. DUNS+4	3. Vendor Code (for Updates)
4. Name Willow Brook Metropolitan District	5. Contact Name Sue Blair	
6. Address 7995 E. Prentice Ave. Suite 103E	7. Contact Phone Number 303-381-4977	
8. City Greenwood Village	9. State CO	10. Zip Code+4 80111-2710
Section B. Banking Information for Electronic Funds Transfer		
1. <input checked="" type="checkbox"/> EFT Information is provided below <input type="checkbox"/> EFT Information is not needed because one or more of the below criteria apply: <input type="checkbox"/> DUNS+4 is provided above and vendor is registered in CCR <input type="checkbox"/> One-time payment request <input type="checkbox"/> Payee is in a foreign country <input type="checkbox"/> Vendor transactions are limited to Billings & Collections (if no refund will be processed) <input type="checkbox"/> Vendor transactions are limited to Billings & Collections (if refund will be processed) <input type="checkbox"/> Request re-activation of inactive vendor code for obligation modification only <input type="checkbox"/> Request re-activation of inactive vendor code for final payment <input type="checkbox"/> Payee has signed waiver statement in Section E		
2. Bank Name Colorado Business Bank		
3. Bank City Denver	4. Bank State Colorado	5. Bank Zip Code+4 80202
6. ABA Routing Number 102003206	7. Account Number 3539105	8. Type of Account <input checked="" type="checkbox"/> Checking <input type="checkbox"/> Savings
Section C. Request Submitted by (Forest Service use only)		
1. Name Robert Hall	2. Region/Unit R2 AQM	3. Date 8/29/18
4. E-Mail rehall@fs.fed.us	5. Phone Number 970-945-3217	6. FAX Number
Section D. Explanation of Request (Forest Service use only)		
<input checked="" type="checkbox"/> 1. New Vendor <input type="checkbox"/> 2. Change to Vendor Information <input type="checkbox"/> 3. Assignment of Claim <input type="checkbox"/> 4. Volunteer (CCR Registration not required) <input type="checkbox"/> 5. Other. Please explain:		
Section E. EFT Exemption Certification		
I certify that I am exempt from the requirement to receive payment by electronic funds transfer for the following reason: <input type="checkbox"/> a) I do not have an account with a financial institution. <input type="checkbox"/> b) Payment by electronic funds transfer would impose a hardship due to a physical or mental disability or a geographic, language, or literacy barrier, or would impose a financial hardship.		
Signature		Date

The Vendor Code is used by the Forest Service accounting system to gather information about vendors, organizations or persons to whom money is owed or who owe money to the government.

31 USC 3325 requires Federal Agencies to include the Taxpayer Identification Number (TIN) of each payee on all payment vouchers. Treasury Financial Management Services' Taxpayer Information Number Policy Directive provides limited exceptions.

31 USC 3332 requires Federal Agencies to issue payments by Electronic Funds Transfer (EFT); however, this requirement may be waived upon receipt of a written certification from the recipient that the recipient does not have a bank account or that payment by EFT would cause a hardship due to a physical or mental disability or a geographic, language, or literacy barrier, or would impose a financial hardship (31 CFR 208).

31 CFR Part 208 requires contractors to provide EFT information through the Central Contractor Registration (CCR) database.

Instructions

Section A – Vendor Information

1. Provide the federal taxpayer identification number for business or partnership, social security number (SSN) for an individual, or individual taxpayer identification number (ITIN) for individuals who do not have, and are not eligible to obtain a Social Security Number (SSN).
2. The Data Universal Numbering System (DUNS) number is a unique nine character identification number provided by the commercial company Dun & Bradstreet (D&B). The additional four digits (“+4”) are used to identify different CCR records for the same vendor at the same physical location. For example, a vendor could have two CCR records for themselves at the same physical location to identify two separate bank accounts. (<http://www.ccr.gov>).
3. The VEND code is used by the Forest Service to define vendors, organizations, and persons to whom the Government makes payments or from whom the Government collects receivables. Provide the appropriate vendor code including alphabetic suffix, if known, for changes to an existing vendor code.
4. Enter the name of the vendor or individual.
5. Enter the vendor's representative to be contacted, if necessary.
6. Enter the vendor's remittance address, or the provider's billing address, as it should appear on checks or bills.
7. Enter the vendor's phone number
- 8-10. Enter the vendor's city, state, and zip code for the remittance address, or the provider's billing address.

Section B – Banking Information for EFT

1. Select the appropriate box to indicate whether or not EFT information is provided. If EFT information is not provided, check the applicable box
2. Enter the Bank name of the account to be deposited to. For assignments enter the assignee's bank name.

3. Enter the city, state, and zip code for the bank identified. For assignments enter the assignee's bank information.
4. Enter the ABA routing number of the vendor's bank. For assignments enter the assignee's bank routing number to which EFT payments will be deposited.
5. Enter the bank account number to which payments will be deposited. For assignments enter the assignee's bank account number to which EFT payments will be deposited.
6. Identify the type of account (Checking or Savings)

Section C - Request Submitted by

- 1-6 Identify the Forest Service personnel providing the information to be contacted, if necessary

Section D - Explanation of Request

- 1-6 Check the box that explains the reason for the request. If none of the boxes apply, check other and provide additional information in the blank box provided.

For assignments please attach a copy of the Assignment of Claim form.
7. If none of the boxes apply provide an explanation in the blank box provided.

Section E - EFT Exemption Certification

If none of the exceptions listed in item B1 apply and EFT information is not provided, the individual or organization representative must certify exemption from EFT requirement by selecting the applicable box. (31 USC 3332) This exemption is not available to commercial vendors.

The Vendor Code is used by the Forest Service accounting system to gather information about vendors, organizations or persons to whom money is owed or who owe money to the government.

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2. Enter the Bank name of the account to be deposited to. For assignments enter the assignee's bank name.

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