

Health Services District – Organization Timeline and Process

April 4, 2024

Action	Date/Deadlines	Authority
Prepare Service Plan for the proposed District, containing all of the information required by statute.	Completed	C.R.S. § 32-19-106(2)
Service plan is submitted to BOCC at least ten days before consideration. At the next regular meeting of the board of county commissioners that is held at least ten days after the filing of the service plan with the county clerk and recorder, the board of county commissioners shall set a date within thirty days of the meeting for a public hearing on the service plan of the proposed district. The board of county commissioners shall provide written notice of the meeting.	Submitted April 4, 2024 BOCC Meeting Scheduled April 16, 2024	C.R.S. § 32-1-202 and 32-19-106(2).
The BOCC schedules a public hearing on the Service Plan.	April 16, 2024	C.R.S. § 32-19-108
Notice of the date, time, location, and purpose of the public hearing is mailed to the petitioners and published in The Flume at least twenty (20) days before the date of the hearing. Notice need not be mailed to all landowners, as is the case with most special districts.	April 19, 2024	C.R.S. § 32-19-108(1)
The BOCC conducts a public hearing on the Service Plan. Note: The statutory provision allowing property owners to request exclusion of their property from the special district not less than	May 14, 2024	C.R.S. § 32-19-108(3). Criteria for approval / denial are set forth in C.R.S. § 32-1-203(2) and (2.5).

ten (10) days before the hearing does not apply to health services districts.		
Within twenty (20) days following the completion of the hearing the BOCC notifies the petitioners of its decision.	No later than June 3, 2024	C.R.S. §32-1-204(4).
Circulate Petition for Organization. Must be signed "by not less than thirty percent or two hundred eligible electors of the proposed district, whichever is smaller." *Signatures obtained prior to the approval of the Service Plan will NOT be counted. *	As soon as Service Plan is approved (TBD)	C.R.S. §32-19-109(2). C.R.S. §32-1-301(1)
Petition for the organization of the District, attaching a copy of the resolution approving the Service Plan, is filed in District Court.	As soon as at least 200 signatures have been gathered.	C.R.S. §32-1-301
A bond must be filed "with security approved by the court, or a cash deposit made sufficient to pay all expenses connected with the proceedings in case the organization of the special district is not effected." This should be a small amount since there will really be no expenses incurred by anyone other than the petitioners.		C.R.S. §32-1-301.
No Court hearing is required for the organization of a health service district. Instead, the court "shall review the petition for a health services district... and ... the findings of the board of county commissioners ...		C.R.S. §32-1-305(1).

"The court shall complete the review of information... within thirty calendar days of receipt of the petition for a health services district."		C.R.S. §32-1-304(5).
	Election for Organization	
If the court concludes that the petition for the organization of a health services district...has been signed and presented in conformity with the statute and that the allegations of the petition are true, the court, by order duly entered of record, shall direct that the questions of the organization of the special district be submitted to an election to be held for that purpose in accordance with the provisions of the Uniform Election Code.		C.R.S. §32-1-304(5).
The statute authorizes health services district organizational elections and states: “(1) For a district, regular special district elections shall be held on the date of the general election, or on the first Tuesday in November of an odd-numbered year, and any election on the proposal shall be conducted by the county clerk and recorder as part of a coordinated election in accordance with the provisions of section 1-7-116, C.R.S. “		C.R.S. §32-19-110(1). C.R.S. §1-7-116
At the election the electors will vote on three things: (1) whether the Platte Canyon Health Service District should be formed; (2) whether a one percent (1%) sales tax should be imposed; and (3) the election of a five person board of directors.		C.R.S. § 32-1-305(5) and (6).

Notify County of intent to submit ballot issues for Coordinated Election.	Last date is July 26, 2024	
Call for Nominations published in The Flume. Candidates for the Board submit Self-Nomination and Acceptance forms.	Between July 03 - August 24, 2024 September 1, 2024	C.R.S. §1-13.5-303.
Certify Ballot Content	September 13, 2024	C.R.S. § 1-13.5-511
TABOR Notice prepared and provided to County.	TABOR Notice prepared and provided to County.	Article X, Section 20,
The sales tax question is a TABOR question and will need to comply with the special requirements applicable to such questions.	(TBD)	Colorado Constitution
Election Day	November 4, 2024	
Within thirty (30) days following entry of the decree the District shall make certain required filings with the Department of Local Affairs, the Department of Revenue, the county clerk and recorder and the assessor.	December 4, 2024	C.R.S. § 32-1-306 and C.R.S. §32-19-109(5).