

### 2020 Rates and Fees Study Timeline

Deliverable	Comments	Preliminary Due Date	Final Due Date	CRW Commission Meeting	Town Council Meeting
2020 Rates and Fees Study Timeline	Estimated timeline of deliverables for the 2020 Rates and Fees Study	3/25/2020	3/25/2020	3/25/2020	N/A
Business Case Requests	Needed for large purchases of equipment >\$25k and all new FTE's	3/24/2020	4/15/2020	4/22/2020	N/A
2021-2055 CIP Updates, with CIP Driven O&M		3/31/2020	4/3/2020	4/22/2020	N/A
Final 2019 Year End Financials	Use Preliminary CAFR Data if Available	4/15/2020	5/31/2020	4/22/2020	N/A
2019 Preliminary Fund Balances	Use Preliminary CAFR Data if Available	3/31/2020	5/31/2020	4/22/2020	N/A
Customer Characteristics Analysis	Preliminary data ready for internal review	5/15/2020	5/31/2020	5/27/2020	N/A
Growth Forecast by Year, Construction Type, Meter Size	Data from Development Services with Finance approval	4/30/2020	5/31/2020	5/27/2020	N/A
Detailed Budget Financial Plans 2021-2025		5/22/2020	6/24/2020	6/24/2020	N/A
Volume 1: Rates	Need to have finalized by TC 1st Reading	7/15/2020	8/11/2020	7/22/2020	N/A
Volume 2: System Development Fees	Need to have finalized by TC 1st Reading	7/15/2020	8/11/2020	7/22/2020	N/A
Castle Rock Commission Meeting	Final Due Date Indicates Meeting Date - Packets Due 1 Week Prior	N/A	8/19/2020	8/26/2020	N/A
2019 Year End Final Fixed Assets	Anticipated date for final deliverable from Finance Department	3/31/2020	4/30/2020	N/A	N/A
CIP Capacities Update		3/31/2020	4/15/2020	N/A	N/A
Peak Day and Peak Hour Factors Update		3/31/2020	4/15/2020	N/A	N/A
Town Council Update/Discussion	Final Due Date Indicates Meeting Date - Packets Due 2 Weeks Prior	N/A	8/4/2020	N/A	8/18/2020
Town Council 1st Reading	Final Due Date Indicates Meeting Date - Packets Due 2 Weeks Prior	N/A	8/18/2020	N/A	9/1/2020
Town Council 2nd Reading	Final Due Date Indicates Meeting Date - Packets Due 2 Weeks Prior	N/A	8/18/2020	N/A	9/15/2020