



2008 SDA PUBLICATIONS ORDER FORM

SDA On-Line Membership Directory**Members: n/c Non-members: \$ 40**

Full listing of all SDA Member Districts, Managers, Board Members, plus all SDA Associate Members and their services.

SDA Laws Notebook (Updated 2007)**Members: \$75 Non-members: \$100**

Contains major statutory provisions by which special districts are governed. Includes the full text of the TABOR Amendment, a new section that include relevant statutes governing the process of construction contracting, bidding, and procurement and a user friendly index with selected Case Citations. Revisions to the laws notebook are published annually that include changes made to each section by legislative action that year and are sent at no charge to member districts. Comes in a large loose-leaf binder.

SDA Board Member Manual (2008 Version Coming Soon)**Members: \$50 Non-members: \$100**

This manual provides a general survey and reference of statutory responsibilities for members of the Board of Directors of a Colorado Special District. Updated as changes in the law occur. Available in hard copy or CD format.

SDA Model Personnel Policies (Current Version)**Members: \$25 Non-members: \$50**

Incorporates state/federal statutes pertaining to personnel issues and provides special district representatives with ideas and sample language for use in adopting or modifying employment policies. Updated as changes in the law occur. Word document on CD allows you to personalize for your district.

SDA Surveys (2007 Version)**Members: \$50 Non-members: \$100**SDA surveys are used in budget considerations. Salary ranges are separated in job classifications and by geographic regions. There are three categories to choose from: **Fire Services** and **Park & Recreation** surveys list services, salary and benefits. The **Water & Wastewater** survey compares revenues from rates, fees and charges with other districts (water and sewer rates), as well as salary and benefits. Available in hard copy or CD format.**SDA DVD "Board Member Duties & Creating Effective Board & Staff Teams"****Members: \$25 Non-members: \$50**

District Governance & Management. DVD provides an excellent overview of Board members, management, and staff duties, responsibilities and authority. Includes segments on Board By-Laws, rules of conduct, meeting rules, public records, record retention recommendations, budgeting, legal investments, tax policy, and liability insurance. Taken from the SDA 2004 Workshop.

*Fill in your choices, name, address, etc., and mail this entire form to the SDA office address below. Thank you.***District:** _____ **Ordered by:** _____**Shipping Address:** _____ **City** _____ **St** _____ **Zip** _____**Phone:** _____ **Fax:** _____ **E-mail:** _____

	<u>COST</u>		<u>QUANTITY</u>	<u>TOTAL COST</u>
	Member	Non-member		
<input type="checkbox"/> SDA Membership Directory	Free on-line	\$ 40	_____	_____
<input type="checkbox"/> SDA Laws Notebook	\$75	\$100	_____	_____
<input type="checkbox"/> SDA Board Member Manual	\$50	\$100	_____	_____
<input type="checkbox"/> SDA Model Personnel Policies (on CD)	\$25	\$ 50	_____	_____
<input type="checkbox"/> SDA Board Member Duties & Board/Staff Teams	\$25	\$ 50	_____	_____
<input type="checkbox"/> SDA Survey (check one)	\$50	\$100	_____	_____
<input type="checkbox"/> Fire <input type="checkbox"/> Park & Recreation <input type="checkbox"/> Water				

Grand Total: \$ _____

Please make your check or money order payable to:
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