

CERTIFIED RECORD
OF
PROCEEDINGS RELATING TO
DANCING WILLOWS METROPOLITAN DISTRICT
JEFFERSON COUNTY, COLORADO
AND THE BUDGET HEARING
FOR FISCAL YEAR
2019

STATE OF COLORADO)
)
COUNTY OF JEFFERSON)ss.
)
DANCING WILLOWS)
METROPOLITAN DISTRICT)

The Board of Directors of the Dancing Willows Metropolitan District, Jefferson County, Colorado, held a special meeting at the Dancing Willows Clubhouse, 11893 West Long Circle, Littleton, Colorado, on Thursday, December 13, 2018, at 6:30 p.m.

Present were the following members of the Board:

Bobby Thomas, President
Robert Faiks, Vice President
Nancy Carson, Secretary
Bob Wessels, Treasurer
R. Lee Jennings, Director

Also present were:

Sue Blair and Marcos Pacheco; Community Resource Services of Colorado, LLC

Ms. Blair stated that proper publication was made to allow the Board to conduct a public hearing to adopt the District’s 2019 budget. The Chairman opened the public hearing on the District’s proposed 2019 budget. Public comment was given, after which the public hearing was closed.

Thereupon, Director Wessels introduced and moved the adoption of the following Resolution:

RESOLUTION

A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING A BUDGET, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2019 TO HELP DEFRAY THE COSTS OF GOVERNMENT, AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE DANCING WILLOWS METROPOLITAN DISTRICT, JEFFERSON COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2019, AND ENDING ON THE LAST DAY OF DECEMBER, 2019,

WHEREAS, the Board of Directors of the Dancing Willows Metropolitan District has authorized its consultants to prepare and submit a proposed budget to said governing body no later than October 15, 2018; and

WHEREAS, the proposed budget has been submitted to the Board of Directors of the District for its consideration; and

WHEREAS, upon due and proper notice, published on November 29, 2018 in a newspaper having general circulation within the boundaries of the District, pursuant to statute, said proposed budget was available for inspection by the public at a designated public office, a public hearing was held on December 13, 2018 and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves of fund balances so that the budget remains in balance, as required by law; and

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$479,111; and

WHEREAS, the amount of money necessary to balance the budget for voter-approved bonds and interest from property tax revenue is \$97,139; and

WHEREAS, the 2018 valuation for assessment for the District as certified by the County Assessor for Jefferson County is \$8,232,146; and

WHEREAS, at an election held on November 1, 2005, the District eliminated mill levy limitations and the revenue and expenditure limitations imposed on governmental entities by Article X, Section 20 of the Colorado Constitution and Section 29-1-301, C.R.S., as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DANCING WILLOWS METROPOLITAN DISTRICT, JEFFERSON COUNTY, COLORADO:

Section 1. 2019 Budget Revenues. That the estimated revenues for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 2. 2019 Budget Expenditures. That the estimated expenditures for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 3. Adoption of Budget for 2019. That the budget as submitted, and attached hereto and incorporated herein by this reference, and if amended, then as amended, is hereby approved and adopted by the Board of Directors as the true and accurate budget of the Dancing Willows Metropolitan District for calendar year 2019.

Section 4. Levy of General Property Taxes. That the Board of Directors does hereby certify the levy of general property taxes for collection in 2019 as follows:

A. Levy for General Operating Fund Expenses. That for the purposes of meeting all general operating expense of the District during the 2019 budget year, there is hereby levied a tax of 58.200 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2018.

B. Levy for Debt Service Fund (General Obligation Bonds and Interest). That for the purposes of meeting all debt retirement expenses of the District during the 2019 budget year, as the funding requirements of the current outstanding general obligation indebtedness is detailed in the following "Certification of Tax Levies," there is hereby levied a tax of 11.800 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2018.

Section 5. Property Tax and Fiscal Year Spending Limits. That, being fully informed, the Board finds that the foregoing budget and mill levies do not result in a violation of any applicable property tax or fiscal year spending limitation.

Section 6. Certification. The District's manager is hereby authorized and directed to certify by December 15, 2018, to the Board of County Commissioners of Jefferson County, Colorado, the mill levies for the District herein above determined and set, or be authorized and directed to certify to the Board of County Commissioners of Jefferson County, Colorado, as herein above determined and set, but as recalculated as needed upon receipt of the final certification of valuation from the County Assessor on or about December 10, 2018, in order to comply with any applicable revenue and other budgetary limits or to implement the intent of the District. That said certification shall be in substantially the form set out and attached hereto and incorporated herein by this reference.

Section 7. Appropriations. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the budget attached hereto, are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated and no other.

The foregoing Resolution was seconded by Director THOMAS.

ADOPTED AND APPROVED this 13th day of December, 2018.

DANCING WILLOWS
METROPOLITAN DISTRICT

Bobby Thomas
President

ATTEST:

Naught Carson
Secretary

STATE OF COLORADO)
)
COUNTY OF JEFFERSON)ss.
)
DANCING WILLOWS)
METROPOLITAN DISTRICT)

I, Nancy Carson, Secretary of the Board of Directors of the Dancing Willows Metropolitan District, Jefferson County, Colorado, do hereby certify that the foregoing pages numbered 1 to 6, inclusive, constitute a true and correct copy of the record of proceedings of the Board of Directors of said District, adopted at a regular meeting of the Board held at the Dancing Willows Clubhouse, 11893 West Long Circle, Littleton, Colorado on December 13, 2018, at 6:30 p.m., as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2019; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown. Further, I hereby certify that the attached budget is a true and accurate copy of the 2019 budget of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 13th day of December, 2018.

(S E A L)


Secretary

TO BE ATTACHED TO PROCEEDINGS:

- **2019 BUDGET, AS ADOPTED, WITH BUDGET MESSAGE**
- **COPY OF THE SIGNED CERTIFICATION OF TAX LEVIES FOR FISCAL YEAR 2019, AS SUBMITTED TO THE BOARD OF COUNTY COMMISSIONERS**

**DANCING WILLOWS METROPOLITAN DISTRICT
GENERAL FUND
2019 ADOPTED BUDGET
WITH 2017 ACTUAL AND 2018 ESTIMATED AMOUNTS
FOR THE YEARS ENDED AND ENDING DECEMBER 31,**

	2017 Actual	2018 Estimated	2019 Adopted
REVENUES			
Property taxes	\$ 267,720	\$ 287,635	479,111
Specific ownership taxes	26,185	24,792	42,182
Interest	5,047	13,340	15,325
Clubhouse rentals	4,225	3,100	3,100
Conservation Trust Funds	1,521	1,149	1,149
Miscellaneous	693	190	85
Total revenues	305,391	330,206	540,951
EXPENDITURES			
<u>General</u>			
Audit	8,000	13,255	4,600
County treasurer fees	4,063	4,318	7,187
Directors' fees	2,300	3,000	3,000
District management and accounting	35,609	41,000	52,000
Elections	-	16,410	-
Grant Funding	-	-	11,500
Insurance and dues	8,178	8,409	8,700
Legal	710	700	2,000
Miscellaneous	1,288	1,500	1,500
Payroll taxes	176	230	230
SDA dues	450	451	475
SDA conference attendance	7,820	-	7,525
Utilities	32,399	36,300	35,000
Contingency	-	-	10,000
Emergency reserve	-	-	16,229
Total general expenditures	100,993	125,573	159,945
<u>Operations and Maintenance</u>			
Clubhouse maintenance	3,743	2,794	2,500
Landscape contract	-	5,500	6,172
Grounds and landscaping maintenance	13,356	4,000	8,000
Trees - Watering	-	1,129	1,200
Irrigation repairs	-	1,202	1,000
Fence and monument repairs	11,961	50	2,000
Street light repair and maintenance	-	7,216	7,500
Street repairs and maintenance	378	5,287	5,500
Pool chemicals and supplies	-	3,737	3,500
Pool Contract	-	8,500	6,750
Pool maintenance	11,084	2,000	6,000
Snow removal	1,516	25,000	25,000
Total O&M expenditures	42,038	66,415	75,122
TOTAL EXPENDITURES	143,031	191,988	235,067
EXCESS OF REVENUES OVER EXPENDITURES	162,360	138,218	305,884
OTHER FINANCING SOURCES (USES)			
Transfer from Capital Project Reserve Fund	-	-	-
Transfer to Capital Projects Reserve Fund	(62,281)	(100,000)	300,000
Total other financing sources (uses)	(62,281)	(100,000)	(300,000)
NET CHANGE IN FUND BALANCE	100,079	38,218	5,884
BEGINNING FUND BALANCE	126,024	226,103	264,321
ENDING FUND BALANCE	\$ 226,103	\$ 264,321	\$ 270,205

**DANCING WILLOWS METROPOLITAN DISTRICT
DEBT SERVICE FUND
2019 ADOPTED BUDGET
WITH 2017 ACTUAL AND 2018 ESTIMATED AMOUNTS
FOR THE YEARS ENDED AND ENDING DECEMBER 31,**

	2017 Actual	2018 Estimated	2019 Adopted
REVENUES			
Property taxes	\$ 305,965	\$ 325,705	\$ 97,139
Specific ownership taxes	29,862	28,460	-
Interest	217	185	-
Total revenues	336,044	354,350	97,139
EXPENDITURES			
Bond principal	120,000	50,000	40,000
Bond interest	142,040	128,633	134,700
County treasurer fees	4,548	4,931	1,360
Paying agent fees	300	250	260
Costs of bond issuance	151,522		
Total expenditures	418,410	183,814	176,320
OTHER FINANCING SOURCES (USES)			
Bond proceeds	3,635,000	-	-
Bond premium	85,956	-	-
Transfer to escrow agent	(3,563,840)	-	-
Total other financing sources (uses)	157,116	-	-
NET CHANGE IN FUND BALANCE	74,750	170,536	(79,181)
BEGINNING FUND BALANCE	38,445	113,195	283,731
ENDING FUND BALANCE	\$ 113,195	\$ 283,731	\$ 204,550

**DANCING WILLOWS METROPOLITAN DISTRICT
CAPITAL PROJECTS RESERVE FUND
2019 ADOPTED BUDGET
WITH 2017 ACTUAL AND 2018 ESTIMATED AMOUNTS**

	<u>2017 Actual</u>	<u>2018 Estimated</u>	<u>2019 Adopted</u>
REVENUES			
Insurance Reimbursement	\$ -	\$ 22,781	\$ -
Total revenues	<u>-</u>	<u>22,781</u>	<u>-</u>
EXPENDITURES			
Clubhouse - Reserve contingency	5,940	-	-
Clubhouse - Furniture Replacement	-	-	-
GOGO Park Grant			11,500
Pool - Reserve contingency	7,044	-	-
Re-plaster Hot Tub	-	-	18,000
Pool Area Electric	-	-	-
Roof Repair - Clubhouse		19,969	
Roof Repair - Pool House		5,742	
Streets/sidewalks/gutters	49,297	-	-
Street Paving/Sealing	-	55,000	135,000
Total capital expenditures	<u>62,281</u>	<u>80,711</u>	<u>164,500</u>
OTHER FINANCING SOURCES (USES)			
Transfer from General Fund	62,281	100,000	300,000
Total other financing sources (uses)	<u>62,281</u>	<u>100,000</u>	<u>300,000</u>
NET CHANGE IN FUND BALANCE	-	42,070	135,500
BEGINNING FUND BALANCE	<u>-</u>	<u>-</u>	<u>42,070</u>
ENDING FUND BALANCE	<u>\$ -</u>	<u>\$ 42,070</u>	<u>\$ 177,570</u>

DANCING WILLOWS METROPOLITAN DISTRICT

2019 Budget Message

Introduction

The District was formed in 2006 for the purpose of providing design, financing, acquisition, and construction, of certain infrastructure improvements including streets, public safety, and parks and recreation.

The budget reflects the projected spending plan for the 2019 fiscal year based on available revenues. This budget provides for the annual debt service on the District's General Obligation Debt as well as the general operation of the District and debt service.

For tax year 2019, the District certified a mill levy of 58.200 for the General Fund generating \$479,111 in tax revenue, and certified 11.800 mills for the Debt Service Fund generating \$97,139 in tax revenue, for collection in 2019. Total assessed revenue is \$8,232,146.

Budgetary Basis of Accounting

The District uses Funds to budget and report on the financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions. The various funds determine the total District budget. All of the District's funds are considered Governmental Funds and are reported using the current financial resources and the modified accrual basis of accounting. Revenues are recognized when they are measurable and available. Revenues are considered available when they are collectible within the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures, other than the interest on long term obligations, are recorded when the liability is incurred or the long-term obligation paid.

Fund Summaries

The General Fund is used to account for resources traditionally associated with government such as property taxes. Expenditures include district administration, legal services, and other expenses related to statutory operations of a local government. The primary source of revenue for the General Fund comes from property taxes, specific ownership taxes and facilities fees. This fund is used to account for landscaping and general operations and maintenance expenses of the District facilities.

The Debt Service Fund was created in 2008 to service the District's bonds, issued to provide financing for street improvements, parks and recreation projects, and traffic and safety improvements. The Debt Service Fund's primary source of revenue to repay the bonds comes from property taxes and specific ownership taxes.

Emergency Reserve

As required under Article X, Section 20 of the Colorado Constitution, the District has provided for an Emergency Reserve in the amount of 3% of the total fiscal year expenditures in the General Fund.

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of JEFFERSON COUNTY, Colorado.

On behalf of the DANCING WILLOWS METROPOLITAN DISTRICT

(taxing entity)^A

the BOARD OF DIRECTORS

(governing body)^B

of the DANCING WILLOWS METROPOLITAN DISTRICT

(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 8,232,146 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57) USE VALUE FROM FINAL CERTIFICATIN OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/10/18 for budget/fiscal year 2019 (not later than Dec. 15) (dd/mm/yyyy) (yyyy)

Table with columns: PURPOSE (see end notes for definitions and examples), LEVY², REVENUE². Rows include General Operating Expenses, Temporary General Property Tax Credit/Temporary Mill Levy Rate Reduction, General Obligation Bonds and Interest, Contractual Obligations, Capital Expenditures, Refunds/Abatements, Other, and a TOTAL row.

Contact person: (print) Sue Blair, CRS of Colorado, LLC Daytime phone: 303-381-4960 Signed: [Signature] Title: District Manager

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution. ² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's final certification of valuation).

CERTIFICATION OF TAX LEVIES, continued
DANCING WILLOWS METROPOLITAN DISTRICT

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are

Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

1.	Purpose of Issue:	General Obligation Refunding Bonds
	Series:	2017
	Date of Issue:	December 13, 2017
	Coupon Rate:	3% to 4%
	Maturity Date:	December 1, 2046
	Levy:	11.800
	Revenue:	\$97,139

2.	Purpose of Issue:	_____
	Series:	_____
	Date of Issue:	_____
	Coupon Rate:	_____
	Maturity Date:	_____
	Levy:	_____
	Revenue:	_____

CONTRACTS^K:

3.	Purpose of Contract:	_____
	Title:	_____
	Date:	_____
	Principal Amount:	_____
	Maturity Date:	_____
	Levy:	_____
	Revenue:	_____

4.	Purpose of Contract:	_____
	Title:	_____
	Date:	_____
	Principal Amount:	_____
	Maturity Date:	_____
	Levy:	_____
	Revenue:	_____

Use multiple copies of this page as necessary to report all bond and contractual obligations.

Notes: