

CERTIFIED RECORD
OF
PROCEEDINGS RELATING TO
TRAILMARK METROPOLITAN DISTRICT
CITY OF LITTLETON
JEFFERSON COUNTY, COLORADO
AND THE BUDGET HEARING
FOR FISCAL YEAR
2018

STATE OF COLORADO)
)
COUNTY OF JEFFERSON)ss.
)
TRAILMARK)
METROPOLITAN DISTRICT)

The Board of Directors of the TrailMark Metropolitan District, City of Littleton, Jefferson County, Colorado, held a special meeting at the TrailMark Fire Station No. 19, 8490 W. Trailmark Parkway, Littleton, Colorado, on 9th day, November, 2017 at 7:00 p.m.

Present were the following members of the Board:

Lori Tolle, President
Curt Fankhouser, Vice President
Catherine LaClair, Secretary
Wayne Lupton, Assistant Secretary

Director Roser was absent, and his absent was excused.

Also present were:

Cathy Noon, Community Resource Services of Colorado, LLC;
Community Members

The Chairman stated that proper publication was made to conduct a public hearing on the District's 2018 budget. The Chairman opened the public hearing on the District's proposed 2018 budget. There being no public present to comment on the District's budget, the public hearing was closed.

Thereupon, Director Lupton 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 2018

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 TRAILMARK METROPOLITAN DISTRICT, CITY OF LITTLETON, JEFFERSON COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2018, AND ENDING ON THE LAST DAY OF DECEMBER, 2018,

WHEREAS, the Board of Directors of the TrailMark Metropolitan District has authorized its consultants to prepare and submit a proposed budget to said governing body no later than October 15, 2017; 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 October 27, 2017 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 November 9, 2017 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 \$297,064 ; and

WHEREAS, the amount of money necessary to balance the budget for voter-approved bonds and interest from property tax revenue is \$445,597; and

WHEREAS, the 2016 valuation for assessment for the District as certified by the County Assessor for Jefferson County is \$29,706,437; and

WHEREAS, at an election held on November 3, 1998, the District eliminated the property tax 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 TRAILMARK METROPOLITAN DISTRICT, CITY OF LITTLETON, JEFFERSON COUNTY, COLORADO:

Section 1. 2018 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. 2018 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 2018. 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 TrailMark Metropolitan District for calendar year 2018.

Section 4. Levy of General Property Taxes. That the Board of Directors does hereby certify the levy of general property taxes for collection in 2018 as follows:

A. Levy for General Operating Fund Expenses. That for the purposes of meeting all general operating expense of the District during the 2018 budget year, there is hereby levied a tax of 19.501 mills minus a temporary mill levy reduction of 9.501 mills for a net mill levy of 10.00 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2017.

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 2018 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 15.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2017.

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.

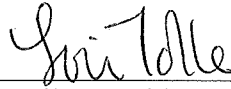
Section 6. Certification. The District's manager is hereby authorized and directed to certify by December 15, 2017, to the Board of County Commissioners of Jefferson County, Colorado, the mill levies for the District herein above determined and set, or be authorized and directed to certify to the Board 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, 2017, 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 Fankhouser.

ADOPTED AND APPROVED this 9th day of November, 2017.

TRAILMARK METROPOLITAN DISTRICT



Lori Tolle, President

ATTEST:



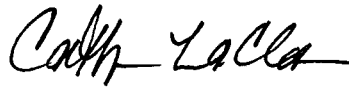
Cathy LaClair, Secretary

STATE OF COLORADO)
)
COUNTY OF JEFFERSON)ss.
)
TRAILMARK)
METROPOLITAN DISTRICT)

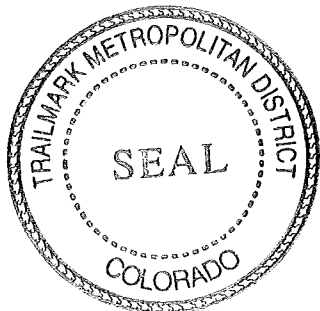
I, Cathy LaClair, Secretary of the Board of Directors of the TrailMark Metropolitan District, City of Littleton, Jefferson County, Colorado, do hereby certify that the foregoing pages numbered 1 to 5, inclusive, constitute a true and correct copy of the record of proceedings of the Board of Directors of said District, adopted at a special meeting of the Board held at the TrailMark Fire Station No. 19, 8490 W. Trailmark Parkway, Littleton, Colorado on November 9, 2017, at 7:00 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 2018; 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 2018 budget of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 9th day of November, 2017.

(SEAL)



Secretary



TO BE ATTACHED TO PROCEEDINGS:

- **2018 BUDGET, AS ADOPTED, WITH BUDGET MESSAGE**
- **COPY OF THE SIGNED CERTIFICATION OF TAX LEVIES FOR FISCAL YEAR 2018, AS SUBMITTED TO THE BOARD OF COUNTY COMMISSIONERS**

TRAILMARK METROPOLITAN DISTRICT

2018 Budget Message

Introduction

The budget reflects the projected spending plan for the 2018 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 capital project revenue and expenditures.

The District's 2017 assessed value is \$29,706,437. The District certified a net of 10 mills in its General Fund. This will generate \$297,064 in property taxes. Further, the District certified 15.000 mills in its Debt Service Fund, yielding \$445,597 in property taxes. This results in a total mill levy of 25.000 mills certified for collection in 2018 yielding \$742,661.

The District was formed in 1994 for the purpose of providing design, financing, acquisition, and construction of certain infrastructure improvements including water, streets, sanitary sewer, and traffic and safety controls. When appropriate, these improvements have been dedicated to Jefferson County, South Suburban Park and Recreation District, City of Littleton or other entities as appropriate for the use and benefit of the District taxpayers and service users.

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

General Fund is used to account for resources traditionally associated with government such as property taxes, specific ownership tax and expenditures which include district administration, legal services, and other expenses related to statutory operations of a local government. The primary source of revenue comes from property taxes, specific ownership taxes, and interest income.

TrailMark Metropolitan District
Page Two

Debt Service Fund is used to account for property taxes and other revenues dedicated to pay the fiscal year's debt expense which includes principal payments, interest payments, and administrative costs associated with debt issues. The primary source of revenue for the Debt Service Fund comes from property 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.

**TRAILMARK METROPOLITAN DISTRICT
GENERAL FUND
2018 ADOPTED BUDGET**

	2016 Actual	2017 Estimated Modified Accrual	2018 Adopted Budget Modified Accrual
REVENUES			
Property taxes	\$ 276,360	\$ 274,415	\$ 297,064
Specific ownership taxes	60,327	55,000	35,000
HOA cost sharing	11,970	16,124	22,500
Interest	8,305	7,308	5,000
Miscellaneous	-	-	500
Total revenues	<u>356,962</u>	<u>352,847</u>	<u>360,064</u>
EXPENDITURES			
Management and accounting	29,247	26,270	26,200
District management - special services	-	1,479	5,000
Audit	10,440	9,035	10,000
Directors fees	2,800	1,800	5,000
Election	1,661	-	10,000
Insurance and SDA dues	4,368	5,100	5,100
Legal	361	10,000	10,000
Legal publications	17	250	250
Miscellaneous	1,428	3,500	3,500
Payroll taxes	214	620	560
County treasurer fees	4,120	4,116	4,456
Utilities	1,243	1,500	1,500
Ground maintenance - HOA	7,361	12,000	12,000
Ground maintenance - general	-	5,000	5,000
Fence painting and repair - annual filing	23,940	38,000	45,000
Fence painting and repair - incidentals	-	7,000	7,000
Stormwater system			
- General maintenance	35,931	40,000	40,000
- Maintenance - Centennial Water	-	1,400	1,400
- Water quality monitoring	-	1,500	1,500
- Improvements	-	10,000	10,000
- Miscellaneous	-	100	100
Contingency	-	-	10,000
Total expenditures	<u>123,131</u>	<u>178,670</u>	<u>213,566</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>233,831</u>	<u>174,177</u>	<u>146,498</u>
OTHER FINANCING USES			
Transfer to debt service fund	(200,000)	(210,000)	(280,000)
Transfer to capital asset replacement reserve	-	(65,000)	(65,000)
Total other financing uses	<u>(200,000)</u>	<u>(275,000)</u>	<u>(345,000)</u>
NET CHANGE IN FUND BALANCE	33,831	(100,823)	(198,502)
BEGINNING FUND BALANCE	<u>1,128,563</u>	<u>1,162,394</u>	<u>1,061,571</u>
ENDING FUND BALANCE	<u>\$ 1,162,394</u>	<u>\$ 1,061,571</u>	<u>\$ 863,069</u>

**TRAILMARK METROPOLITAN DISTRICT
DEBT SERVICE FUND
2018 ADOPTED BUDGET**

	<u>2016 Actual</u>	<u>2017 Estimated Modified Accrual</u>	<u>2018 Adopted Budget Modified Accrual</u>
REVENUES			
Property taxes	\$ 552,719	\$ 546,340	\$ 445,597
Interest	2,544	2,486	2,500
Total revenues	<u>555,263</u>	<u>548,826</u>	<u>448,097</u>
EXPENDITURES			
Bond principal	670,000	695,000	715,000
Bond interest	76,648	34,527	26,813
Paying agent fees	550	1,000	1,000
County treasurer fees	8,239	8,232	6,684
Total expenditures	<u>755,437</u>	<u>738,759</u>	<u>749,497</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(200,174)	(189,933)	(301,400)
OTHER FINANCING SOURCES			
Transfer from general fund	200,000	210,000	280,000
Total other financing sources	<u>200,000</u>	<u>210,000</u>	<u>280,000</u>
NET CHANGE IN FUND BALANCE	(174)	20,067	(21,400)
BEGINNING FUND BALANCE	<u>2,381</u>	<u>2,207</u>	<u>22,274</u>
ENDING FUND BALANCE	<u>\$ 2,207</u>	<u>\$ 22,274</u>	<u>\$ 874</u>

**TRAILMARK METROPOLITAN DISTRICT
CAPITAL ASSET REPLACEMENT RESERVE
2018 ADOPTED BUDGET**

	<u>2016 Actual</u>	<u>2017 Estimated Modified Accrual</u>	<u>2018 Adopted Budget Modified Accrual</u>
REVENUES			
Asset replacement reserve	\$ -	\$ -	\$ -
Total revenues	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES			
- Miscellaneous	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUES OVER EXPENDITURES	-	-	-
OTHER FINANCING SOURCES (USES)			
Transfers from (to) Other Funds	-	65,000	65,000
Total Other Financing Sources	<u>-</u>	<u>65,000</u>	<u>65,000</u>
NET CHANGE IN FUND BALANCE	-	65,000	65,000
BEGINNING FUND BALANCE	<u>-</u>	<u>295,000</u>	<u>360,000</u>
ENDING FUND BALANCE	<u>\$ -</u>	<u>\$ 360,000</u>	<u>\$ 425,000</u>

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of JEFFERSON COUNTY, Colorado.

On behalf of the TRAILMARK METROPOLITAN DISTRICT,
(taxing entity)^A

the BOARD OF DIRECTORS,
(governing body)^B

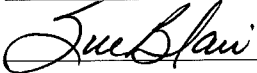
of the TRAILMARK METROPOLITAN DISTRICT,
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 29,706,437 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: 12/02/17 for budget/fiscal year 2018.
(not later than Dec. 15) (dd/mm/yyyy) (yyyy)

<u>PURPOSE</u> (see end notes for definitions and examples)	<u>LEVY</u> ²	<u>REVENUE</u> ²
1. General Operating Expenses ^H	19.501 mills	\$ 579,305
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< 9.501 > mills	\$ <282,241 >
SUBTOTAL FOR GENERAL OPERATING:	10.000 mills	\$ 297,064
3. General Obligation Bonds and Interest ^J	15.000 mills	\$ 445,597
4. Contractual Obligations ^K	mills	\$
5. Capital Expenditures ^L	mills	\$
6. Refunds/Abatements ^M	mills	\$
7. Other ^N (specify): _____	mills	\$
_____	mills	\$
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	25.000 mills	\$ 742,661

Contact person: (print) Sue Blair, CRS of Colorado, LLC Daytime phone: 303-381-4977
Signed:  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
TRAILMARK 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:	Limited Tax General Obligation Refunding Bonds
	Series:	2003
	Date of Issue:	July 10, 2003
	Coupon Rate:	2.00-3.75%
	Maturity Date:	December 1, 2018
	Levy:	15.000 mills
	Revenue:	\$445,597

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.