RESOLUTION NO. 2023 - 11 - 02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1 TO ADOPT THE 2024 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 ("District") has appointed the District Accountant to prepare and submit a proposed 2024 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2023, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 8, 2023, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any inter-fund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Jeffco Business Center Metropolitan District No. 1:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Jeffco Business Center Metropolitan District No. 1 for the 2024 fiscal year.

2. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

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3. That the sums set forth as the total expenditures of each fund in the budget attached hereto as **EXHIBIT A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

ADOPTED this 8th day of November, 2023.

)

Secretary

(SEAL)

EXHIBIT A (Budget)

{01113000.DOC v:1}3

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO.1

2024 Budget Message

Introduction

The District was formed in 2000 for the purpose of providing design, acquisition, construction, installation, and financing of certain infrastructure improvements within and outside the boundaries of the District including water, sanitation, streets, safety protection, park and recreation, transportation, and television relay and translation services. When appropriate, these improvements have been dedicated to the City and County of Broomfield, or such other entities as appropriate for the use and benefit of the District taxpayers and service users.

The 2024 budget was prepared in accordance with the Local Government Budget Law of Colorado. The budget reflects the projected spending plan for the 2024 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.

The District's 2023 assessed value increased to \$9,517,950 from \$8,749,450 the prior year. The District assessed a total mill levy of 35.000 mills for taxes collected in the 2024 fiscal year, with 29.000 mills dedicated to the Debt Service Fund and 6.000 mills dedicated to the General Fund.

Budgetary Basis of Accounting

The District uses funds to budget and report on its financial position and results of its 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 comprise 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 revenue traditionally associated with government such as property taxes, specific ownership tax. Expenditures include District administration, legal services, and other expenses related to statutory operations of a local government.

The **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. Since 2005, the

District has been unable to make principal payments, and has only made partial interest payments, on its outstanding Series 2000 debt. Future payments of principal and interest will depend upon sufficiency of revenue sources. In 2024, the District has budgeted to make only an interest payment in the amount of \$306,731, and does not anticipate any principal reduction.

Emergency Reserve

As required by the TABOR amendment to the Colorado Constitution, the District has provided for an Emergency Reserve in the amount of 3% of the total fiscal year revenues in the General Fund.

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1 Assessed Value, Property Tax and Mill Levy Information

		2022		2023	_	2024
		Actual	Ad	lopted Budget	Ac	lopted Budget
Assessed Valuation	\$	8,193,270	\$	8,749,450	\$	9,517,950
	Ψ	0,100,210	Ψ	0,740,400	Ψ	0,017,000
Mill Levy						
General Fund		6.000		6.000		6.000
Debt Service Fund		29.000		29.000		29.000
Total Mill Levy		35.000		35.000		35.000
		001000				001000
Property Taxes						
General Fund	\$	49,160	\$	52,497	\$	57,108
Debt Service Fund		237,605		253,734		276,021
Actual/Budgeted Property Taxes	\$	286,765	\$	306,231	\$	333,129

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

GENERAL FUND 2024 Adopted Budget with 2022 Actual, 2023 Adopted Budget and 2023 Estimated

		2022	2023	2023	2024
		Actual	Adopted Budget	Estimated	2024 Adopted Budget
	<u> </u>				
BEGINNING FUND BALANCE	\$	55,404	\$ 79,209	\$ 33,213	\$ 50,450
REVENUE					
Property Tax Revenue Specific Ownership Taxes Interest Income		48,624 2,782 36	52,497 2,604 40	52,497 2,000 -	57,108 2,250 -
Total Revenue		51,442	55,141	54,497	59,358
Total Funds Available		106,846	134,350	87,710	109,808
EXPENDITURES					
Accounting		5,831	8,700	8,700	9,250
District Management		6,129	6,500	6,500	7,250
Election Expense		989	1,100	900	-
Insurance and Bonds/SDA		3,896	4,500	4,173	5,600
Legal		5,099	8,000	12,000	8,500
Legal Publications		-	200	200	225
Miscellaneous		960	1,000	1,000	1,000
Treasurer's Fees		730	787	787	857
Contingency		-	5,000	3,000	5,000
Sub-Total		23,633	35,787	37,260	37,682
Transfers and Other Sources (Uses)					
Transfer to Debt Service		50,000	-	-	25,000
Emergency Reserve		-	1,654	-	1,781
lotal Expenditures Requiring Appropriation		72 622	27 444	27.260	64 462
		73,633	37,441	37,260	64,463
ENDING FUND BALANCE	\$	33,213	\$ 96,908	\$ 50,450	\$ 45,345

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

DEBT SERVICE FUND 2024 Adopted Budget with 2022 Actual, 2023 Adopted Budget and 2023 Estimated

	2022 Actual	Å	2023 Adopted Budget	2023 Estimated	Ade	2024 opted Budget
BEGINNING FUND BALANCE	\$ 41,581	\$	6,724	\$ 125,013	\$	-
REVENUE						
Property Tax Revenue Specific Ownership Taxes Interest Income	235,016 13,446		253,734 15,770	253,734 9,000		276,021 10,000
Transfer from General Fund	174 50,000		-	-		25,000
Total Revenue	298,636		269,504	262,734		311,021
Total Funds Available	 340,217		276,228	387,747		311,021
EXPENDITURES						
Bond Interest Bond Principal	211,527		265,000	383,791		306,731
Paying Agent Fees Treasurer's Fees	150 3,528		150 3,806	150 3,806		150 4,140
Total Expenditures	 215,205		268,956	387,747		311,021
Total Expenditures Requiring Appropriation	215,205		268,956	387,747		311,021
ENDING FUND BALANCE	\$ 125,013	\$	7,272	\$ -	\$	

I, David Solin, hereby certify that I am the duly appointed Secretary of the Jeffco Business Center Metropolitan District No. 1, and that the foregoing is a true and correct copy of the budget for the budget year 2024, duly adopted at a meeting of the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 held on November 8, 2023.

By:

Secretary

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RESOLUTION NO. 2023 - 11 -03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1 TO SET MILL LEVIES

WHEREAS, the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 ("District") has adopted the 2024 annual budget in accordance with the Local Government Budget Law on November 8, 2023; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2024 Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference; and

WHEREAS, the amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Jeffco Business Center Metropolitan District No. 1:

1. That for the purposes of meeting all general fund expenses of the District during the 2024 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purposes of meeting all debt service fund expenses of the District during the 2024 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

3. That the Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of the City and County of Broomfield, Colorado, the mill levies for the District as set forth in the District's Certification of Tax Levies (attached hereto as **EXHIBIT A** and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 8th day of November, 2023.

Secretary

(SEAL)

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EXHIBIT A

(Certification of Tax Levies)

{01112999.DOC v:2}2

County Tax Ent	ity	Code
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DOLA LGID/SID

30	1	4	7

TO: County Commission	and of the second	and County of Broomfie		, Colorad
		enter Metropolitan Dist	rict No. 1	, conorad
On behalf of the	Jeffco Business Co	(t:		
		Board of Directors		
	loffee Dusiness	(governing body) ^B Center Metropolitan Dis	strict No. 1	
of the	Jenco Business	(local government) ^C		
Hereby officially certification to be levied against the table	es the following mills		517,950	
assessed valuation of:		S ^D assessed valuation, Line 2 of	the Certificati	ion of Valuation Form DLG 57
Note: If the assessor certified (AV) different than the GROS Increment Financing (TIF) As	SS AV due to a Tax	9,5	517,950	
calculated using the NET AV property tax revenue will be of nultiplied against the NET as Submitted: no later than Dec. 15)	lerived from the mill levy USE V sessed valuation of: 01/09/2024	G assessed valuation, Line 4 of t ALUE FROM FINAL CERTI BY ASSESSOR NO LA for budget/fiscal year	FICATION (ATER THAN 2	OF VALUATION PROVIDE
,				_
	es for definitions and examples)	LEVY ² 6.000		REVENUE²
1. General Operating E	xpenses ^H		_mills	\$
2. <minus></minus> Temporar Temporary Mill Lev	y General Property Tax Credit/ y Rate Reduction ^I	< 0.000 >	mills	\$< 0
SUBTOTAL FOR	R GENERAL OPERATING:	6.000	mills	\$ ^{57,108}
3. General Obligation I	Bonds and Interest ^J	29.000	mills	\$
4. Contractual Obligati		0.000	_ mills	\$ 0
5. Capital Expenditures		0.000	mills	\$ 0
6. Refunds/Abatements		0.000	mills	\$ 0
 Other^N (specify): 	,	0.000	mills	\$ 0
/. Other (speeny).		0.000		\$ 0
 T	OTAL: Sum of General Operating Subtotal and Lines 3 to 7	35.000	mills	333,129 \$
1	Subtotal and Lines 3 to /		111115	Ψ
Contact person:	David Solin	Daytime phone:(303)	l	987-0835
Signed:	H2	Title:	Dist	rict Manager
	y's completed form when filing the local g		21	20.1.112.C.D.C

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 <u>three</u> decimal places and revenue must be calculated from the total <u>NET assessed valuation</u> (Line 4 of Form DLG57 on the County Assessor's <u>FINAL</u> certification of valuation).

CERTIFICATION OF TAX LEVIES, continued

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:

BO	NDS ³ :		
1.	Purpose of Issue:	\$2,020,000 Limited Tax General Obligation Bonds	
	Series:	2000	
	Date of Issue:	August 8, 2000	
	Coupon Rate:	8.000%	
	Maturity Date:	May 1, 2020	
	Levy:	29.000	
	Revenue:	\$276,021	_
2.	Purpose of Issue:		
	Series:		
	Date of Issue:		
	Coupon Rate:		
	Maturity Date:		
	Levy:		
	Revenue:		
CO	NTRACTS ^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 separately report all bond and contractual obligations per 32-1-1603, C.R.S.

Notes:

^A **Taxing Entity**—A jurisdiction authorized by law to impose ad valorem property taxes on taxable property located within its territorial limits (please see notes B, C, and H below). For purposes of the DLG 70 only, a *taxing entity* is also a geographic area formerly located within a *taxing entity*'s boundaries for which the county assessor certifies a valuation for assessment and which is responsible for payment of its share until retirement of financial obligations incurred by the *taxing entity* when the area was part of the *taxing entity*. For example: an area of excluded property formerly within a special district with outstanding general obligation debt at the time of the exclusion or the area located within the former boundaries of a dissolved district whose outstanding general obligation debt service is administered by another local government^C.

^B Governing Body—The board of county commissioners, the city council, the board of trustees, the board of directors, or the board of any other entity that is responsible for the certification of the *taxing entity*'s mill levy. For example: the board of county commissioners is the governing board <u>ex officio</u> of a county public improvement district (PID); the board of a water and sanitation district constitutes <u>ex officio</u> the board of directors of the water subdistrict.

^C Local Government - For purposes of this line on Page 1 of the DLG 70, the *local government* is the political subdivision under whose authority and within whose boundaries the *taxing entity* was created. The *local government* is authorized to levy property taxes on behalf of the *taxing entity*. For example, for the purposes of this form:

- 1. a municipality is both the *local government* and the *taxing entity* when levying its own levy for its entire jurisdiction;
- 2. a city is the *local government* when levying a tax on behalf of a business improvement district (BID) *taxing entity* which it created and whose city council is the BID board;
- 3. a fire district is the *local government* if it created a subdistrict, the *taxing entity*, on whose behalf the fire district levies property taxes.
- 4. a town is the *local government* when it provides the service for a dissolved water district and the town board serves as the board of a dissolved water district, the *taxing entity*, for the purpose of certifying a levy for the annual debt service on outstanding obligations.

^{**b**} **GROSS Assessed Value -** There will be a difference between gross assessed valuation and net assessed valuation reported by the county assessor only if there is a "tax increment financing" entity (see below), such as a downtown development authority or an urban renewal authority, within the boundaries of the *taxing entity*. The board of county commissioners certifies each *taxing entity*'s total mills upon the *taxing entity*'s *Gross Assessed Value* found on Line 2 of Form DLG 57.

^E Certification of Valuation by County Assessor, Form DLG 57 - The county assessor(s) uses this form (or one similar) to provide valuation for assessment information to a *taxing entity*. The county assessor must provide this certification no later than August 25th each year and may amend it, one time, prior to December 10th. Each entity must use the **FINAL** valuation provided by assessor when certifying a tax levy.

^F TIF Area—A downtown development authority (DDA) or urban renewal authority (URA), may form plan areas that use "tax increment financing" to derive revenue from increases in assessed valuation (gross minus net, Form DLG 57 Line 3) attributed to the activities/improvements within the plan area. The DDA or URA receives the differential revenue of each overlapping *taxing entity*'s mill levy applied against the *taxing entity*'s gross assessed value after subtracting the *taxing entity*'s revenues derived from its mill levy applied against the net assessed value.

^G **NET Assessed Value**—The total taxable assessed valuation from which the *taxing entity* will derive revenues for its uses. It is found on Line 4 of Form DLG 57. **Please Note:** A downtown development authority (DDA) may be both a *taxing entity* and have also created its own *TIF area* and/or have a URA *TIF Area* within the DDA's boundaries. As a result DDAs may both receive operating revenue from their levy applied to their certified *NET assessed value* and also receive TIF revenue generated by any *tax entity* levies overlapping the DDA's *TIF Area*, including the DDA's own operating levy.

^H General Operating Expenses (DLG 70 Page 1 Line 1)—The levy and accompanying revenue reported on Line 1 is for general operations and includes, in aggregate, all levies for and revenues raised by a *taxing entity* for purposes not lawfully exempted and detailed in Lines 3 through 7 on Page 1 of the DLG 70. For example: a fire pension levy is included in general operating expenses, unless the pension is voter-approved, if voter-approved, use Line 7 (Other).

¹ **Temporary Tax Credit for Operations (DLG 70 Page 1 Line 2)**—The Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction of 39-1-111.5, C.R.S. may be applied to the *taxing entity*'s levy for general operations to effect refunds. Temporary Tax Credits (TTCs) are not applicable to other types of levies (non-general operations) certified on this form because these levies are adjusted from year to year as specified by the provisions of any contract or schedule of payments established for the payment of any obligation incurred by the *taxing entity* per 29-1-301(1.7), C.R.S., or they are certified as authorized at election per 29-1-302(2)(b), C.R.S.

^J General Obligation Bonds and Interest (DLG 70 Page 1 Line 3)—Enter on this line the total levy required to pay the annual debt service of all general obligation bonds. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments. Title 32, Article 1 Special districts and subdistricts must complete Page 2 of the DLG 70.

^{κ} Contractual Obligation (DLG 70 Page 1 Line 4)—If repayment of a contractual obligation with property tax has been approved at election and it is not a general obligation bond (shown on Line 3), the mill levy is entered on this line. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments.

^L Capital Expenditures (DLG 70 Page 1 Line 5)—These revenues are not subject to the statutory property tax revenue limit <u>if</u> they are approved by counties and municipalities <u>through public hearings</u> pursuant to 29-1-301(1.2) C.R.S. and for special districts <u>through approval from the Division of Local Government</u> pursuant to 29-1-302(1.5) C.R.S. or for any *taxing entity* if <u>approved at election</u>. Only levies approved by these methods should be entered on Line 5.

^M **Refunds/Abatements (DLG 70 Page 1 Line 6)**—The county assessor reports on the *Certification of Valuation* (DLG 57 Line 11) the amount of revenue from property tax that the local government did not receive in the prior year because taxpayers were given refunds for taxes they had paid or they were given abatements for taxes originally charged to them due to errors made in their property valuation. The local government was due the tax revenue and would have collected it through an adjusted mill levy if the valuation errors had not occurred. Since the government was due the revenue, it may levy, in the subsequent year, a mill to collect the refund/abatement revenue. An abatement/refund mill levy may generate revenues up to, but not exceeding, the refund/abatement amount from Form DLG 57 Line 11.

Please Note: Pursuant to Article X, Section 3 of the Colorado Constitution, <u>if the taxing entity is in more than one county, as with all levies, the abatement levy must be uniform throughout the entity's boundaries and certified the same to each county.</u> To calculate the abatement/refund levy for a *taxing entity* that is located in more than one county, first total the abatement/refund amounts reported by each county assessor, then divide by the *taxing entity*'s total net assessed value, then multiply by 1,000 and round down to the nearest three decimals to prevent levying for more revenue than was abated/refunded. This results in an abatement/refund mill levy that will be uniformly certified to all of the counties in which the *taxing entity* is located even though the abatement/refund did not occur in all the counties.

^N Other (DLG 70 Page 1 Line 7)—Report other levies and revenue not subject to 29-1-301 C.R.S. that were not reported above. For example: a levy for the purposes of television relay or translator facilities as specified in sections 29-7-101, 29-7-102, and 29-7-105 and 32-1-1005 (1) (a), C.R.S.; a voter-approved fire pension levy; a levy for special purposes such as developmental disabilities, open space, etc.

I, David Solin, hereby certify that I am the duly appointed Secretary of the Jeffco Business Center Metropolitan District No. 1, and that the foregoing is a true and correct copy of the Certification of Mill Levies for the budget year 2024, duly adopted at a meeting of the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 held on November 8, 2023.

Secretary