

# JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

141 Union Boulevard, Suite 150  
Lakewood, Colorado, 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
Fax: 303-987-2032

## NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Julie von Clausburg	President	2025/May 2025
John Strabel	Treasurer	2027/May 2027
Brenda Lamer	Assistant Secretary	2025/May 2025
<b>VACANT</b>		2027/May 2027
<b>VACANT</b>		2027/May 2027
David Solin	Secretary (non-elected)	

DATE: November 14, 2023 (Thursday)  
TIME: 9:00 A.M.  
PLACE: via Zoom

*\* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (dsolin@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

### Join Zoom Meeting

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Meeting ID: 546 911 9353

Passcode: 912873

Dial In: 1-719-359-4580

## I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

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B. Approve Agenda, confirm location of the meeting and posting of meeting notices and confirm the posting location, and designate 24-hour posting location.

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C. Members of the public may express their view to the Board on matters that affect the District. Comments will be limited to a total of three (3) minutes per person.

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D. Consider approval of the Minutes from November 8, 2023 regular meeting (enclosure).

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E. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meeting. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting 24-Hour Notices (enclosure).

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F. Discuss vacancies on the Board.

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G. Discuss §32-1-809, C.R.S. (Transparency Notice) reporting requirements and mode of eligible elector notification and direct staff regarding compliance for 2025.

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H. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2025.

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III. FINANCIAL MATTERS

A. Review and ratify the approval of the payment of claims as follows (enclosures):

Fund	Period Ending Nov. 30, 2023	Period Ending Dec. 31, 2023	Period Ending Jan. 31, 2024	Period Ending Feb. 29, 2024
General	\$ 3,151.22	\$ 4,566.02	\$ 3,404.30	\$ 1,923.61
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	\$ 3,151.22	\$ 4,566.02	\$ 3,404.30	\$ 1,923.61

Fund	Period Ending March 31, 2024	Period Ending April 30, 2024	Period Ending May 31, 2024	Period Ending June 30, 2024
General	\$ 2,731.23	\$ 1,546.96	\$ 1,588.47	\$ 1,032.35
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	\$ 2,731.23	\$ 1,546.96	\$ 1,588.47	\$ 1,032.35

Fund	Period Ending July 31, 2023	Period Ending Aug. 31, 2023	Period Ending Sept. 30, 2024	Period Ending Oct. 31, 2024
General	\$ 868.92	\$ 761.30	\$ 597.40	\$ 1,597.32
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	\$ 868.92	\$ 761.30	\$ 597.40	\$ 1,597.32

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B. Review and accept unaudited financial statements for the period ending September 30, 2024 and Cash Position Statement dated September 30, 2024 (enclosure).

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- C. Discuss statutory requirements for an audit. Consider the appointment of District accountant to prepare the Application for Exemption from Audit for 2024.
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- E. Discuss the District's inability to make a scheduled bond payment, pursuant to 32-1-903(3), C.R.S.
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- F. Conduct public hearing to consider amendment to 2024 Budget and (if necessary) consider adoption of a Resolution to Amend the 2024 Budget.
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- G. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures - preliminary assessed valuations, 2025 draft Budget and Resolutions).
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- H. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form ("Certification"), and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- I. Consider appointment of District Accountant to prepare the 2026 Budget and set date for public hearing to adopt the 2026 Budget.
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#### IV. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Directors' election regarding new legislative requirements and related expenses for same. Consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official ("DEO"), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (enclosures). Self-Nomination forms are due by February 28, 2025. Discuss the need for ballot issues and/or questions.
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#### V. OTHER BUSINESS

- A. \_\_\_\_\_

- B. Discuss website accessibility matters.
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VI. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED  
IN 2024.**

Informational Enclosure:

- Memo regarding New Rate Structure from Special District Management Services, Inc.

## RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1  
(THE “DISTRICT”)  
HELD  
NOVEMBER 8, 2023**

A regular meeting of the Board of Directors (the “Board”) of the Jeffco Business Center Metropolitan District No. 1 (the “District”) was convened on Wednesday, November 8, 2023, at 9:00 a.m., via Zoom video/teleconference. The meeting was open to the public.

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### **ATTENDANCE**

#### **Directors In Attendance Were:**

Julie von Clausburg  
John Strabel  
Brenda Lamer

#### **Also, In Attendance Were:**

David Solin; Special District Management Service, Inc.  
Paula J. Williams, Esq.; McGeady Becher P.C.

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### **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The Directors were requested to disclose any potential conflicts of interest regarding any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Directors prior to this meeting in accordance with statute. It was noted by Attorney Williams that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors at least seventy-two (72) hours in advance of the meeting, and no additional conflicts were disclosed at the meeting.

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### **ADMINISTRATIVE MATTERS**

**Quorum/Confirmation of Meeting Location/Posting of Notice:** A quorum was confirmed.

The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, and upon motion duly made by Director von Clausburg, seconded by Director Lamer, and upon vote unanimously carried, the Board determined to conduct the meeting by electronic means via Zoom video/teleconference, it was determined to conduct the meeting at the above-stated date, time and location. It was further noted that notice of the time, date and location was duly posted

## RECORD OF PROCEEDINGS

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and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

**Agenda:** Mr. Solin reviewed with the Board the proposed agenda for the meeting.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board approved the Agenda.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted on the District's website at <https://jeffcobusinesscentermd1.colorado.gov/>, or if the District's website is not available, within the boundaries of the District as least 24-hours prior to each meeting.

**Minutes:** The Board reviewed the Minutes from November 2, 2022, Regular Meeting and the May 19, 2023, Special Meeting.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote unanimously carried, the Board approved the Minutes from November 2, 2022, Regular Meeting and the May 19, 2023, Special Meeting.

**Resignation and Appointment of Secretary to the Board:** The Board discussed the resignation of James Ruthven, and considered the appointment of David Solin, as Secretary to the Board.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Board accepted the resignation of James Ruthven as Secretary to the Board and appointed David Solin as Secretary to the Board.

**Results of May 2, 2023 Regular Election:** Mr. Solin advised the Board that the May 2, 2023 election was cancelled, as allowed under Colorado law, by the Designated Election Official because there were not more candidates than positions available on the Board of Directors. It was noted that Director Strabel was deemed elected to 4-year term ending in May, 2027.

**Filing of Oaths of Office:** Mr. Solin confirmed with the Board the Filing of

## RECORD OF PROCEEDINGS

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Oaths of Office.

**Board Vacancies:** Mr. Solin discussed the Board vacancies. There are no known qualified parties interested at this time.

**Appointment of Officers:** The Board entered into discussion regarding appointment of officers.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote unanimously carried, the following slate of officers were appointed:

President	Julie von Clausburg
Treasurer	John Strabel
Secretary (non-elected)	David Solin
Assistant Secretary	Brenda Lamer

**Resolution No. 2023-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices:** Mr. Solin discussed with the Board, Resolution No. 2023-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

The Board determined to meet at 9:00 a.m. on November 14, 2024, via Zoom video/teleconference.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote unanimously carried, the Board adopted Resolution No. 2023-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

**§32-1-809, C.R.S. Requirements and Direct Staff Regarding Compliance for 2024:** The Board discussed §32-1-809, C.R.S. and directed staff to post the Transparency Notice on the SDA website and the District website.

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### **PUBLIC COMMENT**

There was no public comment.

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### **FINANCIAL MATTERS**

**Payment of Claims:** Mr. Solin reviewed the following claims with the Board.

Fund	Period Ending June 30, 2023	Period Ending July 31, 2023	Period Ending Aug. 31, 2023	Period Ending Sept. 30, 2023
General	\$ 1,287.99	\$ 5,046.60	\$ 782.70	\$ 1,231.98

## RECORD OF PROCEEDINGS

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Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	\$ 1,287.99	\$ 5,046.60	\$ 782.70	\$ 1,231.98
Fund	Period Ending Oct. 31, 2023			
General	\$ 4,900.36			
Debt	\$ -0-			
Capital	\$ -0-			
<b>Total</b>	\$ 4,900.36			

Following discussion, upon a motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote unanimously carried, the Board approved the payment of claims.

**Unaudited Financial Statements and Schedule of Cash Position:** Mr. Solin reviewed the unaudited financial statements for the period ending September 30, 2023, and Cash Position Statement dated September 30, 2023.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board accepted unaudited financial statements for the period ending September 30, 2023, and Cash Position Statement dated September 30, 2023

**Application for Exemption from Audit for 2023:** The Board discussed the appointment of the District accountant to prepare the Application for Exemption from Audit for 2023.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board approved the appointment of the District accountant to prepare the Application for Exemption from Audit for 2023.

**Insurance Matters:**

*Cyber Security and Increased Crime Coverage:* The Board discussed the Cyber Security and Increased Crime Coverage.

*Insurance Committee:* The Board discussed establishing an insurance committee to make final determinations regarding insurance. The Board determined an Insurance Committee was not necessary.

**Districts’ Insurance and Special District Association Membership:** The Board discussed the renewal of the Districts’ insurance and Special District Association (“SDA”) membership for 2024.



## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board approved the renewal of the District's insurance and SDA membership, and directed that the District's crime insurance be increased to \$250,000.

**District's Inability to Make a Scheduled Bond Payment:** Attorney Williams discussed with the Board the District's inability to make a scheduled bond payment, pursuant to 32-1-903(3), C.R.S. and discussed correspondence received from Colorado BondShares.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board acknowledged the District's inability to make a scheduled bond payment, and directed Attorney Williams to respond to the correspondence from Colorado BondShares.

**2023 Budget Amendment Hearing:** The President opened the public hearing to consider the Resolution to Amend the 2023 Budget and discuss related issues.

It was noted that publication of a Notice stating that the Board would consider adoption of a Resolution to Amend the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

No public comments were received and the President closed the public hearing.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board adopted Resolution No. 2023-11-02 to Amend the 2023 Budget.

**2024 Budget Hearing:** The President opened the public hearing to consider the proposed 2024 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2024 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing.

No public comments were received, and the President closed the public hearing.

Mr. Solin reviewed the estimated year-end 2023 revenues and expenditures and the proposed 2024 estimated revenues and expenditures.

Upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board approved the 2024

## RECORD OF PROCEEDINGS

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Budget, as discussed, and considered adoption of Resolution No. 2023-11-03 to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-11-04 to Set Mill Levies (6.000 mills in the General Fund and 29.000 mills in the Debt Service Fund, for a total mill levy of 35.000 mills.) Following discussion, upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. Mr. Solin was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Broomfield County subject to receipt of final assessed valuation. Mr. Solin was directed to transmit the Certification of Budget to the Division of Local Government no later than January 31, 2024.

**DLG-70 Certification of Tax Levies Form (“Certification”)**: Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board authorized the District Accountant to prepare and sign the Certification, and directed the District Accountant to file the Certification with the Board of County Commissioners and other interested parties.

**2025 Budget Preparation**: Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board appointed the District Accountant to prepare the 2025 Budget. The Board determined to hold the public hearing to consider adoption of the 2025 Budget on November 14, 2024, at 9:00 a.m., via Zoom video/teleconference.

**Payment of 2023 Debt Service Obligation**: Mr. Solin and Attorney Williams discussed with the Board the status of funds received from Special District Management Services, Inc., and payment of 2023 Debt Service obligation. The Board noted that all funds have been deposited into the District’s account.

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### **LEGAL MATTERS**

**Resolution No. 2023-11-05, Resolution Amending Policy on Colorado Open Records Act Requests**: The Board reviewed a Resolution No. 2023-11-05, Resolution Amending Policy on Colorado Open Records Act Requests.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the Board approved Resolution No. 2023-11-05, Resolution Amending Policy on Colorado Open Records Act Requests.

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### **OTHER BUSINESS**

**Status of Development**: The Board noted that build-out of the development is complete.

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## RECORD OF PROCEEDINGS

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### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote unanimously carried, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

## RESOLUTION NO. 2024-11-01

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1 ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, ESTABLISHING DISTRICT WEBSITE AND DESIGNATING LOCATION FOR POSTING OF 24-HOUR NOTICES

A. Pursuant to Section 32-1-903(1.5), C.R.S., special districts are required to designate a schedule for regular meetings, indicating the dates, time and location of said meetings.

B. Pursuant to Section 32-1-903(5), C.R.S., “location” means the physical, telephonic, electronic, or virtual place, or a combination of such means where a meeting can be attended. “Meeting” has the same meaning as set forth in Section 24-6-402(1)(b), C.R.S., and means any kind of gathering, convened to discuss public business, in person, by telephone, electronically, or by other means of communication.

C. Pursuant to Section 24-6-402(2)(c)(I), C.R.S., special districts are required to designate annually at the board of directors of the district’s first regular meeting of each calendar year, the public place at which notice of the date, time and location of regular and special meetings (“**Notice of Meeting**”) will be physically posted at least 24-hours prior to each meeting (“**Designated Public Place**”). A special district is deemed to have given full and timely notice of a regular or special meeting if it posts its Notice of Meeting at the Designated Public Place at least 24-hours prior to the meeting.

D. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., special districts are relieved of the requirement to post the Notice of Meeting at the Designated Public Place, and are deemed to have given full and timely notice of a public meeting, if a special district posts the Notice of Meeting online at a public website of the special district (“**District Website**”) at least 24-hours prior to each regular and special meeting.

E. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., if a special district is unable to post a Notice of Meeting on the District Website at least 24-hours prior to the meeting due to exigent or emergency circumstances, then it must physically post the Notice of Meeting at the Designated Public Place at least 24-hours prior to the meeting.

F. Pursuant to Section 32-1-903(1.5), C.R.S., all meetings of the board that are held solely at physical locations must be held at physical locations that are within the boundaries of the district or that are within the boundaries of any county in which the district is located, in whole or in part, or in any county so long as the physical location does not exceed twenty (20) miles from the district boundaries unless such provision is waived.

G. The provisions of Section 32-1-903(1.5), C.R.S., may be waived if: (1) the proposed change of the physical location of a meeting of the board appears on the agenda of a meeting; and (2) a resolution is adopted by the board stating the reason for which meetings of the board are to be held in a physical location other than under Section 32-1-903(1.5), C.R.S., and further stating the date, time and physical location of such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 (the “**District**”), City and County of Broomfield County, Colorado:

1. That the provisions of Section 32-1-903(1.5), C.R.S., be waived pursuant to the adoption of this Resolution.

2. That the Board of Directors (the “**District Board**”) has determined that conducting meetings at a physical location pursuant to Section 32-1-903(1.5), C.R.S., would be inconvenient and costly for the directors and consultants of the District in that they live and/or work outside of the twenty (20) mile radius requirement.

3. That regular meetings of the District Board for the year 2025 shall be held on June \_\_\_ and November \_\_, 2025 at 9:00 A.M., virtually via teleconferencing.

4. That special meetings of the District Board shall be held as often as the needs of the District require, upon notice to each director.

5. That, until circumstances change, and a future resolution of the District Board so designates, the physical location and/or method or procedure for attending meetings of the District Board virtually (including the conference number or link) shall appear on the agenda(s) of said meetings.

6. That the residents and taxpaying electors of the District shall be given an opportunity to object to the meeting(s) physical location(s), and any such objections shall be considered by the District Board in setting future meetings.

7. That the District Board authorizes establishment of a District Website, if such District Website does not already exist, in order to provide full and timely notice of meetings of the District Board online pursuant to the provisions of Section 24-6-402(2)(c)(III), C.R.S.

8. That, if the District has established a District Website, the Notice of Meeting of the District Board shall be posted on the District Website at least 24-hours prior to each meeting pursuant to Section 24-6-402(2)(c)(III), C.R.S. and Section 32-1-903(2), C.R.S.

9. That, if the District has not yet established a District Website or is unable to post the Notice of Meeting on the District Website at least 24-hours prior to each meeting due to exigent or emergency circumstances, the Notice of Meeting shall be posted within the boundaries of the District at least 24-hours prior to each meeting, pursuant to Section 24-6-402(2)(c)(I) and (III), C.R.S., at the following Designated Public Place:

(a) On the monument sign at the north entrance on 116th Circle and Wadsworth Blvd.

10. Special District Management Services, Inc., or his/her designee, is hereby appointed to post the above-referenced notices.

**[SIGNATURE PAGE FOLLOWS]**

**[SIGNATURE PAGE TO RESOLUTION ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, ESTABLISHING DISTRICT WEBSITE AND DESIGNATING LOCATION FOR 24-HOUR NOTICES]**

RESOLUTION APPROVED AND ADOPTED on November 14, 2024.

**JEFFCO BUSINESS CENTER  
METROPOLITAN DISTRICT NO. 1**

By: \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

Jeffco Business Center Metropolitan District No.1

November-23

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 09-2023	9/30/2023	9/30/2023	\$ 696.90	Legal	1675
Prairie Mountain Media	363846	10/31/2023	11/15/2023	\$ 49.72	Election Expense	1635
Special District Management Services	Oct-23	10/31/2023	10/31/2023	\$ 2.00	Miscellaneous	1685
Special District Management Services	Oct-23	10/31/2023	10/31/2023	\$ 1,312.40	Accounting	1612
Special District Management Services	Oct-23	10/31/2023	10/31/2023	\$ 940.20	Management	1614
UMB Bank, N.A.	961243	11/8/2023	11/8/2023	\$ 150.00	Paying Agent Fees	2668
				\$ 3,151.22		

**Jeffco Business Center Metropolitan District No.1**

**November-23**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ 3,151.22			\$ 3,151.22
<b>Total Disbursements from Checking</b>	\$ 3,151.22	\$ -	\$ -	\$ 3,151.22



Jeffco Business Center Metropolitan District No.1

December-23

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Colorado Special Districts Pool	25899	11/16/2023	11/16/2023	\$ 89.00	Insurance	1670
Colorado Special Districts Pool	25900	11/16/2023	11/16/2023	\$ 608.00	Prepaid	1141
McGeady Becher P.C.	451W 10.2023	10/31/2023	10/31/2023	\$ 1,628.62	Legal	1675
Special District Management Services	11.2023	11/30/2023	11/30/2023	\$ 4.80	Miscellaneous	1685
Special District Management Services	11.2023	11/30/2023	11/30/2023	\$ 1,266.40	Accounting	1612
Special District Management Services	11.2023	11/30/2023	11/30/2023	\$ 969.20	Management	1614
				\$ 4,566.02		

**Jeffco Business Center Metropolitan District No.1**  
**December-23**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	<b>\$ 4,566.02</b>			<b>\$ 4,566.02</b>
<b>Total Disbursements from Checking</b>	<b>\$ 4,566.02</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,566.02</b>

Jeffco Business Center Metropolitan District No.1

January-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 12-2023	12/31/2023	12/31/2023	\$ 474.70	Legal	1675
McGeady Becher P.C.	451W 11-2023	11/30/2023	11/30/2023	\$ 2,361.20	Legal	1675
Special District Management Services	Dec-23	12/31/2023	12/31/2023	\$ 6.00	Miscellaneous	1685
Special District Management Services	Dec-23	12/31/2023	12/31/2023	\$ 308.60	Accounting	1612
Special District Management Services	Dec-23	12/31/2023	12/31/2023	\$ 253.80	Management	1614
				\$ 3,404.30		

**Jeffco Business Center Metropolitan District No.1**  
**January-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ 3,404.30			\$ 3,404.30
<b>Total Disbursements from Checking</b>	<b>\$ 3,404.30</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,404.30</b>

Jeffco Business Center Metropolitan District No.1  
February-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Special District Management Services	1.2024	1/31/2024	1/31/2024	\$ 5.31	Miscellaneous	1685
Special District Management Services	1.2024	1/31/2024	1/31/2024	\$ 1,087.50	Accounting	1612
Special District Management Services	1.2024	1/31/2024	1/31/2024	\$ 830.80	Management	1614
				\$ 1,923.61		

**Jeffco Business Center Metropolitan District No.1**  
**February-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ 1,923.61			\$ 1,923.61
<b>Total Disbursements from Checking</b>	<u>\$ 1,923.61</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,923.61</u>

**Jeffco Business Center Metropolitan District No.1**

**March-24**

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount in USD</b>	<b>Expense Account</b>	<b>Account Number</b>
McGeady Becher P.C.	451W 1.2024	1/31/2024	1/31/2024	\$ 654.82	Legal	1675
Special District Association	2024 Renewal	2/15/2024	2/15/2024	\$ 274.02	Insurance	1670
Special District Management Services	2.2024	2/29/2024	2/29/2024	\$ 80.39	Miscellaneous	1685
Special District Management Services	2.2024	2/29/2024	2/29/2024	\$ 878.80	Accounting	1612
Special District Management Services	2.2024	2/29/2024	2/29/2024	\$ 843.20	Management	1614
				\$ 2,731.23		

**Jeffco Business Center Metropolitan District No.1**  
**March-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ 2,731.23			\$ 2,731.23
<b>Total Disbursements from Checking</b>	\$ 2,731.23	\$ -	\$ -	\$ 2,731.23



Jeffco Business Center Metropolitan District No.1

April-24

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount in USD</b>	<b>Expense Account</b>	<b>Account Number</b>
McGeady Becher P.C.	451W 02.2024	2/29/2024	2/29/2024	\$ 169.16	Legal	1675
Special District Management Services	3.2024	3/31/2024	3/31/2024	\$ 3.00	Miscellaneous	1685
Special District Management Services	3.2024	3/31/2024	3/31/2024	\$ 900.60	Accounting	1612
Special District Management Services	3.2024	3/31/2024	3/31/2024	\$ 474.20	Management	1614
				\$ 1,546.96		

**Jeffco Business Center Metropolitan District No.1**  
**April-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ 1,546.96			\$ 1,546.96
<b>Total Disbursements from Checking</b>	\$ 1,546.96	\$ -	\$ -	\$ 1,546.96

Jeffco Business Center Metropolitan District No.1

May-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 03.2024	3/31/2024	3/31/2024	\$ 68.17	Legal	1675
Special District Management Services	Apr-24	4/30/2024	4/30/2024	\$ 6.00	Miscellaneous	1685
Special District Management Services	Apr-24	4/30/2024	4/30/2024	\$ 1,340.00	Accounting	1612
Special District Management Services	Apr-24	4/30/2024	4/30/2024	\$ 174.30	Management	1614
				\$ 1,588.47		

**Jeffco Business Center Metropolitan District No.1**  
**May-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ 1,588.47			\$ 1,588.47
<b>Total Disbursements from Checking</b>	<u>\$ 1,588.47</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,588.47</u>

Jeffco Business Center Metropolitan District No.1

June-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 4.2024	4/30/2024	4/30/2024	\$ 45.45	Legal	1675
Special District Management Services	5.2024	5/31/2024	5/31/2024	\$ 1.80	Miscellaneous	1685
Special District Management Services	5.2024	5/31/2024	5/31/2024	\$ 782.30	Accounting	1612
Special District Management Services	5.2024	5/31/2024	5/31/2024	\$ 202.80	Management	1614
				\$ 1,032.35		

**Jeffco Business Center Metropolitan District No.1**  
**June-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	<b>\$ 1,032.35</b>			<b>\$ 1,032.35</b>
<b>Total Disbursements from Checking</b>	<b>\$ 1,032.35</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,032.35</b>

Jeffco Business Center Metropolitan District No.1

July-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 5.2024	5/31/2024	5/31/2024	73.22	Legal	1675
Special District Management Services	6.2024	6/30/2024	6/30/2024	1.6	Miscellaneous	1685
Special District Management Services	6.2024	6/30/2024	6/30/2024	495	Accounting	1612
Special District Management Services	6.2024	6/30/2024	6/30/2024	299.1	Management	1614
				868.92		

**Jeffco Business Center Metropolitan District No.1**  
**July-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ <b>868.92</b>			\$ <b>868.92</b>
<b>Total Disbursements from Checking</b>	\$ <b>868.92</b>	\$ -	\$ -	\$ <b>868.92</b>



Jeffco Business Center Metropolitan District No.1

August-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Special District Management Services	7.2024	7/31/2024	7/31/2024	\$ 1.00	Miscellaneous	1685
Special District Management Services	7.2024	7/31/2024	7/31/2024	\$ 596.40	Accounting	1612
Special District Management Services	7.2024	7/31/2024	7/31/2024	\$ 163.90	Management	1614
				\$ 761.30		

**Jeffco Business Center Metropolitan District No.1**  
**August-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	<b>\$ 761.30</b>			<b>\$ 761.30</b>
<b>Total Disbursements from Checking</b>	<b>\$ 761.30</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 761.30</b>

Jeffco Business Center Metropolitan District No.1

September-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Special District Management Services	8.2024	8/31/2024	8/31/2024	\$ 1.00	Miscellaneous	1685
Special District Management Services	8.2024	8/31/2024	8/31/2024	\$ 410.50	Accounting	1612
Special District Management Services	8.2024	8/31/2024	8/31/2024	\$ 185.90	Management	1614
				\$ 597.40		

**Jeffco Business Center Metropolitan District No.1**  
**September-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	<b>\$ 597.40</b>			<b>\$ 597.40</b>
<b>Total Disbursements from Checking</b>	<b>\$ 597.40</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 597.40</b>

**Jeffco Business Center Metropolitan District No.1**

October-24

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount in USD</b>	<b>Expense Account</b>	<b>Account Number</b>
Colorado Special Districts Pool	25WC-60310-0125	8/7/2024	8/7/2024	\$ 450.00	Prepaid	1141
McGeady Becher Cortese Williams P.C.	451W 8.2024	8/31/2024	8/31/2024	\$ 123.72	Legal	1675
Special District Management Services	9.2024	9/30/2024	9/30/2024	\$ 2.00	Miscellaneous	1685
Special District Management Services	9.2024	9/30/2024	9/30/2024	\$ 680.90	Accounting	1612
Special District Management Services	9.2024	9/30/2024	9/30/2024	\$ 340.70	Management	1614
				\$ 1,597.32		

**Jeffco Business Center Metropolitan District No.1**  
**October-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
<b>Disbursements</b>	\$ 1,597.32			\$ 1,597.32
<b>Total Disbursements from Checking</b>	\$ 1,597.32	\$ -	\$ -	\$ 1,597.32

**JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1**  
**Schedule of Cash Position**  
**September 30, 2024**

	<b>Rate</b>	<b>Operating</b>	<b>Debt Service</b>	<b>Total</b>
<b>Checking:</b>				
Cash in Checking-FirstBank	-	\$ 123,560.94	\$ 225,064.62	\$ 348,625.56
<b>TOTAL FUNDS:</b>		\$ 123,560.94	\$ 225,064.62	\$ 348,625.56

**2024 Mill Levy Information**

General Fund	6.000
Debt Service Fund	29.000
Total	35.000

**Board of Directors**

Julie von Clausburg	*
John E. Strabel	
Brenda Lamer	

\*authorized signer on checking account

**JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1**

**FINANCIAL STATEMENTS**

**September 30, 2024**



**JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1**  
**COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS**  
September 30, 2024

	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>LONG-TERM DEBT</u>	<u>TOTAL MEMO ONLY</u>
<b>Assets</b>				
Cash in Checking-FirstBank	\$ 123,567	\$ 225,090	\$ -	\$ 348,657
Total Current Assets	<u>123,567</u>	<u>225,090</u>	<u>-</u>	<u>348,657</u>
<b>Other Debits</b>				
Amount in Debt Service Fund	-	-	225,090	225,090
Amount to be Provided for Debt	-	-	1,873,650	1,873,650
Total Other Debits	<u>-</u>	<u>-</u>	<u>2,098,740</u>	<u>2,098,740</u>
<b>Total Assets</b>	<u>\$ 123,567</u>	<u>\$ 225,090</u>	<u>\$ 2,098,740</u>	<u>\$ 2,447,396</u>
<b>Liabilities</b>				
Bonds Payable	\$ -	\$ -	\$ 1,962,000	\$ 1,962,000
Developer Advance Payable	-	-	73,378	73,378
Developer Advance-Interest	-	-	63,361	63,361
Total Liabilities	<u>-</u>	<u>-</u>	<u>2,098,740</u>	<u>2,098,740</u>
<b>Fund Balance</b>				
Fund Balance	106,745	1,026	-	107,771
Current Year Earnings	16,821	224,064	-	240,885
Total Fund Balances	<u>123,566</u>	<u>225,090</u>	<u>-</u>	<u>348,656</u>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<u>\$ 123,567</u>	<u>\$ 225,090</u>	<u>\$ 2,098,740</u>	<u>\$ 2,447,396</u>

**JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 9 Months Ending**  
**September 30, 2024**  
**General Fund**

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>	<u>% of Budget</u>
<b>Revenues</b>					
Property Taxes	\$ 7,094	\$ 57,108	\$ 57,108	\$ (0)	100.0%
Specific Ownership Taxes	600	1,580	2,250	(670)	70.2%
<b>Total Revenues</b>	<u>7,699</u>	<u>58,693</u>	<u>59,358</u>	<u>(665)</u>	<u>98.9%</u>
<b>Expenditures</b>					
Accounting	1,502	6,491	9,250	2,759	70.2%
Management	649	3,174	7,250	4,076	43.8%
Insurance/SDA Dues	-	4,636	5,600	964	82.8%
Legal	73	1,011	8,500	7,489	11.9%
Legal Publications	-	-	225	225	0.0%
Miscellaneous	205	703	1,000	297	70.3%
Treasurer's Fees	107	857	857	0	100.0%
Contingency	-	-	5,000	5,000	0.0%
<b>Total Expenditures</b>	<u>2,535</u>	<u>16,872</u>	<u>42,682</u>	<u>25,810</u>	<u>39.5%</u>
Excess (Deficiency) of Revenues Over Expenditures	5,164	41,821	16,676	25,145	
<b>Other Financing Sources (Uses)</b>					
Transfer to Debt Service	(25,000)	(25,000)	(25,000)	-	
Emergency Reserve	-	-	(1,781)	1,781	
<b>Total Other Financing Sources (Uses)</b>	<u>(25,000)</u>	<u>(25,000)</u>	<u>(26,781)</u>	<u>1,781</u>	
Change in Fund Balance	(19,836)	16,821	(10,105)	26,926	
Beginning Fund Balance	143,402	106,745	50,450	56,295	
<b>Ending Fund Balance</b>	<u>\$ 123,566</u>	<u>\$ 123,566</u>	<u>\$ 40,345</u>	<u>\$ 83,221</u>	

**JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 9 Months Ending**  
**September 30, 2024**  
**Debt Service Fund**

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>	<u>% of Budget</u>
<b>Revenues</b>					
Property Tax Revenue	\$ 34,289	\$ 276,021	\$ 276,021	\$ (0)	100.0%
Specific Ownership Taxes	2,898	7,638	10,000	(2,362)	76.4%
<b>Total Revenues</b>	<u>37,213</u>	<u>283,685</u>	<u>286,021</u>	<u>(2,336)</u>	<u>99.2%</u>
<b>Expenditures</b>					
Bond Interest	-	80,480	306,731	226,251	26.2%
Paying Agent Fees	-	-	150	150	0.0%
Treasurer's Fees	515	4,141	4,140	(1)	100.0%
<b>Total Expenditures</b>	<u>515</u>	<u>84,621</u>	<u>311,021</u>	<u>226,400</u>	<u>27.2%</u>
Excess (Deficiency) of Revenues Over Expenditures	36,698	199,064	(25,000)	224,064	
<b>Other Financing Sources (Uses)</b>					
Transfer from General Fund	25,000	25,000	25,000	-	
<b>Other Financing Sources (Uses)</b>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>-</u>	
Change in Fund Balance	61,698	224,064	-	224,064	
Beginning Fund Balance	163,392	1,026	-	1,026	
<b>Ending Fund Balance</b>	<u>\$ 225,090</u>	<u>\$ 225,090</u>	<u>\$ -</u>	<u>\$ 225,090</u>	



## ASSESSOR

One DesCombes Drive • Broomfield, CO 80020 • 303.464.5819 • [www.broomfield.org](http://www.broomfield.org)

August 23, 2024

**AUG 27 2024**

JEFFCO BUSINESS CTR METRO DIST 1  
SPECIAL DISTRICT MGMT SERVICES  
141 UNION BLVD SUITE 150  
LAKEWOOD CO 80228-1898

To Whom It May Concern,

The purpose of the enclosed Certification of Valuation is to certify the assessed valuation for your district located in the City and County of Broomfield as of August 25, 2024.

The valuation is subject to change by the County Board of Equalization, the State Board of Assessment Appeals, the State Board of Equalization, and the corrections made by the Assessor or Treasurer.

The values are shown **after** applying value reductions according to Senate Bill 24-233.

In some cases, multiple certification letters may be sent for a single authority due to various mill levy types (general, bond, etc.) in our database. Tax roll corrections (omitted taxes or abated taxes) are listed for each fund/levy, otherwise all information is the same on each letter.

The assessed valuation and all other statutory requirements are printed on the enclosed form. This form will be sent to the Division of Local Government and the Department of Education.

If you have any questions about the value or other information on this letter, please contact Linda Frazier at 303-464-5848 or [lfrazier@broomfield.org](mailto:lfrazier@broomfield.org).

Sincerely,

A handwritten signature in black ink, appearing to read "Jay Yamashita".

Jay Yamashita  
Assessor  
City and County of Broomfield

CERTIFICATION OF VALUATION BY BROOMFIELD COUNTY ASSESSOR

New Tax Entity? [ ] YES [X] NO

Date 08/16/2024

NAME OF TAX ENTITY: JEFFCO BUSINESS CTR METRO DIST 1 GEN

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) and 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2024 :

Table with 11 rows listing valuation items and their amounts, such as 'PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION' and 'CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION'.

- † This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution
\* New Construction is defined as: Taxable real property structures and the personal property connected with the structure.
≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.
Φ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY

IN ACCORDANCE WITH ART.X, SEC.20, COLO. CONSTUTION AND 39-5-121(2)(b), C.R.S., THE BROOMFIELD County ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2024 :

Table with 7 rows listing actual valuation items and their amounts, such as 'CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY' and 'CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS'.

DELETIONS FROM TAXABLE REAL PROPERTY

Table with 3 rows listing deletion items and their amounts, such as 'DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS' and 'DISCONNECTIONS/EXCLUSIONS'.

- † This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.
\* Construction is defined as newly constructed taxable real property structures.
§ Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS: TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY \$34,093,300

IN ACCORDANCE WITH 39-5-128(1.5), C.R.S., THE ASSESSOR PROVIDES: HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): \*\* \$55,285

\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119.5(3), C.R.S.

NOTE: ALL LEVIES MUST BE CERTIFIED to the COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.

CERTIFICATION OF VALUATION BY BROOMFIELD COUNTY ASSESSOR

New Tax Entity? [ ] YES [X] NO

Date 08/16/2024

NAME OF TAX ENTITY: JEFFCO BUSINESS CTR METRO DIST 1 BOND

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) and 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2024 :

Table with 11 rows listing valuation items and their corresponding dollar amounts, such as 'PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION' at \$9,517,950.

† This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution
\* New Construction is defined as: Taxable real property structures and the personal property connected with the structure.
≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation: use Forms DLG 52 & 52A.
Φ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY

IN ACCORDANCE WITH ART.X, SEC.20, COLO. CONSTUTION AND 39-5-121(2)(b), C.R.S., THE BROOMFIELD County ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2024 :

Table with 7 rows listing actual valuation items and their corresponding dollar amounts, such as 'CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY' at \$29,091,360.

DELETIONS FROM TAXABLE REAL PROPERTY

Table with 3 rows listing deletion items and their corresponding dollar amounts, such as 'DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS' at \$0.

† This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.
\* Construction is defined as newly constructed taxable real property structures.
§ Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS: TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY \$34,093,300

IN ACCORDANCE WITH 39-5-128(1.5), C.R.S. THE ASSESSOR PROVIDES: HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): \*\* \$55,285

\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119.5(3), C.R.S.

NOTE: ALL LEVIES MUST BE CERTIFIED to the COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.

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

	<b>2023</b>		<b>2024</b>		<b>2025</b>
	<b>Actual</b>		<b>Adopted Budget</b>		<b>Preliminary Budget</b>
<b>Assessed Valuation</b>	\$ 8,749,450	\$	9,517,950	\$	9,512,010
<b>Mill Levy</b>					
General Fund	6.000		6.000		6.000
Debt Service Fund	29.000		29.000		29.000
<b>Total Mill Levy</b>	<u>35.000</u>		<u>35.000</u>		<u>35.000</u>
<b>Property Taxes</b>					
General Fund	\$ 52,497	\$	57,108	\$	57,072
Debt Service Fund	253,734		276,021		275,848
<b>Actual/Budgeted Property Taxes</b>	<u>\$ 306,231</u>	\$	<u>333,129</u>	\$	<u>332,920</u>

**JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1**

**GENERAL FUND  
2025 Preliminary Budget  
with 2023 Actual, 2024 Adopted Budget and 2024 Estimated**

	<b>2023 Actual</b>	<b>01/24-09/24 YTD Actual</b>	<b>2024 Adopted Budget</b>	<b>2024 Estimated</b>	<b>2025 Preliminary Budget</b>
<b>BEGINNING FUND BALANCE</b>	\$ 33,213	\$ 106,745	\$ 50,450	\$ 106,745	\$ 108,890
<b>REVENUE</b>					
Property Tax Revenue	52,836	57,108	57,108	57,108	57,072
Specific Ownership Taxes	2,706	1,580	2,250	1,750	1,500
Interest Income	276	5	-	5	5
Miscellaneous Income	49,716	-	-	-	-
<b>Total Revenue</b>	<b>105,534</b>	<b>58,693</b>	<b>59,358</b>	<b>58,863</b>	<b>58,577</b>
<b>Total Funds Available</b>	<b>138,747</b>	<b>165,438</b>	<b>109,808</b>	<b>165,608</b>	<b>167,467</b>
<b>EXPENDITURES</b>					
Accounting	7,829	6,491	9,250	9,250	9,500
District Management	4,995	3,174	7,250	7,250	7,500
Election Expense	849	-	-	-	2,000
Insurance and Bonds/SDA	4,262	4,636	5,600	4,636	5,200
Legal	11,653	1,011	8,500	8,500	9,000
Legal Publications	-	-	225	225	225
Miscellaneous	859	703	1,000	1,000	1,000
Treasurer's Fees	792	857	857	857	856
Contingency	-	-	5,000	-	10,000
<b>Sub-Total</b>	<b>31,239</b>	<b>16,872</b>	<b>37,682</b>	<b>31,718</b>	<b>45,281</b>
<b>Transfers and Other Sources (Uses)</b>					
Transfer to Debt Service	762	25,000	25,000	25,000	70,000
Emergency Reserve	-	-	1,781	-	1,757
<b>Total Expenditures Requiring Appropriation</b>	<b>32,002</b>	<b>41,872</b>	<b>64,463</b>	<b>56,718</b>	<b>117,038</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 106,745</b>	<b>\$ 123,566</b>	<b>\$ 45,345</b>	<b>\$ 108,890</b>	<b>\$ 50,429</b>



**JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1**

**DEBT SERVICE FUND  
2025 Preliminary Budget  
with 2023 Actual, 2024 Adopted Budget and 2024 Estimated**

	<b>2023 Actual</b>	<b>01/24-09/24 YTD Actual</b>	<b>2024 Adopted Budget</b>	<b>2024 Estimated</b>	<b>2025 Preliminary Budget</b>
<b>BEGINNING FUND BALANCE</b>	\$ 125,013	\$ 1,026	\$ -	\$ 1,026	\$ 55
<b>REVENUE</b>					
Property Tax Revenue	255,373	276,021	276,021	276,021	275,848
Specific Ownership Taxes	13,079	7,638	10,000	9,000	9,000
Interest Income	1,336	26	-	30	-
Transfer from General Fund	762	25,000	25,000	25,000	70,000
<b>Total Revenue</b>	<b>270,551</b>	<b>308,685</b>	<b>311,021</b>	<b>310,051</b>	<b>354,848</b>
<b>Total Funds Available</b>	<b>395,564</b>	<b>309,711</b>	<b>311,021</b>	<b>311,077</b>	<b>354,903</b>
<b>EXPENDITURES</b>					
Bond Interest	390,561	80,480	306,731	306,731	350,000
Bond Principal	-	-	-	-	-
Paying Agent Fees	150	-	150	150	150
Treasurer's Fees	3,826	4,141	4,140	4,141	4,138
<b>Total Expenditures</b>	<b>394,537</b>	<b>84,621</b>	<b>311,021</b>	<b>311,022</b>	<b>354,288</b>
<b>Total Expenditures Requiring Appropriation</b>	<b>394,537</b>	<b>84,621</b>	<b>311,021</b>	<b>311,022</b>	<b>354,288</b>
<b>ENDING FUND BALANCE</b>	\$ 1,026	\$ 225,090	\$ -	\$ 55	\$ 615

RESOLUTION NO. 2024 - 11 -

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1  
TO ADOPT THE 2025 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 2025 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, 2024, 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 14, 2024, 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 2025 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.

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 14th day of November, 2024.

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Secretary

(SEAL)

EXHIBIT A  
(Budget)

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 2025, duly adopted at a meeting of the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 held on November 14, 2024.

By: \_\_\_\_\_  
Secretary

RESOLUTION NO. 2024 - 11 - \_\_

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 2025 annual budget in accordance with the Local Government Budget Law on November 14, 2024; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2025 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 2025 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 2025 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 14<sup>th</sup> day of November, 2024.

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Secretary

(SEAL)

**EXHIBIT A**  
(Certification of Tax Levies)

I, David Solin, hereby certify that I am the duly appointed Secretary of the Jeffco Business Center Metropolitan District, and that the foregoing is a true and correct copy of the Certification of Mill Levies for the budget year 2025, duly adopted at a meeting of the Board of Directors of the Jeffco Business Center Metropolitan District held on November 14, 2024.

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Secretary



**RESOLUTION NO. 2024-11-\_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1  
CALLING A REGULAR ELECTION FOR DIRECTORS  
MAY 6, 2025**

A. The terms of the offices of Directors Lamer and Von Clausberg shall expire upon the election of their successors at the regular election, to be held on May 6, 2025 (“**Election**”), and upon such successors taking office.

B. Two (2) vacancies currently exist on the Board of Directors of the District.

C. In accordance with the provisions of the Special District Act (“**Act**”) and the Uniform Election Code (“**Code**”), the Election must be conducted to elect two (2) Directors to serve until the next regular election, to occur May 4, 2027, and two (2) Directors to serve until the second regular election, to occur May 8, 2029.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 (the “**District**”) of the City and County of Broomfield, Colorado:

1. Date and Time of Election. The Election shall be held on May 6, 2025, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws. At that time, two (2) Directors shall be elected to serve until the next regular election, to occur May 4, 2027, and two (2) Directors shall be elected to serve until the second regular election, to occur May 8, 2029.

2. Precinct. The District shall consist of one (1) election precinct for the convenience of the eligible electors of the District.

3. Conduct of Election. The Election shall be conducted as an independent mail ballot election in accordance with all relevant provisions of the Code. The Designated Election Official shall have on file, no later than fifty-five (55) days prior to the Election, a plan for conducting the independent mail ballot Election.

4. Designated Election Official. David Solin shall be the Designated Election Official and is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Act, Code or other applicable laws. The Election shall be conducted in accordance with the Act, Code and other applicable laws. Among other matters, the Designated Election Official shall appoint election judges as necessary, arrange for the required notices of election (either by mail or publication) and printing of ballots, and direct that all other appropriate actions be accomplished.

5. Call for Nominations. The Designated Election Official shall provide Call for Nominations as required under Section 1-13.5-501, C.R.S., as applicable.

6. Absentee Ballot Applications. NOTICE IS FURTHER GIVEN, pursuant to Section 1-13.5-1002, C.R.S., that applications for and return of absentee ballots may be filed with David Solin, the Designated Election Official of the District, c/o McGeady Becher Cortese Williams P.C., 450 E. 17th Avenue, Suite 400, Denver, Colorado 80203, between the hours of 8:00 a.m. and 5:00 p.m., until the close of business on the Tuesday immediately preceding the Election (April 29, 2025).

7. Self-Nomination and Acceptance Forms. Self-Nomination and Acceptance Forms are available and can be obtained from David Solin, the Designated Election Official for the District, c/o c/o Special District Management Services, Inc., 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228, and on the District's website at <https://jeffcobusinesscentermd1.colorado.gov/>.

8. Cancellation of Election. If the only matter before the electors is the election of Directors of the District and if, at 5:00 P.M. on March 4, 2025, the sixty-third day prior to the regular election, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with law.

9. Severability. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board of Director's intention that the various provisions hereof are severable.

10. Repealer. All acts, orders and resolutions, or parts thereof, of the Board of Directors which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

11. Effective Date. The provisions of this Resolution shall take effect as of the date adopted and approved by the Board of Directors of the District.

**[SIGNATURE PAGE FOLLOWS]**

**[SIGNATURE PAGE TO RESOLUTION  
CALLING A REGULAR ELECTION FOR DIRECTORS  
MAY 6, 2025]**

RESOLUTION APPROVED AND ADOPTED on November 14, 2024.

**JEFFCO BUSINESS CENTER  
METROPOLITAN DISTRICT NO. 1**

By: \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary



141 Union Boulevard, Suite 150  
Lakewood, CO 80228-1898  
303-987-0835 • Fax: 303-987-2032

## MEMORANDUM

TO: Board of Directors

FROM: Christel Gemski  
Executive Vice-President

DATE: September 23, 2024

RE: Notice of 2025 Rate Increase

A rectangular box containing a handwritten signature in blue ink that reads "Christel Gemski".

In accordance with the Management Agreement (“Agreement”) between the District and Special District Management Services, Inc. (“SDMS”), at the time of the annual renewal of the Agreement, the hourly rate described in Article III for management and all services shall increase by (2.5%) per hour.

We hope you will understand that it is necessary to increase our rates due to increasing gas and operating costs along with new laws and rules implemented by our legislature.