RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 (the "District") HELD NOVEMBER 12, 2020

A special meeting of the Board of Directors of the Prairie Center Metropolitan District No. 7 (referred to hereafter as "Board") was convened on Thursday, the 12th day of November, 2020 at 2:30 P.M. Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the District Board meeting was held and properly noticed to be held via telephone conference. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Michael Tamblyn (via conference call) Rick Merkel (via conference call) Wendy Burke (via conference call) Brandon Schenberg (via conference call for a portion of the meeting)

Upon motion duly made by Director Burke, seconded by Director Tamblyn and, upon vote, unanimously carried, the absence of Michelle Roberts was excused.

Also In Attendance Were:

Ann E. Finn; Special District Management Services, Inc. (via conference call)

Paula Williams, Esq. and Erica Montague, Esq.; McGeady Becher P.C. (via conference call)

Thuy Dam; CliftonLarsonAllen LLP (via conference call)

DISCLOSURE OF <u>POTENTIAL</u> <u>CONFLICTS OF</u> <u>INTEREST</u> <u>INTEREST</u> <u>Disclosures of Potential Conflicts of Interest</u>: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board and to the Secretary of State. Attorney Williams noted that a quorum was present and requested members of the Board disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was further noted by Attorney Williams, that conflict disclosure statements were filed for all directors, and that and no additional conflicts were disclosed at the meeting.

ADMINISTRATIVE
MATTERSAgenda: Ms. Finn distributed for the Board's review and approval a proposed
agenda for the District's special meeting.

Following discussion, upon motion duly made by Director Burke, seconded by Director Tamblyn and, upon vote, unanimously carried, the agenda was approved, as amended.

<u>Meeting Location / Posting of Meeting Notices</u>: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's board meeting. The Board determined that, due to concerns regarding the spread of the coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the meeting would be held by telephonic means without any individuals (neither District Representatives nor the General Public) attending in person. Ms. Finn reported that notice was duly posted and that no objections to the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

Consent Agenda: The Board considered the following actions:

- Approve Minutes of the July 22, 2020 special meeting.
- Ratify approval of payment of claims for the period ending October 31, 2020 totaling \$370,068.40.
- Authorize District Manager to post transparency notice on the SDA Website pursuant to Section 32-1-809, C.R.S.
- Ratify approval of Public Service Company of Colorado Easement between the District and GKT Brighton Residential Development, L.L.C. as Grantors, and Public Service Company of Colorado as Grantee.

It was noted the Service Agreement for Asphalt Work between the District and Rocky Mountain Pavement, LLC, was terminated.

Following review, upon motion duly made by Director Roberts, seconded by Director Burke and, upon vote, unanimously carried, the Board approved and/or ratified approval of, as appropriate, the above actions.

Resolution No. 2020-11-01; Resolution Establishing Regular Meeting Dates, Time and Location and Designating Locations for Posting of 24-Hour Notices:

The Board reviewed Resolution No. 2020-11-01; Resolution Establishing Regular Meeting Dates, Time and Location and Designating Locations for Posting of 24-Hour Notices.

Ms. Finn reviewed the business to be conducted in 2021 to meet the statutory compliance requirements. The Board determined to meet on June 10, 2021 and November 11, 2021 at 11:30 a.m. at the Construction Trailer, 2221 South 27th Avenue, Brighton, Colorado.

Following discussion, upon motion duly made by Director Burke, seconded by Director Merkel and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-11-01; Resolution Establishing Regular Meeting Dates, Time and Location and Designating Locations for Posting of 24-Hour Notices. A copy of the Resolution is attached hereto and incorporated herein.

<u>PUBLIC COMMENT</u> There was no public comment.

FINANCIALUnaudited Financial Statements:Ms. Dam presented and reviewed the
unaudited financial statements for the period ending September 30, 2020.

Following review and discussion, upon motion duly made by Director Burke, seconded by Director Tamblyn and, upon vote, unanimously carried, the unaudited financial statements for the period ending September 30, 2020 were accepted, as presented.

<u>2020</u> Audit: The Board reviewed the proposal from Wipfli LLP to perform the 2020 Audit.

Following discussion, upon motion duly made by Director Burke, seconded by Director Merkel and, upon vote, unanimously carried, the Board approved the engagement of Wipfli LLP to perform the 2020 Audit, for an amount not to exceed \$4,000.

<u>2020 Budget Amendment Hearing</u>: The President opened the public hearing to consider a Resolution to Amend the 2020 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2020 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 this public hearing. There were no comments from the public in attendance and the public hearing was closed.

Following discussion, Ms. Dam noted the 2020 Budget was amended at the July 22, 2020 Board meeting and no further amendments are necessary.

<u>2021 Budget</u>: The President opened the public hearing to consider the proposed 2021 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2021 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 this public hearing.

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

Ms. Dam reviewed the estimated 2020 expenditures and the proposed 2021 expenditures.

Following discussion, the Board considered the adoption of Resolution No. 2020-11-02 to Adopt the 2021 Budget and Appropriate Sums of Money and Resolution No. 2020-11-03 to Set Mill Levies, (for the General Fund at 11.132 mills, for the Debt Service Fund at 55.664 mills, for a total mill levy of 66.796 mills). Upon motion duly made by Director Tamblyn, seconded by Director Merkel and, upon vote, unanimously carried, Resolution Nos. 2020-11-02 and 2020-11-03 were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2020. The District Accountant was directed to transmit the Certification of Mill Levies to the Board of County Commissioners of the Adams County not later than December 15, 2020, the District Accountant was also directed to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2021. Copies of the adopted Resolutions are attached to these Minutes and incorporated herein by this reference.

Fee Schedule: The Board reviewed a fee structure assessing \$90.00 per quarter, per residential unit to pay for cost associated with common area maintenance and a \$200.00 working capital fee.

Following discussion, upon motion duly made by Director Tamblyn, seconded by Director Merkel and, upon vote, unanimously carried, the Board approved the fee schedule.

Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3: The Board reviewed Resolution No. 2020-11-04, Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3.

	Following discussion, upon motion duly made by Director Burke, seconded by Director Tamblyn and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-11-04, Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.
	DLG-70 Mill Levy Certification : Ms. Dam discussed with the Board the DLG-70 Mill Levy Certification form.
	Following discussion, upon motion duly made by Director Burke, seconded by Director Tamblyn and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 mill levy certification form, for certification to the Board of County Commissioners and other interested parties.
	<u>Preparation of the 2022 Budget</u> : The Board discussed preparation of the 2022 Budget.
	Following discussion, upon motion duly made by Director Burke, seconded by Director Merkel, and upon vote, unanimously carried, the Board appointed CliftonLarsonAllen LLP to prepare the 2022 Budget, and directed that the 2022 Budget be the same as the 2021 Adopted Budget, unless a Board Member provides input to otherwise adjust those assumptions.
<u>LEGAL MATTERS</u>	Potential Debt Issuance : Attorney Williams discussed with the Board a possible subordinate debt issuance in 2021. No action was taken by the Board at this time.
<u>CAPITAL</u> <u>MATTERS</u>	Village I Phase I Improvement Project (concrete work) : Director Tamblyn discussed with the Board additional concrete work that needs to be completed prior to the City of Brighton's final acceptance of the Village I Phase I public improvements.
	Following discussion, upon motion duly made by Director Burke, seconded by Director Merkel and, upon vote, unanimously carried, the Board authorized the Project Manager to award a contract for concrete work, for a not-to-exceed amount of \$35,000, and subject to ratification by the Board.

Village I Phase I Improvement Project (asphalt work): Director Tamblyn discussed with the Board asphalt work that needs to be completed prior to the City of Brighton's final acceptance of the Village I Phase I public improvements.

Following discussion, upon motion duly made by Director Burke, seconded by Director Merkel and, upon vote, unanimously carried, the Board approved a Service Agreement with Rocky Mountain Excavating Inc. for asphalt work, for a not-to-exceed amount of \$40,000.

<u>Village I Phase I Improvement Projects:</u> Director Tamblyn provided an update, noting that all 125 lots have been sold. He indicated the District is in the process of obtaining final acceptance by the City of Brighton of the roadways, subject to completion of the concrete and asphalt work.

<u>Village I Phase II Improvement Projects</u>: Director Tamblyn noted that he will be submitting a request to the City of Brighton for initial acceptance of the Village I Phase II public improvements. He also the landscape improvements are expected to be completed by the end of the month.

<u>Village I Phase III Improvement Projects</u>: Director Tamblyn reported to the Board that the Village I Phase III Improvement Project started on October 19th and is expected to be completed within ten months.

OPERATIONS AND
MAINTENANCEService Agreement for Landscape Maintenance Services between the District
and Vargas Property Services, Inc. for Landscape Tracts and Golden Eagle
Park: The Board reviewed a Service Agreement for Landscape Maintenance
Services between the District and Vargas Property Services, Inc. for Landscape
Tracts and Golden Eagle Park.

Following discussion, upon motion duly made by Director Burke, seconded by Director Tamblyn and, upon vote, unanimously carried, the Board ratified approval of the Service Agreement for Landscape Maintenance Services between the District and Vargas Property Services, Inc. for Landscape Tracts and Golden Eagle Park.

Service Agreement for Underdrain Filming between the District and Ramey Environmental Compliance, Inc.: The Board discussed a Service Agreement for Underdrain Filming between the District and Ramey Environmental Compliance, Inc.

Following discussion, upon motion duly made by Director Burke, seconded by Director Tamblyn and, upon vote, unanimously carried, the Board approved the Service Agreement for Underdrain Filming between the District and Ramey Environmental Compliance, Inc., for a not-to-exceed amount of \$6,000, plus mileage and technical services, subject to ratification by the Board.

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

Respectfully submitted,

By *Cann Finn* Secretary for the Meeting

RESOLUTION NO. 2020-11-01

RESOLUTION OF THE BOARD OF DIRECTORS OF THE PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, AND DESIGNATING LOCATION FOR POSTING OF 24-HOUR NOTICES

A. Pursuant to Section 32-1-903, 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 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.

C. 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 on a public website of the special district ("**District Website**") at least 24 hours prior to each regular and special meeting.

D. 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.

E. Pursuant to Section 32-1-903, C.R.S., all special and regular meetings of the board shall be held at locations which are within the boundaries of the district or which 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 meeting location does not exceed twenty (20) miles from the district boundaries unless such provision is waived.

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Prairie Center Metropolitan District No. 7 (the "**District**"), Adams County, Colorado:

1. That the provisions of Section 32-1-903(1), 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 regular and special meetings pursuant to Section 32-1-903(1), 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 2021 shall be held on June 10, 2021 and November 11, 2021 at 11:30 a.m., at the Construction Trailer, 2221 South 27th Avenue, Brighton, Colorado, in Adams County, Colorado.

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 location of all special and regular meetings of the District Board shall appear on the agenda(s) of said special and regular meetings.

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

7. That the District has established the following District Website, https://www.colorado.gov/pcmd5, and the Notice of Meeting of the District Board shall be posted on the District Website at least 24 hours prior to each regular and special meeting pursuant to Section 24-6-402(2)(c)(III), C.R.S. and Section 32-1-903(2), C.R.S.

8. That, if the District 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) At the southwest corner of 144th Avenue and South 27th Avenue.

9. 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, AND DESIGNATING LOCATION FOR 24-HOUR NOTICES]

RESOLUTION APPROVED AND ADOPTED on November 12, 2020.

PRAIRIE CENTER METROPOLITAN **DISTRICT NO. 7**

By: M. Tal President

Attest:

Ann Finn

Secretary

RESOLUTION NO. 2020 - 11 - <u>02</u> A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 TO ADOPT THE 2021 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the Prairie Center Metropolitan District No. 7 ("District") has appointed the District Accountant to prepare and submit a proposed 2021 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, 2020, 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 12, 2020, 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 interfund 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 Prairie Center Metropolitan District No. 7:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Prairie Center Metropolitan District No. 7 for the 2021 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 12th day of November, 2020.

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Secretary

(SEAL)

EXHIBIT A (Budget) Prairie Center Metropolitan District No. 7

Annual Budget

For Year Ending December 31, 2021

PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 SUMMARY 2021 BUDGET WITH 2019 ACTUAL AND 2020 ESTIMATED For the Years Ended and Ending December 31,

	ACTUAL	ESTIMATED	BUDGET
	2019	2020	2021
		•	
BEGINNING FUND BALANCES	\$ (1,485,741)	\$ (128,094)	\$ 7,432,781
REVENUES Property taxes	377	195,944	224,477
Specific ownership taxes	23	14,000	15,713
Interest income	25	2,500	15,000
Other revenue	_	2,249	-
Working capital fees	1,400	19,030	63,000
Operations fees	604	19,780	24,000
Developer advances	1,782,508	68,237	1,199,151
Bond issuance		12,225,000	-
Facilities fees	132,000	288,000	357,000
Drainage impact fees	128,240	380,140	545,020
Neighborhood park impact fees		198,900	202,300
Rebated City fees	74,328	675,676	804,054
Credit public improvement fees	65,181	149,956	182,070
Add-On public improvement fees	65,181	149,956	182,070
Credit public improvement fees - PRI	16,295	35,000	91,000
Total revenues	2,266,137	14,424,368	3,904,855
TRANSFERS IN	-	997,780	-
Total funds available	780,396	15,294,054	11,337,636
EXPENDITURES			
General Fund	87,237	250,000	240,000
Debt Service Fund	5	585,109	1,000,000
Capital Projects Fund	821,248	6,028,384	7,000,000
Total expenditures	908,490	6,863,493	8,240,000
		0,000,400	0,240,000
TRANSFERS OUT		997,780	
		· ·	
Total expenditures and transfers out			
requiring appropriation	908,490	7,861,273	8,240,000
ENDING FUND BALANCES	\$ (128,094)	\$ 7,432,781	\$ 3,097,636
EMERGENCY RESERVE	\$ 100	\$ 7,600	\$ 3,900
DEBT SERVICE RESERVE	-	812,672	812,672
PRI RESERVE			
TOTAL RESERVE	<u> </u>	52,073 \$ 872,345	143,073 \$ 959,645

PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 PROPERTY TAX SUMMARY INFORMATION 2021 BUDGET WITH 2019 ACTUAL AND 2020 ESTIMATED For the Years Ended and Ending December 31,

	ACTUAL		ESTIMATED		BUDGET	
	2019		2020			2021
ASSESSED VALUATION Residential State assessed Vacant land Personal property	\$	- - 6,820 -	\$	- - 2,933,470 -	\$	785,350 54,940 2,504,560 15,780
Certified Assessed Value	\$	6,820	\$	2,933,470	\$	3,360,630
MILL LEVY General		11.055		66.796		11.132
Debt Service		44.222		0.000		55.664
Total mill levy	_	55.277		66.796		66.796
PROPERTY TAXES General Debt Service	\$	75 302	\$	195,944 -	\$	37,411 187,066
Levied property taxes Adjustments to actual/rounding		377 -		195,944 -		224,477 -
Budgeted property taxes	\$	377	\$	195,944	\$	224,477
BUDGETED PROPERTY TAXES General Debt Service	\$	75 302	\$	195,944	\$	37,411 187,066
	\$	377	\$	195,944	\$	224,477

PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 GENERAL FUND 2021 BUDGET WITH 2019 ACTUAL AND 2020 ESTIMATED For the Years Ended and Ending December 31,

	A	ACTUAL		ESTIMATED		BUDGET	
		2019		2020		2021	
BEGINNING FUND BALANCES	\$	(3,735)	\$	(25,254)	\$	43,986	
REVENUES Property taxes		75		195,944		37,411	
Specific ownership taxes		75 5		195,944		2,618	
Developer advances		63,634		68,237		72,885	
Working capital fees		1,400		19,030		63,000	
Operations fees		604		19,780		24,000	
Other revenue		-00		2,249		-	
		65 740				100.014	
Total revenues		65,718		319,240		199,914	
Total funds available		61,983		293,986		243,900	
EXPENDITURES							
General and administrative							
Accounting		20,410		40,000		35,000	
Accounting - non recurring				10,000		5,000	
Billing and collection		1,295		10,000		12,000	
Audit		1,540		3,850		4,500	
County Treasurer's fees		1		2,939		561	
Dues and membership		314		461		500	
Insurance		11,076		12,067		13,000	
District management		13,100		16,000		18,000	
Legal services		6,746		15,000		20,000	
Miscellaneous/Contingency		16,073		19,903		25,539	
Election expense		-		1,780		-	
Operations and maintenance							
Repairs and maintenance - District Tracts		-		1,500		2,400	
Landscape maintenance - District Tracts		16,682		20,000		21,000	
Landscape maintenance - Park		-		6,000		12,000	
Electric - District Tracts		-		500		500	
Community management		-		15,000		20,000	
Snow removal		-		5,000		10,000	
Irrigation water - District Tracts		-		70,000		40,000	
Total expenditures		87,237		250,000		240,000	
Total expenditures and transfers out							
requiring appropriation		87,237		250,000		240,000	
ENDING FUND BALANCES	\$	(25,254)	\$	43,986	\$	3,900	
EMERGENCY RESERVE	\$	100	\$	7,600	\$	3,900	
TOTAL RESERVE	\$	100	\$	7,600	\$	3,900	

PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 DEBT SERVICE FUND 2021 BUDGET WITH 2019 ACTUAL AND 2020 ESTIMATED For the Years Ended and Ending December 31,

	ACTUAL	ESTIMATED	BUDGET	
	2019	2020	2021	
BEGINNING FUND BALANCES	\$-	\$ 315	\$ 1,472,988	
REVENUES				
Property taxes	302	-	187,066	
Specific ownership taxes	18	-	13,095	
Credit public improvement fees	-	74,804	182,070	
Interest income	-	500	5,000	
Facilities fees	-	144,000	357,000	
Add-On public improvement fees	-	74,804	182,070	
Rebated City fees	-	513,514	804,054	
Drainage impact fees	-	187,780	545,020	
Neighborhood Park impact fees	-	64,600	202,300	
Total revenues	320	1,060,002	2,477,675	
TRANSFERS IN				
Transfers from other funds	-	997,780	-	
Total funds available	220		2 050 662	
Total lunds available	320	2,058,097	3,950,663	
EXPENDITURES				
General and administrative				
County Treasurer's fees	5	-	2,806	
Miscellaneous/Contingency	-	-	3,413	
Paying agent fees	-	-	6,000	
Debt Service				
Bond interest	-	185,109	487,781	
Bond principal	-	400,000	500,000	
Total expenditures	5	585,109	1,000,000	
Total expenditures and transfers out	F	E0E 400	1 000 000	
requiring appropriation	5	585,109	1,000,000	
ENDING FUND BALANCES	\$ 315	\$ 1,472,988	\$ 2,950,663	
DEBT SERVICE RESERVE	\$-	\$ 812,672	\$ 812,672	
TOTAL RESERVE	\$ -	\$ 812,672	\$ 812,672	

PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 CAPITAL PROJECTS FUND 2021 BUDGET WITH 2019 ACTUAL AND 2020 ESTIMATED For the Years Ended and Ending December 31,

	ACTUAL	ESTIMATED	BUDGET
	2019	2020	2021
BEGINNING FUND BALANCES	\$ (1,482,006)	\$ (103,155)	\$ 5,915,807
REVENUES			
Credit public improvement fees	65,181	75,152	-
Drainage impact fees	128,240	192,360	-
Rebated City Fees	74,328	162,162	-
Neighborhood Park impact fees	-	134,300	-
Facilities fees	132,000	144,000	-
Add-On public improvement fees Credit public improvement fees - PRI	65,181 16,295	75,152 35,000	- 91,000
Interest income	10,295	2,000	10,000
Bond issuance	-	12,225,000	10,000
Developer advances	1,718,874	-	1,126,266
, Total revenues	2,200,099	13,045,126	1,227,266
Total funds available	718,093	12,941,971	7,143,073
	110,095	12,041,071	1,1+0,010
EXPENDITURES PPI			
Village 1 - Phase 2	-	200,000	-
Village 1 - Phase 1	499,198	20,000	-
Village 1 - Phase 3 DPI	-	150,000	1,350,000
Accounting	17,920	15,000	20,000
Audit	2,310	-	-
District management	7,603	5,000	10,000
Legal Preiest management fee	5,096	5,000	10,000 165,000
Project management fee Project management fee interest	40,888 18,665	100,000 20,000	30,000
Village 1 - Phase 2	10,005	1,800,000	50,000
Village 1 - Phase 1	229,568	80,000	-
Village 1 - Phase 3	-	300,000	2,700,000
General		000,000	2,100,000
Bond issue costs	-	844,179	-
Miscellaneous/Contingency	-	-	115,000
Repay developer advance		2,489,205	2,600,000
Total expenditures	821,248	6,028,384	7,000,000
TRANSFERS OUT			
Transfers to other fund		997,780	-
Total expenditures and transfers out			
requiring appropriation	821,248	7,026,164	7,000,000
		.,	.,
ENDING FUND BALANCES	\$ (103,155)	\$ 5,915,807	\$ 143,073
PRI RESERVE	\$ 17,073	\$ 52,073	\$ 143,073
TOTAL RESERVE	\$ 17,073	\$ 52,073	\$ 143,073
	<u>,</u> ,e. o	, 02,0.0	,,

Services Provided

Prairie Center Metropolitan District No. 7 (District), a quasi-municipal corporation, is governed pursuant to provisions of the Colorado Special District Act. The District's service area is located in Adams County, Colorado. The District was formed by order and decree of the District Court for Adams County on May 22, 2006. The District was established to provide financing for the design, acquisition, installation, construction and completion of public improvements and services, including streets, transportation, traffic and safety controls, park and recreation facilities, water, sewer, television relay and translator and mosquito and pest control services.

Concurrently with the formation of the District, the City approved service plans for Prairie Center Metropolitan District Nos. 3, 4, 5, 6, 8, 9 and 10.

During elections held on May 2, 2006, a majority of the District's electors authorized general obligation indebtedness of \$6,790,000,000, for the above listed facilities, intergovernmental agreements and debt refunding. Additionally, on May 2, 2006, the District's voters authorized the District to collect, retain and spend all revenues in excess of TABOR spending, revenue raising or other limitations.

The Service Plans for District Nos. 2 – 10 limit the aggregate amount of debt that they may issue together with any debt issued by District No. 1 to \$750,000,000.

The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

Revenues

Property Taxes

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August, and generally, sale of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

The calculation of the taxes levied is displayed on the Property Tax Summary page of the budget using the adopted mill levy imposed by the District.

The change in assessment ratio from 7.2% to 7.15% allows the District to adjust its mill levy to offset the decrease in revenues. Accordingly, the District adjusted its mill levy to 11.132 for operations and 55.664 for debt service.

Revenues – (continued)

Specific Ownership Taxes

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately 7% of the property taxes collected.

Interest Income

Investment earned on the District's available funds has been estimated based on historical interest earnings.

Developer Advances

A portion of operations, maintenance, and capital costs of the District is expected to be funded by the Developer

Operations and Capital Fees

The District established an operations fee of \$360 per year on each residential lot along with a one-time capital fee of \$200 upon closing to cover the costs of operations and maintaining the District improvements.

Facilities Fees, Credit PIF, Add-On PIF, Drainage Impact Fees, Rebated City Fees, and Neighborhood Park Impact Fees

The District entered into an Intergovernmental Agreement Regarding Assignment of Revenues (the IGA) with Prairie Center Metro District No. 3 (District No. 3). Per the IGA, District No. 3 agrees to transfer to the District its rights to receive revenues as set forth in the IGA that are directly attributable to Village I. District No. 3 is relieved from providing any public improvements or management services related to Village I as it is being developed by the District, separately from the remaining development.

These assigned revenues include:

- *Facilities Fees* being assessed for the use of the District's improvements. The facilities fee is \$3,000 per single-family, detached dwelling unit, due on or before the date of issuance of a building permit by the City of Brighton.
- *Credit and Add-On PIF* being assessed on use tax transactions and collected at the time of building permit issuance. The Credit PIF is calculated as 1.25% of 50% of the project valuation. The Add-On PIF is calculated as 1.00% of 50% of the project valuation.
- Drainage Impact Fees the City of Brighton shall reimburse the District, on a quarterly basis from building permits issued, for the design, financing and construction of the stormwater improvements.

Revenues – (continued)

Facilities Fees, Credit PIF, Add-On PIF, Drainage Impact Fees, Rebated City Fees, and Neighborhood Park Impact Fees – (continued)

- Rebated City Fees the City of Brighton shall remit a per-lot rebated fee to the District, on a quarterly basis from certificates of occupancy issued, in the amount of \$6,756.75 per singlefamily residential lot for a total reimbursement not to exceed \$2,500,000 at the completion of the Village 1 Subdivision.
- *Neighborhood Park Impact Fees* the City of Brighton has agreed to remit the Neighborhood Park Impact Fees to the District as reimbursement for the costs of construction of certain Neighborhood Park Improvements in the amount of \$1,700 per residential unit.

Expenditures

General and Administrative

General and administrative expenditures include the estimated costs of services necessary to maintain the District's administrative viability such as legal, management, accounting, insurance and other administrative expenses.

Operations and Maintenance

Operations and maintenance expenditures include estimated expenditures for improvements within the District related to repairs and maintenance, landscaping maintenance, park maintenance, utility costs and snow removal.

Treasurer's Fees

County Treasurer's fees have been computed at 1.5% of property tax collections.

Debt Service

Payments on Series 2020 Bonds are based on the amount of funds available. Therefore, a scheduled amortization has not been included in the budget.

Capital Outlay

The District anticipates infrastructure improvements as noted in the Capital Projects Fund.

Debt and Leases

The District issued Series 2020 Limited Tax General Obligation Bonds on August 12, 2020, in the par amount of \$12,225,000. Proceeds from the sale of the Bonds will be used to finance a portion of the costs of constructing certain public infrastructure to serve the Development and certain other property within Prairie Center and repay advances made by the Developer to the District to construct such public infrastructure. A portion of the proceeds of the Bonds will also be used to fund: (a) the Reserve Fund, (b) capitalized interest on the Bonds; and (c) costs of issuing the Bonds. The Bonds will be issued as two term bonds. The first term bond bears interest at 4.125% and matures on December 15, 2036. The second term bond bears interest at 4.875% and matures on December 15, 2044. Interest on the Bonds is payable semi-annually on June 15 and December 15 ("Interest Payment Dates"), beginning on December 15, 2020, to the extent of available Pledged Revenue.

The Bonds are structured as "cash flow" bonds, meaning that no regularly scheduled payments of principal are due on the term Bonds prior to their respective maturity dates. Instead, principal is payable on each June 15 and December 15 from available Pledged Revenue, if any, pursuant to a mandatory redemption, after paying interest due on such Interest Payment Date and after funding in full interest coming due on the next Interest Payment Date (the "Subsequent Interest Payment Date"), less any amounts on deposit in such account, including any deposits from capitalized interest. To the extent principal of any Bond is not paid when due, such principal shall remain outstanding until paid. To the extent interest on any Bond is not paid when due, such interest shall compound semiannually on each Interest Payment Date, at the rate then borne by the Bond.

The Bonds are secured by and payable solely from Pledged Revenue, which includes property taxes derived from the Required Mill Levy net of the cost of collection, Specific Ownership Taxes attributable to the Required Mill Levy, Pledged PIF Revenues, PILOT revenues (if any), and any other legally available moneys of the District which the District deposits with the Trustee for application as Pledged Revenue. The forecast does not include Pledged PIF or PILOT revenues. The Bonds are also secured by amounts held in the Reserve Fund in the amount \$812,672.

Debt and Leases – (Continued)

The following is analysis of anticipated changes in the District's long-term obligations for the years ending December 31, 2020 and 2021.

				Anticipated
	Balance -			Balance -
	December 31,			December 31,
	2019	Additions	Retirements	2020
Limited Obligation				
Bonds, Series 2020	\$ -	\$ 12,225,000	\$ 400,000	\$ 11,825,000
Developer Advances:				
Operating	123,362	68,237	-	191,599
Capital	6,532,367	-	1,448,907	5,083,460
Accrued Interest				
Operating	10,644	12,331	-	22,975
Capital	671,880	431,091	1,040,298	62,673
Bond Issue Discount	-	305,625	-	(305,625)
Total	\$ 7,338,253	\$ 13,042,284	\$ 2,889,205	\$ 16,880,082
	Anticipated			Anticipated
	Balance -			Balance -
	December 31,			December 31,
	2020	Additions	Retirements	2021
Limited Obligation				
Bonds, Series 2020	\$ 11,825,000	\$ -	\$ 500,000	\$ 11,325,000
Developer Advances:				
Operating	191,599	72,885	-	264,484
Capital	5,083,460	1,126,266	2,300,000	3,909,726
Accrued Interest				
Operating	22,975	15,899	-	38,874
Capital	62,673	237,327	300,000	-
Bond Issue Discount	(305,625)	-	12,734	(292,891)
Total	\$ 16,880,082	\$ 1,452,377	\$ 3,112,734	\$ 15,245,193

The District has no outstanding operating or capital leases.

Reserve Funds

Emergency Reserve

The District has provided for an Emergency Reserve equal to at least 3% of fiscal year spending for 2021, as defined under TABOR.

Debt Service Reserve

The Series 2020 Bonds are also secured by funds to be held by the Trustee in the Reserve Funds, in the required amount of \$812,672.

This information is an integral part of the accompanying budget.

I, Ann E. Finn, hereby certify that I am the duly appointed Secretary of the Prairie Center Metropolitan District No. 7, and that the foregoing is a true and correct copy of the budget for the budget year 2021, duly adopted at a meeting of the Board of Directors of the Prairie Center Metropolitan District No. 7 held on November 12, 2020.

By: $\frac{AZ}{\text{Secretary}}$

RESOLUTION NO. 2020 - 11 - <u>03</u> A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 TO SET MILL LEVIES

WHEREAS, the Board of Directors of the Prairie Center Metropolitan District No. 7 ("District") has adopted the 2021 annual budget in accordance with the Local Government Budget Law on November 12, 2020; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2021 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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Prairie Center Metropolitan District No. 7:

1. That for the purposes of meeting all general fund expenses of the District during the 2021 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 the District Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of Adams County, 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 12th day of November, 2020.

Secretary

(SEAL)

EXHIBIT A (Certification of Tax Levies)

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners ¹ of <u>Adams County</u>				, Colorado.
On behalf of the Prairie Center Metropolitan District No	. 7			,
	(taxing entity) ^A			
the Board of Directors				
	(governing body) ^B			
of the <u>Prairie Center Metropolitan District No</u>	b. / local government) ^C			
Hereby officially certifies the following mills to be levied against the taxing entity's GROSS $\frac{3,360,6}{(GROSS^{D})}$ Note: If the assessor certified a NET assessed valuation	30	Line 2 of the Certifica	tion of Val	uation Form DLG 57 ^E)
	assessed valuation, I LUE FROM FINAI	Line 4 of the Certificat CERTIFICATION R NO LATER THAN	OF VALU	JATION PROVIDED
Submitted: 12/14/2020 fo (no later than Dec. 15) (mm/dd/yyyy) fo	or budget/fisca	•	2021	·
(no race than bee. 15) (nin du yyyy)			(уууу)	
PURPOSE (see end notes for definitions and examples)	LEVY	Y ²	ŀ	REVENUE ²
1. General Operating Expenses ^H	11.1.	32 mills	\$	37,411
 <minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction^I</minus> 	<	> mills	<u></u> \$<	>
SUBTOTAL FOR GENERAL OPERATING:	11.13	32 mills	\$	37,411
3. General Obligation Bonds and Interest ^J	55.66	64 mills	\$	187,066
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]	66.79	96 mills	\$	224,477
Contact person: (print) Gigi Pangindian	Daytime phone:	(303) 779-571	0	
Signed: Gigi Pangindian	Title:	Accountant for	r the Di	istrict
Include one copy of this tax entity's completed form when filing the local gov Division of Local Government (DLG). Room 521, 1313 Sherman Street, Den				

 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:

BONDS^J:

1.	Purpose of Issue:	Public Improvements
	Series:	Limited Tax General Obligation Bonds, Series 2020
	Date of Issue:	August 12, 2020
	Coupon Rate:	4.125% - 4.875%
	Maturity Date:	December 15, 2044
	Levy:	55.664
	Revenue:	\$187,066
2.	Purpose of Issue:	
	Series:	
	Date of Issue:	
	Coupon Rate:	
	Maturity Date:	
	Levy:	
	Revenue:	
CON	ΓRACTS ^κ :	
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.

RESOLUTION NO. 2020-11-04

RESOLUTION OF THE BOARD OF DIRECTORS OF PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 AUTHORIZING ADJUSTMENT OF THE DISTRICT MILL LEVY IN ACCORDANCE WITH THE COLORADO CONSTITUTION, ARTICLE X, SECTION 3

A. Prairie Center Metropolitan District No. 7 (the "**District**") is a quasi-municipal corporation and political subdivision of the State of Colorado pursuant to Title 32, Colorado Revised Statutes.

B. The District operates pursuant to its Service Plan approved by the City Council for the City of Brighton, in Adams County, Colorado on February 21, 2006, as modified on November 13, 2006, amended and restated on November 4, 2008, and modified on April 14, 2013 (the "Service Plan"), which provides the District with the authority to impose mill levies on taxable property. Such mill levies will be the primary source of revenue for repayment of debt service, public improvements, and operations and maintenance costs of the District.

C. The Service Plan authorizes a maximum combined mill levy of sixty (60) mills for operation and maintenance services and debt service (the "**Maximum Mill Levy**").

D. The Service Plan and Article X, Section 3 of the Colorado Constitution, (the "Gallagher Amendment"), together with that certain City of Brighton, Colorado Resolution No. 2017-96, adopted on September 5, 2017 ("Brighton Resolution No. 2017-96), provide that if, on or after January 1, 2006, there are changes in the method for calculating assessed valuation or any constitutionally mandated tax credit, cut or abatement, the Maximum Mill Levy may be increased or decreased to reflect such changes, such increases or decreases to be determined by its Board of Directors in good faith (such determination to be binding and final) so that to the extent possible, the actual tax revenues generated by the Maximum Mill Levy, as adjusted for changes occurring after January 1, 2006, are neither diminished nor enhanced as a result of such changes.

E. The Service Plan, Gallagher Amendment, and Brighton Resolution No. 2017-96, provide that, for purposes of the foregoing, a change in the ratio of actual valuation to assessed valuation shall be deemed to be a change in the method of calculating assessed valuation.

F. The Colorado General Assembly (the "**General Assembly**") passed House Bill 17-1349, signed by the Governor of Colorado on June 15, 2017, which amended Section 39-1-104.2, C.R.S. by setting the ratio of valuation for assessment for real residential property at 7.2% (decreased from 7.96%) for property tax years commencing on and after January 1, 2017, until the next property tax year that the General Assembly determined to adjust the ratio of valuation for assessment for residential real property.

G. In 2019, the General Assembly passed Senate Bill 19-255, signed by the Governor of Colorado on June 3, 2019, further amending Section 39-1-104.2, C.R.S. by setting the ratio of valuation for assessment for real residential property at 7.15% (decreased from 7.2%) for property tax years commencing on or after January 1, 2019, until the next property tax year

that the General Assembly determines to adjust the ratio of valuation for assessment for residential real property.

H. The Board of Directors of the District (the "**Board**"), authorized by the Service Plan, the Gallagher Amendment, and Brighton Resolution No. 2017-96 determined it to be in the best interest of the District, its residents, users, property owners, and the public to adopt Resolution 2019-11-02, which adjusted the Maximum Mill Levy to mitigate the effect of the 2019 statutory change in the ratio of valuation for assessment from 7.20% to 7.15%, so that actual tax revenues were neither diminished nor enhanced as a result of the change in the ratio of valuation for assessment for residential real property.

I. In order to mitigate the effect of the 2019 statutory change in the ratio of valuation for assessment for residential real property from 7.20% to 7.15%, so that actual tax revenues are neither diminished nor enhanced as a result of the change in the ratio of valuation for assessment, the Board determines it to be in the best interest of the District, its residents, users, property owners, and the public to further adjust the Maximum Mill Levy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Prairie Center Metropolitan District No. 7, City of Brighton, Adams County, Colorado:

1. The Board hereby authorizes the adjustment of the Maximum Mill Levy to reflect the 2019 statutory change in the ratio of valuation for assessment for residential real property to 7.15%.

2. The Gallagher Amendment allows for a total mill levy imposition of 66.796 mills (the "**Adjusted Mill Levy**") so that District revenues shall be neither diminished nor enhanced as a result of the change in the ratio of valuation for assessment to 7.15% pursuant to the authority granted by the Service Plan and the Gallagher Amendment.

3. The Adjusted Mill Levy shall be reflected in the District's Certification of Tax Levies to be submitted to the Adams County Board of Commissioners on or before December 15, 2020, for collection in 2021.

[SIGNATURE PAGE FOLLOWS]

[SIGNATURE PAGE TO RESOLUTION AUTHORIZING ADJUSTMENT OF THE DISTRICT MILL LEVY IN ACCORDANCE WITH THE COLORADO **CONSTITUTION, ARTICLE X, SECTION 3**]

RESOLUTION APPROVED AND ADOPTED ON November 12, 2020.

PRAIRIE CENTER METROPOLITAN **DISTRICT NO. 7**

M. Tal

Attest:

Ann Finn

Secretary