

CERTIFIED RECORD
OF
PROCEEDINGS RELATING TO
TRAILMARK METROPOLITAN DISTRICT
CITY OF LITTLETON
JEFFERSON COUNTY, COLORADO
AND THE BUDGET HEARING
FOR FISCAL YEAR
2017

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

The Board of Directors of the TrailMark Metropolitan District, City of Littleton, Jefferson County, Colorado, held a special meeting at the TrailMark Fire Station No. 19, 8490 W. Trailmark Parkway, Littleton, Colorado, on 17th day, November, 2016 at 6:30 p.m.

Present were the following members of the Board:

- Lori Tolle, President
- Curt Fankhouser, Vice President
- Wayne Lupton, Secretary
- Todd Roser, Treasurer
- Catherine LaClair, Assistant Secretary

Director Tolle was absent, and her absent was excused.

Also present were:

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

The Chairman stated that proper publication was made to conduct a public hearing on the District’s 2017 budget. The Chairman opened the public hearing on the District’s proposed 2017 budget. There being no public present to comment on the District’s budget, the public hearing was closed.

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

RESOLUTION

A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING A BUDGET, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2017

TO HELP DEFRAY THE COSTS OF GOVERNMENT, AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE TRAILMARK METROPOLITAN DISTRICT, CITY OF LITTLETON, JEFFERSON COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2017, AND ENDING ON THE LAST DAY OF DECEMBER, 2017,

WHEREAS, the Board of Directors of the TrailMark Metropolitan District has authorized its consultants to prepare and submit a proposed budget to said governing body no later than October 15, 2016; and

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

WHEREAS, upon due and proper notice, published on October 27, 2016 in a newspaper having general circulation within the boundaries of the District, pursuant to statute, said proposed budget was available for inspection by the public at a designated public office, a public hearing was held on November 17, 2016 and interested electors were given the opportunity to file or register any objections to said proposed budget; and

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

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$274,415; and

WHEREAS, the amount of money necessary to balance the budget for voter-approved bonds and interest from property tax revenue is \$548,830; and

WHEREAS, the 2016 valuation for assessment for the District as certified by the County Assessor for Jefferson County is \$27,441,511; and

WHEREAS, at an election held on November 3, 1998, the District eliminated the property tax revenue and expenditure limitations imposed on governmental entities by Article X, Section 20 of the Colorado Constitution and Section 29-1-301, C.R.S., as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT, CITY OF LITTLETON, JEFFERSON COUNTY, COLORADO:

Section 1. 2017 Budget Revenues. That the estimated revenues for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 2. 2017 Budget Expenditures. That the estimated expenditures for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 3. Adoption of Budget for 2017. That the budget as submitted, and attached hereto and incorporated herein by this reference, and if amended, then as amended, is hereby approved and adopted by the Board of Directors as the true and accurate budget of the TrailMark Metropolitan District for calendar year 2017.

Section 4. Levy of General Property Taxes. That the Board of Directors does hereby certify the levy of general property taxes for collection in 2017 as follows:

A. Levy for General Operating Fund Expenses. That for the purposes of meeting all general operating expense of the District during the 2017 budget year, there is hereby levied a tax of 10.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2016.

B. Levy for Debt Service Fund (General Obligation Bonds and Interest). That for the purposes of meeting all debt retirement expenses of the District during the 2017 budget year, as the funding requirements of the current outstanding general obligation indebtedness is detailed in the following "Certification of Tax Levies," there is hereby levied a tax of 20.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2016.

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

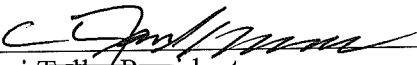
Section 6. Certification. The District's manager is hereby authorized and directed to certify by December 15, 2016, to the Board of County Commissioners of Jefferson County, Colorado, the mill levies for the District herein above determined and set, or be authorized and directed to certify to the Board of County Commissioners of Jefferson County, Colorado, as herein above determined and set, but as recalculated as needed upon receipt of the final certification of valuation from the County Assessor on or about December 10, 2016, in order to comply with any applicable revenue and other budgetary limits or to implement the intent of the District. That said certification shall be in substantially the form set out and attached hereto and incorporated herein by this reference.

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

The foregoing Resolution was seconded by Director Roser.

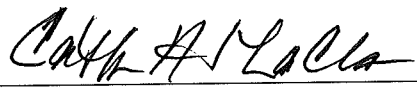
ADOPTED AND APPROVED this 17th day of November, 2016.

TRAILMARK METROPOLITAN DISTRICT


Lori Folle, President

ATTEST:

CURTIS FANKHouser, VICE PRESIDENT


Wayne Lupton, Secretary

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

Catherine LaClair

I, ~~Wayne Lupton~~, Secretary of the Board of Directors of the TrailMark Metropolitan District, City of Littleton, Jefferson County, Colorado, do hereby certify that the foregoing pages numbered 1 to 5, inclusive, constitute a true and correct copy of the record of proceedings of the Board of Directors of said District, adopted at a special meeting of the Board held at the TrailMark Fire Station No. 19, 8490 W. Trailmark Parkway, Littleton, Colorado on November 17, 2016, at 6:30 p.m., as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2017; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown. Further, I hereby certify that the attached budget is a true and accurate copy of the 2017 budget of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 17th day of November, 2016.

(SEAL)

Cathy H. LaClair

Secretary

**TRAILMARK METROPOLITAN DISTRICT
GENERAL FUND
2017 ADOPTED BUDGET**

	<u>2015 Actual</u>	<u>2016 Estimated</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
REVENUES				
Property taxes (10 Mills 2017 AV \$27,441,511)	\$ 241,012	\$ 274,465	\$ 274,465	\$ 274,415
Specific ownership taxes	60,208	40,000	40,000	35,000
HOA cost sharing	18,240	17,500	17,500	17,500
Interest	1,282	600	600	2,000
Miscellaneous	-	500	500	500
Total revenues	<u>320,742</u>	<u>333,065</u>	<u>333,065</u>	<u>329,415</u>
EXPENDITURES				
Audit	7,467	10,440	8,000	10,000
County treasurer fees	3,616	4,120	4,120	4,116
Directors fees	2,700	5,000	5,000	5,000
District management - special services	-	5,000	5,000	5,000
District management and accounting	27,078	28,000	26,200	26,200
Election	-	1,608	20,000	-
Fence painting and repair - annual filing	36,481	35,000	35,000	35,000
Fence painting and repair - incidentals	-	5,000	7,000	7,000
Field supervision - labor and materials	-	-	2,500	-
Ground maintenance - general	1,648	1,000	2,500	5,000
Ground maintenance - HOA	10,490	10,490	10,000	12,000
Insurance and SDA dues	3,871	5,000	5,000	5,100
Legal	2,338	5,000	10,000	10,000
Legal publications	19	250	250	250
Miscellaneous	165	3,500	3,500	3,500
Payroll taxes	207	550	550	560
Utilities	795	1,500	1,500	1,500
Stormwater system				
- General maintenance	29,872	50,000	50,000	40,000
- Improvements	-	10,000	10,000	10,000
- Maintenance - Centennial Water	-	1,400	1,400	1,400
- Miscellaneous	-	100	100	100
- Water quality monitoring	-	1,500	1,500	1,500
Asset replacement reserve				
Contingency	-	10,000	10,000	10,000
Total expenditures	<u>126,747</u>	<u>194,458</u>	<u>219,120</u>	<u>193,226</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>193,995</u>	<u>138,607</u>	<u>113,945</u>	<u>136,189</u>
OTHER FINANCING USES				
Transfer to debt service fund	(249,000)	(208,000)	(175,000)	(210,000)
Transfer to capital asset replacement reserve	-	(45,000)	(45,000)	(65,000)
Total other financing uses	<u>(249,000)</u>	<u>(253,000)</u>	<u>(220,000)</u>	<u>(275,000)</u>
NET CHANGE IN FUND BALANCE	\$ (55,005)	(114,393)	\$ (106,055)	(138,811)
BEGINNING FUND BALANCE		<u>908,311</u>		<u>793,918</u>
ENDING FUND BALANCE		<u>\$ 793,918</u>		<u>\$ 655,107</u>

**TRAILMARK METROPOLITAN DISTRICT
DEBT SERVICE FUND
2017 ADOPTED BUDGET**

	<u>2015 Actual</u>	<u>2016 Estimated</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
REVENUES				
Property taxes (20 Mills 2017 AV \$27,441,511)	\$ 482,025	\$ 548,930	\$ 548,930	\$ 548,830
Interest	725	1,200	100	1,200
Total revenues	<u>482,750</u>	<u>550,130</u>	<u>549,030</u>	<u>550,030</u>
EXPENDITURES				
Bond principal	645,000	670,000	670,000	695,000
Bond interest	78,703	76,648	76,648	34,527
Paying agent fees	550	1,000	1,000	1,000
County treasurer fees	7,232	8,235	8,235	8,232
Total expenditures	<u>731,485</u>	<u>755,883</u>	<u>755,883</u>	<u>738,759</u>
EXCESS OF EXPENDITURES OVER REVENUES	(248,735)	(205,753)	(206,853)	(188,729)
OTHER FINANCING SOURCES				
Transfer from general fund	<u>249,000</u>	<u>208,000</u>	<u>175,000</u>	<u>210,000</u>
Total other financing sources	<u>249,000</u>	<u>208,000</u>	<u>175,000</u>	<u>210,000</u>
NET CHANGE IN FUND BALANCE	\$ 265	2,247	\$ (31,853)	21,271
BEGINNING FUND BALANCE		<u>1,285</u>		<u>3,532</u>
ENDING FUND BALANCE		<u><u>\$ 3,532</u></u>		<u><u>\$ 24,803</u></u>

**TRAILMARK METROPOLITAN DISTRICT
CAPITAL ASSET REPLACEMENT RESERVE FUND
2017 ADOPTED BUDGET**

	<u>2015 Actual</u>	<u>2016 Estimated</u>	<u>2016 Adopted Budget</u>	<u>2017 Adopted Budget</u>
REVENUES				
Total revenues	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
EXPENDITURES				
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXCESS OF REVENUES OVER EXPENDITURES	-	-	-	-
OTHER FINANCING SOURCES				
Transfer from general fund	<u>-</u>	<u>45,000</u>	<u>45,000</u>	<u>65,000</u>
Total other financing sources	<u>-</u>	<u>45,000</u>	<u>45,000</u>	<u>65,000</u>
NET CHANGE IN FUND BALANCE	\$ -	45,000	\$ 45,000	65,000
BEGINNING FUND BALANCE		<u>250,000</u>		<u>295,000</u>
ENDING FUND BALANCE		<u><u>\$ 295,000</u></u>		<u><u>\$ 360,000</u></u>

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of JEFFERSON COUNTY, Colorado.

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

the BOARD OF DIRECTORS (governing body)^B

of the TRAILMARK METROPOLITAN DISTRICT (local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 27,441,511 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

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

Submitted: 12/ 01 /2016 for budget/fiscal year 2017 (not later than Dec. 15) (dd/mm/yyyy) (yyyy)

Table with 3 columns: PURPOSE (see end notes for definitions and examples), LEVY², and REVENUE². Rows include General Operating Expenses, Temporary General Property Tax Credit/Temporary Mill Levy Rate Reduction, General Obligation Bonds and Interest, Contractual Obligations, Capital Expenditures, Refunds/Abatements, and Other. Total: 30.000 mills, \$ 823,245.

Contact person: (print) Sue Blair, CRS of Colorado, LLC Daytime phone: 303-381-4977 Signed: Title: District Manager

Send one completed copy of this form to the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, Colorado 80203 when the local government's adopted budget is submitted to DLG. Questions? Call DLG at (303) 866-2156.

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

CERTIFICATION OF TAX LEVIES, continued
TRAILMARK METROPOLITAN DISTRICT

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

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

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

1.	Purpose of Issue:	Limited Tax General Obligation Refunding Bonds
	Series:	2003
	Date of Issue:	July 10, 2003
	Coupon Rate:	2.00-3.75%
	Maturity Date:	December 1, 2018
	Levy:	20.000 mills
	Revenue:	\$548,830

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

CONTRACTS^K:

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

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

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

TRAILMARK METROPOLITAN DISTRICT

2017 Budget Message

Introduction

The budget reflects the projected spending plan for the 2016 fiscal year based on available revenues. This budget provides for the annual debt service on the District's general obligation debt as well as the general operation of the District and capital project revenue and expenditures.

The District's 2016 assessed value is \$27,441,511. The District certified a net of 10.000 mills in its General Fund. This will generate \$274,415 in property taxes. Further, the District certified 20.000 mills in its Debt Service Fund, yielding \$548,830 in property taxes. This results in a total mill levy of 30.000 mills certified for collection in 2017 yielding \$823,245.

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

Budgetary Basis of Accounting

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

Fund Summaries

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

TrailMark Metropolitan District

Page Two

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

Emergency Reserve

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