

CERTIFIED RECORD  
OF  
PROCEEDINGS RELATING TO  
**DANCING WILLOWS METROPOLITAN DISTRICT**  
JEFFERSON COUNTY, COLORADO  
AND THE BUDGET HEARING  
FOR FISCAL YEAR  
**2018**

STATE OF COLORADO            )  
  )  
COUNTY OF JEFFERSON        )ss.  
  )  
DANCING WILLOWS             )  
METROPOLITAN DISTRICT        )

The Board of Directors of the Dancing Willows Metropolitan District, Jefferson County, Colorado, held a special meeting at the Dancing Willows Clubhouse, 11893 West Long Circle, Littleton, Colorado, on Thursday, November 30, 2018, at 6:30 p.m.

Present were the following members of the Board:

Susan Root, President  
Bobby Thomas, Vice President  
William Anderson, Secretary  
Robert Faiks, Treasurer  
Nancy Carson, Director

Also present were:

Sue Blair and Angie Kelly, Community Resource Services of Colorado, LLC;

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

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

RESOLUTION

A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING A BUDGET, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2018 TO HELP DEFRAID 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 DANCING WILLOWS METROPOLITAN DISTRICT, JEFFERSON COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2018, AND ENDING ON THE LAST DAY OF DECEMBER, 2018,

WHEREAS, the Board of Directors of the Dancing Willows Metropolitan District has authorized its consultants to prepare and submit a proposed budget to said governing body no later than October 15, 2017; and

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

WHEREAS, upon due and proper notice, published on November 30, 2017 in a newspaper having general circulation within the boundaries of the District, pursuant to statute, said proposed budget was available for inspection by the public at a designated public office, a public hearing was held on November 30, 2017 and interested electors were given the opportunity to file or register any objections to said proposed budget; and

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

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$287,635; and

WHEREAS, the amount of money necessary to balance the budget for voter-approved bonds and interest from property tax revenue is \$328,725; and

WHEREAS, the 2017 valuation for assessment for the District as certified by the County Assessor for Jefferson County is \$8,218,129; and

WHEREAS, at an election held on November 1, 2005, the District eliminated mill levy limitations and the 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 DANCING WILLOWS METROPOLITAN DISTRICT, JEFFERSON COUNTY, COLORADO:

Section 1. 2018 Budget Revenues. That the estimated revenues for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 2. 2018 Budget Expenditures. That the estimated expenditures for each fund as more specifically set out in the budget attached hereto are accepted and approved.

Section 3. Adoption of Budget for 2018. That the budget as submitted, and attached hereto and incorporated herein by this reference, and if amended, then as amended, is hereby approved and adopted by the Board of Directors as the true and accurate budget of the Dancing Willows Metropolitan District for calendar year 2018.

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

A. Levy for General Operating Fund Expenses. That for the purposes of meeting all general operating expense of the District during the 2018 budget year, there is hereby levied a tax of 35.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2017.

B. Levy for Debt Service Fund (General Obligation Bonds and Interest). That for the purposes of meeting all debt retirement expenses of the District during the 2018 budget year, as the funding requirements of the current outstanding general obligation indebtedness is detailed in the following "Certification of Tax Levies," there is hereby levied a tax of 40.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2017.

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

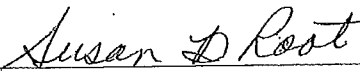
Section 6. Certification. The District's manager is hereby authorized and directed to certify by December 15, 2017, to the Board of County Commissioners of Jefferson County, Colorado, the mill levies for the District herein above determined and set, or be authorized and directed to certify to the Board of County Commissioners of Jefferson County, Colorado, as herein above determined and set, but as recalculated as needed upon receipt of the final certification of valuation from the County Assessor on or about December 10, 2017, in order to comply with any applicable revenue and other budgetary limits or to implement the intent of the District. That said certification shall be in substantially the form set out and attached hereto and incorporated herein by this reference.

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

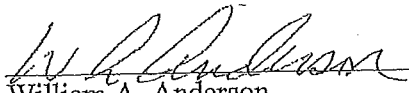
The foregoing Resolution was seconded by Director Faiks.

ADOPTED AND APPROVED this 30<sup>th</sup> day of November, 2017.

DANCING WILLOWS  
METROPOLITAN DISTRICT

  
\_\_\_\_\_  
President

ATTEST:

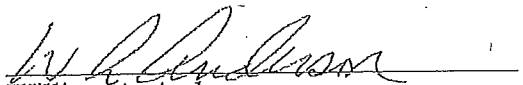
  
\_\_\_\_\_  
William A. Anderson  
Secretary

STATE OF COLORADO            )  
  )  
COUNTY OF JEFFERSON        )ss.  
  )  
DANCING WILLOWS             )  
METROPOLITAN DISTRICT        )

I, William Anderson, Secretary of the Board of Directors of the Dancing Willows Metropolitan District, 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 regular meeting of the Board held at the Dancing Willows Clubhouse, 11893 West Long Circle, Littleton, Colorado on November 30, 2017, 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 2018; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown. Further, I hereby certify that the attached budget is a true and accurate copy of the 2018 budget of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 30<sup>th</sup> day of November, 2017.

(SEAL)

  
William A. Anderson  
Secretary

# DANCING WILLOWS METROPOLITAN DISTRICT

## 2018 Budget Message

### Introduction

The budget reflects the projected spending plan for the 2018 fiscal year based on available revenues. This budget provides for the annual debt service on the District's General Obligation Debt as well as the general operation of the District and debt service.

The District's assessed valuation increased to \$8,218,129 in 2017. The District's mill levy 35.000 mills certified to the General Fund and 40.000 mills certified to the Debt Service Fund, for collection in 2018. Total Property Tax generated is \$616,360.

The District was formed in 2006 for the purpose of providing design, financing, acquisition, and construction, of certain infrastructure improvements including streets, public safety, and parks and recreation.

### 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. Expenditures include district administration, legal services, and other expenses related to statutory operations of a local government. The primary source of revenue for the General Fund comes from property taxes, specific ownership taxes and facilities fees. This fund is used to account for landscaping and general operations and maintenance expenses of the District facilities.

**Debt Service Fund** was created in 2008 to service the District's \$610,904, 2008 Series A General Obligation Capital Appreciation Bond and \$3,108,609, 2008 Series B General Obligation Capital Appreciation Bond. Both A and B Series Bonds bear an interest rate of 6.0%. The bonds were issued to provide financing for street improvements, parks and recreation projects, and traffic and safety improvements. In 2011 the Bonds were restructured and below is a consolidated summary of the combined restricted debt service schedule. The Debt Service Fund's primary source of revenue to repay the bonds comes from property taxes and specific ownership 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.

**DANCING WILLOWS METROPOLITAN DISTRICT  
GENERAL FUND  
2018 ADOPTED BUDGET**

	2016 Actual	2017 Estimated	2018 Adopted
<b>REVENUES</b>			
Property taxes	\$ 269,607	\$ 267,719	\$ 287,635
Specific ownership taxes	16,168	19,000	19,000
Clubhouse rentals	5,225	8,000	8,000
Interest	2,283	3,000	3,000
Miscellaneous	100	-	-
<b>Total revenues</b>	<u>293,383</u>	<u>297,719</u>	<u>317,635</u>
<b>EXPENDITURES</b>			
<u>General</u>			
Audit	8,000	8,000	8,000
County treasurer fees	4,020	4,100	4,703
Directors' fees	2,400	3,000	3,000
District management and accounting	32,554	38,000	35,000
Elections	1,658	-	6,000
Grant Funding	-	-	3,000
Insurance	7,886	8,178	8,500
Legal	5,962	5,000	2,000
Miscellaneous	1,219	1,300	1,000
Payroll taxes	184	230	230
SDA dues and conference	6,858	8,900	7,200
Utilities	38,826	35,000	35,000
Contingency	-	10,000	10,000
Emergency reserve	-	8,700	10,306
2017 Refunding expenses	-	-	-
<b>Total general expenditures</b>	<u>109,567</u>	<u>130,408</u>	<u>133,939</u>
<u>Operations and Maintenance</u>			
Clubhouse maintenance	1,340	5,000	2,500
Landscape contract	13,952	8,000	8,000
Grounds and landscaping maintenance	181	7,200	5,000
Irrigation repairs	-	-	1,000
Fence and monument	109	12,000	2,000
Street repairs and maintenance	48,214	500	17,500
Pool chemicals and supplies	3,597	4,000	3,000
Pool Contract	-	6,250	7,200
Pool maintenance	16,262	9,000	6,000
Snow removal	20,435	25,000	25,000
<b>Total O&amp;M expenditures</b>	<u>104,090</u>	<u>76,950</u>	<u>77,200</u>
<b>TOTAL EXPENDITURES</b>	<u>213,657</u>	<u>207,358</u>	<u>211,139</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>79,726</u>	<u>90,361</u>	<u>106,496</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer to Capital Projects Reserve Fund	(22,180)	(50,000)	(100,000)
<b>Total other financing sources (uses)</b>	<u>(22,180)</u>	<u>(50,000)</u>	<u>(100,000)</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>57,546</u>	<u>40,361</u>	<u>6,496</u>
<b>BEGINNING FUND BALANCE</b>	<u>68,478</u>	<u>126,024</u>	<u>166,385</u>
<b>ENDING FUND BALANCE</b>	<u>\$ 126,024</u>	<u>\$ 166,385</u>	<u>\$ 172,881</u>

**DANCING WILLOWS METROPOLITAN DISTRICT  
DEBT SERVICE FUND  
2018 ADOPTED BUDGET**

	2016 Actual	2017 Estimated	2018 Adopted
<b>REVENUES</b>			
Property taxes	\$ 308,122	\$ 305,965	\$ 328,725
Specific ownership taxes	25,868	20,300	20,300
Interest	315	135	-
<b>Total revenues</b>	<u>334,305</u>	<u>326,400</u>	<u>349,025</u>
<b>EXPENDITURES</b>			
Bond principal	120,000	120,000	135,000
Bond interest	146,000	142,040	133,705
County treasurer fees	4,595	4,590	5,375
Promissory note payments	21,201	-	-
Promissory note interest	5,622	-	-
Paying agent fees	300	600	600
<b>Total expenditures</b>	<u>297,718</u>	<u>267,230</u>	<u>274,680</u>
<b>NET CHANGE IN FUND BALANCE</b>	36,587	59,170	74,345
<b>BEGINNING FUND BALANCE</b>	<u>1,858</u>	<u>38,445</u>	<u>97,615</u>
<b>ENDING FUND BALANCE</b>	<u>\$ 38,445</u>	<u>\$ 97,615</u>	<u>\$ 171,960</u>

**DANCING WILLOWS METROPOLITAN DISTRICT  
CAPITAL PROJECTS RESERVE FUND  
2018 ADOPTED BUDGET**

	2016 Actual	2017 Estimated	2018 Adopted
<b>REVENUES</b>			
<b>Total revenues</b>	\$ -	\$ -	\$ -
<b>EXPENDITURES</b>			
Streets/sidewalks/gutters	-	-	-
Engineering design - Concrete swale/drainage	-	-	-
Clubhouse - Reserve contingency	-	-	-
Landscaping Arborist - Reserve contingency	-	-	-
Pool - Reserve contingency	-	-	-
Re-plaster Pool	-	-	-
Pool Boiler Flue Piping	-	2,430	-
Spa Boiler	22,180	4,614	-
Monument Capstones	-	1,166	-
Pool Area Electric	-	875	5,000
Clubhouse - Furniture Replacement	-	-	8,000
Street Paving/Sealing	-	24,428	25,000
Clubhouse Carpeting	-	7,000	-
<b>Total capital expenditures</b>	<b>22,180</b>	<b>40,513</b>	<b>38,000</b>
<b>OTHER FINANCING SOURCES</b>			
Transfer from General Fund	22,180	50,000	100,000
<b>Total other financing sources</b>	<b>22,180</b>	<b>50,000</b>	<b>100,000</b>
<b>NET CHANGE IN FUND BALANCE</b>	-	9,487	62,000
<b>BEGINNING FUND BALANCE</b>	-	-	9,487
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>	<b>\$ 9,487</b>	<b>\$ 71,487</b>

**CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments**

TO: County Commissioners<sup>1</sup> of JEFFERSON COUNTY, Colorado.

On behalf of the DANCING WILLOWS METROPOLITAN DISTRICT,  
(taxing entity)<sup>A</sup>

the BOARD OF DIRECTORS  
(governing body)<sup>B</sup>

of the DANCING WILLOWS METROPOLITAN DISTRICT  
(local government)<sup>C</sup>

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 8,218,129 assessed valuation of: (GROSS<sup>D</sup> assessed valuation, Line 2 of the Certification of Valuation Form DLG 57<sup>E</sup>)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area<sup>F</sup> 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<sup>G</sup> assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)  
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/11/2017 for budget/fiscal year 2018  
(not later than Dec. 15) (dd/mm/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY <sup>2</sup>	REVENUE <sup>2</sup>
1. General Operating Expenses <sup>H</sup>	<u>35.000</u> mills	\$ <u>287,635</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction <sup>I</sup>	< > mills	\$ < >
<b>SUBTOTAL FOR GENERAL OPERATING:</b>	<b>35.000</b> mills	<b>\$ 287,635</b>
3. General Obligation Bonds and Interest <sup>J</sup>	<u>40.000</u> mills	\$ <u>328,725</u>
4. Contractual Obligations <sup>K</sup>	_____ mills	\$ _____
5. Capital Expenditures <sup>L</sup>	_____ mills	\$ _____
6. Refunds/Abatements <sup>M</sup>	_____ mills	\$ _____
7. Other <sup>N</sup> (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
<b>TOTAL:</b> [ Sum of General Operating Subtotal and Lines 3 to 7 ]	<b>75.000</b> mills	<b>\$ 616,360</b>

Contact person: (print) Sue Blair, CRS of Colorado, LLC Daytime phone: 303-381-4960

Signed: *Sue Blair* Title: District Manager

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

<sup>1</sup> 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.  
<sup>2</sup> 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**  
**DANCING WILLOWS 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<sup>J</sup>:**

- 1. Purpose of Issue: Funding Capital Improvements [General Obligation (Limited Tax Convertible to Unlimited Tax) Convertible Capital Appreciation Bonds]  
 Series: 2008B-1  
 Date of Issue: Restructured on January 13, 2012  
 Coupon Rate: Variable (3.30% to 7.00% on June 1, 2019 through maturity)  
 Maturity Date: December 1, 2039  
 Levy: 40.000  
 Revenue: \$328,725
  
- 2. Purpose of Issue: Funding Capital Improvements (see issue description above)  
 Series: 2008B-2  
 Date of Issue: Restructured on January 13, 2012  
 Coupon Rate: Variable (7.75% through May 31, 2018 and 6.00% from June 1, 2018 through maturity on December 1, 2041)  
 Maturity Date: December 1, 2041  
 Levy: (combined with levy for no. 1 above)  
 Revenue: (combined with revenue for no. 1 above)

**CONTRACTS<sup>K</sup>:**

- 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.