

**HIGHLAND PARK METROPOLITAN DISTRICT
2023 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Introduction

The Highland Park Metropolitan District (“the District”) is a quasi-municipal corporation and a political subdivision of the State of Colorado, was organized by order and decree of the District Court on October 6, 1983, and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District's service area is located in Arapahoe County.

The District was established to provide financing for streets, safety inspection, transportation, parks and recreational improvements, television relay and translator, and mosquito control within its boundaries.

On November 4, 1997, the District's electors authorized the issuance of indebtedness in an amount not to exceed \$1,850,000 for infrastructure improvements at an interest rate not to exceed 10% and authorized an annual operations mill levy of up to 10.000 mills. On November 2, 1999, the District's electors authorized the District to collect, retain and spend all revenue without regard to any limitations under TABOR.

The District has no employees and all operations and administrative functions are contracted.

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.

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 sales 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 primary source of ongoing revenue is property taxes. For tax year 2023, the District adopted a general fund mill levy of 8.790 mills and a mill levy of .596 for Abatements, generating \$583,364 in property tax.

Specific Ownership Taxes

Specific ownership taxes are collected by the County Treasurer from vehicle licensing within the County as a whole and distributed by the County Treasurer to all taxing entities on a prorated basis.

Net Investment Income

Interest earned on the District's available funds has been estimated based on an average interest rate of approximately 1%.

EXPENDITURES

Administrative and Operating Expenditures

Operating and administrative expenditures include the estimated services necessary to maintain the District's administrative viability such as legal, accounting, management, insurance, banking, and meeting expense. Estimated expenditures related to landscaping, repairs and maintenance, utilities, and street light operations were also included in the budget.

County Treasurer's Fees

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

Capital Repair and Replacement

The District anticipates capital repair and replacement expenditures in 2022 of \$290,000.

Debt and Leases

The District has no outstanding indebtedness, nor any operating or capital leases.

RESERVES

Emergency Reserve

The District has provided for an emergency reserve equal to at least 3% of the fiscal year spending for 2023, as defined under TABOR.

STATE OF COLORADO
COUNTY OF ARAPAHOE
HIGHLAND PARK METROPOLITAN DISTRICT
2023 BUDGET RESOLUTION

The Board of Directors of the Highland Park Metropolitan District, Arapahoe County, Colorado held a special meeting on 6th day December 2022 at the hour of 11:00 A.M. at via Zoom at <https://us06web.zoom.us/j/85042043344?pwd=NUx3UVNuMkZhK25GR2VjSjVWdHQ0QT09> or via phone at 346-248-7799 with meeting ID: 850 4204 3344

The following members of the Board of Directors were present:

President:	Michael Law
Treasurer:	Sara Kosted
Secretary:	
Assistant Secretary:	
Assistant Secretary:	

Also present were:

Marcos Pacheco, Community Resource Services of Colorado
Gary Welp, R/G Engineers

Mr. Pacheco reported that proper notice was made to allow the Board of Directors of the Highland Park Metropolitan District to conduct a public hearing on the 2023 budget and, prior to the meeting, each of the directors had been notified of the date, time and place of this meeting and the purpose for which it was called. It was further reported that this meeting is a special meeting of the Board of Directors of the District and that a notice of special meeting was posted on a public website of the District no less than twenty-four hours prior to the holding of the meeting, and to the best of his knowledge, remains posted to the date of this meeting.

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

RESOLUTION

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET, APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN AND LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2023 TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE HIGHLAND PARK METROPOLITAN DISTRICT, ARAPAHOE COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2023 AND ENDING ON THE LAST DAY OF DECEMBER 2023.

WHEREAS, the Board of Directors (the "Board") of the Highland Park Metropolitan District (the "District") has authorized its treasurer and accountant to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget was submitted to the Board for its review and consideration on or before October 15, 2022; and

WHEREAS, the proposed budget is more than fifty thousand dollars (\$50,000.00), due and proper notice was published on November day, 3rd, 2022 in the Littleton Independent indicating (i) the date and time of the hearing at which the adoption of the proposed budget will be considered; (ii) that the proposed budget is available for inspection by the public at a designated place; (iii) that any interested elector of the District may file any objections to the proposed budget at any time prior to the final adoption of the budget by the District; and (iv) if applicable, the amount of the District's increased property tax revenues resulting from a request to the Division of Local Government pursuant to Section 29-1-302(1), C.R.S.; and an original publisher's Affidavit of Publication is attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the proposed budget was open for inspection by the public at the designated place; and

WHEREAS, a public hearing was held on Tuesday, November 15, 2022 and interested electors were given the opportunity to file or register any objections to said proposed budget and any such objections were considered by the Board; and

WHEREAS, the budget being adopted by the Board has been prepared based on the best information available to the Board regarding the effects of Section 29-1-301, C.R.S., and Article X, Section 20 of the Colorado Constitution; 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; and

WHEREAS, pursuant to Section 29-1-113(1), C.R.S., the Board shall cause a certified copy of the budget, including the budget message and any resolutions adopting the budget, appropriating moneys and fixing the rate of any mill levy, to be filed with the Division of Local Government within thirty (30) days following the beginning of the fiscal year of the budget adopted; and

WHEREAS, pursuant to Section 32-1-1201, C.R.S., the Board shall determine in each year the amount of money necessary to be raised by taxation, taking into consideration those items required by law, and shall certify the rate so fixed to the board of county commissioners of each county within the District or having a portion of its territory within the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HIGHLAND PARK METROPOLITAN DISTRICT, ARAPAHOE COUNTY, COLORADO:

Section 1. Summary of 2023 Revenues and 2023 Expenditures. That the estimated revenues and expenditures for each fund for fiscal year 2023, as more specifically set forth in the budget attached hereto as Exhibit B and incorporated herein by this reference, are accepted and approved.

Section 2. Adoption of Budget. That the budget as submitted, and if amended, then as amended, and attached hereto as Exhibit B and is approved and adopted as the budget of the District for fiscal year 2023. In the event the final assessed valuation provided by the Arapahoe County Assessor's Office differs from the assessed valuation used in the proposed budget, the District's accountant is hereby directed to modify and/or adjust the budget and mill levy certification as needed to reflect the final assessed valuation without the need for additional Board authorization.

Section 3. Appropriations. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the budget attached, are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated and no other.

Section 4. Budget Certification. That the budget shall be certified by Marcos Pacheco Secretary of the District, and made a part of the public records of the District and a certified copy of the approved and adopted budget shall be filed with the Division of Local Government.

Section 5. 2023 Levy of General Property Taxes. That the attached budget indicates that the amount of money from general property taxes necessary to balance the budget for the General Fund for operating expenses is \$583,364 and that the 2022 valuation for assessment, as certified by the Arapahoe County Assessor, is \$62,152,856. That for the purposes of meeting all general operating expenses of the District during the 2023 budget year, there is hereby levied a tax of 9.386 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2023.

Section 6. 2023 Levy of Debt Retirement Expenses. That the attached budget indicates that the amount of money from general property taxes necessary to balance the budget for the Debt Service Fund for debt retirement expense is \$0 and that the 2022 valuation for

assessment, as certified by the Arapahoe County Assessor, is \$62,152,856. That for the purposes of meeting all debt retirement expenses of the District during the 2023 budget year, there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2023.

[The remainder of this page is intentionally left blank.]

The foregoing Resolution was seconded by Director Kosted.

RESOLUTION APPROVED AND ADOPTED THIS 7th DAY OF December 2022.

HIGHLAND PARK METROPOLITAN DISTRICT

DocuSigned by:

MICHAEL LAW

10D2F5D020574D0

By: Michael Law

Its: President

ATTEST:

DocuSigned by:

Sara Kosted

08F7EE5D00F847F

By: Sara Kosted

Its: Secretary

STATE OF COLORADO
COUNTY OF ARAPAHOE
HIGHLAND PARK METROPOLITAN DISTRICT

I, Sara Kosted, hereby certify that I am a director and the duly elected and qualified Secretary of the Highland Park Metropolitan District, and that the foregoing constitutes a true and correct copy of the record of proceedings of the Board of Directors of the District, adopted at a special meeting of the Board of Directors of the Highland Park Metropolitan District held on December 7, 2022, via Zoom at <https://us06web.zoom.us/j/85042043344?pwd=NUx3UVNuMkZhK25GR2VjSjVWdHQ0QT09> or via phone at 346-248-7799 with meeting ID: 850 4204 3344 as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2023; 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.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 7th day of December 2022.

DocuSigned by:

Sara Kosted

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Sara Kosted, Secretary

[SEAL]

EXHIBIT A

Affidavit
Notice as to Proposed 2023 Budget

EXHIBIT B

Budget Document
Budget Message

EXHIBIT C

Certification of Tax Levy

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Highland Park Metropolitan District of Arapahoe County, Colorado on this 7th day December 2022.

DocuSigned by:
Sara Kosted
DBF7EE6DD0F847F
Sara Kosted, Secretary

SEAL

**HIGHLAND PARK METROPOLITAN DISTRICT
GENERAL FUND
2023 ADOPTED BUDGET
WITH 2021 ACTUAL AND 2022 ESTIMATED AMOUNTS
FOR THE YEARS ENDED AND ENDING DECEMBER 31,**

	2021 Actual	2022 Estimated	2023 Adopted
REVENUES			
Property taxes	\$ 564,294	\$ 591,888	\$ 583,364
Specific ownership taxes	38,916	35,513	29,168
Interest	(70)	5,000	5,000
Miscellaneous	50,000	-	-
Total revenues	653,140	632,401	617,532
EXPENDITURES			
<u>General and administrative</u>			
County treasurer fees	8,465	8,878	8,750
Audit	1,826	850	1,000
Directors' fees	600	1,000	1,000
District management and accounting	36,905	42,000	42,000
Dues and memberships	699	700	700
Election	380	1,582	2,500
Engineering	35	5,000	5,000
Insurance	9,159	9,500	10,500
Legal	3,129	12,000	12,000
Legal publications	31	150	150
Postage, copies and bank charges	64	750	750
Payroll taxes	46	77	77
<u>Operations and maintenance</u>			
Irrigation repairs/maintenance	8,714	30,000	20,000
Landscape contract	33,180	47,500	47,500
Landscape repairs/maintenance	14,465	40,000	40,000
Locates - utility locates	263	2,500	2,000
Pump and pond repairs/maintenance	15,774	25,000	25,000
Pump/fountain contract	11,169	20,000	20,000
Pond water quality	8,889	10,500	10,500
Park light operations	1,735	7,500	7,500
Snow removal	12,462	25,000	25,000
Stormwater fee	1,140	1,500	1,500
Tree care contract	-	32,500	32,500
Tree care/pruning maintenance	33,381	12,500	12,500
Winter watering	-	3,000	3,000
Utilities - electrical	37,773	40,000	40,000
Utilities - water	43,049	60,000	60,000
Bridge repairs/maintenance	-	12,000	12,000
Contingency	-	18,900	13,400
Total expenditures	283,333	470,887	456,827
EXCESS OF REVENUES OVER EXPENDITURES	369,807	161,514	160,705
OTHER FINANCING USES			
Transfer to capital repair and replacement fund	(400,000)	(300,000)	(300,000)
Total other financing uses	(400,000)	(300,000)	(300,000)
NET CHANGE IN FUND BALANCE	(30,193)	(138,486)	(139,295)
BEGINNING FUND BALANCE	565,318	535,125	396,639
ENDING FUND BALANCE	\$ 535,125	\$ 396,639	\$ 257,344

**HIGHLAND PARK METROPOLITAN DISTRICT
CAPITAL REPAIR AND REPLACEMENT FUND
2023 ADOPTED BUDGET
WITH 2021 ACTUAL AND 2022 ESTIMATED AMOUNTS
FOR THE YEARS ENDED AND ENDING DECEMBER 31,**

	2021 Actual	2022 Estimated	2023 Adopted
REVENUES			
Interest	\$ (276)	\$ 9,000	\$ 9,000
Total revenues	<u>(276)</u>	<u>9,000</u>	<u>9,000</u>
EXPENDITURES			
Concrete repairs	-	-	150,000
Landscape renovations/Tree replacement	-	40,000	35,000
Pavilion repairs	-	30,000	30,000
Pond pump replacement contingency	-	35,000	35,000
Pond repairs	-	-	40,000
Total expenditures	<u>-</u>	<u>105,000</u>	<u>290,000</u>
EXCESS OF EXPENDITURES OVER REVENUES	<u>(276)</u>	<u>(96,000)</u>	<u>(281,000)</u>
OTHER FINANCING SOURCES			
Transfer from general fund	<u>400,000</u>	<u>300,000</u>	<u>300,000</u>
Total other financing sources	<u>400,000</u>	<u>300,000</u>	<u>300,000</u>
NET CHANGE IN FUND BALANCE	399,724	204,000	19,000
BEGINNING FUND BALANCE	<u>1,067,424</u>	<u>1,467,148</u>	<u>1,671,148</u>
ENDING FUND BALANCE	<u>\$ 1,467,148</u>	<u>\$ 1,671,148</u>	<u>\$ 1,690,148</u>

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of ARAPAHOE COUNTY, Colorado.

On behalf of the HIGHLAND PARK METROPOLITAN DISTRICT,

the BOARD OF DIRECTORS
(taxing entity)^A

of the HIGHLAND PARK METROPOLITAN DISTRICT
(governing body)^B
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 62,152,856 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 CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10**

Submitted: 12/09/2022 for budget/fiscal year 2023
(no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>8.790</u> mills	\$ <u>546,324</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	8.790 mills	\$ 546,324
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	<u>0.596</u> mills	\$ <u>37,040</u>
7. Other ^N (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	9.386 mills	\$ 583,364

Contact person: (print) Sue Blair Daytime phone: (303) 381-4960
Signed:  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.

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).