



NOTICE AS TO PROPOSED 2016 BUDGET

**COTTONWOOD GREENS METROPOLITAN DISTRICT NOS. 1-4  
NOTICE OF REGULAR MEETINGS  
AND  
NOTICE AS TO PROPOSED 2016 BUDGETS**

**November 5, 2015**

NOTICE IS HEREBY GIVEN that the Boards of Directors (the "Boards") of the **COTTONWOOD GREENS METROPOLITAN DISTRICT NOS. 1-4** (the "Districts") City of Fort Lupton, State of Colorado, will hold regular meetings at 4:30 P.M. on Thursday, November 5, 2015, at 211 North Public Road, Suite 200, Lafayette, CO 80026 for the purpose of conducting such business as may come before the Boards.

FURTHER, NOTICE IS HEREBY GIVEN that proposed budgets have been submitted to the Districts for the ensuing year of 2016. Copies of the proposed budgets have been filed in the office of Miller & Associates Law Offices, LLC, 1641 California Street, Suite 300, Denver, CO 80202, where the same are open for public inspection. Such proposed budgets will be considered at the regular meetings of the Districts to be held at 4:30 P.M. on Thursday, November 5, 2015. Any interested elector within the Districts may inspect the proposed budgets and file or register any objections at any time prior to the final adoption of the 2016 budgets.

The meetings are open to the public.

BY ORDER OF THE BOARDS OF DIRECTORS  
COTTONWOOD GREENS METROPOLITAN DISTRICT NOS. 1-4

By: /s/ MILLER & ASSOCIATES LAW OFFICES, LLC

**Agenda**

- 1) Call to Order
- 2) Declaration of Quorum
- 3) Approval of Minutes
  - a. November 6, 2014
- 4) Public Hearings to Consider 2016 Budgets
  - a. Adopt 2016 Budgets, Certify Mill Levies, Appropriate 2016 Expenditures
- 5) Consider 2016 Annual Administrative Resolutions
- 6) Consider 2015 Audit Exemption Resolutions
- 7) Consider 2016 Election Resolutions
- 8) Other Business
- 9) Adjourn

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

RESOLUTION

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET AND APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE COTTONWOOD GREENS METROPOLITAN DISTRICT NO. 3, CITY OF FORT LUPTON, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2016 AND ENDING ON THE LAST DAY OF DECEMBER 2016.

WHEREAS, the Board of Directors (the "Board") of the Cottonwood Greens Metropolitan District No. 3 (the "District") has authorized its treasurer and legal counsel to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget has been submitted to the Board for its review and consideration; and

WHEREAS, upon due and proper notice, posted in accordance with Colorado law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held at 4:30 P.M. on Thursday, November 5, 2015, and interested electors were given the opportunity to file or register any objections to said proposed budget; 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 § 29-1-301, C.R.S., and Article X, § 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.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COTTONWOOD GREENS METROPOLITAN DISTRICT NO. 3, CITY OF FORT LUPTON, COLORADO, AS FOLLOWS:

Section 1. Summary of 2016 Revenues and 2016 Expenditures. That the estimated revenues and expenditures for each fund for fiscal year 2016, as more specifically set forth in the budget attached hereto as **Exhibit A**, are accepted and approved.

Section 2. Adoption of Budget. That the budget as submitted, amended and attached hereto and incorporated herein, is approved and adopted as the budget of the District for fiscal year 2016.

Section 3. 2016 Levy of General Property Taxes. That the foregoing budget indicates that the amount of money necessary to balance the budget for the General Fund for operating expenses is \$1, and that the 2015 valuation for assessment, as certified by the Weld County Assessor, is \$20. That for the purposes of meeting all general operating expenses of the District during the 2016 budget year, and together with other available revenues of the District, there is hereby levied a tax of 43.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2016.

Section 4. 2016 Levy of Debt Retirement Expenses. That the foregoing budget indicates that the amount of money necessary to balance the budget for the Debt Service Fund for debt retirement expense is \$-0-, and that the 2015 valuation for assessment, as certified by the Weld County Assessor, is \$20. That for the purposes of meeting all debt retirement expenses of the District during the 2016 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 2016.

Section 5. Certification to County Commissioners. That the District's attorney is hereby authorized and directed to immediately certify to the Board of County Commissioners of Weld County, the mill levy for the District hereinabove determined and set. That said certification shall be in substantially the following form:

**CERTIFICATION OF TAX LEVY**

TO THE BOARD OF COUNTY COMMISSIONERS OF WELD COUNTY, COLORADO.

Dear Commissioners:

For the year 2016, the Board of Directors of Cottonwood Greens Metropolitan District No. 3 hereby certifies a total levy of 43.000 mills to be extended by you upon the total assessed valuation of \$20 to produce \$1 in revenue.

The levies and revenues are for the following purposes:

	<b>PURPOSE</b>	<b>LEVY</b>	<b>REVENUE</b>
1.	General Operating Expenses	43.000 mills	\$ 1
2.	(Minus) Temporary Property Tax Credit/Temporary Mill Levy Rate Reduction	-0- mills	\$ -0-
	<b>SUBTOTAL</b>	43.000 mills	\$ 1
3.	General Obligation Bonds and Interest *	-0- mills	\$ -0-
4.	Contractual Obligations approved at elections	-0- mills	\$ -0-
5.	Capital Expenditures levied pursuant to § 29-1-302 (1.5), C.R.S.	-0- mills	\$ -0-
6.	Refunds/Abatements	-0- mills	\$ -0-
7.	Other	-0- mills	\$ -0-
	<b>TOTAL</b>	43.000 mills	\$ 1

\* § 32-1-1603, C.R.S., requires special districts to "certify separate mill levies to the Board of County Commissioners, one each for funding requirements of each debt".

Contact Person: Dianne D. Miller

Daytime Phone: (303) 285-5320

By: \_\_\_\_\_, Attorney for District

**NOTE:** Certification **must** be to three decimal places **only**. If you are located in more than one county, please list all counties here: \_\_\_\_\_ N/A \_\_\_\_\_

IN WITNESS WHEREOF, I have hereunto set my hand on \_\_\_\_\_, \_\_\_\_\_  
\_\_\_\_\_, 2015.

\_\_\_\_\_, Attorney for District

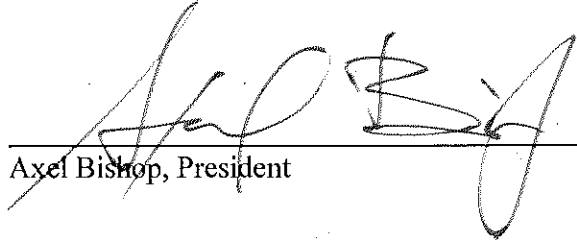
Section 6. Appropriations. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the budget attached hereto and incorporated herein, are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated and no other.

Section 7. Budget Certification. That the budget shall be certified by Mariano DeCola, Secretary/Treasurer of the District, and made a part of the public records of the District.

The foregoing Resolution was seconded by Director DeCola.

RESOLUTION APPROVED AND ADOPTED THIS 5<sup>TH</sup> DAY OF NOVEMBER, 2015.

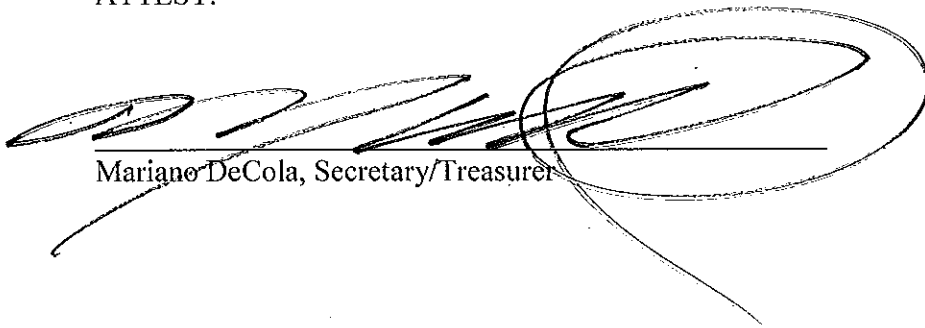
COTTONWOOD GREENS METROPOLITAN  
DISTRICT NO. 3



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Axel Bishop, President

ATTEST:



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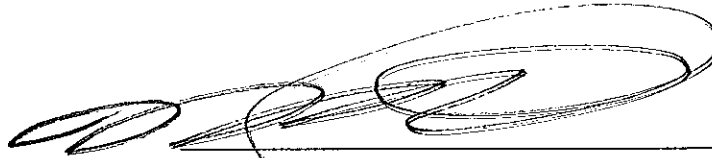
Mariano DeCola, Secretary/Treasurer



STATE OF COLORADO  
COUNTY OF WELD  
COTONWOOD GREENS METROPOLITAN DISTRICT NO. 3

I, Mariano DeCola, hereby certify that I am a director and the duly elected and qualified Secretary/Treasurer of the Cottonwood Greens Metropolitan District No. 3 (the "District"), and that the foregoing constitutes a true and correct copy of the record of proceedings of the Board of Directors of said District adopted at a meeting of the Board of Directors of the District held at 4:30 P.M. on Thursday, November 5, 2015, at 211 North Public Road, Suite 200, Lafayette, CO 80026 as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2016; 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.

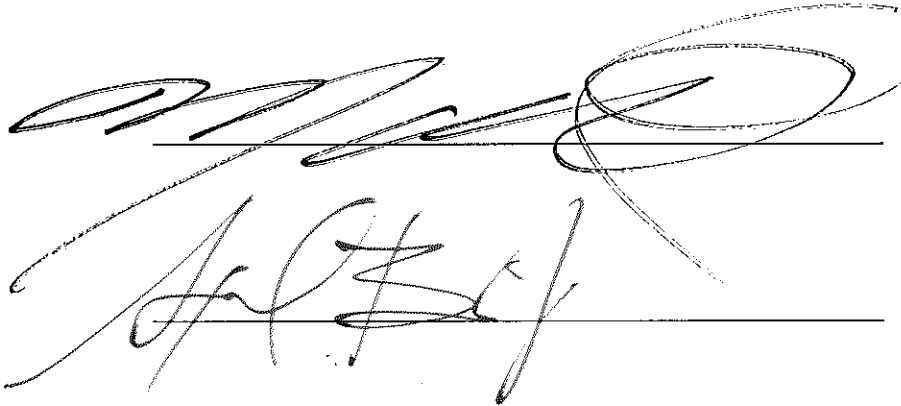
IN WITNESS WHEREOF, I have hereunto subscribed my name this 5<sup>th</sup> day of November, 2015.

A handwritten signature in black ink, appearing to read 'Mariano DeCola', is written over a horizontal line. The signature is stylized and somewhat cursive.

Mariano DeCola, Secretary/Treasurer

ACKNOWLEDGEMENT OF NOTICE AND  
APPROVAL OF RECORD OF PROCEEDINGS

We, the undersigned members of the Board of Directors of the Cottonwood Greens Metropolitan District No. 3, City of Fort Lupton, Colorado, do hereby acknowledge receipt of proper notice of the meeting of the Board held at 4:30 P.M. on Thursday, November 5, 2015, at 211 North Public Road, Suite 200, Lafayette, CO 80026, informing of the date, time and place of the meeting and the purpose for which it was called, and we do hereby approve said record of proceedings and the actions taken by the Board as stated therein.



Two handwritten signatures are present, each written over a horizontal line. The first signature is highly stylized and cursive, while the second is more legible but still cursive. Below these are three additional horizontal lines that are currently blank.

\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

EXHIBIT A

BUDGET DOCUMENT

BUDGET MESSAGE

COTTONWOOD GREENS METROPOLITAN DISTRICT NO. 3  
2016 BUDGET

	<u>Actual 2014</u>	<u>Estimated 2015</u>	<u>Proposed 2016</u>
Beginning Funds Available	\$ 1,350	\$ 1,350	\$ 1,350
Revenue:			
Property Taxes	115	1	1
Services	-0-	-0-	-0-
Refund	-0-	-0-	-0-
Other/Miscellaneous (Contributions)	-0-	-0-	-0-
Specific Ownership Taxes	-0-	-0-	-0-
Developer Advances	43,535	43,649	43,649
Total Revenue	<u>43,650</u>	<u>43,650</u>	<u>43,650</u>
Total Funds Available	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
Expenditures			
County Treasurer's Collection Fees	-0-	-0-	-0-
Insurance and Bonds	1,800	1,800	1,800
Accounting and Legal	40,350	41,850	40,350
Election Costs	1,500	-0-	1,500
Capital Improvements	-0-	-0-	-0-
Utilities (Public Service)	-0-	-0-	-0-
Miscellaneous	-0-	-0-	-0-
Directors' Fees	-0-	-0-	-0-
Total Expenditures	<u>43,650</u>	<u>43,650</u>	<u>43,650</u>
Ending Funds Available	<u>1,350</u>	<u>1,350</u>	<u>1,350</u>
Emergency Reserve	1,350	1,350	1,350
MILL LEVY			
Certified Assessed Valuation	\$ 2,668	20	20
Mill Levy-General	43.000	43.000	43.000
Property Taxes (est.)	115	1	1

**COTTONWOOD GREENS METROPOLITAN DISTRICT NO. 3  
2016 BUDGET**

**SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Services Provided

Through its Service Plan, the Cottonwood Greens Metropolitan District No. 3 (the "District") is authorized to finance certain streets, street lighting, traffic and safety controls, sewer improvements, landscaping, and park and recreation improvements.

Revenue

Developer Advance and Property Taxes

The primary source of funds for 2016 is developer advances. The District anticipates imposing a mill levy of 43.000 mills for the budget year 2016 for operations and maintenance expenses, which will yield \$1 in property tax revenue.

Expenditures

Administrative Expenses

Administrative expenses have been primarily for legal services, insurance and accounting costs.

Funds Available

The District's budget exists from the developer's advances to cover the District's operations, including its administrative functions.

Accounting Method

The District prepares its budget on the modified accrual basis of accounting.

COTTONWOOD GREENS METROPOLITAN DISTRICT NOS. 1-4

1-2 **Call to Order, Declaration of Quorum, Disclosure Matters**

-Axel Bishop (President) and Mariano DeCola are the directors. Cole Denbow moved and Scott Nichols (representative of the property owner (Colorado Community Bank) did not care to pick someone new to be on the Boards – therefore there are currently 3 vacant positions. We can work with the Board and Scott Nichols to determine if there is a need/desire to fill any of these vacancies.

3 **Approval of Minutes**

-These minutes are from the regular meetings held on November 6, 2014.

4 **2016 Budgets**

-Assessed Value - \$20 – the same as last year  
-Mill Levy – 43.000  
-Revenue Produced - \$1

*get John - Scott information*

5 **2016 Annual Administrative Resolutions**

-Fort Lupton Press is the paper of record

-Officers are as follows:

President: Axel Bishop  
Secretary/Treasurer: Mariano DeCola

-Regular meetings are to occur on the first Thursday of November at 4:30 at Axel's office (211 North Public Road, Suite 200, Lafayette, CO 80026.

6 **2015 Audit Exemption Resolutions**

-Standard forms here; neither the Districts' revenues nor expenditures exceeded \$100,000, so we will apply for an audit in exemptions.

7 **2016 Election Resolutions**

-The DLG has started requiring that we submit a resolution authorizing us to cancel the director elections if there are not more candidates than positions – therefore, instead of sending them the entire annual administrative resolution, we have started included a separate election resolution.

The three vacant positions are up for reelection in 2016.

8 **Other Business**

-I am unaware of any business to discuss, other than the board vacancies.

*Invoice  
Carnow*