

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE PRAIRIESTAR METROPOLITAN DISTRICT NO. 1 HELD SEPTEMBER 11, 2019

A Special Meeting of the Board of Directors of the PrairieStar Metropolitan District No. 1 (referred to hereafter as "Board") was convened on Wednesday, the 11th day of September, 2019, at 6:00 P.M., at the Town of Berthoud; Conference Room 2nd Floor, 807 Mountain Avenue, Berthoud, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Scott Sarbaugh
Neil Almy
Richard McCabe

Upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the absences of Jennifer Davis and Kathy Sidney were excused.

Also In Attendance Were:

Judy Leyshon, Jim Ruthven and Peggy Ripko; Special District Management Services, Inc.

Kate Olson, Esq.; McGeady Becher P.C.

Diane Wheeler; Simmons & Wheeler, P.C.

Kristyn Degi; Community Liaison

Ryan Arnold; PrairieStar Development Representative

See attached list of attendees

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: 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 of Directors and to the Secretary of State. Ms. Leyshon noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those

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applicable disclosures made by the Board members in accordance with the statute. Attorney Olson noted that all Directors' Disclosure Statements had been filed.

ADMINISTRATIVE MATTERS

Agenda: Ms. Leyshon 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 Almy, seconded by Director Sarbaugh and, upon vote, unanimously carried, the Agenda was approved, as amended.

Approval of Meeting Location: The Board entered into discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, and upon motion duly made by Director Almy, seconded by Director Sarbaugh and, upon vote, unanimously carried, the Board determined that because there was not a suitable or convenient location within the District's boundaries to conduct this meeting, it was determined to conduct the meeting at the above-stated, date, time and location. The Board further noted that notice of this location was duly posted and that they had not received any objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries.

CONSENT AGENDA:

The Board considered the following items on the consent Agenda:

- Approval of Minutes of the March 27, 2019 Regular meeting.

Following discussion, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote unanimously carried, the Board the above Consent Agenda items.

New Legislation: Attorney Olson reviewed with the Board the new legislation that authorizes the posting of meeting notices on the District's website as opposed to posting in three physical locations within the boundaries of the District. Attorney Olson noted the statute does require designating the physical locations for the posting of notices in the event the District's website is not functioning and posting on the website cannot occur.

Following review, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board determined to post on the District's Website and to continue to physically post meeting notices. The Board appointed Ryan Arnold to post notices.

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First Amendment to Resolution No. 2018-09-01, Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices: The Board reviewed the First Amendment to Resolution No. 2018-09-01, Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices.

Following review, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board adopted the First Amendment to Resolution No. 2018-09-01, Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices.

Resolution No. 2019-09-01, Resolution of the Board of Directors of the PrairieStar Metropolitan District No. 1 Establishing Regular Meeting Dates, Time and Location, Establishing District Website, and Designating Location for 24-Hour Notices: The Board reviewed Resolution No. 2019-09-01, Resolution of the Board of Directors of the PrairieStar Metropolitan District No. 1 Establishing Regular Meeting Dates, Time and Location, Establishing District Website, and Designating Location for 24-Hour Notices.

The Board discussed the business to be conducted in 2020 to meet the statutory compliance requirements. The Board, determined to meet on March 18, June 17 and September 16, 2020, at 6:00 p.m., at the Berthoud Community Center; 248 Welch Avenue, Berthoud, Colorado.

Following review, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-09-01, Resolution of the Board of Directors of the PrairieStar Metropolitan District No. 1 Establishing Regular Meeting Dates, Time and Location, Establishing District Website, and Designating Location for 24-Hour Notices.

Transparency Notice - §32-1-809, C.R.S. Reporting Requirements, Mode of Eligible Elector Notification for 2019: The Board discussed §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2020.

Following discussion, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board determined to post the required Transparency Notice on the Special District Association's website, on the District's website and include it in the District's Newsletter.

PUBLIC COMMENT

Note to reader: Pursuant to the Joint Resolution between District No. 1 and No. 2 regarding adoption of Policies and Procedures Governing the Enforcement of the Protective Covenants of PrairieStar - District No. 1 is the Operating District and

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District No. 2 is the Taxing District. It is the intent that District No. 2 provide covenant enforcement services and that District No. 1 provide all improvements and perform all services on behalf of the Districts.

Public Comment: Homeowners addressed the Board regarding various concerns related to District No. 2 as well as those related to the developer and/or builders.

Kevin Monosmith

Mr. Monosmith addressed his concern that there is only one set of mailboxes and that they are at the Community Center. He asked if there are any plans to add additional mailboxes.

Director Sarbaugh noted that he will look into adding more mailboxes.

Anton Camarota

Mr. Camarota addressed his concern about the size of the parks and the amount of maintenance that will be needed. What are the plans?

Director Sarbaugh noted that this year is the first time there is a line item for landscaping. The Developer currently pays for all the landscaping. Once it is turned over to the residents they will set the budget.

Mr. Camarota addressed his concern about the dirt and dust on the streets from construction. How often is street sweeping scheduled?

Director Sarbaugh noted that he is working on a plan with the City of Berthoud.

Mr. Camarota addressed his concern about drainage around the entire site as a whole. How does the drainage work with all the different landscaping?

Director Sarbaugh noted that there is a Master Engineering Plan approved by the City of Berthoud. The Architectural review process is in place to make sure the engineering plan works.

Mr. Camarota addressed his concern about the Catchmont Pond design and how it works.

Director Sarbaugh explained how the ponds work, pond cleanup and tests for retention.

Mr. Camarota addressed his concern about water pooling on County Road.

Director Sarbaugh noted that he is working with the City of Berthoud to fix the issue.
Darlene Garcia

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Ms. Garcia addressed her concern about the algae in the pond by her house.

Director Sarbaugh noted that the pond will be drained and cleaned out.

Tony Barnett

Mr. Barnett noted that the sidewalk needs to be re-poured because of water pooling.

Director Sarbaugh noted that he will look into it.

Jim Lacock

Mr. Lacock asked where does the District stand on fence corrections?

Director Sarbaugh noted that 20% has been completed and there is 80% more to go.

Mr. Lacock addressed his concern about the utility boxes getting straightened up and leveled.

Director Sarbaugh noted that in Q3 there are 21 total transformers, 9 are fine with 12 remaining to be fixed. Site wise they should have them completed in the next few weeks. Mr. Sarbaugh also noted that he is working with Comcast and that Century Link is non responsive. He is working on a solution.

Mr. Lacock addressed his concern about the development sign on the Southwest corner. Has a plan been submitted? Is there a deviation from the Master Plan?

Director Sarbaugh explained the process.

Mr. Lacock addressed the Board and noted that he is much appreciative of the responsiveness and work from the Management Company.

Elizabeth Sweatt

Ms. Sweatt addressed her concern about the placement of parks (dog parks).

Director Sarbaugh noted that they are revising the Master Plan because of the new Urban Drainage standard. The Town of Berthoud is voting on it tonight. The last park will belong to the City of Berthoud and could have playground equipment.

Sam Cunningham

Mr. Cunningham asked if Ms. Degi attended the swimming pool meeting?

Ms. Degi noted that she will address it in her report.

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Anton Camarota

Mr. Camarota asked has there been any consideration for emergency snow removal?

Director Sarbaugh noted that the Town of Berthoud handles the snow removal. The bus route will be extended further into the District so this will provide more snow removal.

FINANCIAL MATTERS

Payment of Claims: The Board reviewed and considered ratifying the payment of claims as follows:

Fund	Period Ending April 17, 2018	Period Ending May 15, 2018	Period Ending June 15, 2018	Period Ending July 20, 2018
General	\$ 8,013.96	\$ 14,517.85	\$ 6,238.60	\$ 12,285.27
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ 7,790.58	\$ 12,424.66	\$ 6,238.83	\$ 1,516.25
Total	\$ 15,804.54	\$ 26,942.51	\$ 12,477.43	\$ 13,801.52

Fund	Period Ending Aug. 14, 2018	Period Ending Sept. 17, 2018	Period Ending Oct. 18, 2018	Period Ending Nov. 19, 2018
General	\$ 9,303.26	\$ 8,512.99	\$ 15,013.58	\$ 15,258.07
Debt	\$ -0-	\$ -0-	\$ 3,000.00	\$ -0-
Capital	\$ 1,098.00	\$ 4,260.00	\$ 2,260.00	\$ 4,986.35
Total	\$ 10,401.26	\$ 12,772.99	\$ 20,273.58	\$ 20,244.42

Fund	Period Ending Dec. 17, 2018	Period Ending Jan. 15, 2019	Period Ending Feb. 12, 2019	Period Ending March 15, 2019
General	\$ 6,072.67	\$ 6,871.34	\$ 9,794.51	\$ 6,969.76
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ 3,724.00	\$ -0-	\$ 1,057.73	\$ -0-
Total	\$ 9,796.67	\$ 6,871.34	\$ 10,852.24	\$ 6,969.76

Fund	Period Ending April 16, 2019	Period Ending May 22, 2019	Period Ending June 20, 2019	Period Ending July 19, 2019
General	\$ 12,979.68	\$ 47,632.04	\$ 7,898.99	\$ 11,880.92
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 12,979.68	\$ 47,632.04	\$ 7,898.99	\$ 11,880.92

Following review and discussion, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board ratified approval of the payment of claims as presented.

Unaudited Financials: Ms. Wheeler presented to the Board the unaudited financial statements through the period ending June 30, 2019.

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Following review and discussion, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board accepted the unaudited financial statements through the period ending June 30, 2019, as presented.

2017 Audit: Ms. Wheeler reviewed the 2017 Audited Financial Statements with the Board.

Following review and discussion, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board approved the 2017 Audited Financial Statements and authorized execution of the Representations Letter.

2018 Audit: Ms. Wheeler reviewed the 2018 Audited Financial Statements with the Board.

Following review and discussion, upon motion duly made by Director Sarbaugh, seconded by Director McCabe and, upon vote, unanimously carried, the Board approved the 2018 Audited Financial Statements and authorized execution of the Representations Letter.

Preparation of the 2019 Audit: The Board discussed the preparation of the 2019 Audit.

Following discussion, upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, the Board approved the engagement of Dazzio & Associates, PC to perform a 2019 Audit, for an amount not to exceed \$4,200.

2019 Budget Amendment Hearing: The President opened the public hearing to consider Amending the 2019 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 2019 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.

Mr. Camarota asked why was there such a difference? Ms. Wheeler explained the high legal fees to do the inclusions and exclusions earlier in the year.

The public hearing was closed.

Following review and discussion, Director McCabe moved to adopt Resolution No. 2019-09-02 to Amend the 2019 Budget, Director Almy seconded the motion and, upon

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vote, unanimously carried, the Board adopted Resolution No. 2019-09-02 to Amend the 2019 Budget. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

2020 Budget Hearing: The President opened the public hearing to consider the proposed 2020 Budget and to discuss related issues.

It was noted that publication of a Notice stating that the Board would consider adoption of 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 and no comment was received from the public in attendance and the public hearing was closed.

Ms. Wheeler reviewed the estimated 2019 expenditures and the proposed 2020 expenditures.

Following discussion, the Board considered the adoption of Resolution No. 2019-09-03 to Adopt the 2020 Budget and Appropriate Sums of Money. Upon motion duly made by Director Sarbaugh, seconded by Director Almy and, upon vote, unanimously carried, Resolution No. 2019-09-03 was adopted, and execution of the Certification of Budget was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2019. Ms. Leyshon was authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2020. A copy of the adopted Resolution is attached to these Minutes and incorporated herein by this reference.

DLG-70 Mill Levy Certification Form: The Board considered authorizing 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.

Following discussion, upon motion duly made by Director McCabe, seconded by Director Sarbaugh and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification of zero mills to the Board of County Commissioners and other interested parties.

LEGAL MATTERS

Resolution Calling the May 5, 2020 Regular Election: Attorney Olson discussed with the Board the upcoming election and Resolution No. 2019-09-04 Calling a Regular Election for Directors on May 5, 2020.

Following discussion, upon motion duly made by Director Sarbaugh, seconded by Director McCabe and, upon vote, unanimously carried, the Board adopted Resolution

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No. 2019-09-04 Calling a Regular Election for Directors on May 5, 2020 and appointed Judy Leyshon as the Designated Election Official and authorized her to perform all tasks required for the May 5, 2020 Regular Election of the Board of Directors for the conduct of a mail ballot election. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

OTHER MATTERS

There were no other matters presented.

ADJOURNMENT

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

Respectfully submitted,

By 
Secretary for the Meeting

PrairieStar Metropolitan Districts

September 11, 2019

Please print your name, address and phone number and the issue(s) you are interested in addressing at this meeting.

NAME	ADDRESS	TELEPHONE/EMAIL	ISSUE(S) TO BE ADDRESSED
Anton Camantz	481 Country Rd	402 692 9777 anton.camantz@gmail.com	street cleaning Common maintenance lawns
Kristyn Degi	2910 Big Thunder Rd.	970 556-3531 kristyn.degi@gmail.com 800-836-7551	Community Liaison
Marece Reinhart	731 Waggon Bend Rd	ugrandwaggon@gmail.com	plan for SW corner.
Jim Liscox	" "	" "	strengthening utility boxes
Darlene Garcia	537 Wagon Bend Rd	970-276-9942 darlene.garcia.stre@gmail.com	
Elizabeth Sweett	556 Grand Marquette	(970) 672-6447	
Kathryn Shoemaker	566 Grand Market Ave	516-986@lofusicom 303-775-3967	
Sam Cunningham	524 Terr Cotton Dr.	303-541-8100 samuelcunningham@gmail.com	
Kim Magee	" "	" "	

RESOLUTION NO. 2019-09-01

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE PRAIRIESTAR METROPOLITAN DISTRICT NO. 1
ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION,
ESTABLISHING DISTRICT WEBSITE AND
DESIGNATING LOCATION FOR 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**").

C. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., special districts are relieved of the requirement to physically 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 at 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 PrairieStar Metropolitan District No. 1 (the "**District**"), Larimer 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 2020 shall be held on March 18, 2020, June 17, 2020 and September 16, 2020 at the Berthoud Community Center, 248 Welch Avenue, Berthoud, Colorado 80513, in Larimer 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 Board authorizes establishment of a District Website, if such District Website does not already exist, in order to provide full and timely notice of regular and special meetings of the District Board online pursuant to the provisions of Section 24-6-402(2)(c)(III), C.R.S.

8. That 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.

9. 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)(III), C.R.S., at the following Designated Public Place:

(a) At the entry of Wagonbend and Berthoud Parkway.

10. Scott Sarbaugh, or his designee, is hereby appointed to post the above-referenced notices.

[SIGNATURE PAGE FOLLOWS]

**[SIGNATURE PAGE TO RESOLUTION ESTABLISHING REGULAR MEETING
DATES, TIME, AND LOCATION, ESTABLISHING DISTRICT WEBSITE AND
DESIGNATING LOCATION FOR 24-HOUR NOTICES]**

RESOLUTION APPROVED AND ADOPTED on September 11, 2019.

**PRAIRIESTAR METROPOLITAN
DISTRICT NO. 1**

By: _____

President

Attest:

Judy Lushon
Secretary

RESOLUTION TO AMEND 2019 BUDGET
PRAIRIESTAR METROPOLITAN DISTRICT NO. 1

WHEREAS, the Board of Directors of the PrairieStar Metropolitan District No. 1 adopted a budget and appropriated funds for the fiscal year 2019 as follows:

General Fund	\$	90,475
Debt Service Fund	\$	-0-
Capital Projects Fund	\$	32,500

WHEREAS, the necessity has arisen for additional expenditures in the General Fund requiring the unanticipated expenditure of funds in excess of those appropriated for the fiscal year 2019; and

WHEREAS, the expenditure of such funds could not have been reasonably foreseen at the time of adoption of the budget; and

WHEREAS, funds are available for such expenditures in the General Fund from developer advance.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the PrairieStar Metropolitan District No. 1 shall and hereby does amend the adopted Budget for the fiscal year 2019 and adopts a supplemental budget and appropriation for the General Fund for the fiscal year 2019, as follows:

General Fund	\$	159,908
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BE IT FURTHER RESOLVED, that such sums are hereby appropriated from the revenues of the District to the proper funds for the purposes stated.

DATED this 11th day of September, 2019.

PRAIRIESTAR METROPOLITAN DISTRICT
NO. 1

By: 
Secretary

RESOLUTION NO. 2019 - 9 - 03
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PRAIRIESTAR METROPOLITAN DISTRICT NO. 1
TO ADOPT THE 2020 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the PrairieStar Metropolitan District No. 1 ("District") has appointed the District Accountant to prepare and submit a proposed 2020 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, 2019, 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 September 11, 2019, 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 PrairieStar Metropolitan District No. 1:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the PrairieStar Metropolitan District No. 1 for the 2020 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 11th day of September, 2019.




Secretary

EXHIBIT A
(Budget)

PRAIRIESTAR METROPOLITAN DISTRICT NO. 1
2020
BUDGET MESSAGE

Attached please find a copy of the adopted 2020 budget for the PrairieStar Metropolitan District No. 1.

The PrairieStar Metropolitan District No. 1 has adopted budgets for two funds, a General Fund to provide for general operating expenditures and covenant enforcements costs; and a Capital Projects Fund to provide for the cost of infrastructure to be built by the District.

The District's accountants have utilized the modified accrual basis of accounting and the budget has been adopted after proper postings, publications and public hearing.

The primary sources of revenue for the District in 2020 will be developer fees, district fees, and transfers from PrairieStar Metropolitan District No. 2 and No. 3. In 2020, the District does not intend to impose a mill levy on the property within the District.

PrairieStar Metropolitan District No. 1
Adopted Budget
General Fund
For the Year ended December 31, 2020

	Actual <u>2018</u>	Adopted Budget <u>2019</u>	Actual <u>6/30/2019</u>	Estimate <u>2019</u>	Adopted Budget <u>2020</u>
Beginning fund balance	\$ 1,954	\$ 1,954	\$ 440	\$ 440	\$ 1,845
Revenues:					
Transfer Fees	9,525	1,800	6,150	10,000	8,000
Landscape Review Fees	3,950	2,000	4,600	7,500	7,500
Developer advances	58,881	31,935	74,151	74,151	28,809
Transfer from District No. 2	34,929	53,620	54,166	57,403	113,130
Transfer from District No. 3	-	500	-	1	4
Miscellaneous Income	<u>3,276</u>	<u>620</u>	<u>2</u>	<u>10</u>	<u>620</u>
Total revenues	<u>110,561</u>	<u>90,475</u>	<u>139,069</u>	<u>149,065</u>	<u>158,063</u>
Total funds available	<u>112,515</u>	<u>92,429</u>	<u>139,509</u>	<u>149,505</u>	<u>159,908</u>
Expenditures:					
Accounting	3,647	8,000	8,916	10,000	8,500
Audit	5,573	6,800	-	6,800	6,800
Election	2,187	-	-	-	1,500
Insurance/SDA	6,105	7,250	6,360	6,360	7,250
Legal	20,386	15,000	35,763	50,000	28,000
Common area landscaping	-	-	-	-	29,000
Social activities	-	-	-	-	3,000
Utilities	8,930	-	2,499	8,500	10,000
Management fees	48,564	12,000	23,910	45,000	25,500
Miscellaneous	2,877	5,000	4,439	5,000	5,700
Covenant Control Enforcement	13,806	24,000	8,050	16,000	30,000
Legal-Covenant Enforcement	-	10,000	-	-	-
Emergency reserve (3%)	<u>-</u>	<u>2,425</u>	<u>-</u>	<u>-</u>	<u>4,658</u>
Total expenditures	<u>112,075</u>	<u>90,475</u>	<u>89,937</u>	<u>147,660</u>	<u>159,908</u>
Ending fund balance	<u>\$ 440</u>	<u>\$ 1,954</u>	<u>\$ 49,572</u>	<u>\$ 1,845</u>	<u>\$ -</u>
Assessed valuation		<u>\$ 10</u>			<u>\$ 10</u>
Mill Levy		<u>11.055</u>			<u>-</u>

PrairieStar Metropolitan District No. 1
Adopted Budget
Capital Projects Fund
For the Year ended December 31, 2020

	Actual <u>2018</u>	Adopted Budget <u>2019</u>	Actual <u>6/30/2019</u>	Estimate <u>2019</u>	Adopted Budget <u>2020</u>
Beginning fund balance	\$ (3,839)	\$ -	\$ (4,744)	\$ (4,744)	\$ -
Revenues:					
Developer advances	3,891,698	32,500	14,849	14,849	-
Miscellaneous	-	-	-	-	-
Total revenues	<u>3,891,698</u>	<u>32,500</u>	<u>14,849</u>	<u>14,849</u>	<u>-</u>
Total funds available	<u>3,887,859</u>	<u>32,500</u>	<u>10,105</u>	<u>10,105</u>	<u>-</u>
Expenditures:					
Accounting	3,148	-	-	-	-
Legal	11,024	10,000	-	-	-
Management fees	8,055	7,500	-	-	-
Construction	3,870,376	15,000	10,105	10,105	-
Total expenditures	<u>3,892,603</u>	<u>32,500</u>	<u>10,105</u>	<u>10,105</u>	<u>-</u>
Ending fund balance	<u>\$ (4,744)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

I, Judy Leyshon, hereby certify that I am the duly appointed Secretary of the PrairieStar Metropolitan District No. 1, and that the foregoing is a true and correct copy of the budget for the budget year 2020, duly adopted at a meeting of the Board of Directors of the PrairieStar Metropolitan District No. 1 held on September 11, 2019.

By: Judy Leyshon
Secretary

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Larimer County, Colorado.

On behalf of the PrairieStar Metropolitan District No. 1,
(taxing entity)^A

the Board of Directors,
(governing body)^B

of the PrairieStar Metropolitan District No. 1,
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 10 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: \$ 10 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: 12/12/19 for budget/fiscal year 2020.
(not 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	0.000 mills	\$ 0
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	0.000 mills	\$ 0
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
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]	0.000 mills	\$ 0

Contact person: (print) Diane K Wheeler Daytime phone: (303) 689-0833
Signed: *Diane K Wheeler* Title: District Accountant

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) 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

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: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 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 separately report all bond and contractual obligations per 32-1-1603, C.R.S.

RESOLUTION NO. 2019-09- 04

A RESOLUTION OF THE BOARD OF DIRECTORS OF
PRAIRIESTAR METROPOLITAN DISTRICT NO. 1
CALLING A REGULAR ELECTION FOR DIRECTORS
MAY 5, 2020

A. The terms of the offices of Directors Kathy Sidney and Jennifer Davis shall expire upon the election of his/her/their successors at the regular election, to be held on May 5, 2020 (“**Election**”), and upon such successors taking office.

B. In accordance with the provisions of the Special District Act (“**Act**”) and the Uniform Election Code (“**Code**”), the Election must be conducted to elect two (2) Directors to serve until the second regular election, to occur May 2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the PrairieStar Metropolitan District No. 1 (the “**District**”) of the County of Larimer, Colorado:

1. Date and Time of Election. The Election shall be held on May 5, 2020, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws. At that time, two (2) Directors shall be elected to serve until the second regular election, to occur May 2023.

2. Precinct. The District shall consist of one (1) election precinct for the convenience of the eligible electors of the District.

3. Conduct of Election. The Election shall be conducted as an independent mail ballot election in accordance with all relevant provisions of the Code. The Designated Election Official shall have on file, no later than fifty-five (55) days prior to the Election, a plan for conducting the independent mail ballot Election.

4. Designated Election Official. Judy Leyshon shall be the Designated Election Official and is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Act, Code or other applicable laws. The Election shall be conducted in accordance with the Act, Code and other applicable laws. Among other matters, the Designated Election Official shall appoint election judges as necessary, arrange for the required notices of election (either by mail or publication) and printing of ballots, and direct that all other appropriate actions be accomplished.

5. Mail-in Ballot Applications. NOTICE IS FURTHER GIVEN, pursuant to Section 1-8-104, C.R.S., that applications for and return of mail-in ballots may be filed with the Designated Election Official of the District, c/o Special District Management Services, Inc., 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228, between the hours of 8:00 a.m. and 5:00 p.m., until the close of business on the Friday immediately preceding the Election (May 1, 2020), except that if the applicant wishes to receive the mail-in ballot by mail, the application shall be filed no later than the close of business on the seventh (7th) day before the Election (April 28, 2020).

6. Self-Nomination and Acceptance Forms. Self-nomination and acceptance forms are available at the office of the Designated Election Official located at the above address. All candidates must file a self-nomination and acceptance form with the Designated Election Official no later than 3:00 P.M. on February 28, 2020.

7. Cancellation of Election. If the only matter before the electors is the election of Directors of the District and if, at 5:00 P.M. on March 3, 2020, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with law.

8. Severability. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board of Director's intention that the various provisions hereof are severable.

9. Repealer. All acts, orders and resolutions, or parts thereof, of the Board of Directors which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

10. Effective Date. The provisions of this Resolution shall take effect as of the date adopted and approved by the Board of Directors of PrairieStar Metropolitan District No. 1.

[SIGNATURE PAGE FOLLOWS]

[SIGNATURE PAGE TO RESOLUTION CALLING A
REGULAR ELECTION FOR DIRECTORS MAY 5, 2020]

RESOLUTION APPROVED AND ADOPTED on September 11, 2019.

**PRAIRIESTAR METROPOLITAN
DISTRICT NO. 1**

By: _____

President

Attest:

Secretary

