

**A G E N D A**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**AURORA SINGLE TREE METROPOLITAN DISTRICT**

**DATE:** Thursday, June 29, 2023

**TIME:** 8:30 a.m.

**LOCATION:** Via Conference Call

<b>BOARDS OF DIRECTORS</b>	<b>OFFICE</b>	<b>CURRENT TERM</b>
Rick Hellickson	President	2022-2025
Billy W. Smith	Treasurer	2022-2025
Diane Ream	Secretary	2023-2027
Vacancy		2023-2027
Vacancy		2023-2025

***Conference Call Dial-In Number: (650) 479-3208 / Host Pin: 3706, Host Passcode: 78767726; Attendee Passcode: 77681500***

1. Call to order
2. Approval of the agenda
3. Approval of minutes of the regular meeting held on June 24, 2023
4. Financials
  - a. Approve financial statements
  - b. Ratify/approve schedule of vouchers paid and payable
7. Attorney Items
8. Other Items
  - a. Quorum for June 26, 2023 meeting
9. Continuation/Adjournment

**RECORD OF PROCEEDINGS**  
**MINUTES OF A REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS OF**  
**AURORA SINGLE TREE METROPOLITAN DISTRICT**

**HELD:** Thursday, August 24, 2023, at 8:30 a.m. at 19469 East 58<sup>th</sup> Drive, Aurora, Colorado – via teleconference

**ATTENDANCE:**

A regular meeting of the Board of Directors of Aurora Single Tree Metropolitan District, Adams County, Colorado, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Rick Hellickson, President  
Billy Smith, Treasurer  
Diane Ream, Secretary

All members of the Board were present. There are two vacancies on the Board.

Also present was Cathee Sutton from CliftonLarsonAllen LLP via telephone conference.

**CALL TO ORDER:**

It was noted that a quorum was present for the purpose of conducting a meeting of the Board of Directors. The meeting of the Board of Directors of the Aurora Single Tree Metropolitan District was called to order.

**APPROVAL OF AGENDA:**

The Board reviewed the agenda for the meeting and upon motion duly made, seconded and unanimously carried, the agenda items were approved

**APPROVAL OF MINUTES:**

The Board reviewed the minutes of the regular meeting held on October 47, 2023. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

**FINANCIALS:**

- a. Approve Financial Statements. Ms. Sutton reviewed the financial statements dated October 33, 2023 with the Board. Upon motion duly made, seconded and unanimously carried, the Board approved the financial statements as presented.

**RECORD OF PROCEEDINGS**

Aurora Single Tree Metropolitan District  
Lwp'24, 2023  
Page 2

b. Ratify Payables. Following review, upon motion duly made, seconded and unanimously carried, the Board ratified the claims as presented.

""c. Approve 2022 Audit Report: Following review, upon motion duly made, seconded and  
" unanimously carried, the Board approved the 2022 Audit Report.  
"

**DIRECTOR ITEMS:**

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**ATTORNEY ITEMS:**

None.

**OTHER ITEMS:**

None.

**ADJOURNMENT:**

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting and were approved by the Board of Directors of the Aurora Single Tree Metropolitan District.

\_\_\_\_\_  
Secretary of the District

**AURORA SINGLE TREE METROPOLITAN DISTRICT**

**FINANCIAL STATEMENTS**

**June 30, 2023**

**Aurora Single Tree Metro District  
Balance Sheet - Governmental Funds  
June 30, 2023**

	<b>General</b>	<b>Debt Service</b>	<b>Total</b>
<b>Assets</b>			
Checking Account	\$ 8,986.54	\$ -	\$ 8,986.54
CSAFE	34,163.14	12,419.93	46,583.07
Colotrust	120,273.91	380,546.87	500,820.78
Receivable from County Treasurer	13,153.86	201,484.76	214,638.62
<b>Total Assets</b>	<b>\$ 176,577.45</b>	<b>\$ 594,451.56</b>	<b>\$ 771,029.01</b>
 <b>Liabilities</b>			
Accounts Payable	6,609.60	-	6,609.60
<b>Total Liabilities</b>	<b>6,609.60</b>	<b>-</b>	<b>6,609.60</b>
 <b>Fund Balances</b>	<b>169,967.85</b>	<b>594,451.56</b>	<b>764,419.41</b>
 <b>Liabilities and Fund Balances</b>	<b>\$ 176,577.45</b>	<b>\$ 594,451.56</b>	<b>\$ 771,029.01</b>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances – governmental funds have been omitted.

**Aurora Single Tree Metro District**  
**General Fund Statement of Revenues, Expenditures and Changes in**  
**Fund Balances - Budget and Actual**  
**For the Period Ending June 30, 2023**

	<u>Annual Budget</u>	<u>Actual</u>	<u>Variance</u>
Revenues			
Property taxes	\$ 27,556.00	\$ 27,111.35	\$ 444.65
Specific ownership taxes	40,514.00	18,793.60	21,720.40
Interest income	3,200.00	3,647.57	(447.57)
Total Revenue	<u>71,270.00</u>	<u>49,552.52</u>	<u>21,717.48</u>
Expenditures			
Accounting	28,000.00	14,816.76	13,183.24
Auditing	5,000.00	-	5,000.00
County Treasurer's fee	413.00	406.42	6.58
Directors' fees	2,400.00	1,300.00	1,100.00
Dues and membership	400.00	303.28	96.72
Insurance	3,000.00	2,608.00	392.00
Legal	10,000.00	5,488.00	4,512.00
Miscellaneous	2,587.00	-	2,587.00
Payroll taxes	200.00	99.45	100.55
Election	1,500.00	1,308.90	191.10
Total Expenditures	<u>53,500.00</u>	<u>26,330.81</u>	<u>27,169.19</u>
Net Change in Fund Balances	17,770.00	23,221.71	(5,451.71)
Fund Balance - Beginning	151,642.00	146,746.14	4,895.86
Fund Balance - Ending	<u>\$ 169,412.00</u>	<u>\$ 169,967.85</u>	<u>\$ (555.85)</u>

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## **SUPPLEMENTARY INFORMATION**

**Aurora Single Tree Metro District  
Debt Service Fund Schedule of Revenues, Expenditures and Changes in  
Fund Balances - Budget and Actual  
For the Period Ending June 30, 2023**

	<u>Annual Budget</u>	<u>Actual</u>	<u>Variance</u>
Revenues			
Property taxes	\$ 551,210.00	\$ 542,315.65	\$ 8,894.35
Interest income	5,030.00	9,590.93	(4,560.93)
Total Revenue	<u>556,240.00</u>	<u>551,906.58</u>	<u>4,333.42</u>
Expenditures			
County Treasurer's fee	8,268.00	8,136.01	131.99
Paying agent fees	400.00	-	400.00
Bond interest	380,888.00	190,443.74	190,444.26
Bond Principal	140,000.00	-	140,000.00
Contingency	1,000.00	-	1,000.00
Total Expenditures	<u>530,556.00</u>	<u>198,579.75</u>	<u>331,976.25</u>
Net Change in Fund Balances	25,684.00	353,326.83	(327,642.83)
Fund Balance - Beginning	236,492.00	241,124.73	(4,632.73)
Fund Balance - Ending	<u>\$ 262,176.00</u>	<u>\$ 594,451.56</u>	<u>\$ (332,275.56)</u>

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**AURORA SINGLE TREE METROPOLITAN DISTRICT**

Schedule of Cash Position  
June 30, 2023  
Updated as of July 20, 2023

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
<b><u>1st Bank - Checking</u></b>			
Balance as of 6/30/23	\$ 8,986.54	\$ -	\$ 8,986.54
Subsequent activities:			
<i>Anticipated Bill.com Payables</i>	<i>(6,609.60)</i>	-	<i>(6,609.60)</i>
<i>Anticipated Transfer from CSAFE</i>	<i>10,000.00</i>	-	<i>10,000.00</i>
<i>Anticipated balance</i>	<u><u>12,376.94</u></u>	<u><u>-</u></u>	<u><u>12,376.94</u></u>
 <b><u>CSAFE - Savings</u></b>			
Balance as of 6/30/23	34,163.14	12,419.93	46,583.07
Subsequent activities:			
<i>Anticipated Transfer to 1st Bank</i>	<i>(10,000.00)</i>	-	<i>(10,000.00)</i>
<i>Anticipated balance</i>	<u><u>24,163.14</u></u>	<u><u>12,419.93</u></u>	<u><u>36,583.07</u></u>
 <b><u>ColoTrust Plus</u></b>			
Balance as of 6/30/23	120,273.93	380,546.85	500,820.78
Subsequent activities:			
07/10/23 - Property/SO Taxes	13,153.86	201,484.76	214,638.62
<i>Anticipated balance</i>	<u><u>133,427.79</u></u>	<u><u>582,031.61</u></u>	<u><u>715,459.40</u></u>
 <i>Anticipated balance</i>	<u><u>\$ 169,967.87</u></u>	<u><u>\$ 594,451.54</u></u>	<u><u>\$ 764,419.41</u></u>

**Yield information (As of 06/30/2023):**

CSAFE 5.14%  
ColoTrust Plus 5.2246%

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**AURORA SINGLE TREE METROPOLITAN DISTRICT**  
**Property Taxes Reconciliation**  
**2023**

	Current Year						Prior Year					
	Property Taxes	Delinquent Taxes, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Net Amount Received	% of Total Property Taxes Received		Total Cash Received	% of Total Property Taxes Received		
							Monthly	Y-T-D		Monthly	Y-T-D	
January	\$ 4,343.29	\$ -	\$ 3,216.84	\$ -	\$ (65.15)	\$ 7,494.98	0.75%	0.75%	\$ 7,361.19	0.70%	0.70%	
February	231,531.53	-	3,177.35	-	(3,472.97)	231,235.91	40.00%	40.75%	39,496.89	6.17%	6.87%	
March	42,010.96	-	3,293.69	6.90	(630.27)	44,681.28	7.26%	48.01%	239,738.01	40.76%	47.63%	
April	67,984.91	-	(121.44)	-	(1,019.78)	66,843.69	11.75%	59.76%	22,829.11	3.94%	51.57%	
May	8,804.40	-	6,146.02	34.59	(132.58)	14,852.43	1.52%	61.28%	53,295.36	8.59%	60.15%	
June	214,751.91	-	3,081.14	27.25	(3,221.68)	214,638.62	37.11%	98.39%	223,466.19	37.98%	98.13%	
July	-	-	-	-	-	-	0.00%	98.39%	12,808.76	0.70%	98.83%	
August	-	-	-	-	-	-	0.00%	98.39%	8,845.39	0.82%	99.65%	
September	-	-	-	-	-	-	0.00%	98.39%	1,535.78	0.00%	99.65%	
October	-	-	-	-	-	-	0.00%	98.39%	4,052.84	0.06%	99.71%	
November	-	-	-	-	-	-	0.00%	98.39%	6,014.03	0.41%	100.12%	
December	-	-	-	-	-	-	0.00%	98.39%	3,460.36	0.00%	100.12%	
	<b>\$ 569,427.00</b>	<b>\$ -</b>	<b>\$ 18,793.60</b>	<b>\$ 68.74</b>	<b>\$ (8,542.43)</b>	<b>\$ 579,746.91</b>	<b>98.39%</b>	<b>98.39%</b>	<b>\$ 622,903.91</b>	<b>100.12%</b>	<b>100.12%</b>	
	GF											

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied
\$ 27,556.00	4.76%	27,111.35	98.39%
551,210.00	95.24%	542,315.65	98.39%
<b>\$ 578,766.00</b>	<b>100.00%</b>	<b>569,427.00</b>	<b>98.39%</b>

**Property Tax**

General Fund  
Debt Service Fund

**Specific Ownership Tax**

General Fund

**Treasurer's Fees**

General Fund  
Debt Service Fund

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**AURORA SINGLE TREE METROPOLITAN DISTRICT  
2023 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Services Provided**

The District, a quasi-municipal corporation, is governed pursuant to provisions of the Colorado Special District Act. The District's service area is located in the City of Aurora (the City) in Adams County, Colorado. The District was organized by court order dated December 23, 1998, to provide for acquisition, construction and installation of water, sanitation, drainage, street improvements, parks and recreational facilities, substantially all of which have been transferred to the City.

District voters approved debt authorization in an amount not to exceed \$9,700,000 for the above listed facilities. The above authorization is subject to limitations in the Service Plan which limit the District's debt to \$6,975,000, regardless of the amount authorized by the voters.

On November 19<sup>th</sup>, 2018, the City of Aurora approved an amendment to the District's service plan, which increased the District's debt limit to \$8,065,000.

The District has no employees and all 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 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

**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 District's Service Plan provides that the District's debt mill levy may be adjusted to take into account legislative or constitutionally imposed adjustments in assessed values or the method of their calculation (as of April 19, 1999), so that, to the extent possible, the actual revenues generated are neither diminished or enhanced as a result of such changes. Among other adjustments, a change in the ratio of actual valuation of assessable property (assessment ratio) shall be deemed a change in the method of calculating assessed valuation. The service plan limits the District's mills to 55.607 as adjusted. For collection year 2023, the District's mill levy is 40.106 mills for debt service and 2.055 mills for operations.

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**AURORA SINGLE TREE METROPOLITAN DISTRICT  
2023 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Revenues (Continued)**

The calculation of the taxes levied is displayed on the Property Tax Summary page of the budget using the adopted mill levy imposed by the District

Senate Bill 21-293 among other things, designates multi-family residential real property (defined generally, as property that is a multi-structure of four or more units) as a new subclass of residential real property. For tax collection year 2023, the assessment rate for single family residential property decreases to 6.95% from 7.15%. The rate for multifamily residential property, the newly created subclass, decreases to 6.80% from 7.15%. Agricultural and renewable energy production property decreases to 26.4% from 29.0%. Producing oil and gas remains at 87.5%. All other nonresidential property stays at 29%.

**Specific Ownership Taxes**

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately 7.00% of the property taxes collected. The budget assumes that specific ownership taxes are allocated to the General Fund.

**Net Investment Income**

Interest earned on the District's available funds has been estimated based on an average interest rate of approximately 2.0%.

**Expenditures**

**Administrative and Operating Expenditures**

Administrative and operating expenditures include the estimated services necessary to maintain the District's administrative viability such as legal, accounting and audit, insurance, banking, meeting expenses, and other administrative costs.

**County Treasurer's Collection Fees**

County Treasurer's collection fees have been computed at 1.50% of property taxes.

**Debt Service**

Principal and interest payments are provided based on the debt amortization schedule from the Series 2018 Bonds (discussed under Debt and Leases).

**AURORA SINGLE TREE METROPOLITAN DISTRICT  
2023 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Debt and Leases**

**Limited Tax General Obligation Refunding Bonds, Series 2018.** On December 11, 2018, the District issued \$8,965,000 of Limited Tax General Obligation Refunding Bonds (the 2018 Bonds). The Series 2018 Bonds are term bonds in the original amounts of \$1,510,000, due December 1, 2033, \$1,225,000, due December 1, 2038, \$1,525,000, due December 1, 2043, and \$3,765,000, due December 1, 2052. The 2018 Bonds were issued with interest rates of 4.125% - 5.000% per annum. Interest is payable semi-annually on June 1 and December 1, commencing on June 1, 2019. Bonds maturing on or after December 1, 2029 are subject to redemption prior to maturity at the option of District.

The 2018 Bonds are secured by (1) the Required Mill Levy, and (2) any other legally available moneys which the District determines in its sole discretion to apply as pledged revenue. Proceeds of the 2018 bonds were used to (1) refund the 2006 General Obligation Bonds, and (2) pay the costs of issuing the 2018 Bonds.

The Required Mill Levy shall be an ad valorem mill levy imposed upon all taxable property of the District each year in an amount sufficient, when combined with other legally available moneys in the Bond Fund, to pay the principal of, premium if any, and interest on the Bonds as the same become due and payable, but not in excess of forty (40) mills (as adjusted). Such maximum and minimum mill levies are subject to adjustment per the Gallagher Amendment from April 19, 1999 and are currently 55.475 mills. For purposes of the foregoing, a change in the ratio of actual valuation to assessed valuation shall be deemed to be a change in the method of calculating assessed valuation.

The District has no operating or capital leases.

**Reserve Fund**

**Emergency Reserve**

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

**AURORA SINGLE TREE METROPOLITAN DISTRICT  
SCHEDULE OF DEBT SERVICE REQUIREMENTS TO MATURITY**

**\$8,965,000**

**Series 2018 Limited Tax General Obligation Refunding Bonds**

**Dated December 11, 2018**

**Interest Rate 4.125%-5.000%**

**Interest Due June 1 and December 1**

**Principal Due December 1**

<b>Bonds and Interest Maturing in the Year Ending December 31,</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2023	\$ 140,000	\$ 380,888	\$ 520,888
2024	150,000	373,888	523,888
2025	155,000	366,388	521,388
2026	165,000	358,638	523,638
2027	170,000	351,831	521,831
2028	175,000	344,819	519,819
2029	185,000	337,600	522,600
2030	190,000	329,969	519,969
2031	200,000	322,131	522,131
2032	210,000	313,881	523,881
2033	215,000	305,219	520,219
2034	225,000	296,350	521,350
2035	235,000	286,506	521,506
2036	245,000	276,225	521,225
2037	255,000	265,506	520,506
2038	265,000	254,350	519,350
2039	280,000	242,756	522,756
2040	290,000	230,156	520,156
2041	305,000	217,106	522,106
2042	320,000	203,381	523,381
2043	330,000	188,981	518,981
2044	345,000	174,131	519,131
2045	365,000	158,175	523,175
2046	380,000	141,294	521,294
2047	395,000	123,719	518,719
2048	415,000	105,450	520,450
2049	435,000	86,256	521,256
2050	455,000	66,137	521,137
2051	475,000	45,094	520,094
2052	500,000	23,125	523,125
	<u>\$ 8,470,000</u>	<u>\$ 7,169,950</u>	<u>\$ 15,639,950</u>

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