

# NBC METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • Fax: 303-987-2032  
<https://nbcmetrodistrict.com/>

## NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Charles D. Foster	President	2027/May 2027
Erika Kelley (Coming)	Treasurer	2027/May 2027
<b>VACANT</b>		2027/May 2027
<b>VACANT</b>		2025/May 2025
<b>VACANT</b>		2025/May 2025
	Secretary (not an elected position)	

DATE: November 2, 2023  
TIME: 2:00 p.m.  
ZOOM MEETING:

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUIZZc1VMWTJFZjFHdz09>

Meeting ID: 862 6755 0643

Passcode: 987572

Dial in: 1-719-359-4580

### I. ADMINISTRATIVE MATTERS

- A. Present Disclosures of Potential Conflicts of Interest and confirm quorum.  
\_\_\_\_\_
- B. Approve Agenda, confirm location of the meeting and posting of meeting notice.  
\_\_\_\_\_
- C. Review and approve the Minutes of the June 1, 2023 Regular Meeting (enclosure).  
\_\_\_\_\_
- D. Acknowledge resignation of Ann Finn as District Secretary and consider appointment of Peggy Ripko as the new District Secretary.  
\_\_\_\_\_
- E. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) or meetings. Schedule regular meeting dates (suggested dates are June 5, 2024 and October 9, 2024 at 3:00 p.m. via Zoom Meeting) and consider adoption of Resolution No. 2023-11-01, Resolution Establishing Regular Meeting Dates, Time and Location, Establishing District Website and Designating Location for Posting of 24-Hour Notices (enclosure).  
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F. Insurance Discussion

1. Cyber Security and Increased Crime Coverage.  


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2. Establish Insurance Committee to make final determinations regarding insurance, if necessary  


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3. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2024.  


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II. PUBLIC COMMENTS

- A. Members of the public may express their views to the Board on matters that affect the District that are otherwise set for Public Hearing(s). Comments will be limited to three (3) minutes.  


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III. FINANCIAL MATTERS

- A. Ratify the payment of claims through the periods ending (enclosures):

Fund	Period Ending June 30, 2023	Period Ending July 31, 2023	Period Ending August 31, 2023	Period Ending Sept. 30, 2023
General	\$ 24,491.50	\$ 41,157.70	\$ 29,362.15	\$ 22,466.12
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ 79,051.30	\$ -0-	\$ 180,006.71	\$ -0-
<b>Total</b>	<b>\$ 103,542.80</b>	<b>\$ 41,157.70</b>	<b>\$ 209,368.86</b>	<b>\$ 22,466.12</b>

Fund	Period Ending Oct. 31, 2023
General	\$ 96,126.69
Debt Service	\$ -0-
Capital	\$ -0-
<b>Total</b>	<b>\$ 96,126.69</b>

- B. Review and accept the unaudited Financial Statements through the period ending September 30, 2023, Schedule of Cash Position dated September 30, 2023 and Property Tax Schedule (enclosure).  


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- C. Consider engagement of \_\_\_\_\_ for preparation of 2023 Audit, in the amount of \$\_\_\_\_\_ (to be distributed).  


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- E. Conduct Public Hearing to consider amendment to 2023 Budget. If necessary, consider adoption of Resolution No. 2023-11-\_\_, Resolution to Amend the 2023 Budget.
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- F. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution No. 2023-11-\_\_, Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-11-\_\_, Resolution to Set Mill Levies (General Fund \_\_\_\_\_, Debt Service Fund \_\_\_\_\_, and Other Fund(s) \_\_\_\_\_ for a total mill levy of \_\_\_\_\_) (enclosures – preliminary AV, draft 2023 Budget, and Resolutions).
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- G. Authorize District Accountant to prepare, and appoint Board Member to sign, the DLG-70 Certification of Tax Levies form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- H. Discuss and consider adoption of Resolution No. 2023-11-\_\_; Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan (enclosure).
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- I. Consider appointment of District Accountant to prepare 2025 Budget.
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#### IV. LEGAL MATTERS

- A. Discuss and consider approval of Engineer’s Report and Certification #06 prepared by Ranger Engineering, LLC and the Reimbursable Costs, in the amount of \$523,925.62 (enclosed).
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- B. Discuss and consider approval of a requisition of funds related to Engineer’s Report and Certification No. 05 and #06, authorizing reimbursement to CIO Circle Point Land GP, LLC under the Facilities Funding and Acquisition Agreement.
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- C. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2024 (District Transparency Notice).
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- D. Discuss and consider adoption of Resolution No. 2023-11-\_\_; Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).
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V. OPERATIONS AND MAINTENANCE

- A. Review and consider approval of proposal from Landscape Forms, Inc. for chairs (enclosure).
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- B. Review and ratify approval of proposal from AD Light Group for to add foundations for (2) directional podiums, in the amount of \$980.17 (enclosures).
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- C. Review and ratify approval of Service Agreement for Dog Station Maintenance (enclosure).
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- D. Review and consider approval of proposal from American Wood Care, Inc. to seal the pavers (enclosure).
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VI. CAPITAL IMPROVEMENTS

- A. Discuss status of development.
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- B. Discuss status of the 112<sup>th</sup> Avenue Extension Project.
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- B. Discuss status of the Circle Point Park Improvement Project.
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- 1. Ratify approval of Change Order No. 20 from ECI Site Construction Management, Inc. for Tree Replacement, in the amount of \$1,789.61 (enclosure).
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- 2. Ratify approval of proposal from Arrowhead Landscape Services for Tree and Sod Replacement, in the amount of \$12,249.00 (enclosure).
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II. OTHER MATTERS

A. \_\_\_\_\_

VIII. ADJOURNMENT: **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2023.**

Additional Enclosure:

- Notice of rate increase from Special District Management Services, Inc.

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
NBC METROPOLITAN DISTRICT  
HELD  
JUNE 1, 2023**

A Regular Meeting of the Board of Directors (referred to hereafter as “Board”) of the NBC Metropolitan District (referred to hereafter as the “District”) was duly held on Thursday, the 1st day of June, 2023, at 2:00 p.m. This District Board meeting was held via Zoom. The meeting was open to the public via conference call.

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**ATTENDANCE**

**Directors In Attendance Were:**

Charles D. Foster  
Erika Kelley

**Also In Attendance Were:**

Ann Finn; Special District Management Services, Inc.

Jon Hoistad, Esq.; McGeady Becher P.C.

Lindsay Ross; CliftonLarsonAllen LLP

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**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 and to the Secretary of State. Ms. Finn 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 applicable disclosures made by the Board members prior to this meeting in accordance with the statute. Attorney Hoistad noted that Director Disclosure Statements were filed pursuant to statute.

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**ADMINISTRATIVE  
MATTERS**

**Meeting Location/Manner and Posting of Meeting Notice:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The meeting was held via teleconference. Ms. Finn reported that notice was duly posted and that no objections to the telephonic manner of the meeting or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

**Designation of 24-hour Posting Location:** Upon motion duly made by Director Foster and seconded by Director Kelley and, upon vote, unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted within the boundaries of the

District at least 24 hours prior to each meeting on a streetlight located in the entry median on Circle Point Drive.

**Agenda:** Ms. Finn distributed for the Board’s review and approval a proposed Agenda for the District’s Regular Meeting. Following discussion, upon motion duly made by Director Foster and seconded by Director Kelley, upon vote unanimously carried, the Agenda was approved, as presented.

**Minutes:** The Board reviewed the Minutes of the November 18, 2022 Regular Meeting. Following discussion, upon motion duly made by Director Foster and seconded by Director Kelley, upon vote unanimously carried, the Board approved the Minutes of the November 4, 2021 Special Meeting as presented.

**May 2, 2023 Election:** Ms. Finn noted for the Board that the May 2, 2023 election was cancelled, as allowed under Colorado law, by the Designated Election Official because there were not more candidates than positions available on the Board of Directors. Director Foster and Kelley were each deemed elected to a 4-year term ending in May 2027.

**Board Vacancies:** The Board deferred this matter.

**Appointment of Officers:** The Board entered into discussion regarding the appointment of officers. Following discussion, upon motion duly made by Director Foster and seconded by Director Kelley and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Charles D. Foster
Treasurer	Erika Kelley
Assistant Secretary	Vacant
Assistant Secretary	Vacant
Secretary	Ann Finn (non-elected position)

**2023 Special District Association’s Annual Conference:** Ms. Finn discussed the SDA Conference with the Board, and noted the information concerning the details of the conference will be emailed to them once the information is available.

**PUBLIC  
COMMENTS**

There was no public comment.

**FINANCIAL  
MATTERS**

**Claims:** The Board reviewed and considered ratifying the payment of claims for the period ending as follows:

Fund	Period Ending Nov. 30, 2022	Period Ending Dec. 31, 2022	Period Ending Jan. 31, 2023	Period Ending Feb. 28, 2023
General	\$ 16,363.54	\$ 36,243.26	\$ 20,972.11	\$ 33,624.43
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ 543,145.74	\$ 437,651.59	\$ -0-	\$ 600,141.68
<b>Total</b>	<b>\$ 559,509.28</b>	<b>\$ 473,894.85</b>	<b>\$ 20,972.11</b>	<b>\$ 633,766.11</b>

Fund	Period Ending March 31, 2023	Period Ending April 30, 2023	Period Ending May 30, 2023
General	\$ 38,027.31	\$ 40,204.85	\$ 13,877.59
Debt Service	\$ -0-	\$ -0-	\$ -0-
Capital	\$ 132,404.77	\$ -0-	\$ 350,739.47
<b>Total</b>	<b>\$ 170,432.08</b>	<b>\$ 40,204.85</b>	<b>\$ 364,627.06</b>

Following discussion, upon motion duly made by Director Foster and seconded by Director Kelley, upon vote unanimously carried, the Board ratified the payment of claims.

Following further discussion upon motion duly made by Director Foster and seconded by Director Kelley, upon vote unanimously carried, the Board authorized accountant to apply for a credit card.

**Unaudited Financial Statements:** Ms. Ross reviewed with the Board the Unaudited Financial Statements through the period ending December 31, 2022, Schedule of Cash Position dated December 31, 2022 and Property Tax Schedule. Following discussion, upon motion duly made by Director Foster and seconded by Director Kelley and, upon vote, unanimously carried, the Board accepted the Unaudited Financial Statements through the period ending December 31, 2022, Schedule of Cash Position dated December 31, 2022 and Property Tax Schedule.

**2022 Audit:** Ms. Ross reviewed the draft 2022 Audit with the Board. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved the 2022 Audit and authorized execution of the Representations Letter, subject to final legal review.

**2024 Budget:** The Board discussed setting a date for the 2024 Budget Public Hearing. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved a Public Hearing to adopt the 2024 Budget for November 2, 2023, at 2:00 P.M., via Zoom.

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## **LEGAL MATTERS**

**Engineer's Report and Certification No. 5 from Ranger Engineering, LLC for NBC Metropolitan District:** The Board reviewed the Engineer's Report and Certification No. 2 from Ranger Engineering, LLC, dated April 19, 2023.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved the Engineer's Report and Certification No. 5 from Ranger Engineering, LLC dated April 19, 2023 and acceptance of costs in the amount of \$363,769.32.

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## **OPERATIONS AND MAINTENANCE**

**2023 Floral Program:** The Board entered into discussion regarding the 2023 floral program. Following review and discussion, upon motion duly made by



Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved floral services with Arrowhead Landscape Services, in the amount of \$6,485.

**Winter Plant Watering:** The Board discussed the winter plant watering. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of the proposal from Arrowhead Landscape Services for winter plant watering, in the amount of \$686.00.

**Detention Pond Cleanout:** The Board discussed the pond cleanout. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of the proposal from Arrowhead Landscape Services for detention pond cleanout, in the amount of \$3,100.00.

**Revive:** The Board discussed the application of Revive to all turf areas. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of the proposal from Arrowhead Landscape Services for application of Revive to all turf areas, in the amount of \$2,460.00.

**Service Agreement between the District and SavATree, LLC:** The Board review a Service Agreement between the District and SavATree, LLC for plant health. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of the Service Agreement between the District and SavATree, LLC for plant health.

**Tree Replacements:** The Board reviewed a proposal from SavATree, LLC for tree replacements. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved the proposal from SavATree, LLC for tree replacements, not to exceed \$3,354.

**Rules and Regulations for Circle Point Park:** Ms. Finn discussed with the Board the Rules and Regulations for Circle Point Park, draft permit, signage and parking issues. Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved the Rules and Regulations for Circle Point Park, subject to final review by attorney, Ken Pool Stacy Diamond, and Director Foster.

*Signage:* The Board reviewed the signage.

*Park Permits:* The Board discussed fees and parking issues.

*Circle Point Park Grand Opening:* The Board discussed the Circle Point Park Grand Opening. Following review and discussion, upon motion duly made by

Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved the Circle Point Park Grand Opening June 28, 2023 at 12:30 p.m.

## **CAPITAL IMPROVEMENTS**

**Status of Development:** The Board deferred this matter.

**Status of the 112th Avenue Extension Project:** Ms. Finn noted she was informed by Joe Zanone that the 112th Avenue Extension Project is expected to be completed by the end of June 2023.

**Status of the Circle Point Park Improvement Project:**

*Change Order No. 1 from Zanone Project Management:* The Board reviewed Change Order No. 1 from Zanone Project Management.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved Change Order No. 1 from Zanone Project Management to add signage, in the amount of \$10,000.00.

*Change Order No. 1 from ECI Site Construction Management:* The Board reviewed Change Order No. 1 from ECI Site Construction Management for a building permit fee.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval Change Order No. 1 from ECI Site Construction Management for a building permit fee, in the amount of \$8,583.17.

*Change Order No. 2 from ECI Site Construction Management:* The Board reviewed Change Order No. 2 from ECI Site Construction Management to make improvements to the putting green plan.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 2 from ECI Site Construction Management to make improvements to the putting green plan, in the amount of \$20,621.60.

*Change Order No. 3 from ECI Site Construction Management:* Change Order No. 3 from ECI Site Construction Management for the removal and replacement of the ADA ramp and Linx.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 3 from ECI Site Construction Management for the removal and replacement of the ADA ramp and Linx, in the amount of \$36,599.01.

Change Order No. 4 from ECI Site Construction Management: The Board reviewed Change Order No. 4 from ECI Site Construction Management for the landscape and irrigation changes and paver credit.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval Change Order No. 4 from ECI Site Construction Management for the landscape and irrigation changes and paver credit, in the amount of \$9,180.23.

Change Order No. 5 from ECI Site Construction Management: The Board reviewed Change Order No. 5 from ECI Site Construction Management to remove the old water feature that was previously buried.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval Change Order No. 5 from ECI Site Construction Management to remove the old water feature that was previously buried, in the amount of \$15,233.50.

Change Order No. 6 from ECI Site Construction Management: The Board Change Order No. 6 from ECI Site Construction Management for the seasonal stabilization requirements.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 6 from ECI Site Construction Management for the seasonal stabilization requirements, in the amount of \$14,350.00.

Change Order No. 7 from ECI Site Construction Management: The Board reviewed Change Order No. 7 from ECI Site Construction Management for the Linx sound system enclosure, in the amount of \$15,373.89.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 7 from ECI Site Construction Management for the Linx sound system enclosure, in the amount of \$15,373.89.

Change Order No. 8 from ECI Site Construction Management: The Board reviewed Change Order No. 8 from ECI Site Construction Management to relocate a light pole.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 8 from ECI Site Construction Management to relocate a light pole, in the amount of \$2,801.55.

Change Order No. 9 from ECI Site Construction Management: The Board reviewed Change Order No. 9 from ECI Site Construction Management for the credit for the light pole replacement.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 9 from ECI Site Construction Management for the credit for the light pole replacement, in the amount of (-\$3,988.66).

Change Order No. 10 from ECI Site Construction Management: The Board reviewed Change Order No.10 from ECI Site Construction Management to furnish and install flat concrete and for the Café planting area.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No.10 from ECI Site Construction Management to furnish and install flat concrete and for the Café planting area. in the amount of \$11,548.56.

Change Order No. 11 from ECI Site Construction Management: The Board reviewed Change Order No.11 from ECI Site Construction Management for the deduction of interim conditions from project scope and restocking fee.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No.11 from ECI Site Construction Management for the deduction of interim conditions from project scope and restocking fee, in the amount of \$12,915.00.

Change Order No. 13 from ECI Site Construction Management: The Board reviewed Change Order No. 13 from ECI Site Construction Management for tree revisions and replacement of a damaged tree.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 13 from ECI Site Construction Management for tree revisions and replacement of a damaged tree, in the amount of \$2,857.55.

Change Order No. 14 from ECI Site Construction Management: The Board reviewed Change Order No. No. 14 from ECI Site Construction Management for tree revisions and replacement of a damaged tree.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. No. 14 from ECI Site Construction Management for tree revisions and replacement of a damaged tree, in the amount of \$6,895.85.

Change Order No. 15 from ECI Site Construction Management: The Board reviewed Change Order No. 15 from ECI Site Construction Management for precast bench reconciliations.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 15 from ECI Site Construction Management for precast bench reconciliations, in the amount of \$7,895.74.

Change Order No. 1 from Terracon Consultants, Inc: The Board reviewed Change Order No. 1 from Terracon Consultants, Inc. for additional scope of work for foundation observation, structural steel observation and future work.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Change Order No. 1 from Terracon Consultants, Inc. for additional scope of work for foundation observation, structural steel observation and future work, in the amount of \$10,450.

**Service Agreement between the District and Wenk Associates, Inc.:** The Board review a Service Agreement between the District and Wenk Associates, Inc for design, value engineering, permitting and construction phase services.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board approved the Service Agreement between the District and Wenk Associates, Inc for design, value engineering, permitting and construction phase services.

**Service Agreement between the District and Apex Sign Co LLC d/b/a Ad Light Group:** The Board reviewed a Service Agreement between the District and Apex Sign Co LLC d/b/a Ad Light Group for the removal and installation of signage.

Following review and discussion, upon motion duly made by Director Foster, seconded by Director Kelley, and upon vote, unanimously carried, the Board ratified approval of Service Agreement between the District and Apex Sign Co LLC d/b/a Ad Light Group for the removal and installation of signage.

**Authorize any Necessary Actions Required in Connection with the Project:** The Board discussed necessary actions required in connection with the project. Ms. Finn noted she is working on proposals for street repair work. No action was taken.

\_\_\_\_\_

**OTHER MATTERS**

There were no other matters.

\_\_\_\_\_

**ADJOURNMENT**

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

**RESOLUTION NO. 2023-11-01**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE NBC METROPOLITAN DISTRICT  
ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, AND  
DESIGNATING LOCATION FOR POSTING OF 24-HOUR NOTICES**

A. Pursuant to Section 32-1-903(1.5), 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 32-1-903(5), C.R.S., “location” means the physical, telephonic, electronic, or virtual place, or a combination of such means where a meeting can be attended. “Meeting” has the same meaning as set forth in Section 24-6-402(1)(b), C.R.S., and means any kind of gathering, convened to discuss public business, in person, by telephone, electronically, or by other means of communication.

C. 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**”). A special district is deemed to have given full and timely notice of a regular or special meeting if it posts its Notice of Meeting at the Designated Public Place at least 24 hours prior to the meeting.

D. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., special districts are relieved of the requirement to 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 on a public website of the special district (“**District Website**”) at least 24 hours prior to each regular and special meeting.

E. 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.

F. Pursuant to Section 32-1-903(1.5), C.R.S., all meetings of the board that are held solely at physical locations must be held at physical locations that are within the boundaries of the district or that 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 physical location does not exceed twenty (20) miles from the district boundaries unless such provision is waived.

G. The provisions of Section 32-1-903(1.5), C.R.S., may be waived if: (1) the proposed change of the physical location of a meeting of the board appears on the agenda of a meeting; and (2) a resolution is adopted by the board stating the reason for which meetings of the board are to be held in a physical location other than under Section 32-1-903(1.5), C.R.S., and further stating the date, time and physical location of such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the NBC Metropolitan District (the “**District**”), Jefferson County, Colorado:

1. That the provisions of Section 32-1-903(1.5), 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 meetings at a physical location pursuant to Section 32-1-903(1.5), 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 2024 shall be held on June 7, 2024 and November 1, 2024 at 2:00 p.m. via Zoom Meeting.

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 physical location and/or method or procedure for attending meetings of the District Board virtually (including the conference number or link) shall appear on the agenda(s) of said meetings.

6. That the residents and taxpaying electors of the District shall be given an opportunity to object to the meeting(s) physical location(s), and any such objections shall be considered by the District Board in setting future meetings.

7. That the District has established the following District Website, [www.nbcmetrodistrict.com](http://www.nbcmetrodistrict.com), and the Notice of Meeting of the District Board shall be posted on the District Website at least 24 hours prior to meetings pursuant to Section 24-6-402(2)(c)(III), C.R.S. and Section 32-1-903(2), C.R.S.

8. 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)(I) and (III), C.R.S., at the following Designated Public Place:

(a) On a streetlight located in the entry median on Circle Point Drive

9. Special District Management Services, Inc., or his/her designee, is hereby appointed to post the above-referenced notices.



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

RESOLUTION APPROVED AND ADOPTED on November 2, 2023.

**NBC METROPOLITAN DISTRICT**

By: \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

**NBC Metropolitan District**  
**June-23**

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount in USD</b>	<b>Expense Account</b>	<b>Account Number</b>
Animal & Pest Control	92684	5/24/2023	5/24/2023	\$ 135.00	Pest Control	7589
City of Westminster	11065 May 2023	5/10/2023	5/20/2023	\$ 26.10	Utilities	7701
City of Westminster	11003 May 2023	5/10/2023	5/20/2023	\$ 669.81	Utilities	7701
CliftonLarsonAllen LLP	3725363	5/16/2023	5/16/2023	\$ 3,148.69	Accounting	7000
Colorado Lighting, Inc	NI119219	5/16/2023	6/15/2023	\$ 20.00	Site Lighting	7582-30548-10000
Diversified Underground, Inc.	27755	5/31/2023	6/30/2023	\$ 30.00	Repairs and maintenance	7582
ECI Site Construction Management, Inc.	Pay 13	6/15/2023	6/15/2023	\$ (168,751.39)	Retainage payable	2501
ECI Site Construction Management, Inc.	Pay 13	6/15/2023	6/15/2023	\$ 247,802.69	Public Improvements	7861-30548-10001
McGeady Becher P.C.	553W 4-2023	4/30/2023	4/30/2023	\$ 759.70	Legal	7460
Par West Turf Services, Inc.	180271	6/2/2023	7/2/2023	\$ 391.05	Public Improvements	7861-30548-10001
SavATree	12680366	5/15/2023	5/16/2023	\$ 9,250.50	Landscaping	7585
Special District Mgmt. Services, Inc	May-23	5/31/2023	5/31/2023	\$ 2,080.60	Capital outlay	7861
Special District Mgmt. Services, Inc	May-23	5/31/2023	5/31/2023	\$ 301.80	Election	7581
Special District Mgmt. Services, Inc	May-23	5/31/2023	5/31/2023	\$ 6,026.80	District management	7440
Terracon Consultants, Inc.	TJ46244	5/30/2023	5/30/2023	\$ 160.00	Public Improvements	7861-30548-10001
The Cable Guy	5951	11/30/2022	11/30/2022	\$ 735.00	Public Improvements	7861-30548-10001
Utility Notification Center of Colorado	223051016	5/31/2023	5/31/2023	\$ 6.45	Miscellaneous	7480
Wenk Associates	501257	5/31/2023	6/1/2023	\$ 750.00	Public Improvements	7861-30548-10001
				\$ 103,542.80		

**NBC Metropolitan District  
June-23**

	<b>General</b>	<b>Debt</b>	<b>Capital</b>	<b>Totals</b>
<b>Disbursements</b>	\$ 23,795.59		\$ 79,051.30	\$ 102,846.89
<b>Xcel -per Xcel</b>		\$ -	\$ -	\$ -
<b>Westminster</b>	\$ 695.91	-	-	\$ 695.91
<b>Total Disbursements</b>	\$ 24,491.50	\$ -	\$ 79,051.30	\$ 103,542.80

**NBC Metropolitan District**  
July-23

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount in USD</b>	<b>Expense Account</b>	<b>Account Number</b>
Animal & Pest Control	93266	6/24/2023	6/24/2023	\$ 120.00	Pest Control	7589
Arrowhead Landscaping	CD50307821	5/31/2023	6/30/2023	\$ 3,100.35	Landscaping	7585
Arrowhead Landscaping	CD50316809	6/29/2023	7/29/2023	\$ 1,669.57	Landscaping	7585
Arrowhead Landscaping	CD50308479	5/31/2023	6/30/2023	\$ 1,529.00	Landscaping	7585
Arrowhead Landscaping	CD50307348	5/30/2023	6/29/2023	\$ 6,859.60	Landscaping maintenance-floral	7585-30548-10000
Arrowhead Landscaping	CD50318443	6/30/2023	7/30/2023	\$ 1,162.50	Landscaping	7585
Arrowhead Landscaping	CD50291757	4/1/2023	5/1/2023	\$ 1,529.00	Landscaping	7585
Arrowhead Landscaping	CD50309691	6/9/2023	7/9/2023	\$ 1,529.00	Landscaping	7585
Arrowhead Landscaping	CD50291756	3/31/2023	4/30/2023	\$ 1,529.00	Landscaping	7585
City of Westminster	11003 June 2023	6/8/2023	6/18/2023	\$ 2,660.57	Utilities	7701
City of Westminster	11065 June 2023	6/8/2023	6/18/2023	\$ 26.10	Utilities	7701
CliftonLarsonAllen LLP	3767030	5/31/2023	5/31/2023	\$ 5,312.74	Accounting	7000
Colorado Lighting, Inc	NI263066	6/21/2023	7/21/2023	\$ 20.00	Site Lighting	7582-30548-10000
Diversified Underground, Inc.	27937	6/30/2023	7/30/2023	\$ 5.00	Repairs and maintenance	7582
McGeady Becher P.C.	553W 05-2023	5/31/2023	5/31/2023	\$ 2,309.81	Legal	7460
SavATree	12680322	6/15/2023	6/15/2023	\$ 2,890.00	Landscaping	7585
SavATree	12680367	6/14/2023	6/14/2023	\$ 525.00	Landscaping	7585
SavATree	12680325	6/15/2023	6/15/2023	\$ 1,970.00	Landscaping	7585
SavATree	11166029	6/15/2023	6/15/2023	\$ 1,016.00	Landscaping	7585
Special District Mgmt. Services, Inc	Jun-23	6/30/2023	6/30/2023	\$ 1,462.60	Capital outlay	7861
Special District Mgmt. Services, Inc	Jun-23	6/30/2023	6/30/2023	\$ 3,730.57	District management	7440
Terracon Consultants, Inc.	TJ60063	6/26/2023	6/26/2023	\$ 200.00	Public Improvements	7861-30548-10001
Utility Notification Center of Colorado	223061014	6/30/2023	6/30/2023	\$ 1.29	Miscellaneous	7480
				\$ 41,157.70		

**NBC Metropolitan District  
July-23**

	<b>General</b>	<b>Debt</b>	<b>Capital</b>	<b>Totals</b>
<b>Disbursements</b>	<b>\$ 38,471.03</b>			<b>\$ 38,471.03</b>
<b>Xcel -per Xcel</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Westminster</b>	<b>\$ 2,686.67</b>	<b>-</b>	<b>-</b>	<b>\$ 2,686.67</b>
<b>Total Disbursements</b>	<b>\$ 41,157.70</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 41,157.70</b>

**NBC Metropolitan District**  
**August-23**

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount in USD</b>	<b>Expense Account</b>	<b>Account Number</b>
Arrowhead Landscaping	CD50319351	7/13/2023	8/12/2023	\$ 1,528.25	Landscaping	7585
Arrowhead Landscaping	CD50327816	8/1/2023	8/31/2023	\$ 1,528.25	Landscaping	7585
Arrowhead Landscaping	CD50319833	7/18/2023	8/17/2023	\$ 932.35	Landscaping	7585
Arrowhead Landscaping	CD50320740	7/25/2023	8/24/2023	\$ 1,871.26	Landscaping	7585
Arrowhead Landscaping	CD50327647	7/31/2023	8/30/2023	\$ 1,970.00	Landscaping	7585
Arrowhead Landscaping	CD50325746	7/27/2023	8/26/2023	\$ 2,059.86	Landscaping	7585
City of Westminster	11065 July 2023	7/10/2023	7/20/2023	\$ -	Utilities	7701
City of Westminster	11003 July 2023	7/10/2023	7/20/2023	\$ 5,218.68	Utilities	7701
CliftonLarsonAllen LLP	3801490	7/17/2023	7/17/2023	\$ 4,141.73	Accounting	7000
Colorado Lighting, Inc	550904	7/20/2023	8/19/2023	\$ 196.88	Site Lighting	7582-30548-10000
Colorado Lighting, Inc	NI265724	7/28/2023	8/27/2023	\$ 20.00	Site Lighting	7582-30548-10000
Colorado. Special Districts P & L	22239	7/19/2023	7/19/2023	\$ 270.00	Prepaid Insurance	1280
ECI Site Construction Management, Inc.	Pay 15	7/25/2023	7/25/2023	\$ (3,605.86)	Retainage Payable	2501
ECI Site Construction Management, Inc.	Pay 15	7/25/2023	7/25/2023	\$ 169,494.02	Public Improvements	7861-30548-10001
ECI Site Construction Management, Inc.	Pay 14	7/31/2023	7/31/2023	\$ (169,494.47)	Retainage Payable	2501
ECI Site Construction Management, Inc.	Pay 14	7/31/2023	7/31/2023	\$ 183,613.02	Public Improvements	7861-30548-10001
McGeady Becher P.C.	553W 6-2023	6/30/2023	6/30/2023	\$ 2,668.31	Legal	7460
Special District Mgmt. Services, Inc	Jul-23	7/31/2023	7/31/2023	\$ 123.60	Capital outlay	7861
Special District Mgmt. Services, Inc	Jul-23	7/31/2023	7/31/2023	\$ 48.00	Election	7581
Special District Mgmt. Services, Inc	Jul-23	7/31/2023	7/31/2023	\$ 3,569.48	District management	7440
Wenk Associates	501317	7/17/2023	6/21/2023	\$ 3,215.50	Public Improvements	7861-30548-10001
				\$ 209,368.86		

**NBC Metropolitan District  
August-23**

	<b>General</b>	<b>Debt</b>	<b>Capital</b>	<b>Totals</b>
<b>Disbursements</b>	\$ 24,143.47		\$ 180,006.71	\$ 204,150.18
<b>Xcel -per Xcel</b>		\$ -	\$ -	\$ -
<b>Westminster</b>	\$ 5,218.68	-	-	\$ 5,218.68
<b>Total Disbursements</b>	\$ 29,362.15	\$ -	\$ 180,006.71	\$ 209,368.86

NBC Metropolitan District  
September-23

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Arrowhead Landscaping	CD50337041	9/11/2023	10/11/2023	\$ 860.00	Landscaping	7585
Arrowhead Landscaping	CD50336623	9/6/2023	10/6/2023	\$ 1,528.25	Landscaping	7585
Arrowhead Landscaping	CD50337042	9/11/2023	10/11/2023	\$ 860.00	Landscaping	7585
Arrowhead Landscaping	CD50330654	8/29/2023	9/28/2023	\$ 636.81	Landscaping	7585
CAM Services	W415418	8/31/2023	9/30/2023	\$ 290.00	Site Lighting	7582-30548-10000
City of Westminster	11003 August 2023	8/9/2023	8/19/2023	\$ 4,952.77	Utilities	7701
City of Westminster	11065 August 2023	8/9/2023	8/19/2023	\$ 26.10	Utilities	7701
CliftonLarsonAllen LLP	3834345	8/14/2023	8/14/2023	\$ 3,219.83	Accounting	7000
CliftonLarsonAllen LLP	3870861	8/31/2023	8/31/2023	\$ 2,796.68	Accounting	7000
Colorado Lighting, Inc	NI268194	9/6/2023	10/6/2023	\$ 20.00	Site Lighting	7582-30548-10000
McGeady Becher P.C.	553W 07-2023	7/31/2023	7/31/2023	\$ 1,423.59	Legal	7460
Pet Scoop	500886	8/31/2023	9/10/2023	\$ 159.00	Pest Control	7589
Special District Association	35531	8/29/2023	8/29/2023	\$ 375.00	Miscellaneous	7480
Special District Mgmt. Services, Inc	Aug-23	8/31/2023	8/31/2023	\$ 565.50	Capital outlay	7861
Special District Mgmt. Services, Inc	Aug-23	8/31/2023	8/31/2023	\$ 4,707.62	District management	7440
T-Mobile for Business	992113727 8.23	9/24/2023	9/24/2023	\$ 44.97	Parks and Red	7600
				\$ 22,466.12		



**NBC Metropolitan District  
September-23**

	<b>General</b>	<b>Debt</b>	<b>Capital</b>	<b>Totals</b>
<b>Disbursements</b>	\$ 17,487.25			\$ 17,487.25
<b>Xcel -per Xcel</b>		\$ -	\$ -	\$ -
<b>Westminster</b>	\$ 4,978.87	-	-	\$ 4,978.87
<b>Total Disbursements</b>	<b>\$ 22,466.12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,466.12</b>

## NBC Metropolitan District

October-23

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Arrowhead Landscaping	CD50329993	8/24/2023	9/23/2023	\$ 679.85	Landscaping	7585
Arrowhead Landscaping	CD50338656	9/22/2023	10/22/2023	\$ 590.32	Landscaping	7585
Arrowhead Landscaping	CD50344153	9/28/2023	10/28/2023	\$ 565.08	Landscaping	7585
Arrowhead Landscaping	CD50344112	9/28/2023	10/28/2023	\$ 1,902.00	Landscaping	7585
Arrowhead Landscaping	CD50329396	8/21/2023	9/20/2023	\$ 1,851.00	Landscaping	7585
Arrowhead Landscaping	CD50345636	9/30/2023	10/30/2023	\$ 554.97	Landscaping	7585
Arrowhead Landscaping	CD50344111	9/28/2023	10/28/2023	\$ 787.71	Landscaping	7585
Charles Foster	SDA 9.2023	9/25/2023	9/25/2023	\$ 580.84	Miscellaneous	7480
City of Westminster	11003 October 2023	10/10/2023	10/20/2023	\$ 11,326.97	Utilities	7701
City of Westminster	11003 September 2023	9/7/2023	9/17/2023	\$ 2,133.05	Utilities	7701
City of Westminster	11065 September 2023	9/7/2023	9/17/2023	\$ 26.10	Utilities	7701
City of Westminster	11065 October 2023	10/10/2023	10/20/2023	\$ 26.10	Utilities	7701
Colorado Community Media	96015	9/22/2023	10/22/2023	\$ 55.28	Miscellaneous	7480
Colorado Lighting, Inc	NI273549	10/10/2023	11/9/2023	\$ 20.00	Site Lighting	7582-30548-10000
Colorado Lighting, Inc	NI270997	9/23/2023	10/23/2023	\$ 20.00	Site Lighting	7582-30548-10000
Colorado. Special Districts P & L	24WC-60093-0178	8/14/2023	8/14/2023	\$ 450.00	Insurance	7360
Diversified Underground, Inc.	28465	9/30/2023	10/30/2023	\$ 10.00	Repairs and maintenance	7582
ECl Site Construction Management, Inc.	16	8/31/2023	9/11/2023	\$ (6,732.75)	Retainage Payable	2501
ECl Site Construction Management, Inc.	16	8/31/2023	9/11/2023	\$ 66,143.58	Public Improvements	7861-30548-10001
McGeady Becher P.C.	553W 08-2023	8/31/2023	8/31/2023	\$ 2,193.40	Legal	7460
McGeady Becher P.C.	553W 09-2023	9/30/2023	9/30/2023	\$ 2,437.48	Legal	7460
Pet Scoop	503794	9/30/2023	10/10/2023	\$ 318.00	Pest Control	7589
Special District Mgmt. Services, Inc	Sep-23	9/30/2023	9/30/2023	\$ 3,030.93	District management	7440
Utility Notification Center of Colorado	223091013	9/30/2023	9/30/2023	\$ 2.58	Miscellaneous	7480
Zanone Project Management	1296	8/28/2023	9/27/2023	\$ 5,000.00	Public Improvements	7861-30548-10001
t-Mobile for Business	992113727 10.2023	10/17/2023	10/17/2023	\$ 154.20	Parks and recreation	7600
				\$ 94,126.69		

**NBC Metropolitan District  
October-23**

	<b>General</b>	<b>Debt</b>	<b>Capital</b>	<b>Totals</b>
<b>Disbursements</b>	<b>\$ 82,614.47</b>			<b>\$ 82,614.47</b>
<b>Xcel -per Xcel</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Westminster</b>	<b>\$ 13,512.22</b>	<b>-</b>	<b>-</b>	<b>\$ 13,512.22</b>
<b>Total Disbursements</b>	<b>\$ 96,126.69</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 96,126.69</b>

RESOLUTION TO AMEND 2023 BUDGET  
NBC METROPOLITAN DISTRICT

WHEREAS, the Board of Directors of the NBC Metropolitan District adopted a budget and appropriated funds for the fiscal year 2023 as follows:

General Fund	\$	270,497
Debt Service Fund	\$	599,993
Capital Projects Fund	\$	2,998,190

WHEREAS, the necessity has arisen for additional expenditures in the General Fund, Debt Service Fund and Capital Projects Fund requiring the unanticipated expenditure of funds in excess of those appropriated for the fiscal year 2023; and

WHEREAS, the expenditure of such funds is a contingency which 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 funds received from taxes, interest income and water service fees; and

WHEREAS, funds are available for such expenditures in the Debt Service Fund from funds transferred from the Capital Projects Fund; and

WHEREAS, funds are available for such expenditures in the Capital Projects Fund from funds received from loan proceeds and interest income; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the NBC Metropolitan District shall and hereby does amend the adopted Budget for the fiscal year 2023 and adopts a supplemental budget and appropriation for the Capital Projects Fund for the fiscal year 2023, as follows:

General Fund	\$	_____
Debt Service Fund	\$	_____
Capital Projects Fund	\$	_____

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 2nd day of November, 2023.

NBC METROPOLITAN DISTRICT

By: \_\_\_\_\_  
Secretary



SCOT KERSGAARD

Assessor

August 25, 2023

**AUG 29 2023**

OFFICE OF THE ASSESSOR  
100 Jefferson County Parkway  
Golden, CO 80419-2500  
Phone: 303-271-8600  
Fax: 303-271-8616  
Website: <http://assessor.jeffco.us>  
E-mail Address: [assessor@jeffco.us](mailto:assessor@jeffco.us)

NBC METROPOLITAN DISTRICT  
ANN FINN  
141 UNION BLVD 150  
LAKEWOOD CO 80228-1898

Code # 4653

#### CERTIFICATION OF VALUATION

The Jefferson County Assessor reports a taxable assessed valuation for your taxing entity for 2023 of:

**\$26,042,551**

**This certification may not reflect all changes from legislation, pending cases, or other known issues.**

The breakdown of the taxable valuation of your property is enclosed.

Pursuant to Senate Bill 22-238 enacted by the Colorado General Assembly and signed by Governor Polis on May 16, 2022, the actual value of certain property types must be reduced for tax year 2023 under C.R.S. § 39-1-104 by varying amounts up to \$30,000 in actual value.

Please be advised that the software system used by Jefferson County is unable to accurately capture and reflect the recent legislative value reductions, and we understand that various other Colorado counties face a similar issue. As a result, the values shown on the August certifications do NOT reflect the value reductions required under SB22-238. That is, the adjustments/reductions have not yet been removed from the values currently certified. Once we successfully update our software systems to accurately capture and reflect the necessary value adjustments, the values that will be reflected in the certifications you will receive in December will likely change somewhat from those reflected in the August certifications. Please keep this information in mind when determining your budget estimates.

As further required by CRS 39-5-128(1), you are hereby notified to officially certify your levy to the Board of County Commissioners no later than December 15.

CRS 39-1-111(5) requires that this office transmit a notification by December 10 of any changes to valuation made after the original certification.

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SCOT KERSGAARD  
Jefferson County Assessor

## CERTIFICATION OF VALUATION BY JEFFERSON COUNTY ASSESSOR

New Tax Entity  YES  NO

Date: August 25, 2023

**NAME OF TAX ENTITY:** NBC METROPOLITAN DISTRICT

**USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY**

IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2023:

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	1.	\$	20,423,031
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: ‡	2.	\$	26,042,551
3. LESS TOTAL TIF AREA INCREMENTS, IF ANY:	3.	\$	0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4.	\$	26,042,551
5. NEW CONSTRUCTION: *	5.	\$	3,326,540
6. INCREASED PRODUCTION OF PRODUCING MINE: ≈	6.	\$	0
7. ANNEXATIONS/INCLUSIONS:	7.	\$	0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: ≈	8.	\$	0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b), C.R.S.): ☐	9.	\$	0
10. TAXES RECEIVED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(A), C.R.S.). Includes all revenue collected on valuation not previously certified:	10.	\$	0
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a), C.R.S.) and (39-10-114(1)(a)(I)(B), C.R.S.):	11.	\$	0

‡ This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec 20(8)(b), Colo. Constitution

\* New construction is defined as: Taxable real property structures and the personal property connected with the structure.

≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.

☐ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

**USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY**

IN ACCORDANCE WITH ART X, SEC.20, COLO. CONSTITUTION AND 39-5-121(2)(b), C.R.S., THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2023:

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: ¶	1.	\$	155,442,172
<b>ADDITIONS TO TAXABLE REAL PROPERTY</b>			
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	2.	\$	49,172,805
3. ANNEXATIONS/INCLUSIONS:	3.	\$	0
4. INCREASED MINING PRODUCTION: §	4.	\$	0
5. PREVIOUSLY EXEMPT PROPERTY:	5.	\$	0
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	6.	\$	0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.):	7.	\$	0

**DELETIONS FROM TAXABLE REAL PROPERTY**

8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	8.	\$	0
9. DISCONNECTIONS/EXCLUSIONS:	9.	\$	0
10. PREVIOUSLY TAXABLE PROPERTY:	10.	\$	0

¶ This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.

\* Construction is defined as newly constructed taxable real property structures.

§ Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS:

1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY	1.	\$	163,883,413
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IN ACCORDANCE WITH 39-5-128(1.5), C.R.S., THE ASSESSOR PROVIDES:

HB21-1312 VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): **		\$	14,843
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\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119.5(3), C.R.S.

NOTE: ALL LEVIES MUST BE CERTIFIED TO THE COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.

**NBC METROPOLITAN DISTRICT**  
**ANNUAL BUDGET**  
**FOR THE YEAR ENDING DECEMBER 31, 2024**

**NBC METROPOLITAN DISTRICT  
SUMMARY  
2024 BUDGET  
WITH 2022 ACTUAL AND 2023 ESTIMATED  
For the Years Ended and Ending December 31,**

10/14/23

	ACTUAL 2022	BUDGET 2023	ACTUAL 6/30/2023	ESTIMATED 2023	BUDGET 2024
BEGINNING FUND BALANCES	\$ 6,550,012	\$ 2,687,407	\$ 3,537,629	\$ 3,537,629	\$ 2,976,098
REVENUES					
Property taxes	972,535	1,042,937	1,042,533	1,042,937	1,330,774
Specific ownership taxes	66,408	73,005	37,436	73,005	66,538
Loan Proceeds	-	1,015,000	-	-	-
Interest income	7,878	23,000	9,229	13,000	15,000
Developer advance	576,531	1,100,000	-	330,000	2,250,000
Water service fees	17,669	20,000	-	-	-
Total revenues	<u>1,641,021</u>	<u>3,273,942</u>	<u>1,089,198</u>	<u>1,458,942</u>	<u>3,662,312</u>
TRANSFERS IN	<u>-</u>	<u>31,010</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds available	<u>8,191,033</u>	<u>5,992,359</u>	<u>4,626,827</u>	<u>4,996,571</u>	<u>6,638,410</u>
EXPENDITURES					
General Fund	206,642	270,497	128,139	235,000	280,000
Debt Service Fund	543,319	599,993	128,533	599,193	655,000
Capital Projects Fund	3,903,443	2,993,190	1,560,979	1,186,280	2,268,000
Total expenditures	<u>4,653,404</u>	<u>3,863,680</u>	<u>1,817,651</u>	<u>2,020,473</u>	<u>3,203,000</u>
TRANSFERS OUT	<u>-</u>	<u>31,010</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures and transfers out requiring appropriation	<u>4,653,404</u>	<u>3,894,690</u>	<u>1,817,651</u>	<u>2,020,473</u>	<u>3,203,000</u>
ENDING FUND BALANCES	<u>\$ 3,537,629</u>	<u>\$ 2,097,669</u>	<u>\$ 2,809,176</u>	<u>\$ 2,976,098</u>	<u>\$ 3,435,410</u>
EMERGENCY RESERVE	\$ 11,800	\$ 12,800	\$ 11,700	\$ 12,200	\$ 15,300
AVAILABLE FOR OPERATIONS	821,668	973,637	1,083,278	992,359	1,216,463
TOTAL RESERVE	<u>\$ 1,168,468</u>	<u>\$ 1,321,437</u>	<u>\$ 1,429,978</u>	<u>\$ 1,339,559</u>	<u>\$ 1,566,763</u>

No assurance provided. See summary of significant assumptions.



**NBC METROPOLITAN DISTRICT  
PROPERTY TAX SUMMARY INFORMATION  
2024 BUDGET  
WITH 2022 ACTUAL AND 2023 ESTIMATED  
For the Years Ended and Ending December 31,**

10/14/23

	ACTUAL 2022	BUDGET 2023	ACTUAL 6/30/2023	ESTIMATED 2023	BUDGET 2024
<b>ASSESSED VALUATION</b>					
Residential - multi family	\$ 510,070	\$ 2,635,578	\$ 2,635,578	\$ 2,635,578	\$ 6,292,830
Commercial	16,499,417	16,499,405	16,499,405	16,499,405	17,007,393
State assessed	-	850	850	850	1,087
Vacant land	431,595	431,595	431,595	431,595	407,194
Personal property	1,490,248	842,292	842,292	842,292	2,334,047
Certified Assessed Value	<u>\$ 18,931,330</u>	<u>\$ 20,409,720</u>	<u>\$ 20,409,720</u>	<u>\$ 20,409,720</u>	<u>\$ 26,042,551</u>
<b>MILL LEVY</b>					
General	18.000	18.000	18.000	18.000	18.000
Debt Service	33.100	33.100	33.100	33.100	33.100
Total mill levy	<u>51.100</u>	<u>51.100</u>	<u>51.100</u>	<u>51.100</u>	<u>51.100</u>
<b>PROPERTY TAXES</b>					
General	\$ 340,764	\$ 367,375	\$ 367,375	\$ 367,375	\$ 468,766
Debt Service	626,627	675,562	675,562	675,562	862,008
Levied property taxes	967,391	1,042,937	1,042,937	1,042,937	1,330,774
Adjustments to actual/rounding	5,144	-	-	-	-
Budgeted property taxes	<u>\$ 972,535</u>	<u>\$ 1,042,937</u>	<u>\$ 1,042,937</u>	<u>\$ 1,042,937</u>	<u>\$ 1,330,774</u>
<b>BUDGETED PROPERTY TAXES</b>					
General	\$ 342,576	\$ 367,375	\$ 367,375	\$ 367,375	\$ 468,766
Debt Service	629,959	675,562	675,562	675,562	862,008
	<u>\$ 972,535</u>	<u>\$ 1,042,937</u>	<u>\$ 1,042,937</u>	<u>\$ 1,042,937</u>	<u>\$ 1,330,774</u>

No assurance provided. See summary of significant assumptions.

**NBC METROPOLITAN DISTRICT  
GENERAL FUND  
2024 BUDGET  
WITH 2022 ACTUAL AND 2023 ESTIMATED  
For the Years Ended and Ending December 31,**

10/14/23

	ACTUAL 2022	BUDGET 2023	ACTUAL 6/30/2023	ESTIMATED 2023	BUDGET 2024
BEGINNING FUND BALANCES	\$ 649,538	\$ 830,843	\$ 833,468	\$ 833,468	\$ 1,004,559
REVENUES					
Property taxes	342,576	367,375	367,233	367,375	468,766
Specific ownership taxes	23,392	25,716	13,187	25,716	23,438
Interest income	6,935	13,000	9,229	13,000	15,000
Water service fees	17,669	20,000	-	-	-
Total revenues	<u>390,572</u>	<u>426,091</u>	<u>389,649</u>	<u>406,091</u>	<u>507,204</u>
Total funds available	<u>1,040,110</u>	<u>1,256,934</u>	<u>1,223,117</u>	<u>1,239,559</u>	<u>1,511,763</u>
EXPENDITURES					
General and administrative					
Accounting	26,526	29,000	20,690	35,000	36,000
Auditing	4,200	5,000	-	5,000	5,500
County Treasurer's fee	5,146	5,511	5,508	5,511	7,031
Dues and membership	-	-	500	500	550
Insurance	8,279	10,000	13,650	13,650	15,000
District management	29,459	33,000	24,136	33,000	36,000
Legal	11,132	15,000	8,320	18,000	19,500
Miscellaneous	1,509	3,000	839	1,200	3,000
Election	847	2,000	1,153	1,153	-
Contingency	-	6,986	-	3,154	4,619
Website	-	-	832	832	1,000
Operations and maintenance					
Repairs and maintenance	20,868	20,000	6,860	12,000	15,000
Landscaping	36,855	47,000	29,327	47,000	52,000
Landscaping maintenance-floral	6,225	12,000	6,860	12,000	-
Site Lighting	1,436	4,000	120	4,000	4,000
Pest Control	1,500	3,000	535	3,000	3,300
Snow removal	16,871	25,000	3,948	25,000	27,500
Utilities	35,789	50,000	4,861	15,000	50,000
Total expenditures	<u>206,642</u>	<u>270,497</u>	<u>128,139</u>	<u>235,000</u>	<u>280,000</u>
Total expenditures and transfers out requiring appropriation	<u>206,642</u>	<u>270,497</u>	<u>128,139</u>	<u>235,000</u>	<u>280,000</u>
ENDING FUND BALANCES	<u>\$ 833,468</u>	<u>\$ 986,437</u>	<u>\$ 1,094,978</u>	<u>\$ 1,004,559</u>	<u>\$ 1,231,763</u>
EMERGENCY RESERVE	\$ 11,800	\$ 12,800	\$ 11,700	\$ 12,200	\$ 15,300
AVAILABLE FOR OPERATIONS	821,668	973,637	1,083,278	992,359	1,216,463
TOTAL RESERVE	<u>\$ 833,468</u>	<u>\$ 986,437</u>	<u>\$ 1,094,978</u>	<u>\$ 1,004,559</u>	<u>\$ 1,231,763</u>

No assurance provided. See summary of significant assumptions.

**NBC METROPOLITAN DISTRICT  
DEBT SERVICE FUND  
2024 BUDGET  
WITH 2022 ACTUAL AND 2023 ESTIMATED  
For the Years Ended and Ending December 31,**

10/14/23

	ACTUAL 2022	BUDGET 2023	ACTUAL 6/30/2023	ESTIMATED 2023	BUDGET 2024
BEGINNING FUND BALANCES	\$ 816,370	\$ 942,364	\$ 946,969	\$ 946,969	\$ 1,070,627
REVENUES					
Property taxes	629,959	675,562	675,300	675,562	862,008
Specific ownership taxes	43,016	47,289	24,249	47,289	43,100
Interest income	943	10,000	-	-	-
Total revenues	<u>673,918</u>	<u>732,851</u>	<u>699,549</u>	<u>722,851</u>	<u>905,108</u>
TRANSFERS IN					
Transfers from other funds	-	31,010	-	-	-
Total funds available	<u>1,490,288</u>	<u>1,706,225</u>	<u>1,646,518</u>	<u>1,669,820</u>	<u>1,975,735</u>
EXPENDITURES					
General and administrative					
County Treasurer's fee	9,464	10,133	10,130	10,133	12,930
Paying agent fees	2,000	2,500	-	2,500	2,500
Contingency	-	9,947	-	9,947	6,285
Debt Service					
Bond interest	236,743	229,392	114,382	228,592	220,220
Non-use fee	5,112	8,021	4,021	8,021	8,065
Loan principal	290,000	340,000	-	340,000	405,000
Total expenditures	<u>543,319</u>	<u>599,993</u>	<u>128,533</u>	<u>599,193</u>	<u>655,000</u>
Total expenditures and transfers out requiring appropriation	<u>543,319</u>	<u>599,993</u>	<u>128,533</u>	<u>599,193</u>	<u>655,000</u>
ENDING FUND BALANCES	<u>\$ 946,969</u>	<u>\$ 1,106,232</u>	<u>\$ 1,517,985</u>	<u>\$ 1,070,627</u>	<u>\$ 1,320,735</u>
DEBT SERVICE RESERVE	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>
TOTAL RESERVE	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>	<u>\$ 335,000</u>

No assurance provided. See summary of significant assumptions.

**NBC METROPOLITAN DISTRICT  
CAPITAL PROJECTS FUND  
2024 BUDGET  
WITH 2022 ACTUAL AND 2023 ESTIMATED  
For the Years Ended and Ending December 31,**

10/14/23

	ACTUAL 2022	BUDGET 2023	ACTUAL 6/30/2023	ESTIMATED 2023	BUDGET 2024
BEGINNING FUND BALANCES	\$ 5,084,104	\$ 914,200	\$ 1,757,192	\$ 1,757,192	\$ 900,912
REVENUES					
Developer advance	576,531	1,100,000	-	330,000	2,250,000
Loan Proceeds	-	1,015,000	-	-	-
Total revenues	<u>576,531</u>	<u>2,115,000</u>	<u>-</u>	<u>330,000</u>	<u>2,250,000</u>
Total funds available	<u>5,660,635</u>	<u>3,029,200</u>	<u>1,757,192</u>	<u>2,087,192</u>	<u>3,150,912</u>
EXPENDITURES					
General and Administrative					
District management	-	-	1,463	1,463	1,650
Loan Interest	-	100,000	-	-	-
Contingency	990	2,190	-	-	2,350
Capital Projects					
Repay developer advance	576,531	1,100,000	363,769	-	-
Repay Developer Advance Interest	50,435	-	10,930	-	-
Campus Wayfinding/Signage	10,685	110,000	-	-	-
Public Improvements	3,263,729	1,681,000	816,764	816,764	1,849,100
Engineering	1,073	-	2,203	2,203	2,400
Capital outlay	-	-	365,850	365,850	412,500
Total expenditures	<u>3,903,443</u>	<u>2,993,190</u>	<u>1,560,979</u>	<u>1,186,280</u>	<u>2,268,000</u>
TRANSFERS OUT					
Transfers to other fund	<u>-</u>	<u>31,010</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures and transfers out requiring appropriation	<u>3,903,443</u>	<u>3,024,200</u>	<u>1,560,979</u>	<u>1,186,280</u>	<u>2,268,000</u>
ENDING FUND BALANCES	<u>\$ 1,757,192</u>	<u>\$ 5,000</u>	<u>\$ 196,213</u>	<u>\$ 900,912</u>	<u>\$ 882,912</u>

No assurance provided. See summary of significant assumptions.

**NBC METROPOLITAN DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Services Provided**

NBC Metropolitan District (District), a quasi-municipal corporation, was organized by court order on May 18, 2000, recorded on June 8, 2000, and is governed pursuant to provisions of the Colorado Special District Act. In accordance with its Service Plan, the District was formed to provide for the design, construction, installation, financing and acquisition of certain water, sanitation, street, safety protection, park and recreation, transportation, and television relay and translation improvements in its service area located entirely within the City of Westminster in Jefferson County.

The District was formed in May 2000 by election. The election approved an increase in taxes of \$1,000,000 annually for general operations and maintenance; general obligation indebtedness of \$15,900,000 for streets, \$1,500,000 for safety controls, \$1,900,000 for water facilities, \$5,400,000 for sewer and storm drainage facilities, \$4,000,000 for parks, \$1,300,000 for television relay and translation (for a total debt authorization of \$30,000,000), and \$30,000,000 for refunding debt at higher interest rates. The voters also approved the District's ability to annually collect and retain all revenue, other than property taxes, without regard to TABOR limitations. In addition, on November 6, 2012, a majority of the qualified electors of the District approved an increase in taxes of \$1,000,000 annually for general operations and maintenance and of \$30,000,000 annually for intergovernmental agreements. Also, the electors authorized the issuance of indebtedness in an amount not to exceed \$211,000,000. This includes an additional \$30,000,000 each for water facilities, sewer and storm drainage facilities, streets, safety controls, parks, television relay and translation, and public transportation. Also, the electors authorized the refunding of up to \$30,000,000 in general obligation bonds at a higher interest rate.

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 maximum Required Mill Levy is 50.000 mills for debt service, adjusted for changes in the ratio of actual value to assessed value of property within the District. Required Mill Levy means an ad valorem mill levy imposed upon all taxable property of the District each year in an amount sufficient to pay the principal, premium if any, and interest on the Series 2021 Loan (defined below) as the same become due and payable and to make up any deficiencies in the Reserve Fund capped at the 50.000 mills for debt service.

**NBC METROPOLITAN DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Revenues - (continued)**

**Property Taxes – (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 2024, the assessment rate for single family residential property decreases to 6.765% from 6.95%. The rate for multifamily residential property, the newly created subclass, decreases to 6.765% from 6.80%. Agricultural and renewable energy production property remains at 26.4%. Producing oil and gas remains at 87.5%. All other nonresidential property decreases to 27.90% from 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 forecast assumes that the District's share will be equal to approximately 7% of the property taxes collected by both the General Fund and the Debt Service Fund.

**Developer Advance**

A significant portion of public improvement costs of the District are expected to be funded by the Developer.

**Investment Income**

Interest earned on the District's available funds has been estimated based on an average interest rate of approximately 1.5%.

**Expenditures**

**Administrative and Operating Expenditures**

Administrative expenditures include the services necessary to maintain the District's administrative viability such as accounting, insurance, legal and management expenses. Operating expenditures include the street and sidewalk maintenance and landscape maintenance and water. These expenditures are based on estimates of the District's Board of Directors and consultants.

**Capital Outlay**

The District anticipates infrastructure improvements as noted in the Capital Projects fund.

**NBC METROPOLITAN DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Expenditures – (continued)**

**Debt Service**

Principal and interest payments are provided based on the debt amortization schedule from the Series 2021 Loan. The District's current debt service schedule is attached.

**Debt and Leases**

On April 13, 2021 the District entered into the Limited Tax General Obligation Refunding and Improvement Loan, Series 2021 (Series 2021 Loan) with U.S. Bank National Association in the principal amount of \$12,868,000, with an Initial Advance Amount of \$9,695,000. The loan bears an interest rate of 2.50%, with interest payments calculated based on a 360-day year and the actual days elapsed in each period made on June 1 and December 1 of each year, and principal payments on December 1 of each year. Proceeds were used and will be used for the purposes of paying and cancelling the Series 2015 Loan, acquiring and constructing certain public improvements, providing an initial deposit to the Reserve Fund, and paying the costs of issuing the Series 2021 Loan.

The pledged revenue includes: a) all moneys derived from the Required Mill Levy; b) the portion of the Specific Ownership Taxes allocable to the amount of the Required Mill Levy; and c) any other legally available moneys which the Board determines in its sole discretion to apply as Pledged Revenue. The Required Mill Levy is defined as the amount sufficient in each year to pay the Annual Debt Requirements and to replenish the Reserve Fund to the Required Reserve but not in excess of 50 mills, as may be adjusted so that to the extent possible, actual tax revenues generated by the District's mill levies are neither diminished nor enhanced as a result of changes to the method of calculating assessed valuation.

The District will pay the Lender the Non-Use Fee in an amount equal to 0.25% per annum of the Unfunded Maximum Advancing Amount in effect from time to time in accordance with the terms of the Loan Agreement.

The District has no operating or capital leases.

**Reserve Funds**

**Emergency Reserve**

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

**Debt Service Reserve**

The Series 2021 Loan has a debt service Initial Reserve Requirement of \$335,000.

**This information is an integral part of the accompanying forecasted budget.**

\$12,868,000  
 Limited Tax General Obligation Refunding and Improvement Loan  
 Series 2021 - Initial Draw \$9,695,000  
 Dated April 13, 2021  
 Principal Due December 1  
 Interest Due June 1 and December 1  
 Interest at 2.50%

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 340,000	\$ 228,592	\$ 568,592
2024	405,000	220,220	625,220
2025	420,000	210,028	630,028
2026	435,000	199,472	634,472
2027	440,000	188,188	628,188
2028	465,000	177,268	642,268
2029	475,000	165,620	640,620
2030	490,000	153,608	643,608
2031	463,000	141,232	604,232
2032	443,000	129,220	572,220
2033	463,000	118,300	581,300
2034	483,000	106,288	589,288
2035	505,000	94,276	599,276
2036	528,000	81,536	609,536
2037	552,000	68,068	620,068
2038	576,000	54,236	630,236
2039	602,000	39,676	641,676
2040	965,000	24,388	989,388
Total	<u>\$ 9,050,000</u>	<u>\$ 2,400,216</u>	<u>\$ 11,450,216</u>

No assurance provided. See summary of significant assumptions.



**RESOLUTION NO. 2023-11-\_\_**  
**A RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF THE NBC METROPOLITAN DISTRICT**  
**TO ADOPT THE 2024 BUDGET AND APPROPRIATE SUMS OF MONEY**

WHEREAS, the Board of Directors of the NBC Metropolitan District (“District”) has appointed the District Accountant to prepare and submit a proposed 2024 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, 2023, 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 November 2, 2023, 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 NBC Metropolitan District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the NBC Metropolitan District for the 2024 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 2nd day of November, 2023.

---

Secretary

EXHIBIT A  
(Budget)

I, Peggy Ripko, hereby certify that I am the duly appointed Secretary of the NBC Metropolitan District, and that the foregoing is a true and correct copy of the budget for the budget year 2024, duly adopted at a meeting of the Board of Directors of the NBC Metropolitan District held on November 2, 2023.

By: \_\_\_\_\_  
Secretary

**RESOLUTION NO. 2023-11-\_\_\_**  
**A RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF THE NBC METROPOLITAN DISTRICT**  
**TO SET MILL LEVIES**

WHEREAS, the Board of Directors of the NBC Metropolitan District (“District”) has adopted the 2024 annual budget in accordance with the Local Government Budget Law on November 2, 2023; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2024 Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference; and

WHEREAS, the amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of NBC Metropolitan District:

1. That for the purposes of meeting all general fund expenses of the District during the 2024 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purposes of meeting all debt service fund expenses of the District during the 2024 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

3. That the District Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of Jefferson County, Colorado, the mill levies for the District as set forth in the District’s Certification of Tax Levies (attached hereto as **EXHIBIT A** and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 2nd day of November, 2023.

---

Secretary

**EXHIBIT A**  
(Certification of Tax Levies)

I, Peggy Ripko, hereby certify that I am the duly appointed Secretary of the NBC Metropolitan District, and that the foregoing is a true and correct copy of the Certification of Mill Levies for the budget year 2024, duly adopted at a meeting of the Board of Directors of the NBC Metropolitan District held on November 2, 2023.

---

Secretary



**ENGINEER'S REPORT and CERTIFICATION #06**

**NBC METROPOLITAN DISTRICT**

**PREPARED FOR:**

NBC Metropolitan District  
c/o Special District Management Services Inc.  
141 Union Blvd. #150  
Lakewood, CO 80228

**PREPARED BY:**

Ranger Engineering, LLC  
2590 Cody Ct.  
Lakewood, CO 80215

**DATE PREPARED:**

October 24, 2023





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## ENGINEER’S REPORT

### Introduction

Ranger Engineering, LLC (“Ranger”), was retained by NBC Metropolitan District (“District”) as an Independent Consulting Engineer to certify costs associated with constructed Public Improvements for the District.

The District is located within the City of Westminster, Colorado (“City”). The service area of the District boundaries includes approximately 69.9 acres. This certification considers soft & indirect costs associated with Public Improvements within and without the District boundaries.

The attached Engineer’s Certification states that the Independent Consulting Engineer finds and determines that the value of the Public Improvements considered in this Engineer's Report, from approximately March 2023 to September 2023, are valued at **\$523,925.62**.

Table I – Cost Certified to Date					
Cert No.	Date	Costs Paid This Period	Eligible Construction Costs this Period	Eligible Soft Costs this Period	Total Eligible Costs to Date
01	2/10/2021	\$200,434.80	\$0.00	\$143,652.50	\$143,652.50
02	5/11/2022	\$366,096.46	\$12,350.66	\$306,559.74	\$318,910.39
03	6/30/2022	\$204,100.00	\$204,100.00	\$0.00	\$204,100.00
04	10/13/2022	\$53,520.85	\$25,192.89	\$28,327.96	\$53,520.85
05	4/19/2023	\$363,769.32	\$351,242.66	\$12,526.66	\$363,769.32
06	10/24/2023	\$523,925.62	\$499,357.47	\$24,568.15	\$523,925.62
Totals		\$1,711,847.04	\$1,092,243.67	\$515,635.01	\$1,607,878.68

Table II summarizes the cost breakdown of the construction and soft & indirect costs. Tables III and IV provide category breakdowns of construction and soft & indirect costs reviewed for this certification. Table V provides a detailed breakdown of the eligible hard costs per the Service Plan categories. Table VI provides a detailed breakdown of the eligible soft & indirect costs per the Service Plan categories.

Soft & indirect costs were not received as part of Cost Certification #03 so corresponding tables were omitted.

### Public Improvements as Authorized by the Service Plan

Ranger reviewed the Service Plan for NBC Metropolitan District (“Service Plan”) submitted March 20, 2000, prepared by McGeady Sisneros, P.C. (now McGeady Becher P.C.).

The Purpose of the District in the Service Plan states:

*It is intended that the District will provide certain essential public purpose facilities for the use and benefit of its taxpayers and service users as well as the general public. The District is expected to finance the construction of improvements and provide such other services as are described in the Service Plan.*

*The major purpose of the District is to finance and construct public improvements and to dedicate, when appropriate, such public improvements to the City of Westminster, Colorado (the*

*“City”) or to such other entity as appropriate for the use and benefit of the District taxpayers and service users.*

*Adequate service is not, and will not be, available to the Property through existing county, municipal or other special districts capable of providing the essential public purpose facilities required for development of the Property. See Exhibit C attached hereto and incorporated herein, which lists other special districts and interested parties as defined by Section 32-1-204(1), C.R.S.*

The Financial Plan/Proposed Indebtedness Section B in the Service Plan states:

*The total outstanding amount of Bonds for the payment of which the District promises to impose an ad valorem property tax (“General Obligation Bonds”) shall not exceed Thirty Million Dollars (\$30,000,000).*

The District boundary is described in the Proposed District Boundaries/Maps section of the Service Plan as well as in Exhibits A and B. Ranger has determined that the constructed improvements and associated soft and indirect construction costs (“Public Improvements”) under consideration in this report and certification for reimbursement by the District are indeed authorized by the Service Plan.

### **Scope of Certification**

Based on Ranger’s experience with metropolitan districts and review of the Service Plan, the Public Improvements were broken into the cost categories of Water, Sanitation, Storm Water, Streets and Parks and Recreation improvements. Only costs related to Streets improvements have been considered for reimbursement in this report.

### **General Methodology**

Ranger employed a phased approach toward the preparation of this Engineer’s Report and Certification of Public Costs (“Engineer’s Certification”).

#### **Phase I – Authorization to Proceed and Document Gathering**

Ranger engaged with the District in December 2020 to proceed with the Engineer’s Certification. Ranger received initial documentation in December 2020 and coordinated with TDC Development Inc. (“Developer”) to verify supporting documentation to certify the costs related to construction improvements.

#### **Phase II – Site Visit**

A site visit was not performed as deposits for monumentation were reviewed for this report. If a site visit is warranted, it will be to verify general completion of pay application quantities in accordance with the approved construction drawings and will not guarantee quality or acceptance of Public Improvements. It is assumed that the City or another third party will provide QA/QC and acceptance of the improvements.

### **Phase III – Review of Documentation**

Documentation was requested at the beginning of work. Requested documentation include the following:

- Executed Contracts and Bid Tabs
- Approved Construction Drawings
- Acceptable Proof of Payment (Cancelled checks and bank statements or lien waivers)
- Invoices and/or Pay Applications
- Approved changes or amendments to contract documents
- Copies of any agreements that will impact District funding

See Appendix A for a complete listing of documents reviewed, as deemed necessary, by Ranger.

### **Phase IV – Verification of Construction Quantities**

Construction quantity take-offs were not performed as construction drawings and site plans were not reviewed.

Per the Preliminary Development Plan, the Developer is responsible to pay \$70,000 in recovery costs to the City of Westminster for the traffic signal at 112<sup>th</sup> and Circle Point Road.

### **Phase V – Verification of Construction Unit Costs and Indirect Costs**

Soft & indirect Costs were reviewed for market reasonableness. Ranger took into consideration the type of costs and the timeframe during which the costs occurred. Ranger reviewed vendor agreements and scope of work. Ranger reviewed the schedule of values against current industry costs to verify reasonableness of costs.

### **Phase VI – Verification of Payment for Public Costs**

CIO Circle Point Land, LP (“Developer”) provided payments for costs related to Public Improvements. Copies of cleared checks or lien waivers were provided as proof of payment. Only costs with an approved form of proof of payment have been certified in this report.

Other parties included in transactions include City Office REIT who is the master developer of Circle Point. City Office owns property at the development through two entities – CIO Circle Point, Limited Partnership (the office buildings) and CIO Circle Point Land, Limited Partnership (the currently vacant land in the NW corner of the development). In 2020 City Office sold a parcel of land (zoned for multifamily) to The Dinnerstein Companies for development. The Dinnerstein Companies has assigned its right to any District reimbursements to City Office REIT. The Dinnerstein Companies has utilized TDC Development, Inc and Millennium Circle Point, LLC as part of its corporate structure. Millennium Circle Point, LLC has assigned its rights of reimbursement by NBC Metropolitan District to CIO Circle Point Land, LP.

### **Phase VII – Determination of Costs Eligible for Reimbursement**

Ranger concluded the Engineer’s Certification by determining which improvements were eligible for District reimbursement and what percent of the costs for those improvements were reimbursable.

Public Improvements for this certification include Street improvements. The tables in this report identify eligible Capital costs directly paid by the Developer.

## ENGINEER'S CERTIFICATION

Collin D. Koranda, P.E. / Ranger Engineering, LLC (the "Independent Consulting Engineer"), states as follows:

1. The Independent Consulting Engineer is an engineer duly qualified and licensed in the State of Colorado with experience in the design, construction and certification of Public Improvements of similar type and function as those described in the above Engineer's Report.

2. The Independent Consulting Engineer has performed a site visit and reviewed applicable construction and legal documents related to the Public Improvements under consideration to state the conclusions set forth in this Engineer's Certification.

3. The Independent Consulting Engineer finds and determines that the constructed value of Capital costs related to the Public Improvements considered in the attached Engineer's Report dated October 24, 2023 including soft & indirect, District funded, and hard costs, are valued at **\$523,925.62**. In the opinion of the Independent Consulting Engineer, the above stated estimated value for the Public Improvements is reasonable and consistent with costs of similar improvements constructed for similar purposes during the same timeframe in similar locales.

Sincerely,

**Ranger Engineering, LLC**

A handwritten signature in blue ink, appearing to read "Collin D. Koranda".

Collin D. Koranda, P. E.

## APPENDIX A

### Documents Reviewed

#### Construction Documents

- Sixth Replat Northwest Business Park Subdivision Filing No. 1. Prepared by Flatirons, Inc. Dated 7/21/2020.
- Seventh Amended Preliminary Development Plan Northwest Business Park. Prepared by EMK Consultants, Inc.
- Construction Drawings – Northwest Business Park 112<sup>th</sup> Avenue and Quay Street Improvements. Prepared by Kimley Horn and Associates, Inc. Approved 7/13/21.

#### Contractor Pay Applications

- RME/Elite Surface Infrastructure NW Business Park – Pay Applications #04-08 – Dated 4/30/23 – 8/31/23.

#### District Documents

- Service Plan for NBC Metropolitan District. Submitted March 20, 2000. Prepared by McGeady Sisneros, P.C. (now McGeady Becher P.C.).



**NBC Metropolitan District**  
**Summary of Costs**  
**Table II**

Type of Costs	Total Costs Paid	Costs This Period	Total District Eligible Costs	Eligible Costs This Period	Percent District This
Direct Construction Costs	\$ 1,111,856.65	\$ 499,357.47	\$ 1,092,243.67	\$ 499,357.47	100.0%
Soft & Indirect Costs	\$ 599,990.39	\$ 24,568.15	\$ 515,635.01	\$ 24,568.15	100.0%
<b>Totals</b>	<b>\$ 1,711,847.04</b>	<b>\$ 523,925.62</b>	<b>\$ 1,607,878.68</b>	<b>\$ 523,925.62</b>	<b>100.0%</b>



**NBC Metropolitan District  
Construction Costs Summary By Category  
Table III**

<b>Category</b>	<b>Total Eligible Cost by Category</b>		<b>Category Percentage</b>
Water	\$	69,507.42	6.4%
Sanitation	\$	209,407.42	19.2%
Storm Water	\$	132,880.88	12.2%
Streets	\$	598,589.87	54.8%
Parks and Recreation	\$	81,858.08	7.5%
	<b>\$</b>	<b>1,092,243.67</b>	<b>100.0%</b>

<b>Category</b>	<b>Eligible Cost by Category This Period</b>		<b>Category Percentage</b>
Water	\$	21,285.33	4.3%
Sanitation	\$	21,285.33	4.3%
Storm Water	\$	25,344.78	5.1%
Streets	\$	410,156.71	82.1%
Parks and Recreation	\$	21,285.33	4.3%
	<b>\$</b>	<b>499,357.47</b>	<b>100.0%</b>





**NBC Metropolitan District  
Soft & Indirect Costs Summary By Category  
Table IV**

Category	Total Eligible Soft Costs	Category Percentage
Water	\$ -	0.0%
Sanitation	\$ 15,183.31	2.9%
Storm Water	\$ -	0.0%
Streets	\$ 280,282.71	54.4%
Safety Protection	\$ -	0.0%
Parks and Recreation	\$ 220,168.99	42.7%
	<b>\$ 515,635.01</b>	<b>100.0%</b>

Category	Eligible Soft Costs This Period	Category Percentage
Water	\$ -	0.0%
Sanitation	\$ 425.38	1.7%
Storm Water	\$ -	0.0%
Streets	\$ 17,974.47	73.2%
Safety Protection	\$ -	0.0%
Parks and Recreation	\$ 6,168.30	25.1%
	<b>\$ 24,568.15</b>	<b>100.0%</b>



**NBC Metropolitan District  
Construction Costs Detail  
Table V**

Contract Values					Payments Made				Eligibility				Submitted Invoices						
Work Description	Quantity	Unit	Cost	Value	Amount Invoiced	Percent Invoiced	Retainage	Amount Less Retainage	District Type	Percent Eligible	Total Eligible	Eligible This Period	Costs This Period	Cert 06					
RME Ltd (Elite Surface Infr.) NW Business Park	Quantity	Unit	Cost	Value	Amount Invoiced	Percent Invoiced	Retainage	Amount Less Retainage	District Type	Percent Eligible	Total Eligible	Eligible This Period	Costs This Period	Pay App Date	4 4/30/2023	5 5/31/2023	6 6/30/2023	7 7/31/2023	8 8/31/2023
Erosion Control Per Plan Sheets	1	LS	\$ 33,770.00	\$ 33,770.00	\$ 33,770.00	100%	\$ 3,377.00	\$ 30,393.00	Multiple	100%	\$ 30,393.00	\$ 7,598.25	\$ 7,598.25	\$ -	\$ -	\$ 5,065.50	\$ -	\$ 3,377.00	\$ -
Strip Top Soil & Replace	431	CY	\$ 10.35	\$ 4,460.85	\$ 4,460.85	100%	\$ 446.09	\$ 4,014.77	Multiple	100%	\$ 4,014.77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mobilization Subgrade (EACH OCCUR	1	EA	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	100%	\$ 390.00	\$ 3,510.00	Multiple	100%	\$ 3,510.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Remove & Dispose Fence	171	LF	\$ 15.40	\$ 2,633.40	\$ 2,633.40	100%	\$ 263.34	\$ 2,370.06	Multiple	100%	\$ 2,370.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Removal Of Asphalt Mat (Including Sa	771	SY	\$ 24.35	\$ 18,773.85	\$ 18,773.85	100%	\$ 1,877.39	\$ 16,896.47	Streets	100%	\$ 16,896.47	\$ 8,130.47	\$ 8,130.47	\$ -	\$ -	\$ -	\$ 9,033.85	\$ -	\$ -
Demo Concrete Flatwork	53	SY	\$ 27.50	\$ 1,457.50	\$ 1,457.50	100%	\$ 145.75	\$ 1,311.75	Streets	100%	\$ 1,311.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Demo Curb And Gutter	164	LF	\$ 16.85	\$ 2,763.40	\$ 2,763.40	100%	\$ 276.34	\$ 2,487.06	Streets	100%	\$ 2,487.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unclassified Excavation	1563	CY	\$ 21.50	\$ 33,604.50	\$ 33,604.50	100%	\$ 3,360.45	\$ 30,244.05	Multiple	100%	\$ 30,244.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mobilization Utilities	1	EA	\$ 21,150.00	\$ 21,150.00	\$ 21,150.00	100%	\$ 2,115.00	\$ 19,035.00	Multiple	100%	\$ 19,035.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18" RCP	1127	LF	\$ 92.25	\$ 103,965.75	\$ 103,965.75	100%	\$ 10,396.58	\$ 93,569.18	Storm Water	100%	\$ 93,569.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5' Type R Inlets	7	EA	\$ 7,200.00	\$ 50,400.00	\$ 50,400.00	100%	\$ 5,040.00	\$ 45,360.00	Storm Water	100%	\$ 45,360.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4' Manhole	1	EA	\$ 5,275.00	\$ 5,275.00	\$ 5,275.00	100%	\$ 527.50	\$ 4,747.50	Storm Water	100%	\$ 4,747.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tie To Existing Manhole	1	EA	\$ 3,125.00	\$ 3,125.00	\$ 3,125.00	100%	\$ 312.50	\$ 2,812.50	Storm Water	100%	\$ 2,812.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Edge Drain	97	LF	\$ 46.50	\$ 4,510.50	\$ 4,510.50	100%	\$ 451.05	\$ 4,059.45	Storm Water	100%	\$ 4,059.45	\$ 4,059.45	\$ 4,059.45	\$ -	\$ -	\$ -	\$ 4,510.50	\$ -	\$ -
Potholing	20	HRS	\$ 363.00	\$ 7,260.00	\$ 7,260.00	100%	\$ 726.00	\$ 6,534.00	Streets	100%	\$ 6,534.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8" Scarify, Recompact And Fine Grade	2744	SY	\$ 6.90	\$ 18,933.60	\$ 18,933.60	100%	\$ 1,893.36	\$ 17,040.24	Streets	100%	\$ 17,040.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6" Aggregate Base Course (Class 6)	2744	SY	\$ 12.05	\$ 33,065.20	\$ 33,065.20	100%	\$ 3,306.52	\$ 29,758.68	Streets	100%	\$ 29,758.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mobilization Concrete (EACH OCCUR	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	100%	\$ 300.00	\$ 2,700.00	Streets	100%	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vert Curb And Gutter 2' Pan	1451	LF	\$ 31.50	\$ 45,706.50	\$ 45,706.50	100%	\$ 4,570.65	\$ 41,135.85	Streets	100%	\$ 41,135.85	\$ 41,135.85	\$ 41,135.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6" Sidewalk (Including Sub-grade Prep	958	SY	\$ 79.15	\$ 75,825.70	\$ 75,825.70	100%	\$ 7,582.57	\$ 68,243.13	Streets	100%	\$ 68,243.13	\$ 68,243.13	\$ 68,243.13	\$ -	\$ -	\$ -	\$ -	\$ 75,825.70	\$ -
Handicap Ramp Type 1A	20	SY	\$ 318.25	\$ 6,365.00	\$ 6,365.00	100%	\$ 636.50	\$ 5,728.50	Streets	100%	\$ 5,728.50	\$ 5,728.50	\$ 5,728.50	\$ -	\$ -	\$ -	\$ 6,365.00	\$ -	\$ -
Handicap Ramp Type 3A	4	SY	\$ 742.35	\$ 2,969.40	\$ 2,969.40	100%	\$ 296.94	\$ 2,672.46	Streets	100%	\$ 2,672.46	\$ 2,672.46	\$ 2,672.46	\$ -	\$ -	\$ -	\$ 2,969.40	\$ -	\$ -
Mobilization Asphalt Paving (EACH OC	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	100%	\$ 300.00	\$ 2,700.00	Streets	100%	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -
9" Asphalt Full Depth (PG 64-22) R20	2115	SY	\$ 45.85	\$ 96,972.75	\$ 96,972.75	100%	\$ 9,697.28	\$ 87,275.48	Streets	100%	\$ 87,275.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Striping & Ground Signs	1	LS	\$ 37,880.00	\$ 37,880.00	\$ 37,880.00	100%	\$ 3,788.00	\$ 34,092.00	Streets	100%	\$ 34,092.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Signalization	1	LS	\$ 99,955.00	\$ 99,955.00	\$ 99,955.00	100%	\$ 9,995.50	\$ 89,959.50	Streets	100%	\$ 89,959.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Seeding, Sod & Irrigation Restoration	1	LS	\$ 18,430.00	\$ 18,430.00	\$ -	0%	\$ -	\$ -	Multiple	100%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Traffic Control	1	LS	\$ 95,015.00	\$ 95,015.00	\$ 95,015.00	100%	\$ 9,501.50	\$ 85,513.50	Multiple	100%	\$ 85,513.50	\$ 25,654.05	\$ 25,654.05	\$ 9,501.50	\$ 9,501.50	\$ 9,501.50	\$ 9,501.50	\$ -	\$ -
Construction Survey & As-Builds	1	LS	\$ 28,325.00	\$ 28,325.00	\$ 28,325.00	100%	\$ 2,832.50	\$ 25,492.50	Multiple	100%	\$ 25,492.50	\$ 10,197.00	\$ 10,197.00	\$ 2,832.50	\$ 2,832.50	\$ 2,832.50	\$ 2,832.50	\$ 2,832.50	\$ -
CO 001 Deduct Original 18" RCP	-1127	LF	\$ 92.25	\$ (103,965.75)	\$ (103,965.75)	100%	\$ (10,396.58)	\$ (93,569.18)	Storm Water	100%	\$ (93,569.18)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Deduct Original Inlets	-7	EA	\$ 7,200.00	\$ (50,400.00)	\$ (50,400.00)	100%	\$ (5,040.00)	\$ (45,360.00)	Streets	100%	\$ (45,360.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Deduct Original Manhole	-1	EA	\$ 5,275.00	\$ (5,275.00)	\$ (5,275.00)	100%	\$ (527.50)	\$ (4,747.50)	Streets	100%	\$ (4,747.50)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Deduct Original Tie To Existin	-1	EA	\$ 3,125.00	\$ (3,125.00)	\$ (3,125.00)	100%	\$ (312.50)	\$ (2,812.50)	Streets	100%	\$ (2,812.50)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add New 18" RCP	569	LF	\$ 109.75	\$ 62,447.75	\$ 62,447.75	100%	\$ 6,244.78	\$ 56,202.98	Streets	100%	\$ 56,202.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add New Inlets	3	EA	\$ 9,085.00	\$ 27,255.00	\$ 27,255.00	100%	\$ 2,725.50	\$ 24,529.50	Streets	100%	\$ 24,529.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add New Manhole	1	EA	\$ 5,735.00	\$ 5,735.00	\$ 5,735.00	100%	\$ 573.50	\$ 5,161.50	Streets	100%	\$ 5,161.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add New Connect To Manhole	1	EA	\$ 4,470.00	\$ 4,470.00	\$ 4,470.00	100%	\$ 447.00	\$ 4,023.00	Streets	100%	\$ 4,023.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add Additional Utility Crossing	5	EA	\$ 895.00	\$ 4,475.00	\$ 4,475.00	100%	\$ 447.50	\$ 4,027.50	Streets	100%	\$ 4,027.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Additional Removal Of Asphalt	450	SY	\$ 24.35	\$ 10,957.50	\$ 10,957.50	100%	\$ 1,095.75	\$ 9,861.75	Streets	100%	\$ 9,861.75	\$ 9,861.75	\$ 9,861.75	\$ -	\$ -	\$ -	\$ 10,957.50	\$ -	\$ -
CO 001 Additional 8" Scarify, Recomp	450	SY	\$ 6.90	\$ 3,105.00	\$ 3,105.00	100%	\$ 310.50	\$ 2,794.50	Streets	100%	\$ 2,794.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Additional 6" Aggregate Base	450	SY	\$ 12.30	\$ 5,535.00	\$ 5,535.00	100%	\$ 553.50	\$ 4,981.50	Streets	100%	\$ 4,981.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Deduct Original Asphalt Full D	-2115	SY	\$ 45.85	\$ (96,972.75)	\$ (96,972.75)	100%	\$ (9,697.28)	\$ (87,275.48)	Streets	100%	\$ (87,275.48)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add New 9" Asphalt Full Dept	2565	SY	\$ 46.90	\$ 120,298.50	\$ 120,298.50	100%	\$ 12,029.85	\$ 108,268.65	Streets	100%	\$ 108,268.65	\$ 108,268.65	\$ 108,268.65	\$ -	\$ -	\$ -	\$ -	\$ 120,298.50	\$ -
CO 001 Concrete Flatwork Material In	269	CY	\$ 7.50	\$ 2,017.50	\$ 2,017.50	100%	\$ 201.75	\$ 1,815.75	Streets	100%	\$ 1,815.75	\$ 1,815.75	\$ 1,815.75	\$ -	\$ -	\$ -	\$ 2,017.50	\$ -	\$ -
CO 001 Deduct Original Striping & Gro	1	LS	\$ (37,880.00)	\$ (37,880.00)	\$ (37,880.00)	100%	\$ (3,788.00)	\$ (34,092.00)	Streets	100%	\$ (34,092.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add New Striping & Ground S	1	LS	\$ 39,400.00	\$ 39,400.00	\$ 39,400.00	100%	\$ 3,940.00	\$ 35,460.00	Streets	100%	\$ 35,460.00	\$ 35,460.00	\$ 35,460.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,400.00
CO 001 Deduct Original Signalization	1	LS	\$ (99,955.00)	\$ (99,955.00)	\$ (99,955.00)	100%	\$ (9,995.50)	\$ (89,959.50)	Streets	100%	\$ (89,959.50)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add New Signalization	1	LS	\$ 138,982.93	\$ 138,982.93	\$ 138,982.93	100%	\$ 13,898.29	\$ 125,084.64	Streets	100%	\$ 125,084.64	\$ 50,033.85	\$ 50,033.85	\$ -	\$ -	\$ -	\$ -	\$ 55,593.17	\$ -
CO 001 Additional Survey For Early Ut	1	LS	\$ 3,555.00	\$ 3,555.00	\$ 3,555.00	100%	\$ 355.50	\$ 3,199.50	Multiple	100%	\$ 3,199.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Additional Traffic Control Stor	1	LS	\$ 6,115.00	\$ 6,115.00	\$ 6,115.00	100%	\$ 611.50	\$ 5,503.50	Multiple	100%	\$ 5,503.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Additional Mobilization Subgra	1	EA	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00	100%	\$ 390.00	\$ 3,510.00	Streets	100%	\$ 3,510.00	\$ 3,510.00	\$ 3,510.00	\$ 3,900.00	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Additional Mobilization Concre	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	100%	\$ 300.00	\$ 2,700.00	Streets	100%	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -
CO 001 Mobilization Asphalt Paving (E	1	EA	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	100%	\$ 300.00	\$ 2,700.00	Streets	100%	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 001 Add Permit Reimbursement	1	LS	\$ 810.00	\$ 810.00	\$ 810.00	100%	\$ 81.00	\$ 729.00	Streets	100%	\$ 729.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO 002 Add Show Covers To Signals	4	EA	\$ 731.25	\$ 2,925.00	\$ 2,925.00														



**NBC Metropolitan District  
Construction Costs Detail  
Table V**

		Contract Values		Payments Made				Eligibility				Submitted Invoices						
CO 003 Deduct 8 In. Scarify Recompa	-3194 SY	\$ 6.90	\$ (22,038.60)	\$ (22,038.60)	100%	\$ (2,203.86)	\$ (19,834.74)	Streets	100%	\$ (19,834.74)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
CO 003 Add 12 In. Scarify Recompact	3194 SY	\$ 10.35	\$ 33,057.90	\$ 33,057.90	100%	\$ 3,305.79	\$ 29,752.11	Streets	100%	\$ 29,752.11	\$ 29,752.11	\$ 29,752.11	\$ -	\$ 6,510.15	\$ 26,547.75	\$ -		
CO 003 Additional Unclassified Excav	126 CY	\$ 21.50	\$ 2,709.00	\$ 2,709.00	100%	\$ 270.90	\$ 2,438.10	Streets	100%	\$ 2,438.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
CO 003 Additional Asphalt Material Inc	1295 TN	\$ 3.50	\$ 4,532.50	\$ 4,532.50	100%	\$ 453.25	\$ 4,079.25	Streets	100%	\$ 4,079.25	\$ 4,079.25	\$ 4,079.25	\$ -	\$ -	\$ -	\$ 4,532.50		
CO 003 Additional Concrete Material I	269 CY	\$ 12.20	\$ 3,281.80	\$ 3,281.80	100%	\$ 328.18	\$ 2,953.62	Streets	100%	\$ 2,953.62	\$ 2,953.62	\$ 2,953.62	\$ -	\$ -	\$ 3,281.80	\$ -		
CO 003 ESI Labor Force Increases	1 LS	\$ 6,850.75	\$ 6,850.75	\$ 6,850.76	100%	\$ 685.08	\$ 6,165.68	Multiple	100%	\$ 6,165.68	\$ 3,082.84	\$ 3,082.84	\$ -	\$ 685.08	\$ 2,740.30	\$ -		
CO 003 ESI Equipment & Fuel Increas	1 LS	\$ 5,520.25	\$ 5,520.25	\$ 5,520.26	100%	\$ 552.03	\$ 4,968.23	Multiple	100%	\$ 4,968.23	\$ 2,484.12	\$ 2,484.12	\$ -	\$ 552.03	\$ 2,208.10	\$ -		
CO 004 Asphalt Increase	1295.07 EA	\$ 12.84	\$ 16,628.70	\$ 16,628.70	100%	\$ 1,662.87	\$ 14,965.83	Multiple	100%	\$ 14,965.83	\$ 14,965.83	\$ 14,965.83	\$ -	\$ -	\$ -	\$ 16,628.70		
CO 004 2022 Asphalt Trucking Increas	152.36 HR	\$ 21.39	\$ 3,258.98	\$ 3,258.98	100%	\$ 325.90	\$ 2,933.08	Multiple	100%	\$ 2,933.08	\$ 2,933.08	\$ 2,933.08	\$ -	\$ -	\$ -	\$ 3,258.98		
CO 004 2022 Concrete Increase	269 CY	\$ 26.54	\$ 7,139.26	\$ 7,139.26	100%	\$ 713.93	\$ 6,425.33	Multiple	100%	\$ 6,425.33	\$ 6,425.33	\$ 6,425.33	\$ -	\$ -	\$ -	\$ 7,139.26		
CO 004 2022 Inlet Materials Increase	3 EA	\$ 809.55	\$ 2,428.65	\$ 2,428.65	100%	\$ 242.87	\$ 2,185.79	Multiple	100%	\$ 2,185.79	\$ 2,185.79	\$ 2,185.79	\$ 2,428.65	\$ -	\$ -	\$ -		
CO 004 Storm 18" RCP (Material Only	569 LF	\$ 5.59	\$ 3,180.71	\$ 3,180.71	100%	\$ 318.07	\$ 2,862.64	Multiple	100%	\$ 2,862.64	\$ 2,862.64	\$ 2,862.64	\$ -	\$ -	\$ -	\$ -		
CO 004 2022 Pre-cast Manhole Mater	1 EA	\$ 317.32	\$ 317.32	\$ 317.32	100%	\$ 31.73	\$ 285.59	Multiple	100%	\$ 285.59	\$ 285.59	\$ 285.59	\$ 317.32	\$ -	\$ -	\$ -		
CO 004 2022 Bedding Price Increase	285 TN	\$ 9.08	\$ 2,587.80	\$ 2,587.80	100%	\$ 258.78	\$ 2,329.02	Multiple	100%	\$ 2,329.02	\$ 2,329.02	\$ 2,329.02	\$ 2,587.80	\$ -	\$ -	\$ -		
CO 004 2022 Storm System Price Incr	1 LS	\$ 3,275.38	\$ 3,275.38	\$ 3,275.38	100%	\$ 327.54	\$ 2,947.84	Multiple	100%	\$ 2,947.84	\$ 2,947.84	\$ 2,947.84	\$ 3,275.38	\$ -	\$ -	\$ -		
CO 005 Additional Utility Crossings	10 EA	\$ 895.00	\$ 8,950.00	\$ 8,950.00	100%	\$ 895.00	\$ 8,055.00	Multiple	100%	\$ 8,055.00	\$ 8,055.00	\$ 8,055.00	\$ 8,950.00	\$ -	\$ -	\$ -		
CO 005 R&R RCP For Inlet Design Co	1 LS	\$ 10,998.00	\$ 10,998.00	\$ 10,998.00	100%	\$ 1,099.80	\$ 9,898.20	Multiple	100%	\$ 9,898.20	\$ 9,898.20	\$ 9,898.20	\$ 10,998.00	\$ -	\$ -	\$ -		
		\$ 991,533.33	\$ 973,103.35	\$ 973,103.35		\$ 97,310.34	\$ 875,793.02			\$ 875,793.02	\$ 499,357.47	\$ 499,357.47	Subtotal	\$ 50,971.86	\$ 30,659.01	\$ 132,887.20	\$ 300,923.56	\$ 39,400.00
													Less Ret	\$ 45,874.67	\$ 27,593.11	\$ 119,598.48	\$ 270,831.20	\$ 35,460.00
													POP	CK 318	CK 323	CK 330	CK 334	CK 334
													Date	5/26/2023	6/26/2023	8/17/2023	9/27/2023	9/27/2023
													Amount	\$ 45,874.67	\$ 27,593.10	\$ 119,598.47	\$ 306,291.19	\$ 306,291.19
													Clear	6/7/2023	7/6/2023	8/28/2023	10/5/2023	10/5/2023
<b>Total Construction Costs</b>		\$ 1,259,560.60	\$ 1,209,166.99	\$ 1,209,166.99	96%	\$ 97,310.34	\$ 1,111,856.65			\$ 1,092,243.67	\$ 499,357.47	\$ 499,357.47		\$ 45,874.67	\$ 27,593.11	\$ 119,598.48	\$ 270,831.20	\$ 35,460.00



**NBC Metropolitan District  
Soft & Indirect Costs Detail  
Table VI**

Vendor	Work Description	Invoice Values			Payments Made					Account	Certification	Category	Percent Eligible	Eligible This Period	Total Eligible
		Invoice Number	Invoice Date	Amount	Amount Paid	Check Number	Check Amount	Check Date	Clear Date						
Kimley Horn	112th Avenue Construction Support	196184000-04234	04/30/23	\$ 10,122.02	\$ 10,122.02	321	\$ 10,122.02	05/26/23	06/02/23	CIO Circle Point Land, LP	6	Streets	100%	\$ 10,122.02	\$10,122.02
Terracon	Materials Testing	TJ46321	05/30/23	\$ 2,833.75	\$ 2,833.75	322	\$ 2,833.75	06/02/23	06/12/23	CIO Circle Point Land, LP	6	Multiple	100%	\$ 2,833.75	\$2,833.75
Terracon	Materials Testing	TJ60149	06/26/23	\$ 4,038.38	\$ 4,038.38	326	\$ 4,038.38	07/14/23	07/24/23	CIO Circle Point Land, LP	6	Multiple	100%	\$ 4,038.38	\$4,038.38
Terracon	Materials Testing	TJ74088	07/24/23	\$ 3,316.50	\$ 3,316.50	328	\$ 3,316.50	07/28/23	08/09/23	CIO Circle Point Land, LP	6	Multiple	100%	\$ 3,316.50	\$3,316.50
Terracon	Materials Testing	TJ88049	08/21/23	\$ 4,092.50	\$ 4,092.50	333	\$ 4,092.50	08/29/23	09/19/23	CIO Circle Point Land, LP	6	Multiple	100%	\$ 4,092.50	\$4,092.50
Terracon	Materials Testing	TK02081	09/18/23	\$ 165.00	\$ 165.00	336	\$ 165.00	09/27/23	10/03/23	CIO Circle Point Land, LP	6	Multiple	100%	\$ 165.00	\$165.00
				<b>\$ 599,990.89</b>	<b>\$ 599,990.39</b>									<b>\$ 24,568.15</b>	<b>\$515,635.01</b>



## **Exhibit A**

### **NBC Metropolitan District Site Overlay**

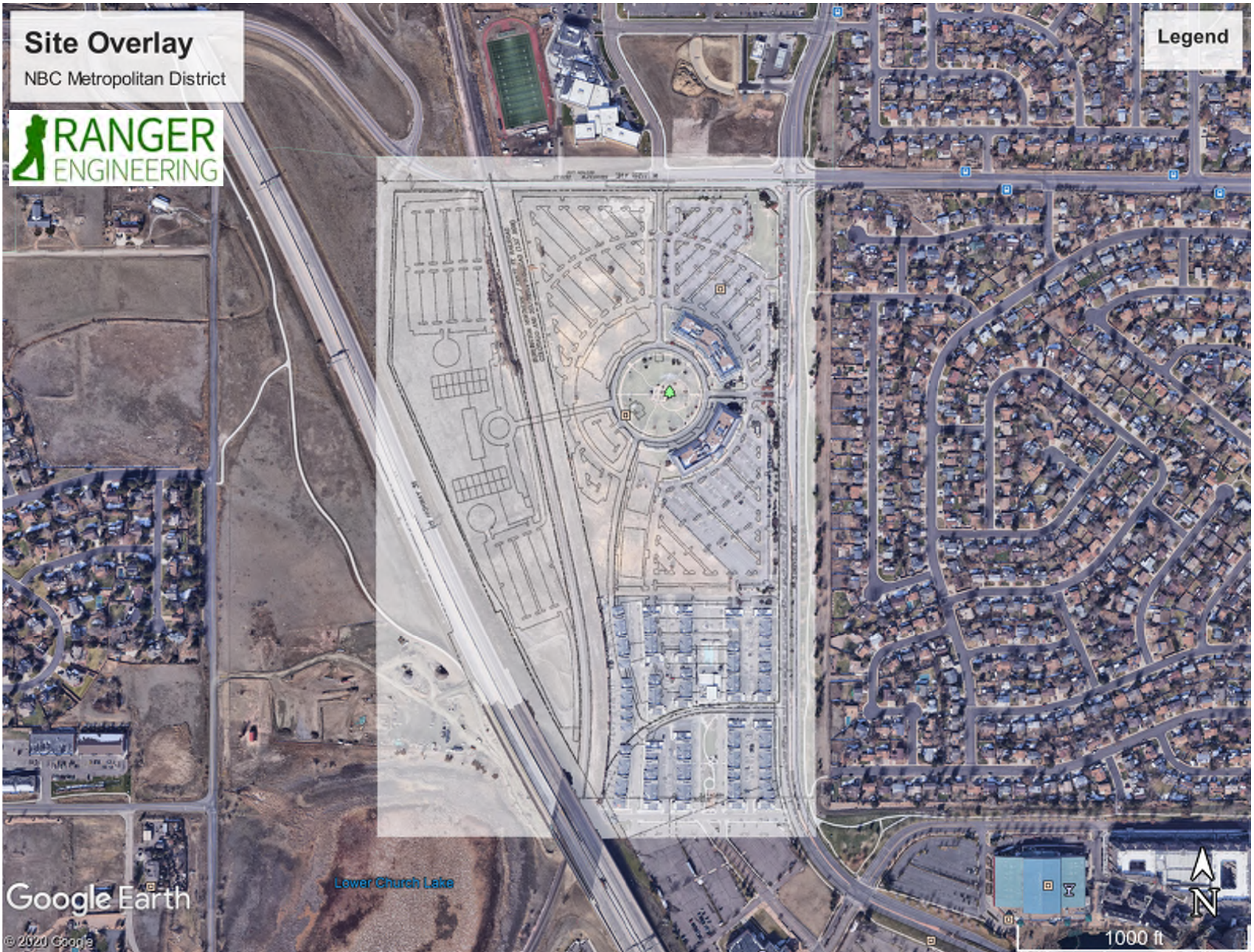


# Site Overlay

NBC Metropolitan District



Legend



Google Earth

Lower Church Lake

© 2021 Google



**RESOLUTION NO. 2023-11-\_\_\_\_**  
**NBC METROPOLITAN DISTRICT**  
**AMENDING POLICY ON COLORADO OPEN RECORDS ACT REQUESTS**

A. On November 11, 2013, NBC Metropolitan District (the “**District**”) adopted Resolution No. 2013-11-04 Regarding Colorado Open Records Act Requests (the “**Resolution**”), in which the District adopted a policy related to Colorado Open Records Act Requests (the “**Policy**”).

B. In 2023, the Colorado General Assembly enacted Senate Bill 23-286, which provided for certain changes in the law related to Colorado Open Records Act Requests

C. The District desires to amend the Policy due to the legislative changes set forth in Senate Bill 23-286.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of NBC Metropolitan District, Jefferson County, Colorado:

1. Defined Terms. Capitalized terms used but not otherwise defined herein shall have the meaning ascribed to them in the Resolution.

2. Amendments to Policy. The Policy is hereby amended as follows:

(a) Amendment to Section 1 of the Resolution. Section 1 of the Resolution is hereby deleted in its entirety, and substituted in lieu thereof shall be the following:

“1. Peggy Ripko, the District Manager for the District, is hereby designated as the “**Official Custodian**” of the public records of the District, as such term is defined in Section 24-72-202(2). Contact information for the Official Custodian is: Peggy Ripko, 141 Union Boulevard, Suite 150, Lakewood, CO 80228 – Phone: 303-987-0835. Fax: 303-987-2032. Email: [pripko@sdmsi.com](mailto:pripko@sdmsi.com).”

(b) Amendment to Section 3 of the Resolution. Section 3 of the Resolution is hereby deleted in its entirety, and substituted in lieu thereof shall be the following:

“3. Within the period specified in Section 24-72-203(3)(a), C.R.S., as amended from time to time, the Official Custodian shall notify the record requester that a copy of the record is available, but will only be sent to the requester once the custodian either receives payment or makes arrangements for receiving payment for all costs associated with records transmission and for all other fees lawfully allowed, unless recovery of all or any portion of such costs or fees has been waived by the Official Custodian, or where prohibited or limited by law. Upon either receiving such payment or making arrangements to receive such payment at a later date, the Official Custodian shall provide the record(s) to the requester as

soon as practicable, but no more than three (3) business days after receipt of, or making arrangements to receive, such payment.”

(c) Amendment to Section 5 of the Resolution. Section 5 of the Resolution is hereby deleted in its entirety, and substituted in lieu thereof shall be the following:

“5. The Official Custodian shall not charge a per-page fee for providing records in a digital or electronic format.”

(d) Amendment to Section 7 of the Resolution. Section 7 of the Resolution is hereby deleted in its entirety, and substituted in lieu thereof shall be the following:

“7. All requests for copies or inspection of public records of the District shall be submitted to the Official Custodian in writing. Such requests shall be delivered by the Official Custodian to the District’s legal counsel for review and legal advice regarding the lawful availability of records requested and related matters, including without limitation, whether to deny inspection or production of certain records or information for reasons set forth in Sections 24-72-204(2) and (3), C.R.S., as amended from time to time. The District may, from time to time, designate specific records for which written requests are not required and with respect to which review by legal counsel is not required; i.e., service plans, rules and regulations, minutes, etc. Such designations shall occur in the minutes of the meetings of the District.”

3. Except as expressly set forth herein, the Resolution continues to be effective without modification.

**[SIGNATURE PAGE FOLLOWS]**



**[SIGNATURE PAGE TO RESOLUTION NO. 2023-11-\_\_\_\_]**

RESOLUTION APPROVED AND ADOPTED ON November 2, 2023.

**NBC METROPOLITAN DISTRICT**

By: \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary



**ECI Site Construction Management, Inc.**

P.O. Box 2135  
Loveland, CO 80539  
970.669.6291

[geoff.townsend@ecisite.net](mailto:geoff.townsend@ecisite.net)

**INVOICE**

Invoice 23-06M  
Date 10/25/2023

Project Name: Circle Point Park Chair  
Replacements

**Bill To:**

Owner:	NBC Metro District
Street Address:	141 Union Blvd; Suite 150
City, ST, Zip:	Lakewood, CO 80228
Phone Number:	(303) 987-0835
Attn:	Peggy Ripko
Email:	<a href="mailto:pripko@sdmsi.com">pripko@sdmsi.com</a>

Quantity	Description	Unit Price	Total
	<b>LANDSCAPE FORMS</b>		
12	Parc Center Chair - End Arms	\$393.30	\$4,719.60
12	Parc Center Chair - No Arms	\$351.90	\$4,222.80
1	Shipping and Handling	\$1,495.00	\$1,495.00
	Subtotal:		10,437.40
1	Taxes	\$386.19	\$386.19

Total Due: 10,823.59

Make all checks payable to ECI Site Construction Management, Inc.

Thank you for your business!



# PROPOSAL

230772-12

Date: 09/20/2023

Expires: 10/20/2023

Drawing Numbers:

**Project:** NBC Metropolitan District - Circle Point - Phase 1 - CO1 - Added Foundations  
 11030 Circle Point Rd  
 Westminster-Jefferson, CO 80020

**Client:** NBC Metropolitan District  
 141 Union Boulevard  
 Suite 150  
 Lakewood, CO 80228

**Contact:** Joe Zanone 3033356417 joe.zanone@zanonepm.com

We are pleased to offer this proposal for the following services at the above location.

<b>Project Description:</b>	<b>Item Total:</b>
-----------------------------	--------------------

**CHANGE ORDER - TO ADD FOUNDATIONS FOR (2) DIRECTIONAL PODIUMS**  
**EXISTING PODIUMS DID NOT HAVE THEM BUT ARE REQUIRED FOR NEW PODIUMS**

<b>1. Foundations for the following:</b>	<b>\$980.17</b>
------------------------------------------	-----------------

C. Two (2) Building Directional Podium

<b>Deposit Rate: 50%</b>	<b>Subtotal:</b>	<b>\$980.17</b>
<b>Deposit: \$490.09</b>	<b>Total:</b>	<b>\$980.17</b>

**Notes:** All prices are subject to applicable sales tax. Prices are based on available information given at the time and are subject to change.

**Exclusions:** Sign permits, structural engineering, traffic control equipment and permits are not included in the above quotations and if required shall be invoiced on a time and material basis. Electrical services to the proposed sign(s), unless specifically quoted above, is assumed to be existing or provided by others.

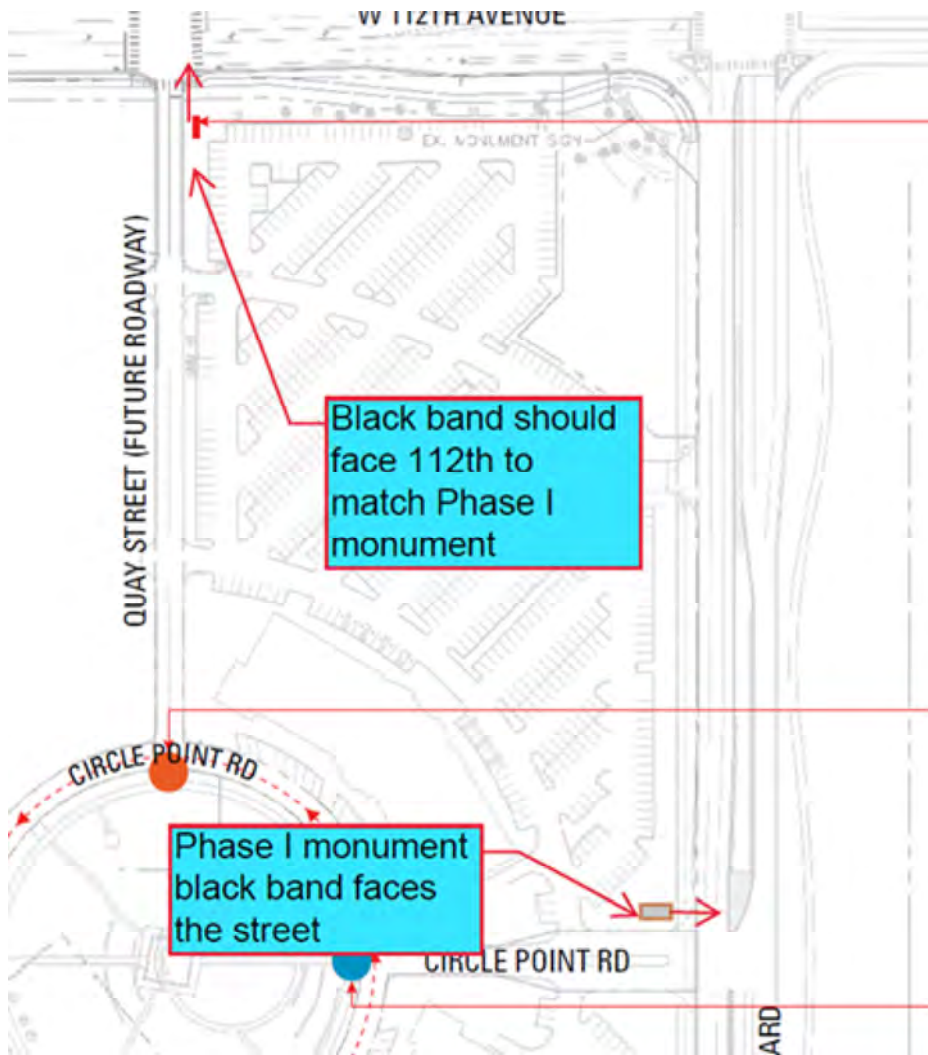
**Warranty:** The product furnished is warranted to be free from defects in material and workmanship for a period of 12 months from the date of substantial completion

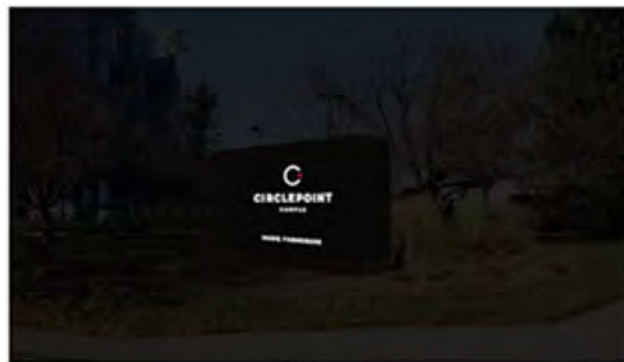
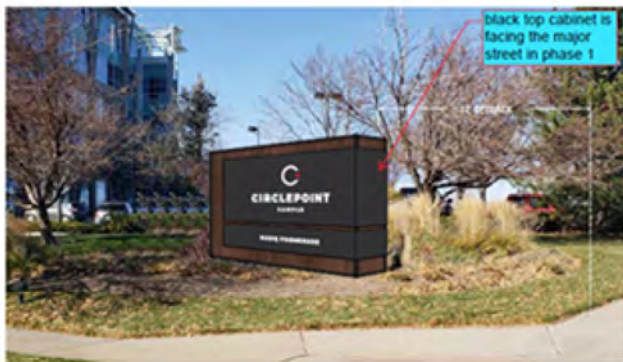
**Terms:** 50% advanced deposit with balance due upon completion of project.

**Salesperson: Anthony Cistone**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_





303-299-3354 adlightgroup.com
<b>PROJECT NUMBER</b>
<b>201216-04</b>
<b>DRAWING TYPE</b>
<input type="checkbox"/> Presentation
<input type="checkbox"/> Construction Drawing
<input checked="" type="checkbox"/> Production
<b>CLIENT</b>
Think Joole
<b>PROJECT NAME</b>
Exterior Sign Package
<b>PROJECT LOCATION</b>
Circle Point 11030 Circle Point Rd- Westminster, Jefferson CO 80220
<b>ACCOUNT MANAGER</b>
Anthony Cistone
<b>DRAWN BY</b>
Ryan Burkhardt
<b>DATE</b>
12/07/2020
<b>REVISED DATE</b>
5/8/2023 (JY)
<b>APPROVED</b>
<b>APPROVAL SIGNATURE</b>
<small>THIS DRAWING IS THE PROPERTY OF ADLIGHT GROUP AND IS SUBMITTED FOR YOUR USE IN CONNECTION WITH A PROJECT BEING PLANNED FOR YOUR PROJECT. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.</small>



Should this sign orientation be flipped so the black top cabinet faces 112th?



Denver, CO
303-399-3333
adlightgroup.com
<b>PROJECT NUMBER</b>
220846-03
<b>DRAWING TYPE</b>
<input type="checkbox"/> Presentation
<input type="checkbox"/> Construction I
<input checked="" type="checkbox"/> Production
<b>CLIENT</b>
NBC Metropoli District
<b>PROJECT NAME</b>
Circle Point - F
<b>PROJECT LOCATION</b>
Circle Point 1100 Circle Pt Westminster-J CO 80020
<b>ACCOUNT MANAGER</b>
Anthony Cla
<b>DRAWN BY</b>
Ryan Burkha
<b>DATE</b>
12/07/2020
<b>REVISED DATE</b>
07/05/2023
<b>APPROVED</b>
<b>APPROVAL SIGNATURE</b>
THE DESIGN IS THE PROPERTY OF THE DESIGNER AND IS TO BE USED ONLY IN CONNECTION WITH THE PROJECT AND PLANNING AGREEMENT. IT CANNOT BE REPRODUCED OR USED IN ANY MANNER WITHOUT WRITTEN CONSENT.
<b>PAGE</b>

Circle Point Park  
Circle Point Park  
11065 Circle Point Park  
Westminster, CO 80020



## Your Property Estimate for Circle Point Park at 11065 Circle Point Park

### 3 Simple Steps to Get Started

#### Step 1

Review Estimate & Terms

#### Step 2

Digitally Sign & Accept

#### Step 3

Enjoy your clean property

#### ESTIMATE DETAILS

Date: **8/14/2023**

Estimate Code: **4JT3889P**

Valid Until: **9/13/2023**

Call Us Anytime: **303-781-7667**

#### PRICING

*Please check the box(s) of desired services and sign below...*

Estimate Description	Quantity	Rate	Amount
<b>Weekly</b> - Dog Station Maintenance - (includes: stocking rolled doggie bags as needed, replace trash liners, dispose of waste) - <b>rate is per dog station per visit</b>	4	10.95	43.80
<b>Weekly</b> - Empty Trash Containers - <i>rate is per container per visit</i>	7	5.95	41.65

#### WHY PET SCOOP

**Since 1994, Pet Scoop has been keeping managed communities safe and clean...**

- Largest and oldest pet waste management company in Colorado
- Dedicated team of employed, Commercial technicians
- More service options, faster response to issues and less hassle for you and your staff
- No long-term contracts or up front payments
- Fully Insured with Liability and Workers Comp

#### GUARANTEE

We will provide you and your residents a safer and cleaner environment to live and work. With our RE-DOO GUARANTEE, we promise to provide you with the best service possible and if you are ever not completely satisfied, we'll make it right.

#### TERMS OF SERVICE

**1.** PET SCOOP INC shall perform the above selected services as an independent contractor and provide all necessary labor

and equipment

2. Services will begin: *on mutually agreed upon date and will continue until terminated (see #6 below)*

3. Billing dates will be: *1st of every month after service is completed*

4. Invoices are payable on receipt. Any balance due not received within forty five (45) days will be charged a \$15.00 late fee per invoice.

5. Natural circumstances such as inclement weather may make it hazardous or impossible to make our regular service. In this event, we will be responsible for servicing the property as soon as possible. If we are unable to make-up that particular cleanup, a charge of 3/4 the regular fee will apply due to the additional time required on the next cleanup.

6. Either party may terminate this agreement if the contractor is unable to comply with the terms of this agreement or if the client wishes to terminate services for any reason. A thirty (30) day notice is required for termination.

7. Any additional fees regarding 3rd party compliance or invoicing services, required by the client/property, will be invoiced to the client/property.

8. PET SCOOP INC shall indemnify and save the "client" harmless from any and all claims against the "client" arising out of performance of the services under this agreement.

9. The terms of this agreement may only be amended in writing and signed by both parties.

10. This agreement is governed by the laws of the State of Colorado.

## SIGNATURE

### How To Accept Proposal/Agreement:

1. Selected your desired service options by selecting the box(s) above
2. Click the "Sign Estimate" link below
3. Draw your Signature and then type name in the "Print Name" box
4. Click the "Accept Proposal" link
5. We'll contact you to setup your Initial service date

Signature of Client

*By signing you agree to all the terms and conditions set forth in this estimate/agreement document.*

-----

\_\_\_\_\_  
Signature of Contractor

8/14/2023

Sam Johnson  
President, Pet Scoop, Inc.



# Proposal



**American Wood Care, Inc.**

Michael Crow

303.588.3912

**Job Name** Troy Reed-SDMS-11065 Circle Point Road, Westminster-303-908-4825

**Job Number** 8025

**Terms** 1/2 down; 1/2 on completion

**American Wood Care is pleased to present the following:**

Wash surfaces to remove surface degradation, dirt and whit lye as needed. Apply clear stone sealer (dry look) to prepared surfaces. Clean and/or protect any surfaces affected by work to be done.

The pavers have been in place for about a year and have some splotchy white areas on the surface. The white look on the pavers is generally from the lye in the pointing in between the pavers. I will try to make a more uniform appearance throughout. Perfection is not likely and this is understood. Recommend looking into the irrigation around the pavers. I'm guessing the pavers are getting wet. Keeping the water off pavers will help with the natural settling under pavers and may help the white discoloring.

2 Sections of pavers-

Washing(with mild cleaners)-\$875.00 per side-Total-\$1750.00

Paver Sealing(with dry look)-\$3450.00 per side-Total-\$6900.00

Quarterly washing-\$1250.00

**Agreed and accepted:**

**Date 10/04/23**

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Company Signature and Position  
American Wood Care, Inc.

**CHANGE ORDER**

**Project:** Circle Point Improvements      **Date of Issuance:** 7/24/2023

**Owner:** **NBC METROPOLITAN DISTRICT**      **Change Order No.:**20  
**Address:**

**Contractor:** ECI SITE CONSTRUCTION MANAGEMENT, INC.

**Owner's Representative:** Joe Zanone

---

You are directed to make the following changes in the Contract Documents:

Description: See Attached. Tree replacements for a total of \$4,048.58. If approved, the proposal will exhaust the remaining contingency funding for the project. \$1,789.61 of additional funding will be needed.

Purpose of Change Order: See attached

Attachments (List Documents Supporting Change): Tree Replacement Proposal dated 7/14/2023

---

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$      \$3,450,637.55

Previous Change Orders:

No. 1 to No. 19

\$

Contract Price Prior to this Change Order:

\$      \$3,450,637.55

Net Increase of this Change Order:

\$      \$1,789.61

Net Decrease of this Change Order:

\$

Net Change of this Change Order:

**CHANGE IN CONTRACT TIME:**

Original Contract Time:

(days or dates)

Net Change from Previous Change Order:

(days)

Contract Time Prior to this Change Order:

(days or date)

Net Increase of this Change Order:

(days)

Net Decrease of this Change Order:

(days)

Net Change of this Change Order:

\$

(days)

Contract Price with All Approved Change Orders:

Contract Time with all Approved Change Orders:

\$ 3,452,427.16

(days or date)


RECOMMENDED:

APPROVED:

APPROVED:

BY: \_\_\_\_\_  
Engineer

By: *Charles Foster*  
Owner

By:   
Contractor

**END OF SECTION**



P.O. Box 2135  
 Loveland, CO 80539  
 Phone: (970) 669-6291  
 Fax: (970) 669-6411

**CHANGE  
 ORDER  
 REQUEST**

TO OWNER:  
 Ann Finn  
 c/o NBC Metro District  
 141 Union Blvd, Suit 150  
 Lakewood, CO 80228

PROJECT: Circle Point Park  
 11075 CIRCLE POINT DR  
 Westminster, CO 80020

Submitted by: Geoff Townsend

COR NUMBER: 20  
 DATE: 7/14/2023  
 CONTRACT NO: 22-06

Description: Additional Mow - 6/10/23

The Contract to change as follows:

	Quantity	Unit	Unit Price	Total
<b>WESTERN STATES RECLAMATION</b>				
Add 2" Cal. 'Sensation Box Elder'	3	EA	\$ 850.18	\$ 2,550.55
Mobilization	1	LS	\$ 280.66	\$ 280.66
Remove Existing Trees and Stumps, Incl. Dumping	3	EA	\$ 405.79	\$ 1,217.37
<b>COR TOTAL</b>				<b>\$ 4,048.58</b>

Starting Contingency Balance	\$163,075.00
Previously Approve Contingency Requests	\$160,816.03
Current Request	<u>\$4,048.58</u>
Remaining Balance of Contingency	-\$1,789.61

The original Contract Sum was	\$3,450,637.55
Net change by previously authorized CORs	\$0.00
The Contract Sum prior to this COR	<u>\$3,450,637.55</u>
If approved the Contract Sum will be adjusted by this COR in the amount of	\$1,789.61
The New Contract Sum including this COR will be	<u><u><b>\$3,452,427.16</b></u></u>

Additional Days Requested on this CO: 0  
 Total Adjusted Days: 0

\_\_\_\_\_  
 Signature - Owner  
 NBC Metro District

\_\_\_\_\_  
 Signature - General Contractor  
 ECI Site Construction Management Inc.

\_\_\_\_\_  
 Name Printed

Geoff Townsend  
 \_\_\_\_\_  
 Name Printed

Date: \_\_\_\_\_

Date: 7/14/2023

# Contingency Tracking Log



**Job Name** Circle Point Improvements  
**Job #** 22-06  
**Owner** NBC Metropolitan District

<b>ORIGINAL CONTINGENCY TOTAL</b>	\$163,075.00	<b>APPROVED COR TOTAL</b>	<b>\$ 160,816.03</b>
<b>REMAINING CONTINGENCY W/ APPROVED COR</b>	<b>\$2,258.97</b>	<b>PENDING CHANGES</b>	<b>\$ 4,048.58</b>
	<b>(\$1,789.61)</b>		

COR #	DESCRIPTION	Date Submitted	\$ Submitted	STATUS	\$ Approved	DATE APP / NOTES
1	Building Permit	9/16/2022	\$ -	Approved	\$ 8,583.17	
2	Social Zone Changes	11/4/2022	\$ -	Approved	\$ 20,621.00	
3	Linx Scope Add, ADA Ramp R&R	9/26/2022	\$ -	Approved	\$ 36,599.01	Linx Scope taken over for District - \$28k, Ramps - \$8k
4	Fountain Demo T&M ROM		\$ -	Approved	\$ 15,233.50	
5	Irrigation and Landscape Changes 90%-100% Drawings	10/18/2022	\$ -	Approved	\$ 9,180.23	Paver credit included
6	Interim Conditions	11/4/2022	\$ -	Approved	\$ 14,350.00	
7	Linx Sound System Enclosure	11/18/2022	\$ -	Approved	\$ 15,373.89	Added enclosure (Linx), associated electrical and trenching (Bret's), and concrete pad (JOB)
8	Light Pole Relocation	11/18/2022	\$ -	Approved	\$ 2,801.55	
9	Credit for Light Pole Replacement	11/29/2022	\$ -	Approved	\$ (3,988.66)	
10	RFI #14 - Café Planting Area	12/5/2022	\$ -	Approved	\$ 11,548.56	
11	Cancel Interim Conditions	3/29/2023	\$ -	Approved	\$ (12,915.00)	
12	Site Paving Repairs	6/16/2023	\$ -	Approved	\$ 29,310.86	
13	Tree Revisions and Replacement of Damaged Tree	4/10/2023	\$ -	Approved	\$ 2,857.55	
14	Additional Tree Demolition & Replacement	4/21/2023	\$ -	Approved	\$ 6,895.85	
15	Precast Bench Reconciliations	4/28/2023	\$ -	Approved	\$ (7,895.74)	
16	Ipe Decking at Hanging Loungers	5/10/2023	\$ -	Approved	\$ 6,892.68	
17	Café Area Irrigation Repairs	6/16/2023	\$ -	Approved	\$ 3,511.57	
18	Additional Mow - 6/10/23	6/16/2023	\$ -	Approved	\$ 940.01	
19	Additional Mow, Weeding - 6/26/23	6/20/2023	\$ -	Approved	\$ 916.00	
20	Replace Dead Trees	6/20/2023	\$ 4,048.58	Approved		
		<b>Total Submitted</b>	<b>\$ 4,048.58</b>	<b>Total Approved</b>	<b>\$ 160,816.03</b>	



**LANDSCAPE / IRRIGATION PROPOSAL**

**SUBMITTED TO:** NBC METROPOLITAN DISTRICT      **ATTENTION:** Michelle Gardner  
**PROJECT:** Tree and Sod Replacement      **SUBMITTAL DATE:** 8/14/2023

**Bidding Firm:** ARROWHEAD LANDSCAPE SERVICES, INC.      **Phone:** 303-432-8282  
**Contact:** Branden Freiner  
**Address:** 12275 W. 48th Ave, Wheatridge

**Scope of work:** Replacement of 11 Trees in the park. Replace small sod patch in park

Qty.	Description	Bid Amount
	Plants	
6	Sod	
2	Bag of Amended top Soil	
3	Oak Shumard 2.5"	
1	Pine Poderosa	
2	Serviceberry Spring Flurry	
1	Elm Greenstone	
2	Maple Autumn Blaze	
2	Pine Austrian	

**TOTAL PRICE** (Excludes applicable taxes) \$ **12,249.00**

**SPECIFIC QUALIFICATIONS OR EXCLUSIONS**

1. Work that Arrowhead Landscape Services performs is not "engineered" unless otherwise noted.
2. A one year replacement warranty is included for all trees, shrubs and perennials that are planted by Arrowhead Landscape Services and maintained under contract by Arrowhead Landscape Services during the warranty period provided that the Customer follows all recommendations for care. This is a one time plant replacement warranty, Arrowhead does not warranty plant material planted between September 15th and April 15th unless otherwise noted.
3. Contractor is not responsible for acts of God, vandalism, or events beyond the control of the Contractor.
4. Payment terms are Net 30 unless otherwise stated on this proposal.
5. Irrigation Modifications will be performed on a T&M basis if required and unless otherwise noted.
6. Price does not include applicable Taxes, taxes will be added to the invoice as required.
7. Per Colorado tax code all materials are subject to taxes unless exempt. Taxes are not included in this proposal and will be added to the invoice.

**This quote is good for 30 days from the submittal date**

Authorization to perform work

Arrowhead Landscape Services, Inc.  
Branden Freiner



141 Union Boulevard, Suite 150  
Lakewood, CO 80228-1898  
303-987-0835 • Fax: 303-987-2032

## MEMORANDUM

TO: Board of Directors

FROM: Christel Gemski  
Executive Vice-President

DATE: October 12, 2023

RE: Notice of 2024 Rate Increase

A rectangular box containing a handwritten signature in blue ink that reads "Christel Gemski".

In accordance with the Management Agreement (“Agreement”) between the District and Special District Management Services, Inc. (“SDMS”), at the time of the annual renewal of the Agreement, the hourly rate described in Article III for management and all services shall increase by (6.0%) per hour.

We hope you will understand that it is necessary to increase our rates due to increasing gas and operating costs along with new laws and rules implemented by our legislature.