## RESOLUTION TO AMEND 2023 BUDGET PARK UNION BUSINESS IMPROVEMENT DISTRICT

WHEREAS, the Board of Directors of the Park Union Business Improvement District appropriated funds for the fiscal year 2023 as follows:

General Fund

\$695,800

; and

WHEREAS, the necessity has arisen for additional expenditures or appropriations requiring the expenditure of funds in excess of those appropriated for the fiscal year 2023; and

WHEREAS, the expenditures are a contingency which could not have been reasonably foreseen at the time of adoption of the budget; and

WHEREAS, the necessity has arisen for additional appropriations and expenditures of funds as reflected by satisfactory evidence presented to and accepted by the Board of Directors at this meeting and set out in the amended budget attached hereto as **Exhibit A**; and

WHEREAS, funds are available for such expenditures from revenue funds available to the District; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget amendment was available for inspection by the public at a designated public office, a public hearing was held on November 30, 2023, and interested electors were given the opportunity to file or register any objections to said proposed budget amendment.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Park Union Business Improvement District shall and hereby does amend the budget for the fiscal year 2023 as follows:

General Fund

\$790,000

BE IT FURTHER RESOLVED, that such sums are hereby appropriated from the revenues of the District to the above-referenced Fund(s) for the purposes stated in **Exhibit A** and, if applicable, that such action of the Board is hereby ratified and approved *nunc pro tunc* as of the date of the actual expenditures.

[remainder of page intentionally left blank; signature page follows]

## ADOPTED this $30^{\text{th}}$ day of November 2023.

PARK UNION BUSINESS IMPROVEMENT DISTRICT

By: Christopher Junkins
President

ATTEST:

David Junkins

Secretary

### **EXHIBIT A**

# PARK UNION BUSINESS IMPROVEMENT DISTRICT GENERAL FUND 2023 AMENDED BUDGET

	BUDGET	AMENDED
	2023	2023
	2023	2020
BEGINNING FUND BALANCE	\$ 58,801	\$ 58,801
REVENUES		
Property taxes	23,968	23,968
Specific ownership taxes	7,249	2,440
Interest income	100	1,500
Developer advance	255,000	369,200
Parking charge - USOPM	16,800	16,800
Parking revenue	207,000	260,000
PIF revenue	84,000	40,000
Other revenue	7,356	7,064
Intergovernmental revenues	26,027	26,027
Event revenue	30,000	4,200
Total revenues	657,500	751,199
Total funds available	716,301	810,000
EXPENDITURES		
General and administrative		
Accounting	60,000	60,000
Auditing	3,500	4,000
County Treasurer's fee	360	360
PIF collection fees	8,000	3,000
Dues and membership	1,700	1,700
District management	30,000	30,000
Election	5,000	3,000
Insurance	30,000	30,000
Legal	30,000	30,000
Consulting services	-	265,000
Miscellaneous	10,000	5,000
Contingency	7,440	4,040
Operations and maintenance	.,	.,0.0
Security	100,000	60,000
Landscaping	50,000	40,000
Lease expense	-	45,000
Streets repairs and maintenance	42,000	20,000
Fence and sign maintenance	4,500	1,000
Elevator maintenance	10,000	17,400
Building improvements	20,000	, -
Utilities	55,000	55,000
Trash Collection	4,500	6,000
Internet	-	3,000
Parking admin expense	84,500	84,500
Snow removal	139,300	22,000
Total expenditures	695,800	790,000
Total expenditures and transfers out		
requiring appropriation	695,800	790,000
ENDING FUND BALANCE	\$ 20,501	\$ 20,000
		- 20,000

#### **Certificate Of Completion**

Envelope Id: 14D3406D812C4751B9085A48B0BF51E0

Subject: Complete with DocuSign: PUBID 2023 Amendment Filing.pdf

Client Name: Park Union BID Client Number: A261953 Source Envelope:

Document Pages: 4 Certificate Pages: 5

AutoNav: Enabled Envelopeld Stamping: Enabled

Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed

**Envelope Originator:** 

Sandy Brandenburger 220 S 6th St Ste 300

Minneapolis, MN 55402-1418

Sandy.Brandenburger@claconnect.com

IP Address: 207.200.223.146

#### **Record Tracking**

Status: Original

12/13/2023 11:59:41 AM

Holder: Sandy Brandenburger

Sandy.Brandenburger@claconnect.com

Location: DocuSign

#### **Signer Events**

Christopher Jenkins cjenkins@norwood.dev

Manager

SCMC No. 1, LLC

Security Level: Email, Account Authentication

(None)

Signature

Christopher Jenkins

Signatures: 2

Initials: 0

Signature Adoption: Pre-selected Style Using IP Address: 174.215.26.135

#### **Timestamp**

Sent: 12/13/2023 12:01:38 PM Resent: 12/19/2023 6:17:42 PM Viewed: 12/23/2023 9:57:54 AM Signed: 12/23/2023 9:58:07 AM

#### **Electronic Record and Signature Disclosure:**

Accepted: 12/23/2023 9:57:54 AM

ID: 644068b5-2bca-4eb7-9abb-cebb38839214

**David Jenkins** 

djenkins@norwood.dev

Asst Sec.

Security Level: Email, Account Authentication

(None)

Sent: 12/13/2023 12:01:39 PM David Jenkins Viewed: 12/13/2023 3:24:29 PM 5B54775D758F4FF.. Signed: 12/13/2023 3:25:03 PM

Signature Adoption: Pre-selected Style Using IP Address: 38.75.248.16

#### **Electronic Record and Signature Disclosure:** Accepted: 12/13/2023 3:24:29 PM

ID: d2a711d9-1c0f-492f-8265-173d29e8d943

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps

Envelope Summary Events	Status	Timestamps	
Envelope Sent	Hashed/Encrypted	12/13/2023 12:01:39 PM	
Certified Delivered	Security Checked	12/13/2023 3:24:29 PM	
Signing Complete	Security Checked	12/13/2023 3:25:03 PM	
Completed	Security Checked	12/23/2023 9:58:07 AM	
Payment Events	Status	Timestamps	
Electronic Record and Signature Disclosure			

#### ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

#### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

#### Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

#### Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

#### All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

#### How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

#### To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

#### To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

#### To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

#### Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <a href="https://support.docusign.com/guides/signer-guide-signing-system-requirements">https://support.docusign.com/guides/signer-guide-signing-system-requirements</a>.

#### Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to
  receive exclusively through electronic means all notices, disclosures, authorizations,
  acknowledgements, and other documents that are required to be provided or made
  available to you by CliftonLarsonAllen LLP during the course of your relationship with
  CliftonLarsonAllen LLP.