

# CHURCH RANCH METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 800-741-3254  
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<https://churchranchmetrodistrict.com>

## NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Gregg Bradbury	President	2027/May 2027
Gregg McKay	Vice President	2025/May 2025
Charles Church McKay	Treasurer	2027/May 2027
VACANT		2025/May 2025
VACANT		2025/May 2025
David Solin	Secretary	

DATE: Tuesday, December 10, 2024

TIME: 10:00 A.M.

PLACE: Zoom Meeting: The meeting can be joined through the directions below.

*\* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (dsolin@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

**Meeting ID:** 546 911 9353

**Passcode:** 912873

**Dial In:** 1-719-359-4580

### I. PUBLIC COMMENTS

- A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person.
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### II. ADMINISTRATIVE MATTERS

- A. Present disclosures of potential conflicts of interest.
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- B. Confirm quorum, location of the meeting and posting of meeting notices. Designate 24-hour posting location. Approve Agenda.
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- C. Review and approve the Minutes of the December 12, 2023 Special Meeting (enclosure).
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- D. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meeting date and time (suggested date is December 9, 2025, at 10:00 a.m.) and consider adoption of Resolution No. 2024-12-01, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).
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- F. Discuss website accessibility matters.
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III. FINANCIAL MATTERS

- A. Review and ratify approval of payment of claims as follows (enclosures):

Fund	Period ending Dec. 31, 2023	Period ending Jan. 31, 2024	Period ending Feb. 29, 2024	Period ending Mar. 31, 2024
General	\$ 1,240.22	\$ 2,481.11	\$ 4,189.82	\$ 2,398.96
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 1,240.22</b>	<b>\$ 2,481.11</b>	<b>\$ 4,189.82</b>	<b>\$ 2,398.96</b>

Fund	Period ending Apr. 30, 2024	Period ending May 31, 2024	Period ending Jun. 30, 2024	Period ending Jul. 31, 2024
General	\$ 2,009.62	\$ 1,326.33	\$ 1,384.71	\$ 992.70
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 2,009.62</b>	<b>\$ 1,326.33</b>	<b>\$ 1,384.71</b>	<b>\$ 992.70</b>

Fund	Period ending Aug. 31, 2024	Period ending Sept. 30, 2024	Period ending Oct. 31, 2024	Period ending Nov. 30, 2024
General	\$ 1,171.62	\$ 716.09	\$ 1,904.85	\$ 4,440.19
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 1,171.62</b>	<b>\$ 716.09</b>	<b>\$ 1,904.85</b>	<b>\$ 4,440.19</b>

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- B. Review and accept unaudited financial statements (enclosure).
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- C. Review and consider ratifying approval, execution and filing of Application for Exemption from Audit for 2023 (enclosure).
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- D. Consider appointment of District Accountant to prepare Application for Exemption from Audit for 2024.
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- E. Conduct Public Hearing to consider Amendment of 2024 Budget. If necessary, consider adoption of Resolution No. 2024-12-\_\_\_, Resolution to Amend the 2024 Budget and Appropriate Expenditures.
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- F. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution No. 2024-12-\_\_\_, Resolution to Adopt the 2025 Budget and Appropriate Sums of Money (enclosures – preliminary AV, draft 2025 Budget, and Resolution).
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1. Authorize renewal of the District’s insurance and Special District Association (“SDA”) membership for 2025.
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- G. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form (zero mill levy) and Mill Levy Public Information form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- H. Consider appointment of the District Accountant to prepare the 2026 Budget and set the date for a Public Hearing to adopt the 2026 Budget for December 9, 2025, at 10:00 a.m., to be held via videoconference.
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#### IV. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Directors’ Election and consider adoption of Resolution No. 2024-12-\_\_\_, Resolution Calling a Regular Election for Directors on May 6, 2025, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination Forms are due by February 28, 2025. Discuss the need for ballot issues and/or questions.
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- B. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (Transparency Notice).
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- C. Discuss status of cost verification report. Authorize any necessary actions in connection therewith.
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- D. Discuss and consider rescinding adoption of Resolution No. 2021-02-01, Resolution of the District Regarding Dissolution.
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- E. Discuss and consider rescinding approval of Petition for Dissolution approved on February 25, 2021.
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- F. Discuss potential dissolution of the District. Authorize any necessary actions in connection therewith.
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V. OTHER BUSINESS

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

VI. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2024.**

Informational Enclosure:

- Memo regarding New Rate Structure from Special District Management Services, Inc.

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE CHURCH RANCH METROPOLITAN DISTRICT HELD DECEMBER 12, 2023

A special meeting of the Board of Directors (the “Board”) of the Church Ranch Metropolitan District (the “District”) was convened on Tuesday, December 12, 2023, at 10:00 a.m. via Zoom video/teleconference. The meeting was open to the public.

#### ATTENDANCE

##### Directors In Attendance Were:

Gregg Bradbury, President  
Charles Church McKay, Treasurer  
Gregg McKay, Vice-President

##### Also In Attendance Were:

David Solin; Special District Management Services, Inc.

Megan Becher, Esq.; McGeady Becher P.C.

#### 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. Mr. Solin noted that a quorum was present and requested members of the Board (the “Directors”) 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 Directors prior to this meeting in accordance with the statute. Attorney Becher noted that all Directors’ Disclosure Statements have been filed, and no additional conflicts were disclosed at the meeting.

#### ADMINISTRATIVE MATTERS

**Agenda:** Mr. Solin distributed for the Board’s review and approval a proposed Agenda for the District’s Special Meeting.

Following discussion, upon motion duly made by Director C. McKay, seconded by Director Bradbury and, upon vote, unanimously carried, the Agenda was approved.

**Location of Meeting and Posting of Meeting Notices:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the Board meeting. The Board determined that the meeting would be held by video/telephonic means, and encouraged public

## RECORD OF PROCEEDINGS

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participation via video or telephone. The Board further noted that notice of the time, date and location of the meeting was duly posted and that the District had not received any objections to the video/telephonic manner of the meeting, or any requests that the video/telephonic manner of the meeting be changed by taxpaying electors within the District boundaries.

**Minutes:** The Board reviewed the Minutes of the July 18, 2023 Special Meeting.

Following discussion, upon motion duly made by Director Bradbury, seconded by Director C. McKay and, upon vote, unanimously carried, the Minutes of the July 18, 2023 Special Meeting were approved.

**Resolution No. 2023-12-01 Establishing Regular 2024 Meeting Dates, Time and Location and Designating Location for Posting of 24-Hour Notices:** The Board discussed Resolution No. 2023-12-01 Establishing Regular 2024 Meeting Dates, Time and Location and Designating Location for Posting of 24-Hour Notices.

Mr. Solin reviewed the business to be conducted in 2024 to meet the statutory compliance requirements. The Board determined to meet on December 10, 2024 at 10:00 a.m. via Zoom.

Following discussion, upon a motion duly made by Director Bradbury, seconded by Director G. McKay and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-12-01 Establishing Regular 2024 Meeting Dates, Time and Location and Designating Location for Posting of 24-Hour Notices.

**Section 32-1-809, C.R.S. Requirements (Transparency Notice):** The Board discussed the requirements of Section 32-1-809, C.R.S., and directed staff to post the required Transparency Notice on the District website and the Special District Association website.

**Insurance Matters:**

*Cyber Security and Increased Crime Coverage:* The Board determined an increase in the District's crime coverage was not necessary.

*Insurance Committee:* The Board determined establishment of an insurance committee was not necessary.

*District's Insurance and Special District Association ("SDA") Membership:* The Board discussed the renewal of the District's Insurance and SDA membership for 2024.

Following discussion, upon motion duly made by Director G. McKay, seconded by Director Bradbury and, upon vote unanimously carried, the Board authorized

## RECORD OF PROCEEDINGS

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the renewal of the District's insurance and SDA membership for 2024.

### FINANCIAL MATTERS

**Claims:** The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending Jul. 31, 2023	Period Ending Aug. 31, 2023	Period Ending Sep. 30, 2023
General	\$ 881.50	\$ 3,602.38	\$ 4,213.12
Debt	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 881.50</b>	<b>\$ 3,602.38</b>	<b>\$ 4,213.12</b>

Fund	Period Ending Oct. 31, 2023	Period Ending Nov. 30, 2023
General	\$ 5,047.07	\$ 1,607.66
Debt	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 5,047.07</b>	<b>\$ 1,607.66</b>

Following discussion, upon motion duly made by Director Bradbury, seconded by Director C. McKay and, upon vote, unanimously carried, the Board ratified approval of the payment of claims.

**Unaudited Financial Statements/Cash Position Statement:** Mr. Solin presented for the Board's review the unaudited financial statements for the period ending September 30, 2023.

Following review and discussion, upon motion duly made by Director C. McKay, seconded by Director G. McKay and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending September 30, 2023.

**2023 Audit Exemption:** Mr. Solin discussed the appointment of the District Accountant to prepare the Application for Exemption from Audit for 2023 with the Board.

Following review and discussion, upon motion duly made by Director Bradbury seconded by Director G. McKay and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the Application for Exemption from Audit for 2023.

**2023 Budget Amendment:** The President opened the public hearing to consider amendment of the 2023 Budget and discuss related issues.

## RECORD OF PROCEEDINGS

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It was noted that publication of Notice stating that the Board would consider amendment of the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received and the public hearing was closed.

The Board determined that an amendment to the 2023 Budget was not necessary.

**2024 Budget:** The President opened the public hearing to consider the proposed 2024 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2024 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received and the public hearing was closed.

Mr. Solin and the Board reviewed the estimated 2023 expenditures and the proposed 2024 expenditures. It was noted that no mill levy would be certified.

Following discussion, the Board considered the adoption of Resolution No. 2023-12-02, Resolution to Adopt the 2024 Budget and Appropriate Sums of Money. Upon motion duly made by Director Bradbury, seconded by Director G. McKay and, upon vote, unanimously carried, the Resolution was adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies (zero mill levy) was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before January 3, 2024. Mr. Solin was authorized to transmit the Certification of Mill Levies (zero mill levy) to the Board of County Commissioners of Jefferson County not later than January 10, 2024. Mr. Solin was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2024.

**DLG-70 Mill Levy Certification Form:** Following discussion, upon motion duly made by Director Bradbury seconded by Director G. McKay and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

**2025 Budget Preparation:** The Board discussed appointing the District Accountant to prepare the 2025 Budget and setting the date for the Public Hearing to adopt the 2025 Budget for December 10, 2024.

Following discussion, upon motion duly made by Director Bradbury seconded by Director G. McKay and, upon vote, unanimously carried, the Board appointed



## RECORD OF PROCEEDINGS

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the District Accountant to prepare the 2025 Budget and set the date for the Public Hearing to adopt the 2025 Budget for December 10, 2024.

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### **LEGAL MATTERS**

**Resolution Amending Policy on Colorado Open Records Act Requests:** Attorney Becher presented the Resolution Amending Policy on Colorado Open Records Act Requests.

Following discussion, upon motion duly made by Director Bradbury, seconded by Director C. McKay and, upon vote unanimously carried, the Board adopted Resolution Nos. 2023-12-03, Resolution Amending Policy on Colorado Open Records Act Requests.

**Rescission of Adoption of Resolution No. 2021-02-01, Resolution of the District Regarding Dissolution:** The Board deferred discussion.

**Rescission of Approval of Petition for Dissolution Approved on February 25, 2021:** The Board deferred discussion.

**Rescission of Adoption of Resolution No. 2020-11-04, Resolution to Set Mill Levies for 2021:** The Board discussed rescinding the adoption of Resolution No. 2020-11-04, Resolution to Set Mill Levies for 2021, due to the post-meeting decision by the Financial Committee to not impose any mill levies for 2021.

Following discussion, upon motion duly made by Director Bradbury, seconded by Director C. McKay and, upon vote unanimously carried, the Board rescinded the adoption of Resolution No. 2020-11-04, Resolution to Set Mill Levies for 2021.

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### **OTHER BUSINESS**

There was no other business.

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### **ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director G. McKay, seconded by Director Bradbury and, upon vote, unanimously carried, the meeting was adjourned at 10:23 a.m.

Respectfully submitted,

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

## RESOLUTION NO. 2024-12-01

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHURCH RANCH METROPOLITAN DISTRICT ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, ESTABLISHING DISTRICT WEBSITE 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 at 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 Church Ranch 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 2025 shall be held on December 9, 2025, at 10:00 am via Zoom.

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 Board authorizes establishment of a District Website, if such District Website does not already exist, in order to provide full and timely notice of meetings of the District Board online pursuant to the provisions of Section 24-6-402(2)(c)(III), C.R.S.

8. That, if the District has established a District Website, the Notice of Meeting of the District Board shall be posted on the District Website at least 24 hours prior to each meeting pursuant to Section 24-6-402(2)(c)(III), C.R.S. and Section 32-1-903(2), C.R.S.

9. That, if the District has not yet established a District Website or 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) Telephone pole on West 103<sup>rd</sup> Avenue

10. 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, ESTABLISHING DISTRICT WEBSITE AND DESIGNATING LOCATION FOR 24-HOUR NOTICES]**

RESOLUTION APPROVED AND ADOPTED on December 10, 2024.

**CHURCH RANCH METROPOLITAN DISTRICT**

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

Attest:

\_\_\_\_\_  
Secretary

Church Ranch Metropolitan District  
December-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>
Colorado Community Media	101547	11/30/2023	11/30/2023	\$ 35.68	Miscellaneous	1685
Diversified Underground, Inc.	28794	11/30/2023	12/30/2023	\$ 50.00	Locates	1680
McGeady Becher P.C.	678B 10.2023	10/31/2023	10/31/2023	\$ 197.46	Legal	1675
Special District Management Services	11.2023	11/30/2023	11/30/2023	\$ 2.60	Miscellaneous	1685
Special District Management Services	11.2023	11/30/2023	11/30/2023	\$ 324.60	Accounting	1612
Special District Management Services	11.2023	11/30/2023	11/30/2023	\$ 614.40	Management	1614
UNCC	223110251	11/30/2023	11/30/2023	\$ 15.48	Miscellaneous	1685
				\$ 1,240.22		

Church Ranch Metropolitan District  
December-23

	General	Debt	Capital	Totals
Disbursements	\$ 1,240.22			\$ 1,240.22
				\$ -
<b>Total Disbursements</b>	<b>\$ 1,240.22</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,240.22</b>

Church Ranch Metropolitan District  
January-24

<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>
Diversified Underground, Inc.	28960	12/31/2023	1/30/2024	\$ 210.00	Locates	1680
McGeady Becher P.C.	6788 11-2023	11/30/2023	11/30/2023	\$ 570.14	Legal	1675
Special District Management Services	Dec-23	1/11/2024	1/11/2024	\$ 2.40	Miscellaneous	1685
Special District Management Services	Dec-23	1/11/2024	1/11/2024	\$ 695.20	Accounting	1612
Special District Management Services	Dec-23	1/11/2024	1/11/2024	\$ 986.60	Management	1614
UNCC	223120242	12/31/2023	12/31/2023	\$ 16.77	Miscellaneous	1685
				\$ 2,481.11		

Church Ranch Metropolitan District  
January-24

	General	Debt	Capital	Totals
Disbursements	\$ 2,481.11			\$ 2,481.11
				\$ -
<b>Total Disbursements</b>	<b>\$ 2,481.11</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,481.11</b>



Church Ranch Metropolitan District  
February-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Diversified Underground, Inc.	29135	1/31/2024	3/1/2024	\$ 55.00	Locates	1680
McGeady Becher P.C.	678B 12.2023	12/31/2023	12/31/2023	\$ 2,172.42	Legal	1675
Special District Management Services	1.2024	1/31/2024	1/31/2024	\$ 6.80	Miscellaneous	1685
Special District Management Services	1.2024	1/31/2024	1/31/2024	\$ 1,222.70	Accounting	1612
Special District Management Services	1.2024	1/31/2024	1/31/2024	\$ 720.00	Management	1614
UNCC	224010235	1/31/2024	1/31/2024	\$ 12.90	Miscellaneous	1685
				\$ 4,189.82		

Church Ranch Metropolitan District  
February-24

	General	Debt	Capital	Totals
Disbursements	\$ 4,189.82			\$ 4,189.82
				\$ -
<b>Total Disbursements</b>	<b>\$ 4,189.82</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,189.82</b>

Church Ranch Metropolitan District  
March-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Diversified Underground, Inc.	29277	2/29/2024	3/30/2024	\$ 45.00	Locates	1680
McGeady Becher P.C.	678B 1.2024	1/31/2024	1/31/2024	\$ 393.39	Legal	1675
Special District Association of Colorado	2024 Renewal	2/13/2024	2/13/2024	\$ 288.82	Insurance/SDA Dues	1670
Special District Management Services	2.2024	2/29/2024	2/29/2024	\$ 80.75	Miscellaneous	1685
Special District Management Services	2.2024	2/29/2024	2/29/2024	\$ 1,018.90	Accounting	1612
Special District Management Services	2.2024	2/29/2024	2/29/2024	\$ 559.20	Management	1614
UNCC	224020237	2/29/2024	2/29/2024	\$ 12.90	Miscellaneous	1685
				\$ 2,398.96		

Church Ranch Metropolitan District  
March-24

	General	Debt	Capital	Totals
Disbursements	\$ 2,398.96			\$ 2,398.96
				\$ -
<b>Total Disbursements</b>	<b>\$ 2,398.96</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,398.96</b>

Church Ranch Metropolitan District  
April-24

<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>
Diversified Underground, Inc.	29441	3/31/2024	4/30/2024	\$ 420.00	Locates	1680
Special District Management Services	3.2024	3/31/2024	3/31/2024	\$ 2.60	Miscellaneous	1685
Special District Management Services	3.2024	3/31/2024	3/31/2024	\$ 782.30	Accounting	1612
Special District Management Services	3.2024	3/31/2024	3/31/2024	\$ 781.50	Management	1614
UNCC	224030242	3/31/2024	3/31/2024	\$ 23.22	Miscellaneous	1685
				\$ 2,009.62		

Church Ranch Metropolitan District  
April-24

	General	Debt	Capital	Totals
Disbursements	\$ 2,009.62			\$ 2,009.62
				\$ -
Total Disbursements	\$ 2,009.62	\$ -	\$ -	\$ 2,009.62

Church Ranch Metropolitan District  
May-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Diversified Underground, Inc.	29595	4/30/2024	4/30/2024	\$ 120.00	Locates	1680
Special District Management Services	Apr-24	4/30/2024	4/30/2024	\$ 2.60	Miscellaneous	1685
Special District Management Services	Apr-24	4/30/2024	4/30/2024	\$ 816.10	Accounting	1612
Special District Management Services	Apr-24	4/30/2024	4/30/2024	\$ 378.60	Management	1614
UNCC	224040255	4/30/2024	4/30/2024	\$ 9.03	Miscellaneous	1685
				\$ 1,326.33		

Church Ranch Metropolitan District  
May-24

	General	Debt	Capital	Totals
Disbursements	\$ 1,326.33			\$ 1,326.33
				\$ -
<b>Total Disbursements</b>	<b>\$ 1,326.33</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,326.33</b>



Church Ranch Metropolitan District  
June-24

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount in USD</b>	<b>Expense Ac</b>	<b>Account Number</b>
Diversified Underground, Inc.	29815	5/31/2024	5/31/2024	\$ 25.00	Locates	1680
McGeady Becher P.C.	678B 04.2024	4/30/2024	4/30/2024	\$ 360.06	Legal	1675
Special District Management Services	5.2024	5/31/2024	5/31/2024	\$ 1.80	Miscellaneous	1685
Special District Management Services	5.2024	5/31/2024	5/31/2024	\$ 748.50	Accounting	1612
Special District Management Services	5.2024	5/31/2024	5/31/2024	\$ 242.90	Managemen	1614
UNCC	224050271	5/31/2024	5/31/2024	\$ 6.45	Miscellaneous	1685
				\$ 1,384.71		

Church Ranch Metropolitan District  
June-24

	General	Debt	Capital	Totals
Disbursements	\$ 1,384.71			\$ 1,384.71
				\$ -
<b>Total Disbursements</b>	<b>\$ 1,384.71</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,384.71</b>

Church Ranch Metropolitan District

July-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Diversified Underground, Inc.	30034	6/30/2024	7/3/2024	\$ 120.00	Locates	1680
Special District Management Services	6.2024	6/30/2024	6/30/2024	\$ 3.20	Miscellaneous	1685
Special District Management Services	6.2024	6/30/2024	6/30/2024	\$ 613.30	Accounting	1612
Special District Management Services	6.2024	6/30/2024	6/30/2024	\$ 243.30	Management	1614
UNCC	224060269	6/30/2024	6/30/2024	\$ 12.90	Miscellaneous	1685
				\$ 992.70		

Church Ranch Metropolitan District  
July-24

	General	Debt	Capital	Totals
Disbursements	\$ 992.70			\$ 992.70
				\$ -
<b>Total Disbursements</b>	<b>\$ 992.70</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 992.70</b>

Church Ranch Metropolitan District  
August-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Diversified Underground, Inc.	30261	7/31/2024	8/7/2024	\$ 15.00	Locates	1680
McGeady Becher P.C.	678B 3.2024	3/31/2024	3/31/2024	\$ 330.27	Legal	1675
Special District Management Services	7.2024	7/31/2024	7/31/2024	\$ 3.80	Miscellaneous	1685
Special District Management Services	7.2024	7/31/2024	7/31/2024	\$ 731.60	Accounting	1612
Special District Management Services	7.2024	7/31/2024	7/31/2024	\$ 84.50	Management	1614
UNCC	224070262	7/31/2024	7/31/2024	\$ 6.45	Miscellaneous	1685
				\$ 1,171.62		

Church Ranch Metropolitan District  
August-24

	General	Debt	Capital	Totals
Disbursements	\$ 1,171.62			\$ 1,171.62
				\$ -
<u>Total Disbursements</u>	<u>\$ 1,171.62</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,171.62</u>

Church Ranch Metropolitan District  
September-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Diversified Underground, Inc.	30489	8/31/2024	9/5/2024	\$ 15.00	Locates	1680
Special District Management Services	8.2024	8/31/2024	8/31/2024	\$ 2.00	Miscellaneous	1685
Special District Management Services	8.2024	8/31/2024	8/31/2024	\$ 579.50	Accounting	1612
Special District Management Services	8.2024	8/31/2024	8/31/2024	\$ 118.30	Management	1614
UNCC	224080275	8/31/2024	8/31/2024	\$ 1.29	Miscellaneous	1685
				\$ 716.09		

Church Ranch Metropolitan District  
September-24

	General	Debt	Capital	Totals
Disbursements	\$ 716.09			\$ 716.09
				\$ -
<u>Total Disbursements</u>	<u>\$ 716.09</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 716.09</u>



Church Ranch Metropolitan District  
October-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Colorado Special Districts P&L	25WC-60344-0264	8/7/2024	9/6/2024	\$ 450.00	Prepaid Expenses	1125
Diversified Underground, Inc.	30672	9/30/2024	10/30/2024	\$ 255.00	Locates	1680
McGeady Becher Cortese Williams P.C.	6788 8.2024	8/31/2024	8/31/2024	\$ 431.77	Legal	1675
Special District Management Services	9.2024	9/30/2024	9/30/2024	\$ 3.20	Miscellaneous	1685
Special District Management Services	9.2024	9/30/2024	9/30/2024	\$ 427.40	Accounting	1612
Special District Management Services	9.2024	9/30/2024	9/30/2024	\$ 309.10	Management	1614
UNCC	224090259	9/30/2024	9/30/2024	\$ 28.38	Miscellaneous	1685
				\$ 1,904.85		

Church Ranch Metropolitan District  
October-24

	General	Debt	Capital	Totals
Disbursements	\$ 1,904.85			\$ 1,904.85
				\$ -
<u>Total Disbursements</u>	<u>\$ 1,904.85</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,904.85</u>

Church Ranch Metropolitan District  
November-24

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
Colorado Special Districts P&L	25PL-60344-1220	9/25/2024	10/25/2024	\$ 2,076.00	Prepaid Expenses	1125
Diversified Underground, Inc.	30892	10/31/2024	11/5/2024	\$ 15.00	Locates	1680
McGeady Becher Cortese Williams P.C.	678B 9.2024	9/30/2024	9/30/2024	\$ 24.24	Legal	1675
Special District Management Services	10.2024	10/31/2024	10/31/2024	\$ 6.20	Miscellaneous	1685
Special District Management Services	10.2024	10/31/2024	10/31/2024	\$ 1,341.00	Accounting	1612
Special District Management Services	10.2024	10/31/2024	10/31/2024	\$ 16.90	Election	1635
Special District Management Services	10.2024	10/31/2024	10/31/2024	\$ 259.40	Management	1614
TCW Risk Management	14394	10/11/2024	10/11/2024	\$ 695.00	Prepaid Expenses	1125
UNCC	224100270	10/31/2024	10/31/2024	\$ 6.45	Miscellaneous	1685
				\$ 4,440.19		

Church Ranch Metropolitan District  
November-24

	General	Debt	Capital	Totals
Disbursements	\$ 4,440.19			\$ 4,440.19
				\$ -
<b>Total Disbursements</b>	<b>\$ 4,440.19</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,440.19</b>

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Schedule of Cash Position**  
**September 30, 2024**

	<b>Rate</b>	<b>Operating</b>	<b>Capital Projects</b>	<b>Total</b>
<b>Checking:</b>				
FirstBank Checking		\$ 1,008.44	\$ -	\$ 1,008.44
<b>Investments:</b>				
ColoTrust	5.2684%	225,823.12	219,393.33	445,216.45
<b>TOTAL FUNDS:</b>		\$ 226,831.56	\$ 219,393.33	\$ 446,224.89

**2024 Mill Levy Information**

General Fund	0.000
Debt Service Fund	0.000
Total	0.000

**Board of Directors**

- \* Gregg A. Bradbury
- \* Charles C. McKay
- Gregg McKay

\*authorized signer on checking account

**CHURCH RANCH METROPOLITAN DISTRICT**

**FINANCIAL STATEMENTS**

**September 30, 2024**

**CHURCH RANCH METROPOLITAN DISTRICT  
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
 September 30, 2024**

	<b>GENERAL</b>	<b>CAPITAL PROJECTS</b>	<b>TOTAL MEMO ONLY</b>
<b>Assets</b>			
FirstBank Checking	\$ 1,008	\$ -	\$ 1,008
ColoTrust	225,823	219,393	445,216
Total Current Assets	226,832	219,393	446,225
<b>Total Assets</b>	<b>\$ 226,832</b>	<b>\$ 219,393</b>	<b>\$ 446,225</b>
<b>Fund Balance</b>			
Fund Balance	\$ 233,428	\$ 210,663	\$ 444,091
Current Year Earnings	(6,597)	8,730	2,133
Total Fund Balances	226,832	219,393	446,225
<b>Total Fund Balance</b>	<b>\$ 226,832</b>	<b>\$ 219,393</b>	<b>\$ 446,225</b>

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 9 Months Ending**  
**September 30, 2024**  
**General Fund**

Account Description	Period Actual	YTD Actual	Budget	Favorable (Unfavorable) Variance	% of Budget
<b>Revenues</b>					
Interest Income	\$ 3,038	\$ 9,183	\$ 250	\$ 8,933	3673.1%
<b>Total Revenues</b>	<u>3,038</u>	<u>9,183</u>	<u>250</u>	<u>8,933</u>	<u>3673.1%</u>
<b>Expenditures</b>					
Accounting	1,924	6,513	6,900	387	94.4%
Management	446	3,128	6,900	3,772	45.3%
Insurance/SDA Dues	-	3,410	4,250	840	80.2%
Legal	330	1,084	20,000	18,916	5.4%
Locates	150	815	1,500	685	0.54
Miscellaneous	243	830	3,000	2,170	27.7%
Contingency	-	-	50,000	50,000	0.0%
<b>Total Expenditures</b>	<u>3,094</u>	<u>15,780</u>	<u>92,550</u>	<u>76,770</u>	<u>17.0%</u>
Excess (Deficiency) of Revenues Over Expenditures	(56)	(6,597)	(92,300)	85,703	
<b>Other Financing Sources (Uses)</b>					
Transfer to Capital Projects	-	-	(124,541)	124,541	
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>(124,541)</u>	<u>124,541</u>	
Change in Fund Balance	(56)	(6,597)	(216,841)	210,244	
Beginning Fund Balance	226,887	233,428	216,841	16,587	
<b>Ending Fund Balance</b>	<u>\$ 226,832</u>	<u>\$ 226,832</u>	<u>\$ -</u>	<u>\$ 226,832</u>	



**CHURCH RANCH METROPOLITAN DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 9 Months Ending**  
**September 30, 2024**  
**Capital Projects Fund**

Account Description	Period Actual	YTD Actual	Budget	Favorable (Unfavorable) Variance	% of Budget
<b>Revenues</b>					
Interest Income	\$ 2,936	\$ 8,730	\$ -	\$ 8,730	-
<b>Total Revenues</b>	<u>2,936</u>	<u>8,730</u>	<u>-</u>	<u>8,730</u>	<u>-</u>
<b>Expenditures</b>					
Public Improvements	-	-	338,541	338,541	0.0%
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>338,541</u>	<u>338,541</u>	<u>0.0%</u>
Excess (Deficiency) of Revenues Over Expenditures	2,936	8,730	(338,541)	347,271	
<b>Other Financing Sources (Uses)</b>					
Transfer from General Fund	-	-	124,541	(124,541)	
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>124,541</u>	<u>(124,541)</u>	
Change in Fund Balance	2,936	8,730	(214,000)	222,730	
Beginning Fund Balance	216,456	210,663	214,000	(3,337)	
<b>Ending Fund Balance</b>	<u>\$ 219,393</u>	<u>\$ 219,393</u>	<u>\$ -</u>	<u>\$ 219,393</u>	

# APPLICATION FOR EXEMPTION FROM AUDIT

## LONG FORM

### FOR LOCAL GOVERNMENTS WITH EITHER REVENUES OR EXPENDITURES MORE THAN \$100,000 BUT NOT MORE THAN \$750,000

Under the Local Government Audit Law (Section 29-1-601, et seq., C.R.S.) any local government may apply for an exemption from audit if neither revenues nor expenditures exceed \$750,000 for the year.

### EXEMPTIONS FROM AUDIT ARE NOT AUTOMATIC

To qualify for exemption from audit, a local government must complete an Application for Exemption from Audit EACH YEAR and submit it to the Office of the State Auditor (OSA) for approval.

Any preparer of an Application for Exemption from Audit must be an independent accountant with knowledge of governmental accounting.

Approval for an exemption from audit is granted only upon the review by the OSA.

### READ ALL INSTRUCTIONS BEFORE COMPLETING AND SUBMITTING THIS FORM

ALL APPLICATIONS MUST BE FILED WITH THE OSA WITHIN 3 MONTHS AFTER THE ACCOUNTING YEAR-END. FOR EXAMPLE, APPLICATIONS MUST BE RECEIVED BY THE OSA ON OR BEFORE MARCH 31 FOR GOVERNMENTS WITH A DECEMBER 31 YEAR-END. *APPLICATIONS FOR EXEMPTION FROM AUDIT SUBMISSIONS ARE NOT ELIGIBLE FOR AN EXTENSION OF TIME.*

GOVERNMENTAL ACTIVITY SHOULD BE REPORTED ON THE MODIFIED ACCRUAL BASIS

PROPRIETARY ACTIVITY SHOULD BE REPORTED ON A BUDGETARY BASIS

### POSTMARK DATES WILL NOT BE ACCEPTED AS PROOF OF SUBMISSION ON OR BEFORE THE STATUTORY DEADLINE

PRIOR YEAR FORMS ARE OBSOLETE AND WILL NOT BE ACCEPTED.

FOR YOUR REFERENCE, COLORADO REVISED STATUTES CAN BE FOUND AT THIS ADDRESS:

APPLICATIONS SUBMITTED ON FORMS OTHER THAN THOSE PRESCRIBED BY THE OSA WILL NOT BE ACCEPTED.

<http://www.lexisnexis.com/hottopics/Colorado/>

APPLICATIONS MUST BE FULLY AND ACCURATELY COMPLETED.

### CHECKLIST

- Has the preparer signed the application?
- Has the entity corrected all Prior Year Deficiencies as communicated by the OSA?
- Has the application been PERSONALLY reviewed and approved by the governing body?
- Are all sections of the form complete, including responses to all of the questions?
- Did you include any relevant explanations for unusual items in the appropriate spaces at the end of each section?
- Will this application be submitted electronically?
  - If yes, have you read and understand the new Electronic Signature Policy? See new [policy](#)
- or--
- Have you included a resolution?
  - Does the resolution state that the governing body PERSONALLY reviewed and approved the resolution in an open public meeting?
  - Has the resolution been signed by a MAJORITY of the governing body? (See sample resolution.)
- Will this application be submitted via a mail service? (e.g. US Post Office, FedEx, UPS, courier.)
  - If yes, does the application include ORIGINAL INK SIGNATURES from the MAJORITY of the governing body?

Checkout our web portal. Register your account and submit electronic Applications for Exemption From Audit, Extension of Time to File requests, Audited Financial Statements, and more! See the link below.

[Click here to go to the portal](#)

### FILING METHODS

**WEB PORTAL:** Register and submit your Applications at our web portal: <https://apps.leg.co.gov/osa/lg> For faster processing the web portal is the preferred method for submission

**MAIL:** Office of the State Auditor  
Local Government Audit Division  
1525 Sherman St., 7th Floor  
Denver, CO 80203

*Please Note: The OSA's email addresses have changed as of December 1, 2023. Please ensure you are using the email address noted below.*

**QUESTIONS?** Email: [osa.lg@coleg.gov](mailto:osa.lg@coleg.gov) or Phone: 303-869-3000

### IMPORTANT!

All Applications for Exemption from Audit are subject to review and approval by the Office of the State Auditor.

Governmental Activity should be reported on the Modified Accrual Basis

Proprietary Activity should be reported on the Cash or Budgetary Basis -- A Budget to GAAP reconciliation is provided in Part 3

Failure to file an application or denial of the request could cause the local government to lose its exemption from audit for that year and the ensuing year.

In that event, AN AUDIT SHALL BE REQUIRED.

# APPLICATION FOR EXEMPTION FROM AUDIT

LONG FORM

NAME OF GOVERNMENT  
ADDRESS

Church Ranch Metropolitan District
c/o Special District Management Services, Inc.
141 Union Blvd., Suite 150
Lakewood, CO 80228-1898
David Solin
303-987-0835
dsolin@sdmsi.com

For the Year Ended  
12/31/2023  
or fiscal year ended:

CONTACT PERSON  
PHONE  
EMAIL

CERTIFICATION OF PREPARER

I certify that I am an independent accountant with knowledge of governmental accounting and that the information in the Application is complete and accurate to the best of my knowledge. I am aware that the Audit Law requires that a person independent of the entity complete the application if revenues or expenditure are at least \$100,000 but not more than \$750,000, and that independent means someone who is separate from the entity.

NAME:	Kaitlyn Toman
TITLE	Accountant
FIRM NAME (if applicable)	Special District Management Services, Inc.
ADDRESS	141 Union Blvd., Suite 150, Lakewood, CO 80228-1898
PHONE	303-987-0835
RELATIONSHIP TO ENTITY	Accountant

<b>PREPARER (SIGNATURE REQUIRED)</b>	<b>DATE PREPARED</b>
<i>Kaitlyn Toman</i>	02/27/2024

Has the entity filed for, or has the district filed, a Title 32, Article 1 Special District Notice of Inactive Status during the year? [Applicable to Title 32 special districts only, pursuant to Sections 32-1-103 (9.3) and 32-1-104 (3), C.R.S.]	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	If Yes, date filed:
--	---------------------------------	---	---------------------

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

\* Indicate Name of Fund  
NOTE: Attach additional sheets as necessary.

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General	Capital		Fund*	Fund*	
<b>Assets</b>							
1-1	Cash & Cash Equivalents	\$ 2,621		Cash & Cash Equivalents	\$ -	\$ -	
1-2	Investments	\$ 232,340	\$ 210,663	Investments	\$ -	\$ -	
1-3	Receivables	\$ -	-	Receivables	\$ -	\$ -	
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$ -	
1-5	Property Tax Receivable	\$ -	\$ -	Other Current Assets [specify...]	\$ -	\$ -	
	All Other Assets [specify...]				\$ -	\$ -	
1-6	Lease Receivable (as Lessor)	\$ -	\$ -	Total Current Assets	\$ -	\$ -	
1-7	Prepaid Insurance	\$ 3,121	\$ -	Capital & Right to Use Assets, net (from Part 6-4)	\$ -	\$ -	
1-8		\$ -	\$ -	Other Long Term Assets [specify...]	\$ -	\$ -	
1-9		\$ -	\$ -		\$ -	\$ -	
1-10		\$ -	\$ -		\$ -	\$ -	
1-11	(add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>	\$ 238,082	\$ 210,663	(add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>	\$ -	\$ -	
<b>Deferred Outflows of Resources:</b>							
1-12	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -	
1-13	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -	
1-14	(add lines 1-12 through 1-13) <b>TOTAL DEFERRED OUTFLOWS</b>	\$ -	\$ -	(add lines 1-12 through 1-13) <b>TOTAL DEFERRED OUTFLOWS</b>	\$ -	\$ -	
1-15	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ 238,082	\$ 210,663	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -	
<b>Liabilities</b>							
1-16	Accounts Payable	\$ 4,654	\$ -	Accounts Payable	\$ -	\$ -	
1-17	Accrued Payroll and Related Liabilities	\$ -	\$ -	Accrued Payroll and Related Liabilities	\$ -	\$ -	
1-18	Unearned Revenue	\$ -	\$ -	Accrued Interest Payable	\$ -	\$ -	
1-19	Due to Other Entities or Funds	\$ -	\$ -	Due to Other Entities or Funds	\$ -	\$ -	
1-20	All Other Current Liabilities	\$ -	\$ -	All Other Current Liabilities	\$ -	\$ -	
1-21	(add lines 1-16 through 1-20) <b>TOTAL CURRENT LIABILITIES</b>	\$ 4,654	\$ -	(add lines 1-16 through 1-20) <b>TOTAL CURRENT LIABILITIES</b>	\$ -	\$ -	
1-22	All Other Liabilities [specify...]	\$ -	\$ -	Proprietary Debt Outstanding (from Part 4-4)	\$ -	\$ -	
1-23		\$ -	\$ -	Other Liabilities [specify...]:	\$ -	\$ -	
1-24		\$ -	\$ -		\$ -	\$ -	
1-25		\$ -	\$ -		\$ -	\$ -	

1-26		\$	-	\$	-			\$	-	\$	-	
1-27	(add lines 1-21 through 1-26)	<b>TOTAL LIABILITIES</b>	\$	4,654	\$	-	(add lines 1-21 through 1-26)	<b>TOTAL LIABILITIES</b>	\$	-	\$	-
Deferred Inflows of Resources:						Deferred Inflows of Resources						
1-28	Deferred Property Taxes		\$	-	\$	-	Pension/OPEB Related		\$	-	\$	-
1-29	Lease related (as lessor)		\$	-	\$	-	Other [specify...]		\$	-	\$	-
1-30	(add lines 1-28 through 1-29)	<b>TOTAL DEFERRED INFLOWS</b>	\$	-	\$	-	(add lines 1-28 through 1-29)	<b>TOTAL DEFERRED INFLOWS</b>	\$	-	\$	-
Fund Balance						Net Position						
1-31	Nonspendable Prepaid		\$	-	\$	-	Net Investment in Capital and Right-to Use Assets		\$	-	\$	-
1-32	Nonspendable Inventory		\$	-	\$	-	Emergency Reserves		\$	-	\$	-
1-33	Restricted [specify...]		\$	-	\$	-	Other Designations/Reserves		\$	-	\$	-
1-34	Committed [specify...]		\$	-	\$	-	Restricted		\$	-	\$	-
1-35	Assigned [specify...]		\$	-	\$	210,663	Undesignated/Unreserved/Unrestricted		\$	-	\$	-
1-36	Unassigned:		\$	233,428	\$	-			\$	-	\$	-
1-37	Add lines 1-31 through 1-36	<b>TOTAL FUND BALANCE</b>	\$	233,428	\$	210,663	Add lines 1-31 through 1-36	<b>TOTAL NET POSITION</b>	\$	-	\$	-
1-38	Add lines 1-27, 1-30 and 1-37	<b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE</b>	\$	238,082	\$	210,663	Add lines 1-27, 1-30 and 1-37	<b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b>	\$	-	\$	-

## PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds							
		General	Capital		Fund*	Fund*						
<b>Tax Revenue</b>				<b>Tax Revenue</b>								
2-1	Property [include mills levied in Question 10-6]	\$	-	\$	-	\$	-					
2-2	Specific Ownership	\$	-	\$	-	\$	-					
2-3	Sales and Use Tax	\$	-	\$	-	\$	-					
2-4	Other Tax Revenue [specify...]:	\$	-	\$	-	\$	-					
2-5		\$	-	\$	-	\$	-					
2-6		\$	-	\$	-	\$	-					
2-7		\$	-	\$	-	\$	-					
2-8	Add lines 2-1 through 2-7	<b>TOTAL TAX REVENUE</b>	\$	-	\$	-	Add lines 2-1 through 2-7	<b>TOTAL TAX REVENUE</b>	\$	-	\$	-
2-9	Licenses and Permits	\$	-	\$	-	\$	-					
2-10	Highway Users Tax Funds (HUTF)	\$	-	\$	-	\$	-					
2-11	Conservation Trust Funds (Lottery)	\$	-	\$	-	\$	-					
2-12	Community Development Block Grant	\$	-	\$	-	\$	-					
2-13	Fire & Police Pension	\$	-	\$	-	\$	-					
2-14	Grants	\$	-	\$	-	\$	-					
2-15	Donations	\$	-	\$	-	\$	-					
2-16	Charges for Sales and Services	\$	-	\$	-	\$	-					
2-17	Rental Income	\$	-	\$	-	\$	-					
2-18	Fines and Forfeits	\$	-	\$	-	\$	-					
2-19	Interest/Investment Income	\$	12,248	\$	10,663	\$	-					
2-20	Tap Fees	\$	-	\$	-	\$	-					
2-21	Proceeds from Sale of Capital Assets	\$	-	\$	-	\$	-					
2-22	All Other [specify...]:	\$	-	\$	-	\$	-					
2-23		\$	-	\$	-	\$	-					
2-24	Add lines 2-8 through 2-23	<b>TOTAL REVENUES</b>	\$	12,248	\$	10,663	Add lines 2-8 through 2-23	<b>TOTAL REVENUES</b>	\$	-	\$	-
<b>Other Financing Sources</b>				<b>Other Financing Sources</b>								
2-25	Debt Proceeds	\$	-	\$	-	\$	-					
2-26	Lease Proceeds	\$	-	\$	-	\$	-					
2-27	Developer Advances	\$	-	\$	-	\$	-					

Please use this space to provide explanation of any items on this page

2-28	Other [specify...]:	\$	-	\$	-	Other [specify...]:	\$	-	\$	-	
2-29	Add lines 2-25 through 2-28 <b>TOTAL OTHER FINANCING SOURCES</b>	\$	-	\$	-	Add lines 2-25 through 2-28 <b>TOTAL OTHER FINANCING SOURCES</b>	\$	-	\$	-	<b>GRAND TOTALS</b>
2-30	Add lines 2-24 and 2-29 <b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	\$	12,248	\$	10,663	Add lines 2-24 and 2-29 <b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	\$	-	\$	-	

**IF GRAND TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.**

### PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES/EXPENSES

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page	
		General	Capital		Fund*	Fund*		
	<b>Expenditures</b>			<b>Expenses</b>				
3-1	General Government	\$	29,715	\$	-	\$	-	
3-2	Judicial	\$	-	\$	-	\$	-	
3-3	Law Enforcement	\$	-	\$	-	\$	-	
3-4	Fire	\$	-	\$	-	\$	-	
3-5	Highways & Streets	\$	-	\$	-	\$	-	
3-6	Solid Waste	\$	-	\$	-	\$	-	
3-7	Contributions to Fire & Police Pension Assoc.	\$	-	\$	-	\$	-	
3-8	Health	\$	-	\$	-	\$	-	
3-9	Culture and Recreation	\$	-	\$	-	\$	-	
3-10	Transfers to other districts	\$	-	\$	-	\$	-	
3-11	Other [specify...]:	\$	-	\$	-	\$	-	
3-12		\$	-	\$	-	\$	-	
3-13		\$	-	\$	-	\$	-	
3-14	Capital Outlay	\$	-	\$	-	\$	-	
	Debt Service							
3-15	Principal (should match amount in 4-4)	\$	-	\$	-	\$	-	
3-16	Interest	\$	-	\$	-	\$	-	
3-17	Bond Issuance Costs	\$	-	\$	-	\$	-	
3-18	Developer Principal Repayments	\$	-	\$	-	\$	-	
3-19	Developer Interest Repayments	\$	-	\$	-	\$	-	
3-20	All Other [specify...]:	\$	-	\$	-	\$	-	
3-21		\$	-	\$	-	\$	-	
3-22	Add lines 3-1 through 3-21 <b>TOTAL EXPENDITURES</b>	\$	29,715	\$	-	\$	-	<b>GRAND TOTAL</b>
3-23	Interfund Transfers (In)	\$	-	\$	-	\$	-	\$ 29,715
3-24	Interfund Transfers Out	\$	-	\$	-	\$	-	
3-25	Other Expenditures (Revenues):	\$	-	\$	-	\$	-	
3-26		\$	-	\$	-	\$	-	
3-27		\$	-	\$	-	\$	-	
3-28		\$	-	\$	-	\$	-	
3-29	(Add lines 3-23 through 3-28) <b>TOTAL TRANSFERS AND OTHER EXPENDITURES</b>	\$	-	\$	-	\$	-	
3-30	Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures Line 2-29, less line 3-22, less line 3-29	\$	(17,467)	\$	10,663			
3-31	Fund Balance, January 1 from December 31 prior year report	\$	250,895	\$	200,000			
3-32	Prior Period Adjustment (MUST explain)	\$	-	\$	-			
3-33	Fund Balance, December 31 Sum of Lines 3-30, 3-31, and 3-32 This total should be the same as line 1-37.	\$	233,428	\$	210,663			

**IF GRAND TOTAL EXPENDITURES for all funds (Line 3-22) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.**

### PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.		YES	NO	Please use this space to provide any explanations or comments:
4-1	Does the entity have outstanding debt?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4-2	Is the debt repayment schedule attached? If no, <b>MUST</b> explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>	<input type="checkbox"/>	
4-3	Is the entity current in its debt service payments? If no, <b>MUST</b> explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>	<input type="checkbox"/>	
4-4	Please complete the following debt schedule, if applicable: (please only include principal amounts)			
	Outstanding at beginning of year*	Issued during year	Retired during year	Outstanding at year-end
	General obligation bonds	\$ -	\$ -	\$ -
	Revenue bonds	\$ -	\$ -	\$ -
	Notes/Loans	\$ -	\$ -	\$ -
	Lease & SBITA** Liabilities (GASB 87 & 96)	\$ -	\$ -	\$ -
	Developer Advances	\$ -	\$ -	\$ -
	Other (specify):	\$ -	\$ -	\$ -
	TOTAL	\$ -	\$ -	\$ -

\*\*Subscription Based Information Technology Arrangements \*Must agree to prior year-end balance

Please answer the following questions by marking the appropriate boxes.		YES	NO
4-5	Does the entity have any authorized, but unissued, debt [Section 29-1-605(2) C.R.S.]? How much? <span style="float: right; border: 1px solid black; padding: 2px;">\$ 11,025,000</span>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes:	Date the debt was authorized: <span style="float: right; border: 1px solid black; padding: 2px;">9/8/2003</span>		
4-6	Does the entity intend to issue debt within the next calendar year? How much? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes:	Does the entity have debt that has been refinanced that it is still responsible for? What is the amount outstanding? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-8	Does the entity have any lease agreements? What is being leased? What is the original date of the lease? Number of years of lease? Is the lease subject to annual appropriation? What are the annual lease payments? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### PART 5 - CASH AND INVESTMENTS

Please provide the entity's cash deposit and investment balances.		AMOUNT	TOTAL	Please use this space to provide any explanations or comments:
5-1	YEAR-END Total of ALL Checking and Savings accounts	\$ 2,621		
5-2	Certificates of deposit	\$ -		
TOTAL CASH DEPOSITS			\$ 2,621	
Investments (if investment is a mutual fund, please list underlying investments):				
5-3	ColoTrust	\$ 443,004		
		\$ -		
		\$ -		
		\$ -		
TOTAL INVESTMENTS			\$ 443,004	
TOTAL CASH AND INVESTMENTS			\$ 445,624	

Please answer the following question by marking in the appropriate box		YES	NO	N/A
5-4	Are the entity's Investments legal in accordance with Section 24-75-601, et. seq., C.R.S.?			
5-5	Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section 11-10.5-101, et seq. C.R.S.)? If no, <b>MUST</b> explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### PART 6 - CAPITAL AND RIGHT-TO-USE ASSETS

Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
6-1	Does the entity have capitalized assets?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6-2	Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.? If no, <b>MUST</b> explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6-3	Complete the following Capital & Right-To-Use Assets table for GOVERNMENTAL FUNDS:			
	Balance - beginning of the year*	Additions*	Deletions	Year-End Balance
	Land	\$ -	\$ -	\$ -
	Buildings	\$ -	\$ -	\$ -
	Machinery and equipment	\$ -	\$ -	\$ -
	Furniture and fixtures	\$ -	\$ -	\$ -

Infrastructure	\$	-	\$	-	\$	-	\$	-
Construction In Progress (CIP)	\$	-	\$	-	\$	-	\$	-
Leased & SBITA Right-to-Use Assets	\$	-	\$	-	\$	-	\$	-
Intangible Assets	\$	-	\$	-	\$	-	\$	-
Other : Monumentation	\$	83,866	\$	-	\$	-	\$	83,866
Accumulated Amortization Right to Use Assets (Enter a negative, or credit, balance)	\$	(67,795)	\$	(8,387)	\$	-	\$	(76,182)
Accumulated Depreciation (Enter a negative, or credit, balance)	\$	-	\$	-	\$	-	\$	-
<b>TOTAL</b>	\$	16,071	\$	(8,387)	\$	-	\$	7,684

6-4

Complete the following Capital & Right-To-Use Assets table for PROPRIETARY FUNDS:	Balance - beginning of the year*	Additions*	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased & SBITA Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Intangible Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Amortization Right to Use Assets (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -

\* Must agree to prior year-end balance  
 \* Generally capital asset additions should be reported at capital outlay on line 3-14 and capitalized in accordance with the government's capitalization policy. Please explain any discrepancy

**PART 7 - PENSION INFORMATION**

		YES	NO	Please use this space to provide any explanations or comments:
7-1	Does the entity have an "old hire" firefighters' pension plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7-2	Does the entity have a volunteer firefighters' pension plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes: Who administers the plan?		<input type="checkbox"/>	<input type="checkbox"/>	
Indicate the contributions from:				
	Tax (property, SO, sales, etc.):	\$ -		
	State contribution amount:	\$ -		
	Other (gifts, donations, etc.):	\$ -		
	<b>TOTAL</b>	\$ -		
	What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?	\$ -		

**PART 8 - BUDGET INFORMATION**

Please answer the following question by marking in the appropriate box		YES	NO	N/A	Please use this space to provide any explanations or comments:
8-1	Did the entity file a current year budget with the Department of Local Affairs, in accordance with Section 29-1-113 C.R.S.? If no, <b>MUST</b> explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8-2	Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, <b>MUST</b> explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If yes: Please indicate the amount appropriated for each fund separately for the year reported					
Governmental/Proprietary Fund Name		Total Appropriations By Fund			
General		\$ 289,120			
Capital Projects		\$ 200,000			
		\$ -			
		\$ -			

**PART 9 - TAX PAYER'S BILL OF RIGHTS (TABOR)**

Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
9-1	Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Note: An election to exempt the government from the spending limitations of TABOR does not exempt the government from the 3 percent emergency reserve requirement. All governments should determine if they meet this requirement of TABOR.				

**PART 10 - GENERAL INFORMATION**

Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
10-1	Is this application for a newly formed governmental entity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

If yes: Date of formation:

10-2 Has the entity changed its name in the past or current year?  YES  NO

If Yes: NEW name   
 PRIOR name

10-3 Is the entity a metropolitan district?  YES  NO

10-4 Please indicate what services the entity provides:

10-5 Does the entity have an agreement with another government to provide services?  YES  NO

If yes: List the name of the other governmental entity and the services provided:

10-6 Does the entity have a certified mill levy?  YES  NO

If yes: Please provide the number of mills levied for the year reported (do not enter \$ amounts):

Bond Redemption mills	0.000
General/Other mills	0.000
<b>Total mills</b>	<b>0.000</b>

**NEW 2023!** If the entity is a Title 32 Special District formed on or after 7/1/2000, has the entity filed its preceding year annual report with the State Auditor as required under SB 21-262 [Section 32-1-207 C.R.S.]? If NO, please explain.  YES  NO  N/A

10-7

Please use this space to provide any additional explanations or comments not previously included:

**OSA USE ONLY**

Entity Wide:		General Fund		Governmental Funds		Notes
Unrestricted Cash & Investments	\$ 445,624	Unrestricted Fund Balance	\$ 233,428	Total Tax Revenue	\$ -	
Current Liabilities	\$ 4,654	Total Fund Balance	\$ 233,428	Revenue Paying Debt Service	\$ -	
Deferred Inflow	\$ -	PY Fund Balance	\$ 250,895	Total Revenue	\$ 22,911	
		Total Revenue	\$ 12,248	Total Debt Service Principal	\$ -	
		Total Expenditures	\$ 29,715	Total Debt Service Interest	\$ -	
				Total Assets	\$ 448,745	
				Total Liabilities	\$ 4,654	
<b>Governmental</b>		Interfund In	\$ -	<b>Enterprise Funds</b>		
Total Cash & Investments	#REF!	Interfund Out	\$ -	Net Position	\$ -	
Transfers In	\$ -	<b>Proprietary</b>		- PY Net Position	\$ -	
Transfers Out	\$ -	- Current Assets	\$ -	<b>Government-Wide</b>		
Property Tax	\$ -	- Deferred Outflow	\$ -	- Total Outstanding Debt	\$ -	
Debt Service Principal	\$ -	- Current Liabilities	\$ -	- Authorized but Unissued	\$ 11,025,000	
Total Expenditures	\$ 29,715	Deferred Inflow	\$ -	- Year Authorized	9/8/2003	
Total Developer Advances	\$ -	- Cash & Investments	\$ -			
Total Developer Repayments	\$ -	- Principal Expense	\$ -			

**PART 12 - GOVERNING BODY APPROVAL**

Please answer the following question by marking in the appropriate box

	YES	NO
12-1 If you plan to submit this form electronically, have you read the new Electronic Signature Policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Office of the State Auditor — Local Government Division - Exemption Form Electronic Signatures Policy and Procedures**

Policy - Requirements

The Office of the State Auditor Local Government Audit Division may accept an electronic submission of an application for exemption from audit that includes governing board signatures obtained through a program such as Docusign or Echosign. Required elements and safeguards are as follows:

- The preparer of the application is responsible for obtaining board signatures that comply with the requirement in Section 29-1-604 (3), C.R.S., that states the application shall be personally reviewed, approved, and signed by a majority of the members of the governing body.
- The application must be accompanied by the signature history document created by the electronic signature software. The signature history document must show when the document was created and when the document was emailed to the various parties, and include the dates the individual board members signed the document. The signature history must also show the individuals' email addresses and IP address.



• Office of the State Auditor staff will not coordinate obtaining signatures.

The application for exemption from audit form created by our office includes a section for governing body approval. Local governing boards note their approval and submit the application through one of the following three methods:

- 1) Submit the application in hard copy via the US Mail including original signatures.
- 2) Submit the application electronically via email and either,
  - a. Include a copy of an adopted resolution that documents formal approval by the Board, or
  - b. Include electronic signatures obtained through a software program such as DocuSign or Echosign in accordance with the requirements noted above.

Below is the certification and approval of the governing body. By signing, each individual member is certifying they are a duly elected or appointed officer of the local government. Governing members may be verified. Also by signing, the individual member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-604, C.R.S., which states that a governmental agency with revenue and expenditures of \$750,000 or less must have an application prepared by an independent accountant with knowledge of governmental accounting; completed to the best of their knowledge and is accurate and true. Use additional pages if needed.

MUST Print the names of ALL members of the governing body below.		A MAJORITY of the members of the governing body must sign below.	
1	Full Name  Gregg A. Bradbury	I, <u>Gregg A. Bradbury</u> , attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Gregg A. Bradbury</u> Date: <u>02/29/2024</u> My term Expires: <u>May 2027</u>	
2	Full Name  Charles Church McKay	I, <u>Charles Church McKay</u> , attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Charles C McKay</u> Date: <u>03/25/2024</u> My term Expires: <u>May 2027</u>	
3	Full Name  Gregg McKay	I, <u>Gregg McKay</u> , attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Gregg McKay</u> Date: <u>02/29/2024</u> My term Expires: <u>May 2025</u>	
4	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____	
5	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____	
6	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____	
7	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____	

EXAMPLE - DO NOT FILL OUT THIS PAGE

This sample resolution/ordinance for exemption from audit is provided as an example of the documentation that is required, the wording may be used as a basis for your own local government document, if needed, however you MUST draft your own ordinance or resolution making any changes where applicable. Legal counsel should be consulted regarding any questions.

**RESOLUTION/ORDINANCE FOR EXEMPTION FROM AUDIT**  
(Pursuant to Section 29-1-604, C.R.S.)

A RESOLUTION/ORDINANCE APPROVING AN EXEMPTION FROM AUDIT FOR YEAR 20XX FOR THE (name of government), STATE OF COLORADO.

WHEREAS, the (governing body) of (name of government) wishes to claim exemption from the audit requirements of Section 29-1-603, C.R.S.; and

WHEREAS, Section 29-1-604, C.R.S., states that any local government where neither revenues nor expenditures exceed seven hundred and fifty thousand dollars may, with the approval of the State Auditor, be exempt from the provision of Section 29-1-603, C.R.S. and

\_\_\_\_\_  
Mayor/President/Chairman, etc.

ATTEST:

\_\_\_\_\_  
Town Clerk, Secretary, etc.



**JEFFERSON**  
COUNTY COLORADO

**SCOT KERSGAARD**

Assessor

**AUG 29 2024**

August 26, 2024

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)

CHURCH RANCH METRO DISTRICT  
DAVID SOLIN  
141 UNION BLVD 150  
LAKEWOOD CO 80228-1898

Code # 4159

### CERTIFICATION OF VALUATION

The Jefferson County Assessor reports a taxable assessed valuation for your taxing entity for 2024 of:

**\$34,598,798**

The breakdown of the taxable valuation of your property is enclosed. The certification reflects any adjustments enacted by the Legislature, including adjustments resulting from Senate Bill 22-238 and Senate Bill 23B-001.

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.

SCOT KERSGAARD  
Jefferson County Assessor

enc

## CERTIFICATION OF VALUATION BY JEFFERSON COUNTY ASSESSOR

New Tax Entity  YES  NO

Date: August 26, 2024

**NAME OF TAX ENTITY:** CHURCH RANCH METRO 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 2024:

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	1.	\$	31,819,414
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: ‡	2.	\$	34,598,798
3. LESS TOTAL TIF AREA INCREMENTS, IF ANY:	3.	\$	0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4.	\$	34,598,798
5. NEW CONSTRUCTION: *	5.	\$	3,206,557
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 2024:

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: ¶	1.	\$	113,867,172
<b>ADDITIONS TO TAXABLE REAL PROPERTY</b>			
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	2.	\$	11,493,036
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.	\$	124,112,137
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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): **		\$	0
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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.

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Assessed Value, Property Tax and Mill Levy Information**

	<b>2023 Actual</b>	<b>2024 Adopted Budget</b>	<b>2025 Preliminary Budget</b>
<b>Assessed Valuation</b>	\$ 31,127,347	\$ 31,819,414	\$ 34,598,798
<b>Mill Levy</b>			
General Fund	-	-	-
Debt Service Fund	-	-	-
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
<b>Total Mill Levy</b>	-	-	-
<b>Property Taxes</b>			
General Fund	\$ -	\$ -	\$ -
Debt Service Fund	-	-	-
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
<b>Actual/Budgeted Property Taxes</b>	\$ -	\$ -	\$ -

**CHURCH RANCH METROPOLITAN DISTRICT**

**GENERAL FUND  
2025 Preliminary Budget  
with 2023 Actual, 2024 Adopted Budget and 2024 Estimated**

	<b>2023 Actual</b>	<b>01/24-06/24 YTD Actual</b>	<b>2024 Adopted Budget</b>	<b>2024 Estimated</b>	<b>2025 Preliminary Budget</b>
<b>BEGINNING FUND BALANCE</b>	\$ 250,896	\$ 233,428	\$ 216,841	\$ 233,428	\$ 200,718
<b>REVENUE</b>					
Interest Income	12,248	6,145	250	9,000	2,000
<b>Total Revenue</b>	12,248	6,145	250	9,000	2,000
<b>Total Funds Available</b>	263,144	239,572	217,091	242,428	202,718
<b>EXPENDITURES</b>					
Accounting	6,604	4,589	6,900	6,900	7,250
Management	5,863	2,682	6,900	6,900	7,250
Election	1,024	-	-	-	1,000
Insurance/SDA Dues	3,555	3,410	4,250	3,410	4,250
Legal	9,205	753	20,000	20,000	20,000
Miscellaneous	1,885	587	3,000	3,000	3,000
Locates	1,580	665	1,500	1,500	1,500
Contingency	-	-	50,000	-	50,000
<b>Total Expenditures</b>	29,715	12,686	92,550	41,710	94,250
<b>Transfers and Other Sources (Uses)</b>					
Transfer to Capital Projects	-	-	124,541	-	108,468
Emergency Reserve	-	-	-	-	-
<b>Total Expenditures Requiring Appropriation</b>	29,715	12,686	217,091	41,710	202,718
<b>ENDING FUND BALANCE</b>	\$ 233,428	\$ 226,887	\$ -	\$ 200,718	\$ -

**CHURCH RANCH METROPOLITAN DISTRICT**

**CAPITAL PROJECTS FUND**

**2025 Preliminary Budget**

with 2023 Actual, 2024 Adopted Budget and 2024 Estimated

	<b>2023 Actual</b>	<b>01/24-06/24 YTD Actual</b>	<b>2024 Adopted Budget</b>	<b>2024 Estimated</b>	<b>2025 Preliminary Budget</b>
BEGINNING FUND BALANCE	\$ 200,000	\$ 200,000	\$ 214,000	\$ 200,000	\$ 208,000
<b>REVENUE</b>					
Interest Income	10,663	5,793	-	8,000	-
<b>Total Revenue</b>	<b>10,663</b>	<b>5,793</b>	<b>-</b>	<b>8,000</b>	<b>-</b>
<b>Total Funds Available</b>	<b>210,663</b>	<b>205,793</b>	<b>214,000</b>	<b>208,000</b>	<b>208,000</b>
<b>EXPENDITURES</b>					
Public Improvements	-	-	338,541	-	316,468
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>338,541</b>	<b>-</b>	<b>316,468</b>
<b>Transfers and Other Sources (Uses)</b>					
Transfer from General Fund	-	-	124,541	-	108,468
<b>Total Expenditures Requiring Appropriation</b>	<b>-</b>	<b>-</b>	<b>338,541</b>	<b>-</b>	<b>316,468</b>
ENDING FUND BALANCE	\$ 210,663	\$ 205,793	\$ -	\$ 208,000	\$ -

**RESOLUTION NO. 2024 - 12 - \_\_\_\_**  
**A RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF THE CHURCH RANCH METROPOLITAN DISTRICT**  
**TO ADOPT THE 2025 BUDGET AND APPROPRIATE SUMS OF MONEY**

WHEREAS, the Board of Directors of the Church Ranch Metropolitan District (“District”) has appointed the District Accountant to prepare and submit a proposed 2025 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, 2024, 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 December 10, 2024, 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 Church Ranch Metropolitan District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Church Ranch Metropolitan District for the 2025 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 10th day of December, 2024.

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Secretary

(SEAL)



**EXHIBIT A**  
(Budget)

I, David Solin, hereby certify that I am the duly appointed Secretary of the Church Ranch Metropolitan District, and that the foregoing is a true and correct copy of the budget for the budget year 2025, duly adopted at a meeting of the Board of Directors of the Church Ranch Metropolitan District held on December 10, 2024.

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

**RESOLUTION NO. 2024-12-\_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
CHURCH RANCH METROPOLITAN DISTRICT  
CALLING A REGULAR ELECTION FOR DIRECTORS  
ON MAY 6, 2025 (“ELECTION”)**

A. The term of the office to which Director Gregg McKay has previously been appointed expires upon his re-election, or the election of his successor at the Election, and upon such successor taking office.

B. Two (2) vacancies currently exist on the Board of Directors of the District.

C. In accordance with the provisions of the Special District Act (“**Act**”) and the Uniform Election Code (“**Code**”), the Election must be conducted to elect three (3) Directors to serve until the second regular election, to occur May 8, 2029.

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

1. Date and Time of Election. The Election shall be held on May 6, 2025, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws. At that time, three (3) Directors shall be elected to serve until the second regular election, to occur May 8, 2029.

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

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

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

5. Call for Nominations. The Designated Election Official shall provide Call for Nominations as required under Section 1-13.5-501, C.R.S., as applicable.

6. Absentee Ballot Applications. NOTICE IS FURTHER GIVEN, pursuant to Section 1-13.5-1002, C.R.S., that applications for and return of absentee ballots may be filed with David Solin, the Designated Election Official of the District, c/o Special District

Management Services, Inc., 141 Union Blvd., Suite 150, Lakewood, CO 80228, between the hours of 8:00 a.m. and 5:00 p.m., until the close of business on the Tuesday immediately preceding the Election (April 29, 2025).

7. Self-Nomination and Acceptance Forms. Self-Nomination and Acceptance Forms are available and can be obtained from David Solin, the Designated Election Official of the District, c/o Special District Management Services, Inc., 141 Union Blvd., Suite 150, Lakewood, CO 80228 (phone 303-987-0835), and on the District's website at: [churchranchmetrodistrict.com](http://churchranchmetrodistrict.com).

8. Cancellation of Election. If the only matter before the electors is the election of Directors of the District and if, at 5:00 P.M. on March 4, 2025, the sixty-third day prior to the regular election, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with law.

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

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

11. Effective Date. The provisions of this Resolution shall take effect as of the date adopted and approved by the Board of Directors of the District.

**[SIGNATURE PAGE FOLLOWS]**

**[SIGNATURE PAGE TO RESOLUTION  
CALLING A REGULAR ELECTION FOR DIRECTORS ON MAY 6, 2025]**

RESOLUTION APPROVED AND ADOPTED on December 10, 2024.

**CHURCH RANCH METROPOLITAN  
DISTRICT**

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

Attest:

\_\_\_\_\_  
Secretary



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: September 23, 2024

RE: Notice of 2025 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 (2.5%) 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.