# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> SUPPLEMENTAL ANNUAL REPORT <br> TO <br> THE CITY OF COMMERCE CITY 

## FISCAL YEAR ENDING DECEMBER 31, 2022

Pursuant to the Aberdeen Metropolitan District No. 1 Service Plan, the District is required to provide an annual report to the City of Commerce City within one hundred twenty (120) days after conclusion of the District's fiscal year beginning December 31, 2005. Such annual report shall include information concerning the following matters:
A. Boundary changes made or proposed.
B. Intergovernmental Agreement entered into or proposed.
C. Changes or proposed changes in the District's policies.
D. Changes or proposed changes in the District's operations.
E. Any significant changes in the financial status of the District, including revenue projection, or operating costs.
F. A summary of any litigation which involves the District.
G. Proposed plans for the year immediately following the year summarized in the annual report.
H. Status of construction of public improvements.
I. Submission of current assessed valuation in the District.

For the year ending December 31, 2022, the District makes the following report:

## A. Boundary changes made or proposed.

No boundary changes were made during 2022.

## B. Intergovernmental Agreements entered into or proposed.

The District did not enter into any intergovernmental agreements during 2022.
The District entered into an Amendment to Reimbursement Agreement with the Northern Infrastructure General Improvement District, dated December 7, 2015, for the purpose of modifying certain terms of reimbursement under the original agreement. The District made its reimbursement payment to the GID in the amount of 6 mills.
C. Changes or proposed changes in the District's policies.

There have been no changes in the District's policies.
D. Changes or proposed changes in the District's operations.

There have been no changes in the District's operations.
E. Any changes in the financial status of the District including revenue projections or operating costs.

The current financial status of the District is reflected in the 2023 budget attached as Exhibit A.
F. Summary of any litigation which involves the District.

There is no litigation of which we are aware currently pending involving the District.
G. Proposed plans for the year 2023.

The District does not have plans to construct or acquire any public improvements in 2023.
H. Status of District's public improvement construction schedule.

The District did not construct or acquire any new public improvements in 2022.

## I. Summary of the current assessed valuation in the District.

The District has received a certification of valuation from the Adams County Assessor that reports a taxable assessed valuation for the District for 2022 of $\$ 5,053,870$, for collection in 2023. The District has certified a mill levy of 66.000 mills to be assessed against the properties within the District.

The following information is provided pursuant to the annual report requirements in § 32-1-207(3)(c), C.R.S.

## J. Boundary changes made.

See Section A.
K. Intergovernmental agreements entered into or terminated with other governmental entities.

See Section B.
L. Access information to obtain a copy of the rules and regulations adopted by the Board.

To date, the Board has not adopted any rules and regulations.
M. A summary of litigation involving public improvements owned by the special district.

The District is not aware of any litigation involving public improvements owned by the District.
N. The status of the construction of public improvements by the special district.

See Section H.
O. A list of facilities or improvements constructed by the special district that were conveyed or dedicated to the county or municipality.

There were no facilities or improvements constructed, conveyed or dedicated by the District in 2022.
P. The final assessed valuation of the special district as of December 31 of the reporting year.

See Section I.
Q. A copy of the current year's budget.

See Section E and Exhibit A.
R. A copy of the audited financial statements, if required by the "Colorado Local Government Audit Law", part 6 of article 1 of title 29, or the application for exemption from audit, as applicable.

See Exhibit B.
S. Notice of any uncured defaults existing for more than ninety days under any debt instrument of the district.

None.
T. Any inability of the special district to pay its obligations as they come due under any obligation which continues beyond a ninety-day period.

The District is able to pay its obligations as they come due.

EXHIBIT A
2023 Budget Attached

## ABERDEEN METROPOLITAN DISTRICT NO. 1

## ANNUAL BUDGET

FOR THE YEAR ENDING DECEMBER 31, 2023

# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> SUMMARY <br> 2023 BUDGET <br> WITH 2021 ACTUAL AND 2022 ESTIMATED <br> For the Years Ended and Ending December 31, 

1/4/23

|  | $\begin{gathered} \hline \hline \text { ACTUAL } \\ 2021 \\ \hline \end{gathered}$ | $\begin{array}{\|c\|} \hline \hline \text { ESTIMATED } \\ 2022 \\ \hline \end{array}$ | $\begin{gathered} \hline \hline \text { BUDGET } \\ 2023 \\ \hline \end{gathered}$ |
| :---: | :---: | :---: | :---: |
| BEGINNING FUND BALANCES | \$ 106,633 | \$ 130,169 | \$ 160,898 |
| REVENUES |  |  |  |
| Property taxes | 284,386 | 319,240 | 303,233 |
| Specific ownership tax | 30,437 | 28,000 | 23,349 |
| Interest income | 1,389 | 5,100 | 5,100 |
| Property taxes - Commerce City GID | 28,438 | 34,728 | 30,323 |
| Total revenues | 344,649 | 387,068 | 362,005 |
| Total funds available | 451,282 | 517,237 | 522,903 |
| EXPENDITURES |  |  |  |
| General Fund | 60,534 | 63,000 | 70,000 |
| Debt Service Fund | 260,579 | 293,339 | 272,983 |
| Total expenditures | 321,113 | 356,339 | 342,983 |
| Total expenditures and transfers out requiring appropriation | 321,113 | 356,339 | 342,983 |
| ENDING FUND BALANCES | \$ 130,169 | \$ 160,898 | \$ 179,921 |

# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> PROPERTY TAX SUMMARY INFORMATION <br> 2023 BUDGET <br> WITH 2021 ACTUAL AND 2022 ESTIMATED <br> For the Years Ended and Ending December 31, 

1/4/23

| ACTUAL | ESTIMATED | BUDGET |
| :---: | :---: | :---: |
| 2021 | 2022 | 2023 |

## ASSESSED VALUATION

Residential
Commercial
Agricultural
State assessed
Vacant land
Certified Assessed Value

| $\$$ | 21,490 | $\$$ | 22,940 | $\$$ |
| ---: | ---: | ---: | ---: | ---: |
|  | $1,425,190$ |  | $1,609,820$ |  |
|  | 49,400 |  | 47,900 |  |
|  | $1,493,780$ |  | $2,253,470$ |  |
|  | $1,784,520$ |  | $1,853,890$ |  |
|  |  | $1,859,180$ |  |  |
| $\$$ | $4,774,380$ | $\$$ | $5,788,020$ | $\$$ |

MILL LEVY
General

| 10.000 | 10.000 | 10.000 |
| ---: | ---: | ---: |
| 50.000 | 50.000 | 50.000 |
| 6.000 | 6.000 | 6.000 |
| 66.000 | 66.000 | 66.000 |

## PROPERTY TAXES

General
Debt Service
Commerce City GID
Levied property taxes
Adjustments to actual/rounding Budgeted property taxes

| $\$$ | 47,744 | $\$$ | 57,880 | $\$$ | 50,539 |
| :--- | ---: | ---: | ---: | ---: | ---: |
|  | 238,719 |  | 289,401 |  | 252,694 |
|  | 28,646 |  | 34,728 |  | 30,323 |
|  | 315,109 |  | 382,009 |  | 333,556 |
|  | $(2,285)$ |  | $(28,041)$ | - |  |
| $\$$ | 312,824 | $\$$ | 353,968 | $\$$ | 333,556 |

## BUDGETED PROPERTY TAXES

General
Debt Service
Commerce City GID

| $\$$ | 47,398 | $\$$ | 53,207 | $\$$ | 50,539 |
| :--- | ---: | :--- | ---: | :--- | ---: |
|  | 236,988 |  | 266,033 |  | 252,694 |
|  | 28,438 |  | 34,728 |  | 30,323 |
| $\$$ | 312,824 | $\$$ | 353,968 | $\$$ | 333,556 |

# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> GENERAL FUND 2023 BUDGET <br> WITH 2021 ACTUAL AND 2022 ESTIMATED <br> For the Years Ended and Ending December 31, 



# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> DEBT SERVICE FUND <br> 2023 BUDGET <br> WITH 2021 ACTUAL AND 2022 ESTIMATED <br> For the Years Ended and Ending December 31, 



# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> 2023 BUDGET <br> SUMMARY OF SIGNIFICANT ASSUMPTIONS 

## Services Provided

The District was organized on November 21, 2003, to provide for the financing, acquisition, and construction of streets and safety controls, street lighting, landscaping, storm drainage, water, sewer, television relay, park and recreation, transportation, and mosquito control facilities. The District's service area is located in Adams County, Colorado entirely within the City of Commerce City and is planned for retail and commercial development.

The District has no employees, and all administrative functions are contracted.
The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

The budget is in accordance with the TABOR amendment limitation, which was modified by the voters in an election held on November 4, 2003, and again on November 7, 2006. Emergency reserves, required under TABOR, have been provided.

## Revenues

## Property Taxes

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

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

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

# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> 2023 BUDGET <br> SUMMARY OF SIGNIFICANT ASSUMPTIONS 

## Revenues (Continued)

## Specific Ownership Taxes

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately $7 \%$ of the property taxes collected.

## Net Investment Income

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

## Facilities Fees

Facility fees are charged against properties within the District. The facility fee is due at the time of issuance of a building permit. The District records the facilities fees as revenue when received. The following fees are imposed:

## Property Type

Nonresidential (industrial)
Nonresidential (commercial)
Residential (single family)
Residential (multi-family)

## Facility Fees

\$2,000 per water EQR
$\$ .50$ per square foot building construction
\$2,000 per dwelling unit
\$1,000 per dwelling unit

No facility fees are budgeted for 2023.

## Expenditures

## Administrative Expenses

Administrative expenditures have been budgeted based on estimates of the District's Board of Directors and consultants and include the services necessary to maintain the District's administrative viability such as legal, accounting, managerial, general engineering, insurance, meeting expense, and other administrative expenses. The District is also budgeting a marketing study to see if any of the current bonds can be restructured.

## County Treasurer's Fees

County Treasurer's fees have been computed at $1.5 \%$ of property tax collections.

# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> 2023 BUDGET <br> SUMMARY OF SIGNIFICANT ASSUMPTIONS 

## Expenditures (Continued)

## Payment to Commerce City GID

On June 10, 2008, the District entered into a reimbursement agreement with the Commerce City Northern Infrastructure General Improvement District (the GID). Pursuant to the reimbursement agreement the District agreed to finance a portion of the construction of 104th Avenue improvements (the Project). The GID agreed to advance and pay the entire Project cost, and the District agreed to reimburse the GID for its share of the Project cost upon completion. During 2016 the District's share of those costs was determined to be $\$ 1,170,786$. The reimbursement agreement is not a multiple fiscal year obligation and is subject to annual budget and appropriations of the District. In the event the District fails to appropriate sufficient funds in any given year to pay the annual reimbursement obligation, it may seek approval from the GID for consent to approve a deferral of that year's payment obligation. On December 7, 2015, the reimbursement agreement was amended. Under the amended agreement, the District agreed to levy 3 mills annually commencing in 2016 and remit the gross amount collected to the GID by December 1 as payment toward the amount owed. Commencing January 1, 2018, interest shall accrue on the outstanding amount at the rate of $5.5 \%$ per annum. Beginning in 2018, the District increased its annual reimbursement payments to the GID to 6 mills. The estimated activity on the reimbursement agreement follows:


## Debt Service

Principal and interest payments are provided based on the debt amortization schedule from the Series 2005 General Obligation Bonds and the Series 2006 Subordinate General Obligation Bonds and are detailed on the Debt Service Fund page of the budget, as well in supplemental schedules.

Currently, pledged revenue of the District is not sufficient to pay when due the debt service requirements with respect to the Bonds. For so long as the District levies the Maximum Required Mill Levy, the inability of the District to pay the debt service requirements with respect to the Bonds when they come due does not constitute an event of default. To the extent principal of any Bond is not paid when due, such principal will remain outstanding until paid, and to the extent interest on any Bond is not paid when due, such interest will compound semiannually on each interest payment date at the interest rate borne by such Bond.

# ABERDEEN METROPOLITAN DISTRICT NO. 1 <br> 2023 BUDGET <br> SUMMARY OF SIGNIFICANT ASSUMPTIONS 

## Debt and Leases

The District issued Series 2005 Bonds on December 16, 2005, in the amount of $\$ 3,915,000$. The proceeds of such debt were used for issuance costs, capitalized interest, and to fund the cost of eligible public infrastructure improvements or to reimburse the Developer for the advancement of those funds, to the extent possible.

The bonds bear interest at a rate of $7.50 \%$. The bond interest is payable semi-annually on June 1 and December 1, with annual mandatory sinking fund principal payments on December 1 of each year beginning on December 1, 2014, for the Series 2005 Bonds. The Series 2005 Bonds interest repayments begin on June 1, 2006, with principal payable per the mandatory sinking fund payment schedule over 30 years with a final maturity on December 1, 2035.

The District issued Series 2006 Bonds on December 28, 2006, in the initial principal amount of $\$ 2,569,366$. The proceeds from the sale of the Bonds were used for the purposes of: (i) paying a portion of the costs of capital infrastructure improvements or reimbursing the Developer for the advancement of those costs, to the extent of available proceeds; and (ii) paying costs of issuance of the Bonds.

The Bonds were issued as accretion bonds, convertible to current interest bonds on December 15, 2012. Interest on the bonds accrues from their date of issuance and compounds on December 15, 2007, and on each December 15 thereafter - to and including December 15, 2012. Such compounded interest constitutes accreted interest and bears additional interest at the interest rate borne by the Bonds. The Bonds are assumed to accrete, compound and bear interest at a rate of $7.50 \%$. Upon conversion to current interest bonds on December 15, 2012, bond interest is payable annually on December 15, commencing on December 15, 2013. The Bonds can be called on December 15, 2012. Annual principal payments are due on December 15 of each year, with a final maturity on December 15, 2036.

The Series 2005 Bonds and the Series 2006 Bonds are secured by and payable solely from Pledged Revenue, which includes property taxes derived from the Required Mill Levy net of the cost of collection, specific ownership taxes allocable to the Required Mill Levy, Facilities Fees and any other legally available moneys of the District credited to the Bond Fund. The Required Mill Levy is defined in the Series 2005 Bond Resolution as a mill levy imposed upon all taxable property in the District each year in an amount sufficient to pay the principal of and interest on the Series 2005 Bonds but not in excess of 50 mills, and for so long as the Surplus Fund is less than the Maximum Surplus Amount, not less than 30 mills, as adjusted for changes in the method of calculating assessed valuation after the date of approval of the Service Plan. The maximum required mill levy is not adjustable. The minimum mill levy as currently adjusted is 30 mills. The Series 2005 Bond Resolution does not allow the maximum mill levy to be adjusted for changes in the method of calculating assessed valuation and is capped at 50 mills. Once the Debt to Assessed Ratio on total debt issued is $50 \%$ or less, the mill levy may be imposed in an amount sufficient to pay debt service on the Series 2005 and the Series 2006 Bonds without limitation of rate.

## ABERDEEN METROPOLITAN DISTRICT NO. 1 2023 BUDGET SUMMARY OF SIGNIFICANT ASSUMPTIONS

Debt and Leases (continued)
A Surplus Fund was established as additional security for the Series 2005 Bonds and will be used to fund any deficiencies in the amounts required to pay bond principal and interest when due. The Surplus Fund will be funded up to a maximum amount of $\$ 400,000$, solely from available Pledged Revenue that is not required to pay the principal or interest on the bonds. The surplus fund will be maintained until the Debt to Assessed Ratio is $50 \%$ or less, after which any balances remaining in the surplus fund will be transferred to the District for application to any lawful purpose.

The District has no operating or capital leases.

## Reserve Funds

The District has provided for an Emergency Reserve fund equal to at least 3\% of fiscal year spending for 2023, as defined under TABOR.
ABERDEEN METROPOLITAN DISTRICT NO. 1
SCHEDULE of BOND DEBT SERVICE REQUIREMENTS
AS OF DECEMBER 16, 2005 AND THROUGH THE CALENDAR YEARS ENDING THROUGH 203:

ABERDEEN METROPOLITAN DISTRICT NO. 1
SCHEDULE of BOND DEBT SERVICE REQUIREMENTS
AS OF DECEMBER 15, 2013 AND THROUGH THE CALENDAR YEARS ENDING THROUGH 2036


EXHIBIT B
Audited Financial Statement and Application for Exemption from Audit

ADDRESS

CONTACT PERSON
PHONE
PHON
EMAIL

Aberdeen Metropolitan District No. 1 8390 E Crescent Parkway
Suite 300
Suite 300
Greenwood Village,
Margaret Hen
Margaret.Henderson@claconnect.com

## CERTIFICATION OF PREPARER


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:
TITLE
ADDRESS
PHONE
DATE PREPARED
RELATIONSHIP TO ENTITY

| Margaret Henderson |
| :--- |
| Accountant for the District |
| Cliftontarsor |

Accountant for the Distr
8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111
303-779-5710
3/06/2023
CPA Firm providing accounting services to the District
PREPARER (SIGNATURE REQUIRED)

## SEE ATTACHED ACCOUNTANT'S COMPLIATION REPORT

| 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.] |

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund



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



## DocuSign Envelope ID: 916132EA-D29F-4C67-A968-C5CCE7906FED

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





12-1 If you plan to submit this form electronically, have you read the new Electronic Signature Policy?

- NO

Office of the State Auditor - Local Government Division - Exemption Form Electronic Signatures Policy and Procedures
Policy-Requirements
 Required elements and safeguards are as follows:
 of the governing body.
 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.

 knowledge of governmental accounting; completed to the best of their knowledge and is accurate and true. Use additional pages if needed.


# Accountant's Compilation Report 

Board of Directors
Aberdeen Metropolitan District No. 1
Adams County, Colorado

Management is responsible for the accompanying Application for Exemption from Audit of Aberdeen Metropolitan District No. 1 as of and for the year ended December 31, 2022, included in the accompanying prescribed form. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements included in the accompanying prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the financial statements included in the accompanying prescribed form.

The Application for Exemption from Audit is presented in accordance with the requirements of the Colorado Office of the State Auditor, which differ from accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Colorado Office of the State Auditor and is not intended to be and should not be used by anyone other than this specified party.

We are not independent with respect to Aberdeen Metropolitan District No. 1.

## Margaret Alenderson

Greenwood Village, Colorado
March 6, 2023

## Certificate Of Completion

Envelope Id: 916132EAD29F4C67A968C5CCE7906FED
Subject: Complete with DocuSign: Aberdeen Metropolitan District No. 1-2022 Audit Exemption.pdf
Client Name: Aberdeen Metropolitan District No. 1
Client Number: A521129
Source Envelope:

Document Pages: 9
Certificate Pages: 5
AutoNav: Enabled
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Time Zone: (UTC-06:00) Central Time (US \& Canada)

Status: Completed

Envelope Originator:
CJ Cook
220 S 6th St Ste 300
Minneapolis, MN 55402-1418
cj.cook@claconnect.com
IP Address: 50.169.146.162

## Record Tracking

Status: Original 3/6/2023 4:15:37 PM

## Signer Events

Geneva Cruz-La Santa
gcruz-lasanta@cpandm.net
Security Level: Email, Account Authentication (None)

## Electronic Record and Signature Disclosure: <br> Accepted: 3/10/2023 8:17:03 AM <br> ID: fe07bcd9-02e2-401f-86bb-e7e149fae6be

## James Harmon

jharmon@cpandm.net
CEO
Antero Homes
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Accepted: 3/6/2023 8:27:10 PM
ID: 84a2e5d3-1dbb-4ba5-a522-7119d65ada08

Lauren Morley
Imorley@cpandm.net
Managing Member
NIGID Fundraising Committee
Security Level: Email, Account Authentication (None)

## Electronic Record and Signature Disclosure: <br> Accepted: 3/8/2023 7:57:05 AM <br> ID: 8eb4a81c-a9c2-4a20-853b-c46f52121bc3

Lawrence Jacobson
Ipjake@msn.com
Security Level: Email, Account Authentication (None)

Holder: CJ Cook
Location: DocuSign

## Signature



Signature Adoption: Drawn on Device Using IP Address: 172.59.104.6
Signed using mobile


Signature Adoption: Drawn on Device Using IP Address: 75.167.127.137
Signed using mobile


Signature Adoption: Drawn on Device
Using IP Address: 174.246.133.171
Signed using mobile

## Lawrence Jacobson <br> —D1C8C463C7E8468...

Signature Adoption: Pre-selected Style Using IP Address: 96.93.223.173

## Timestamp

Sent: 3/6/2023 4:26:00 PM
Viewed: 3/10/2023 8:17:03 AM
Signed: 3/10/2023 8:17:36 AM

Sent: 3/6/2023 4:25:57 PM
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Viewed: 3/8/2023 7:57:05 AM
Signed: 3/8/2023 7:57:31 AM

Sent: 3/6/2023 4:25:59 PM
Viewed: 3/6/2023 5:09:27 PM
Signed: 3/6/2023 5:09:42 PM

## Electronic Record and Signature Disclosure:

| Signer Events | Signature | Timestamp |
| :---: | :---: | :---: |
| Accepted: 3/11/2022 5:41:45 PM <br> ID: 91da7de9-a699-4d7d-8fff-1b631698c3fd |  |  |
| Mark Rehm <br> mrehm@cpandm.net <br> Member Manager <br> Security Level: Email, Account Authentication (None) | DocuSigned by: <br> Mark Relum <br> C939EABDCE39467. <br> Signature Adoption: Pre-selected Style Using IP Address: 184.96.181.68 | Sent: 3/6/2023 4:25:59 PM Viewed: 3/6/2023 5:43:54 PM Signed: 3/6/2023 5:44:28 PM |
| Electronic Record and Signature Disclosure: <br> Accepted: 3/6/2023 5:43:54 PM <br> ID: 8973eb70-f88e-4509-8d24-d40df89323d0 |  |  |
| 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 Sent | Hashed/Encrypted | 3/6/2023 4:26:00 PM |
| Certified Delivered | Security Checked | 3/6/2023 5:43:54 PM |
| Signing Complete | Security Checked | 3/6/2023 5:44:28 PM |
| Completed | Security Checked | 3/10/2023 8:17:36 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

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