## ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT ANNUAL REPORT FOR REPORT YEAR 2020 ADAMS COUNTY, COLORADO

This annual report is submitted to the County of Adams consistent with Section 7 of the Service Plan for the Rocky Mountain Rail Park Metropolitan District (the "District"). The District was organized in July 2019, and therefore this report includes minimal District activity.

1. Boundary changes made or proposed to the District's boundary as of December 31 of the prior year.

During the report year of 2020, property was included into the boundaries of the District. See attached <u>Exhibit A</u>.

2. Intergovernmental Agreements with other governmental entities either entered into or proposed as of December 31 of the prior year.

During the report year of 2020, the District did not enter into any Intergovernmental Agreements with other governmental entities.

3. Copies of the District's rules and regulations, if any, as of December 31 of the prior year.

The District adopted a Resolution Regarding Covenant Enforcement and Design Review Authorization on December 4, 2020 accepting the delegation of certain governance matters set forth in the Declaration of Covenants, Conditions and Restrictions and Grants of Easements for Rocky Mountain Rail Park.

4. A summary of any litigation which involves the District Public Improvements as of December 31 of the prior year.

During the report year of 2020, the District was not involved in any litigation, and is not currently involved in any litigation.

5. Status of the District's construction of the Public Improvements as of December 31 of the prior year.

During the report year of 2020, the District did not construct any public improvements.

6. The assessed valuation of the District for the current year.

The assessed valuation as certified by Adams County in 2020 was \$680,700.

7. Current year budget including a description of the Public Improvements anticipated to be constructed in such year.

The District's 2021 budget is attached as <u>Exhibit B</u>. The District anticipates the construction of Public Improvements during 2021.

8. Audit of the District's financial statements, for the year ending December 31 of the previous year, prepared in accordance with generally accepted accounting principles or audit exemption, if applicable.

See attached Exhibit C.

9. Notice of any uncured events of default by the District, which continue beyond a ninety (90) day period, under any Debt instrument.

Not applicable.

10. Any inability of the District to pay its obligations as they come due, in accordance with the terms of such obligations, which continue beyond a ninety (90) day period.

Not applicable.

Respectfully submitted this 29th day of June, 2021.

SPENCER FANE LLP

By: /s/ Russel W. Dykstra Russell W. Dykstra Attorney for the District

## EXHIBIT A

DISTRICT COURT, ADAMS COUNTY, COLORADO			
Court Address: 1100 Judicial Center Drive, Brighton, CO, 80601		D: January 27, 2 BER: 2018CV31	
In the Matter of: ROCKY MOUNTAIN RAIL PARK METRO DIST	RICT		
		Case Number: 20	018CV31538
		Division: C	Courtroom:
Order: Order of Inclu	sion of Prope	erty	

The motion/proposed order attached hereto: GRANTED.

Issue Date: 1/27/2020

RAYNA GOKLI MCINTYRE District Court Judge

STATE OF COL	RT, ADAMS COUNTY, ORADO Adams County Justice Center 1100 Judicial Center Drive Brighton, Colorado 80601	5
Phone Number:	(303) 659-1161	
IN RE:		
	IOUNTAIN RAIL PARK AN DISTRICT, ADAMS COUNTY	COURT USE ONLY
	/	Case No.: 2018CV31538
	rder	Div.: C Ctrm.: 506
	ORDER OF INCLUSION OF PRO	OPERTY

THIS MATTER having been presented on the Rocky Mountain Rail Park Metropolitan District's (the "District") Motion for Order of Inclusion of Property and being fully advised in the premises, this Court hereby finds:

A. This Court has jurisdiction over the subject matter pursuant to \$ 32-1-303(1)(a) and 32-1-401(1)(c)(I), C.R.S.

B. Notice of hearing on the Petition for Inclusion (the "Petition") and the place, time and date of the public hearing of the Board of Directors of the District when such Petition would be heard was duly published, pursuant to § 32-1-401(1)(b), C.R.S.

C. The Board of Directors of the District held an uncontested public hearing on the Petition and thereafter granted the Petition and ordered all of the property described in <u>Exhibit A</u> hereto included into the boundaries of the District (the "Property"), pursuant to § 32-1-401(1)(b) and (c), C.R.S, effective as of the date of this Court Order upon recording in the real property records of Adams County.

### NOW THEREFORE, THE COURT ORDERS:

1. The Property is hereby included within the boundaries of the Rocky Mountain Rail Park Metropolitan District, pursuant to § 32-1-401(1), C.R.S.

2. The Property shall be subject to all taxes, charges and fees as may be imposed by the District against such property, pursuant to 32-1-402(1)(b), C.R.S., effective as of the date of this Order upon the recording of this Order.

3. The District shall file this Order with the Clerk and Recorder of Adams County, State of Colorado, in accordance with § 32-1-105, C.R.S.

4. The Clerk and Recorder shall notify the Assessor of the Order of Inclusion, and shall further file a certified copy of the Notice with the Division of Local Government, pursuant to § 32-1-105, C.R.S.

ORDERED this day of, 2020.
District Court Judge
en
KOCK

### **EXHIBIT** A

### LEGAL DESCRIPTION ATTACHED HERETO

PARCEL B:

A PARCEL OF LAND LOCATED IN THE SOUTH 1/2 SOUTHEAST<sup>1</sup>/<sub>4</sub>, SECTION 26, TOWNSHIP 3 SOUTH, RANGE 64 WEST OF THE 6TH PRINCIPAL MERIDIAN, ADAMS COUNTY, COLORADO AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SOUTHEAST<sup>1</sup>/<sub>4</sub>, SAID POINT BEING THE TRUE POINT OF BEGINNING FOR THE HEREIN DESCRIBED PARCEL OF LAND;

THENCE ALONG THE EAST LINE OF SAID SOUTHEAST ¼, NORTH 00 DEGREES 54 MINUTES 51 SECONDS WEST A DISTANCE OF 849.45 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF U. S. HIGHWAY NO. 36; THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE, NORTH 67 DEGREES 57 MINUTES 03 SECONDS EAST A DISTANCE OF 2449.30 FEET TO THE NORTHWEST CORNER OF THAT CERTAIN PARCEL OF LAND AS DESCRIBED IN BOOK 2763 AT PAGE 81 OF THE RECORDS OF SAID ADAMS COUNTY; THENCE ALONG THE WEST LINE OF SAID CERTAIN PARCEL, SOUTH 01 DEGREES 04 MINUTES 25 SECONDS EAST A DISTANCE OF 949.09 FEET TO THE SOUTHWEST CORNER OF SAID CERTAIN PARCEL, SAID POINT ALSO BEING ON THE SOUTH LINE OF SAID SOUTHEAST ¼; THENCE ALONG SAID SOUTH LINE SOUTHEAST ¼, NORTH 89 DEGREES 43 MINUTES 11 SECONDS WEST A DISTANCE OF 2452.00 FEET TO THE POINT OF BEGINNING.

PARCEL C:

A PARCEL OF LAND LOCATED IN THE NORTHEAS11/4, SECTION 35, TOWNSHIP 3 SOUTH, RANGE 64 WEST OF THE 6TH PRINCIPAL MERIDIAN, ADAMS COUNTY, COLORADO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID NORTHEAST 1/4, SAID POINT BEING THE POINT OF BEGINNING FOR THE HEREIN DESCRIBED PARCEL OF LAND;

THENCE ALONG THE EAST LINE OF SAID NORTHEAST 1/4, SOUTH 00 DEGREES 12 MINUTES 19 SECONDS EAST A DISTANCE OF 1653.23 FEET TO TEE SOUTHEAST CORNER OF THE NORTH 1/2, NORTH 1/2, SOUTH 1/2, NORTHEAST 1/4 OF SAID SECTION 35; THENCE ALONG THE SOUTH LINE OF SAID NORTH 1/2, NORTH 1/2, SOUTH 1/2, NORTHEAST 1/4, NORTH 89 DEGREES 31 MINUTES 21 SECONDS WEST A DISTANCE OF 2660.75. FEET TO THE SOUTHWEST CORNER OF SAID NORTH 1/2, NORTH 1/2, SOUTH 1/2, NORTHEAST 1/4; THENCE ALONG THE WEST LINE OF SAID NORTHEAST 1/4, NORTH 00 DEGREES 24 MINUTES 36 SECONDS WEST A DISTANCE OF 1644.13 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST 1/4; THENCE ALONG THE NORTH LINE OF SAID NORTHEAST 1/4, SOUTH 89 DEGREES 43 MINUTES 11 SECONDS EAST A DISTANCE OF 2666.53 FEET TO THE POINT OF BEGINNING;

EXCEPTING THE EAST 30.00 FEET OF THE NORTHEAST 1/4, SECTION 35 CONTIGUOUS WITH THE ABOVE DESCRIBED PARCEL OF LAND. SAID EAST 30.00 FEET ANNEXED BY THE CITY OF AURORA, COLORADO, <u>RECEPTION NO. B734231</u>.

## EXHIBIT B

## **RESOLUTION TO ADOPT BUDGET, APPROPRIATE FUNDS AND CERTIFY A MILL LEVY FOR THE ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT (2021)**

STATE OF COLORADO ) ) ss. COUNTY OF DENVER )

The Board of Directors of the Rocky Mountain Rail Park Metropolitan District, Adams County, Colorado held a special meeting at 4601 DTC Blvd., Suite 130, Denver, Colorado, on Friday, December 4, 2020, at the hour of 10:00 a.m.

The following members of the Board of Directors were present remotely:

Chairman of the Board/President – Heidi Suzanne Webb Kelly Secretary/Treasurer – Robert Thomas Wagner Asst. Secretary – Gregory Dangler Director – Brian Fallin

Also present were Joan Fritsche, Attorney, Fritsche Law LLC (remote attendance).

Ms. Fritsche reported that, prior to the meeting each of the Directors was notified of the date, time and place of this meeting and the purpose for which it was called. She further reported that this meeting is a special meeting of the Board of Directors of the District and that Notice of Meeting was posted within the boundaries of the District and to the best of her knowledge, the Notice remains posted to the date of this meeting. A copy of the published Notice as to Proposed 2021 Budget is incorporated into these proceedings.

## NOTICES AS TO PROPOSED 2021 BUDGET HEARING (PUBLISHED)

of

## ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT

[attached]

Colorado Community Media 750 W. Hampden Ave. Suite 225 Englewood, CO 80110

Fritsche Law 1888 Sherman St Ste 200 Denver CO 80203

Description: Pub Hear Rocky Mtn Rail Park

## AFFIDAVIT OF PUBLICATION

State of Colorado } County of Adams } ss

This Affidavit of Publication for the Brighton Standard Blade, a weekly newspaper, printed and published for the County of Adams, State of Colorado, hereby certifies that the attached legal notice was published in said newspaper once in each week, for 1 successive week(s), the last of which publication was made 11/25/2020, and that copies of each number of said paper in which said Public Notice was published were delivered by carriers or transmitted by mail to each of the subscribers of said paper, according to their accustomed mode of business in this office.

For the Brighton Standard Blade

State of Colorado } County of Adams } ss

The above Affidavit and Certificate of Publication was subscribed and sworn to before by the above named Gerard Healey, publisher of said newspaper, who is personally known to me to be the identical person in the above certificate on 12/7/2020. Gerard Healey has verified to me that he has adopted an electronic signature to function as his signature on this document.

Carla Bethke Notary Public My commission ends April 11, 2022



NOTICE OF PUBLIC HEARINGS ON PROPOSED 2021 BUDGET AND AMENDMENT OF 2020 BUDGET ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT

NOTICE IS HEREBY GIVEN that a proposed budget has been submitted to the Board of Directors ("Board") of the Rocky Mountain Rail Park Metropolitan District ("District") for fiscal year 2021. A copy of the proposed 2021 Budget is available for inspection by the public at the office of the District's legal counsel at 1888 Sherman Street, Suite 200, Denver, Colorado. The District Board will consider the proposed 2021 Budget, and an Amended 2020 Budget, if necessary, at public hearings to be held during a regular meeting scheduled for 10:00 a.m. on Friday, December 4, 2020 at 4601 DTC Bivd., Suite 130, Denver, Colorado. The Board may take action on the proposed 2021 Budget, aif he proposed Amended 2020 Budget, if necessary, during the regular meeting following the public hearings. Any interested elector of the District may file or register any objections thereto with the Board during normal business hours prior to the final adoption of the proposed 2021 Budget and Amended 2020 Budget.

> ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT By: /s/Heidi Suzanne Webb Ketly President of the District Board

Published in: Brighton Standard-Blade Published On: November 25, 2020

### **RESOLUTION**

### **ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET, LEVYING PROPERTY TAXES FOR COLLECTION IN THE YEAR 2021 TO HELP DEFRAY THE COSTS OF GOVERNMENT, AND APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT, ADAMS COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021, AND ENDING ON THE LAST DAY OF DECEMBER, 2021.

WHEREAS, the Board of Directors of the Rocky Mountain Rail Park Metropolitan District has authorized its budget officer to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget has been submitted to the Board of Directors of the District for its consideration; and

WHEREAS, upon due and proper notice, published in accordance with law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 4, 2020, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget being adopted by the Board has been prepared based on the best information available to the Board regarding the effects of Article X, Section 20 of the Colorado Constitution; 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.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT, ADAMS COUNTY, COLORADO:

<u>Section 1</u>. <u>Summary of 2021 Revenues and 2021 Expenditures</u>. That the estimated revenues and expenditures for each fund for fiscal year 2021, as more specifically set forth in the budget attached hereto, are accepted and approved.

<u>Section 2</u>. <u>Adoption of Budget</u>. That the budget as submitted and attached hereto and incorporated herein is approved and adopted as the budget of the Rocky Mountain Rail Park Metropolitan District for fiscal year 2021.

<u>Section 3.</u> <u>Levy of General Property Taxes</u>. That the foregoing budget indicated that the amount of money necessary to balance the budget for the General Fund for operating expenses from property tax revenue is \$6,807.70, and that the 2020 valuation for assessment, as certified by the Adams County Assessor, is \$680,770. That for the purposes of meeting all

general operating expenses of the District during the 2021 budget year, there is hereby levied a tax of 10.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2020.

<u>Section 4.</u> <u>Levy of Debt Retirement Expenses</u>. That the foregoing budget indicates that the amount of money necessary to balance the budget for the Debt Service Fund for debt retirement expense from property tax revenue is \$34,038.50 and that the 2020 valuation for assessment, as certified by the Adams County Assessor is \$680,770. That for the purposes of meeting all debt retirement expenses of the District during the 2021 budget year, there is hereby levied a tax of 50.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2020.

<u>Section 5.</u> <u>Refund and Abatement</u>. That the foregoing budget indicates the amount of money necessary to balance the budget for the Refund and Abatement Fund for refund and abatement expenses from property tax revenue is \$-0-, and that the 2020 valuation for assessment, as certified by the Adams County Assessor is \$680,770. That for purposes of meeting all refund and abatement expenses imposed by the Adams County Assessor for the 2021 budget year, there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2020.

<u>Section 6.</u> <u>Certification to County Commissioners</u>. That the Accountant for the District is hereby authorized and directed to immediately certify to the County Commissioners of Adams County, the mill levy for the District hereinabove determined and set forth on the Certification of Tax Levies for Non School Governments attached hereto.

## **INSERT** CERTIFICATION OF TAX LEVIES FOR NON SCHOOL GOVERNMENTS

476	County Tax Entity Code
	County Tax Linny Court

DOLA	LGID/SID
------	----------

O: County Commis	ssioners <sup>1</sup> of	Adams County	, Colorado
	Rocky Mountain	Rail Park Metropolitan Distric	:t ,
On behalf of the		(taxing entity) <sup>A</sup>	
the		Board of Directors	
1000 De 100		(governing body) <sup>B</sup>	
of the	Rocky Mountai	n Rail Park Metropolitan Distr	ict
		(local government) <sup>C</sup>	
Iereby officially cer	tifies the following mills	680,770	)
b be levied against the ssessed valuation of	ne taxing entity's GROSS \$	680,770	ification of Valuation Form DLG 57 <sup>1</sup>
	ified a NET assessed valuation		
AV) different than the G		680,770	0
alculated using the NET	F) Area <sup>F</sup> the tax levies must be \$	680,770 T <sup>G</sup> assessed valuation, Line 4 of the Cert	ification of Valuation Form DLG 57)
roperty tax revenue will	be derived from the mill levy USE	VALUE FROM FINAL CERTIFICAT BY ASSESSOR NO LATER T	ION OF VALUATION PROVIDE. HAN DECEMBER 10
	T assessed valuation of: 12/14/2020	for budget/fiscal year	2021
no later than Dec. 15)	(mm/dd/yyyy)	······································	(уууу)
DUDDOGD		LEVY <sup>2</sup>	<b>REVENUE<sup>2</sup></b>
	d notes for definitions and examples)	10.000 mil	( 007 70
1. General Operation			
2. < <b>Minus</b> > Tempo	orary General Property Tax Credit Levy Rate Reduction <sup>1</sup>	< > mil	ls \$<
Temporary Mill	Levy Rate Reduction		
SUBTOTAL	FOR GENERAL OPERATING:	mi	lls <u>\$</u>
2 Cananal Obligat	ion Bonds and Interest <sup>J</sup>	50.000 mi	lls \$ 34,038.50
		mi	lls \$
4. Contractual Obl		mi	
5. Capital Expendi			
6. Refunds/Abater	nents <sup>M</sup>	mi	
7. Other <sup>N</sup> (specify)	:	mi	
		mi	11s <u>\$</u>
		(0.000	40,846.20
	TOTAL: Sum of General Operation	<sup>ng</sup> 60.000 m	ills \$ 40,840.20
Contact person:		Daytime	<i></i>
Contact person: (print)	Heidi Webb Kelly	phone: (720)	614-5205
Signed:	Ale de labolito	Title:	Board President

<sup>&</sup>lt;sup>1</sup> If the *taxing entity*'s boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution. <sup>2</sup> Levies must be rounded to <u>three</u> decimal places and revenue must be calculated from the total <u>NET assessed valuation</u> (Line 4 of Form DLG57 on the County Assessor's **FINAL** certification of valuation).

## **CERTIFICATION OF TAX LEVIES, continued**

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

## CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

### **BONDS<sup>J</sup>**:

1.	Purpose of Issue:	Infrastructure Development	
	Series:	Proposed 2021 Issuance	
	Date of Issue:	TBD	
	Coupon Rate:	TBD	
	Maturity Date:	TBD	
	Levy:	50.000	
	Revenue:	34,038.50	
2.	Purpose of Issue:		
	Series:		
	Date of Issue:		
	Coupon Rate:		
	Maturity Date:		
	Levy:		
	Revenue:		
CO	NTRACTS <sup>κ</sup> :		
3.	Purpose of Contract:		
-	Title:		
	Date:		
	Principal Amount:		
	Maturity Date:		
	Levy:		
	Revenue:		
4.	Purpose of Contract:		
••	Title:		
	Date:		
	Principal Amount:		
	Maturity Date:		
	Levy:		
	Revenue:		

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

<u>Section 7</u>. <u>Appropriations</u>. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the budget attached hereto, are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated and no other.

<u>Section 8.</u> <u>Budget Certification</u>. That the budget shall be certified by the Secretary of the District, and made a part of the public records of the Rocky Mountain Rail Park Metropolitan District.

APPROVED AND ADOPTED THIS 4<sup>TH</sup> DAY OF DECEMBER 2020.

ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT

By: <u>Heidi Suzanne Webb Kelly, President</u>

Attest:

Robert Thomas Wagner, Secretary

### ACKNOWLEDGEMENT OF NOTICE AND APPROVAL OF RECORD OF PROCEEDINGS

We, the undersigned members of the Board of Directors of the Rocky Mountain Rail Park Metropolitan District, Adams County, Colorado, do hereby acknowledge receipt of proper notice of the meeting of the Board held Friday, December 4, 2020, at 10:00 a.m., at 4601 DTC Blvd., Suite 130, Denver, Colorado, informing of the date, time and place of the meeting and the purpose for which it was called, and we do hereby approve said record of proceedings and the actions taken by the Board as stated therein.

ugann Weld tell Heidi Suzanne Webb Kelly

Gregory Dangler

Robert Thomas Wagner

Brian Fallin

## EXHIBIT A 2021 BUDGET ATTACHED HERETO

ROCKY MOUNTAIN RAIL PARK METROPOL	ITAN DISTRICT					
STATEMENT OF REVENUES & EXPENDITUF	RES WITH BUDO	GETS				
December 31, 2019 Actual, and 2020 Ado	pted and Projed	cted Budget				
2021 Adopted Budget						
		Modified Accrual Budg	getary Basis			
GENERAL FUND	2019	2020	2020	2021		
	Unaudited	Adopted	Projected	Adopted		
Revenues	<u>Actual</u>	Budget	Actual	<u>Budget</u>		
Property Taxes	\$-	\$ 279	\$ 279	\$ 279		
Specific Ownership Tax	-	21	-	21		
Investment Income	-	500	-	500		
Note Proceeds	-	125,000				
Operating Advances	-	-	90,203	125,000		
Total Revenues	\$-	\$ 125,800	\$ 90,482	\$ 125,800		
Expenditures						
Accounting and Finance	\$ -	\$ 21,720	\$ 21,720	\$ 21,720		
District Mangement	- -	21,000	21,000	21,000		
Election	_	3,500	3,500			
Insurance & Bonds	_	10,000	10,000	10,000		
Legal	-	30,000	30,000	30,000		
Formation Costs	_	75,000	-	75,000		
Formation Costs - USDA	_	50,000	-	50,000		
Treaurer's Fees	_	4	4	4		
Office, Dues & Other	_	500	500	500		
Contingency	_	86,260	3,758	89,760		
Total Operating Expenditures	\$-	\$ 297,984	-	\$ 297,984		
Other Sources/(Uses)						
Transfer from Capital Fund	\$-	\$ 172,185	\$-	\$ 172,185		
Total Other Sources/ (Uses)	\$-	\$ 172,185	\$-	\$ 172,185		
Revenues over/ (under) Expenditures	\$-	\$ -	\$ -	\$-		
Beginning Fund Balance	\$-	\$ -	\$-	\$ -		
Ending Fund Balances	\$-	\$ -	\$-	\$ -		
See Accompanying Accountant's Repo	rt	Page 1				
see necompanying Accountant 3 Repo		1 080 1				

ROCKY MOUNTAIN RAIL PARK METROPO	LITAN DIS	STRICT							
STATEMENT OF REVENUES & EXPENDITU	RES WITH	H BUDG	ETS						
December 31, 2019 Actual, and 2020 Add	opted and	Projec	ted B	udget					
2021 Adopted Budget									
			Мос	dified Accr	ual Budg	getary	/ Basis		
DEBT SERVICE FUND	20	19		2020			2020		2021
	Unau	dited		Adopte	d	Pro	ojected		Adopted
Revenues	Act	ual		Budget	[	Α	Actual		<u>Budget</u>
Property Taxes	\$	-	\$		1,393	\$	1,393	\$	1,393
Specific Ownership Tax		-			104		-		104
Investment Income		-			3,503		-		3,503
Total Revenues	\$	-	\$		5,000	\$	1,393	\$	5,000
Expenditures									
Principal	\$			\$		\$	-		\$-
Interest - WEP	Ŷ			Ļ		Ļ			_ ب
Interest - CF									
Contingency		-			5,000		41		5,000
Total Operating Expenditures	\$	-	\$		5,000	\$	41	\$	5,000
Other Sources/(Uses)									
Transfer from General	\$	-	\$	-		\$	-	\$	_
Transfer from Capital	\$	-	\$	-		\$	-	\$	-
Total Other Sources/ (Uses)	\$	-	\$	-		\$	-	; \$	-
Revenues over/ (under) Expenditures	\$	-	\$	-		\$	-	\$	-
Beginning Fund Balance	\$	-	\$	-		\$	-	\$	-
Ending Fund Balances	\$	-	\$	-		\$	-	\$	-
			Dec	- <b>1</b>					
See Accompanying Accountant's Repo	ort		Page	ez					

ROCKY MOUNTAIN RAIL PARK METROPO	LITAN DISTRICT						
STATEMENT OF REVENUES & EXPENDITU	RES WITH BUDG	SETS					
December 31, 2019 Actual, and 2020 Add	pted and Projec	ted B	udget				
2021 Adopted Budget			-				
		Мо	dified Accrual Budg	getary E	Basis		
CAPITAL PROJECTS FUND	2019		2020	2020		2021	
	Unaudited		Adopted	Proj	ected		Adopted
Revenues	Actual		<u>Budget</u>		tual		<u>Budget</u>
Interest & Other	\$-	\$	10,000	\$	-	\$	10,000
Total Revenues	\$-	\$	10,000	\$	-	\$	10,000
Expenditures							
Capital Outlay:							
Water & Enviromental Program	\$ -	\$	28,621,280	\$	-	\$	28,621,280
Community Facilities	-	T	9,069,831	т	-	т	9,069,831
Legal	-		60,000		-		60,000
Contingency	-		1,225,000		-		1,225,000
Total Operating Expenditures	\$-	\$	38,976,111	\$	-	\$	38,976,111
Other Sources/(Uses)							
Bond Proceeds	\$ -	\$	39,288,296	\$	_	\$	39,288,296
Cost of Issuance	-		(150,000)		-		(150,000)
Transfer to / from General Fund	-		(172,185)		-		(172,185)
Total Other Sources/ (Uses)	\$-	\$	38,966,111	\$	-	\$	38,966,111
Revenues over/ (under) Expenditures	\$-	\$	-	\$	-	\$	-
Beginning Fund Balance	\$-	\$	-	\$	-	\$	-
Ending Fund Balances	\$-	\$	-	\$	-	\$	-
See Accompanying Accountant's Repo	אנ						

## ROCKY MOUNTAIN RAIL PARK METROPOLITAN DISTRICT 2021 BUDGET MESSAGE

Attached please find a copy of the adopted 2021 budget for Rocky Mountain Rail Park Metropolitan District.

Rocky Mountain Rail Park Metropolitan District has adopted budgets for three funds, a General Fund to provide for the payment of general operating expenditures; a Capital Projects Fund to provide for the estimated infrastructure costs that are to be built for the benefit of the District, repayment of developer advances, the payment of bond issuance costs and transfers to the Debt Service Fund; and a Debt Service Fund to provide for payments on the proposed general obligation bonds.

The District has utilized the modified accrual basis of accounting and the budget has been adopted after proper postings, publications and public hearing.

For 2021, the District intends to impose a 60.000 mill levy on the property within the District, of which 10.000 mills will be dedicated to the General Fund and the balance of 50.000 mills will be allocated to the Debt Service Fund.

EXHIBIT C

# **APPLICATION FOR EXEMPTION FROM AUDIT**

# SHORT FORM

NAME OF GOVERNMENT	Rocky Mountain Rail Park Metropolitan District
ADDRESS	8390 E Crescent Parkway
	Suite 300
	Greenwood Village, CO 80111
CONTACT PERSON	Carrie Bartow
PHONE	303-779-5710
EMAIL	Carrie.Bartow@claconnect.com
FAX	303-779-0348
P	ART 1 - CERTIFICATION OF PREPARER

For the Year Ended 12/31/20 or fiscal year ended:

I certify that I am skilled in governmental accounting and that the information in the application is complete and accurate, to the best of my knowledge.

NAME:	Carrie Bartow
TITLE	Accountant for the District
FIRM NAME (if applicable)	CliftonLarsonAllen LLP
ADDRESS	8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111
PHONE	303-779-5710
DATE PREPARED	3/17/2021

# PREPARER (SIGNATURE REQUIRED)

## SEE ATTACHED ACCOUNTANTS COMPILIATION REPORT

Please indicate whether the following financial information is recorded	GOVERNMENTAL (MODIFIED ACCRUAL BASIS)	<b>PROPRIETARY</b> (CASH OR BUDGETARY BASIS)
using Governmental or Proprietary fund types	<b>v</b>	

# **PART 2 - REVENUE**

**REVENUE:** All revenues for all funds must be reflected in this section, including proceeds from the sale of the government's land, building, and equipment, and proceeds from debt or lease transactions. Financial information will not include fund equity information.

Line#		De	scription	Round to nearest Dollar	Please use this
2-1	Taxes:	Property	(report mills levied in Question 10-6)	\$ 1,672	space to provide
2-2		Specific owner	ship	\$ •==	any necessary
2-3		Sales and use		\$ -	explanations
2-4		Other (specify)	:	\$ -	
2-5	Licenses and permits	6		\$ -	
2-6	Intergovernmental:		Grants	\$ -	
2-7			Conservation Trust Funds (Lottery)	\$ -	
2-8			Highway Users Tax Funds (HUTF)	\$ -	
2-9			Other (specify):	\$ -	
2-10	Charges for services			\$ -	
2-11	Fines and forfeits			\$ -	
2-12	Special assessments	5		\$ -	
2-13	Investment income			\$ 3	
2-14	Charges for utility se	rvices		\$ -	
2-15	Debt proceeds		(should agree with line 4-4, column 2)	\$ -	
2-16	Lease proceeds			\$ -	
2-17	<b>Developer Advances</b>	received	(should agree with line 4-4)	\$ 9,000	
2-18	Proceeds from sale of	of capital assets	3	\$ -	
2-19	Fire and police pensi	on		\$ -	
2-20	Donations			\$ -	
2-21	Other (specify):			\$ -	
2-22				\$ -	
2-23				\$ -	
2-24		(add lir	es 2-1 through 2-23) TOTAL REVENUE	\$ 10,797	ſ

# **PART 3 - EXPENDITURES/EXPENSES**

EXPENDITURES: All expenditures for all funds must be reflected in this section, including the purchase of capital assets and principal and interest payments on long-term debt. Financial information will not include fund equity information.

Line#	Description			Round to nearest Dollar	Please use this
3-1	Administrative	ſ	\$	9,735	space to provide
3-2	Salaries		\$	-	any necessary
3-3	Payroll taxes	l l	\$	-	explanations
3-4	Contract services				
3-5	Employee benefits		\$	-	
3-6	Insurance		\$	100	
3-7	Accounting and legal fees		\$	28,845	
3-8	Repair and maintenance		\$	-	
3-9	Supplies		\$	-	
3-10	Utilities and telephone		\$	-	
3-11	Fire/Police		\$	-	
3-12	Streets and highways		\$	-	
3-13	Public health		\$	-	
3-14	Capital outlay		\$	-	
3-15	Utility operations		\$	-	
3-16	Culture and recreation	ſ	\$	-	
3-17	Debt service principal (should ag	gree with Part 4)	\$	-	
3-18	Debt service interest		\$	-	
3-19	Repayment of Developer Advance Principal (should agr	ee with line 4-4)	\$	-	
3-20	Repayment of Developer Advance Interest		\$	-	
3-21	Contribution to pension plan (should a	gree to line 7-2)	\$	-	
3-22	Contribution to Fire & Police Pension Assoc. (should a	gree to line 7-2)	\$	-	
3-23	Other (specify):				
3-24	Election	ſ	\$	544	
3-25	Formation Costs	ſ	\$	1,987	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES	/EXPENSES	\$	41,211	
TOTAL			* * *		

If TOTAL REVENUE (Line 2-24) or TOTAL EXPENDITURES (Line 3-26) are GREATER than \$100,000 - <u>STOP</u>. You may not use this form. Please use the "Application for Exemption from Audit -<u>LONG FORM</u>".

	PART 4 - DEBT OUTSTANDING	· · · · · · · · · · · · · · · · · · ·	, AND RE		
	Please answer the following questions by marking the	appropriate boxes.		Yes	No
4-1	Does the entity have outstanding debt? If Yes, please attach a copy of the entity's Debt Repayment S	chedule.		<b>、</b>	
4-2	Is the debt repayment schedule attached? If no. MUST explai	n:			7
	No repayment schedule attached since developer advances a	re only repaid if	and when the		
4.0	District has eligible funds available for repayment.				
4-3	4-3 Is the entity current in its debt service payments? If no, MUST explain: Developer advances are only repaid if and when the District has eligible funds available for				
		as eligible fund	s available for		
4-4	repayment.				
4-4	Please complete the following debt schedule, if applicable:	Outstanding at	Issued during	Retired during	Outstanding at
	(please only include principal amounts)(enter all amount as positive	end of prior year*	year	year	year-end
	numbers)				
	General obligation bonds	\$ -	\$ -	\$ -	\$ -
	Revenue bonds	\$ -	\$ -	\$ -	\$ -
	Notes/Loans	\$-	\$-	\$-	\$ -
	Leases	\$-	\$-	\$-	\$-
	Developer Advances	\$-	\$ 9,000	\$-	\$ 9,000
	Other (specify):	\$-	\$-	\$-	\$-
	TOTAL	\$-	\$ 9,000	\$-	\$ 9,000
		*must tie to prior ye	ear ending balance		
	Please answer the following questions by marking the appropriate boxes			Yes	No
4-5	Does the entity have any authorized, but unissued, debt?				
If yes:	How much?		00,000,000.00		
	Date the debt was authorized:	11/5/2	2019		
4-6	Does the entity intend to issue debt within the next calendar				
If yes:	How much?	· ·	55,900,000		
4-7	Does the entity have debt that has been refinanced that it is s	till responsible	for?		$\checkmark$
If yes:	What is the amount outstanding?	\$	-		
4-8	Does the entity have any lease agreements?				$\checkmark$
If yes:	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?	\$			
	Please use this space to provide any	· ·	comments:		
		explanations of	- commento.		

	Please provide the entity's cash deposit and investment balances.		Δ	mount		Total
5-1	YEAR-END Total of ALL Checking and Savings Accounts		\$	231		lotai
5-2	Certificates of deposit		\$	-		
	Total Cash Deposits				\$	231
	Investments (if investment is a mutual fund, please list underlying investments):					
	Colotrust		\$	930	1	
5-3	Colotrust - Prime		\$	856		
5-3			\$	-		
			\$	-	<u> </u>	
	Total Investments				\$	1,786
	Total Cash and Investments				\$	2,017
	Please answer the following questions by marking in the appropriate boxes	Yes		Νο		N/A
5-4	Are the entity's Investments legal in accordance with Section 24-75-601, et.	7				
	seq., C.R.S.?					
5-5	Are the entity's deposits in an eligible (Public Deposit Protection Act) public	7				
	depository (Section 11-10.5-101, et seq. C.R.S.)?	<u> </u>				

	PART 6 - CAPITAL ASSETS					
	Please answer the following questions by marking in the appropriate box	es.		Yes	No	
6-1	Does the entity have capital assets?				Ţ	
6-2	Has the entity performed an annual inventory of capital asset 29-1-506, C.R.S.,? If no, MUST explain:	s in accordance	with Section			
	N/A - The District has no capital assets.					
6-3	Complete the following capital assets table:	Balance - beginning of the year*	Additions (Must be included in Part 3)	Deletions	Year-End Balance	
	Land	\$-	\$-	\$-	\$-	
	Buildings	\$-	\$-	\$-	\$-	
	Machinery and equipment	\$-	\$-	\$-	\$-	
	Furniture and fixtures	\$-	\$-	\$-	\$-	
	Infrastructure	\$-	\$-	\$-	\$-	
	Construction In Progress (CIP)	\$-	\$-	\$-	\$-	
	Other (explain):	\$-	\$ -	\$-	\$-	
	Accumulated Depreciation	\$ -	\$ -	\$-	\$-	
	TOTAL	\$-	\$-	\$-	\$-	
	Please use this space to provide any	explanations or	comments:			

	PART 7 - PENSION INFORMA	TIO	N		
	Please answer the following questions by marking in the appropriate boxes.			Yes	No
7-1	Does the entity have an "old hire" firemen's pension plan?				7
7-2 Does the entity have a volunteer firemen's pension plan?					7
If yes:					
	Indicate the contributions from:				
	Tax (property, SO, sales, etc.):	\$	-		
	State contribution amount: \$ -				
	Other (gifts, donations, etc.):				
	TOTAL \$ -				
	What is the monthly benefit paid for 20 years of service per retiree as of Jan	\$	-		

Please use this space to provide any explanations or comments:

PART 8 - BUDGET INFORMATION					
	Please answer the following questions by marking in the appropriate boxes.	Yes	No	N/A	
8-1	Did the entity file a budget with the Department of Local Affairs for the current year in accordance with Section 29-1-113 C.R.S.?	V			
8-2	Did the entity pass an appropriations resolution, in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:	V			

If yes: Please indicate the amount budgeted for each fund for the year reported:

Fund Name	Budgeted	Expenditures/Expenses
General Fund	\$	297,985
Debt Service Fund	\$	5,000
Capital Projects Fund	\$	39,298,296

	PART 9 - TAXPAYER'S BILL OF RIGHTS (TAB	OR)	
	Please answer the following question by marking in the appropriate box	Yes	No
9-1	Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]? 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.	V	
lf no, ML	JST explain:		
	PART 10 - GENERAL INFORMATION		
	Please answer the following questions by marking in the appropriate boxes.	Yes	Νο
10-1	Is this application for a newly formed governmental entity?		7
lf yes: <b>10-2</b>	Date of formation: Has the entity changed its name in the past or current year?		
If yes:	Please list the NEW name & PRIOR name:		
10-3	Is the entity a metropolitan district? Please indicate what services the entity provides: Sanitation, water, streets, traffic &safety controls, parks & recreation, transportation, television relay, mosquito control, security	V	
<b>10-4</b> If yes:	Does the entity have an agreement with another government to provide services? List the name of the other governmental entity and the services provided:		7
n yee.	List the name of the other governmental entity and the services provided.		
<b>10-5</b> If yes:	Has the district filed a <i>Title 32, Article 1 Special District Notice of Inactive Status</i> during Date Filed:		J
		_	_
10-6	Does the entity have a certified Mill Levy?	7	
If yes:	Please provide the following <u>mills</u> levied for the year reported (do not report \$ amounts):		
	Bond Redemption mills		50.000
	General/Other mills		10.000
	Total mills		60.000

Please use this space to provide any explanations or comments:

PART 11 - 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?

## 

1

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

## **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,  $\boldsymbol{or}$ 

b. Include electronic signatures obtained through a software program such as Docusign or Echosign in accordance with the requirements noted above.

	Print the names of ALL members of current governing body below.	A <u>MAJORITY</u> of the members of the governing body must complete and sign in the column below.
Board	Print Board Member's Name	I Heidi Webb Kelly, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
Member 1	Heidi Webb Kelly	Signed Date: <sup>3/30/2021</sup> My term Expires:May 2022
Board	Print Board Member's Name	I Gregory M Dangler, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
Member 2	Gregory M Dangler	Signed Date: My term Expires:May 2022
Board	Print Board Member's Name	I Robert Thomas Wagner, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from
Member 3	Robert Thomas Wagner	audit. Signed Date: My term Expires:May 2022
Board	Print Board Member's Name	I Brian Fallin, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
Member 4	Brian Fallin	Signed Date: <sup>3/30/2021</sup> My term Expires:May 2022
Board	Print Board Member's Name	I Crystal Hostelley, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
Member 5	Crystal Hostelley	Signed Date: <sup>3/30/2021</sup> My term Expires:May 2022
Board Member	Print Board Member's Name	I, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed
6		Date: My term Expires:
Board Member 7	Print Board Member's Name	I, attest 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:



CliftonLarsonAllen LLP www.CLAConnect.com

### Accountant's Compilation Report

Board of Directors Rocky Mountain Rail Park Metro District Adams County, Colorado

Management is responsible for the accompanying Application for Exemption from Audit of Rocky Mountain Rail Park Metro District as of and for the year ended December 31, 2020, 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 Rocky Mountain Rail Park Metro District.

Clifton Larson allen LLC

Greenwood Village, Colorado March 19, 2021



### **Certificate Of Completion**

Envelope Id: B772BEE4D745446983A3AD9D3865AFD9 Subject: Please DocuSign: RMRPMD - 2020 Audit Exemption.pdf Client Name: Rocky Mountain Rail Park Metropolitan District Client Number: 011-046327-00 Source Envelope: **Document Pages: 8** Signatures: 3 Certificate Pages: 5 Initials: 0 AutoNav: Enabled EnvelopeId Stamping: Enabled Time Zone: (UTC-06:00) Central Time (US & Canada)

### **Record Tracking**

Status: Original 3/30/2021 11:32:41 AM

### Signer Events

Brian Fallin bfallin@rockymountainindustrials.com Security Level: Email, Account Authentication (None)

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

Accepted: 3/30/2021 11:41:57 AM ID: 84e3c8fb-6b3c-4dfb-9f74-c6b6bac66305

Crystal Hostelley

chostelley@rockymountainindustrials.com

Human Capital Manager

Security Level: Email, Account Authentication (None)

#### **Electronic Record and Signature Disclosure:** Accepted: 3/30/2021 12:00:04 PM

ID: 2b6b0071-7623-439b-9e21-83b8dcade3fe

Heidi Kelly

hkelly@rockymountainindustrials.com

**Executive Vice President** 

Security Level: Email, Account Authentication (None)

### **Electronic Record and Signature Disclosure:** Accepted: 3/30/2021 2:20:41 PM ID: 23057f1e-ff65-427c-be4e-08ba731b27c5

Holder: Marisol Gomez Marisol.Gomez@claconnect.com

### Signature

DocuSigned by: Brian Fallin

Signature Adoption: Pre-selected Style Using IP Address: 107.2.216.252

DocuSigned by Crystal Hostelley

Signature Adoption: Pre-selected Style Using IP Address: 107.2.216.252

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Sent: 3/30/2021 11:36:48 AM Viewed: 3/30/2021 2:20:41 PM Signed: 3/30/2021 2:28:01 PM

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp

FF3309B076A430.

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DocuSigned by: Heidi kelly

Signature Adoption: Pre-selected Style

Status: Completed

Envelope Originator: Marisol Gomez 220 South 6th Street Suite 300 Minneapolis, MN 55402 Marisol.Gomez@claconnect.com IP Address: 75.71.13.95

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Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Summary Events Envelope Sent	Status Hashed/Encrypted	<b>Timestamps</b> 3/30/2021 11:36:49 AM
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Envelope Sent	Hashed/Encrypted	3/30/2021 11:36:49 AM
Envelope Sent Certified Delivered	Hashed/Encrypted Security Checked	3/30/2021 11:36:49 AM 3/30/2021 2:20:41 PM
Envelope Sent Certified Delivered Signing Complete	Hashed/Encrypted Security Checked Security Checked	3/30/2021 11:36:49 AM 3/30/2021 2:20:41 PM 3/30/2021 2:28:01 PM

## ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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

## **Getting paper copies**

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

## Withdrawing your consent

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

## Consequences of changing your mind

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

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

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

## How to contact CliftonLarsonAllen LLP:

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

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

## To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your

at Business Technology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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

## To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email

to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

## To withdraw your consent with CliftonLarsonAllen LLP

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

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

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

## **Required hardware and software**

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

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

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

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

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