

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.

If your local government has either revenues or expenditures of LESS than \$100,000, use the **SHORT FORM**.

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.

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:

<http://www.lexisnexis.com/hotttopics/colorado/>

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

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 via Fax or Email?
 - If yes, have you read and understand the new Electronic Signature Policy? See [here](#) 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?

New for 2018: Checkout our new 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.

[OSA LG Web Portal](#)

FILING METHODS

NEW METHOD!

WEB PORTAL: Register and submit your Applications at our new portal: <https://apps.leg.co.gov/osallg>

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

FAX: 303-869-3061

EMAIL: osa.ig@state.co.us

QUESTIONS? 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

Jeffco Business Center Metropolitan District No. 1
c/o Special District Management Services, Inc.

For the Year Ended
12/31/2018
or fiscal year ended:

CONTACT PERSON
PHONE
EMAIL
FAX

141 Union Boulevard Ste. 150
Lakewood, CO 80228-1898
David Sollen
(303) 987-0835
dsollen@sdmsi.com
(303) 987-2032

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: James Steven Beck
TITLE: District Accountant
FIRM NAME (if applicable): Special District Management Services, Inc.
ADDRESS: 141 Union Boulevard Ste. 150
PHONE: (303) 987-0835
DATE PREPARED: 3/6/2019
RELATIONSHIP TO ENTITY: Independent Outside Accountant. All major decisions are made by the Board of Directors.

PREPARER (SIGNATURE REQUIRED)



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 NO

If Yes, date filed:

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

| Line # | Description | Governmental Funds | | Debt Service Fund | Proprietary/Fiduciary Funds | |
|---------------------|--|--------------------|----------|-------------------|-----------------------------|-------|
| | | General Fund | | | Fund* | Fund* |
| Assets | | | | | | |
| 1-1 | Cash & Cash Equivalents | \$ 12,325 | \$ 7,592 | | \$ - | \$ - |
| 1-2 | Investments | \$ - | \$ - | | \$ - | \$ - |
| 1-3 | Receivables | \$ - | \$ - | | \$ - | \$ - |
| 1-4 | Due from Other Entities or Funds | \$ - | \$ - | | \$ - | \$ - |
| | All Other Assets [specify...] | | | | | |
| 1-5 | Prepaid Expenses | \$ 3,483 | \$ - | | \$ - | \$ - |
| 1-6 | | \$ - | \$ - | | \$ - | \$ - |
| 1-7 | | \$ - | \$ - | | \$ - | \$ - |
| 1-8 | | \$ - | \$ - | | \$ - | \$ - |
| 1-9 | | \$ - | \$ - | | \$ - | \$ - |
| 1-10 | | \$ - | \$ - | | \$ - | \$ - |
| 1-11 | | \$ 15,808 | \$ 7,592 | | \$ - | \$ - |
| 1-12 | TOTAL ASSETS | \$ - | \$ - | | \$ - | \$ - |
| 1-13 | TOTAL DEFERRED OUTFLOWS OF RESOURCES | \$ - | \$ - | | \$ - | \$ - |
| | TOTAL ASSETS AND DEFERRED OUTFLOWS | \$ 15,808 | \$ 7,592 | | \$ - | \$ - |
| Liabilities | | | | | | |
| 1-14 | Accounts Payable | \$ 919 | \$ - | | \$ - | \$ - |
| 1-15 | Accrued Payroll and Related Liabilities | \$ - | \$ - | | \$ - | \$ - |
| 1-16 | Accrued Interest Payable | \$ - | \$ - | | \$ - | \$ - |
| 1-17 | Due to Other Entities or Funds | \$ - | \$ - | | \$ - | \$ - |
| 1-18 | All Other Current Liabilities | \$ - | \$ - | | \$ - | \$ - |
| 1-19 | TOTAL CURRENT LIABILITIES | \$ 919 | \$ - | | \$ - | \$ - |
| 1-20 | All Other Liabilities [specify...] | \$ - | \$ - | | \$ - | \$ - |
| 1-21 | | \$ - | \$ - | | \$ - | \$ - |
| 1-22 | | \$ - | \$ - | | \$ - | \$ - |
| 1-23 | | \$ - | \$ - | | \$ - | \$ - |
| 1-24 | | \$ - | \$ - | | \$ - | \$ - |
| 1-25 | | \$ - | \$ - | | \$ - | \$ - |
| 1-26 | | \$ - | \$ - | | \$ - | \$ - |
| 1-27 | | \$ - | \$ - | | \$ - | \$ - |
| 1-28 | TOTAL LIABILITIES | \$ 919 | \$ - | | \$ - | \$ - |
| 1-29 | TOTAL DEFERRED INFLOWS OF RESOURCES | \$ - | \$ - | | \$ - | \$ - |
| Fund Balance | | | | | | |
| 1-30 | Nonspendable Prepaid | \$ 3,483 | \$ - | | \$ - | \$ - |
| 1-31 | Nonspendable Inventory | \$ - | \$ - | | \$ - | \$ - |
| 1-32 | Restricted -Debt Service | \$ - | \$ 7,592 | | \$ - | \$ - |
| 1-33 | Committed [specify...] | \$ - | \$ - | | \$ - | \$ - |
| 1-34 | Assigned [specify...] | \$ - | \$ - | | \$ - | \$ - |
| 1-35 | Unassigned: | \$ 11,406 | \$ - | | \$ - | \$ - |
| 1-36 | | | | | | |
| | Add lines 1-30 through 1-35 | | | | | |
| | This total should be the same as line 3-33 | | | | | |
| | TOTAL FUND BALANCE | \$ 14,889 | \$ 7,592 | | \$ - | \$ - |
| 1-37 | | | | | | |
| | Add lines 1-28, 1-29 and 1-36 | | | | | |
| | This total should be the same as line 1-13 | | | | | |
| | TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE | \$ 15,808 | \$ 7,592 | | \$ - | \$ - |

PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

| Line # | Description | Governmental Funds | | Debt Service Fund | Proprietary/Fiduciary Funds | Fund* | Fund* |
|---|--|--------------------|-------------------|-------------------|-----------------------------|-------------|------------|
| | | General Fund | | | | | |
| Tax Revenue | | | | | | | |
| 2-1 | Property (include mills levied in Question 16-6) | \$ 24,818 | \$ 119,957 | | \$ - | \$ - | |
| 2-2 | Specific Ownership | \$ 1,602 | \$ 7,741 | | \$ - | \$ - | |
| 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 | \$ 26,420 | \$ 127,698 | | \$ - | \$ - | |
| TOTAL TAX REVENUE | | | | | | | |
| 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 | \$ 21 | \$ 99 | | \$ - | \$ - | |
| 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 | \$ 26,441 | \$ 127,797 | | \$ - | \$ - | |
| TOTAL REVENUES | | | | | | | |
| Other Financing Sources | | | | | | | |
| 2-25 | Debt Proceeds | \$ - | \$ - | | \$ - | \$ - | |
| 2-26 | Developer Advances | \$ - | \$ - | | \$ - | \$ - | |
| 2-27 | Other (specify...): | \$ - | \$ - | | \$ - | \$ - | |
| 2-28 | Add lines 2-25 through 2-27 | \$ - | \$ - | | \$ - | \$ - | |
| TOTAL OTHER FINANCING SOURCES | | | | | | | |
| 2-29 | Add lines 2-24 and 2-28 | \$ 26,441 | \$ 127,797 | | \$ - | \$ - | |
| TOTAL REVENUES AND OTHER FINANCING SOURCES | | | | | | | |
| GRAND TOTALS | | | | | | | |
| | | \$ - | \$ - | | \$ - | \$ - | \$ 154,238 |

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

IF GRAND TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 - \$100K, 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.

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PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES

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

| Line # | Description | Governmental Funds | | Debt Service Fund | Expenditures | Proprietary/Fiduciary Funds | |
|---------------------|---|--------------------|--------------|-------------------|---|-----------------------------|-------------------|
| | | General Fund | Special Fund | | | Fund* | Fund* |
| Expenditures | | | | | | | |
| 3-1 | General Government | \$ 19,279 | \$ - | 1,951 | General Operating & Administrative | \$ - | \$ - |
| 3-2 | Judicial | \$ - | \$ - | - | Salaries | \$ - | \$ - |
| 3-3 | Law Enforcement | \$ - | \$ - | - | Payroll Taxes | \$ - | \$ - |
| 3-4 | Fire | \$ - | \$ - | - | Contract Services | \$ - | \$ - |
| 3-5 | Highways & Streets | \$ - | \$ - | - | Employee Benefits | \$ - | \$ - |
| 3-6 | Solid Waste | \$ - | \$ - | - | Insurance | \$ - | \$ - |
| 3-7 | Contributions to Fire & Police Pension Assoc. | \$ - | \$ - | - | Accounting and Legal Fees | \$ - | \$ - |
| 3-8 | Health | \$ - | \$ - | - | Repair and Maintenance | \$ - | \$ - |
| 3-9 | Culture and Recreation | \$ - | \$ - | - | Supplies | \$ - | \$ - |
| 3-10 | Transfers to other districts | \$ - | \$ - | - | Utilities | \$ - | \$ - |
| 3-11 | Other [specify...]: | \$ - | \$ - | - | Contributions to Fire & Police Pension Assoc. | \$ - | \$ - |
| 3-12 | | \$ - | \$ - | - | Other [specify...]: | \$ - | \$ - |
| 3-13 | | \$ - | \$ - | - | | \$ - | \$ - |
| 3-14 | Capital Outlay | \$ - | \$ - | - | Capital Outlay | \$ - | \$ - |
| 3-15 | Debt Service | \$ - | \$ - | - | Debt Service | \$ - | \$ - |
| 3-16 | Principal | \$ - | \$ - | - | Principal | \$ - | \$ - |
| 3-17 | Interest | \$ - | \$ - | 118,255 | Interest | \$ - | \$ - |
| 3-18 | Bond Issuance Costs | \$ - | \$ - | - | Bond Issuance Costs | \$ - | \$ - |
| 3-19 | Developer Principal Repayments | \$ - | \$ - | - | Developer Principal Repayments | \$ - | \$ - |
| 3-20 | Developer Interest Repayments | \$ - | \$ - | - | Developer Interest Repayments | \$ - | \$ - |
| 3-21 | All Other [specify...]: | \$ - | \$ - | - | All Other [specify...]: | \$ - | \$ - |
| 3-22 | (Add lines 3-1 through 3-21) | \$ 19,279 | \$ - | 120,206 | ADD lines 3-1 through 3-21 | \$ - | \$ 139,485 |
| 3-23 | Interfund Transfers (In) | \$ - | \$ - | - | Net Interfund Transfers (In) Out | \$ - | \$ - |
| 3-24 | Interfund Transfers Out | \$ - | \$ - | - | Other [specify...](enter negative for expense) | \$ - | \$ - |
| 3-25 | Other Expenditures (Revenues): | \$ - | \$ - | - | Depreciation | \$ - | \$ - |
| 3-26 | | \$ - | \$ - | - | Other Financing Sources (Use) (from line 2-26) | \$ - | \$ - |
| 3-27 | | \$ - | \$ - | - | Capital Outlay (from line 3-14) | \$ - | \$ - |
| 3-28 | | \$ - | \$ - | - | Debt Principal (from line 3-15, 3-18) | \$ - | \$ - |
| 3-29 | (Add lines 3-23 through 3-28) | \$ - | \$ - | - | (Line 3-26, plus line 3-27, less line 3-24, less line 3-25) | \$ - | \$ - |
| 3-30 | Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures | \$ 7,162 | \$ - | 7,591 | Net Increase (Decrease) in Net Position | \$ - | \$ - |
| 3-31 | Fund Balance, January 1 from December 31 prior year report | \$ 7,728 | \$ - | 1 | Line 2-29, less line 3-22, plus line 3-29, plus line 3-23, less line 3-24 | \$ - | \$ - |
| 3-32 | Prior Period Adjustment (MUST explain) | \$ - | \$ - | - | Net Position, January 1 from December 31 prior year report | \$ - | \$ - |
| 3-33 | Fund Balance, December 31 | \$ 14,890 | \$ - | 7,592 | Prior Period Adjustment (MUST explain) | \$ - | \$ - |
| | Sum of Line 3-30, 3-31, and 3-32 | \$ - | \$ - | - | Net Position, December 31 | \$ - | \$ - |
| | This total should be the same as line 1-36. | \$ - | \$ - | - | Line 3-30 plus line 3-31 | \$ - | \$ - |
| | | \$ - | \$ - | - | This total should be the same as line 1-36. | \$ - | \$ - |

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 (803) 869-3000 for assistance.

PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.

Please use this space to provide any explanations or comments:

4-2: The District is not current on its Debt Service payments. However, the District is in compliance with the bond documents. The bond documents specifically state that the mill levy shall not be in excess of 28 mills. All funds received in the debt service fund are sent to the bondholders and are applied to outstanding interest. The developer advances have no specific prepayment requirements.

- 4-1 Does the entity have outstanding debt? YES NO
 4-2 Is the debt repayment schedule attached? If no, MUST explain: YES NO
 4-3 Is the entity current in its debt service payments? If no, MUST explain: YES NO

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 |
|----------------------------------|--------------------|---------------------|-------------------------|
| \$ 2,012,000 | \$ - | \$ - | \$ 2,012,000 |
| \$ - | \$ - | \$ - | \$ - |
| \$ - | \$ - | \$ - | \$ - |
| \$ - | \$ - | \$ - | \$ - |
| \$ 73,378 | \$ - | \$ - | \$ 73,378 |
| \$ - | \$ - | \$ - | \$ - |
| TOTAL \$ 2,085,378 | \$ - | \$ - | \$ 2,085,378 |

*must agree to prior year ending balance

Please answer the following questions by marking the appropriate boxes.

- 4-5 Does the entity have any authorized, but unissued, debt? YES NO
 If yes: How much? \$ 38,480,000
 Date the debt was authorized: 11/1/1999
 4-6 Does the entity intend to issue debt within the next calendar year? YES NO
 If yes: How much? \$ -
 4-7 Does the entity have debt that has been refinanced that it is still responsible for? YES NO
 If yes: What is the amount outstanding? \$ -
 4-8 Does the entity have any lease agreements? YES NO
 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? YES NO
 What are the annual lease payments? _____

PART 5 - CASH AND INVESTMENTS

Please provide the entity's cash deposit and investment balances.

Please use this space to provide any explanations or comments:

| YEAR-END Total of ALL Checking and Savings accounts | AMOUNT | TOTAL |
|---|-----------|-----------|
| 5-1 | \$ 19,917 | |
| 5-2 Certificates of deposit | \$ - | \$ 19,917 |
| TOTAL CASH DEPOSITS | | |

Investments (if investment is a mutual fund, please list underlying investments):

| | | |
|-----------------------------------|------|-----------|
| 5-3 | \$ - | - |
| | \$ - | - |
| | \$ - | - |
| | \$ - | - |
| TOTAL INVESTMENTS | | \$ - |
| TOTAL CASH AND INVESTMENTS | | \$ 19,917 |

Please answer the following question by marking in the appropriate box

- 5-4 Are the entity's investments legal in accordance with Section 24-75-601, et. seq., C.R.S.? YES NO
 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, MUST explain: YES NO

PART 6 - CAPITAL ASSETS

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

- 6-1 Does the entity have capitalized assets? YES NO
- 6-2 Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.? If no, MUST explain: YES NO

6-3 Complete the following Capital 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) | \$ - | \$ - | \$ - | \$ - |
| Other (explain): | \$ - | \$ - | \$ - | \$ - |
| Accumulated Depreciation (Enter a negative, or credit, balance) | \$ - | \$ - | \$ - | \$ - |
| TOTAL | \$ - | \$ - | \$ - | \$ - |

6-4 Complete the following Capital 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) | \$ - | \$ - | \$ - | \$ - |
| Other (explain): | \$ - | \$ - | \$ - | \$ - |
| Accumulated Depreciation (Enter a negative, or credit, balance) | \$ - | \$ - | \$ - | \$ - |
| TOTAL | \$ - | \$ - | \$ - | \$ - |

*must agree to prior year ending balance

PART 7 - PENSION INFORMATION

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

- 7-1 Does the entity have an "old hire" firemen's pension plan? YES NO
- 7-2 Does the entity have a volunteer firemen's pension plan? YES NO

If yes: Who administers the plan?

Indicate the contributions from:

- Tax (property, SO, sales, etc.):
- State contribution amount:
- Other (gifts, donations, etc.):

| | |
|----------------------------------|-------------|
| 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 1?

PART 8 - BUDGET INFORMATION

Please answer the following question by marking in the appropriate box

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, MUST explain: YES NO N/A

8-2 Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain: YES NO N/A

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

| Fund Name | Budgeted Expenditures |
|-------------------|-----------------------|
| General Fund | \$ 37,401 |
| Debt Service Fund | \$ 122,672 |
| | \$ - |
| | \$ - |

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

Please answer the following question by marking in the appropriate box

9-1 Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]? YES NO

Note: An election to exempt the government from the spending limitations of TABOR does not exempt the

PART 10 - GENERAL INFORMATION

Please answer the following question by marking in the appropriate box

10-1 Is this application for a newly formed governmental entity? YES NO

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 | 29.000 |
| General/Other mills | 6.000 |
| Total mills | 35.000 |

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

Please use this space to provide any explanations or comments:

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?

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 board. By signing the board member is certifying they are a duly elected or appointed officer of the local government. Governing board members may be verified. Also by signing, the board 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.

Print the names of all current governing board members below.

Print Board Member's Name

Board Member **1**

John E. Strabel

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: _____

Board Member **2**

Ann Marie Taylor

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: _____

Board Member **3**

Julie VonClausburg

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: _____

Board Member **4**

Print Board Member's 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: _____

Board Member **5**

Print Board Member's 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: _____

Board Member **6**

Print Board Member's 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: _____

Board Member **7**

Print Board Member's 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

[Choose 1 or 2 below, whichever is applicable]

(1) WHEREAS, neither revenue nor expenditures for (name of government) exceeded \$100,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for (name of government) has been prepared by (name of individual), a person skilled in governmental accounting; and

OR

(2) WHEREAS, neither revenues nor expenditures for (name of government) exceeded \$750,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for (name of government) has been prepared by (name of individual or firm), an independent accountant with knowledge of governmental accounting; and

WHEREAS, said application for exemption from audit has been completed in accordance with regulations, issued by the State Auditor.

NOW THEREFORE, be it resolved/ordained by the (governing body) of the (name of government) that the application for exemption from audit for (name of government) for the year ended _____, 20XX, has been personally reviewed and is hereby approved by a majority of the (governing body) of the (name of government); that those members of the (governing body) have signified their approval by signing below; and that this resolution shall be attached to, and shall become a part of, the application for exemption from audit of the (name of government) for the year ended _____, 20XX.

ADOPTED THIS ___ day of _____, A.D. 20XX.

 Mayor/President/Chairman, etc.

ATTEST:

 Town Clerk, Secretary, etc.

| Type or Print Names of Members of Governing Body | Date Term Expires | Signature |
|--|-------------------|-----------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

| Bonds Principal Interest Maturing in the Year Ending December 31, | \$2,020,000 Series 2000 General Obligation Bonds | | |
|--|---|---------------------|---------------------|
| | Principal | Interest | Total |
| 2004 | | 113,167 | 113,167 |
| 2005 | 4,000 | 95,992 | 99,992 |
| 2006 | 34,000 | 87,770 | 121,770 |
| 2007 | 56,000 | 85,782 | 141,782 |
| 2008 | 66,000 | 85,041 | 151,041 |
| 2009 | 80,000 | 84,144 | 164,144 |
| 2010 | 86,000 | 84,944 | 170,944 |
| 2011 | 100,000 | 71,266 | 171,266 |
| 2012 | 110,000 | 65,960 | 175,960 |
| 2013 | 126,000 | 69,960 | 195,960 |
| 2014 | 134,000 | 72,960 | 206,960 |
| 2015 | 156,000 | 69,960 | 225,960 |
| 2016 | 170,000 | 59,960 | 229,960 |
| 2017 | 190,000 | 109,960 | 299,960 |
| 2018 | 204,000 | 160,960 | 364,960 |
| 2019 | 236,000 | 160,960 | 396,960 |
| 2020 | 260,000 | 160,960 | 420,960 |
| | | | |
| Total | <u>\$ 2,012,000</u> | <u>\$ 1,639,746</u> | <u>\$ 3,651,746</u> |

Note: The District has been unable to make Principal Payments beginning in 2005 and has made only partial payments of interest. Future payment of principal and interest will depend upon revenue sources. The District has budgeted to make only interest payments in 2018 and does not anticipate any principal reduction.