

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

141 Union Boulevard, Suite 150
Lakewood, Colorado, 80228-1898
Tel: 303-987-0835 • 800-741-3254
Fax: 303-987-2032

NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Julie von Clausburg	President	2025/May 2025
John Strabel	Treasurer	2023/May 2023
Brenda Lamer	Assistant Secretary	2025/May 2025
VACANT		2023/May 2023
VACANT		2025/May 2023
David Solin	Secretary	

DATE: June 8, 2022 (Wednesday)

TIME: 9:00 A.M.

PLACE: *This meeting will be held via telephone conference without any individuals (neither District representatives nor the general public) attending in person. The meeting can be joined through the directions below:*

TO ATTEND THIS MEETING, DIAL THE PHONE NUMBER BELOW, AND ENTER THE INDICATED ID NUMBER AND PASSCODE WHEN PROMPTED:

Phone: 1-669-900-6833

ID Number: 5469119353

Passcode: 912873

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Confirm quorum, approve Agenda, confirm location of the meeting and posting of meeting notices. Designate 24-hour notice posting location.

C. Discuss results of cancelled May 3, 2022 Regular Election for Directors (enclosure).

D. Confirm filing of Oaths of Office.

E. Discuss Board vacancies.

F. Consider appointment of Officers:

President _____
 Treasurer _____
 Secretary _____
 Asst. Secretary _____

G. Review and approve the Minutes of the November 3, 2021 special meeting (enclosure).

II. PUBLIC COMMENTS

A. _____

III. FINANCIAL MATTERS

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

Fund	Period Ending Nov. 30, 2021	Period Ending Dec. 31, 2021	Period Ending Jan. 31, 2022	Period Ending Feb. 28, 2022
General	\$ 1,318.28	\$ 6,021.64	\$ 1,122.50	\$ 1,430.27
Debt	\$ 150.00	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 1,468.28	\$ 6,021.64	\$ 1,122.50	\$ 1,430.27

Fund	Period Ending March 31, 2022	Special Check April 30, 2022	Period Ending May 31, 2022
General	\$ 1,839.56	\$ 1,288.48	\$ 608.40
Debt	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-
Total	\$ 1,839.56	\$ 1,288.48	\$ 608.40

B. Review and accept unaudited financial statements for the period ending March 31, 2022 and Cash Position Statement dated March 31, 2022 (enclosure).

C. Ratify approval of the preparation, execution and filing of the Application for Exemption from Audit for 2021 (enclosure).

IV. LEGAL MATTERS

A. _____

V. OTHER BUSINESS

A. Status of development.

VI. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR
NOVEMBER 2, 2022 AT 9:00 A.M. – (BUDGET HEARING).**

NOTICE OF CANCELLATION
and
CERTIFIED STATEMENT OF RESULTS
§1-13.5-513(6), 32-1-104, 1-11-103(3) C.R.S.

NOTICE IS HEREBY GIVEN by the Jeffco Business Center Metropolitan District No. 1, City and County of Broomfield, Colorado, that at the close of business on the sixty-third day before the election, there were not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates; therefore, the election to be held on May 3, 2022 is hereby canceled pursuant to section 1-13.5-513(6) C.R.S.

The following candidates are declared elected for the following terms of office:

<u>Name</u>	<u>Term</u>
John E. Strabel	Next Regular Election, May 2023
VACANT	Next Regular Election, May 2023
VACANT	Next Regular Election, May 2023
Brenda Lamer	Second Regular Election, May 2025
Julie von Clausburg	Second Regular Election, May 2025

/s/David Solin
(Designated Election Official)

Contact Person for the District:	David Solin
Telephone Number of the District:	303-987-0835
Address of the District:	141 Union Boulevard, Suite 150, Lakewood, CO 80228
District Facsimile Number:	303-987-2032
District Email:	dsolin@sdmsi.com

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1 HELD NOVEMBER 3, 2021

A Special Meeting of the Board of Directors of the Jeffco Business Center Metropolitan District No. 1 (referred to hereafter as "Board") was convened on Wednesday, the 3rd day of November, 2021, at 9:00 A.M. Due to concerns regarding the spread of the coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the District Board meeting was held by conference call. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Julie von Clausburg
John E. Strabel
Brenda Lamer

Also In Attendance Was:

David Solin; Special District Management Services, Inc.
Paula Williams, Esq.; McGeady Becher P.C.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: Mr. Solin noted that a quorum was present. The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. Mr. Solin requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. Attorney Williams reported that disclosure statements were filed with the Secretary of State at least seventy-two hours in advance of the meeting in accordance with the statute, and no additional conflicts were disclosed at the meeting.

ADMINISTRATIVE MATTERS

Agenda: Mr. Solin distributed for the Board's review and approval a proposed agenda for the District's special meeting.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the agenda was approved, as presented.

Meeting Location and Posting of Notices: The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Board determined due to concerns regarding the spread of COVID-19 and the benefit to the control of the spread of the virus by limiting in-person contact, this meeting was conducted via conference call and encouraged public participation via telephone. The Board noted that notice of this meeting and conference call participation information was duly posted and that it had not received any objections to the telephonic meeting or any requests that the meeting be changed by taxpaying electors within the District's boundaries.

June 9, 2021 Minutes: The Board reviewed the Minutes of the June 9, 2021 special meeting.

Following discussion, upon motion duly made by Director Lamer, seconded by Director von Clausburg and, upon vote, unanimously carried, the Minutes of the June 9, 2021 meeting were approved, as presented.

Resolution No. 2021-11-01 Establishing Regular Meeting Dates, Times and Location, Establishing District Website and Designating Location for Posting of 24-Hour Notices: Mr. Solin reviewed the business to be conducted in 2022 to meet the statutory compliance requirements with the Board. The Board, determined to meet on June 8, 2022 and November 2, 2022, at 9:00 a.m., via conference call.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Board adopted Resolution No. 2021-11-01 Establishing Regular Meeting Dates, Times and Location, Establishing District Website and Designating Location for Posting of 24-Hour Notices. A copy of the resolution is attached hereto and incorporated herein.

§32-1-809, C.R.S. Requirements (Transparency Notice): The Board discussed §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2022.

RECORD OF PROCEEDINGS

Following discussion, the Board determined to post the required transparency notice information on the Special District Association’s website and the District website once active.

District Website: Mr. Solin updated the Board on the status of the District website.

PUBLIC COMMENTS There were no public comments.

FINANCIAL MATTERS

Payment of Claims: The Board considered ratifying the approval of the payment of claims through the periods ending as follows:

Fund	Period Ending June 30, 2021	Period Ending July 31, 2021	Special Check Aug. 31, 2021	Special Check Sept. 30, 2021
General	\$ 622.60	\$ 2,480.20	\$ 2,174.77	\$ 745.20
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 622.60	\$ 2,480.20	\$ 2,174.77	\$ 745.20

Fund	Period Ending Oct. 31, 2021
General	\$ 939.40
Debt	\$ -0-
Capital	\$ -0-
Total	\$ 939.40

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as presented.

Unaudited Financial Statements and Cash Position: Mr. Solin reviewed with the Board the unaudited financial statements of the District for the period ending September 30, 2021 and the schedule of cash position statement dated September 30, 2021.

Following review, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the unaudited financial statements for the period ending September 30, 2021 and the schedule of cash position statement dated September 30, 2021, were approved, as presented.

RECORD OF PROCEEDINGS

2021 Audit Exemption Application: The Board discussed the appointment of the District Accountant for the preparation, execution and filing of the Application for Exemption from Audit for 2021.

Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Board approved the appointment of the District Accountant for preparation, execution and filing of the 2021 Audit Exemption Application.

2021 Budget Amendment Hearing: The President opened the public hearing to consider amendment to the 2021 Budget and to discuss related issues.

It was noted that publication of Notice stating that the Board would consider Amendment to the 2021 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

Following discussion, the Board determined that a 2021 Budget Amendment was unnecessary.

Determination of Inability to Make Scheduled Bond Payment, Pursuant to 32-1-903(3), C.R.S.: The Board discussed the District's inability to make the full scheduled debt service payment. Following discussion, upon a motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Board acknowledged its inability to make its scheduled bond payment pursuant to 32-1-903(3), C.R.S., and authorized the District Manager to contact D.A. Davidson & Co. to discuss refunding opportunities.

2022 Budget Hearing: The Board opened the public hearing to consider the proposed 2022 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

Mr. Solin reviewed the estimated 2021 expenditures and the proposed 2022 expenditures.

RECORD OF PROCEEDINGS

Following discussion, the Board considered the adoption of Resolution No. 2021-11-02 to Adopt the 2022 Budget and Appropriate Sums of Money, and Resolution No. 2021-11-03 to Set Mill Levies (for the General Fund at 6.000 mills and the Debt Service Fund at 29.000 mills, for a total mill levy of 35.000 mills). Upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Resolutions were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2021. Mr. Solin was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of the City and County of Broomfield not later than December 15, 2021. Mr. Solin was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2022. Copies of the adopted Resolutions are attached to these minutes and incorporated herein by this reference.

DLG-70 Mill Levy Certification: Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel, and upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the City and County of Broomfield and other interested parties.

2023 Budget Preparation: Following discussion, upon motion duly made by Director von Clausburg, seconded by Director Strabel and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2023 Budget and set the date for the public hearing to adopt the 2023 Budget for November 2, 2022.

LEGAL MATTERS

Resolution Calling the May 3, 2022 Regular Election: The Board discussed the upcoming election and Resolution No. 2021-11-04 Calling the May 3, 2022 Regular Election.

Following discussion, upon motion duly made by Director von Clausburg seconded by Director Strabel and, upon vote, unanimously carried, the Board adopted Resolution No. 2021-11-04 Calling the May 3, 2022 Regular Election and appointed David Solin as the Designated Election Official and authorized him to perform all tasks required for the May 3, 2022 Regular Election of the Board of Directors for the conduct of a polling place/mail ballot election. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

RECORD OF PROCEEDINGS

**OTHER
BUSINESS**

Status of Development: Mr. Strabel discussed the progress of development with the Board.

ADJOURNMENT

There being no further business to come before the Board at this time, following discussion, upon motion duly made by Director von Clausburg, seconded by Director Lamer and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By _____
Secretary for the Meeting

**Jeffco Business Center Metropolitan District No.1
November-21**

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
McGeady Becher P.C.	451W 9/2021	9/30/2021	9/30/2021	\$ 40.00	Legal	1675
Prairie Mountain Media	290596	10/31/2021	11/15/2021	\$ 42.68	Miscellaneous	1685
Special District Management Services	Oct-21	10/31/2021	10/31/2021	\$ 17.60	Miscellaneous	1685
Special District Management Services	Oct-21	10/31/2021	10/31/2021	\$ 798.00	Accounting	1612
Special District Management Services	Oct-21	10/31/2021	10/31/2021	\$ 420.00	Management	1614
UMB Bank, N.A.	906673	11/9/2021	11/9/2021	\$ 150.00	Paying Agent Fees	2668
				\$ 1,468.28		

Jeffco Business Center Metropolitan District No.1
November-21

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	\$ 1,318.28	\$ 150.00		\$ 1,468.28
Total Disbursements from Checking	\$ 1,318.28	\$ 150.00	\$ -	\$ 1,468.28

Jeffco Business Center Metropolitan District No.1

December-21

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
Colorado Special Districts Pool	POL-0007830	9/26/2021	9/26/2021	\$ 2,668.00	Prepaid	1141
McGeady Becher P.C.	451W 10-2021	10/31/2021	10/31/2021	\$ 1,439.00	Legal	1675
Special District Management Services	Nov-21	11/30/2021	11/30/2021	\$ 33.64	Miscellaneous	1685
Special District Management Services	Nov-21	11/30/2021	11/30/2021	\$ 434.00	Accounting	1612
Special District Management Services	Nov-21	11/30/2021	11/30/2021	\$ 952.00	Management	1614
T Charles Wilson Insurance Service	10363	10/25/2021	1/1/2022	\$ 495.00	Prepaid Expenses	1141
				\$ 6,021.64		

Jeffco Business Center Metropolitan District No.1
December-21

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	\$ 6,021.64			\$ 6,021.64
Total Disbursements from Checking	\$ 6,021.64	\$ -	\$ -	\$ 6,021.64

Jeffco Business Center Metropolitan District No.1

January-22

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
McGeady Becher P.C.	451W 11-2021	11/30/2021	11/30/2021	\$ 450.00	Legal	1675
Special District Management Services	Dec-21	12/31/2021	12/31/2021	\$ 42.50	Miscellaneous	1685
Special District Management Services	Dec-21	12/31/2021	12/31/2021	\$ 420.00	Accounting	1612
Special District Management Services	Dec-21	12/31/2021	12/31/2021	\$ 210.00	Management	1614
				\$ 1,122.50		

Jeffco Business Center Metropolitan District No.1
January-22

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	\$ 1,122.50		\$	\$ 1,122.50
Total Disbursements from Checking	\$ 1,122.50	\$ -	\$ -	\$ 1,122.50

Jeffco Business Center Metropolitan District No.1

February-22

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 12-2021	12/31/2021	12/31/2021	\$ 430.00	Legal	1675
Special District Management Services	Jan-22	1/31/2022	1/31/2022	\$ 38.27	Miscellaneous	1685
Special District Management Services	Jan-22	1/31/2022	1/31/2022	\$ 636.40	Accounting	1612
Special District Management Services	Jan-22	1/31/2022	1/31/2022	\$ 325.60	Management	1614
				\$ 1,430.27		

Jeffco Business Center Metropolitan District No.1
February-22

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	\$ 1,430.27			\$ 1,430.27
Total Disbursements from Checking	\$ 1,430.27	\$ -	\$ -	\$ 1,430.27

Jeffco Business Center Metropolitan District No.1

March-22

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 1-2022	1/31/2022	1/31/2022	\$ 482.50	Legal	1675
Prairie Mountain Media	1867689	2/10/2022	2/25/2022	\$ 60.28	Election Expense	1635
Special District Association	2022 SDA	2/28/2022	2/28/2022	\$ 282.58	Insurance	1670
Special District Management Services	Feb-22	2/28/2022	2/28/2022	\$ 7.80	Miscellaneous	1685
Special District Management Services	Feb-22	2/28/2022	2/28/2022	\$ 680.80	Accounting	1612
Special District Management Services	Feb-22	2/28/2022	2/28/2022	\$ 177.60	Election Expense	1635
Special District Management Services	Feb-22	2/28/2022	2/28/2022	\$ 148.00	Management	1614
				\$ 1,839.56		

Jeffco Business Center Metropolitan District No.1
March-22

	General	Debt	Capital	Totals
Disbursements	\$ 1,839.56			\$ 1,839.56
Total Disbursements from Checking	\$ 1,839.56	\$ -	\$ -	\$ 1,839.56

Jeffco Business Center Metropolitan District No.1

April-22

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 2-2022	2/28/2022	2/28/2022	\$ 90.00	Legal	1675
Prairie Mountain Media	1877231	3/24/2022	4/8/2022	\$ 55.88	Election Expense	1635
Special District Management Services	Mar-22	3/31/2022	3/31/2022	\$ 3.00	Miscellaneous	1685
Special District Management Services	Mar-22	3/31/2022	3/31/2022	\$ 577.20	Accounting	1612
Special District Management Services	Mar-22	3/31/2022	3/31/2022	\$ 296.00	Election Expense	1635
Special District Management Services	Mar-22	3/31/2022	3/31/2022	\$ 266.40	Management	1614
				\$ 1,288.48		

Jeffco Business Center Metropolitan District No.1
April-22

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	\$ 1,288.48			\$ 1,288.48
Total Disbursements from Checking	\$ 1,288.48	\$ -	\$ -	\$ 1,288.48

Jeffco Business Center Metropolitan District No.1

May-22

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
McGeady Becher P.C.	451W 3-2022	3/31/2022	3/31/2022	\$ -	Legal	1675
Special District Management Services	22-Apr	4/30/2022	4/30/2022	\$ 1.60	Miscellaneous	1685
Special District Management Services	22-Apr	4/30/2022	4/30/2022	\$ 414.40	Accounting	1612
Special District Management Services	22-Apr	4/30/2022	4/30/2022	\$ 118.40	Election Expense	1635
Special District Management Services	22-Apr	4/30/2022	4/30/2022	\$ 74.00	Management	1614
				\$ 608.40		

Jeffco Business Center Metropolitan District No.1

May-22

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	\$ 608.40			\$ 608.40
Total Disbursements from Checking	\$ 608.40	\$ -	\$ -	\$ 608.40

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1
Schedule of Cash Position
March 31, 2022

	Rate	Operating	Debt Service	Total
Checking:				
Cash in Checking-FirstBank	-	\$ 60,988.81	\$ 100,736.29	\$ 161,725.10
TOTAL FUNDS:		\$ 60,988.81	\$ 100,736.29	\$ 161,725.10

2022 Mill Levy Information

Certified General Fund Mill Levy	6.000
Certified Debt Service Fund Mill Levy	<u>29.000</u>
Total Certified Mill Levy	<u>35.000</u>

Board of Directors

Julie von Clausburg *
 John E. Strabel
 Brenda Lamer

*authorized signer on checking account

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

FINANCIAL STATEMENTS

March 31, 2022

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
March 31, 2022

	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>LONG-TERM DEBT</u>	<u>TOTAL MEMO ONLY</u>
Assets				
Cash in Checking-FirstBank	\$ 60,989	\$ 100,736	\$ -	\$ 161,725
Property Taxes Receivable	37,132	179,469	-	216,601
Total Current Assets	<u>98,121</u>	<u>280,205</u>	<u>-</u>	<u>378,326</u>
Other Debits				
Amount in Debt Service Fund	-	-	100,737	100,737
Amount to be Provided for Debt	-	-	2,031,466	2,031,466
Total Other Debits	<u>-</u>	<u>-</u>	<u>2,132,203</u>	<u>2,132,203</u>
Total Assets	<u><u>\$ 98,121</u></u>	<u><u>\$ 280,205</u></u>	<u><u>\$ 2,132,203</u></u>	<u><u>\$ 2,510,529</u></u>
Liabilities				
Bonds Payable	\$ -	\$ -	\$ 2,012,000	\$ 2,012,000
Developer Advance Payable	-	-	73,378	73,378
Developer Advance-Interest	-	-	46,824	46,824
Total Liabilities	<u>-</u>	<u>-</u>	<u>2,132,203</u>	<u>2,132,203</u>
Deferred Inflows of Resources				
Deferred Property Taxes	37,132	179,469	-	216,601
Total Deferred Inflows of Resources	<u>37,132</u>	<u>179,469</u>	<u>-</u>	<u>216,601</u>
Fund Balance				
Fund Balance	55,404	41,581	-	96,985
Current Year Earnings	5,584	59,156	-	64,740
Total Fund Balances	<u>60,988</u>	<u>100,737</u>	<u>-</u>	<u>161,725</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u><u>\$ 98,121</u></u>	<u><u>\$ 280,205</u></u>	<u><u>\$ 2,132,203</u></u>	<u><u>\$ 2,510,529</u></u>

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the 3 Months Ending
March 31, 2022
General Fund

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>	<u>% of Budget</u>
Revenues					
Property Tax Revenue	\$ 12,028	\$ 12,028	\$ 49,160	\$ (37,132)	24.5%
Specific Ownership Taxes	391	391	2,438	(2,047)	16.0%
Interest Income	-	-	10	(10)	0.0%
Total Revenues	<u>12,420</u>	<u>12,420</u>	<u>51,608</u>	<u>(39,188)</u>	<u>24.1%</u>
Expenditures					
Accounting	1,317	1,317	8,000	6,683	16.5%
District Management	474	474	6,000	5,526	7.9%
Audit	-	-	400	400	0.0%
Election Expense	238	238	3,000	2,762	7.9%
Insurance and Bonds/SDA	3,896	3,896	4,500	604	86.6%
Legal	483	483	8,000	7,518	6.0%
Legal Publications	-	-	200	200	0.0%
Miscellaneous	248	248	1,000	752	0.25%
Treasurer's Fees	180	180	737	557	24.5%
Contingency	-	-	5,000	5,000	0.0%
Emergency Reserve	-	-	1,548	1,548	0.0%
Total Expenditures	<u>6,835</u>	<u>6,835</u>	<u>38,385</u>	<u>31,550</u>	<u>17.8%</u>
Excess (Deficiency) of Revenues Over Expenditures	5,584	5,584	13,223	(7,639)	
Beginning Fund Balance	55,404	55,404	49,056	6,348	
Ending Fund Balance	<u>\$ 60,988</u>	<u>\$ 60,988</u>	<u>\$ 62,279</u>	<u>\$ (1,291)</u>	

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the 3 Months Ending
March 31, 2022
Debt Service Fund

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>	<u>% of Budget</u>
Revenues					
Property Tax Revenue	\$ 58,136	\$ 58,136	\$ 237,605	\$ (179,469)	24.5%
Specific Ownership Taxes	1,891	1,891	14,768	(12,877)	12.8%
Total Revenues	<u>60,028</u>	<u>60,028</u>	<u>252,373</u>	<u>(192,345)</u>	<u>23.8%</u>
Expenditures					
Bond Interest	-	-	250,000	250,000	0.0%
Paying Agent Fees	-	-	150	150	0.0%
Treasurer's Fees	872	872	3,564	2,692	24.5%
Total Expenditures	<u>872</u>	<u>872</u>	<u>253,714</u>	<u>252,842</u>	<u>0.3%</u>
Excess (Deficiency) of Revenues Over Expenditures	59,156	59,156	(1,341)	60,497	
Beginning Fund Balance	41,581	41,581	7,714	33,867	
Ending Fund Balance	<u>\$ 100,737</u>	<u>\$ 100,737</u>	<u>\$ 6,373</u>	<u>\$ 94,364</u>	

APPLICATION FOR EXEMPTION FROM AUDIT

LONG FORM

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

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

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:

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

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

APPLICATIONS MUST BE FULLY AND ACCURATELY COMPLETED.

CHECKLIST

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

Checkout our 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/osa/lq>

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

QUESTIONS?

Email: osa.lg@state.co.us or Phone: 303-869-3000

IMPORTANT!

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

Governmental Activity should be reported on the Modified Accrual Basis

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

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

In that event, AN AUDIT SHALL BE REQUIRED.

APPLICATION FOR EXEMPTION FROM AUDIT

LONG FORM

NAME OF GOVERNMENT
ADDRESS

Jeffco Business Center Metropolitan District No.1
c/o Special District Management Services, Inc.
141 Union Blvd., Suite 150
Lakewood, CO 80228-1898
David Solin
303-987-0835
dsolin@sdmsi.com

For the Year Ended
12/31/2021
or fiscal year ended:

CONTACT PERSON
PHONE
EMAIL
FAX

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 H. Ruthven
TITLE	Director of Finance
FIRM NAME (if applicable)	Special District Management Services, Inc.
ADDRESS	141 Union Blvd., Suite 150, Lakewood, CO 80228-1898
PHONE	303-987-0835
DATE PREPARED	3/8/2022
RELATIONSHIP TO ENTITY	accountant

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 <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	If Yes, date filed:

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds	
		General	Debt Service		Fund*	Fund*
Assets				Assets		
1-1	Cash & Cash Equivalents	\$ 53,215	\$ 40,955	Cash & Cash Equivalents	\$ -	\$ -
1-2	Investments	\$ -	\$ -	Investments	\$ -	\$ -
1-3	Receivables	\$ -	\$ -	Receivables	\$ -	\$ -
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$ -
1-5	Property Tax Receivable	\$ 49,160	\$ 237,605	Other Current Assets [specify...]	\$ -	\$ -
	All Other Assets [specify...]				\$ -	\$ -
1-6	Cash with County Treasurer	\$ 129	\$ 626	Total Current Assets	\$ -	\$ -
1-7	Prepaid insurance	\$ 3,613	\$ -	Capital Assets, net (from Part 6-4)	\$ -	\$ -
1-8		\$ -	\$ -	Other Long Term Assets [specify...]	\$ -	\$ -
1-9		\$ -	\$ -		\$ -	\$ -
1-10		\$ -	\$ -		\$ -	\$ -
1-11	(add lines 1-1 through 1-10) TOTAL ASSETS	\$ 106,117	\$ 279,186	(add lines 1-1 through 1-10) TOTAL ASSETS	\$ -	\$ -
Deferred Outflows of Resources				Deferred Outflows of Resources		
1-12	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -
1-13	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -
1-14	(add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS	\$ -	\$ -	(add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS	\$ -	\$ -
1-15	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ 106,117	\$ 279,186	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ -	\$ -
Liabilities				Liabilities		
1-16	Accounts Payable	\$ 1,553	\$ -	Accounts Payable	\$ -	\$ -
1-17	Accrued Payroll and Related Liabilities	\$ -	\$ -	Accrued Payroll and Related Liabilities	\$ -	\$ -
1-18	Unearned Property Tax Revenue	\$ -	\$ -	Accrued Interest Payable	\$ -	\$ -
1-19	Due to Other Entities or Funds	\$ -	\$ -	Due to Other Entities or Funds	\$ -	\$ -
1-20	All Other Current Liabilities	\$ -	\$ -	All Other Current Liabilities	\$ -	\$ -
1-21	(add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES	\$ 1,553	\$ -	(add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES	\$ -	\$ -
1-22	All Other Liabilities [specify...]	\$ -	\$ -	Proprietary Debt Outstanding (from Part 4-4)	\$ -	\$ -
1-23		\$ -	\$ -	Other Liabilities [specify...]:	\$ -	\$ -
1-24		\$ -	\$ -		\$ -	\$ -
1-25		\$ -	\$ -		\$ -	\$ -
1-26		\$ -	\$ -		\$ -	\$ -
1-27	(add lines 1-21 through 1-26) TOTAL LIABILITIES	\$ 1,553	\$ -	(add lines 1-21 through 1-26) TOTAL LIABILITIES	\$ -	\$ -
Deferred Inflows of Resources				Deferred Inflows of Resources		
1-28	Deferred Property Taxes	\$ 49,160	\$ 237,605	Pension Related	\$ -	\$ -
1-29	Other [specify...]	\$ -	\$ -	Other [specify...]	\$ -	\$ -
1-30	(add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS	\$ 49,160	\$ 237,605	(add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS	\$ -	\$ -
Fund Balance				Net Position		
1-31	Nonspendable Prepaid	\$ -	\$ -	Net Investment in Capital Assets	\$ -	\$ -
1-32	Nonspendable Inventory	\$ -	\$ -		\$ -	\$ -
1-33	Restricted [specify...]	\$ -	\$ -	Emergency Reserves	\$ -	\$ -
1-34	Committed [specify...]	\$ -	\$ -	Other Designations/Reserves	\$ -	\$ -
1-35	Assigned [specify...]	\$ -	\$ -	Restricted	\$ -	\$ -
1-36	Unassigned:	\$ 55,404	\$ 41,581	Undesignated/Unreserved/Unrestricted	\$ -	\$ -
1-37	Add lines 1-31 through 1-36 This total should be the same as line 3-33 TOTAL FUND BALANCE	\$ 55,404	\$ 41,581	Add lines 1-31 through 1-36 This total should be the same as line 3-33 TOTAL NET POSITION	\$ -	\$ -
1-38	Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE	\$ 106,117	\$ 279,186	Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$ -	\$ -

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

PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General	Debt Service		Fund*	Fund*	
Tax Revenue				Tax Revenue			
2-1	Property [include mills levied in Question 10-6]	\$ 39,908	\$ 192,889	Property [include mills levied in Question 10-6]	\$ -	\$ -	
2-2	Specific Ownership	\$ 1,881	\$ 9,091	Specific Ownership	\$ -	\$ -	
2-3	Sales and Use Tax	\$ -	\$ -	Sales and Use Tax	\$ -	\$ -	
2-4	Other Tax Revenue [specify...]:	\$ -	\$ -	Other Tax Revenue [specify...]:	\$ -	\$ -	
2-5		\$ -	\$ -		\$ -	\$ -	
2-6		\$ -	\$ -		\$ -	\$ -	
2-7		\$ -	\$ -		\$ -	\$ -	
2-8	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ 41,789	\$ 201,980	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ -	\$ -	
2-9	Licenses and Permits	\$ -	\$ -	Licenses and Permits	\$ -	\$ -	
2-10	Highway Users Tax Funds (HUTF)	\$ -	\$ -	Highway Users Tax Funds (HUTF)	\$ -	\$ -	
2-11	Conservation Trust Funds (Lottery)	\$ -	\$ -	Conservation Trust Funds (Lottery)	\$ -	\$ -	
2-12	Community Development Block Grant	\$ -	\$ -	Community Development Block Grant	\$ -	\$ -	
2-13	Fire & Police Pension	\$ -	\$ -	Fire & Police Pension	\$ -	\$ -	
2-14	Grants	\$ -	\$ -	Grants	\$ -	\$ -	
2-15	Donations	\$ -	\$ -	Donations	\$ -	\$ -	
2-16	Charges for Sales and Services	\$ -	\$ -	Charges for Sales and Services	\$ -	\$ -	
2-17	Rental Income	\$ -	\$ -	Rental Income	\$ -	\$ -	
2-18	Fines and Forfeits	\$ -	\$ -	Fines and Forfeits	\$ -	\$ -	
2-19	Interest/Investment Income	\$ 14	\$ 69	Interest/Investment Income	\$ -	\$ -	
2-20	Tap Fees	\$ -	\$ -	Tap Fees	\$ -	\$ -	
2-21	Proceeds from Sale of Capital Assets	\$ -	\$ -	Proceeds from Sale of Capital Assets	\$ -	\$ -	
2-22	All Other [specify...]:	\$ -	\$ -	All Other [specify...]:	\$ -	\$ -	
2-23		\$ -	\$ -		\$ -	\$ -	
2-24	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ 41,803	\$ 202,049	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ -	\$ -	
Other Financing Sources				Other Financing Sources			
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	\$ -	
2-26	Developer Advances	\$ -	\$ -	Developer Advances	\$ -	\$ -	
2-27	Other [specify...]:	\$ -	\$ -	Other [specify...]:	\$ -	\$ -	
2-28	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	GRAND TOTALS
2-29	Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 41,803	\$ 202,049	Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ -	\$ -	\$ 243,852

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

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

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General	Debt Service		Fund*	Fund*	
	Expenditures			Expenses			
3-1	General Government	\$ 22,102	\$ 3,046	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	\$ -	\$ -	
	Debt Service			Debt Service			
3-15	Principal (should match amount in 4-4)	\$ -	\$ -	Principal (should match amount in 4-4)	\$ -	\$ -	
3-16	Interest	\$ -	\$ 160,960	Interest	\$ -	\$ -	
3-17	Bond Issuance Costs	\$ -	\$ -	Bond Issuance Costs	\$ -	\$ -	
3-18	Developer Principal Repayments	\$ -	\$ -	Developer Principal Repayments	\$ -	\$ -	
3-19	Developer Interest Repayments	\$ -	\$ -	Developer Interest Repayments	\$ -	\$ -	
3-20	All Other [specify...]:	\$ -	\$ -	All Other [specify...]:	\$ -	\$ -	
3-21		\$ -	\$ -		\$ -	\$ -	
3-22	Add lines 3-1 through 3-21	\$ 22,102	\$ 164,006	Add lines 3-1 through 3-21	\$ -	\$ -	
	TOTAL EXPENDITURES			TOTAL EXPENSES			GRAND TOTAL
3-23	Interfund Transfers (In)	\$ -	\$ -	Net Interfund Transfers (In) Out	\$ -	\$ -	\$ 186,108
3-24	Interfund Transfers Out	\$ -	\$ -	Other [specify...][enter negative for expense]	\$ -	\$ -	
3-25	Other Expenditures (Revenues):	\$ -	\$ -	Depreciation	\$ -	\$ -	
3-26		\$ -	\$ -	Other Financing Sources (Uses) (from line 2-28)	\$ -	\$ -	
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 3-27, plus line 3-28, less line 3-26, less line 3-25, plus line 3-24) TOTAL GAAP RECONCILING ITEMS	\$ -	\$ -	
	TOTAL TRANSFERS AND OTHER EXPENDITURES						
3-30	Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures Line 2-29, less line 3-22, less line 3-29	\$ 19,701	\$ 38,043	Net Increase (Decrease) in Net Position Line 2-29, less line 3-22, plus line 3-29, less line 3-23	\$ -	\$ -	
3-31	Fund Balance, January 1 from December 31 prior year report	\$ 35,703	\$ 3,538	Net Position, January 1 from December 31 prior year report	\$ -	\$ -	
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	Prior Period Adjustment (MUST explain)	\$ -	\$ -	
3-33	Fund Balance, December 31			Net Position, December 31			
	Sum of Lines 3-30, 3-31, and 3-32			Sum of Lines 3-30, 3-31, and 3-32			
	This total should be the same as line 1-37.	\$ 55,404	\$ 41,581	This total should be the same as line 1-37.	\$ -	\$ -	

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

PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.

YES NO

Please use this space to provide any explanations or comments:

- 4-1 Does the entity have outstanding debt? 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

4-2: 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.

4-4 Please complete the following debt schedule, if applicable: (please only include principal amounts)

	Outstanding at beginning of year*	Issued during year	Retired during year	Outstanding at year-end
General obligation bonds	\$ 2,012,000	\$ -	\$ -	\$ 2,012,000
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Leases	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ 73,378	\$ -	\$ -	\$ 73,378
Other (specify):	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 2,085,378	\$ -	\$ -	\$ 2,085,378

*must agree to prior year 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 [Section 29-1-605(2) C.R.S.]? YES NO
- If yes: How much?
- Date the debt was authorized:
- 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.

AMOUNT TOTAL

Please use this space to provide any explanations or comments:

5-1 YEAR-END Total of ALL Checking and Savings accounts	\$ 94,170		
5-2 Certificates of deposit	\$ -		
TOTAL CASH DEPOSITS		\$ 94,170	
Investments (if investment is a mutual fund, please list underlying investments):			
5-3	\$ -		
	\$ -		
	\$ -		
	\$ -		
TOTAL INVESTMENTS		\$ -	
TOTAL CASH AND INVESTMENTS		\$ 94,170	

Please answer the following question by marking in the appropriate box

YES NO N/A

- 5-4 Are the entity's Investments legal in accordance with Section 24-75-601, et. seq., C.R.S.? YES NO N/A
- 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 N/A
-

PART 6 - CAPITAL ASSETS

Please answer the following question by marking in the appropriate box YES NO Please use this space to provide any explanations or comments:

- 6-1 Does the entity have capitalized assets? 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 ¹	Additions ²	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-end balance
 - Generally capital asset additions should be reported at capital outlay on line 3-14 and capitalized in accordance with the government's capitalization policy. Please explain any discrepancy

PART 7 - PENSION INFORMATION

* YES NO Please use this space to provide any explanations or comments:

- 7-1 Does the entity have an "old hire" firefighters' pension plan? YES NO
- 7-2 Does the entity have a volunteer firefighters' pension plan? YES NO
- If yes: Who administers the plan? YES NO

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 1?	\$	-

PART 8 - BUDGET INFORMATION

Please answer the following question by marking in the appropriate box		YES	NO	N/A	Please use this space to provide any explanations or comments:
8-1	Did the entity file a current year budget with the Department of Local Affairs, in accordance with Section 29-1-113 C.R.S.? If no, MUST explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8-2	Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If yes: Please indicate the amount appropriated for each fund separately for the year reported					
Governmental/Proprietary Fund Name		Total Appropriations By Fund			
General		\$	34,517		
Debt Service		\$	198,045		
		\$	-		
		\$	-		

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

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

PART 10 - GENERAL INFORMATION

Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
10-1	Is this application for a newly formed governmental entity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	10-4: For the purpose of providing design, acquisition, construction, installation, and financing of certain infrastructure improvements within and outside the boundaries of the District including water, sanitation, streets, safety protection, parks and recreation, transportation, and television relay and translation services.
If yes: Date of formation: <input style="width: 150px; height: 30px;" type="text"/>				
10-2	Has the entity changed its name in the past or current year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If Yes: NEW name <input style="width: 400px; height: 20px;" type="text"/>				
PRIOR name <input style="width: 400px; height: 20px;" type="text"/>				
10-3 Is the entity a metropolitan district?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10-4 Please indicate what services the entity provides:				
<input style="width: 450px; height: 20px;" type="text" value="see comment space"/>				
10-5 Does the entity have an agreement with another government to provide services?		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes: List the name of the other governmental entity and the services provided:				
<input style="width: 450px; height: 20px;" type="text"/>				
10-6 Does the entity have a certified mill levy?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes: Please provide the number of <u>mills</u> 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:

OSA USE ONLY

Entity Wide:		General Fund		Governmental Funds		Notes		
Unrestricted Cash & Investments	\$	94,170	Unrestricted Fund Balan	\$	55,404	Total Tax Revenue	\$	243,769
Current Liabilities	\$	1,553	Total Fund Balance	\$	55,404	Revenue Paying Debt Service	\$	202,049
Deferred Inflow	\$	286,765	PY Fund Balance	\$	35,703	Total Revenue	\$	243,852
			Total Revenue	\$	41,803	Total Debt Service Principal	\$	-
			Total Expenditures	\$	22,102	Total Debt Service Interest	\$	160,960
			Interfund In	\$	-			
Governmental			Interfund Out	\$	-	Enterprise Funds		
Total Cash & Investments	\$	94,170				Net Position	\$	-
Transfers In	\$	-	Proprietary			- PY Net Position	\$	-
Transfers Out	\$	-	- Current Assets	\$				
Property Tax	\$	232,797	Deferred Outflow	\$		Government-Wide		
Debt Service Principal	\$	-	- Current Liabilities	\$		- Total Outstanding Debt	\$	2,085,378
Total Expenditures	\$	186,108	Deferred Inflow	\$		- Authorized but Unissued	\$	38,480,000
Total Developer Advances	\$	-	- Cash & Investments	\$		- Year Authorized		11/1/1999
Total Developer Repayments	\$	-	- Principal Expense	\$				

PART 12 - GOVERNING BODY APPROVAL

Please answer the following question by marking in the appropriate box

YES NO

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

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

Policy - Requirements

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

- The preparer of the application is responsible for obtaining board signatures that comply with the requirement in Section 29-1-604 (3), C.R.S., that states the application shall be personally reviewed, approved, and signed by a majority of the members of the governing body.
- The application must be accompanied by the signature history document created by the electronic signature software. The signature history document must show when the document was created and when the document was emailed to the various parties, and include the dates the individual board members signed the document. The signature history must also show the individuals' email addresses and IP address.
- Office of the State Auditor staff will not coordinate obtaining signatures.

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

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

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

Print the names of ALL members of the governing body below.

A MAJORITY of the members of the governing body must complete and sign in the column below.

1	Full Name	I, Julie von Clausburg, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Julie von Clausburg</u> Date: _____ My term Expires: <u>May 2022</u>
2	Full Name John E. Strabel	I, John E. Strabel, 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: <u>May 2023</u>
3	Full Name Brenda Lamer	I, Brenda Lamer, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Brenda Sue Lamer</u> Date: _____ My term Expires: <u>May 2022</u>
4	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____
5	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____
6	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____
7	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____

EXAMPLE - DO NOT FILL OUT THIS PAGE

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

RESOLUTION/ORDINANCE FOR EXEMPTION FROM AUDIT

(Pursuant to Section 29-1-604, C.R.S.)

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

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

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

[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.

<u>Type or Print Names of Members of Governing Body</u>	<u>Date Term Expires</u>	<u>Signature</u>

TITLE	2021 Application for Exemption from Audit for 2021
FILE NAME	Jeffco Business C...on from Audit.pdf
DOCUMENT ID	7d136a57d44eff649bea8e88872615d30af47a49
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Pending signature

Document History



03 / 28 / 2022
22:02:05 UTC

Sent for signature to John Strabel (jstrabel@firstindustrial.com), Brenda Lamer (blamer@firstindustrial.com), Julie von Clausburg (jvonclausburg@firstindustrial.com) and Jim Ruthven (jruthven@sdmsi.com) from ksteggs@sdmsi.com
IP: 50.78.200.153



03 / 29 / 2022
13:13:19 UTC

Viewed by Brenda Lamer (blamer@firstindustrial.com)
IP: 107.0.70.18



03 / 29 / 2022
14:17:11 UTC

Viewed by Julie von Clausburg (jvonclausburg@firstindustrial.com)
IP: 71.205.33.66



03 / 29 / 2022
14:17:25 UTC

Signed by Julie von Clausburg (jvonclausburg@firstindustrial.com)
IP: 71.205.33.66

TITLE	2021 Application for Exemption from Audit for 2021
FILE NAME	Jeffco Business C...on from Audit.pdf
DOCUMENT ID	7d136a57d44eff649bea8e88872615d30af47a49
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Pending signature

Document History



03 / 29 / 2022
14:50:38 UTC

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03 / 29 / 2022
14:50:55 UTC

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IP: 50.78.200.153



03 / 29 / 2022
15:36:27 UTC

Viewed by John Strabel (jstrabel@firstindustrial.com)
IP: 107.0.70.18



03 / 30 / 2022
13:07:58 UTC

Signed by Brenda Lamer (blamer@firstindustrial.com)
IP: 107.0.70.18



03 / 30 / 2022
13:07:58 UTC

This document has not been fully executed by all signers.