

Stonebraker Metropolitan District
8390 E. Crescent Parkway, Suite 300
Greenwood Village, Colorado 80111
Office: 303.779.5710 Fax: 303.779.0348

April 15, 2021

Division of Local Government
1313 Sherman Street, Room 521
Denver, CO 80203
Via E-File Portal

Weld County Clerk & Recorder
1402 North 17th Avenue
Greeley, CO 80631
weld-districts@weldgov.com

Office of the State Auditor
Local Government Audit Division
1525 Sherman Street, 7th Floor
Denver, CO 80203
Via online portal

City Council
Via Assistant to the Clerk
City of Dacono
512 Cherry Street
Dacono, CO 80514
ataylor@cityofdacono.com

Re: Stonebraker Metropolitan District – 2020 Annual Report

To Whom it May Concern:

Enclosed for your records is the annual report for 2020 for the Stonebraker Metropolitan District. Please contact me with any questions or concerns.

Sincerely,

Cindy Jenkins

Cindy Jenkins
District Administrator

Enclosure

STONEBRAKER METROPOLITAN DISTRICT

CITY OF DACONO, COUNTY OF WELD, STATE OF COLORADO

ANNUAL REPORT FOR FISCAL YEAR 2020

Pursuant to the Service Plan for the Stonebraker Metropolitan District (the "District"), the District is required to provide an annual report to the City of Dacono (the "City"), in the County of Weld (the "County") regarding the following matters. For the year ending December 31, 2020, the District makes the following report:

- a. Boundary changes made or proposed;
 - No boundary changes were made during the reporting period.
- b. Intergovernmental Agreements entered into or proposed;
 - No Intergovernmental Agreements were entered into during the reporting period and none are anticipated at this time.
- c. Changes or proposed changes in the District's policies;
 - No changes or proposed changes in the District's Policies occurred during the reporting period.
- d. Changes or proposed changes in the District's operations;
 - No changes or proposed changes in the District's operations occurred during the reporting period.
- e. A statement describing all sources and applications of revenue, and further describing any changes in the financial status of the District including any issuance or incurrence of financial obligations or any change in revenue projections or operating costs;
 - The financial status of the District, including revenue projections and operating costs, remains substantially unchanged from the prior reporting period.
- f. A summary of any litigation involving the District;
 - The District has no actual knowledge of any litigation, pending or threatened, against the District.
- g. Proposed plans for the year immediately following the year summarized in the annual report;
 - Due to economic conditions, the development anticipated by the Service Plan is currently behind schedule. Notwithstanding the forgoing, the District has not altered or revised the proposed schedule of debt issuance set forth in the Service Plan. The District is in the

process of preparing an amended and restated service plan for submission to the City that is anticipated to be processed along with updated development approvals.

h. Status of construction of public improvements;

- No public improvements were constructed by the District during the reporting period.

i. Assessed valuation in the District;

- 2021 Valuation - \$271,160

- 2020 Valuation - \$332,490

j. A schedule of all mill levies imposed or other fees or charges of any kind imposed in the report year and proposed to be imposed in the following year and the revenues raised or proposed to be raised there from;

- The District imposed a Mill Levy of 45.000 for collection in 2020 generating \$14,962 in revenue.

- The District imposed a Mill Levy of 45.000 for collection in 2021 projecting to generate \$12,202 in revenue.

-The District has imposed a Facility Fee of \$1,000 on each residential lot located within its boundaries, payable upon the issuance of a building permit. The effective date of the imposition of the Facility Fee is January 1, 2013.

The District's 2020 Budget (**Exhibit A**) and the 2020 Application of Exemption from Audit (**Exhibit B**), pursuant to §29-1-604, are attached to this Report.

The District hereby certifies that the information provided herein is true and accurate and, as of the date hereof and except as otherwise expressly stated herein, the District is in full compliance with the District's Service Plan and with the intergovernmental agreement between the City and the District.

STONEBRAKER METROPOLITAN DISTRICT

DocuSigned by:

Andrew Klein

0024E3CF233C40A...

Andrew Klein, President

ATTEST

DocuSigned by:

Patrick Schmitz

A7F795D2216C4F0...

Patrick Schmitz, Secretary/ Treasurer

EXHIBIT A
(2020 Adopted Budget)

BUDGET RESOLUTION

(2020)

CERTIFIED COPY OF RESOLUTION

STATE OF COLORADO)
) ss.
COUNTY OF WELD)

At the special meeting of the Board of Directors of Stonebraker Metropolitan District, City of Dacono, County of Weld, Colorado, held at 11:00 AM on Tuesday, December 3, 2019, at Westside Investment Partners, 4100 E. Mississippi Ave., Suite 500, Denver Colorado, there were present:

Andrew Klein
Patrick Schmitz
Kevin Smith

Also present was Michael Davis, Esq. of Miller & Associates Law Offices, LLC (“District Counsel”); Lisa Jacoby (District Manager) and Mat Birkeness of Community Resources Services, LLC.

District Counsel reported that, prior to the meeting, legal counsel had notified each of the directors of the date, time and place of this meeting and the purpose for which it was called. District Counsel further reported that this is a special meeting of the Board of Directors of the District and that a notice of the meeting was posted in at three (3) places within the boundaries of the District and at the Weld County Clerk and Recorder’s Office, and to the best of their knowledge, remains posted to the date of this meeting.

Thereupon, Director Schmitz introduced and moved the adoption of the following Resolution:

RESOLUTION

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, ADOPTING A BUDGET, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR TO HELP DEFRAY THE COSTS OF THE GOVERNMENT, AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE STONEBRAKER METROPOLITAN DISTRICT, CITY OF DACONO, WELD COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2020 AND ENDING ON THE LAST DAY OF DECEMBER, 2020.

WHEREAS, the Board of Directors (the "Board") of the Stonebraker Metropolitan District (the "District") has authorized its consultants, treasurer and legal counsel to prepare and submit a proposed budget to said governing body no later than October 15, 2019; and

WHEREAS, the proposed 2020 budget has been submitted to the Board for its consideration; and

WHEREAS, upon due and proper notice, posted in accordance with Colorado law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held at 11:00 AM on Tuesday, December 3, 2019, 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 STONEBRAKER METROPOLITAN DISTRICT, WELD COUNTY, COLORADO, AS FOLLOWS:

Section 1. Summary of 2020 Revenues and 2020 Expenditures. That the estimated revenues and expenditures for each fund for fiscal year 2020, as more specifically set forth in the budget attached hereto, are accepted and approved.

Section 2. Adoption of Budget. That the budget as submitted, or as amended, and attached hereto and incorporated herein is approved and adopted as the budget of the District for fiscal year 2020.

Section 3. 2020 Levy of General Property Taxes. That the foregoing budget indicates that the amount of money from property tax revenue necessary to balance the budget for the General Fund for operating expenses is \$14,962, and that the 2019 valuation for assessment, as certified by the Weld County Assessor, is \$332,490 That for the purposes of meeting all general operating expenses of the District during the 2020 budget year, there is hereby levied a tax of 45.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District during the year 2019.

Section 4. 2020 Levy of Debt Retirement Expenses. That the foregoing budget indicates that the amount of money from property tax revenue necessary to balance the budget for the Debt Service Fund for debt retirement expense is \$0 and that the 2019 valuation for assessment, as certified by the Weld County Assessor, is \$332,490. That for the purposes of meeting all debt retirement expenses of the District during the 2020 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 during the year 2019.

Section 5. Certification to Board of County Commissioners. That the attorney, accountant or manager for the District is hereby authorized and directed to certify to the Weld County Board of County Commissioners, no later than December 15, 2019, the mill levies for the District hereinabove determined and set. That said certification shall be substantially in the same form as attached hereto and incorporated herein by this reference.

Section 6. Appropriations. 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.

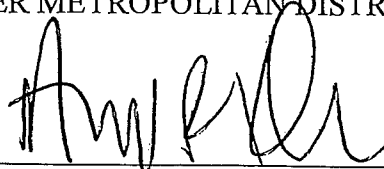
Section 7. Budget Certification. That the budget shall be certified by the Secretary/Treasurer of the District, and made a part of the public records of the District.

The foregoing Resolution was seconded by Director Smith.

RESOLUTION APPROVED AND ADOPTED ON DECEMBER 3, 2019.

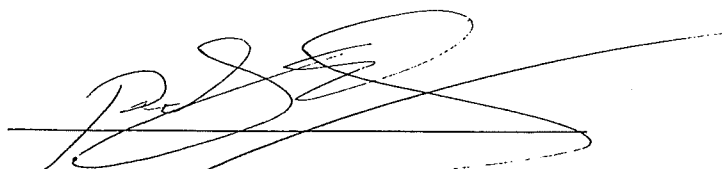
STONEBRAKER METROPOLITAN DISTRICT

By:



Andrew Klein, President

ATTEST:

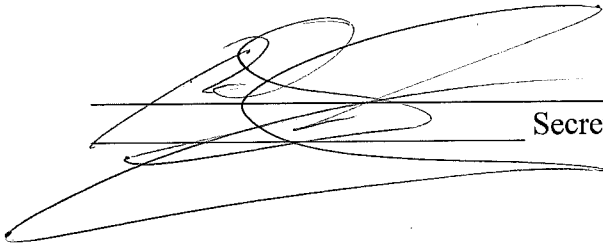


PATRICK SCHMITZ, Secretary

STATE OF COLORADO
COUNTY OF WELD
STONEBRAKER METROPOLITAN DISTRICT

I, Patrick Schmitz, hereby certify that I am a director and the duly elected and qualified Secretary/Treasurer of Stonebraker Metropolitan District (the "District"), and that the foregoing constitutes a true and correct copy of the record of proceedings of the Board of Directors of said District adopted at a meeting of the Board of Directors of the District held at 11:00 AM on Tuesday, December 3, 2019, at Westside Investment Partners, 4100 E. Mississippi Ave., Suite 500, Denver, Colorado as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2020; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown.

IN WITNESS WHEREOF, I have hereunto subscribed my name on December 3, 2019.


Secretary

**STONEBRAKER METROPOLITAN DISTRICT
GENERAL FUND
2020 ADOPTED BUDGET
WITH 2018 ACTUAL AND 2019 ESTIMATED AMOUNTS
FOR THE YEARS ENDED AND ENDING DECEMBER 31,**

	2018 Actual	2019 Estimated	2020 Adopted
REVENUES			
Property taxes	\$ 18,852	\$ 13,963	\$ 14,962
Specific ownership taxes	1,436	838	898
Interest	757	411	200
Total revenues	<u>21,045</u>	<u>15,212</u>	<u>16,060</u>
EXPENDITURES			
Audit / audit exemption	373	500	500
County treasurer fees	285	209	224
District management and accounting	14,923	10,000	10,000
Dues and subscriptions	268	300	300
Election	-	-	1,000
Insurance and bonds	2,743	3,000	3,000
Legal	21,215	8,000	8,000
Miscellaneous	189	500	500
Emergency reserve	-	-	482
Total expenditures	<u>39,996</u>	<u>22,509</u>	<u>24,006</u>
NET CHANGE IN FUND BALANCE	(18,951)	(7,298)	(7,946)
BEGINNING FUND BALANCE	<u>36,475</u>	<u>17,524</u>	<u>10,226</u>
ENDING FUND BALANCE	<u>\$ 17,524</u>	<u>\$ 10,226</u>	<u>\$ 2,280</u>

Stonebraker Metropolitan District

2020 Budget Message

Stonebraker Metropolitan District was established in 2009 principally to provide streets, traffic and safety controls, street lighting, water, sanitary sewer, storm drainage, landscaping, parks and recreation, and mosquito control to areas within and without the boundaries of the District.

The District has no employees and all operations and administrative functions are contracted.

Following are noteworthy features of the budget.

1. The District's accounting system is modified accrual basis for the governmental fund type of accounting.
2. Expenditures budgeted in the General Fund reflect minimal levels of activity by the District during 2020, and the primary source of revenue for the District is property taxes.

Property Taxes

The District certified a General Fund mill levy of 45.000 mills, generating \$14,962 in property taxes. The District assessed valuation is \$332,490.

Developer Advances

In 2020, developer advances may be requested to fund administrative expenditures. Developer advances are to be recorded as revenue for budget purposes with an obligation for future repayment.

EXHIBIT B
(2020 Application for Exemption from Audit)

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

**NAME OF GOVERNMENT
ADDRESS**

Stonebraker Metropolitan District
c/o CliftonLarsonAllen
8390 E Crescent Pkwy #300
Englewood, CO 80111
Lisa Johnson
303-439-6029
lisa.johnson@claconnect.com

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

**CONTACT PERSON
PHONE
EMAIL
FAX**

PART 1 - CERTIFICATION OF PREPARER

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:
TITLE
FIRM NAME (if applicable)
ADDRESS
PHONE
DATE PREPARED**

Diane Wheeler
District Accountant
Simmons & Wheeler, P.C.
304 Inverness Way South, Suite 490, Englewood CO 80112
303-689-0833
3/23/2021

PREPARER (SIGNATURE REQUIRED)

Diane Wheeler

Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types	GOVERNMENTAL <small>(MODIFIED ACCRUAL BASIS)</small>	PROPRIETARY <small>(CASH OR BUDGETARY BASIS)</small>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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#	Description	Round to nearest Dollar	Please use this space to provide any necessary explanations
2-1	Taxes: Property (report mills levied in Question 10-6)	\$ 14,962	
2-2	Specific ownership	\$ 710	
2-3	Sales and use	\$ -	
2-4	Other (specify):	\$ -	
2-5	Licenses and permits	\$ -	
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	\$ -	
2-13	Investment income	\$ 45	
2-14	Charges for utility services	\$ -	
2-15	Debt proceeds (should agree with line 4-4, column 2)	\$ -	
2-16	Lease proceeds	\$ -	
2-17	Developer Advances received (should agree with line 4-4)	\$ 15,706	
2-18	Proceeds from sale of capital assets	\$ -	
2-19	Fire and police pension	\$ -	
2-20	Donations	\$ -	
2-21	Other (specify):	\$ -	
2-22		\$ -	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) TOTAL REVENUE	\$ 31,423	

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 space to provide any necessary explanations
3-1	Administrative	\$ 151	
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ -	
3-5	Employee benefits	\$ -	
3-6	Insurance	\$ 2,769	
3-7	Accounting and legal fees	\$ 29,482	
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	\$ -	
3-17	Debt service principal (should agree with Part 4)	\$ -	
3-18	Debt service interest	\$ -	
3-19	Repayment of Developer Advance Principal (should agree with line 4-4)	\$ -	
3-20	Repayment of Developer Advance Interest	\$ -	
3-21	Contribution to pension plan (should agree to line 7-2)	\$ -	
3-22	Contribution to Fire & Police Pension Assoc. (should agree to line 7-2)	\$ -	
3-23	Other (specify): County Treasurer Fees	\$ 225	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES/EXPENSES	\$ 32,627	

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

PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

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 Schedule.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
4-2	Is the debt repayment schedule attached? If no, MUST explain: <div style="border: 1px solid black; padding: 2px; margin-top: 5px; color: red;">Developer advances to be repaid with available funds</div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
4-3	Is the entity current in its debt service payments? If no, MUST explain: <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
4-4	Please complete the following debt schedule, if applicable: (please only include principal amounts)(enter all amount as positive numbers)				
	Outstanding at end of prior year*	Issued during year	Retired during year	Outstanding at year-end	
	General obligation bonds	\$ -	\$ -	\$ -	\$ -
	Revenue bonds	\$ -	\$ -	\$ -	\$ -
	Notes/Loans	\$ -	\$ -	\$ -	\$ -
	Leases	\$ -	\$ -	\$ -	\$ -
	Developer Advances	\$ 267,700	\$ 15,706	\$ -	\$ 283,406
	Other (specify):	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ 267,700	\$ 15,706	\$ -	\$ 283,406

*must tie 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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes:	How much? Date the debt was authorized:		
	\$ 106,973,910.00 11/6/2012		
4-6	Does the entity intend to issue debt within the next calendar year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes:	How much?		
	\$ -		
4-7	Does the entity have debt that has been refinanced that it is still responsible for?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes:	What is the amount outstanding?		
	\$ -		
4-8	Does the entity have any lease agreements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>
	What are the annual lease payments?		
	\$ -		

Please use this space to provide any explanations or comments:

PART 5 - CASH AND INVESTMENTS

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

		Amount	Total
5-1	YEAR-END Total of ALL Checking and Savings Accounts	\$ 1,078	
5-2	Certificates of deposit	\$ -	
	Total Cash Deposits		\$ 1,078
	Investments (if investment is a mutual fund, please list underlying investments):		
	CSAFE	\$ 1,512	
5-3		\$ -	
		\$ -	
		\$ -	
	Total Investments		\$ 1,512
	Total Cash and Investments		\$ 2,590

Please answer the following questions by marking in the appropriate boxes

		Yes	No	N/A
5-4	Are the entity's Investments legal in accordance with Section 24-75-601, et seq., C.R.S.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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.)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If no, MUST use this space to provide any explanations:

PART 6 - CAPITAL ASSETS

Please answer the following questions by marking in the appropriate boxes.

Yes No

- 6-1 Does the entity have capital 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:

	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 INFORMATION

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? 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.):	\$ -
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.? 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/Expenses
General Fund	\$ 30,000

PART 9 - TAXPAYER'S BILL OF RIGHTS (TABOR)

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.

If no, MUST explain:

PART 10 - GENERAL INFORMATION

Please answer the following questions by marking in the appropriate boxes.

Yes

No

10-1 Is this application for a newly formed governmental entity?

If yes: Date of formation:

10-2 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:

Streets, lighting, traffic & safety, water, landscaping, storm drainage, parks & recreation

10-4 Does the entity have an agreement with another government to provide services?

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

10-5 Has the district filed a *Title 32, Article 1 Special District Notice of Inactive Status* during

If yes: Date Filed:

10-6 Does the entity have a certified Mill Levy?

If yes: Please provide the following mills levied for the year reported (do not report \$ amounts):

Bond Redemption mills	-
General/Other mills	45.000
Total mills	45.000

Bond Redemption mills	-
General/Other mills	45.000
Total mills	45.000

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?	<input type="checkbox"/>	<input type="checkbox"/>

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, **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 Member 1	Print Board Member's Name	I <u>Andrew Klein</u> , 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 <u></u> Date: <u>Mar 24, 2021</u> My term Expires: <u>May 2023</u>
	Andrew Klein	
Board Member 2	Print Board Member's Name	I <u>Patrick Schmitz</u> , 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 <u></u> Date: <u>Mar 24, 2021</u> My term Expires: <u>May 2023</u>
	Patrick Schmitz	
Board Member 3	Print Board Member's Name	I <u>Kevin Smith</u> , 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 <u></u> Date: <u>Mar 24, 2021</u> My term Expires: <u>May 2023</u>
	Kevin Smith	
Board Member 4	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: _____
Board Member 5	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: _____
Board Member 6	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: _____
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: _____












Stonebraker 2020

Final Audit Report

2021-03-24


Created:	2021-03-24
By:	Diane Wheeler (diane@simmonswheeler.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAACFXHDhK6wexXdx-EOWR3d9u-ffXjIMhv

"Stonebraker 2020" History

-  Document created by Diane Wheeler (diane@simmonswheeler.com)
2021-03-24 - 7:42:17 PM GMT- IP address: 208.187.187.252
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-  Document emailed to Andrew Klein (aklein@westsideinv.com) for signature
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 Agreement completed.

2021-03-24 - 7:57:21 PM GMT

Certificate Of Completion

Envelope Id: FB6A710A6F544726B7F8DA2CC7AD9A12	Status: Completed
Subject: Please DocuSign: 2020 Annual Report (execution copy).pdf	
Client Name: Stonebraker MD	
Client Number: 011-046301-OS04-2021	
Source Envelope:	
Document Pages: 22	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Cindy Jenkins
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Cindy.Jenkins@claconnect.com
	IP Address: 73.169.83.196

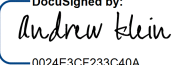
Record Tracking

Status: Original	Holder: Cindy Jenkins	Location: DocuSign
4/15/2021 1:58:29 PM	Cindy.Jenkins@claconnect.com	

Signer Events

Andrew Klein
 aklein@westsideinv.com
 Mgr
 Security Level: Email, Account Authentication (None)

Signature

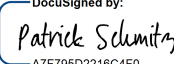
DocuSigned by:

 0024E3CF233C40A...
 Signature Adoption: Pre-selected Style
 Using IP Address: 96.93.223.173
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Timestamp

Sent: 4/15/2021 2:00:46 PM
 Viewed: 4/15/2021 2:30:40 PM
 Signed: 4/15/2021 2:30:47 PM

Electronic Record and Signature Disclosure:
 Accepted: 4/15/2021 2:30:40 PM
 ID: 42c018d1-dd91-4a4d-927e-e9f8dbd7be3d

Patrick Schmitz
 pschmitz@westsideinv.com
 Security Level: Email, Account Authentication (None)

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 Signature Adoption: Pre-selected Style
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Sent: 4/15/2021 2:30:47 PM
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 Signed: 4/15/2021 2:32:44 PM

Electronic Record and Signature Disclosure:
 Accepted: 3/8/2021 11:22:13 AM
 ID: 38a6de6c-da79-43f7-94d2-c56eb2e5bfde

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/15/2021 2:00:46 PM
Certified Delivered	Security Checked	4/15/2021 2:32:36 PM
Signing Complete	Security Checked	4/15/2021 2:32:44 PM
Completed	Security Checked	4/15/2021 2:32:44 PM

Payment Events	Status	Timestamps
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