

# APPLICATION FOR EXEMPTION FROM AUDIT

## SHORT FORM

|                                   |  |
|-----------------------------------|--|
| <b>NAME OF GOVERNMENT ADDRESS</b> | Villages at Johnstown Metropolitan District No. 8<br>8390 E Crescent Parkway<br>Suite 300<br>Greenwood Village, CO 80111 |
| <b>CONTACT PERSON</b>             | Gigi Pangindian  |
| <b>PHONE</b>                      | 303-779-5710   |
| <b>EMAIL</b>                      | Gigi.Pangindian@claconnect.com   |
| <b>FAX</b>                        | 303-779-0348   |

For the Year Ended  
12/31/18  
or fiscal year ended:

### 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.

|                                  |   |
|----------------------------------|---|
| <b>NAME:</b>                     | Gigi Pangindian   |
| <b>TITLE</b>                     | Accountant for the District                                     |
| <b>FIRM NAME (if applicable)</b> | CliftonLarsonAllen LLP  |
| <b>ADDRESS</b>                   | 8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111 |
| <b>PHONE</b>                     | 303-779-5710  |
| <b>DATE PREPARED</b>             | 3/25/2019   |

### PREPARER (SIGNATURE REQUIRED)

SEE ATTACHED ACCOUNTANT'S COMPILATION REPORT

|  |  |  |
|--|--|--|
| Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types | <b>GOVERNMENTAL</b><br><small>(MODIFIED ACCRUAL BASIS)</small> | <b>PROPRIETARY</b><br><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 |   |
|-------|--|-------------------------|---|
| 2-1   | Taxes: Property (report mills levied in Question 10-6)   | \$ -                    | Please use this space to provide any necessary explanations |
| 2-2   | Specific ownership                                       | \$ -                    |   |
| 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  | \$ -                    |   |
| 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) | \$ -                    |   |
| 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               | \$ -                    |   |

## PART 3 - EXPENDITURES

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 |   |
|-------|---|-------------------------|---|
| 3-1   | Administrative  | \$ -                    | Please use this space to provide any necessary explanations |
| 3-2   | Salaries  | \$ -                    |   |
| 3-3   | Payroll taxes   | \$ -                    |   |
| 3-4   | Contract services   | \$ -                    |   |
| 3-5   | Employee benefits   | \$ -                    |   |
| 3-6   | Insurance   | \$ -                    |   |
| 3-7   | Accounting and legal fees   | \$ -                    |   |
| 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  | Culture and recreation  | \$ -                    |   |
| 3-15  | Utility operations  | \$ -                    |   |
| 3-16  | Capital outlay  | \$ -                    |   |
| 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):  | \$ -                    |   |
| 3-24  |   | \$ -                    |   |
| 3-25  |   | \$ -                    |   |
| 3-26  | (add lines 3-1 through 3-24) TOTAL EXPENDITURES                         | \$ -                    |   |

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?<br>If Yes, please attach a copy of the entity's Debt Repayment Schedule.   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |      |      |
| 4-2 Is the debt repayment schedule attached? If no, MUST explain:<br><div style="border: 1px solid black; padding: 2px; margin-top: 5px;">N/A. The District has no outstanding debt.</div>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |      |      |
| 4-3 Is the entity current in its debt service payments? If no, MUST explain:<br><div style="border: 1px solid black; padding: 2px; margin-top: 5px;">N/A. The District has no outstanding debt.</div> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |      |      |
| 4-4 Please complete the following debt schedule, if applicable:<br>(please only include principal amounts)(enter all amount as positive numbers)  |                          |                                     |      |      |
| <b>General obligation bonds</b>   | \$ -                     | \$ -                                | \$ - | \$ - |
| <b>Revenue bonds</b>  | \$ -                     | \$ -                                | \$ - | \$ - |
| <b>Notes/Loans</b>  | \$ -                     | \$ -                                | \$ - | \$ - |
| <b>Leases</b>   | \$ -                     | \$ -                                | \$ - | \$ - |
| <b>Developer Advances</b>   | \$ -                     | \$ -                                | \$ - | \$ - |
| <b>Other (specify):</b>   | \$ -                     | \$ -                                | \$ - | \$ - |
| <b>TOTAL</b>  | \$ -                     | \$ -                                | \$ - | \$ - |

\*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?<br>If yes: How much?   | <input checked="" type="checkbox"/>   | <input type="checkbox"/>            |
| Date the debt was authorized:   | <div style="border: 1px solid black; padding: 2px; display: inline-block;">5/8/2018</div> |                                     |
| 4-6 Does the entity intend to issue debt within the next calendar year?<br>If yes: How much?  | <input type="checkbox"/>  | <input checked="" type="checkbox"/> |
| 4-7 Does the entity have debt that has been refinanced that it is still responsible for?<br>If yes: What is the amount outstanding?   | <input type="checkbox"/>  | <input checked="" type="checkbox"/> |
| 4-8 Does the entity have any lease agreements?<br>If yes: What is being leased?<br>What is the original date of the lease?<br>Number of years of lease?<br>Is the lease subject to annual appropriation?<br>What are the annual lease payments? | <input type="checkbox"/>  | <input checked="" type="checkbox"/> |

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                           | \$ -   |       |
| 5-2 Certificates of deposit   | \$ -   |       |
| <b>Total Cash Deposits</b>  |        | \$ -  |
| Investments (if investment is a mutual fund, please list underlying investments): |        |       |
|   | \$ -   |       |
|   | \$ -   |       |
| 5-3   | \$ -   |       |
|   | \$ -   |       |
| <b>Total Investments</b>  |        | \$ -  |
| <b>Total Cash and Investments</b>   |        | \$ -  |

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 type="checkbox"/> | <input type="checkbox"/> | <input checked="" 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 type="checkbox"/> | <input type="checkbox"/> | <input checked="" 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

N/A. The District has no capital assets.

| 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                     | \$ -                             | \$ -                                   | \$ -        | \$ -             |
| <b>TOTAL</b>                                 | <b>\$ -</b>                      | <b>\$ -</b>                            | <b>\$ -</b> | <b>\$ -</b>      |

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.):  | \$ -        |
| <b>TOTAL</b>                     | <b>\$ -</b> |

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:

|              |      |
|--------------|------|
| General Fund | \$ - |
|              |      |
|              |      |
|              |      |

## 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,**



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:**

**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   | - |
| Total mills           | - |

Please use this space to provide any explanations or comments:

10-3: Financing for the acquisition, construction, operations and maintenance of streets, parks and recreation, water, sanitary and storm sewer, public transportation, mosquito control, traffic and safety, fire protection, television relay and translation, and security.

## 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 checked="" 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 current governing board members below. |                           | A MAJORITY of the governing board members must complete and sign in the column below.   |
|---|---------------------------|---|
| Board Member 1  | Print Board Member's Name | I, Mark Hunter, attest I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.<br>Signed: _____<br>Date: <u>3/27/2019</u><br>My term Expires: May 2022 |
|   | Mark Hunter               |   |
| Board Member 2  | Print Board Member's Name |   |
|   |                           |   |
| Board Member 3  | Print Board Member's Name |   |
|   |                           |   |
| Board Member 4  | Print Board Member's Name |   |
|   |                           |   |
| Board Member 5  | Print Board Member's Name |   |
|   |                           |   |
| Board Member 6  | Print Board Member's Name |   |
|   |                           |   |
| Board Member 7  | Print Board Member's Name |   |
|   |                           |   |

DocuSigned by:  
  
2D5788C2727341D...



**CliftonLarsonAllen**

CliftonLarsonAllen LLP  
[www.cliftonlarsonallen.com](http://www.cliftonlarsonallen.com)

## **Accountant's Compilation Report**

Board of Directors  
Villages at Johnstown Metropolitan District No. 8  
Larimer County, Colorado

Management is responsible for the accompanying Application for Exemption from Audit of Villages at Johnstown Metropolitan District No. 8 as of and for the year ended December 31, 2018, included in the accompanying prescribed form. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements included in the accompanying prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the financial statements included in the accompanying prescribed form.

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

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

We are not independent with respect to Villages at Johnstown Metropolitan District No. 8.

*CliftonLarsonAllen LLP*

Greenwood Village, Colorado  
March 25, 2019

## Certificate Of Completion

|   |                            |
|---|----------------------------|
| Envelope Id: 8CD133298605457386778C12B323C484                             | Status: Completed          |
| Subject: Please DocuSign: VillagesAtJohnstownMD8_2018_Audit_Exemption.pdf |                            |
| Client Name: VILLAGES AT JOHNSTOWN METRO DISTRICT NO. 8                   |                            |
| Client Number: 011-045586-01  |                            |
| Source Envelope:  |                            |
| Document Pages: 8   | Signatures: 1              |
| Certificate Pages: 4  | Initials: 0                |
| AutoNav: Enabled  | Envelope Originator:       |
| Envelopeld Stamping: Enabled  | Aurora Baca                |
| Time Zone: (UTC-06:00) Central Time (US & Canada)                         | 220 South 6th Street       |
|   | Suite 300                  |
|   | Minneapolis, MN 55402      |
|   | Aurora.Baca@claconnect.com |
|   | IP Address: 64.129.72.3    |


## Record Tracking

|                      |                            |                    |
|----------------------|----------------------------|--------------------|
| Status: Original     | Holder: Aurora Baca        | Location: DocuSign |
| 3/26/2019 4:22:27 PM | Aurora.Baca@claconnect.com |                    |

## Signer Events

Mark Hunter  
 mark@huntgoodlaw.com  
 Security Level: Email, Account Authentication (None)

## Signature

DocuSigned by:  
  
 2D5788C2727341D...

Signature Adoption: Drawn on Device  
 Using IP Address: 75.71.84.84

## Timestamp

Sent: 3/26/2019 4:23:59 PM  
 Viewed: 3/27/2019 10:02:04 AM  
 Signed: 3/27/2019 10:03:46 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 3/27/2019 10:02:04 AM  
 ID: 587bfa9d-41bb-49ed-b6ae-cddb9e42d34

| 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             |
| Notary Events                                     | Signature        | Timestamp             |
| Envelope Summary Events                           | Status           | Timestamps            |
| Envelope Sent                                     | Hashed/Encrypted | 3/26/2019 4:23:59 PM  |
| Certified Delivered                               | Security Checked | 3/27/2019 10:02:04 AM |
| Signing Complete                                  | Security Checked | 3/27/2019 10:03:46 AM |
| Completed   | Security Checked | 3/27/2019 10:03:46 AM |
| Payment Events                                    | Status           | Timestamps            |
| <b>Electronic Record and Signature Disclosure</b> |                  |                       |

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

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### **Consequences of changing your mind**

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

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#### **How to contact CliftonLarsonAllen LLP:**

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

To contact us by email send messages to: [BusinessTechnology@CLAconnect.com](mailto:BusinessTechnology@CLAconnect.com)

#### **To advise CliftonLarsonAllen LLP of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [BusinessTechnology@CLAconnect.com](mailto:BusinessTechnology@CLAconnect.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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

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

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

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

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

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