

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

NAME OF GOVERNMENT
ADDRESS

Deer Creek Villas Metropolitan District
c/o Spencer Fane LLP
1700 Lincoln Street, Suite 2000
Denver, CO 80203
Thomas N. George
303-839-3800
tgeorge@spencerfane.com
303-839-3838

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

Wendi R. McLaughlin
Paralegal
Spencer Fane LLP
1700 Lincoln Street, Suite 2000
303-839-3800
3/10/2021

PREPARER (SIGNATURE REQUIRED)

Wendi McLaughlin

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)	\$ -	
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/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	\$ -	
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	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):	\$ -	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES/EXPENSES	\$ -	

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 type="checkbox"/>	<input checked="" type="checkbox"/>		
4-2 Is the debt repayment schedule attached? If no, MUST explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>	<input 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; width: 100%; margin-top: 5px;"></div>	<input 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)				
General obligation bonds	\$ -	\$ -	\$ -	\$ -
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Leases	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify):	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

*must tie to prior year ending balance

	Yes	No
4-5 Does the entity have any authorized, but unissued, debt? If yes: How much?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Date the debt was authorized:	11/3/2020	
4-6 Does the entity intend to issue debt within the next calendar year? If yes: How much?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
What is the amount outstanding?	\$ 16,000,000.00	
4-7 Does the entity have debt that has been refinanced that it is still responsible for? If yes: What is the amount outstanding?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
What is the amount outstanding?	\$ -	
4-8 Does the entity have any lease agreements? If yes: What is being leased?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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	\$ -	
5-2 Certificates of deposit	\$ -	
Total Cash Deposits		\$ -
Investments (if investment is a mutual fund, please list underlying investments):		
	\$ -	
	\$ -	
5-3	\$ -	
	\$ -	
Total Investments		\$ -
Total Cash and Investments		\$ -

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

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	\$ 49,000

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?

10-1

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:

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 members of current governing body below.		A MAJORITY of the members of the governing body must complete and sign in the column below.
Board Member 1	Print Board Member's Name Sara Dieringer	I Sara Dieringer, 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>Sara Dieringer</u> Date: <u>3/30/21</u> My term Expires: <u>2023</u>
Board Member 2	Print Board Member's Name Rod Mickelberry	I Rod Mickelberry, 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 3	Print Board Member's Name Chris Miller	I Chris Miller, 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>Chris Miller</u> Date: <u>3/31/2021</u> My term Expires: <u>2022</u>
Board Member 4	Print Board Member's Name Bryan Conway	I Bryan Conway, 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>Bryan Conway</u> Date: <u>3/31/2021</u> My term Expires: <u>2023</u>
Board Member 5	Print Board Member's Name Brian Sandman	I Brian Sandman, 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>Brian Sandman</u> Date: <u>3-31-21</u> My term Expires: <u>2022</u>
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: _____



SIGNATURE CERTIFICATE

TRANSACTION DETAILS	DOCUMENT DETAILS
<p>Reference Number 522C9467-FEB0-49BB-AADD-E8E3BBA13E9F</p> <p>Transaction Type Signature Request</p> <p>Sent At 03/24/2021 13:12 EDT</p> <p>Executed At 03/31/2021 12:55 EDT</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum 1a0bb4c9179bb96db093fb2dc69903beb6385dff2484685f517281e03dcd0dd9</p> <p>Signer Sequencing Enabled</p> <p>Document Passcode Disabled</p>	<p>Document Name Dcvmd 2020 Audit Exemption</p> <p>Filename dcvmd_2020_audit_exemption.pdf</p> <p>Pages 9 pages</p> <p>Content Type application/pdf</p> <p>File Size 128 KB</p> <p>Original Checksum caee37db945325db8fa55287c73aa70d072ec3f307d83baa949fe38534fd9da9</p>

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Sara Dieringer</p> <p>Email sara.dieringer@cardelhomes.com</p> <p>Signer Sequence 0</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 898b7c6da092a6618f7b35ddac62b7f7b07dd70d13ee663e898d8c574b10abea</p> <p>IP Address 34.99.94.57</p> <p>Device Chrome via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID 74D38AED</p>	<p>Viewed At 03/30/2021 15:27 EDT</p> <p>Identity Authenticated At 03/30/2021 15:27 EDT</p> <p>Signed At 03/30/2021 15:27 EDT</p>

AUDITS

TIMESTAMP	AUDIT
03/24/2021 13:12 EDT	Special Districts (specialdistricts@spencerfane.com) created document 'dcvmd_2020_audit_exemption.pdf' on Chrome via Windows from 71.229.193.40.
03/24/2021 13:12 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) was emailed a link to sign.
03/28/2021 19:01 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) was emailed a reminder.
03/29/2021 18:39 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) was emailed a reminder.
03/30/2021 12:23 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) was emailed a reminder.
03/30/2021 15:27 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) was emailed a reminder.
03/30/2021 15:27 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) viewed the document on Chrome via Windows from 34.99.94.57.
03/30/2021 15:27 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) authenticated via email on Chrome via Windows from 34.99.94.57.
03/30/2021 15:27 EDT	Rod Mickelberry (rmickelberry@cardelhomes.com) was emailed a link to sign.
03/30/2021 15:27 EDT	Sara Dieringer (sara.dieringer@cardelhomes.com) signed the document on Chrome via Windows from 34.99.94.57.
03/30/2021 18:28 EDT	Rod Mickelberry (rmickelberry@cardelhomes.com) was emailed a reminder.
03/31/2021 12:55 EDT	Wendi McLaughlin (wmclaughlin@spencerfane.com) was removed from document 522c9467-feb0-49bb-aadd-e8e3bba13e9f as the document was force completed.
03/31/2021 12:55 EDT	Bryan Conway (bryan.conway@cardelhomes.com) was removed from document 522c9467-feb0-49bb-aadd-e8e3bba13e9f as the document was force completed.
03/31/2021 12:55 EDT	Brian Sandman (bsandman@cardelhomes.com) was removed from document 522c9467-feb0-49bb-aadd-e8e3bba13e9f as the document was force completed.
03/31/2021 12:55 EDT	Chris Miller (chris.miller@cardelhomes.com) was removed from document 522c9467-feb0-49bb-aadd-e8e3bba13e9f as the document was force completed.

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03/31/2021 12:55 EDT	Rod Mickelberry (rmickelberry@cardelhomes.com) was removed from document 522c9467-feb0-49bb-aadd-e8e3bba13e9f as the document was force completed.
03/31/2021 12:55 EDT	Component 'Signature Field 3' assigned to signer2 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 7' assigned to signer2 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Signature Field 4' assigned to signer3 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 8' assigned to signer3 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Signature Field 6' assigned to signer4 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 10' assigned to signer4 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Signature Field 5' assigned to signer5 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 9' assigned to signer5 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Signature Field 1' assigned to signer6 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 2' assigned to signer6 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 3' assigned to signer6 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 4' assigned to signer6 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 5' assigned to signer6 was removed as the document was force completed.
03/31/2021 12:55 EDT	Component 'Text Field 6' assigned to signer6 was removed as the document was force completed.
03/31/2021 12:55 EDT	Special Districts (specialdistricts@spencerfane.com) force completed document 'dvcmd_2020_audit_exemption.pdf' on Chrome via Windows from 71.229.193.40.



SIGNATURE CERTIFICATE

TRANSACTION DETAILS **DOCUMENT DETAILS**

Reference Number
8E3073C3-4DC9-4D23-BB4A-564205782724

Transaction Type
Signature Request

Sent At
03/31/2021 13:12 EDT

Executed At
03/31/2021 13:17 EDT

Identity Method
email

Distribution Method
email

Signed Checksum
a988c23ac4142cfee6783030a2a3b88b84a5a094d9369c8e736ac03b6961e866

Signer Sequencing
Disabled

Document Passcode
Disabled

Document Name
Dcvmd 2020 Audit Exemption

Filename
dcvmd_2020_audit_exemption.pdf

Pages
11 pages


Content Type
application/pdf


File Size
204 KB



Original Checksum
bae2c3adf85d7e3fb948dcfd564871c8b69ca3b0d612312ffe16cb23bd4d773d

SIGNERS

SIGNER **E-SIGNATURE** **EVENTS**

<p>Name Chris Miller</p> <p>Email chris.miller@cardelhomes.com</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 4243d65e6dbd2c27edbe7246f24f32dba3d95ce0c1ed809767e324888ce3a6d5</p> <p>IP Address 73.14.203.38</p> <p>Device Chrome via Windows</p> <p>Drawn Signature</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin: 5px 0;">  </div> <p>Signature Reference ID CC6849CB</p> <p>Signature Biometric Count 625</p>	<p>Viewed At 03/31/2021 13:16 EDT</p> <p>Identity Authenticated At 03/31/2021 13:17 EDT</p> <p>Signed At 03/31/2021 13:17 EDT</p>
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<p>Name Wendi McLaughlin</p> <p>Email wmclaughlin@spencerfane.com</p> <p>Components 5</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 3f8d75bc0d1b56428c969edd26edfe0ed3242f626111a42a84a6a08557985121</p> <p>IP Address 71.229.193.40</p> <p>Device Chrome via Windows</p> <p>Typed Signature</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin: 5px 0;">  </div> <p>Signature Reference ID 29E89BCC</p>	<p>Viewed At 03/31/2021 13:12 EDT</p> <p>Identity Authenticated At 03/31/2021 13:16 EDT</p> <p>Signed At 03/31/2021 13:16 EDT</p>
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SIGNER	E-SIGNATURE	EVENTS
Name Bryan Conway Email bryan.conway@cardelhomes.com Components 2	Status signed Multi-factor Digital Fingerprint Checksum <small>a6baf844b6c5210aebdf31d5638c7d01ed45543e326fdf37e1469bdea459dca8</small> IP Address 34.99.94.57 Device Chrome via Windows Drawn Signature  Signature Reference ID 05B9B1A5 Signature Biometric Count 384	Viewed At 03/31/2021 13:13 EDT Identity Authenticated At 03/31/2021 13:15 EDT Signed At 03/31/2021 13:15 EDT
Name Brian Sandman Email bsandman@cardelhomes.com Components 2	Status signed Multi-factor Digital Fingerprint Checksum <small>5e5a510b610ab1331db2c913be189b2c847968b5e38860fce842d4fe55d50d0a</small> IP Address 34.99.94.57 Device Chrome via Windows Typed Signature  Signature Reference ID 8D519135	Viewed At 03/31/2021 13:12 EDT Identity Authenticated At 03/31/2021 13:13 EDT Signed At 03/31/2021 13:13 EDT

AUDITS

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03/31/2021 13:17 EDT	Chris Miller (chris.miller@cardelhomes.com) signed the document on Chrome via Windows from 73.14.203.38.