

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

IF EITHER REVENUES OR EXPENDITURES EXCEED \$100,000, USE THE **LONG FORM**.

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 in the year.

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).

Any preparer of an Application for Exemption from Audit-SHORT FORM must be a person skilled in 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. APPLICATIONS FOR EXEMPTION FROM AUDIT ARE NOT ELIGIBLE FOR AN EXTENSION OF TIME

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:

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 on 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 understood the Electronic Signature Policy? See policy in Part 11.
 - or--
 - If yes, 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 at the end of this form.)
- 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?

Check out our 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:

[Click here to go to the portal](#)

FILING METHODS

Register and submit your Applications at our web portal! For faster processing the web portal is the preferred method for submission

WEB PORTAL: <https://apps.leg.co.gov/osa/lg>

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

Please Note: The OSA's email addresses have changed as of December 1, 2023. Please ensure you are using the email address noted below.

QUESTIONS? Email: osa.lg@coleg.gov 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

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

SHORT FORM


NAME OF GOVERNMENT ADDRESS	EC West Commercial Metropolitan District c/o Specials District Solutions, Inc. 2370 Antelope Ridge Trl Parker, CO 80138
CONTACT PERSON	Kurt Schlegel
PHONE	303-662-1999
EMAIL	kurt@specialdistrictsolutions.com

For the Year Ended
12/31/24
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.

NAME:	Lori A Cardenas
TITLE	District Accountant
FIRM NAME (if applicable)	Autumn Accounting LLC
ADDRESS	2404 Elkhorn Ranch St Parker, CO 80138
PHONE	303-928-4142

PREPARER <u>(SIGNATURE REQUIRED)</u>	DATE PREPARED <small>(No exemption shall be granted prior to the close of said fiscal year)</small>
Signed by: 	3/12/2025

Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types	GOVERNMENTAL <small>(MODIFIED ACCRUAL BASIS)</small> <input checked="" type="checkbox"/>	PROPRIETARY <small>(CASH OR BUDGETARY BASIS)</small> <input type="checkbox"/>
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PART 2 - REVENUES

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 the nearest dollar	Please use this space to provide any necessary explanations
2-1	Taxes: Property (report mills levied in question 10-7)	\$ -	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 to table 4-4, column 'Issued during year')	\$ -	
2-16	Lease proceeds	\$ -	
2-17	Developer Advances received (should agree to table 4-4, column 'Issued during year')	\$ -	
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		\$ -	
2-25		\$ -	
2-26	(add lines 2-1 through 2-25) TOTAL REVENUES	\$ -	

PART 3 - EXPENDITURES/EXPENSES

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 the nearest dollar	Please use this space to provide any necessary explanations
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	Capital outlay	\$ -	
3-15	Utility operations	\$ -	
3-16	Culture and recreation	\$ -	
3-17	Debt service principal (should agree to table 4-4, column 'Retired during year')	\$ -	
3-18	Debt service interest	\$ -	
3-19	Repayment of Developer Advance Principal (should agree to table 4-4, column 'Retired during year')	\$ -	
3-20	Repayment of Developer Advance Interest	\$ -	
3-21	Contribution to pension plan	\$ -	
3-22	Contribution to Fire & Police Pension Assoc.	\$ -	
3-23	Other (specify):	\$ -	
3-24		\$ -	
3-25		\$ -	
3-26		\$ -	
3-27		\$ -	
3-28	(add lines 3-1 through 3-27) TOTAL EXPENDITURES/EXPENSES	\$ -	

If TOTAL REVENUES (Line 2-26) or TOTAL EXPENDITURES (Line 3-28) 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? <i>(If 'No' is checked, skip to question 4-5)</i> <i>(If 'Yes' is checked, please attach a copy of the entity's debt repayment schedule)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
4-2 Is the debt repayment schedule attached? If no, MUST explain below: <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">N/A</div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
4-3 Is the entity current in its debt service payments? If no, MUST explain below: <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">N/A</div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
4-4 Please complete the following debt schedule, if applicable: <small>(please only include principal amounts)</small> <small>(enter all amounts as positive numbers)</small>				
General obligation bonds	\$ -	\$ -	\$ -	\$ -
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Lease & SBITA** Liabilities [GASB 87 & 96]	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify):	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

**Subscription-Based Information Technology Arrangements

*Must agree to prior year-end balance

Please answer the following questions by marking the appropriate boxes.

	Yes	No
4-5 Does the entity have any authorized but unissued debt as of its fiscal year-end? How much? Date the debt was authorized:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
289,000,000 Aggregate Limit		
5/21/24		
NEW 4-6 Is the authorized but unissued debt further limited by the entity's most recent Service Plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes: How much?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
\$ -		
Date of the most recent Service Plan:		
6/6/24		
4-7 Does the entity intend to issue debt within the next calendar year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes: How much?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
\$ -		
4-8 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?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
\$ -		
4-9 Does the entity have any lease agreements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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 checked="" type="checkbox"/>
What are the annual lease payments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
\$ -		

Part 4 - Please use this space to provide any explanations/comments or attach separate documentation, if needed

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		\$ -
5-3 Investments (if investment is a mutual fund, please list underlying investments):		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
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"/>

Part 5 - If no, MUST use this space to provide any explanations

PART 6 - CAPITAL AND RIGHT-TO-USE ASSETS

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

- | | | Yes | No |
|-----|--|--------------------------|-------------------------------------|
| 6-1 | Does the entity have capital assets?
<i>(If 'No' is checked, skip the rest of Part 6)</i> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 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: | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

N/A

Complete the following capital & right-to-use assets table:	Balance - beginning of the year*	Additions ^	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased & SBITA Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation/Amortization <i>(Please enter a negative, or credit, balance)</i>	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

*Must agree to prior year-end balance
^Generally capital asset additions should be reported as capital outlay on line 3-14 and capitalized in accordance with the government's capitalization policy.
Please explain any discrepancy

Part 6 - Please use this space to provide any explanations/comments or attach documentation, if needed

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" firefighters' pension plan? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7-2 | Does the entity have a volunteer firefighters' pension plan? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

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 1?	\$ -

Part 7 - 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.?
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
(Please make sure each individual fund's appropriation agrees to how the budget was adopted.
Do not combine funds)

Governmental/Proprietary Fund Name	Total Appropriations By Fund
GENERAL	\$30,000.00

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

Please answer the following question by marking in the appropriate box.

9-1	Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Note: An election to exempt the entity from the spending limitations of TABOR does not exempt the entity from the 3 percent emergency reserve requirement. All entities should determine if they meet this requirement of TABOR.

Part 9 - If no, MUST use this space to provide any explanations

PART 10 - GENERAL INFORMATION

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

10-1	Is this application for a newly formed governmental entity?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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If yes: Date of formation:

10-2	Has the entity changed its name in the past or current year?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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If yes: Please list the NEW name:
Please list the PRIOR name:

10-3	Is the entity a metropolitan district?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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10-4	Please indicate what services the entity provides:		
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10-5	Does the entity have an agreement with another government to provide services?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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If yes: List the name of the other governmental entity and the services provided:

10-6	Has the district filed a <i>Title 32, Article 1 Special District Notice of Inactive Status</i> 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"/>
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If yes: Date filed:

10-7	Does the entity have a certified mill levy?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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If yes: Please provide the following mills levied for the year reported (do not report \$ amounts):

Bond redemption mills		-
General/other mills		-
Total mills		-

10-8	If the entity is a Title 32 Special District formed after 7/1/2000, has the entity filed its preceding year annual report with the State Auditor as required under SB 21-262 [Section 32-1-207 C.R.S.]? If NO , please explain.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
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Please use this space to provide any additional explanations or comments not previously included

PART 11 - GOVERNING BODY APPROVAL

Please answer the following question by marking in the appropriate box.

Yes

No

11-1 If you plan to submit this form electronically, have you read the Electronic Signature Policy?

Office of the State Auditor — Local Government Division - Exemption Form Electronic Signature Policy and Procedure

Policy - Requirements

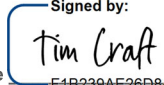




The Office of the State Auditor Local Government Audit Division may accept an electronic submission of an application for exemption from audit that includes governing board signatures obtained through a program such as DocuSign or Echosign. Required elements and safeguards are as follows:

- 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 two 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 or type the names of ALL members of current governing body below.
A MAJORITY of the members of the governing body must sign below.**

<p>Board Member 1</p>	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: May 2027</p>	<p>Timothy P Craft</p> <p>Signed by:</p>  <p>Signature <u>F1B239AE26D84A0...</u></p> <p>Date <u>3/13/2025</u></p>
<p>Board Member 2</p>	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: May 2027</p>	<p>Jim Yates</p> <p>DocuSigned by:</p>  <p>Signature <u>91EFBCD306F8403...</u></p> <p>Date <u>3/12/2025</u></p>
<p>Board Member 3</p>	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: May 2027</p>	<p>Margaret Brown</p> <p>DocuSigned by:</p>  <p>Signature <u>CD140491D14E4E6...</u></p> <p>Date <u>3/12/2025</u></p>
<p>Board Member 4</p>	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: May 2025</p>	<p>David Gallo</p> <p>Signed by:</p>  <p>Signature <u>FD7F5AA178204AD...</u></p> <p>Date <u>3/12/2025</u></p>
<p>Board Member 5</p>	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: May 2025</p>	<p>Zachary Jansen</p> <p>Signed by:</p>  <p>Signature <u>B921AD916F3C477...</u></p> <p>Date <u>3/13/2025</u></p>
<p>Board Member 6</p>	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p>Signature _____</p> <p>Date _____</p>
<p>Board Member 7</p>	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p>Signature _____</p> <p>Date _____</p>

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EC WEST COMMERCIAL METROPOLITAN DISTRICT
REGARDING AND AUDIT EXEMPTION FOR FISCAL YEAR 2024**

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

A RESOLUTION APPROVING AN EXEMPTION FROM AUDIT FOR YEAR 2024 FOR THE EC WEST COMMERCIAL METROPOLITAN DISTRICT (the "District"), COUNTY OF ELBERT, STATE OF COLORADO.

WHEREAS, the District's Board of Directors 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

WHEREAS, neither revenues nor expenditures for the District exceeded \$750,000 for Year 2024; and

WHEREAS, an application for exemption from audit for the District has been prepared by the District's Accountant; 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 by the Board of Directors of the EC West Commercial Metropolitan District that the Application for exemption from audit for the District for the year ended December 31, 2024, has been personally reviewed and is hereby approved by a majority of the District's Board of Directors; that those members of the District's Board of Directors have signified their approval by signing below; and that this Resolution shall be attached to and become a part of the application for exemption from audit for the District for the year ended December 31, 2024.

ADOPTED THIS 25th day of November, 2024.


EC WEST COMMERCIAL METROPOLITAN DISTRICT

Signed by:


E1B239AE26D84A0...

Tim Craft, President

ATTEST:

DocuSigned by:

91EFBCD306F8403...

Jim Yates, Secretary

Board of Directors

Term Expires

Signature

Tim Craft

May 2027

Signed by:

Tim Craft

FD08831940...

Jim Yates

May 2027



FD08831940...

Margaret Brown

May 2027

Margaret Brown

2D1409974E6...

David Gallo

May 2025

David Gallo

Signed by: 7F5AA176204AD...

Zachary Jansen

May 2025

Zachary Jansen

B921AD916F3C477...

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR JOINT MEETING OF THE
BOARD OF DIRECTORS OF THE
EC WEST METROPOLITAN DISTRICT NOS. 1 - 5,
EC WEST COMMERCIAL METROPOLITAN DISTRICT
EC WEST OVERLAY METROPOLITAN DISTRICT, AND
EC WEST WATER & SANITATION DISTRICT
HELD
November 25, 2024**

A Special Board of Directors' Meeting of the EC West Metropolitan District Nos. 1 - 5, EC West Commercial Metropolitan District, EC West Overlay Metropolitan District, and EC West Water & Sanitation District, was held virtually on November 25, 2024, at 2:00 p.m. The meeting was open to the public.

ATTENDANCE:

In attendance were Directors:

Tim Craft
Jim Yates
Margaret Brown
David Gallo
Zachary Jansen

Also, in attendance were:

Diane Miller, Miller Law pllc
Kurt Schlegel; Special District Solutions, Inc.

CALL TO ORDER:

Mr. Schlegel noted that a quorum of the Board was present, and Director Craft called the meeting to order at 2:02 p.m.

**CONFLICTS &
DISCLOSURE
STATEMENTS:**

Mr. Schlegel described for the Board 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. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. It was noted by Mr. Schlegel that disclosures of potential conflicts of interest have been filed with the Secretary of State for all directors and no new conflicts of interest were disclosed prior to this meeting.

RECORD OF PROCEEDINGS

APPROVAL OF AGENDA: Director Yates moved that the Board approve the Agenda as presented. Upon a second by Director Craft, a vote was taken and the motion carried unanimously.

CONSENT AGENDA: Director Yates moved that the Board approve the Consent agenda, consisting of the following items:

- Minutes from the Special Joint Meeting held September 30, 2024
- Ratification of District No. 1 Payments made through November 25, 2024 in the amount of \$5,457.96 represented by Check Nos. 1006 through 1009
- Ratification of District No. 5 Payments made through November 25, 2024 in the amount of \$702.19 represented by Check Nos. 1005 through 1006
- Ratification of Water & Sanitation District Payments made through November 25, 2024 in the amount of \$2,436.96 represented by Check Nos. 1005 through 1008

Upon a second by Director Gallo a vote was taken, and the motion carried unanimously.

PUBLIC COMMENT: None

CORRESPONDENCE: None

NEW BUSINESS: Joint Annual Administrative Resolution – Mr. Schlegel explained the purpose of this resolution. Following discussion, Director Yates moved that the Board approve the Joint Annual Administrative Resolution, No. 2024-11-01 as presented. Upon a second by Director Gallo a vote was taken, and the motion carried unanimously.

Workers' Compensation Insurance Waiver Joint Resolution: Mr. Schlegel presented for the Board's Review and Consideration a Resolution waiving Worker's Compensation Insurance for the EC West Metropolitan Districts for 2025. Director Yates moved that the Board adopt Joint Resolution No. 2024-11-02 as presented. Upon a second by Director Gallo a vote was taken, and the motion carried unanimously.

RECORD OF PROCEEDINGS

Renewal of District Insurance and Special District Association (SDA) of Colorado Membership - Following discussion Director Yates moved that the Board direct management to renew the District's insurance coverage and membership in the SDA for 2025 for District No. 1, District No. 5, and the Water & Sanitation District. Following a second by Director Gallo and upon a vote taken, the motion carried unanimously.

2025 Election Resolutions (individual Resolutions) – Mr. Schlegel discussed the requirement to conduct elections for each of the Districts on May 6, 2025 to elect two (2) Directors each, whose terms will expire on that date. Director Yates moved that the Board approve and adopt Resolutions No. 2024-11-03, Calling for a May 6, 2025 Regular Election for Directors. Following a second by Director Gallo and upon a vote taken, the motion carried unanimously.

Resolutions Amending and Restating Policy Regarding Colorado Open Records Act (CORA) Requests (individual): Mr. Schlegel discussed the need to update the District's CORA Request Policy to remain in compliance with State law. Director Yates moved that the Board adopt Resolutions No. 2024-11-04 Amending and Restating the Districts' Policies Regarding CORA Requests. Upon a second by Director Gallo, and upon a vote taken, the motion carried unanimously.

MANAGEMENT & FINANCIAL ITEMS:

2025 District Budgets: Mr. Schlegel stated that the required notice of 2025 Budget Hearings was published in the Ranchland News and presented for the Board's Review and Consideration the proposed Operating Budgets for the EC West Metropolitan Districts. President Craft opened the Public Hearing on the proposed 2025 Operating Budget at 2:11 p.m. Mr. Schlegel discussed the projected revenues and expenditures anticipated in 2025 and answered questions regarding same from the Directors. Hearing no public comment, President Craft closed the Public Hearing at 2:16 p.m. Following discussion Director Yates moved that the Board approve and adopt the 2025 Budget Resolutions No. 2024-11-06, Appropriating Funding for Expenditures for all Districts and Approving the Certification of an Operations Mill Levy for the EC West Metropolitan District Nos. 1, 2, 3, 4, and 5; EC West Commercial Metropolitan District; and the EC West Overlay Metropolitan District to cover projected 2025 Operations expenditures, pending receipt of the Districts' Final Assessed

RECORD OF PROCEEDINGS

Valuation from Elbert County. Upon a second by Director Gallo a vote was taken, and the motion carried unanimously.

Review of Cash Position and Financial Statements: Mr. Schlegel presented the unaudited Financial Statements for District No. 1, District No. 5, and the Water & Sanitation District dated October 31, 2024, for the Board's review.

2024 Audit: Mr. Schlegel reviewed the statutory requirements for the conduct of financial audits for the Districts. All EC West Districts qualify for Audit Exemption Applications for 2024. Director Yates moved that the Board appoint the Districts' Accountant to complete and file the 2024 Audit Exemption Applications for each District prior to the designated deadline. Upon a second by Director Gallo a vote was taken, and the motion carried unanimously.

2026 Budget: Director Yates moved that that the Board appoint the District's Accountant to prepare the 2026 Budget. Upon a second by Director Gallo a vote was taken, and the motion carried unanimously.

NEXT MEETING:

The next regular meeting of the Districts is scheduled for October 24, 2025.

ADJOURNMENT:

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 2:20 p.m.

Respectfully Submitted:

Secretary for the Meeting

Certificate Of Completion

Envelope Id: 27F53228-91D9-4DEC-9B45-3D30BE19555E

Status: Completed

Subject: Complete with Docusign: EC WEST COMM MD_2024 Audit Exemption Application.pdf, EC WEST MD #1_202...

Source Envelope:

Document Pages: 120

Signatures: 104

Envelope Originator:

Certificate Pages: 2

Initials: 0

Kurt Schlegel

AutoNav: Enabled

2370 Antelope Ridge Trail

Envelopeld Stamping: Enabled

Parker, CO 80138

Time Zone: (UTC-07:00) Mountain Time (US & Canada)

kurt@specialdistrictsolutions.com

IP Address: 74.81.169.68

Record Tracking

Status: Original

Holder: Kurt Schlegel

Location: DocuSign

3/12/2025 4:28:47 PM

kurt@specialdistrictsolutions.com

Signer Events

Signature

Timestamp

David Gallo

david@craftcompaniesllc.com

CFO

Security Level: Email, Account Authentication
(None)

Signed by:


FD7F5AA176204AD...

Sent: 3/12/2025 4:49:03 PM

Viewed: 3/12/2025 6:53:21 PM

Signed: 3/12/2025 6:53:49 PM

Signature Adoption: Pre-selected Style

Using IP Address: 24.9.78.220

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Jim Yates

Jim@craftcompaniesllc.com

Board Treasurer

Security Level: Email, Account Authentication
(None)

DocuSigned by:


91EFBCD306F8403...

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Viewed: 3/12/2025 4:52:01 PM

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Signature Adoption: Drawn on Device

Using IP Address: 75.166.83.245

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Lori A Cardenas

lori@autumnaccountingllc.com

Security Level: Email, Account Authentication
(None)

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Viewed: 3/12/2025 5:45:20 PM

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Signature Adoption: Pre-selected Style

Using IP Address: 20.81.168.101

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Margaret Brown

margaret@craftcompaniesllc.com

Assistant Project Manager

Security Level: Email, Account Authentication
(None)

DocuSigned by:


CD140491D14E4E6...

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Viewed: 3/12/2025 4:58:22 PM


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Signature Adoption: Pre-selected Style


Using IP Address: 24.9.162.72

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Signer Events	Signature	Timestamp
Tim Craft tim@independencedistricts.com President Independence Comercial District Security Level: Email, Account Authentication (None)	 <p>Signed by: <i>Tim Craft</i> F1B239AE26D84A0...</p> Signature Adoption: Pre-selected Style Using IP Address: 98.38.43.28	Sent: 3/12/2025 4:49:04 PM Viewed: 3/13/2025 8:52:18 AM Signed: 3/13/2025 8:52:52 AM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Zach Jansen zach@craftcompaniesllc.com Security Level: Email, Account Authentication (None)	 <p>Signed by: <i>Zach Jansen</i> B921AD916F3C477...</p> Signature Adoption: Pre-selected Style Using IP Address: 98.38.43.28	Sent: 3/12/2025 4:49:03 PM Viewed: 3/13/2025 9:29:31 AM Signed: 3/13/2025 9:31:52 AM
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Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

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	3/12/2025 4:49:05 PM
Certified Delivered	Security Checked	3/13/2025 9:29:31 AM
Signing Complete	Security Checked	3/13/2025 9:31:52 AM
Completed	Security Checked	3/13/2025 9:31:52 AM
Payment Events	Status	Timestamps