

# MillerLaw<sub>pllc</sub>

1555 California Street No. 505  
Denver CO 80202  
303.285.5320

September 1, 2022

Weld County Clerk & Recorder  
1402 North 17th Avenue  
Greeley, CO 80631

Division of Local Government  
Department of Local Affairs  
1313 Sherman Street, Room 521  
Denver, CO 80203

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

Board of Trustees  
Town of Mead  
441 3<sup>rd</sup> Street  
Mead, CO 80542

**RE: 2021 Annual Reports**

To Whom It May Concern:

Enclosed for your records is the annual report for 2021 for the below captioned district.  
Please contact me with any questions or concerns. Thank you.

Meadow Ridge Commercial Metropolitan District

MILLER LAW PLLC

*Sonja Steele*

Sonja Steele  
Paralegal

Enclosures

**MEADOW RIGE COMMERCIAL METROPOLITAN DISTRICT  
COUNTY OF WELD, STATE OF COLORADO**

**ANNUAL REPORT FOR FISCAL YEAR 2021**

Pursuant to the Service Plan for the Meadow Ridge Commercial Metropolitan District (the “District”), the District is required to provide an annual report to the County of Weld (the “County”) with regard to the following matters:

Reporting of Significant Events.

1. Narrative of the District progress in implementing the Service Plan and a summary of the development in the Project;
2. Boundary changes made or proposed;
3. Intergovernmental agreements executed;
4. A summary of any litigation involving the District;
5. Proposed plans for the year immediately following the report year;
6. Construction contracts executed and the name of the contractors as well as the principal of each contractor;
7. Status of the District’s Public Improvement construction schedule and the Public Improvement schedule for the following five years;
8. Notice of any uncured defaults;
9. A list of all Public Improvements constructed by the District that have been dedicated to and accepted by the Town;
10. If requested by the Town, copies of minutes of all meetings of the District’s boards of director;
11. The name, business address and telephone number of each member of the Board and its chief administrative officer and general counsel and the date, place and time of the regular meetings of the Board;
12. Certification from the Board that the District are in compliance with all provisions of the Service Plan;

Copies of any Agreements with the Developer entered into in the report

13. year; and

14. Copies of any Cost Verification Reports provided to the District in the report year.

Summary of Financial Information.

15. Assessed value of Taxable Property within the District's boundaries;
16. Total acreage of property within the District's boundaries;
17. Most recently filed audited financial statements of the District, to the extent audit financial statements are required by state law or most recently filed audit exemption;
18. Annual budget of the District;
19. Resolutions regarding issuance of Debt or other financial obligations, including relevant financing documents, credit agreements, and official statements;
20. Outstanding Debt ( stated separately for reach class of Debt);
21. Outstanding Debt service (stated separately for each class of Debt);
22. The District's inability to pay any financial obligations as they come due;
23. The amount and terms of any new Debt issued; and
24. Any Developer Debt.

**For the year ending December 31, 2021, the District makes the following report:**

1. A narrative summary of the progress of the District in implementing its Service Plan for the reporting year and a summary of the development in the Project;

Development is not yet underway in the District.

2. Boundary changes made or proposed;

No boundary changes were made during the reporting period.

3. Intergovernmental agreements executed.

No Intergovernmental Agreements were entered into during the reporting

period, and none are anticipated.

4. A summary of any litigation involving the District;

There is no litigation, pending or threatened, against the District of which we are aware.

5. Proposed plans for the year immediately following the report year;

Development is expected to commence in 2023.

6. Construction contracts executed and the name of the contractors as well as the principal of each contractor;

None.

7. Status of the District's Public Improvement construction schedule and the Public Improvement schedule for the following five years;

Development in the District has not yet begun as land use entitlements have not been completed. Development is expected to begin in late 2023. If necessary, the District will alter or revise the proposed schedule of debt issuance once land entitlement is complete.

8. Notice of any uncured defaults;

None.

9. A list of all Public Improvements constructed by the District that have been dedicated to and accepted by the Town;

N/A

10. If requested by the Town, copies of minutes of all meetings of the District's boards of director;

The Town has not requested copies of minutes of all meetings and are on file with the District.

11. The name, business address and telephone number of each member of the Board and its chief administrative officer and general counsel and the date, place and time of the regular meetings of the Board;

See 11(a).

12. Certification from the Board that the District are in compliance with all provisions of the Service Plan.  
  
Signature page attached.
13. Copies of any Agreements with the Developer entered into in the report year.  
  
N/A
14. Copies of any Cost Verification Reports provided to the District in the report year.  
  
N/A
15. Assessed value of Taxable Property within the District's boundaries;  
  
N/A
16. Total acreage of property within the District's boundaries;  
  
Initial boundary maps for the reported year are attached hereto as Exhibit A.
17. Most recently filed audited financial statements of the District, to the extent audit financial statements are required by state law or most recently filed audit exemption.  
  
The 2021 Audit Exemption Application is attached hereto as Exhibit B.
18. Annual budget of the District.  
  
The Annual budget for the report year is attached hereto as Exhibit C.
19. Resolutions regarding issuance of Debt or other financial obligations, including relevant financing documents, credit agreements, and official statements;  
  
The Budget resolution for the report year is attached hereto as Exhibit D.

20. Outstanding Debt (stated separately for each class of Debt);

There is no Outstanding Debt for the reported year.

21. Outstanding Debt service (stated separately for each class of Debt);

There is no Outstanding Debt service for the reported year.

22. The District's inability to pay any financial obligations as they come due;

N/A

23. The amount and terms of any new Debt issued; and

N/A

24. Any Developer Debt.

N/A

a. The name, business address and telephone number of each member of the Board and its chief administrative officer and general counsel, together with the date, place, and time of the regular meetings of the Board; and

President	Tim Craft c/o Miller Law pllc 1555 California Street No. 505 Denver, CO 80202 303-285-5320
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Secretary/ Treasurer	Jeff Keeley c/o Miller Law pllc 1555 California Street No. 505 Denver, CO 80202 303-285-5320
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Assistant Secretary	Stephanie Stewart c/o Miller Law pllc 1555 California Street No. 505 Denver, CO 80202 303-285-5320
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Assistant	Howard Johnson
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Secretary	c/o Miller Law pllc 1555 California Street No. 505 Denver, CO 80202 303-285-5320
Assistant Secretary	Brad Woods c/o Miller Law pllc 1555 California Street No. 505 Denver, CO 80202 303-285-5320
General Counsel	Dianne Miller Miller Law pllc 1555 California Street No. 505, Denver, CO 80202

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.

MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT

**Exhibit A**  
**Boundary Map**  
**Meadow Ridge Commercial Metropolitan District**



**EXHIBIT B-1**

**SERVICE PLAN FOR MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT**

**Initial District Boundary Map and Legal Description**

**LEGAL DESCRIPTION**

A PARCEL OF LAND LYING OVER, UNDER, AND ACROSS A PORTION OF THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 3 NORTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN, WELD COUNTY, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTER QUARTER CORNER OF SECTION 24, TOWNSHIP 3 NORTH, RANGE 68 WEST OF THE SIXTH PRINCIPAL MERIDIAN AND CONSIDERING THE NORTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 24, BEING MONUMENTED AS SHOWN ON THE ATTACHED EXHIBIT, TO BEAR SOUTH 88°55'43" WEST, 2651.05 FEET WITH ALL BEARINGS CONTAINED HEREIN BEING RELATIVE THERETO:

THENCE SOUTH 37°31'33" WEST, A DISTANCE OF 180.40 FEET TO THE NORTHWESTERLY MOST CORNER OF THE PARCEL HEREIN DESCRIBED, SAID POINT ALSO BEING THE POINT OF BEGINNING;

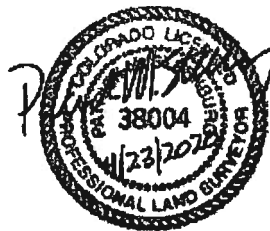
THENCE THE FOLLOWING FOUR (4) COURSES:

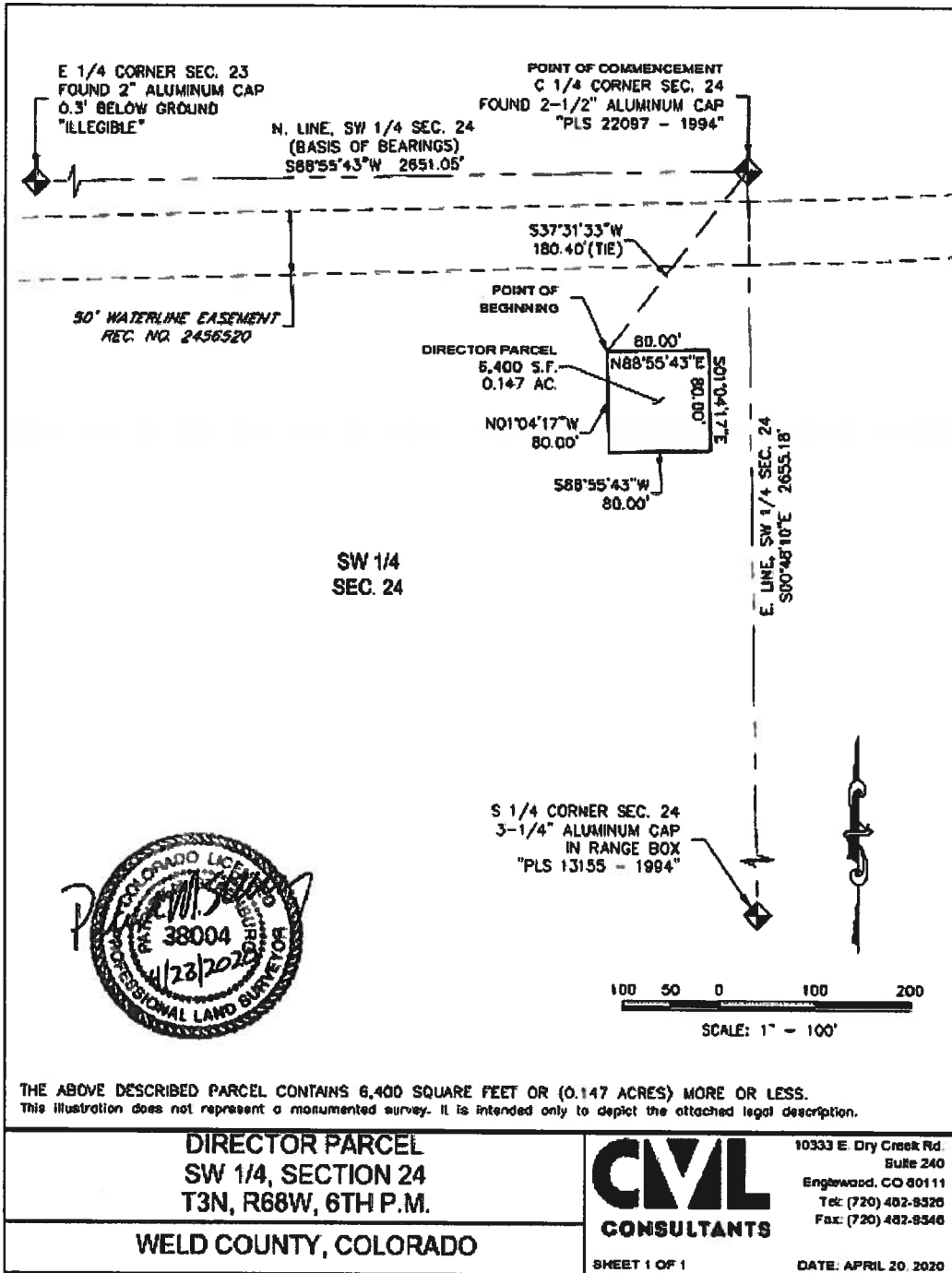
1. NORTH 88°55'43" EAST A DISTANCE OF 80.00 FEET;
2. SOUTH 01°04'17" EAST A DISTANCE OF 80.00 FEET;
3. SOUTH 88°55'43" WEST A DISTANCE OF 80.00 FEET;
4. NORTH 01°04'17" WEST A DISTANCE OF 80.00 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING A CALCULATED AREA OF 6,400 SQUARE FEET OR 0.147 ACRES, MORE, OR LESS AND BEING SUBJECT TO ANY EXISTING EASEMENTS AND OR RIGHTS OF WAY OF WHATSOEVER NATURE. THE LINEAL UNIT USED IN THE PREPARATION OF THIS LEGAL DESCRIPTION IS THE U.S. SURVEY FOOT AS DEFINED BY THE UNITED STATES DEPARTMENT OF COMMERCE, NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY.

I, PATRICK M. STEENBURG, A SURVEYOR LICENSED IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THE ABOVE LEGAL DESCRIPTION AND ATTACHED EXHIBIT WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND CHECKING.

\_\_\_\_\_  
PATRICK M. STEENBURG P.L.S. 38004  
FOR AND ON BEHALF OF  
CVL CONSULTANTS OF COLORADO, INC.  
10333 E. DRY CREEK ROAD, SUITE 240  
ENGLEWOOD, CO 80112





**Exhibit B**

**Meadow Ridge Commercial Metropolitan District**

**2021 Audit Exemption Application**

# APPLICATION FOR EXEMPTION FROM AUDIT

## SHORT FORM

NAME OF GOVERNMENT  
ADDRESS

Meadow Ridge Commercial Metropolitan District
1641 California St, Suite 300
Denver, CO 80202

For the Year Ended  
12/31/21  
or fiscal year ended:

CONTACT PERSON  
PHONE  
EMAIL  
FAX

Dianne Miller
303-285-5320
dmiller@ddmalaw.com
303-285-5330

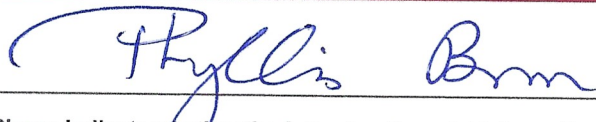
### PART 1 - CERTIFICATION OF PREPARER

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

Phyllis Brown
Director of Finance and Accounting
Community Resource Services of Colorado
7995 E Prentice Ave, Suite 103E, Greenwood Village, CO 80111
303-381-4960
3/1/22

### PREPARER (SIGNATURE REQUIRED)



Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types

GOVERNMENTAL (MODIFIED ACCRUAL BASIS)	PROPRIETARY (CASH OR BUDGETARY BASIS)
<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	Refund	\$ 1,000	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) TOTAL REVENUE	\$ 1,000	

## 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	\$ 75	
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	\$ 75	

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):	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</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? If yes: How much? <span style="float: right; border: 1px solid black; padding: 2px;">\$ 20,000,000</span>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Date the debt was authorized: <span style="float: right; border: 1px solid black; padding: 2px;">1/21/2021</span>		
4-6 Does the entity intend to issue debt within the next calendar year? If yes: How much? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-7 Does the entity have debt that has been refinanced that it is still responsible for? If yes: What is the amount outstanding? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-8 Does the entity have any lease agreements? If yes: What is being leased? <span style="border: 1px solid black; display: inline-block; width: 100%; height: 15px;"></span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
What is the original date of the lease? <span style="border: 1px solid black; display: inline-block; width: 100%; height: 15px;"></span>		
Number of years of lease? <span style="border: 1px solid black; display: inline-block; width: 100%; height: 15px;"></span>		
Is the lease subject to annual appropriation?	<input type="checkbox"/>	<input type="checkbox"/>
What are the annual lease payments? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>		

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	\$ 925	
5-2 Certificates of deposit	\$ -	
<b>Total Cash Deposits</b>		<b>\$ 925</b>
Investments (if investment is a mutual fund, please list underlying investments):		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
<b>Total Investments</b>		<b>\$ -</b>
<b>Total Cash and Investments</b>		<b>\$ 925</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 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

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" firefighters' pension plan?  Yes       No
- 7-2 Does the entity have a volunteer firefighters' 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 1?	\$ -

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:

Governmental/Proprietary Fund Name	Total Appropriations By Fund
General	\$ 48,000

## 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


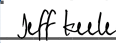
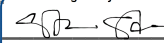
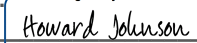
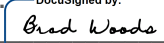
#### Policy - Requirements

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. Print Board Member's Name		A MAJORITY of the members of the governing body must complete and sign in the column below.
Board Member 1	Timothy Craft	I <u>Timothy Craft</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>3/7/2022</u> My term Expires: <u>May 2023</u>
Board Member 2	Jeff Keeley	I <u>Jeff Keeley</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>3/4/2022</u> My term Expires: <u>May 2022</u>
Board Member 3	Stephanie Stewart	I <u>Stephanie Stewart</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>3/7/2022</u> My term Expires: <u>May 2023</u>
Board Member 4	Howard Johnson	I <u>Howard Johnson</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>3/4/2022</u> My term Expires: <u>May 2022</u>
Board Member 5	Brad Woods	I <u>Brad Woods</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>3/10/2022</u> My term Expires: <u>May 2023</u>
Board Member 6		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		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: _____

**Certificate Of Completion**

Envelope Id: A8832C4AD34D4B8A95FA8F2BD66F11F6	Status: Completed
Subject: Meadow Ridge Comm & Nos. 1-3 - 2021 Audit Exemption application short form signature page	
Source Envelope:	
Document Pages: 4	Signatures: 20
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Sonja Steele
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	1641 California St
	Denver, CO 80202
	ssteele@ddmalaw.com
	IP Address: 50.211.249.209

**Record Tracking**

Status: Original	Holder: Sonja Steele	Location: DocuSign
3/4/2022 8:47:08 AM	ssteele@ddmalaw.com	

**Signer Events**

Brad Woods  
bradawc@cs.com  
Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
*Brad Woods*  
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**Timestamp**

Sent: 3/4/2022 8:58:14 AM  
Viewed: 3/10/2022 9:58:18 AM  
Signed: 3/10/2022 9:58:34 AM

Signature Adoption: Pre-selected Style  
Using IP Address: 64.57.49.119

**Electronic Record and Signature Disclosure:**

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ID: 4c710120-7d85-4551-b12e-beff63ad5535

Howard Johnson  
howard\_johnson@me.com  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*Howard Johnson*  
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**Electronic Record and Signature Disclosure:**

Accepted: 3/4/2022 10:43:45 AM  
ID: 66572513-e085-41c9-a698-35ac60af0814

Jeff Keeley  
jeff@craftcompaniesllc.com  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*Jeff Keeley*  
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Sent: 3/4/2022 8:58:13 AM  
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Signed using mobile

**Electronic Record and Signature Disclosure:**

Accepted: 3/4/2022 9:08:16 AM  
ID: 085621da-1bac-4fe0-9d9f-5e9ac7d6596e

Stephanie Stewart  
stephanie.stewart@bradburycompanies.com  
Security Level: Email, Account Authentication (None)

DocuSigned by:  
*Stephanie Stewart*  
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Sent: 3/4/2022 8:58:14 AM  
Viewed: 3/7/2022 9:04:08 AM  
Signed: 3/7/2022 9:04:20 AM

Signature Adoption: Drawn on Device  
Using IP Address: 73.181.6.191

**Electronic Record and Signature Disclosure:**

Accepted: 3/7/2022 9:04:08 AM  
ID: b28b4265-4f57-4783-99c5-4a99b5da33df

**Signer Events**

Tim Craft  
 tim@craftcompaniesllc.com  
 Principal  
 Craft Companies, LLC  
 Security Level: Email, Account Authentication  
 (None)

**Signature**

DocuSigned by:  
  
 DB6B82F8841D4D1...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 98.38.43.28

**Timestamp**

Sent: 3/4/2022 8:58:13 AM  
 Viewed: 3/7/2022 8:49:50 AM  
 Signed: 3/7/2022 8:50:00 AM

**Electronic Record and Signature Disclosure:**

Accepted: 3/7/2022 8:49:50 AM  
 ID: 148c65de-aae2-4830-a76d-e2c4e697b921

**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**

Rhonda Bilek  
 rbilek@ddmalaw.com

Miller & Associates Law Offices, LLC

Security Level: Email, Account Authentication  
 (None)

**Electronic Record and Signature Disclosure:**

Not Offered via DocuSign

**COPIED**

Sent: 3/4/2022 8:58:14 AM

**Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent	Hashed/Encrypted	3/4/2022 8:58:15 AM
Certified Delivered	Security Checked	3/7/2022 8:49:50 AM
Signing Complete	Security Checked	3/7/2022 8:50:00 AM
Completed	Security Checked	3/10/2022 9:58:34 AM

**Payment Events****Status****Timestamps****Electronic Record and Signature Disclosure**

**Exhibit C**  
**Meadow Ridge Commercial Metropolitan District**  
**2021 Annual Budget**

<b>Meadow Ridge Commercial MD</b>		<u>Actual 2020</u>	<u>Estimated 2021</u>	<u>Adopted 2022</u>
Beginning Funds Available		0	0	0
Revenue:				
Property Taxes		0	0	0
Services		0	0	0
Refund		0	0	0
Other/Miscellaneous (Investment Income)		0	0	0
Specific Ownership Taxes		0	0	0
Developer Advances		0	48000	48000
Total Revenue		<u>0</u>	<u>48,000</u>	<u>48,000</u>
Total Funds Available		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 48,000</u>
Expenditures				
County Treasurer's Collection Fees		0	0	0
Insurance and Bonds		0	3000	3000
Accounting and Legal		0	40000	40000
Election Costs		0	3000	3000
Capital Improvements		0	0	0
Utilities (Public Service)		0	0	0
Miscellaneous/Administrative		0	2000	2000
Directors' Fees		0	0	0
Developer Reimbursement		0	0	0
Total Expenditures		<u>0</u>	<u>48,000</u>	<u>48,000</u>
Ending Funds Available		<u>0</u>	<u>1,440</u>	<u>0</u>
Emergency Reserve		0	1,440	1,440
MILL LEVY				
Certified Assessed Valuation		0	0	50
Mill Levy-General		0.000	0.000	0.000
Property Taxes (estimated)		0	0	0

**Exhibit D**

**Meadow Ridge Commercial Metropolitan District  
2021 Budget Resolution**

**BUDGET RESOLUTION  
(2022)**

**CERTIFIED COPY OF RESOLUTION**

STATE OF COLORADO )  
 ) ss.  
COUNTY OF WELD )

At the special meeting of the Board of Directors of MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT (The District) Town of Mead, County of Weld, Colorado, held at 2:00 PM on Tuesday, November 9, 2021, via zoom:

<https://us02web.zoom.us/j/83748619530?pwd=T1dpenJKcjZZakFHdTJkVVQ2NHhoQT09>

**Meeting ID: 837 4861 9530, Passcode: 176380, Telephone: 1 253 215 8782 US,**  
there were present:

Tim Craft, Jeff Keeley, Stephanie Stewart, Howard Johnson and Brad Woods

Also present was Dianne Miller, Sonja Steele and Rhonda Bilek of Miller & Associates Law Offices, LLC (“District Counsel”)

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 the notice of the meeting was posted within the boundaries of the District, and to the best of their knowledge, remains posted to the date of this meeting.

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



RESOLUTION

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET AND APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT, TOWN OF WELD, COUNTY OF WELD, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2022 AND ENDING ON THE LAST DAY OF DECEMBER 2022.

WHEREAS, the Board of Directors (the “Board”) of the Meadow Ridge Commercial Metropolitan District (the “District”) has authorized its treasurer and legal counsel to prepare and submit a proposed budget to said governing body no later than October 15, 2021; and

WHEREAS, the proposed 2022 budget has been submitted to the Board for its consideration; and

WHEREAS, upon due and proper notice, posted in accordance with Colorado law and published on November 5, 2021, said proposed budget was open for inspection by the public at a designated place, a public hearing was held at 2:00 p.m. on Tuesday, November 9, 2021, 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 MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT, WELD COUNTY, COLORADO, AS FOLLOWS:

Section 1. Summary of 2022 Revenues and 2022 Expenditures. That the estimated revenues and expenditures for each fund for fiscal year 2022, 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 2022.

Section 3. 2022 Levy of General Property Taxes. That the foregoing budget indicates that the amount of money necessary to balance the budget for the General Fund for operating expenses is \$\_\_\_\_\_, and that the 2021 valuation for assessment, as certified by the Weld County Assessor, is \$\_\_\_\_\_. That for the purposes of meeting all general operating expenses of the District during the 2022 budget year, there is hereby levied a tax of \_\_\_\_\_ mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2022.

Section 4. 2022 Levy of Debt Retirement Expenses. That the foregoing budget indicates that the amount of money necessary to balance the budget for the Debt Service Fund for debt retirement expense is \$\_\_\_\_\_ and that the 2021 valuation for assessment, as certified by the Weld County Assessor, is \$\_\_\_\_\_. That for the purposes of meeting all debt retirement expenses of the District during the 2021 budget year, there is hereby levied a tax of \_\_\_\_\_ mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2022.

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, 2021, 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.

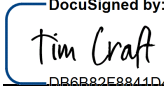
Section 6. Appropriations. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the budget attached hereto, are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated and no other.

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.

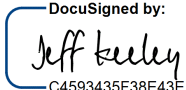
The foregoing Resolution was seconded by Director Keeley.

RESOLUTION APPROVED AND ADOPTED ON NOVEMBER 9, 2021

MEADOW RIDGE COMMERCIAL METROPOLITAN  
DISTRICT

By:   
DB6B82F8844D4D1...  
Tim Craft, President

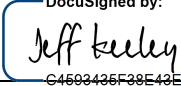
ATTEST:

  
C4593435F38E43E...  
Jeff Kelley, Secretary/Treasurer

STATE OF COLORADO  
COUNTY OF WELD  
MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT

I, Jeff Keeley, hereby certify that I am a director and the duly elected and qualified Secretary/Treasurer of the MEADOW RIDGE COMMERCIAL 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 2:00 PM. on November 9, 2021, at 1641 California Street, Suite 300, Denver, CO 80202 as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2022; 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 November 9, 2021.

DocuSigned by:  
  
C4503435F38E43E...  
\_\_\_\_\_  
Jeff Keeley, Secretary/Treasurer

**EXHIBIT A**  
**BUDGET DOCUMENT & BUDGET MESSAGE**  
**MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT**  
**2022 BUDGET**

**MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT  
2022 BUDGET**

**SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Services Provided

Through its Service Plan, the District (the “District”) is authorized to finance certain streets, street lighting, traffic and safety controls, sewer improvements, landscaping, and park and recreation improvements.

Revenue

Property Taxes

The primary source of funds for 2022 is property taxes. The District anticipates imposing a mill levy of \_\_\_\_\_ mills for the budget year 2022 for operations and maintenance expenses, which will yield \$ \_\_\_\_\_ in property tax revenue.

Expenditures

Administrative Expenses

Administrative expenses have been primarily for legal services, insurance and accounting costs.

Funds Available

The District’s budget exists from property taxes and specific ownership taxes to cover the District’s operations, including its administrative functions.

Accounting Method

The District prepares its budget on the modified accrual basis of accounting

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

MEADOW RIDGE COMMERCIAL METROPOLITAN DISTRICT

DocuSigned by:

*Tim Craft*

DB6B82F8841D4D1...

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Tim Craft, President

ATTEST:

DocuSigned by:

*Jeff Keeley*

C4593435F38E43E...

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Jeff Keeley, Secretary/Treasurer