

**CENTERRA METROPOLITAN DISTRICTS NOS. 1-5**

[www.centerra-metro-district.com](http://www.centerra-metro-district.com)

**NOTICE OF REGULAR MEETING AND AGENDA**

<b><u>Board of Directors</u></b>	<b><u>Office</u></b>	<b><u>Term Expiration</u></b>
Kim Perry	President	May 2025
David Spaeth	Vice President	May 2023
Josh Kane	Treasurer & Assistant Secretary	May 2025
Abby Kirkbride	Secretary	May 2023
Tim DePeder	Assistant Secretary & Assistant Treasurer	May 2025

**DATE:** April 20, 2023 (Thursday)

**TIME:** 1:00 P.M.

**PLACE:** MS TEAMS

[Click here to join the meeting](#) (Please press the control key and click to access hyperlink)

<https://tinyurl.com/48zjj9sz> (This link can be copied into your web browser)

**+1 720-721-3140; Conference ID: 850 488 53#** (If joining the meeting by phone)

**I. ADMINISTRATIVE ITEMS**

- A. Call to Order.
- B. Declaration of Quorum/Director Qualifications/Disclosure of any potential Conflicts of Interest.
- C. Approval of Agenda. **(Pages 1-2)**
- D. Public Comment. Comments are limited to Three (3) minutes per speaker.

**II. CONSENT AGENDA**

- A. Approval of Minutes – February 16, 2023, Regular Meeting Minutes. **(Pages 3-6)**
- B. Ratification of Payables. **(Pages 7-27)**
- C. Ratification of Contract Modifications. **(Pages 28-32)**
- D. Review and Consider Unaudited Financial Statements for the period ending February 28, 2023. **(To Be Distributed Under Separate Cover)**
- E. Ratification of Addendum with Development Planning & Financing Group (DPFG). **(Pages 33-57)**

**III. CAPITAL INFRASTRUCTURE ITEMS**

- A. District Capital Infrastructure Report and District Project Manager Update. **(Pages 58-63)**
- B. Capital Fund Summary and Capital Needs Assessment Review. **(To Be Distributed Under Separate Cover)**
- C. Budget Approval and Contracting. **(To Be Distributed Under Separate Cover)**
  - i. Myers Group 5<sup>th</sup> Subdivision (CFS #5).
    1. Present Bid Summary Memorandum for Public Landscape Improvements.
    2. Consider Approval of Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements (\$228,035.82).
    3. Consider Approval of Amended Project Budget (\$TBD).

Centerra Metropolitan District Nos. 1-5  
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- ii. Precision on the Tracks (CFS #17).
  - 1. Present Bid Summary Memorandums for Public Landscape Improvements and Sidewalk Improvements.
  - 2. Consider Approval of Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements (\$90,499.42).
  - 3. Consider Approval of Construction Contract with TBD for Public Sidewalk Improvements (\$TBD).
  - 4. Consider Approval of Amended Project Budget (\$TBD).
- iii. Myers Subdivision Landscaping and Sidewalk (CFS #18).
  - 1. Present Bid Summary Memorandums for Public Landscape Improvements and Sidewalk Improvements.
  - 2. Consider Approval of Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements (\$24,181.93).
  - 3. Consider Approval of Construction Contract with TBD for Public Sidewalk Improvements (\$TBD).
  - 4. Consider Approval of Amended Project Budget (\$TBD).
- iv. I-25 and HWY 34 Landscape Improvements (CFS #20).
  - 1. Present Bid Summary Memorandum for 1-25 and HWY 34 Public Landscape Improvements.
  - 2. Consider Approval of Construction Contract with TBD for Public Landscape Improvements (\$TBD).
  - 3. Consider Approval of Project Budget (\$TBD).

#### IV. FINANCIAL ITEMS

- A. Finance Manager's Report.
- B. Ratification of 2022 Audit Exemptions for District Nos. 2-5. **(Pages 64-100)**

#### V. LEGAL ITEMS

#### VI. DISTRICT MANAGER ITEMS

- A. Ratification of Master Service Agreement with Precision Concrete Cutting.
- B. Monthly Operations Update. **(Page 101)**
- C. District Manager's Report. **(Pages 102-104)**

#### VII. ITEMS FROM DIRECTORS

#### VIII. OTHER MATTERS

- IX. EXECUTIVE SESSION – if necessary, pursuant to § 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice on specific legal questions.

#### X. ADJOURNMENT

\*\*\*The next Regular Meeting is scheduled for Thursday, May 18, 2023\*\*\*

**RECORD OF PROCEEDINGS**

**MINUTES OF THE COORDINATED  
REGULAR MEETING OF  
CENTERRA METROPOLITAN DISTRICT NOS. 1-5**

**HELD  
February 16, 2023**

The Boards of Directors of Centerra Metropolitan District Nos. 1-5 held a coordinated regular meeting, open to the public, via MS Teams at 1:00 p.m., Thursday, February 16, 2023.

ATTENDANCE

Directors in Attendance:  
Kim Perry, President  
David Spaeth, Vice President  
Abby Kirkbride, Secretary  
Josh Kane, Treasurer/Assistant Secretary  
Tim DePeder, Assistant Secretary & Assistant Treasurer

Also in Attendance:  
Alan Pogue; Icenogle Seaver Pogue, P.C.  
Jim Niemczyk, Samantha Romero, Jeff Breidenbach, Lindsay Mercier, Mike McBride, and Christina Rotella; McWhinney  
Sarah Bromley, Bryan Newby, Nicole Wing, Dillon Gamber, Casey Milligan, Shannon McEvoy, Irene Buenavista, and Peggy Dowswell;  
Pinnacle Consulting Group, Inc.

CALL MEETING TO  
ORDER

The Coordinated Regular meeting was convened at 1:03 p.m. by Director Perry, noting that a quorum was present. The Directors in attendance confirmed their qualifications to serve.

COMBINED  
MEETING

The Districts are meeting in a combined Board meeting. Unless otherwise noted, the matters set forth below shall be deemed to be the actions of the Centerra Metropolitan District No. 1, with concurrence by the Centerra Metropolitan Districts Nos. 2, 3, 4, and 5.

CONFLICT OF  
INTEREST  
DISCLOSURE

Alan Pogue, legal counsel, stated that notices of potential conflicts of interest for all Board Members were filed with the Colorado Secretary of State’s Office, disclosing potential conflicts as all Board Members are employees of McWhinney Real Estate Services, Inc., which is associated with the primary landowners and developer within the Districts. Mr. Pogue advised the Boards that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking official action at a meeting. The Boards reviewed the agenda for the meeting, following which each Board Member present

**RECORD OF PROCEEDINGS**

confirmed the contents of the written disclosures previously made stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Boards determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Boards to act.

APPROVAL OF AGENDA

The Boards considered the agenda. Ms. Bromley requested of the Boards to amend the agenda, to remove item II D. Financial Statements as of December 31, 2022. Mr. Pogue requested of the Boards to amend the agenda, to remove item V A. Consideration of Amendment to 2023 Regular Special District Election Resolution and Setting of Ballot Titles and Ballot Issue Content Therefor. Upon motion duly made by Director Kane, seconded by Director Spaeth and, upon vote, it was unanimously

**RESOLVED** to approve the agenda, as amended.

PUBLIC COMMENT

There were no comments made by members of the public.

CONSENT AGENDA

The Boards considered the following items on the consent agenda:

- A. Approval of Minutes – January 19, 2023, Regular Meeting Minutes.
- B. Ratification of Payables.
- C. Ratification of Contract Modifications.

Upon motion duly made by Director Kane, seconded by Director Spaeth, and, upon vote, it was unanimously

**RESOLVED** to approve all items on the consent agenda, as presented.

CAPITAL INFRASTRUCTURE ITEMS

District Capital Infrastructure Report and Project Manager Update: Mr. Milligan reviewed the District Capital Infrastructure Report and Mr. Breidenbach and Mr. McBride provided a District Project Manager update to the Boards and answered questions.

Capital Fund Summary and Capital Needs Assessment Review: Mr. Milligan, Mr. Niemczyk, and Mr. Breidenbach reviewed the Capital Fund Summary and Capital Needs Assessment with the Boards and answered questions.

FINANCIAL ITEMS

Right of Way Maintenance Fee Discussion: Ms. Buenavista discussed the Right of Way Maintenance Fee with the Boards and answered questions. The

**RECORD OF PROCEEDINGS**

Boards directed Ms. Buenavista to divide the Maintenance Fees between the lot owners along Viking Way.

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LEGAL ITEMS

There were no Legal Items brought before the Boards.

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DISTRICT MANAGER ITEMS

Monthly Operations Update: Mr. Gamber presented the Monthly Operations Update to the Boards and answered questions.

Master Services Agreement with High Country Pipe & Utility and Consider Authorization to Execute 2023 Work Order within the Approved 2023 Budget: Mr. Gamber presented the Master Services Agreement with High Country Pipe & Utility and Execution of the 2023 Work Order within the Approved 2023 Budget to the Boards and answered questions. Following review and discussion, upon motion duly made by Director Kane, seconded by Director Spaeth and, upon vote, it was unanimously

**RESOLVED** to approve the Master Services Agreement with High Country Pipe & Utility and Authorized Execution of the 2023 Work Order within the Approved 2023 Budget, as presented.

District Manager’s Report: Ms. Bromley presented the District Manager’s report to the Boards and answered questions.

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ITEMS FROM DIRECTORS

There were no Items from Directors brought before the Boards.

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OTHER MATTERS

There were no Other Matters brought before the Boards.

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EXECUTIVE SESSION

No Executive Session was held.

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ADJOURNMENT

There being no further business to come before the Boards, the meeting was adjourned at 1:46 p.m.

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## RECORD OF PROCEEDINGS

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The foregoing constitutes a true and correct copy  
of the minutes of the above-referenced meeting.

Respectfully Submitted,

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Nicole Wing, Secretary for the Meeting

Centerra Metropolitan District  
 Check/Voucher Register  
 From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 013023 001	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>130.59</u>
Total ACH 013023 001				130.59
ACH 013023 002	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>74.92</u>
Total ACH 013023 002				74.92
ACH 013023 003	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>74.92</u>
Total ACH 013023 003				74.92
ACH 013023 004	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>41.98</u>
Total ACH 013023 004				41.98
ACH 013023 005	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>636.73</u>
Total ACH 013023 005				636.73
ACH 013023 006	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>37.49</u>
Total ACH 013023 006				37.49
ACH 013023 007	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>52.79</u>
Total ACH 013023 007				52.79
ACH 013023 008	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>40.20</u>
Total ACH 013023 008				40.20
ACH 013023 009	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>74.92</u>
Total ACH 013023 009				74.92
ACH 013023 010	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>80.25</u>
Total ACH 013023 010				80.25
ACH 013023 011	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>74.92</u>
Total ACH 013023 011				74.92
ACH 013023 012	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>74.92</u>
Total ACH 013023 012				74.92
ACH 013023 013	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>74.92</u>
Total ACH 013023 013				74.92

Centerra Metropolitan District  
 Check/Voucher Register  
 From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 013023 014	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>145.15</u>
Total ACH 013023 014				145.15
ACH 013023 015	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>79.24</u>
Total ACH 013023 015				79.24
ACH 013023 016	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>59.62</u>
Total ACH 013023 016				59.62
ACH 013023 017	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>213.77</u>
Total ACH 013023 017				213.77
ACH 013023 018	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>123.26</u>
Total ACH 013023 018				123.26
ACH 013023 019	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>45.72</u>
Total ACH 013023 019				45.72
ACH 013023 020	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>102.91</u>
Total ACH 013023 020				102.91
ACH 013023 021	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>24.89</u>
Total ACH 013023 021				24.89
ACH 013023 022	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>262.15</u>
Total ACH 013023 022				262.15
ACH 013023 023	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>29.32</u>
Total ACH 013023 023				29.32
ACH 013023 024	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>67.77</u>
Total ACH 013023 024				67.77
ACH 013023 025	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>106.46</u>
Total ACH 013023 025				106.46
ACH 013023 026	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>45.72</u>
Total ACH 013023 026				45.72



Centerra Metropolitan District  
Check/Voucher Register  
From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 013023 027	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>66.35</u>
Total ACH 013023 027				66.35
ACH 013023 028	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>24.89</u>
Total ACH 013023 028				24.89
ACH 013023 029	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>7.07</u>
Total ACH 013023 029				7.07
ACH 013023 030	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>29.79</u>
Total ACH 013023 030				29.79
ACH 013023 031	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>29.20</u>
Total ACH 013023 031				29.20
ACH 013023 032	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>54.09</u>
Total ACH 013023 032				54.09
ACH 013023 033	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>60.09</u>
Total ACH 013023 033				60.09
ACH 013023 034	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>19.31</u>
Total ACH 013023 034				19.31
ACH 013023 035	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>48.51</u>
Total ACH 013023 035				48.51
ACH 013023 036	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>49.68</u>
Total ACH 013023 036				49.68
ACH 013023 037	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>29.67</u>
Total ACH 013023 037				29.67
ACH 013023 038	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>59.62</u>
Total ACH 013023 038				59.62
ACH 013023 039	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>24.89</u>
Total ACH 013023 039				24.89

Centerra Metropolitan District  
Check/Voucher Register  
From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 013023 040	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>76.93</u>
Total ACH 013023 040				76.93
ACH 013023 041	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>30.42</u>
Total ACH 013023 041				30.42
ACH 013023 042	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>45.72</u>
Total ACH 013023 042				45.72
ACH 013023 043	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>61.15</u>
Total ACH 013023 043				61.15
ACH 013023 044	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>19.31</u>
Total ACH 013023 044				19.31
ACH 013023 045	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>31.45</u>
Total ACH 013023 045				31.45
ACH 013023 046	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>32.30</u>
Total ACH 013023 046				32.30
ACH 013023 047	1/30/2023	City of Loveland Water & Power Dept	City of Loveland invoice	<u>31.16</u>
Total ACH 013023 047				31.16
ACH 013023 048	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>31.66</u>
Total ACH 013023 048				31.66
ACH 013023 049	1/30/2023	City of Loveland Water & Power Dept	Utilities	<u>57.16</u>
Total ACH 013023 049				57.16
ACH 020123 001	2/1/2023	Special District Association	2023 Membership	<u>1,735.18</u>
Total ACH 020123 001				1,735.18
ACH 020223 001	2/2/2023	Centerra Engagement Assembly, LLC	Chapungu Revenue	<u>1,500.00</u>
Total ACH 020223 001				1,500.00
ACH 020223 002	2/2/2023	Centerra Commercial Owners Assn	Chapungu Revenue	<u>500.00</u>
Total ACH 020223 002				500.00

Centerra Metropolitan District  
Check/Voucher Register  
From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 020323 001	2/3/2023	Civitas, Inc.	Kendall Parkway Underpass/Bus Station Ent	<u>20,690.00</u>
Total ACH 020323 001				20,690.00
ACH 020323 002	2/3/2023	CMS Environmental Solutions, LLC	Northwest Arterial Roadways Phase 2	<u>395.00</u>
Total ACH 020323 002				395.00
ACH 020323 003	2/3/2023	CMS Environmental Solutions, LLC	Boyd Lake Avenue South	<u>205.00</u>
Total ACH 020323 003				205.00
ACH 020323 004	2/3/2023	CMS Environmental Solutions, LLC	Centerra Parcel 504 Phase II	<u>415.00</u>
Total ACH 020323 004				415.00
ACH 020323 005	2/3/2023	Connell Resources, Inc.	Retainage Payable	<u>83,546.80</u>
Total ACH 020323 005				83,546.80
ACH 020323 006	2/3/2023	Connell Resources, Inc.	Centerra Parcel 504 Phase II	<u>19,867.54</u>
Total ACH 020323 006				19,867.54
ACH 020323 007	2/3/2023	Earth Engineering Consultants, LLC	Centerra Parcel 504 Phase II	<u>2,165.30</u>
Total ACH 020323 007				2,165.30
ACH 020323 008	2/3/2023	Felsburg Holt & Ullevig	Engineering & Other Prof. Services	<u>1,103.75</u>
Total ACH 020323 008				1,103.75
ACH 020323 009	2/3/2023	Hines Inc.	Centerra - Precision on the Tracks	<u>950.00</u>
Total ACH 020323 009				950.00
ACH 020323 010	2/3/2023	Landtech Contractors, Inc.	Boyd Lake Avenue South	1,684.44
ACH 020323 010	2/3/2023	Landtech Contractors, Inc.	Meyers Group 5th Subdivision	<u>2,738.00</u>
Total ACH 020323 010				4,422.44
ACH 020323 011	2/3/2023	McWhinney Real Estate Services, Inc	Centerra Parcel 504 Phase III	<u>5,025.62</u>
Total ACH 020323 011				5,025.62
ACH 020323 012	2/3/2023	McWhinney Real Estate Services, Inc	Centerra - Precision on the Tracks	<u>2,776.16</u>
Total ACH 020323 012				2,776.16
ACH 020323 013	2/3/2023	McWhinney Real Estate Services, Inc	Master Planning	<u>518.00</u>
Total ACH 020323 013				518.00

Centerra Metropolitan District  
Check/Voucher Register  
From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 020323 014	2/3/2023	Pinnacle Consulting Group, Inc.	Centerra - Precision on the Tracks	<u>735.00</u>
Total ACH 020323 014				735.00
ACH 020323 015	2/3/2023	Pinnacle Consulting Group, Inc.	Kendall Parkway Underpass/Bus Station Ent	<u>525.00</u>
Total ACH 020323 015				525.00
ACH 020323 016	2/3/2023	Pinnacle Consulting Group, Inc.	Boyd Lake Avenue North Landscaping	<u>525.00</u>
Total ACH 020323 016				525.00
ACH 020323 017	2/3/2023	Pinnacle Consulting Group, Inc.	Boyd Lake Avenue South	<u>1,155.00</u>
Total ACH 020323 017				1,155.00
ACH 020323 018	2/3/2023	Pinnacle Consulting Group, Inc.	Boyd Lake Ave & KPL	<u>1,610.00</u>
Total ACH 020323 018				1,610.00
ACH 020323 019	2/3/2023	Pinnacle Consulting Group, Inc.	District Management	<u>1,680.00</u>
Total ACH 020323 019				1,680.00
ACH 020323 020	2/3/2023	Pinnacle Consulting Group, Inc.	Meyers Group 5th Subdivision	<u>420.00</u>
Total ACH 020323 020				420.00
ACH 020323 021	2/3/2023	Pinnacle Consulting Group, Inc.	Northwest Arterial Roadways Phase 2	<u>735.00</u>
Total ACH 020323 021				735.00
ACH 020323 022	2/3/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 301	<u>1,575.00</u>
Total ACH 020323 022				1,575.00
ACH 020323 023	2/3/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 504 Phase II	<u>2,275.00</u>
Total ACH 020323 023				2,275.00
ACH 020323 024	2/3/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 504 Phase III	<u>560.00</u>
Total ACH 020323 024				560.00
ACH 020323 025	2/3/2023	Pinnacle Consulting Group, Inc.	Savanna 5th Subdivision	<u>420.00</u>
Total ACH 020323 025				420.00
ACH 020323 026	2/3/2023	Roberts Excavation Corp.	Retainage Payable	<u>21,201.76</u>
Total ACH 020323 026				21,201.76

Centerra Metropolitan District  
Check/Voucher Register  
From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 020323 027	2/3/2023	Waterwise Land and Waterscapes, Inc.	Centerra Parcel 301	<u>14,059.38</u>
Total ACH 020323 027				14,059.38
ACH 020723 001	2/7/2023	Bill.com	Software - ACH	<u>195.21</u>
Total ACH 020723 001				195.21
ACH 020723 002	2/7/2023	Utility Notification Center of Colorado	Utility Locate Notification	<u>408.20</u>
Total ACH 020723 002				408.20
ACH 020923 001	2/9/2023	Fort Collins-Loveland Water District	Utilities - ACH	<u>17.01</u>
Total ACH 020923 001				17.01
ACH 020923 002	2/9/2023	Fort Collins-Loveland Water District	Utilities - ACH	<u>17.01</u>
Total ACH 020923 002				17.01
ACH 022723 001	2/27/2023	Bath Garden Center & Nursery Inc.	Centerra Parcel 504 Phase II	<u>10,447.15</u>
Total ACH 022723 001				10,447.15
ACH 022723 002	2/27/2023	CMS Environmental Solutions, LLC	Northwest Arterial Roadways Phase 2	<u>395.00</u>
Total ACH 022723 002				395.00
ACH 022723 003	2/27/2023	CMS Environmental Solutions, LLC	Boyd Lake Avenue South	<u>205.00</u>
Total ACH 022723 003				205.00
ACH 022723 004	2/27/2023	CMS Environmental Solutions, LLC	Centerra Parcel 504 Phase II	<u>415.00</u>
Total ACH 022723 004				415.00
ACH 022723 005	2/27/2023	Fort Collins Coloradoan	Myers Subdivision Landscaping and Sidewal	<u>209.29</u>
Total ACH 022723 005				209.29
ACH 022723 006	2/27/2023	Hines Inc.	Myers Subdivision Landscaping and Sidewal	<u>1,475.00</u>
Total ACH 022723 006				1,475.00
ACH 022723 007	2/27/2023	Harris Kocher Smith	Centerra Parcel 504 Phase III	<u>3,110.00</u>
Total ACH 022723 007				3,110.00
ACH 022723 008	2/27/2023	Harris Kocher Smith	Centerra Parcel 504 Phase III	<u>31,978.50</u>
Total ACH 022723 008				31,978.50

Centerra Metropolitan District  
Check/Voucher Register  
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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 022723 009	2/27/2023	McWhinney Real Estate Services, Inc	Chapungu Event Programming	<u>16,000.00</u>
Total ACH 022723 009				16,000.00
ACH 022723 010	2/27/2023	McWhinney Real Estate Services, Inc	Boyd Lake Avenue South	<u>2.50</u>
Total ACH 022723 010				2.50
ACH 022723 011	2/27/2023	Merrick & Company	Engineering & Other Prof. Services	<u>846.50</u>
Total ACH 022723 011				846.50
ACH 022723 012	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	54.76
ACH 022723 012	2/27/2023	Norris Design	Centerra Parcel 301	<u>227.50</u>
Total ACH 022723 012				282.26
ACH 022723 013	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	74.92
ACH 022723 013	2/27/2023	Pinnacle Consulting Group, Inc.	Centerra - Precision on the Tracks	<u>2,030.00</u>
Total ACH 022723 013				2,104.92
ACH 022723 014	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	74.92
ACH 022723 014	2/27/2023	Pinnacle Consulting Group, Inc.	Boyd Lake Avenue South	<u>900.00</u>
Total ACH 022723 014				974.92
ACH 022723 015	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	40.91
ACH 022723 015	2/27/2023	Pinnacle Consulting Group, Inc.	Myers Subdivision Landscaping and Sidewal	<u>2,025.00</u>
Total ACH 022723 015				2,065.91
ACH 022723 016	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	383.54
ACH 022723 016	2/27/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 301	<u>1,575.00</u>
Total ACH 022723 016				1,958.54
ACH 022723 017	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	37.49
ACH 022723 017	2/27/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 504 Phase II	<u>3,187.50</u>
Total ACH 022723 017				3,224.99
ACH 022723 018	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	52.79
ACH 022723 018	2/27/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 504 Phase III	<u>787.50</u>
Total ACH 022723 018				840.29
ACH 022723 019	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	37.84
ACH 022723 019	2/27/2023	Pinnacle Consulting Group, Inc.	District Management	<u>2,137.50</u>
Total ACH 022723 019				2,175.34

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 022723 020	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	74.92
ACH 022723 020	2/27/2023	Prairie Mountain Media	Centerra - Precision on the Tracks	<u>112.64</u>
Total ACH 022723 020				187.56
ACH 022723 021	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	79.66
ACH 022723 021	2/27/2023	Prairie Mountain Media	Centerra - Precision on the Tracks	<u>111.50</u>
Total ACH 022723 021				191.16
ACH 022723 022	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	74.92
ACH 022723 022	2/27/2023	Prairie Mountain Media	Myers Subdivision Landscaping and Sidewal	<u>109.50</u>
Total ACH 022723 022				184.42
ACH 022723 023	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 022723 023				74.92
ACH 022723 024	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 022723 024				74.92
ACH 022723 025	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>116.75</u>
Total ACH 022723 025				116.75
ACH 022723 026	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>44.94</u>
Total ACH 022723 026				44.94
ACH 022723 027	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>59.62</u>
Total ACH 022723 027				59.62
ACH 022723 028	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>209.03</u>
Total ACH 022723 028				209.03
ACH 022723 029	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>99.95</u>
Total ACH 022723 029				99.95
ACH 022723 030	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 022723 030				45.72
ACH 022723 031	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>89.18</u>
Total ACH 022723 031				89.18

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 022723 032	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>24.89</u>
Total ACH 022723 032				24.89
ACH 022723 033	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>240.26</u>
Total ACH 022723 033				240.26
ACH 022723 034	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 022723 034				29.20
ACH 022723 035	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>57.83</u>
Total ACH 022723 035				57.83
ACH 022723 036	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>79.95</u>
Total ACH 022723 036				79.95
ACH 022723 037	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 022723 037				45.72
ACH 022723 038	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>50.50</u>
Total ACH 022723 038				50.50
ACH 022723 039	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>24.89</u>
Total ACH 022723 039				24.89
ACH 022723 040	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>7.07</u>
Total ACH 022723 040				7.07
ACH 022723 041	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.79</u>
Total ACH 022723 041				29.79
ACH 022723 042	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 022723 042				29.20
ACH 022723 043	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>55.04</u>
Total ACH 022723 043				55.04
ACH 022723 044	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>60.09</u>
Total ACH 022723 044				60.09



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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 022723 045	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 022723 045				19.31
ACH 022723 046	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>50.17</u>
Total ACH 022723 046				50.17
ACH 022723 047	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>49.43</u>
Total ACH 022723 047				49.43
ACH 022723 048	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.55</u>
Total ACH 022723 048				29.55
ACH 022723 049	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>59.62</u>
Total ACH 022723 049				59.62
ACH 022723 050	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>24.89</u>
Total ACH 022723 050				24.89
ACH 022723 051	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>76.81</u>
Total ACH 022723 051				76.81
ACH 022723 052	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>30.42</u>
Total ACH 022723 052				30.42
ACH 022723 053	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 022723 053				45.72
ACH 022723 054	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>55.04</u>
Total ACH 022723 054				55.04
ACH 022723 055	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 022723 055				19.31
ACH 022723 056	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.45</u>
Total ACH 022723 056				31.45
ACH 022723 057	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>32.67</u>
Total ACH 022723 057				32.67

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 022723 058	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.16</u>
Total ACH 022723 058				31.16
ACH 022723 059	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.66</u>
Total ACH 022723 059				31.66
ACH 022723 060	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>54.14</u>
Total ACH 022723 060				54.14
ACH 022723 061	2/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>64.92</u>
Total ACH 022723 061				64.92
ACH 022823 001	2/28/2023	All Sweep, Inc.	Site Cleanup	260.00
ACH 022823 001	2/28/2023	All Sweep, Inc.	Sweeping	<u>490.00</u>
Total ACH 022823 001				750.00
ACH 022823 002	2/28/2023	Affordable Pest Control	Pest Control	<u>300.00</u>
Total ACH 022823 002				300.00
ACH 022823 003	2/28/2023	Centerra Commercial Owners Association	Viking Way ROW Maintenance	<u>2,231.80</u>
Total ACH 022823 003				2,231.80
ACH 022823 004	2/28/2023	Susanne Durkin-Schindler	Monthly PIF/Valuations/URA Revision	<u>312.50</u>
Total ACH 022823 004				312.50
ACH 022823 005	2/28/2023	Earth Engineering Consultants, LLC	Centerra Parcel 504 Phase II	<u>333.80</u>
Total ACH 022823 005				333.80
ACH 022823 006	2/28/2023	Environmental Designs, Inc.	Irrigation Repair & Upgrade	136.60
ACH 022823 006	2/28/2023	Environmental Designs, Inc.	Manicured Landscaping O&M	31,885.85
ACH 022823 006	2/28/2023	Environmental Designs, Inc.	Snow Removal	<u>2,092.50</u>
Total ACH 022823 006				34,114.95
ACH 022823 007	2/28/2023	GreenEarth Midwest, LLC	Manicured Landscaping O&M	3,584.00
ACH 022823 007	2/28/2023	GreenEarth Midwest, LLC	Native Area O&M	94.00
ACH 022823 007	2/28/2023	GreenEarth Midwest, LLC	Snow Removal	<u>7,189.91</u>
Total ACH 022823 007				10,867.91
ACH 022823 008	2/28/2023	High Plains Environmental Center	Native Landscaping	<u>20,182.84</u>
Total ACH 022823 008				20,182.84

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 022823 009	2/28/2023	High Plains Environmental Center	Chapungu Hardscape/Building Maintenance	<u>787.50</u>
Total ACH 022823 009				787.50
ACH 022823 010	2/28/2023	Icenogle Seaver Pogue, P.C.	Legal	<u>25,873.50</u>
Total ACH 022823 010				25,873.50
ACH 022823 011	2/28/2023	King Surveyors	Centerra Parcel 504 Phase II - Engineering &	<u>2,279.50</u>
Total ACH 022823 011				2,279.50
ACH 022823 012	2/28/2023	Little Thompson Water District	Utilities - ACH	<u>41.74</u>
Total ACH 022823 012				41.74
ACH 022823 013	2/28/2023	Little Thompson Water District	Utilities - ACH	<u>41.74</u>
Total ACH 022823 013				41.74
ACH 022823 014	2/28/2023	City of Loveland	2022 Hydrozone Water Budget	<u>1,069.29</u>
Total ACH 022823 014				1,069.29
ACH 022823 015	2/28/2023	City of Loveland	2022 Hydrozone Water Budget	<u>11,175.64</u>
Total ACH 022823 015				11,175.64
ACH 022823 016	2/28/2023	McWhinney Real Estate Services, Inc	Chapungu Marketing	<u>1,608.00</u>
Total ACH 022823 016				1,608.00
ACH 022823 017	2/28/2023	McWhinney Real Estate Services, Inc	Chapungu Hardscapes	<u>4,700.00</u>
Total ACH 022823 017				4,700.00
ACH 022823 018	2/28/2023	McWhinney Real Estate Services, Inc	Chapungu Maintenance and Storage	<u>4,717.00</u>
Total ACH 022823 018				4,717.00
ACH 022823 019	2/28/2023	McWhinney Real Estate Services, Inc	Chapungu Hardscapes	<u>61.70</u>
Total ACH 022823 019				61.70
ACH 022823 020	2/28/2023	McWhinney Real Estate Services, Inc	FedEx Tracking	<u>23.34</u>
Total ACH 022823 020				23.34
ACH 022823 021	2/28/2023	Pinnacle Consulting Group, Inc.	Engineering & Other Prof. Services	<u>1,137.50</u>
Total ACH 022823 021				1,137.50

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 022823 022	2/28/2023	Pinnacle Consulting Group, Inc.	District Mgmt/Facilities Mgmt/Finance	<u>39,966.28</u>
Total ACH 022823 022				39,966.28
ACH 022823 023	2/28/2023	Utility Notification Center of Colorado	Utilities - Location Notification	<u>417.96</u>
Total ACH 022823 023				417.96
ACH 022823 024	2/28/2023	Xcel Energy	Utilities - ACH	<u>4.42</u>
Total ACH 022823 024				4.42
ACH 022823 035	2/28/2023	City of Loveland Water & Power Dept	0103288-059086 12.22 duplicate payment	<u>31.16</u>
Total ACH 022823 035				31.16
ACH 030723 001	3/7/2023	Bill.com	Software - ACH	<u>120.75</u>
Total ACH 030723 001				120.75
ACH 030923 001	3/9/2023	Fort Collins-Loveland Water District	Utilities - ACH	<u>17.01</u>
Total ACH 030923 001				17.01
ACH 030923 002	3/9/2023	Fort Collins-Loveland Water District	Utilities - ACH	<u>17.01</u>
Total ACH 030923 002				17.01
ACH 032023 001	3/20/2023	Tim DePeder	Director Fees	<u>372.90</u>
Total ACH 032023 001				372.90
ACH 032023 002	3/20/2023	Joshua Kane	Director Fees	<u>372.90</u>
Total ACH 032023 002				372.90
ACH 032023 003	3/20/2023	Abby Kirkbride	Director Fees	<u>372.90</u>
Total ACH 032023 003				372.90
ACH 032023 004	3/20/2023	David Spaeth	Director Fees	<u>372.90</u>
Total ACH 032023 004				372.90
ACH 032723 001	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.32</u>
Total ACH 032723 001				29.32
ACH 032723 002	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 032723 002				74.92

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ACH 032723 003	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 032723 003				74.92
ACH 032723 004	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>39.13</u>
Total ACH 032723 004				39.13
ACH 032723 005	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>326.76</u>
Total ACH 032723 005				326.76
ACH 032723 006	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>37.49</u>
Total ACH 032723 006				37.49
ACH 032723 007	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>52.79</u>
Total ACH 032723 007				52.79
ACH 032723 008	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>36.89</u>
Total ACH 032723 008				36.89
ACH 032723 009	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 032723 009				74.92
ACH 032723 010	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>79.77</u>
Total ACH 032723 010				79.77
ACH 032723 011	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 032723 011				74.92
ACH 032723 012	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 032723 012				74.92
ACH 032723 013	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 032723 013				74.92
ACH 032723 014	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>93.09</u>
Total ACH 032723 014				93.09
ACH 032723 015	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.92</u>
Total ACH 032723 015				31.92

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 032723 016	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>59.62</u>
Total ACH 032723 016				59.62
ACH 032723 017	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>183.00</u>
Total ACH 032723 017				183.00
ACH 032723 018	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>83.38</u>
Total ACH 032723 018				83.38
ACH 032723 019	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 032723 019				45.72
ACH 032723 020	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>24.89</u>
Total ACH 032723 020				24.89
ACH 032723 021	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>210.45</u>
Total ACH 032723 021				210.45
ACH 032723 022	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 032723 022				29.20
ACH 032723 023	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 032723 023				29.20
ACH 032723 024	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>64.81</u>
Total ACH 032723 024				64.81
ACH 032723 025	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 032723 025				45.72
ACH 032723 026	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>37.60</u>
Total ACH 032723 026				37.60
ACH 032723 027	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>24.89</u>
Total ACH 032723 027				24.89
ACH 032723 028	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>7.07</u>
Total ACH 032723 028				7.07

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 032723 029	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 032723 029				29.20
ACH 032723 030	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 032723 030				29.20
ACH 032723 031	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>54.56</u>
Total ACH 032723 031				54.56
ACH 032723 032	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>59.97</u>
Total ACH 032723 032				59.97
ACH 032723 033	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 032723 033				19.31
ACH 032723 034	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>49.22</u>
Total ACH 032723 034				49.22
ACH 032723 035	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>48.38</u>
Total ACH 032723 035				48.38
ACH 032723 036	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.67</u>
Total ACH 032723 036				29.67
ACH 032723 037	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>59.62</u>
Total ACH 032723 037				59.62
ACH 032723 038	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>24.89</u>
Total ACH 032723 038				24.89
ACH 032723 039	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>76.70</u>
Total ACH 032723 039				76.70
ACH 032723 040	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>30.42</u>
Total ACH 032723 040				30.42
ACH 032723 041	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 032723 041				45.72

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From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 032723 042	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>54.91</u>
Total ACH 032723 042				54.91
ACH 032723 043	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 032723 043				19.31
ACH 032723 044	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.09</u>
Total ACH 032723 044				31.09
ACH 032723 045	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.16</u>
Total ACH 032723 045				31.16
ACH 032723 046	3/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.53</u>
Total ACH 032723 046				31.53
ACH 032923 001	3/29/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>53.74</u>
Total ACH 032923 001				53.74
ACH 032923 002	3/29/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 032923 002				19.31
ACH 032923 003	3/29/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>53.74</u>
Total ACH 032923 003				53.74
ACH 032923 004	3/29/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 032923 004				19.31
ACH 032923 005	3/29/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>78.77</u>
Total ACH 032923 005				78.77
ACH 033123 001	3/31/2023	All Sweep, Inc.	Sweeping	<u>490.00</u>
Total ACH 033123 001				490.00
ACH 033123 002	3/31/2023	Affordable Pest Control	Pest Control	<u>600.00</u>
Total ACH 033123 002				600.00
ACH 033123 003	3/31/2023	Civitas, Inc.	Kendall Pkwy Underpass/Bus Station	<u>3,272.50</u>
Total ACH 033123 003				3,272.50



Centerra Metropolitan District  
Check/Voucher Register  
From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 033123 004	3/31/2023	CMS Environmental Solutions, LLC	Northwest Arterial Roadways Phase 2	<u>395.00</u>
Total ACH 033123 004				395.00
ACH 033123 005	3/31/2023	CMS Environmental Solutions, LLC	Boyd Lake Avenue South	<u>205.00</u>
Total ACH 033123 005				205.00
ACH 033123 006	3/31/2023	CMS Environmental Solutions, LLC	Centerra Parcel 504 Phase II	<u>415.00</u>
Total ACH 033123 006				415.00
ACH 033123 007	3/31/2023	Development Planning & Finance Group, Inc.	Engineering and Other Prof Services	<u>9,811.00</u>
Total ACH 033123 007				9,811.00
ACH 033123 008	3/31/2023	Environmental Designs, Inc.	Manicured Landscaping O&M	31,885.85
ACH 033123 008	3/31/2023	Environmental Designs, Inc.	Snow Removal	2,910.00
ACH 033123 008	3/31/2023	Environmental Designs, Inc.	Winter Watering and Site Cleanup	<u>805.00</u>
Total ACH 033123 008				35,600.85
ACH 033123 009	3/31/2023	Fiske Electric	Lighting and Electrical O&M	<u>662.50</u>
Total ACH 033123 009				662.50
ACH 033123 010	3/31/2023	GreenEarth Midwest, LLC	Manicured Landscaping O&M	3,584.00
ACH 033123 010	3/31/2023	GreenEarth Midwest, LLC	Native Area O&M	94.00
ACH 033123 010	3/31/2023	GreenEarth Midwest, LLC	Snow Removal	9,143.40
ACH 033123 010	3/31/2023	GreenEarth Midwest, LLC	Utilities - Locating Coordination	<u>258.30</u>
Total ACH 033123 010				13,079.70
ACH 033123 011	3/31/2023	High Plains Environmental Center	Chapungu O&M	<u>20,182.84</u>
Total ACH 033123 011				20,182.84
ACH 033123 012	3/31/2023	High Plains Environmental Center	Chapungu Hardscapes	<u>787.50</u>
Total ACH 033123 012				787.50
ACH 033123 013	3/31/2023	Hines Inc.	Myers Subdivision Landscaping and Sidewal	<u>1,475.00</u>
Total ACH 033123 013				1,475.00
ACH 033123 014	3/31/2023	Harris Kocher Smith	Centerra Parcel 504 Phase III - Engineering &	<u>5,764.25</u>
Total ACH 033123 014				5,764.25
ACH 033123 015	3/31/2023	Icenogle Seaver Pogue, P.C.	Legal	<u>15,536.54</u>
Total ACH 033123 015				15,536.54

Centerra Metropolitan District  
Check/Voucher Register  
From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 033123 016	3/31/2023	King Surveyors	Centerra Parcel 504 Phase II - Engineering &	<u>2,343.00</u>
Total ACH 033123 016				2,343.00
ACH 033123 017	3/31/2023	Landtech Contractors, Inc.	Boyd Lake Avenue South	<u>3,368.88</u>
Total ACH 033123 017				3,368.88
ACH 033123 018	3/31/2023	McWhinney Real Estate Services, Inc	Regulatory and Wayfinding Signage O&M	<u>1,606.91</u>
Total ACH 033123 018				1,606.91
ACH 033123 019	3/31/2023	McWhinney Real Estate Services, Inc	Centerra - Precision on the Tracks	<u>2,776.16</u>
Total ACH 033123 019				2,776.16
ACH 033123 020	3/31/2023	McWhinney Real Estate Services, Inc	McWhinney Services	<u>4,950.00</u>
Total ACH 033123 020				4,950.00
ACH 033123 021	3/31/2023	McWhinney Real Estate Services, Inc	Regulatory and Wayfinding Signage O&M	<u>80.03</u>
Total ACH 033123 021				80.03
ACH 033123 022	3/31/2023	McWhinney Real Estate Services, Inc	Chapungu Marketing	<u>945.25</u>
Total ACH 033123 022				945.25
ACH 033123 023	3/31/2023	McWhinney Real Estate Services, Inc	Master Planning	<u>2,028.00</u>
Total ACH 033123 023				2,028.00
ACH 033123 024	3/31/2023	McWhinney Real Estate Services, Inc	Master Planning	<u>902.00</u>
Total ACH 033123 024				902.00
ACH 033123 025	3/31/2023	McWhinney Real Estate Services, Inc	Centerra - Precision on the Tracks	<u>2,776.16</u>
Total ACH 033123 025				2,776.16
ACH 033123 026	3/31/2023	Kim Perry	Director Fees	<u>369.40</u>
Total ACH 033123 026				369.40
ACH 033123 027	3/31/2023	Pinnacle Consulting Group, Inc.	Centerra - Precision on the Tracks	<u>1,330.00</u>
Total ACH 033123 027				1,330.00
ACH 033123 028	3/31/2023	Pinnacle Consulting Group, Inc.	Kendall Pkwy Underpass/Bus Station	<u>600.00</u>
Total ACH 033123 028				600.00

Centerra Metropolitan District  
 Check/Voucher Register  
 From 1/28/2023 Through 4/12/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 033123 029	3/31/2023	Pinnacle Consulting Group, Inc.	District Management	<u>1,725.00</u>
Total ACH 033123 029				1,725.00
ACH 033123 030	3/31/2023	Pinnacle Consulting Group, Inc.	Myers Subdivision Landscaping and Sidewal	<u>1,350.00</u>
Total ACH 033123 030				1,350.00
ACH 033123 031	3/31/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 504 Phase II	<u>1,087.50</u>
Total ACH 033123 031				1,087.50
ACH 033123 032	3/31/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 504 Phase III	<u>300.00</u>
Total ACH 033123 032				300.00
ACH 033123 033	3/31/2023	Pinnacle Consulting Group, Inc.	Facilities/Accounting/Mgmt/Admin	<u>39,987.33</u>
Total ACH 033123 033				39,987.33
ACH 033123 034	3/31/2023	SavaTree	Holiday Lighting	<u>12,720.80</u>
Total ACH 033123 034				12,720.80
ACH 033123 035	3/31/2023	Utility Notification Center of Colorado	Utilities - Location Notification	<u>372.81</u>
Total ACH 033123 035				372.81
ACH 033123 040	3/31/2023	City of Loveland Water & Power Dept	Fix 4/5 City of Loveland payment	73.05
ACH 033123 040	3/31/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>(73.05)</u>
Total ACH 033123 040				<u>0.00</u>
Report Total				<u>636,700.60</u>

# Contract Modifications for Board Ratification

## Centerra Metropolitan District No. 1

### Kendall Pkwy, Rocky Mtn. to Centerra Pkwy (CEN-KPRMCP)

<i>Contractor:</i> <b>CWC Consulting Group, Inc.</b>	<i>Modification Date:</i> <b>1 /19/2023</b>	<i>Modification Amount:</i> <b>\$192,415.00</b>	<i>Contract #:</i> <b>Cnt-01256</b>
<i>Modification Description:</i> <b>Work Order #1</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /17/2023</b>
<i>Modification Scope:</i> <b>Civil Engineering Design Services, Master Drainage Study Update, and Master Utility Study Update.</b>			<i>Contractor Signed Date:</i> <b></b>

<i>Contractor:</i> <b>Felsburg Holt &amp; Ullevig</b>	<i>Modification Date:</i> <b>1 /31/2023</b>	<i>Modification Amount:</i> <b>\$8,700.00</b>	<i>Contract #:</i> <b>Cnt-01049</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>3 /1 /2023</b>
<i>Modification Scope:</i> <b>Traffic Engineering Services</b>			<i>Contractor Signed Date:</i> <b>3 /1 /2023</b>

### Centerra O&M (CEN-OM)

<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>3 /13/2023</b>	<i>Modification Amount:</i> <b>\$30,000.00</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>CO 1 to WO 2023-02</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>3 /13/2023</b>
<i>Modification Scope:</i> <b>Snow Removal Services</b>			<i>Contractor Signed Date:</i> <b>3 /13/2023</b>

<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>2 /10/2023</b>	<i>Modification Amount:</i> <b>\$14,664.15</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-03</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>2 /13/2023</b>
<i>Modification Scope:</i> <b>Annual Floral Installation and Maintenance Services</b>			<i>Contractor Signed Date:</i> <b>2 /13/2023</b>

<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>2 /10/2023</b>	<i>Modification Amount:</i> <b>\$15,000.00</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-04</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /13/2023</b>
<i>Modification Scope:</i> <b>Mulch Refresh Services</b>			<i>Contractor Signed Date:</i> <b>2 /13/2023</b>

# Centerra Metropolitan District No. 1

<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>2 /10/2023</b>	<i>Modification Amount:</i> <b>\$14,440.00</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-05</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>2 /13/2023</b>
<i>Modification Scope:</i> <b>Irrigation Administrative and Monitoring Services</b>			<i>Contractor Signed Date:</i> <b>2 /13/2023</b>
<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$70,720.56</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-06</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>2 /14/2023</b>
<i>Modification Scope:</i> <b>Native Area Maintenance Services</b>			<i>Contractor Signed Date:</i> <b>2 /14/2023</b>
<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$13,887.49</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-07</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>2 /14/2023</b>
<i>Modification Scope:</i> <b>Plant and Tree Health Care Services</b>			<i>Contractor Signed Date:</i> <b>2 /14/2023</b>
<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$50,000.00</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-08</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /17/2023</b>
<i>Modification Scope:</i> <b>Irrigation Repair and Replacement Services</b>			<i>Contractor Signed Date:</i> <b>2 /17/2023</b>
<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$52,000.00</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-09</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>3 /1 /2023</b>
<i>Modification Scope:</i> <b>Tree and Plant Replacement Services</b>			<i>Contractor Signed Date:</i> <b>3 /1 /2023</b>
<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$22,325.94</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-10</b>	<i>Payment Method:</i> <b>Lump Sum</b>		<i>District Signed Date:</i> <b>3 /1 /2023</b>
<i>Modification Scope:</i> <b>Centerra Parkway Breeze Beds Refresh and Landscape Remediation Services</b>			<i>Contractor Signed Date:</i> <b>3 /1 /2023</b>

# Centerra Metropolitan District No. 1

<i>Contractor:</i> <b>Environmental Designs, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$12,000.00</b>	<i>Contract #:</i> <b>Cnt-00554</b>
<i>Modification Description:</i> <b>WO 2023-11</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>3 /1 /2023</b>
<i>Modification Scope:</i> <b>Site Cleanup Services</b>			<i>Contractor Signed Date:</i> <b></b>
<i>Contractor:</i> <b>GreenEarth Midwest, LLC</b>	<i>Modification Date:</i> <b>3 /13/2023</b>	<i>Modification Amount:</i> <b>\$30,000.00</b>	<i>Contract #:</i> <b>Cnt-01210</b>
<i>Modification Description:</i> <b>CO 2 to WO 2023-01</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>3 /13/2023</b>
<i>Modification Scope:</i> <b>Snow Removal Services</b>			<i>Contractor Signed Date:</i> <b>3 /14/2023</b>
<i>Contractor:</i> <b>GreenEarth Midwest, LLC</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$10,000.00</b>	<i>Contract #:</i> <b>Cnt-01210</b>
<i>Modification Description:</i> <b>WO 2023-04</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /17/2023</b>
<i>Modification Scope:</i> <b>Irrigation Repair and Replacement Services</b>			<i>Contractor Signed Date:</i> <b>2 /21/2023</b>
<i>Contractor:</i> <b>GreenEarth Midwest, LLC</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$500.00</b>	<i>Contract #:</i> <b>Cnt-01210</b>
<i>Modification Description:</i> <b>WO 2023-05</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /17/2023</b>
<i>Modification Scope:</i> <b>Irrigation Locating Services</b>			<i>Contractor Signed Date:</i> <b>2 /21/2023</b>
<i>Contractor:</i> <b>GreenEarth Midwest, LLC</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$3,000.00</b>	<i>Contract #:</i> <b>Cnt-01210</b>
<i>Modification Description:</i> <b>WO 2023-06</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /17/2023</b>
<i>Modification Scope:</i> <b>Site Cleanup Services</b>			<i>Contractor Signed Date:</i> <b>2 /21/2023</b>
<i>Contractor:</i> <b>GreenEarth Midwest, LLC</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$13,000.00</b>	<i>Contract #:</i> <b>Cnt-01210</b>
<i>Modification Description:</i> <b>WO 2023-07</b>	<i>Payment Method:</i> <b>Time &amp; Materials</b>		<i>District Signed Date:</i> <b>2 /17/2023</b>
<i>Modification Scope:</i> <b>Plant and Tree Replacement Services</b>			<i>Contractor Signed Date:</i> <b></b>

# Centerra Metropolitan District No. 1

<i>Contractor:</i> <b>OLM, Inc.</b>	<i>Modification Date:</i> <b>1 /1 /2023</b>	<i>Modification Amount:</i> <b>\$26,493.60</b>	<i>Contract #:</i> <b>Cnt-00561</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Lump Sum</b>	<i>District Signed Date:</i> <b>3 /8 /2023</b>	
<i>Modification Scope:</i> <b>Landscape Inspection Services</b>	<i>Contractor Signed Date:</i> <b>3 /13/2023</b>		

<i>Contractor:</i> <b>Precision Concrete Cutting</b>	<i>Modification Date:</i> <b>2 /17/2023</b>	<i>Modification Amount:</i> <b>\$10,411.00</b>	<i>Contract #:</i> <b>Cnt-01260</b>
<i>Modification Description:</i> <b>WO 2023-01</b>	<i>Payment Method:</i> <b>Lump Sum</b>	<i>District Signed Date:</i> <b>3 /3 /2023</b>	
<i>Modification Scope:</i> <b>Concrete Grinding Services</b>	<i>Contractor Signed Date:</i> <b>3 /3 /2023</b>		

<i>Contractor:</i> <b>Precision Concrete Cutting</b>	<i>Modification Date:</i> <b>2 /17/2023</b>	<i>Modification Amount:</i> <b>\$15,348.25</b>	<i>Contract #:</i> <b>Cnt-01260</b>
<i>Modification Description:</i> <b>WO 2023-02</b>	<i>Payment Method:</i> <b>Lump Sum</b>	<i>District Signed Date:</i> <b>3 /3 /2023</b>	
<i>Modification Scope:</i> <b>Chapungu Concrete Grinding Services</b>	<i>Contractor Signed Date:</i> <b>3 /3 /2023</b>		

## Parcel 504 Phase II (CEN-PCL504-PH2)

<i>Contractor:</i> <b>Bath, Inc</b>	<i>Modification Date:</i> <b>3 /13/2023</b>	<i>Modification Amount:</i> <b>\$27,197.00</b>	<i>Contract #:</i> <b>Cnt-01223</b>
<i>Modification Description:</i> <b>Change order 3</b>	<i>Payment Method:</i> <b>Unit Price</b>	<i>District Signed Date:</i> <b>3 /13/2023</b>	
<i>Modification Scope:</i> <b>Material Price Increase for On-site and Off-site Landscaping due to Schedule delays</b>	<i>Contractor Signed Date:</i> <b>3 /14/2023</b>		

## Centerra Parcel 504 Phase III (CEN-PCL504-PH3)

<i>Contractor:</i> <b>Harris Kocher Engineering Group, Inc.</b>	<i>Modification Date:</i> <b>11/11/2022</b>	<i>Modification Amount:</i> <b>\$18,040.00</b>	<i>Contract #:</i> <b>Cnt-00911</b>
<i>Modification Description:</i> <b>Change Order #3</b>	<i>Payment Method:</i> <b>Lump Sum</b>	<i>District Signed Date:</i> <b>2 /2 /2023</b>	
<i>Modification Scope:</i> <b>Kendall Parkway and Hopper Lane Civil Engineering Design Revisions.</b>	<i>Contractor Signed Date:</i> <b>2 /2 /2023</b>		

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## Centerra Metropolitan District No. 1

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<i>Contractor:</i>	<i>Modification Date:</i>	<i>Modification Amount:</i>	<i>Contract #:</i>
<b>Harris Kocher Engineering Group, Inc.</b>	<b>11/17/2022</b>	<b>\$11,115.00</b>	<b>Cnt-00911</b>
<i>Modification Description:</i>	<i>Payment Method:</i>	<i>District Signed Date:</i>	
<b>Change Order #4</b>	<b>Lump Sum</b>	<b>2 /2 /2023</b>	
<i>Modification Scope:</i>			<i>Contractor Signed Date:</i>
<b>Structural Design Engineering Services for Pond Outlet Structure, Project Meeting, Coordination and Processing.</b>			

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<i>Contractor:</i>	<i>Modification Date:</i>	<i>Modification Amount:</i>	<i>Contract #:</i>
<b>Harris Kocher Engineering Group, Inc.</b>	<b>1 /19/2023</b>	<b>\$23,945.00</b>	<b>Cnt-00911</b>
<i>Modification Description:</i>	<i>Payment Method:</i>	<i>District Signed Date:</i>	
<b>CO #5 to WO #2020-02</b>	<b>Lump Sum</b>	<b>2 /2 /2023</b>	
<i>Modification Scope:</i>			<i>Contractor Signed Date:</i>
<b>Civil Engineering Design Revisions to Storm Sewer, Sanitary Sewer, Potable Water, Hopper Lane Outlot SDP, Plat Revisions, and Additional Project Coordination.</b>			

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CHANGE ORDER REQUEST FORM



DPFG, LLC  
 26840 Aliso Viejo Parkway, Suite 110  
 Aliso Viejo, CA 92656  
 TEL: 949-388-9269 Ext 1193  
 FAX: 949-388-9272

COMMUNITY: Centerra-FIA

DATE: 3/15/2023

COMPANY: Centerra Metro District

Contract/PO NO: \_\_\_\_\_

ACCT: 2673

Invoice #	Amount of Invoice	Date	Total Change Order Requested	CODE
_____	_____	_____	_____	T&M
_____	_____	_____	_____	T&M
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Future Scope of Work	_____	_____	\$ 17,500.00	_____
TOTAL CHANGE ORDER			\$ 17,500.00	_____

**Explanation for Change Request :**

- Obtain project information from the Developer and other third-party sources.
- Research and review current City budgets, property tax, and demographic data.
- Prepare a projection of recurring general fund revenues and general fund expenditures.
- Prepare a report summarizing our conclusion related to the Projects Existing development

Approved by: \_\_\_\_\_

Approved by: \_\_\_\_\_ DPGF, LLC.

DocuSigned by:

Kim Perry  
Project Manager

3/20/2023 | 11:14:23 MDT

Date:

Chris Cole  
 Chris Cole: Managing Principal

03/15/2023

Date:

**CENTERRA**  
**FISCAL IMPACT ANALYSIS**  
**Prepared for the**  
**Centerra Metropolitan District**

**March 2023**

**Prepared By:**



# CENTERRA

## FISCAL IMPACT ANALYSIS

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Appendix A: Project Maps

Appendix B: Detailed Fiscal Impact Analysis

## 1. Purpose of Fiscal Impact Analysis

Representatives of the Centerra Metropolitan District have requested that DPF, LLC. (“DPFG”) prepare a Fiscal Impact Analysis (“FIA”) to estimate the annual recurring net fiscal impact that the Existing Centerra Master Planned community (“Project”) is anticipated to have on the City of Loveland, Colorado’s (“City”) General Fund. This FIA analyzes the Project’s impact on the City’s General Fund resulting from only the existing development of the Project and does not consider any future development. Please note that the FIA is subject to limiting conditions outlined in this Report.

## 2. Project Description

The Centerra Metropolitan District is a mixed-use development which at buildout is estimated to include 11,119 residential units and approximately 10.1 million square feet of commercial space. The Centerra Metropolitan District includes approximately 2,850 total acres that are predominately located at the northwest and northeast intersection of Interstate-25 and Highway-34 in the City. The Project, which represents a portion of the Centerra Metropolitan District, currently consists of 2,710 residential units and approximately 4.3 million square feet of commercial spaces. It is estimated that the Project, upon buildout, will add an additional 8,409 apartment and for-sale housing units, as well as approximately 5,806,000 square feet of medical office, office, hotel, retail, and industrial spaces. A summary of the Project’s land use estimates is shown below in **Table-1**, while the site plan is included in **Appendix A-1**.

**Table-1**  
**Centerra Land Use Estimates**

<b>Land Use Estimates</b>	<b>Project</b>
<b>Residential</b>	
Apartment	863
For-Sale	1,743
Senior	104
<b>Total Units</b>	<b>2,710</b>
<b>Commercial</b>	
Medical Office	796,992
Office	772,491
Hotel	218,022
Retail	1,715,041
Industrial	808,476
<b>Total Square Feet</b>	<b>4,311,022</b>

## 3. General Sources of Information and FIA Methodology

Annual recurring revenues/costs were calculated using the City of Loveland’s 2023 Recommended Budget (“Budget”), as this was the most recent budget available. Annual recurring revenue/cost impacts to the City General Fund are estimated in 2023 dollars, and by using primarily either per person (“Per Capita”) or equivalent resident (“Equivalent Resident”) methodologies. In some simpler

instances the FIA estimates impacts based on the number of Project residential units, commercial square feet, or developed park acreage.

The Per Capita approach is used for annual recurring revenues/costs that are impacted by the number of Project residents. This approach uses the Budget's revenues/costs and the City's number of residents in 2022 to establish a Per Capita Factor. The Per Capita Factor is then applied to the number of Project residents to estimate annual recurring fiscal impacts.

The Equivalent Resident approach is used for annual recurring revenues/costs that are impacted by both the number of Project residents and Project employees. This approach uses the Budget's revenues/costs, as well as the City's number of residents plus 50.0% of the employees in 2022 to establish an Equivalent Resident Factor. The Equivalent Resident Factor is then applied to the number of Project residents plus 50.0% of Project employees to estimate annual recurring fiscal impacts. 50.0% is estimated to be the percentage of Project employees that will live and shop in the City.

These approaches are summarized below in **Table-2**.

**Table-2**  
**Centerra Assumptions Summary**

	<u>City (a) (b)</u>	<u>Project (c)</u>
Per Capita (a)	81,127	6,436
Employees (b)	78,774	11,447
Per Capita + 50% Employee ("Equivalent Residents")	120,514	12,160
<u>Footnotes:</u>		
(a) Per page 12 of the budget sourcing City's Community and Strategic Planning Offices Annual Data and Projections Report.		
(b) Per page 12 of the budget sourcing City's Community and Strategic Planning Offices Annual Data and Projections Report. (Unemployment at 2.91%)		
(b) Project employees estimated based on calculation using developed square footage, employees per square foot for applicable land uses, and vacancy rates. (See Table 2)		

Information used in preparing the FIA was obtained from the following sources: (1) City of Loveland 2023 Recommended Budget; (2) Pinnacle Consulting Group; (3) U.S. Census Bureau population, household, employment, income, and other demographic data; (4) City Revenue Division taxing data; (5) County Assessor property valuations; (6) U.S. Bureau of Labor Statistics household and retail expenditures; (7) City Building Department permitting data; (8) CBRE property occupancies and valuations; (9) Institute of Traffic Engineering square footages per employee by property type; (10) Larimer County Office of Budgets state shared revenues; (11) National Association of Realtors down payment data; (12) Wells Fargo interest and loan rates; (13) January 20, 2004 Centerra Master Financing and Intergovernmental Agreement ("MFA"), and associated amendments; and (14) McWhinney Real Estate Services and affiliates ("Developer").

This analysis is stated in 2023 dollars and relies on 2022 and 2023 data for purposes of estimating the fiscal impact the Project has on the City.

**4. Executive Summary**

It is estimated that the Project as currently existing generates a positive annual recurring net fiscal impact to the City General Fund of \$3,720,029 per **Table-3**.

**Table-3**  
**Centerra Net Fiscal Impact Analysis Summary**

Fiscal Impact Analysis Summary			
<b><u>I. Annual Recurring Revenues</u></b>			Table Ref.
Property Taxes - Residential	\$	663,745	3
Property Taxes - Commercial		588,830	4
State Shared Revenues		1,115,216	5
Sales Taxes - Residential		948,505	6
Sales Taxes Commercial		7,096,524	7
Total Other General Fund		2,273,873	8
<b>Total Annual Recurring Revenues</b>	<b>\$</b>	<b>12,686,693</b>	
<b><u>II. Annual Recurring Costs</u></b>			
Legislative	\$	6,799	9
City Manager		187,595	9
City Attorney's Office		84,938	9
Municipal Court		98,154	9
City Clerk		46,989	9
Cultural Services		112,612	9
Development Services		350,802	9
Economic Development		113,370	9
Finance		410,877	9
Human Resources		98,862	9
Information Technology		300,211	9
Library		192,480	9
Parks & Recreation		1,449,382	9
Police		3,116,550	9
Public Works		627,930	9
Contribtuion to Outside Agencies		1,769,113	9
<b>Total Annual Recurring Costs</b>	<b>\$</b>	<b>8,966,665</b>	
<b>Net Fiscal Surplus/Deficit</b>	<b>\$</b>	<b>3,720,029</b>	

## 5. FIA Recurring Revenues

The revenue estimates in this section utilize either the Per Capita or the Equivalent Resident approach, with the exception of property and sales taxes which are estimated from the number of Project residential units or commercial square feet developed, as shown in detail in **Appendix B**.

### 5.1 Sales Taxes

#### 5.1.1 Residential Retail Sales Taxes

The City receives sales tax revenues generated from the Project residents on taxable purchases made within the City; however, outside of the Project area. This analysis estimates that approximately 39.2% of the Project residents purchase will result in a taxable sale. Of those sales, it is assumed that 50.0% of the taxable sales by Project residents are captured inside of the City. Of the taxable sales that occur within the City, 50.0% of those City captured sales will occur outside of the Project area. Residential retail sales taxes are estimated from the number of residential units built within the Project. The City receives 3.0% of the sales tax revenues which are estimated to generate **\$948,505** in annual recurring revenue as shown in **Appendix B Table 6**.

#### 5.1.2 Commercial Retail Sales Taxes

A Public Improvement Fee (“PIF”) was established by the Centerra Master Financing Agreement (“MFA”) on January 20, 2004 and applies to the Project’s commercial area (“Commercial Area”). The Commercial Area includes 100.0% of the Project, according to the Third (3<sup>rd</sup>) Amendment to the MFA dated October 28, 2008. The PIF is collected by retailers within the Project in order to finance a portion of public improvement costs. Commercial retail sales taxes are estimated from the number of square feet of retail space built within the Project. From January 20, 2004 to January 20, 2029 (“PIF Term”), the City’s 3.0% sales tax is reduced to 1.75% to account for a 1.25% PIF on retail sales occurring within the Project. In 2022 the City received \$2,100,710 in retail sales tax revenue from the Promenade Shops and \$1,923,160 in retail sales tax revenue from the Centerra Marketplace within the Metro District for a total of \$4,023,870 in sales tax revenue from the shopping centers. The Project is estimated to have generated **\$7,096,524** in annual recurring revenue as shown in **Appendix B Table 7**.

#### 5.1.3 Hotel Sales and Lodging Taxes

For the PIF Term, the City’s original 3.00% is reduced to 1.75% to account for a 1.25% PIF. This amount plus lodging tax revenues of 3.0% on all hotel rooms rented within the Project are collected until 2029 when the City will receive the full 3.00% hotel sales tax amount alongside the lodging tax. These revenue estimates utilize an average hotel room rate of \$148, an occupancy rate of 72.9% and an average room size inclusive of common areas of 500 square feet. Hotel Sales and Lodging Taxes are estimated from the number of hotel square feet built within the Project. Based on the total hotel sales and lodging taxes, the Project is estimated to generate **\$594,612** in annual recurring revenue as shown in **Appendix B Table 7**.

### 5.2 Other Taxes

The City receives revenues in the form of other taxes which includes Specific Ownership Tax, Cigarette Tax, Gas and Cable Franchise Taxes, and Telephone Business and Occupation Tax. Analysis assumes Cigarette tax accounts for 20% of Other Taxes. Other taxes are estimated from the

City Franchise Tax per Equivalent Resident of \$29.73. The Project is estimated to generate **\$361,562** in annual recurring revenue as shown in **Appendix Table 8**.

### 5.3 License and Permits

The City receives revenues from the issuance of licenses and permits such as development construction permits, liquor licenses, and special events permits.. License Fees are estimated from the City License Fee per Equivalent Resident of \$26.29. The Project is estimated to generate **\$319,734** in annual recurring revenue as shown in **Appendix Table 8**.

### 5.4 State Shared Revenues

The City receives revenues from State Shared Revenues. State Shared Revenues are estimated from the City State Shared Revenues of \$3.58 Per Capita for Motor Vehicle Fee Distributions, \$117.37 Per Capita for Motor Vehicle Sales and Use Tax Distributions, \$35.13 Per Capita for Open Space Sales Tax Distributions, and \$17.19 Per Capita for Specific Ownership Tax Distributions. In total, the Project is estimated to generate **\$1,115,216** in annual recurring revenue as shown in **Appendix Table 5**.

### 5.5 Fines and Penalties

The City receives revenues in the form of Fines and Penalties. Fines and Penalties are estimated from the City Fines and Penalties per Equivalent Residents of \$8.03. The Project is estimated to generate **\$97,673** in annual recurring revenue as shown in **Appendix Table 8**.

### 5.6 Charges for Services

The City collects charges for access to services provided by the City (Utilities, Parks & Rec, Cultural Services, etc.) and internal service charges which are costs paid by one department to another for services rendered. Fines and Penalties are estimated from the City Fines and Penalties per Equivalent Residents of \$38.06. The Project is estimated to generate **\$462,773** in annual recurring revenue as shown in **Appendix Table 8**.

### 5.7 Payment In-Lieu of Taxes (PILT)

Represents an estimate of the amount of taxes that would be chargeable to a utility if owned privately. PILT is paid by the Power, Stormwater, Water, Wastewater, Raw Water, and Solid Waste Enterprise Funds to the General Fund. These utilities make payments at a rate of 7% of total operating revenues for each Enterprise Fund. PILT is estimated from the City Fines and Penalties per Equivalent Residents of \$84.88. The Project is estimated to generate **\$1,032,131** in annual recurring revenue as shown in **Appendix Table 8**.

### 5.8 Property Taxes

The City receives revenues in the form of Property Taxes. Owners of property in the City are required to pay an annual tax of 9.564 mills (“Mill Levy”) on the assessed valuation of property they own. One mill is equivalent to one dollar per 1,000 dollars of assessed valuation.

The MFA established a Loveland Urban Renewal Authority (“LURA”) on a portion of the Project in order to conduct urban revitalization activities in Loveland. From January 20, 2004 to January 20, 2029 (“LURA Term”), it is estimated that the City will collect 0.0% of the incremental taxes generated above the established base year property taxes (“Base Property Taxes”) for any properties



located within the LURA. After the expiration of the LURA Term, the City will collect 100.0% of the Mill Levy on properties located in the LURA. For properties located outside of the LURA, the City collects 100.0% of the Mill Levy.

Per discussions with the Developer; we have estimated the percentage of units or square feet of each property type that are located within the LURA. Property taxes are estimated from the number of residential units and commercial square feet built within the Project. The Project is estimated to generate **\$1,252,576** in annual recurring revenue as shown in **Appendix B Table 3 and 4**.

## 6. FIA Recurring Costs

The cost estimates in this section utilize either the Per Capita or the Equivalent Resident approach, with the exception of Parks and Recreation costs, which are estimated from the number of Project park acreage developed, as shown in detail in **Appendix B Table 9**.

### 6.1 Legislative

Legislative costs include all costs related to the City Council. Project Legislative costs are estimated from the City Legislative cost per Equivalent Resident of \$0.56. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Accordingly, the Project is estimated to generate **\$6,799** in annual recurring Legislative costs as shown in **Appendix Table 9**.

### 6.2 City Manager

The City Manager cost category includes all expense related to the City Manager and their staff. Costs are estimated by using a per Equivalent Resident value of \$15.43. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Accordingly, the Project is estimated to generate **\$187,595** in annual recurring costs as shown in **Appendix Table 9**.

### 6.3 City Attorney's Office

The City Attorney cost category includes all legal expenses incurred by the City. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). The City Attorney costs are estimated on a per Equivalent Resident rate of \$6.99. Accordingly, the Project is estimated to generate **\$84,938** in annual recurring costs as shown in **Appendix Table 9**.

### 6.4 Municipal Court

The Municipal Court is a court of record with limited jurisdiction that adjudicated and processed traffic violations. The FIA assumes an estimated 100.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Project costs are estimated at a per Equivalent Resident rate of \$8.07. Accordingly, the Project is estimated to generate **\$98,154** in annual recurring costs as shown in **Appendix Table 9**.

### 6.5 City Clerk

The City Clerk is responsible for recording Council meetings, processing liquor license requests, and serving as secretary to the Loveland Liquor License Authority, document management and records requests, and managing municipal elections. The FIA assumes an estimated 50.0% marginal

increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Project Costs are estimated on a per Equivalent Resident of \$3.86. Accordingly, the Project is estimated to generate **\$46,989** in annual recurring costs as shown in **Appendix Table 9**.

### 6.6 Cultural Services

Cultural Services is comprised of three divisions: the Loveland Museum, the Rialto Theater Center, and the Art in Public Places program. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Project Costs are estimated from the City Economic Development per Equivalent Resident at a rate of \$9.26. Accordingly, the Project is estimated to generate **\$112,612** in annual recurring costs as shown in **Appendix Table 9**.

### 6.7 Development Service

The Development Services Department includes Planning, Building Inspections, Code Enforcement, Community Partnership Office, and Community and Strategic Planning (including Historic Preservation, Downtown Working Committee Support). While it is unlikely that Development Services costs have a 1:1 relationship with population growth, for purposes of being conservative, the FIA assumes 100% of the Development Services costs are estimated to be impacted by the Project. Project Development Services costs are estimated from the City Development Services cost per Equivalent Resident of \$28.85. Accordingly, the Project is estimated to generate **\$350,802** in annual recurring costs as shown in **Appendix B Table 9**.

### 6.8 Economic Development

The Economic Development Department unifies all the primary economic development functions of the City of Loveland. These include primary employment attraction, retention and expansion; retail development and recruitment; small business development; creative sector development; tourism and visitor services; and downtown development. Departmental activities incorporate analysis and strategic planning; marketing; business assistance and liaison; and financial assistance and partnerships with business. While it is unlikely that Economic Development costs have a 1:1 relationship with population growth, for purposes of being conservative, the FIA assumes 100.0% of the City Economic Development costs are estimated to be impacted by the Project which results in a per Equivalent Resident cost of \$9.32. Accordingly, the Project is estimated to generate **\$113,370** in annual recurring costs as shown in **Appendix B Table 9**.

### 6.9 Finance

The Finance Department is responsible for all financial functions of the City, as well as many other support services, including Accounting and Purchasing, Budget, Revenue, and Utility Billing. Finance assists the public regarding utility bills, accounts payable, sales and use taxes, and municipal bonds. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Project costs are estimated from the City Finance cost per Equivalent Resident of \$33.79. Accordingly, the Project is estimated to generate **\$410,877** in annual recurring costs as shown in **Appendix B Table 9**.

March 2023

### **6.10 Human Resources**

The Human Resources Department provides Human Resources and Risk Management services to employees and volunteers. These services include: recruitment, selection and orientation; compensation and benefits development and administration; coaching, counseling and discipline; record keeping; policy development and compliance with administrative regulations; training and employee development; Employee Recognition Program; safety and workers' compensation administration; environmental compliance support and administration; risk administration, compliance and insurance programs; and the Community Volunteer Program. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Project costs are estimated using a per Equivalent Resident cost of \$8.13. Accordingly, the Project is estimated to generate **\$98,862** in annual recurring costs as shown in **Appendix B Table 9**.

### **6.11 Information Technology**

The Information Technology Department is made up of four divisions: Administration, Application Services, Infrastructure Services, and Telecommunications. IT is responsible for the information systems, applications and technologies that provide communication with and for the City of Loveland government. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Project IT costs are estimated from the City IT cost per Equivalent Resident of \$24.69. Accordingly, the Project is estimated to generate **\$300,211** in annual recurring costs as shown in **Appendix B Table 9**.

### **6.12 Library**

The Library cost category includes cost items categorized as Administration and Technical Services, Library Adult Services, Library Children Services, Library Customer Services, Library Technology, Library Teen Services, and Broadcast Equipment. The FIA assumes an estimated 50.0% marginal increase for these costs as they do not have a 1:1 relationship with population growth (i.e., majority of costs are fixed, not variable). Project Library costs are estimated from the City Library cost per Equivalent Resident of \$15.83. Accordingly, the Project is estimated to generate **\$192,480** in annual recurring costs as shown in **Appendix B Table 9**.

### **6.13 Parks and Recreation**

The Parks and Recreation cost category includes cost items categorized as Recreation Centers, Parks Operations, Open Lands, Trails, Mariana Butte, Golf Administration, Mountain Park, Olde Course, Parks Ground Maintenance, Capital Replacement, Administration, Recreation Programs, Sports Turf, Parks Fleet, Public Grounds Maintenance, Cemetery, Youth Athletics, Parks Planning, Special Recreation, Adult Athletics, Parks Projects, Outdoor Aquatics, Cattail Creek, Play/Tee Management, and Concessions/BC. While it is unlikely that Parks and Recreation costs have a 1:1 relationship with population growth, for purposes of being conservative, the FIA assumes 100% of the City Parks and Recreation costs are estimated to be impacted by the Project. Project Parks and Recreation costs are estimated from the City Parks and Recreation cost per Equivalent Resident of \$119.19. Accordingly, the Project is estimated to generate **\$1,449,382** in annual recurring costs as shown in **Appendix B Table 9**.

### 6.14 Police

The Police cost category includes cost items categorized as Operations, Information Services, Support Services, Administration, and Seizures and Forfeits. While it is unlikely that Police costs have a 1:1 relationship with population growth, for purposes of being conservative, the FIA assumes 100.0% of the City Police costs are estimated to be impacted by the Project. Project Police costs are estimated from the City Police cost per Equivalent Resident of \$256.30. Accordingly, the Project is estimated to generate **\$3,116,550** in annual recurring costs as shown in **Appendix B Table 9**.

### 6.15 Public Works

The Public Works cost category includes cost items categorized as Engineering, Facilities Management, Fleet Operations, Street Repair and Maintenance, Traffic Engineering, Transit, Fleet Replacement, Stimulus Projects, Transportation Development Review, and Administration. While it is unlikely that Public Works costs have a 1:1 relationship with population growth, for purposes of being conservative, the FIA assumes 100.0% of the City Public Works costs are estimated to be impacted by the Project. Project Public Works costs are estimated from the City Public Works cost per Equivalent Resident of \$51.64. Accordingly, the Project is estimated to generate **\$627,930** in annual recurring costs as shown in **Appendix B Table 9**.

### 6.16 Contributions to Outside Agencies

The Contributions to Outside Agencies cost category includes costs related to separate governmental entities for which the City of Loveland has a significant interest in or has created for specific purposes. Spending for these funds is typically approved through an intergovernmental agreement or a separate resolution. While it is unlikely that Contributions to Outside Agencies costs have a 1:1 relationship with population growth, for purposes of being conservative, the FIA assumes 100.0% of the Contributions to Outside Agencies costs are estimated to be impacted by the Project. Project Contribution to Outside Agencies costs are estimated from the City Contributions to Outside Agencies cost per Equivalent Resident of \$145.49. Accordingly, the Project is estimated to generate **\$1,769,113** in annual recurring costs as shown in **Appendix B Table 9**.

## 7. Limiting Conditions

This study prepared by DPF, LLC is subject to the following considerations and limiting conditions.

- It is our understanding that this Report is for the client's due diligence and other planning purposes. Neither our Report, nor its contents, nor any of our work were intended to be included and, therefore, may not be referred to or quoted in whole or in part, in any registration statement, prospectus, public filing, private offering memorandum, or loan agreement without our prior written approval.
- The reported recommendation(s) represent the considered judgment of DPF, LLC based on the facts, analyses and methodologies described in the Report.
- Except as specifically stated to the contrary, this Report will not give consideration to the following matters to the extent they exist: (i) matters of a legal nature, including issues of legal title and compliance with federal, state and local laws and ordinances; and (ii) environmental and engineering issues and the costs associated with their correction. The user of this Report will be responsible for making his/her own determination about the impact, if any, of these matters.

- This Report is intended to be read and used as a whole and not in parts.
- This Report has not evaluated the feasibility or marketability of any site for planned uses.
- The Report does not consider all of the costs to local governments associated with providing services such as emergency services to the development. Such analysis is beyond the scope of this Report.
- The analysis is based on the current tax structure and rates imposed by the State, County and City. Changes in those rates would alter the findings of this Report.
- All dollar amounts are stated in 2023 dollars and, unless indicated, do not take into account the effects of inflation. The results of this Report are meant to reflect a typical year based on averages. While dollar figures are expressed in current dollars, the results from year to year will vary based on events held at the development generated throughout the year.
- Our analysis is based on currently available information and estimates and assumptions. Such estimates and assumptions are subject to uncertainty and variation. Some assumptions inevitably will not materialize and unanticipated events and circumstances may occur; therefore, the actual results achieved may vary materially from the forecasted results. The assumptions disclosed in this Report are those that are believed to be significant to the estimates of results.

# Appendix A

# CENTERRA

## PARCEL MAP

**AREA OF DISTRICTS**

- DISTRICT 100 (AREA=237 AC)
- DISTRICT 200 (AREA=528 AC)
- DISTRICT 300 (AREA=465 AC)
- DISTRICT 400 (AREA=192 AC)
- DISTRICT 500 (AREA=326 AC)
- DISTRICT 600 (AREA=806 AC)
- DISTRICT 700 (AREA=151 AC)
- RESERVOIR AND LAKE (AREA=192 AC)
- TOTAL AREA: 2,897 AC**

BOYD LAKE

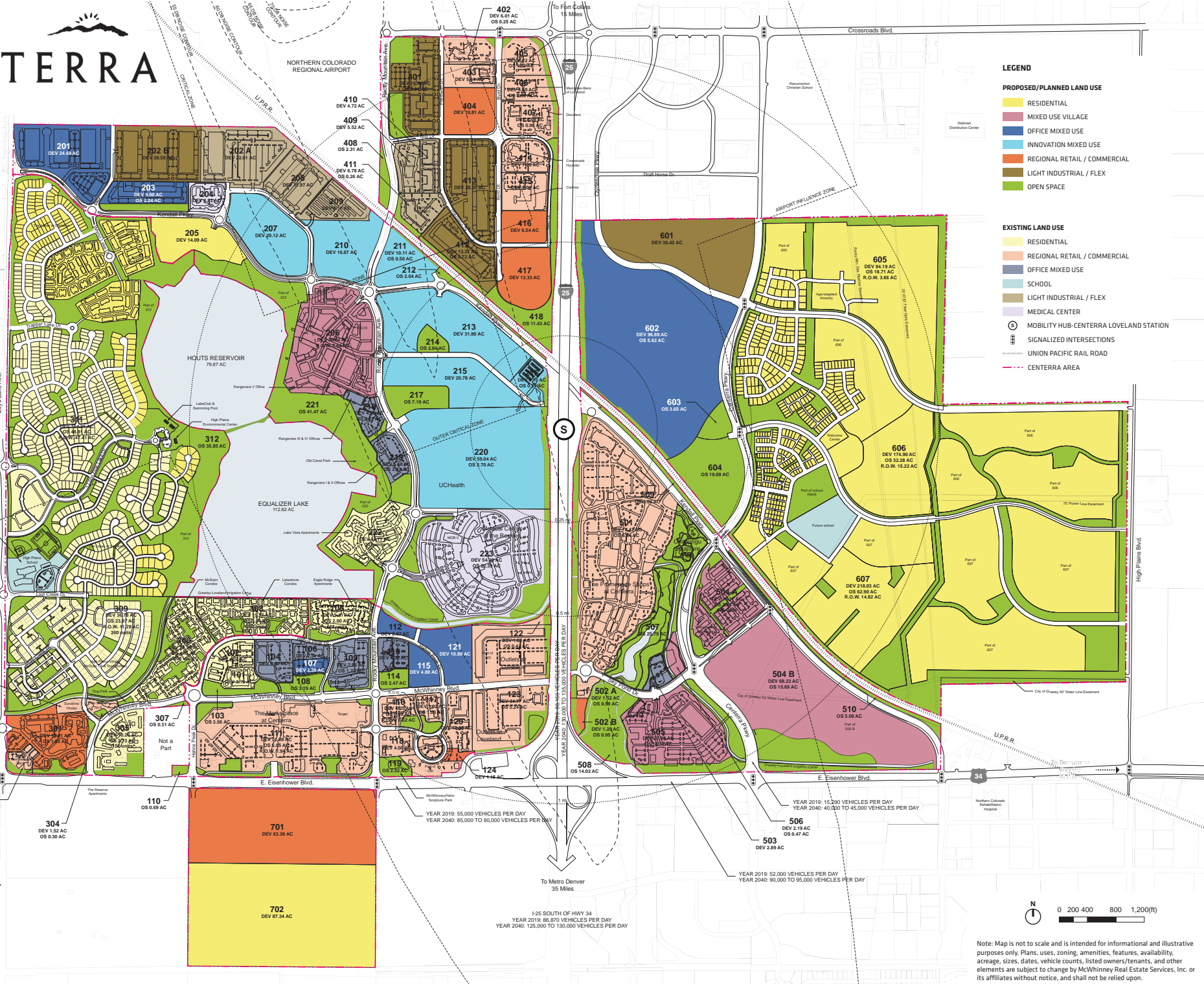
McWhinney Owned  
(Not a Part of Centerra)

**McWHINNEY**

August 26, 2020

Prepared by:  
**CIVITAS**

1000 Bankers Bldg, Denver CO 80202  
303.733.1900



YEAR 2019: 55,000 VEHICLES PER DAY  
YEAR 2040: 85,000 TO 90,000 VEHICLES PER DAY

YEAR 2019: 15,200 VEHICLES PER DAY  
YEAR 2040: 40,000 TO 45,000 VEHICLES PER DAY

YEAR 2019: 62,000 VEHICLES PER DAY  
YEAR 2040: 90,000 TO 95,000 VEHICLES PER DAY

To Metro Denver  
35 Miles

I-25 SOUTH OF HWY 34  
YEAR 2019: 86,870 VEHICLES PER DAY  
YEAR 2040: 125,000 TO 130,000 VEHICLES PER DAY



Note: Map is not to scale and is intended for informational and illustrative purposes only. Plans, uses, zoning, amenities, features, availability, acreage, sizes, dates, vehicle counts, listed owners/tenants, and other elements are subject to change by McWhinney Real Estate Services, Inc. or its affiliates without notice, and shall not be relied upon.

# Appendix B



**Table 1**  
**Centerra**  
**Fiscal Impact Analysis Summary**

Fiscal Impact Analysis Summary			
<u>I. Annual Recurring Revenues</u>			Table Ref.
Property Taxes - Residential	\$	663,745	3
Property Taxes - Commercial		588,830	4
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<b>Total Annual Recurring Revenues</b>	<b>\$</b>	<b>12,686,693</b>	
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Economic Development		113,370	9
Finance		410,877	9
Human Resources		98,862	9
Information Technology		300,211	9
Library		192,480	9
Parks & Recreation		1,449,382	9
Police		3,116,550	9
Public Works		627,930	9
Contributuion to Outside Agencies		1,769,113	9
<b>Total Annual Recurring Costs</b>	<b>\$</b>	<b>8,966,665</b>	
<b>Net Fiscal Surplus/Deficit</b>	<b>\$</b>	<b>3,720,029</b>	

**Table 2**  
**Centerra**  
**Population and Existing Development Data**

<b>Residential</b>		
Unit Type	Developed Units	Valuation (a)
Apartment	863	\$ 329,321
For-Sale	1,743	533,119
Senior	104	366,104
<b>Total</b>	<b>2,710</b>	<b>\$ 409,514</b>

<b>Household and Population</b>	
Occupancy Rate	95%
Occupied Households	2,575
Average Household Size (b)	2.50
<b>Per Capita</b>	<b>6,436</b>

<b>Commercial</b>						
Assumptions	Occupancy	SF/Emp	Valuation (c)	Developed SqFt (d)	Employees	
Medical Office	95%	250	\$ 300	796,992	3,029	
Office	95%	175	240	772,491	4,194	
Hotel (e)	73%	800	148	218,022	199	
Retail	95%	500	267	1,715,041	3,259	
Industrial	95%	1,000	177	808,476	768	
<b>Total</b>				<b>4,311,022</b>	<b>11,447</b>	

Footnotes:

(a) Unit Value estimated by taking weighted average of pricing for each residential land use per the Q3 2022 Centerra Zonda Report. Apartment values were calculated from for-rent units and senior values were calculated from senior and assisted living units.

(b) Per Q3 2022 Centerra Zonda Report. Represents estimated persons per household for Centerra Metropolitan District.

(c) Value per non-residential Square Foot per the Q3 2022 Centerra Zonda Report and Developer estimates.

(d) Forecasts Centerra's buildout based on absorption rate estimated from the Centerra Zonda Report. All unit counts and square footage amounts are per land use provided by Developer. Per conversations with Client, years after 2030 are not shown as LURA Term ends in 2029.

(e) Hotel occupancy accounts for a vacancy as calculated and applied later in Table 7.

**Table 3**  
**Centerra**  
**Residential Property Tax Generation**

<b>Assumptions</b>	
Tax Collection inside LURA (a)	0%
Tax Collection outside LURA	100%
City of Loveland Mill Levy	9.564

<b>Residential Assumptions</b>	<b>Apartments</b>	<b>For-Sale</b>	<b>Senior</b>
Cumulative Units	863	1,743	104
Unit Value (b)	\$ 329,321	\$ 533,119	\$ 366,104
Total Market Value	\$ 284,203,592	\$ 929,226,330	\$ 38,074,782
Residential Assessment Ratio	7.15%	7.15%	7.15%
Assessment Value	\$ 20,320,557	\$ 66,439,683	\$ 2,722,347
Percent of Property inside LURA (c)	62.9%	6.9%	100.0%
<b>Total (d)</b>	<b>\$ 72,063</b>	<b>\$ 591,682</b>	<b>\$ -</b>

<b>Total Residential Property Taxes</b>	<b>\$ 663,745</b>
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Footnotes:

(a) The City will collect 0% of the Mill Levy on property inside of the LURA over the LURA Term of January 20, 2004 through January 20, 2029.

(b) Unit Value estimated by taking weighted average of pricing for each residential land use per the Q3 2022 Centerra Zonda Report. Apartment values were calculated from for-rent units and senior values were calculated from senior and assisted living units.

(c) Percentage of units or commercial sq. ft. that are located inside of the LURA based on the February 2, 2023 Land Use Matrix for Parcel Map provided by Developer.

(d) Equivalent to the assessment value multiplied by (1) the percent of property outside the LURA multiplied by 100% tax collection, plus (2) the percent of property inside the LURA multiplied by tax collection shown for property inside of the LURA for each year.

**Table 4**  
**Centerra**  
**Commercial Property Tax Generation**

<b>Assumptions</b>	
Tax Collection inside LURA (a)	0%
Tax Collection outside LURA	100%
City of Loveland Mill Levy	9.564

<b>Commercial Assumptions</b>	<b>Medical Office</b>		<b>Office</b>		<b>Hotel</b>		<b>Retail</b>		<b>Industrial</b>	
Square Feet (b)		226,992		772,491		218,022		1,715,041		808,476
Sq. Ft. Value (c)	\$	300	\$	240	\$	148	\$	267	\$	177
Total Market Value	\$	68,097,600	\$	185,397,840	\$	32,267,256	\$	457,915,947	\$	143,100,252
Commercial Assessment Ratio		29.00%		29.00%		29.00%		29.00%		29.00%
Assessment Value	\$	19,748,304	\$	53,765,374	\$	9,357,504	\$	132,795,625	\$	41,499,073
Percent of Property inside LURA (d)		98.6%		65.3%		62.6%		78.6%		74.2%
<b>Total (e)</b>	\$	<b>2,686</b>	\$	<b>178,481</b>	\$	<b>33,457</b>	\$	<b>271,712</b>	\$	<b>102,495</b>
<b>Total Commerical Property Taxes</b>									<b>\$</b>	<b>588,830</b>

Footnotes:

(a) The City will collect 0% of the Mill Levy on property inside of the LURA over the LURA Term of January 20, 2004 through January 20, 2029.

(b) Property Tax calculation does not include hospital located on parcel 223 as it is tax exempt and does not generate property tax. Analysis assumes remaining 200,000 SqFt is finished being constructed in year 5.

(c) Value per non-residential Square Foot per the Q3 2022 Centerra Zonda Report.

(d) Percentage of units or commercial sq. ft. that are located inside of the LURA based on the February 2, 2023 Land Use Matrix for Parcel Map 2020.08 provided by Developer.

(e) Equivalent to the assessment value multiplied by (1) the percent of property outside the LURA multiplied by 100% tax collection, plus (2) the percent of property inside the LURA multiplied by tax collection shown for property inside of the LURA

**Table 5**  
**Centerra**  
**State Shared Revenues**

<b>Loveland Motor Vehicle Fees Distribution</b>	
Per Capita (a)	81,127
Distribution (b)	\$ 290,353
Distribution Per Capita	\$ 3.58
Per Capita	6,436
<b>Total Motor Vehicle Fees Distribution</b>	<b>\$ 23,035</b>

<b>Loveland Motor Vehicle Sales and Use Tax Distribution</b>	
Per Capita (a)	81,127
City Motor Vehicle Sales and Use Tax Collections (c)	\$ 9,521,589
Distribution Per Capita	\$ 117.37
Per Capita	6,436
<b>Total Motor Vehicle Sales and Use Tax Distribution</b>	<b>\$ 755,400</b>

<b>Loveland Open Space Sales Tax Distribution</b>	
Per Capita (a)	81,127
Loveland Open Space Sales Tax Distribution (d)	\$ 2,850,149
Distribution Per Capita	\$ 35.13
Per Capita	6,436
<b>Total Loveland Open Space Sales Tax Distribution</b>	<b>\$ 226,118</b>

<b>Loveland Specific Ownership Tax Distribution</b>	
Per Capita (a)	81,127
Loveland Specific Ownership Tax Distribution (e)	\$ 1,394,873
Distribution Per Capita	\$ 17.19
Per Capita	6,436
<b>Total Loveland Specific Ownership Tax Distribution</b>	<b>\$ 110,663</b>

<b>Total State Shared Revenue</b>	<b>\$ 1,115,216</b>
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Footnotes:

(a) Page 12 of the budget sourcing City's Community and Strategic Planning Offices Annual Data and Projections Report.

(b) Larimer County Financial Services Division 2022 Treasurer's Statement of Collections Reports

(c) City of Loveland 2022 Sales Tax Reports. Represents the estimated Citywide Motor Vehicle Sales and Use Tax collections per the City of Loveland's December 2021 YTD Sales Tax Reports. Sales tax collections resulting from Motor Vehicle Dealers, Auto Parts, & Leasing were \$5,190,694 and Motor Vehicle Use Tax collections were \$4,330,895.

(d) Larimer County Open Space Lands Advisory Board Agenda on March 24, 2022. Represents YTD distributions from Final 2021 Distribution.

(e) Larimer County Financial Services Division 2022 Treasurer's Statement of Collections Reports

**Table 6**  
**Centerra**  
**Residential Sales Tax**

<b>Assumptions</b>	
Residential Unit Valuation (a)	409,514
Average Down Payment (b)	13.00%
Loan Term (c)	30
Annual Mortgage Rate (c)	6.82%
Average Mortgage Payment to Household Income Ratio (d)	30.0%
Retail Expenditures to Mean Household Income (e)	39.2%
Non-Taxable Portion (f)	0.0%
Loveland Purchase Factor (g)	50.0%
Percent of Loveland Purchase Factor Outside of Centerra (g)	50.0%
Retail Sales Tax Rate (f)	3.00%

<b>Residential Driven Retail Sales Taxes (Outside Centerra)</b>	
Residential Unit Valuation	\$ 409,514
Mortgage Percent	87.0%
Mortgage Amount	\$ 356,278
Interest Rate	6.822%
Loan Term	30
Annual Mortgage Payment	\$ 28,199
Additional Mortgage Costs (\$200 HOA,\$75 Insurance,1.5% st. Property Tax)	9,443
Total Annual Housing Cost	\$ 37,642
Average Mortgage Payment to Household Income Ratio	30.0%
Household Income	\$ 125,474
Retail Expenditures to Mean Household Income	39.2%
Annual Retail Purchases	\$ 49,123
Non-Taxable Portion	0.00%
Taxable Retail Sales	\$ 49,123
Loveland Purchase Factor (h)	50%
Purchases Within Loveland	\$ 24,562
Percent of Loveland Purchase Factor Outside of Centerra (i)	50%
Purchases Within City and Outside of Centerra	\$ 12,281
Occupied Households	2,575
Taxable City Purchases	\$ 31,616,820
Retail Sales Tax Rate	3.00%
<b>Residential Retail Sales Tax</b>	<b>\$ 948,505</b>

Footnotes:

(a) Per Q3 2022 Zonda Report

(b) Source: National Association of Realtors, 2022 Home Buyers and Sellers Generational Trends

(c) Source: Wells Fargo 30-Year Fixed Rate on 10/7/2022.

(d) Source: Estimate Based Upon Local Market Data

(e) Source: Western Regional Consumer Expenditure Survey 20-21, U.S. Bureau of Labor Statistics, released September 2022.

(f) Source: City of Loveland Sales Revenue Division

(g) Source: City of Loveland Sales Revenue Division

(h) Estimate of the percentage of retail sales purchases by Centerra residents occurring within Loveland.

(i) Estimate of the percentage of the Loveland Purchase Factor by Centerra residents occurring outside of Centerra.

**Table 7**  
**Centerra**  
**Commercial Sales Tax**

<b>Assumptions</b>	
Retail Sales per Sq. Ft. (a)	233
Retail Sales Tax Rate (b)	0.03
Percent Taxable (b)	100%
Retail Occupancy Rate (c)	0.957

<b>Commercial Sales Outside Metro District</b>	
Cumulative Retail Sq. Ft. Outside LURA (d)	366,910
Cumulative Retail Sq. Ft. Inside LURA (d)	6,054
Occupancy Rate	95.7%
Occupied Retail Sq. Ft.	356,927
Sales per Sq. Ft.	\$ 233
Retails Sales Revenue	\$ 83,163,886
Retail Sales Tax Rate Outside LURA (e)	3.00%
Retail Sales Tax Rate less Sales Tax Credit (f)	1.75%
<b>Commercial Retail Sales Tax Outside Metro District</b>	<b>\$ 2,478,042</b>

<b>Commercial Retail Sales Inside Metro District (g)</b>	
Promenade Shops	\$ 2,100,710
Centerra Marketplace within Metro District	1,923,160
<b>Commercial Retail Inside Metro District Total</b>	<b>\$ 4,023,870</b>

<b>Hotel Sales and Lodging Taxes</b>	
Hotel Rates (2022)	
Average Room Rate	\$ 148.00
Average Occupancy Rate	72.9%
Annual Room Revenue including vacancy	\$ 39,381
Average Room Sq. Ft. including Common Areas	500
Annual Rental Rate per Sq. Ft. including Common Areas	\$ 78.76
Hotel	158,938
Annual Room Revenue	\$ 12,518,144
Hotel Sales and Lodging Taxes	4.750%
<b>Hotel Rental Rate Sales Tax Total</b>	<b>\$ 594,612</b>

<b>Total Commercial Sales Taxes</b>	<b>\$ 7,096,524</b>
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Footnotes:

(a) Per Developer

(b) Per the City of Loveland Sales Revenue Division.

(d) Reflection of 4.3% vacancy rate in CBRE Northern Colorado H1, 2022 Market Report.

(d) Per the August 19, 2022 Land Use provided by Developer.

(e) Represents tax rate received by City for all sales tax generating commercial uses outside of LURA.

(f) Equivalent to the 3.00% sales tax rate less the 1.25% credit applied to property inside of the Commercial Area over the PIF Term from 1/20/2004 through 1/20/2009.

(g) Per City of Loveland Sales Tax Reports for December 2022 YTD. Represents actual City sales taxes from the two Centerra GEO areas within the Metro District.

**Table 8**  
**Centerra**  
**Recurring Revenues**

Revenue Category	City FY 2022/23 Budget	Adjustment	Adjusted Budget	Multiplier	Factor (m)	Project Equivalent Persons	Project Revenues
Property Tax (a)	\$ 13,439,898	0%	\$ -	Per Capita and 50% Employee	\$ -	12,160	\$ -
Sales Tax (b)	60,053,544	0%	-	Per Capita and 50% Employee	-	12,160	-
Use Tax (c)	7,378,759	0%	-	Per Capita and 50% Employee	-	12,160	-
Other Tax (d)	3,583,350	100%	3,583,350	Per Capita and 50% Employee	29.73	12,160	361,562
Licenses and Permits (e)	3,168,801	100%	3,168,801	Per Capita and 50% Employee	26.29	12,160	319,734
Fines and Penalties (f)	968,010	100%	968,010	Per Capita and 50% Employee	8.03	12,160	97,673
Intergovernmental (g)	1,021,734	0%	-	Per Capita and 50% Employee	-	12,160	-
Charges for Service (h)	4,586,429	100%	4,586,429	Per Capita and 50% Employee	38.06	12,160	462,773
Cost Allocations (Non-General Fund) (i)	9,234,928	0%	-	Per Capita and 50% Employee	-	12,160	-
Interest (j)	500,000	0%	-	Per Capita and 50% Employee	-	12,160	-
Payment in Lieu of Taxes (PILT) (k)	10,229,190	100%	10,229,190	Per Capita and 50% Employee	84.88	12,160	1,032,131
Miscellaneous (l)	959,036	0%	-	Per Capita and 50% Employee	-	12,160	-
<b>Total</b>	<b>\$ 115,123,679</b>						<b>\$ 2,273,873</b>

Footnotes:

- (a) Property tax revenue is derived from the Larimer County assessed valuation and the City's mill levy of 9.564.
- (b) Sales tax is the largest source of Loveland's General Fund revenue. The current City sales tax rate is 3.00%.
- (c) Loveland's Use tax rate is 3.00%. This tax only applies to building materials and motor vehicles.
- (d) Other tax includes Specific Ownership Tax, Cigarette Tax, Gas and Cable Franchise Taxes, and Telephone Business and Occupation Tax. Analysis assumes Cigarette tax accounts for 20% of Other Taxes.
- (e) The City receives revenues from the issuance of licenses and permits such as development construction permits, liquor licenses, and special events permits.
- (f) The City received revenues from fines and penalties for violations of code.
- (g) Intergovernmental revenues are received from other governmental agencies. The two largest sources are the State Highway User Tax Fund (HUTF) revenue sharing and Federal Transit Authority (FTA) operating grants.
- (h) The City collects charges for access to services provided by the City (Utilities, Parks & Rec, Cultural Services, etc.) and internal service charges which are costs paid by one department to another for services rendered.
- (i) Cost allocating is the process of identifying, aggregating, and assigning City internal administrative services' direct and indirect costs to other City departments. Internal administrative services include Finance, Information Technology, Human Resources, and Facilities Maintenance.
- (j) The cash balances in all funds are invested in interest-bearing investments of maturities appropriate to the projected cash requirements of the funds.
- (k) Represents an estimate of the amount of taxes that would be chargeable to a utility if owned privately. PILT is paid by the Power, Stormwater, Water, Wastewater, Raw Water, and Solid Waste Enterprise Funds to the General Fund. These utilities make payments at a rate of 7% of total operating revenues for each Enterprise Fund.
- (l) These revenues do not belong to any of the above revenue categories. Examples include donations, contributions, proceeds on the sale of assets, and rental income.
- (l) Assumes an Equivalent Residents population for the City of 120,514 based on a Per Capita + 50% Employees calculation using population and unemployment data presented on page 12 "General Information" and page 13 "Scope of Services" in the 2023 Recommended Budget.



**Table 9**  
**Centerra**  
**General Fund Recurring Expenditures**

Loveland Department Description	City FY 2022/23 Budget	Adjustment	Total Applicable	Multiplier	Factor	Project Equivalent	Total Anticipated Expenditures
Legislative	\$ 134,764	50%	\$ 67,382	Per Capita and 50% Employee	0.56	12,160	\$ 6,799
City Manager (CMO)	3,718,413	50%	1,859,207	Per Capita and 50% Employee	15.43	12,160	187,595
City Attorney's Office (CAO)	1,683,589	50%	841,795	Per Capita and 50% Employee	6.99	12,160	84,938
Municipal Court	972,778	100%	972,778	Per Capita and 50% Employee	8.07	12,160	98,154
City Clerk	931,400	50%	465,700	Per Capita and 50% Employee	3.86	12,160	46,989
Cultural Services	2,232,144	50%	1,116,072	Per Capita and 50% Employee	9.26	12,160	112,612
Development Services	3,476,709	100%	3,476,709	Per Capita and 50% Employee	28.85	12,160	350,802
Economic Development	1,123,578	100%	1,123,578	Per Capita and 50% Employee	9.32	12,160	113,370
Finance	8,144,203	50%	4,072,102	Per Capita and 50% Employee	33.79	12,160	410,877
Human Resources	1,959,600	50%	979,800	Per Capita and 50% Employee	8.13	12,160	98,862
Information Technology	5,950,621	50%	2,975,311	Per Capita and 50% Employee	24.69	12,160	300,211
Library	3,815,247	50%	1,907,624	Per Capita and 50% Employee	15.83	12,160	192,480
Parks & Recreation	14,364,461	100%	14,364,461	Per Capita and 50% Employee	119.19	12,160	1,449,382
Police	30,887,341	100%	30,887,341	Per Capita and 50% Employee	256.30	12,160	3,116,550
Public Works	6,223,258	100%	6,223,258	Per Capita and 50% Employee	51.64	12,160	627,930
Contribtuion to Outside Agencies	17,533,226	100%	17,533,226	Per Capita and 50% Employee	145.49	12,160	1,769,113
<b>Total</b>	<b>\$ 103,151,332</b>		<b>\$ 88,866,342</b>				<b>\$ 8,966,665</b>



To: Centerra Metropolitan District Board of Directors  
 From: Pinnacle Consulting Group, Inc.  
 Subject: District Capital Infrastructure Project Report  
 Board Meeting Date: April 20, 2023

## **BIDDING**

1. Myers Group 5<sup>th</sup> Subdivision Landscaping (CFS #5)
  - The scope includes landscaping and irrigation along Byrd Drive, Precision Drive, and I-25 Frontage.
  - The pre-bid meeting took place on February 3, 2023 and the bid opening on February 27, 2023. A bid summary will be presented at the April 20, 2023 board meeting.
2. Precision on the Tracks (CFS #17)
  - The scope includes landscaping, irrigation, and concrete sidewalks adjacent to Byrd Drive and Precision Drive.
  - The pre-bid meeting took place on February 3, 2023 and the bid opening on February 27, 2023. A bid summary will be presented at the April 20, 2023 board meeting.
3. Myers Subdivision Landscaping and Sidewalk (CFS #18)
  - The scope includes landscaping, irrigation, and concrete sidewalks adjacent to Precision Drive.
  - The pre-bid meeting took place on February 3, 2023 and the bid opening on February 27, 2023. A bid summary will be presented at the April 20, 2023 board meeting.
4. Kendall Parkway Underpass/Bus Stop Enhancements (CFS #13)
  - The scope includes enhancements to the pedestrian tunnel, landscaping, and irrigation at the mobility hub at Kendall Parkway and I-25.
  - The pre-bid meeting took place on April 11, 2023 with the bid opening scheduled for May 2, 2023. A bid summary will be presented at the May 18, 2023 board meeting.

## **CONSTRUCTION**

5. Centerra Parcel 301 Public Landscaping (CFS #9)
  - The scope includes landscaping and irrigation adjacent to 15<sup>th</sup> Street and Highway 34.
  - Waterwise Land and Waterscapes has completed all scopes of work except for the installation of the sod in the tree lawn along 15<sup>th</sup> Street which will be installed in the spring of 2023. An initial acceptance walk will be scheduled once the sod has been installed.
6. Parcel 504 Phase 2 Public Infrastructure (CFS #10)
  - The scope includes water, storm sewer, and roadway improvements to Hopper Lane, Kendall Parkway and Sky Pond Drive.
  - An initial acceptance walk-through with the City of Loveland and Connell Resources took place on March 3, 2023. Connell is working on correction of the punch list items and initial acceptance will be requested once complete.

Loveland  
 550 W. Eisenhower Blvd  
 Loveland, CO 80537  
 (970) 669.3611

Denver  
 6950 E. Belleview Ave, Suite 200  
 Greenwood Village, CO 80111  
 (303) 333.4380



7. Parcel 504 Phase 2 Public Landscaping (CFS #10)
  - The scope includes landscaping and irrigation on Sky Pond Drive, Kendall Parkway, and the Central Green.
  - Bath, Inc. has started construction of the irrigation along Kendall Parkway with completion anticipated in the summer of 2023.

## **WARRANTY**

8. Boyd Lake Avenue South Landscaping (CFS #7)
  - Landscape warranty expires on September 9, 2023. A final acceptance walkthrough will be coordinated in August of 2023.
9. Kendall Parkway and Boyd Lake Avenue Landscaping (CFS #15)
  - Landscape warranty expires on September 21, 2023. A final acceptance walkthrough will be coordinated in August of 2023.
10. Parcel 301 Public Infrastructure (CFS #9)
  - City streets/storm warranty period expires on January 7, 2024. Final acceptance will be requested in December 2023.
  - City water/sewer warranty period expires on July 29, 2024. Final acceptance will be requested in June of 2024.
11. Boyd Lake Avenue South (Hwy 34 to GLIC) (CFS #7)
  - City streets/storm warranty period expires on December 23, 2022. A final acceptance walk took place on November 4, 2022, and punch list items were identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion.
  - City water/sewer warranty period expires on March 18, 2023. Final acceptance has been requested.
12. Savanna 5<sup>th</sup> Subdivision Public Infrastructure (CFS #6)
  - City streets/storm warranty period expires on December 4, 2022. A final acceptance walk took place on November 4, 2022, and punch list items were identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion.
  - City water/sewer warranty period expires on January 4, 2023. Final acceptance has been requested.
13. Northwest Arterial Roadways Ph 2 Public Infrastructure (CFS #4)
  - City streets/storm warranty period expired on September 15, 2022. A final acceptance walk took place on November 16, 2022, and punch list items were identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion
  - City water/sewer final acceptance was received on October 12, 2022.
14. Parcel 504 Public Infrastructure (CFS #3)
  - City streets/storm final acceptance was received on March 3, 2023.
  - City water/sewer final acceptance was received on July 20, 2021.
15. Savanna 2nd/Kendall Parkway Phase 2 (Mainstreet to Rocky Mountain Ave) Public Improvements (CFS #2)

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- A final acceptance walk with the City of Loveland for streets/storm has taken place and punch list item have been identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion.

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 **PINNACLE**  
CONSULTING GROUP, INC.  
Boyd Lake Avenue South Landscaping



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(970) 669.3611

**Denver**  
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Greenwood Village, CO 80111  
(303) 333.4380





# PINNACLE

CONSULTING GROUP, INC.

## Boyd Lake Avenue and Kendall Parkway Landscaping



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**Denver**  
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 **PINNACLE**  
CONSULTING GROUP, INC.  
Centerra Parcel 301



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**Denver**  
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Greenwood Village, CO 80111  
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## APPLICATION FOR EXEMPTION FROM AUDIT

## LONG FORM

FOR LOCAL GOVERNMENTS WITH EITHER REVENUES OR EXPENDITURES **MORE THAN \$100,000 BUT NOT MORE THAN \$750,000**

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 for the year.

If your local government has either revenues or expenditures of LESS than \$100,000, use the **SHORT FORM**.

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) for approval.

Any preparer of an Application for Exemption from Audit must be an independent accountant with knowledge of 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.

**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 THIS ADDRESS:

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 of 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 understand the new Electronic Signature Policy? See new [here](#) policy
- or--
- 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.)
- 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?

Checkout our new [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.

[OSA LG Web Portal](#)

## FILING METHODS

## NEW METHOD!

**WEB PORTAL:** Register and submit your Applications at our new 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

**QUESTIONS?** Email: [osa.lg@coleg.gov](mailto: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 -- A Budget to GAAP reconciliation is provided in Part 3

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  
LONG FORM**

NAME OF GOVERNMENT	Centerra Metropolitan District No. 2
ADDRESS	c/o Pinnacle Consulting Group, Inc. 550 W. Eisenhower Blvd. Loveland, CO 80537
CONTACT PERSON	Brendan Campbell, CPA
PHONE	(970)669-3611
EMAIL	brendanc@pcgi.com

For the Year Ended  
12/31/2022  
or fiscal year ended:

**CERTIFICATION OF PREPARER**

I certify that I am an independent accountant with knowledge of governmental accounting and that the information in the Application is complete and accurate to the best of my knowledge. I am aware that the Audit Law requires that a person independent of the entity complete the application if revenues or expenditure are at least \$100,000 but not more than \$750,000, and that independent means someone who is separate from the entity.

NAME:	Brendan Campbell, CPA
TITLE	District Accountant
FIRM NAME (if applicable)	Pinnacle Consulting Group, Inc,
ADDRESS	550 W. Eisenhower Blvd., Loveland, CO 80537
PHONE	(970)669-3611
DATE PREPARED	2/22/2023
RELATIONSHIP TO ENTITY	District Accountant

**PREPARER (SIGNATURE REQUIRED)**



Has the entity filed for, or has the district filed, a Title 32, Article 1 Special District Notice of Inactive Status 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	NO	If Yes, date filed:
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET**

\* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Please use this space to provide explanation of any items on this page

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds	
		General Fund	Fund*		Fund*	Fund*
<b>Assets</b>				<b>Assets</b>		
1-1	Cash & Cash Equivalents	\$ -	\$ -	Cash & Cash Equivalents	\$ -	\$ -
1-2	Investments	\$ -	\$ -	Investments	\$ -	\$ -
1-3	Receivables	\$ 35,038	\$ -	Receivables	\$ -	\$ -
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$ -
1-5	Property Tax Receivable	\$ 148,473	\$ -	Other Current Assets [specify...]	\$ -	\$ -
	All Other Assets [specify...]					
1-6	Lease Receivable (as Lessor)	\$ -	\$ -			
1-7		\$ -	\$ -	<b>Total Current Assets</b>	\$ -	\$ -
1-8		\$ -	\$ -	Capital & Right to Use Assets, net (from Part 6-4)	\$ -	\$ -
1-9		\$ -	\$ -	Other Long Term Assets [specify...]	\$ -	\$ -
1-10		\$ -	\$ -		\$ -	\$ -
1-11	(add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>	\$ 183,511	\$ -	(add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>	\$ -	\$ -
<b>Deferred Outflows of Resources:</b>				<b>Deferred Outflows of Resources</b>		
1-12	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -
1-13	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -
1-14	(add lines 1-12 through 1-13) <b>TOTAL DEFERRED OUTFLOWS</b>	\$ -	\$ -	(add lines 1-12 through 1-13) <b>TOTAL DEFERRED OUTFLOWS</b>	\$ -	\$ -
1-15	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ 183,511	\$ -	<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	\$ -	\$ -
<b>Liabilities</b>				<b>Liabilities</b>		
1-16	Accounts Payable	\$ -	\$ -	Accounts Payable	\$ -	\$ -
1-17	Accrued Payroll and Related Liabilities	\$ -	\$ -	Accrued Payroll and Related Liabilities	\$ -	\$ -
1-18	Unearned Property Tax Revenue	\$ -	\$ -	Accrued Interest Payable	\$ -	\$ -
1-19	Due to Other Entities or Funds	\$ -	\$ -	Due to Other Entities or Funds	\$ -	\$ -
1-20	All Other Current Liabilities	\$ 35,038	\$ -	All Other Current Liabilities	\$ -	\$ -
1-21	(add lines 1-16 through 1-20) <b>TOTAL CURRENT LIABILITIES</b>	\$ 35,038	\$ -	(add lines 1-16 through 1-20) <b>TOTAL CURRENT LIABILITIES</b>	\$ -	\$ -
1-22	All Other Liabilities [specify...]	\$ -	\$ -	Proprietary Debt Outstanding (from Part 4-4)	\$ -	\$ -
1-23		\$ -	\$ -	Other Liabilities [specify...]:	\$ -	\$ -
1-24		\$ -	\$ -		\$ -	\$ -
1-25		\$ -	\$ -		\$ -	\$ -
1-26		\$ -	\$ -		\$ -	\$ -
1-27	(add lines 1-21 through 1-26) <b>TOTAL LIABILITIES</b>	\$ 35,038	\$ -	(add lines 1-21 through 1-26) <b>TOTAL LIABILITIES</b>	\$ -	\$ -
<b>Deferred Inflows of Resources:</b>				<b>Deferred Inflows of Resources</b>		
1-28	Deferred Property Taxes	\$ 148,473	\$ -	Pension/OPEB Related	\$ -	\$ -
1-29	Lease related (as lessor)	\$ -	\$ -	Other [specify...]	\$ -	\$ -
1-30	(add lines 1-28 through 1-29) <b>TOTAL DEFERRED INFLOWS</b>	\$ 148,473	\$ -	(add lines 1-28 through 1-29) <b>TOTAL DEFERRED INFLOWS</b>	\$ -	\$ -
<b>Fund Balance</b>				<b>Net Position</b>		
1-31	Nonspendable Prepaid	\$ -	\$ -	Net Investment in Capital Assets	\$ -	\$ -
1-32	Nonspendable Inventory	\$ -	\$ -			
1-33	Restricted [specify...]	\$ -	\$ -	Emergency Reserves	\$ -	\$ -
1-34	Committed [specify...]	\$ -	\$ -	Other Designations/Reserves	\$ -	\$ -
1-35	Assigned [specify...]	\$ -	\$ -	Restricted	\$ -	\$ -
1-36	Unassigned:	\$ -	\$ -	Undesignated/Unreserved/Unrestricted	\$ -	\$ -
1-37	Add lines 1-31 through 1-36 This total should be the same as line 3-33 <b>TOTAL FUND BALANCE</b>	\$ -	\$ -	Add lines 1-31 through 1-36 This total should be the same as line 3-33 <b>TOTAL NET POSITION</b>	\$ -	\$ -
1-38	Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 <b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE</b>	\$ 183,511	\$ -	Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 <b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b>	\$ -	\$ -



**PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES**

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General Fund	Fund*		Fund*	Fund*	
<b>Tax Revenue</b>				<b>Tax Revenue</b>			
2-1	Property [include mills levied in Question 10-6]	\$ 124,240	\$ -	Property [include mills levied in Question 10-6]	\$ -	\$ -	
2-2	Specific Ownership	\$ 486,410	\$ -	Specific Ownership	\$ -	\$ -	
2-3	Sales and Use Tax	\$ -	\$ -	Sales and Use Tax	\$ -	\$ -	
2-4	Other Tax Revenue [specify...]:	\$ -	\$ -	Other Tax Revenue [specify...]:	\$ -	\$ -	
2-5		\$ -	\$ -		\$ -	\$ -	
2-6		\$ -	\$ -		\$ -	\$ -	
2-7		\$ -	\$ -		\$ -	\$ -	
2-8	<b>Add lines 2-1 through 2-7 TOTAL TAX REVENUE</b>	\$ 610,650	\$ -	<b>Add lines 2-1 through 2-7 TOTAL TAX REVENUE</b>	\$ -	\$ -	
2-9	Licenses and Permits	\$ -	\$ -	Licenses and Permits	\$ -	\$ -	
2-10	Highway Users Tax Funds (HUTF)	\$ -	\$ -	Highway Users Tax Funds (HUTF)	\$ -	\$ -	
2-11	Conservation Trust Funds (Lottery)	\$ -	\$ -	Conservation Trust Funds (Lottery)	\$ -	\$ -	
2-12	Community Development Block Grant	\$ -	\$ -	Community Development Block Grant	\$ -	\$ -	
2-13	Fire & Police Pension	\$ -	\$ -	Fire & Police Pension	\$ -	\$ -	
2-14	Grants	\$ -	\$ -	Grants	\$ -	\$ -	
2-15	Donations	\$ -	\$ -	Donations	\$ -	\$ -	
2-16	Charges for Sales and Services	\$ -	\$ -	Charges for Sales and Services	\$ -	\$ -	
2-17	Rental Income	\$ -	\$ -	Rental Income	\$ -	\$ -	
2-18	Fines and Forfeits	\$ -	\$ -	Fines and Forfeits	\$ -	\$ -	
2-19	Interest/Investment Income	\$ -	\$ -	Interest/Investment Income	\$ -	\$ -	
2-20	Tap Fees	\$ -	\$ -	Tap Fees	\$ -	\$ -	
2-21	Proceeds from Sale of Capital Assets	\$ -	\$ -	Proceeds from Sale of Capital Assets	\$ -	\$ -	
2-22	All Other [specify...]:	\$ -	\$ -	All Other [specify...]:	\$ -	\$ -	
2-23		\$ -	\$ -		\$ -	\$ -	
2-24	<b>Add lines 2-8 through 2-23 TOTAL REVENUES</b>	\$ 610,650	\$ -	<b>Add lines 2-8 through 2-23 TOTAL REVENUES</b>	\$ -	\$ -	
<b>Other Financing Sources</b>				<b>Other Financing Sources</b>			
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	\$ -	
2-26	Lease Proceeds	\$ -	\$ -	Lease Proceeds	\$ -	\$ -	
2-27	Developer Advances	\$ -	\$ -	Developer Advances	\$ -	\$ -	
2-28	Other [specify...]:	\$ -	\$ -	Other [specify...]:	\$ -	\$ -	
2-29	<b>Add lines 2-25 through 2-28 TOTAL OTHER FINANCING SOURCES</b>	\$ -	\$ -	<b>Add lines 2-25 through 2-28 TOTAL OTHER FINANCING SOURCES</b>	\$ -	\$ -	<b>GRAND TOTALS</b>
2-30	<b>Add lines 2-24 and 2-29 TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	\$ 610,650	\$ -	<b>Add lines 2-24 and 2-29 TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	\$ -	\$ -	\$ 610,650

IF GRAND TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

**PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES/EXPENSES**

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General Fund	Fund*		Fund*	Fund*	
	<b>Expenditures</b>			<b>Expenses</b>			
3-1	General Government	\$ -	\$ -	General Operating & Administrative	\$ -	\$ -	
3-2	Judicial	\$ -	\$ -	Salaries	\$ -	\$ -	
3-3	Law Enforcement	\$ -	\$ -	Payroll Taxes	\$ -	\$ -	
3-4	Fire	\$ -	\$ -	Contract Services	\$ -	\$ -	
3-5	Highways & Streets	\$ -	\$ -	Employee Benefits	\$ -	\$ -	
3-6	Solid Waste	\$ -	\$ -	Insurance	\$ -	\$ -	
3-7	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	Accounting and Legal Fees	\$ -	\$ -	
3-8	Health	\$ -	\$ -	Repair and Maintenance	\$ -	\$ -	
3-9	Culture and Recreation	\$ -	\$ -	Supplies	\$ -	\$ -	
3-10	Transfers to other districts	\$ 581,914	\$ -	Utilities	\$ -	\$ -	
3-11	Other [specify...]: Treasurer's Fees	\$ 2,096	\$ -	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	
3-12		\$ -	\$ -	Other [specify...]	\$ -	\$ -	
3-13		\$ -	\$ -		\$ -	\$ -	
3-14	Capital Outlay	\$ -	\$ -	Capital Outlay	\$ -	\$ -	
	Debt Service			Debt Service			
3-15	Principal (should match amount in 4-4)	\$ -	\$ -	Principal (should match amount in 4-4)	\$ -	\$ -	
3-16	Interest	\$ -	\$ -	Interest	\$ -	\$ -	
3-17	Bond Issuance Costs	\$ -	\$ -	Bond Issuance Costs	\$ -	\$ -	
3-18	Developer Principal Repayments	\$ -	\$ -	Developer Principal Repayments	\$ -	\$ -	
3-19	Developer Interest Repayments	\$ -	\$ -	Developer Interest Repayments	\$ -	\$ -	
3-20	All Other [specify...]:	\$ 26,640	\$ -	All Other [specify...]:	\$ -	\$ -	
3-21		\$ -	\$ -		\$ -	\$ -	
3-22	<b>Add lines 3-1 through 3-21</b> <b>TOTAL EXPENDITURES</b>	\$ 610,650	\$ -	<b>Add lines 3-1 through 3-21</b> <b>TOTAL EXPENSES</b>	\$ -	\$ -	<b>GRAND TOTAL</b> \$ 610,650
3-23	Interfund Transfers (In)	\$ -	\$ -	Net Interfund Transfers (In) Out	\$ -	\$ -	
3-24	Interfund Transfers Out	\$ -	\$ -	Other [specify...][enter negative for expense]	\$ -	\$ -	
3-25	Other Expenditures (Revenues):	\$ -	\$ -	Depreciation/Amortization	\$ -	\$ -	
3-26		\$ -	\$ -	Other Financing Sources (Uses) (from line 2-28)	\$ -	\$ -	
3-27		\$ -	\$ -	Capital Outlay (from line 3-14)	\$ -	\$ -	
3-28		\$ -	\$ -	Debt Principal (from line 3-15, 3-18)	\$ -	\$ -	
3-29	<b>(Add lines 3-23 through 3-28)</b> <b>TOTAL</b> <b>TRANSFERS AND OTHER EXPENDITURES</b>	\$ -	\$ -	<b>(Line 3-27, plus line 3-28, less line 3-26, less line 3-25,</b> <b>plus line 3-24) TOTAL GAAP RECONCILING ITEMS</b>	\$ -	\$ -	
3-30	Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures Line 2-29, less line 3-22, less line 3-29	\$ -	\$ -	Net Increase (Decrease) in Net Position Line 2-29, less line 3-22, plus line 3-29, less line 3-23	\$ -	\$ -	
3-31	Fund Balance, January 1 from December 31 prior year report	\$ -	\$ -	Net Position, January 1 from December 31 prior year report	\$ -	\$ -	
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	Prior Period Adjustment (MUST explain)	\$ -	\$ -	
3-33	Fund Balance, December 31 Sum of Lines 3-30, 3-31, and 3-32 This total should be the same as line 1-37.	\$ -	\$ -	Net Position, December 31 Sum of Lines 3-30, 3-31, and 3-32 This total should be the same as line 1-37.	\$ -	\$ -	

IF GRAND TOTAL EXPENDITURES for all funds (Line 3-22) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.



### PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.

YES                      NO

Please use this space to provide any explanations or comments:

4-1 Does the entity have outstanding debt?  YES       NO

4-2 Is the debt repayment schedule attached? If no, MUST explain:  YES       NO

4-3 Is the entity current in its debt service payments? If no, MUST explain:  YES       NO

4-4 Please complete the following debt schedule, if applicable: (please only include principal amounts)

	Outstanding at beginning of year*	Issued during year	Retired during year	Outstanding at year-end
General obligation bonds	\$ -	\$ -	\$ -	\$ -
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Lease Liabilities	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify):	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*must agree 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 [Section 29-1-605(2) C.R.S.]?  YES       NO

If yes: How much? \$ 5,287,890,599

If yes: Date the debt was authorized: 5/4/2004

4-6 Does the entity intend to issue debt within the next calendar year?  YES       NO

If yes: How much? \$ -

4-7 Does the entity have debt that has been refinanced that it is still responsible for?  YES       NO

If yes: What is the amount outstanding? \$ -

4-8 Does the entity have any lease agreements?  YES       NO

If yes: What is being leased?

If yes: What is the original date of the lease?

If yes: Number of years of lease?

If yes: Is the lease subject to annual appropriation?  YES       NO

If yes: What are the annual lease payments? \$ -

### PART 5 - CASH AND INVESTMENTS

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

AMOUNT                      TOTAL

Please use this space to provide any explanations or comments:

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):

	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
<b>TOTAL INVESTMENTS</b>		<b>\$ -</b>	
<b>TOTAL CASH AND INVESTMENTS</b>		<b>\$ -</b>	

Please answer the following question by marking in the appropriate box

YES                      NO                      N/A

5-4 Are the entity's Investments legal in accordance with Section 24-75-601, et. seq., C.R.S.?  YES       NO       N/A

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.)? If no, MUST explain:  YES       NO       N/A

**PART 6 - CAPITAL AND RIGHT-TO-USE ASSETS**

Please answer the following question by marking in the appropriate box

YES NO

Please use this space to provide any explanations or comments:

- 6-1 Does the entity have capitalized 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

MUST explain:

6-3 Complete the following Capital & Right-To-Use Assets table for GOVERNMENTAL FUNDS:

	Balance - beginning of the year <sup>1</sup>	Additions <sup>2</sup>	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Intangible Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Amortization Right to Use Leased Assets (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -

6-4 Complete the following Capital & Right-To-Use Assets table for PROPRIETARY FUNDS:

	Balance - beginning of the year <sup>1</sup>	Additions	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Intangible Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Amortization Right to Use Leased Assets (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -

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

**PART 7 - PENSION INFORMATION**

YES NO

Please use this space to provide any explanations or comments:

- 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.):	\$ -

**TOTAL** \$ -

What is the monthly benefit paid for 20 years of service per retiree as of Jan 1? \$ -



**PART 8 - BUDGET INFORMATION**

Please answer the following question by marking in the appropriate box

	YES	NO	N/A	Please use this space to provide any explanations or comments:
8-1 Did the entity file a current year budget with the Department of Local Affairs, 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

Governmental/Proprietary Fund Name	Total Appropriations By Fund
General Fund	\$ 654,242
	\$ -
	\$ -
	\$ -

**PART 9 - TAX PAYER'S BILL OF RIGHTS (TABOR)**

Please answer the following question by marking in the appropriate box

	YES	NO	Please use this space to provide any explanations or comments:
9-1 Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]? <small>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.</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**PART 10 - GENERAL INFORMATION**

Please answer the following question by marking in the appropriate box

	YES	NO	Please use this space to provide any explanations or comments:
10-1 Is this application for a newly formed governmental entity? If yes: Date of formation: <input type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10-2 Has the entity changed its name in the past or current year? If Yes: NEW name <input type="text"/> PRIOR name <input type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10-3 Is the entity a metropolitan district?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10-4 Please indicate what services the entity provides: <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10-5 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: <input type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10-6 Does the entity have a certified mill levy? If yes: Please provide the number of mills levied for the year reported (do not enter \$ amounts):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Bond Redemption mills	34.214
General/Other mills	17.986
<b>Total mills</b>	<b>52.200</b>

Please use this space to provide any additional explanations or comments not previously included:

**OSA USE ONLY**

Entity Wide:		General Fund		Governmental Funds		Notes
Unrestricted Cash & Investments	\$ -	Unrestricted Fund Balan	\$ -	Total Tax Revenue	\$ 610,650	
Current Liabilities	\$ 35,038	Total Fund Balance	\$ -	Revenue Paying Debt Service	\$ -	
Deferred Inflow	\$ 148,473	PY Fund Balance	\$ -	Total Revenue	\$ 610,650	
		Total Revenue	\$ 610,650	Total Debt Service Principal	\$ -	
		Total Expenditures	\$ 610,650	Total Debt Service Interest	\$ -	
		Interfund In	\$ -			
		Interfund Out	\$ -	<b>Enterprise Funds</b>		
<b>Governmental</b>		<b>Proprietary</b>		Net Position	\$ -	
Total Cash & Investments	\$ -	- Current Assets	\$ -	- PY Net Position	\$ -	
Transfers In	\$ -	Deferred Outflow	\$ 124,240	<b>Government-Wide</b>		
Transfers Out	\$ -	- Current Liabilities	\$ -	- Total Outstanding Debt	\$ -	
Property Tax	\$ 124,240	Deferred Inflow	\$ -	- Authorized but Unissued	\$ 5,287,890,599	
Debt Service Principal	\$ -	Cash & Investments	\$ -	- Year Authorized	\$ 5/4/2004	
Total Expenditures	\$ 610,650	Principal Expense	\$ -			
Total Developer Advances	\$ -					
Total Developer Repayments	\$ -					



**PART 12 - 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?



**Office of the State Auditor — Local Government Division - Exemption Form Electronic Signatures Policy and Procedures**

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.

Below is the certification and approval of the governing body. By signing, each individual member is certifying they are a duly elected or appointed officer of the local government. Governing members may be verified. Also by signing, the individual member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-604, C.R.S., which states that a governmental agency with revenue and expenditures of \$750,000 or less must have an application prepared by an independent accountant with knowledge of governmental accounting; completed to the best of their knowledge and is accurate and true. Use additional pages if needed.

Print the names of ALL members of the governing body below.

A MAJORITY of the members of the governing body must complete and sign in the column below.

1	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
	Kim Perry	Signed <u>Kim Perry</u> Date: <u>3/14/2023   14:30:05 MDT</u> My term Expires: <u>May 2025</u>
2	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
	David Spaeth	Signed <u>David Spaeth</u> Date: <u>3/21/2023   16:57:25 MDT</u> My term Expires: <u>May 2023</u>
3	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
	Josh Kane	Signed <u>Josh Kane</u> Date: <u>3/14/2023   16:35:07 MDT</u> My term Expires: <u>May 2025</u>
4	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
	Abby Kirkbride	Signed <u>Abby Kirkbride</u> Date: <u>3/27/2023   17:09:42 MDT</u> My term Expires: <u>May 2023</u>
5	Full Name	I, _____, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.
	Tim DePeder	Signed <u>Tim DePeder</u> Date: <u>3/14/2023   13:45:07 MDT</u> My term Expires: <u>May 2025</u>
6	Full Name	I, _____, attest that 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: _____
7	Full Name	I, _____, attest that 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: _____

## 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.

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

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APPLICATIONS SUBMITTED ON FORMS OTHER THAN THOSE PRESCRIBED BY THE OSA WILL NOT BE ACCEPTED.

FOR YOUR REFERENCE, COLORADO REVISED STATUTES CAN BE FOUND AT:

<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?
- 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 understand the new Electronic Signature Policy? See new policy -> [here](#)
  - 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.)
- 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?

## FILING METHODS

**NEW METHOD!** Register and submit your Applications at our new portal!

**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

**QUESTIONS?** Email: [osa.lg@coleg.gov](mailto: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	Centerra Metropolitan District No. 3 c/o Pinnacle Consulting Group, Inc. 550 W. Eisenhower Blvd. Loveland, CO 80537	For the Year Ended 12/31/22 or fiscal year ended:
CONTACT PERSON	Brendan Campbell, CPA	
PHONE	(970)669-3611	
EMAIL	brendanc@pcgi.com	

### 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:	Brendan Campbell, CPA
TITLE	District Accountant
FIRM NAME (if applicable)	Pinnacle Consulting Group, Inc.
ADDRESS	550 W. Eisenhower Blvd., Loveland, CO 80537
PHONE	(970)669-3611
DATE PREPARED	2/22/2023

#### PREPARER (SIGNATURE REQUIRED)

Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types	<b>GOVERNMENTAL</b> (MODIFIED ACCRUAL BASIS)	<b>PROPRIETARY</b> (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	
2-1	Taxes: Property (report mills levied in Question 10-6)	\$ 220	Please use this space to provide any necessary explanations
2-2	Specific ownership	\$ 17	
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) <b>TOTAL REVENUE</b>	\$ 237	

## 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	
3-1	Administrative	\$ 233	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 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): Treasurer's Fees	\$ 4	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) <b>TOTAL EXPENDITURES/EXPENSES</b>	\$ 237	

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)	Outstanding at end of prior year*	Issued during year
General obligation bonds	\$ -	\$ -
Revenue bonds	\$ -	\$ -
Notes/Loans	\$ -	\$ -
Lease Liabilities	\$ -	\$ -
Developer Advances	\$ -	\$ -
Other (specify):	\$ -	\$ -
<b>TOTAL</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;">\$ 137,890,598.59</span>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Date the debt was authorized: <span style="float: right; border: 1px solid black; padding: 2px;">5/4/2004</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? What is the original date of the lease? Number of years of lease? Is the lease subject to annual appropriation? What are the annual lease payments? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please use this space to provide any explanations or comments:

## PART 5 - CASH AND INVESTMENTS

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

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

Please answer the following questions by marking in the appropriate boxes

	Yes	No	N/A
5-4 Are the entity's Investments legal in accordance with Section 24-75-601, et seq., C.R.S.?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5-5 Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section 11-10.5-101, et seq. C.R.S.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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



## PART 6 - CAPITAL 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?  Yes  No
- 6-2 Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.,? If no, MUST explain:  Yes  No

6-3 Complete the following capital & right-to-use 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)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation/Amortization (Please enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<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 Fund	\$ 339

## 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)]?  Yes                       No
- 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?  Yes                       No
- If yes: Date of formation:
- 10-2** Has the entity changed its name in the past or current year?  Yes                       No

If yes: Please list the NEW name & PRIOR name:

- 10-3** Is the entity a metropolitan district?  Yes                       No
- Please indicate what services the entity provides:

- 10-4** Does the entity have an agreement with another government to provide services?  Yes                       No
- 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  Yes                       No
- If yes: Date Filed:

- 10-6** Does the entity have a certified Mill Levy?  Yes                       No
- If yes: Please provide the following mills levied for the year reported (do not report \$ amounts):

Bond Redemption mills	5.000
General/Other mills	-
<b>Total mills</b>	<b>5.000</b>

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"/>

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- 1) Submit the application in hard copy via the US Mail including original signatures.
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  - 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	Kim Perry	I <u>Kim Perry</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>Kim Perry</u> Date <u>3/14/2023</u>   <u>14:30:05</u> MDT My term Expires: <u>May 2025</u>
Board Member 2	David Spaeth	I <u>David Spaeth</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>David Spaeth</u> Date <u>3/21/2023</u>   <u>16:57:25</u> MDT My term Expires: <u>May 2023</u>
Board Member 3	Josh Kane	I <u>Josh Kane</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>Josh Kane</u> Date <u>3/14/2023</u>   <u>16:35:07</u> MDT My term Expires: <u>May 2025</u>
Board Member 4	Abby Kirkbride	I <u>Abby Kirkbride</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>Abby Kirkbride</u> Date: <u>3/27/2023</u>   <u>13:09:02</u> MDT My term Expires: <u>May 2023</u>
Board Member 5	Tim DePeder	I <u>Tim DePeder</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>Tim DePeder</u> Date: <u>3/14/2023</u>   <u>13:45:07</u> MDT My term Expires: <u>May 2025</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: _____

## APPLICATION FOR EXEMPTION FROM AUDIT

# SHORT FORM

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

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Approval for an exemption from audit is granted only upon the review by the OSA.

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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?
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- 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 understand the new Electronic Signature Policy? See new policy -> [here](#)
  - 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.)
- 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?

## FILING METHODS

**NEW METHOD!** Register and submit your Applications at our new portal!

**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

**QUESTIONS?** Email: [osa.lg@coleg.gov](mailto: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

<b>NAME OF GOVERNMENT ADDRESS</b>	Centerra Metropolitan District No. 4 c/o Pinnacle Consulting Group, Inc. 550 W. Eisenhower Blvd. Loveland, CO 80537
<b>CONTACT PERSON</b>	Brendan Campbell, CPA
<b>PHONE</b>	(970)669-3611
<b>EMAIL</b>	brendanc@pcgi.com

For the Year Ended  
12/31/22  
or fiscal year ended:

### PART 1 - CERTIFICATION OF PREPARER

I certify that I am skilled in governmental accounting and that the information in the application is complete and accurate, to the best of my knowledge.

<b>NAME:</b>	Brendan Campbell, CPA
<b>TITLE</b>	District Accountant
<b>FIRM NAME (if applicable)</b>	Pinnacle Consulting Group, Inc.
<b>ADDRESS</b>	550 W. Eisenhower Blvd., Loveland, CO 80537
<b>PHONE</b>	(970)669-3611
<b>DATE PREPARED</b>	2/22/2023

### PREPARER (SIGNATURE REQUIRED)



Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types	<b>GOVERNMENTAL</b> (MODIFIED ACCRUAL BASIS)	<b>PROPRIETARY</b> (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	
2-1	Taxes: Property (report mills levied in Question 10-6)	\$ -	Please use this space to provide any necessary explanations
2-2	Specific ownership	\$ -	
2-3	Sales and use	\$ -	
2-4	Other (specify):	\$ -	
2-5	Licenses and permits	\$ -	
2-6	Intergovernmental: Grants	\$ -	
2-7	Conservation Trust Funds (Lottery)	\$ -	
2-8	Highway Users Tax Funds (HUTF)	\$ -	
2-9	Other (specify):	\$ -	
2-10	Charges for services	\$ -	
2-11	Fines and forfeits	\$ -	
2-12	Special assessments	\$ -	
2-13	Investment income	\$ -	
2-14	Charges for utility services	\$ -	
2-15	Debt proceeds (should agree with line 4-4, column 2)	\$ -	
2-16	Lease proceeds	\$ -	
2-17	Developer Advances received (should agree with line 4-4)	\$ -	
2-18	Proceeds from sale of capital assets	\$ -	
2-19	Fire and police pension	\$ -	
2-20	Donations	\$ -	
2-21	Other (specify):	\$ -	
2-22		\$ -	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) TOTAL REVENUE	\$ -	

## PART 3 - EXPENDITURES/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	
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 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): Treasurer's Fees	\$ -	
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)	Outstanding at end of prior year*	Issued during year
General obligation bonds	\$ -	\$ -
Revenue bonds	\$ -	\$ -
Notes/Loans	\$ -	\$ -
Lease Liabilities	\$ -	\$ -
Developer Advances	\$ -	\$ -
Other (specify):	\$ -	\$ -
<b>TOTAL</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;">\$ 5,287,890,598.59</span>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Date the debt was authorized: <span style="float: right; border: 1px solid black; padding: 2px;">5/4/2004</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? What is the original date of the lease? Number of years of lease? Is the lease subject to annual appropriation? What are the annual lease payments? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please use this space to provide any explanations or comments:

## PART 5 - CASH AND INVESTMENTS

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

	Amount	Total
5-1 YEAR-END Total of ALL Checking and Savings Accounts	\$ -	
5-2 Certificates of deposit	\$ -	
<b>Total Cash Deposits</b>		<b>\$ -</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>\$ -</b>

Please answer the following questions by marking in the appropriate boxes

	Yes	No	N/A
5-4 Are the entity's Investments legal in accordance with Section 24-75-601, et. seq., C.R.S.?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5-5 Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section 11-10.5-101, et seq. C.R.S.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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



## PART 6 - CAPITAL 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?  Yes       No
- 6-2 Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.,? If no, MUST explain:  Yes       No

6-3 Complete the following capital & right-to-use 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)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation/Amortization (Please enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<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 Fund	\$ -



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

	Please answer the following question by marking in the appropriate box	Yes	No
<b>9-1</b>	<b>Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?</b> <small>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.</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If no, MUST explain:

## PART 10 - GENERAL INFORMATION

	Please answer the following questions by marking in the appropriate boxes.	Yes	No
<b>10-1</b>	<b>Is this application for a newly formed governmental entity?</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes:	<b>Date of formation:</b> <input style="width: 400px; height: 15px;" type="text"/>		
<b>10-2</b>	<b>Has the entity changed its name in the past or current year?</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes:	<b>Please list the NEW name &amp; PRIOR name:</b> <input style="width: 600px; height: 15px;" type="text"/>		
<b>10-3</b>	<b>Is the entity a metropolitan district?</b> <b>Please indicate what services the entity provides:</b> <input style="width: 600px; height: 15px;" type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>10-4</b>	<b>Does the entity have an agreement with another government to provide services?</b> <b>List the name of the other governmental entity and the services provided:</b> <input style="width: 600px; height: 15px;" type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes:	<input style="width: 600px; height: 15px;" type="text"/>		
<b>10-5</b>	<b>Has the district filed a <i>Title 32, Article 1 Special District Notice of Inactive Status</i> during</b> <b>Date Filed:</b> <input style="width: 400px; height: 15px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes:	<input style="width: 400px; height: 15px;" type="text"/>		
<b>10-6</b>	<b>Does the entity have a certified Mill Levy?</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes:	<b>Please provide the following <u>mills</u> levied for the year reported (do not report \$ amounts):</b>		
	<b>Bond Redemption mills</b>		-
	<b>General/Other mills</b>		-
	<b>Total mills</b>		-

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	Kim Perry	I <u>Kim Perry</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>Kim Perry</u> Date: <u>3/14/2023</u>   <u>14:30:05</u> MDT My term Expires: <u>May 2025</u>
Board Member 2	David Spaeth	I <u>David Spaeth</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>David Spaeth</u> Date: <u>3/21/2023</u>   <u>16:57:25</u> MDT My term Expires: <u>May 2023</u>
Board Member 3	Josh Kane	I <u>Josh Kane</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>Josh Kane</u> Date: <u>3/14/2023</u>   <u>16:35:07</u> MDT My term Expires: <u>May 2025</u>
Board Member 4	Abby Kirkbride	I <u>Abby Kirkbride</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>Abby Kirkbride</u> Date: <u>3/27/2023</u>   <u>17:09:42</u> MDT My term Expires: <u>May 2023</u>
Board Member 5	Tim DePeder	I <u>Tim DePeder</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>Tim DePeder</u> Date: <u>3/14/2023</u>   <u>13:45:07</u> MDT My term Expires: <u>May 2025</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: _____

## 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.

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.  
APPLICATIONS SUBMITTED ON FORMS OTHER THAN THOSE PRESCRIBED BY THE OSA WILL NOT BE ACCEPTED.

FOR YOUR REFERENCE, COLORADO REVISED STATUTES CAN BE FOUND AT:

<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?
- 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 understand the new Electronic Signature Policy? See new policy -> [here](#)
  - 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.)
- 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?

## FILING METHODS

**NEW METHOD!** Register and submit your Applications at our new portal!

**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

**QUESTIONS?** Email: [osa.lg@coleg.gov](mailto: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	Centerra Metropolitan District No. 5 c/o Pinnacle Consulting Group, Inc. 550 W. Eisenhower Blvd. Loveland, CO 80537	For the Year Ended 12/31/22 or fiscal year ended:
CONTACT PERSON	Brendan Campbell, CPA	
PHONE	(970)669-3611	
EMAIL	brendanc@pcgi.com	

### 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:	Brendan Campbell, CPA
TITLE	District Accountant
FIRM NAME (if applicable)	Pinnacle Consulting Group, Inc.
ADDRESS	550 W. Eisenhower Blvd., Loveland, CO 80537
PHONE	(970)669-3611
DATE PREPARED	2/22/2023

### 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)



## PART 2 - REVENUE

**REVENUE:** All revenues for all funds must be reflected in this section, including proceeds from the sale of the government's land, building, and equipment, and proceeds from debt or lease transactions. Financial information will not include fund equity information.

Line#	Description	Round to nearest Dollar	
2-1	Taxes: Property (report mills levied in Question 10-6)	\$ 1,999	Please use this space to provide any necessary explanations
2-2	Specific ownership	\$ 18,272	
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	Interest & Other	\$ 1	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) <b>TOTAL REVENUE</b>	<b>\$ 20,272</b>	

## 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	
3-1	Administrative	\$ -	Please use this space to provide any necessary explanations
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ 20,232	
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): Treasurer's Fees	\$ 40	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) <b>TOTAL EXPENDITURES/EXPENSES</b>	<b>\$ 20,272</b>	

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 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?  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 & right-to-use 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)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation/Amortization (Please enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<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 Fund	\$ 25,143

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

	Yes	No
<b>9-1 Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?</b> <small>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.</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If no, MUST explain:

## PART 10 - GENERAL INFORMATION

	Yes	No
<b>10-1 Is this application for a newly formed governmental entity?</b> If yes: Date of formation: <input style="width: 400px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>10-2 Has the entity changed its name in the past or current year?</b>  If yes: Please list the NEW name & PRIOR name: <input style="width: 500px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>10-3 Is the entity a metropolitan district?</b> Please indicate what services the entity provides: <input style="width: 500px;" type="text"/> <small>Streets, traffic &amp; safety, water, sanitary sewer, storm drainage, parks &amp; recreation, transportation, TV relay, mosquito control</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>10-4 Does the entity have an agreement with another government to provide services?</b> If yes: List the name of the other governmental entity and the services provided: <input style="width: 500px;" type="text"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>10-5 Has the district filed a Title 32, Article 1 Special District Notice of Inactive Status during</b> If yes: Date Filed: <input style="width: 400px;" type="text"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>10-6 Does the entity have a certified Mill Levy?</b> If yes: Please provide the following <u>mills</u> levied for the year reported (do not report \$ amounts):	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bond Redemption mills		15.000
General/Other mills		-
Total mills		15.000

Please use this space to provide any explanations or comments:



## PART 11 - GOVERNING BODY APPROVAL

Please answer the following question by marking in the appropriate box	YES	NO
12-1 If you plan to submit this form electronically, have you read the new Electronic Signature Policy?	<input 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	Kim Perry	I <u>Kim Perry</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>Kim Perry</u> Date: <u>3/14/2023</u>   <u>14:30:05</u> MDT My term Expires: <u>May 2025</u>
Board Member 2	David Spaeth	I <u>David Spaeth</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>David Spaeth</u> Date: <u>3/21/2023</u>   <u>16:57:25</u> MDT My term Expires: <u>May 2023</u>
Board Member 3	Josh Kane	I <u>Josh Kane</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>Josh Kane</u> Date: _____ My term Expires: <u>May 2025</u>
Board Member 4	Abby Kirkbride	I <u>Abby Kirkbride</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>Abby Kirkbride</u> Date: <u>3/27/2023</u>   <u>17:09:42</u> MDT My term Expires: <u>May 2023</u>
Board Member 5	Tim DePeder	I <u>Tim DePeder</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>Tim DePeder</u> Date: <u>3/14/2023</u>   <u>14:45:07</u> MDT My term Expires: <u>May 2025</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: _____





## Centerra Metropolitan District O&M Report

### April 2023

#### Budget and Contract Notes

- New service vendor MSA and WO - Precision Concrete Cutting (trip hazard grinding service)
- Overages in snow removal budget possible depending on fall snowfall amounts; costs for removal in Jan-April totaled \$26,278 of the \$30,000 budget allowance for 2023. 8 trigger events so far in 2023

#### Previous Month Updates

- EDI and Green Earth completed ornamental grass cutbacks and other winter pruning services as well as spring landscape preparations, aeration, fertilization, irrigation audit
- Coordination with MRES on street sign post inventory, ordering, and replacements as needed after car damage that commonly occurs during winter storms
- Planning and gathering pricing for sidewalk and pedestrian apron replacements as needed; expect this work to take place in May once contracts are completed and weather allows

#### Current Month Updates

- Preventative maintenance for district lift stations to be completed by Ramey Environmental
- GLIC and Farmers ditch maintenance near Jared's to occur as weather allows in April
- Sidewalk trip hazard grinding services to occur mid-April (Cen Pkwy, RMA, Chapungu areas)
- Mulch/rock bed refresh services to occur in April
- Annual floral installs on track for May
- First OLM inspection of the season is scheduled for April 26th





To: Centerra Metropolitan District Board of Directors  
From: Pinnacle Consulting Group, Inc.  
Subject: Managers Report  
Board Meeting Date: April 20, 2023

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### **General District Matters**

- Please contact Sarah Bromley, District Manager, at [sarahbromley@pcgi.com](mailto:sarahbromley@pcgi.com) for any District matters which include operations, Board of Directors relations, financial management, compliance, and constituent relations.
- Since the last board meeting, there have been no staff changes to the Baseline District Management Team.
- The District's management team performed routine matters since the February 16, 2023 Board meeting. Monthly, District management provides the following services:
  - Adheres to administrative and compliance matters.
  - Processes monthly payables and financial reports.
  - Oversees District budget and operational expenditures.
  - Oversees District operations per the approved Service Plan and District needs.
  - Collaborates with legal counsel on legal matters.
  - Oversee preparation and distribution of board packets including agenda, minutes, reports, contracts, and agreements prior to board meetings.
  - The Manager consistently communicates with the Board including periodic status reports at each board meeting.
- District Management attended the McWhinney Districts Conference Call on April 5, 2023 where we discussed standardizing a process for event agreements, event fees and a first amendment policy. We will coordinate a joint study session with Kinston, Baseline, and Centerra. This will be a 1.5-hour meeting scheduled in May.
- 2023 Centerra Key Meeting Dates: The enclosed calendar includes Centerra Board Meetings, McWhinney Districts Coordination Conference Calls, Onsite Inspections and OLM Inspections. OLM inspections start on April 26. The inspections ensure quality of work, maximize curb appeal, minimize plant loss, and help reduce operational costs.
- Nutrien and UCHHealth held a Blood Drive on April 4<sup>th</sup> in the parking lot located between RVAA LLC and RVABTS LLC of Centerra Metropolitan District.
- Sounds of Centerra, a summer concert series, located in Chapungu Sculpture Park, is scheduled for July 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup> from 7:00 p.m. to 9:00 p.m.

Centerra Metropolitan District  
c/o Pinnacle Consulting Group, Inc.  
550 W. Eisenhower Blvd., Loveland, CO 80537  
Phone: 970-669-3611/FAX: 970-669-3612  
Email: [CENMDadmin@PCGI.com](mailto:CENMDadmin@PCGI.com)

- Compliance matters, due dates, and status for the District:

COMPLIANCE MATTERS	RESPONSIBLE	DUE DATE	COMPLETION
Map Filings	PCGI	01/01/23	Completed
Transparency Notices	PCGI	01/15/23	Completed
File Budget	PCGI	01/31/23	Completed
SDA Membership Renewals	PCGI	03/01/23	Completed
Draft 2024 Budgets Distributed to Board of Directors	PCGI	10/15/23	
Property & Liability Insurance Renewals	PCGI	12/01/23	
Mill Levy Certification	PCGI	12/15/23	
Website Compliance	PCGI	12/31/23	
Payables	PCGI/Board	Monthly	Sent to Board third week of the month



# 2023 Centerra Metro District

## IMPORTANT DATES

### JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

### MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### MAY

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### JULY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### Centerra Metro District Nos. 1-5 Board Meetings

*Occurs the third Thursday of every month*

January 19 | 1:00-2:30 PM

February 16 | 1:00-2:30 PM

March 16 | 1:00-2:30 PM

April 20 | 1:00-2:30 PM

May 18 | 1:00-2:30 PM

June 15 | 1:00-2:30 PM

July 20 | 1:00-2:30 PM

August 17 | 1:00-2:30 PM

September 21 | 1:00-2:30 PM

October 19 | 1:00-2:30 PM

November 16 | 1:00-2:30 PM

December 21 | 1:00-2:30 PM

### McWhinney Districts Coordination - Conference Call

MRES/District Managers/Legal Counsel

*Occurs the first Wednesday of every month*

January 4 | 12:30-2:00 PM

February 1 | 12:30-2:00 PM

March 1 | 12:30-2:00 PM

April 5 | 12:30-2:00 PM

May 3 | 12:30-2:00 PM

June 7 | 12:30-2:00 PM

July 5 | 12:30-2:00 PM

August 2 | 12:30-2:00 PM

September 6 | 12:30-2:00 PM

October 4 | 12:30-2:00 PM

November 1 | 12:30-2:00 PM

December 6 | 12:30-2:00 PM

### Onsite Inspections

Districts Facility Manager

Weekly, Wednesdays (Typically)

### OLM Inspections

April 26

May 24

June 28

July 26

August 23

September 27

October 25