

**OAK PARK METROPOLITAN DISTRICT
ANNUAL REPORT
TO
ARAPAHOE COUNTY**

FISCAL YEAR ENDING DECEMBER 31, 2024

I. ANNUAL REPORT REQUIREMENT

Pursuant to Section VII of the Service Plan for the Oak Park Metropolitan District (the “District”), and Sections 32-1-207(3)(c)(I) and (II), C.R.S., the District is required to provide an annual report to Arapahoe County by May 1st for the preceding fiscal year. Such annual report shall include information concerning the following matters:

- A. Boundary changes made or proposed;
- B. Intergovernmental Agreements entered into or terminated with other governmental entities;
- C. Changes or proposed changes in the District's policies;
- D. Changes or proposed changes in the District's operations;
- E. Any changes in the financial status of the District including revenue projections, or operating costs;
- F. A summary of any litigation involving the District;
- G. Proposed construction plans for the year immediately following the year summarized in the annual report;
- H. Status of construction of public improvements;
- I. A list of facilities or improvements constructed by the special district that were conveyed or dedicated to the county;
- J. A schedule of all fees, charges, and assessments imposed in any report year and proposed to be imposed in the following year, and the revenues raised or proposed to be raised therefrom.
- K. Access information to obtain a copy of rules and regulations adopted by the board;
- L. The final assessed valuation of the special district as of December 31 of the reporting year;
- M. The current budget of the District;

- N. A copy of the audited financial statements, if required by the “Colorado Local Government Audit Law”, part 6 of article 1 of title 29, or the application for exemption from audit, as applicable;
- O. Notice of any uncured defaults existing for more than ninety days under any debt instrument of the special district; and
- P. Any inability of the special district to pay its obligations as they come due under any obligation which continues beyond a ninety-day period.

II. FOR THE YEAR ENDING DECEMBER 31, 2024, THE DISTRICT MAKES THE FOLLOWING REPORT:

A. Boundary changes made or proposed.

There were no changes made to the District’s boundaries in 2024, nor are any changes proposed.

B. Intergovernmental Agreements entered into or terminated.

None.

C. Changes or proposed changes in the District’s policies.

There were no changes made to the District’s policies in 2024, nor are any changes proposed.

D. Changes or proposed changes in the District’s operations.

There were no changes to the District’s operations in 2024, nor are any changes proposed.

The Board of Directors following the May 6, 2025 regular election date is as follows:

<u>Board of Directors</u>	<u>Term Expiration</u>
Bruce Wilhelm, President	May 2029
Mack O’Malley	May 2029
Vacancy	May 2027
Vacancy	May 2027
Vacancy	May 2027

E. Any changes in the financial status of the District including revenue projections, or operating costs.

*The revenue projections and operating costs of the District are found in the District’s 2025 Budget, which is attached hereto as **Exhibit A**.*

- F. Summary of any litigation and notices of claim involving the District.

There is no litigation of which we are aware currently pending or anticipated against the District.

- G. Proposed construction plans for the year 2024.

All public infrastructure within the District has been completed and accepted by the appropriate governmental or nonprofit entity.

- H. Status of District's public improvement construction schedule:

All public infrastructure was installed and conveyed to governmental entities or the homeowners association as shown below.

- I. A list of all facilities and improvements constructed or acquired by the District, and, if they have been dedicated, the name of the entity to which they have been dedicated.

<u>Facility</u>	<u>Description</u>	<u>Ownership</u>
Public Street Improvements		Arapahoe County
Water Main	On-site main	Denver Water
Sanitary Sewer Main	On-site main	Goldsmith Gulch Sanitation District
Storm Sewer	On-Site Storm Sewer and Street Drainage	HOA
Park and Recreation	Park and Landscaping Facilities	HOA

- J. A schedule of all fees, charges, and assessments imposed in any report year and proposed to be imposed in the following year, and the revenues raised or proposed to be raised therefrom.

The District has not imposed any fees, charges or assessments to date. The District's primary source of revenue is from ad valorem taxes, as shown on the attached 2025 Budget.

- K. Access information to obtain a copy of rules and regulations adopted by the board.

The District has not adopted Rules and Regulations. District documents are available on its website: www.oakparkmd.org.

- L. The final assessed valuation of the special district as of December 31 of the reporting year.

The current assessed valuation of the District is \$1,758,904.00. The District certified mill levies of 5.000 mills for the General Fund and 35.539 for the Debt Service mill levy to be assessed against the properties within the District, for collection in 2025.

M. The current budget of the District.

*The District's 2025 Budget is attached as **Exhibit A**. Mill levy limitations placed on the District by the Board of County Commissioners in the Service Plan Authorizing Resolution have severely limited the District's operations and debt repayment options. The District is not able to restructure its debt obligation, nor pay off its existing debt within the 30-year authorized repayment period with the 30 mill Gallagherized debt service cap. Revenue from 5 mills does not cover minimum administrative expenses, which may prohibit the District from meeting future compliance obligations.*

N. A copy of the audited financial statements, if required by the "Colorado Local Government Audit Law", part 6 of article 1 of title 29, or the application for exemption from audit, as applicable.

*A copy of the District's application for exemption from audit for fiscal year 2024 is attached as **Exhibit B**.*

O. Notice of any uncured defaults existing for more than ninety days under any debt instrument of the special district.

The District is not in default on any debt instrument; however due to the limited debt service mill levy of 30 mills, the District is significantly in arrears on both capital and interest payments.

P. Any inability of the special district to pay its obligations as they come due under any obligation which continues beyond a ninety-day period.

The District is not in default on any debt instrument; however due to the limited debt service mill levy of 30 mills adjusted, the District is significantly in arrears on both capital and interest payments and 5 mills for operations does not cover minimum District compliance activity.

Respectfully submitted this 1st day of May, 2025.

FRITSCHER LAW LLC


By 
Joan M. Fritsche
Attorney for the District

EXHIBIT A
2025 BUDGET
ATTACHED

OAK PARK METROPOLITAN DISTRICT
2025
BUDGET MESSAGE

Attached please find a copy of the adopted 2025 budget for the Oak Park Metropolitan District.

Oak Park Metropolitan District has adopted two separate funds, a General Fund to provide for the payment of operating and maintenance expenditures; and a Debt Service Fund to provide for payments on the outstanding general obligation bonds.

The district's accountants have utilized the modified accrual basis of accounting, and the budget has been adopted after proper postings, publications, and public hearing.

The primary sources of revenue for the district in 2025 will be property taxes. The district intends to impose a 40.539 mill levy on property within the district for 2025, of which 5.000 mills will be dedicated to the General Fund and the balance of 35.539 mills will be allocated to the Debt Service Fund.

Oak Park Metropolitan District
Adopted Budget
General Fund
For the Year ended December 31, 2025

	Actual <u>2023</u>	Adopted Budget <u>2024</u>	Actual <u>6/30/2024</u>	Estimate <u>2024</u>	Adopted Budget <u>2025</u>
Beginning fund balance	\$ (5,340)	\$ (3,760)	\$ (8,478)	\$ (8,479)	\$ (2,230)
Revenues:					
Property taxes	6,947	8,775	8,774	8,775	8,794
Specific ownership taxes	455	613	529	1,050	617
Other income	<u>1,158</u>	<u>1,257</u>	<u>455</u>	<u>910</u>	<u>500</u>
Total revenues	<u>8,560</u>	<u>10,645</u>	<u>9,758</u>	<u>10,735</u>	<u>9,911</u>
Total funds available	<u>3,220</u>	<u>6,885</u>	<u>1,280</u>	<u>2,256</u>	<u>7,681</u>
Expenditures:					
Accounting / audit	4,250	1,000	.	1,000	1,000
Legal	4,599	1,000	-	1,000	1,000
Election expense	399	-	-	-	1,200
Insurance	2,347	2,400	2,350	2,350	300
Treasurer fees	104	132	136	136	132
Contingency	-	2,217	-	-	3,940
Emergency reserve (3%)	<u>-</u>	<u>136</u>	<u>-</u>	<u>-</u>	<u>109</u>
Total expenditures	<u>11,699</u>	<u>6,885</u>	<u>2,486</u>	<u>4,486</u>	<u>7,681</u>
Ending fund balance	<u><u>\$ (8,479)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ (1,206)</u></u>	<u><u>\$ (2,230)</u></u>	<u><u>\$ -</u></u>
Assessed valuation		<u><u>\$ 1,754,844</u></u>			<u><u>\$ 1,758,904</u></u>
Mill Levy		<u><u>5.000</u></u>			<u><u>5.000</u></u>

Oak Park Metropolitan District
Adopted Budget
Debt Service Fund
For the Year ended December 31, 2025

	Actual <u>2023</u>	Adopted Budget <u>2024</u>	Actual <u>6/30/2024</u>	Estimate <u>2024</u>	Adopted Budget <u>2025</u>
Beginning fund balance	\$ 39,765	\$ 3,501	\$ 7,484	\$ 7,484	\$ 3,464
Revenues:					
Property taxes	46,330	62,365	62,365	62,365	62,510
Specific ownership taxes	3,036	4,366	1,781	3,550	4,376
Interest Income	<u>49</u>	<u>100</u>	<u>-</u>	<u>-</u>	<u>100</u>
Total revenues	<u>49,415</u>	<u>66,831</u>	<u>64,146</u>	<u>65,915</u>	<u>66,986</u>
Total funds available	<u>89,180</u>	<u>70,332</u>	<u>71,630</u>	<u>73,399</u>	<u>70,450</u>
Expenditures:					
Note interest	76,000	64,000	35,000	64,000	64,000
Accounting/Legal	5,000	5,000	4,125	5,000	5,000
Note principal	-	-	-	-	-
Treasurer's fees	<u>696</u>	<u>935</u>	<u>936</u>	<u>935</u>	<u>938</u>
Total expenditures	<u>81,696</u>	<u>69,935</u>	<u>40,061</u>	<u>69,935</u>	<u>69,938</u>
Ending fund balance	<u>\$ 7,484</u>	<u>\$ 397</u>	<u>\$ 31,569</u>	<u>\$ 3,464</u>	<u>\$ 512</u>
Assessed valuation		<u>\$ 1,754,844</u>			<u>\$ 1,758,904</u>
Mill Levy		<u>35.539</u>			<u>35.539</u>
Total Mill Levy		<u>40.539</u>			<u>40.539</u>

EXHIBIT B

2024 APPLICATION FOR EXEMPTION FROM AUDIT

ATTACHED

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

NAME OF GOVERNMENT
ADDRESS

Oak Park Metropolitan District
304 Inverness Way South
Suite 490
Englewood, CO 80112
Diane Wheeler
303-689-0833
Diane@simmonswheeler.com

For the Year Ended
12/31/24
or fiscal year ended:

CONTACT PERSON
PHONE
EMAIL

PART 1 - CERTIFICATION OF PREPARER

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

NAME:
TITLE
FIRM NAME (if applicable)
ADDRESS
PHONE

Diane Wheeler
District Accountant
Simmons & Wheeler, P.C.
304 Inverness Way South, Suite 490 Englewood, CO 80112
303-689-0833

PREPARER (SIGNATURE REQUIRED)

DATE PREPARED

(No exemption shall be granted prior to the
close of said fiscal year)

Diane Wheeler

19/03/25

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 - REVENUES

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

Line #	Description	Round to the nearest dollar	Please use this space to provide any necessary explanations
2-1	Taxes: Property (report mills levied in question 10-7)	\$ 71,139	
2-2	Specific ownership	\$ 4,467	
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	\$ 1,063	
2-14	Charges for utility services	\$ -	
2-15	Debt proceeds (should agree to table 4-4, column 'Issued during year')	\$ -	
2-16	Lease proceeds	\$ -	
2-17	Developer Advances received (should agree to table 4-4, column 'Issued during year')	\$ -	
2-18	Proceeds from sale of capital assets	\$ -	
2-19	Fire and police pension	\$ -	
2-20	Donations	\$ -	
2-21	Other (specify):	\$ -	
2-22		\$ -	
2-23		\$ -	
2-24		\$ -	
2-25		\$ -	
2-26	(add lines 2-1 through 2-25) TOTAL REVENUES	\$ 76,669	

PART 3 - EXPENDITURES/EXPENSES

All expenditures for all funds must be reflected in this section, including the purchase of capital assets and principal and interest payments on long-term debt. Financial information will not include fund equity information.

Line #	Description	Round to the nearest dollar	Please use this space to provide any necessary explanations
3-1	Administrative	\$ 1,072	
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ -	
3-5	Employee benefits	\$ -	
3-6	Insurance	\$ -	
3-7	Accounting and legal fees	\$ 9,578	
3-8	Repair and maintenance	\$ -	
3-9	Supplies	\$ -	
3-10	Utilities and telephone	\$ -	
3-11	Fire/Police	\$ -	
3-12	Streets and highways	\$ -	
3-13	Public health	\$ -	
3-14	Capital outlay	\$ -	
3-15	Utility operations	\$ -	
3-16	Culture and recreation	\$ -	
3-17	Debt service principal (should agree to table 4-4, column 'Retired during year')	\$ -	
3-18	Debt service interest	\$ 64,000	
3-19	Repayment of Developer Advance (should agree to table 4-4, column 'Retired during year')	\$ -	
3-20	Repayment of Developer Advance Interest	\$ -	
3-21	Contribution to pension plan	\$ -	
3-22	Contribution to Fire & Police Pension Assoc.	\$ -	
3-23	Other (specify):	\$ -	
3-24		\$ -	
3-25		\$ -	
3-26		\$ -	
3-27		\$ -	
3-28	(add lines 3-1 through 3-27) TOTAL EXPENDITURES/EXPENSES	\$ 74,650	

If TOTAL REVENUES (Line 2-26) or TOTAL EXPENDITURES (Line 3-28) are GREATER than \$100,000 - **STOP**.

You may not use this form. Please use the "Application for Exemption from Audit - LONG FORM".

PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.		Yes	No		
4-1	Does the entity have outstanding debt? <i>(If 'No' is checked, skip to question 4-5)</i> <i>(If 'Yes' is checked, please attach a copy of the entity's debt repayment schedule)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
4-2	Is the debt repayment schedule attached? If no, MUST explain below: <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">Developer advance - no scheduled payments</div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
4-3	Is the entity current in its debt service payments? If no, MUST explain below: <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
4-4	Please complete the following debt schedule, if applicable: (please only include principal amounts) (enter all amounts as positive numbers)				
	General obligation bonds	\$ -	\$ -	\$ -	\$ -
	Revenue bonds	\$ -	\$ -	\$ -	\$ -
	Notes/Loans	\$ -	\$ -	\$ -	\$ -
	Lease & SBITA** Liabilities [GASB 87 & 96]	\$ -	\$ -	\$ -	\$ -
	Developer Advances	\$ 846,934	\$ -	\$ -	\$ 846,934
	Other (specify):	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ 846,934	\$ -	\$ -	\$ 846,934

**Subscription-Based Information Technology Arrangements

*Must agree to prior year-end balance

Please answer the following questions by marking the appropriate boxes.		Yes	No
4-5	Does the entity have any authorized but unissued debt as of its fiscal year-end? How much? <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">\$ 4,351,873.00</div> Date the debt was authorized: <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">11/1/2004</div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NEW 4-6	Is the authorized but unissued debt further limited by the entity's most recent Service Plan? If yes: How much? <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">\$ 1,000,000.00</div> Date of the most recent Service Plan: <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">2/2/2004</div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4-7	Does the entity intend to issue debt within the next calendar year? If yes: How much? <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">\$ -</div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-8	Does the entity have debt that has been refinanced that it is still responsible for? If yes: What is the amount outstanding? <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">\$ -</div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-9	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? <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-left: 10px;">\$ -</div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

PART 5 - CASH AND INVESTMENTS

Please provide the entity's cash deposit and investment balances.		Amount	Total
5-1	YEAR-END Total of ALL Checking and Savings Accounts	\$ 718	
5-2	Certificates of deposit	\$ -	
	TOTAL CASH DEPOSITS		\$ 718
5-3	Investments (if investment is a mutual fund, please list underlying investments):		
	Colostrust	\$ 1,314	
		\$ -	
		\$ -	
		\$ -	
	TOTAL INVESTMENTS		\$ 1,314
	TOTAL CASH AND INVESTMENTS		\$ 2,032

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

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

PART 6 - CAPITAL AND RIGHT-TO-USE ASSETS

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

Yes

No

6-1 Does the entity have capital assets?

☒

☐

(If 'No' is checked, skip the rest of Part 6)

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:

☒

☐

6-3

Complete the following capital & right-to-use assets table:

	Balance - beginning of the year [*]	Additions [^]	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ 848,127	\$ -	\$ -	\$ 848,127
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased & SBITA Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation/Amortization (Please enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 848,127	\$ -	\$ -	\$ 848,127

^{*}Must agree to prior year-end balance

[^]Generally capital asset additions should be reported as capital outlay on line 3-14 and capitalized in accordance with the government's capitalization policy. Please explain any discrepancy

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

PART 7 - PENSION INFORMATION

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

Yes

No

7-1 Does the entity have an "old hire" firefighters' pension plan?

☐

☒

7-2 Does the entity have a volunteer firefighters' pension plan?

☐

☒

If yes: Who administers the plan?

Indicate the contributions from:

Tax (property, SO, sales, etc.):

\$ -

State contribution amount:

\$ -

Other (gifts, donations, etc.):

\$ -

TOTAL

\$ -

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

\$ -

Part 7 - Please use this space to provide any explanations or comments

PART 8 - BUDGET INFORMATION

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

Yes

No

N/A

8-1 Did the entity file a budget with the Department of Local Affairs for the current year in accordance with Section 29-1-113 C.R.S.?

☒

☐

☐

If no, **MUST** explain:

8-2 Did the entity pass an appropriations resolution, in accordance with Section 29-1-108 C.R.S.? If no, **MUST** explain:

☒

☐

☐

If yes: Please indicate the amount appropriated for each fund separately for the year reported (Please make sure each individual fund's appropriation agrees to how the budget was adopted. Do not combine funds)

Governmental/Proprietary Fund Name	Total Appropriations By Fund
General Fund	\$6,885.00
Debt Fund	\$69,935.00

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

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

Yes

No

- 9-1 Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?

☒
☐

Note: An election to exempt the entity from the spending limitations of TABOR does not exempt the entity from the 3 percent emergency reserve requirement. All entities should determine if they meet this requirement of TABOR.

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

PART 10 - GENERAL INFORMATION

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

Yes

No

- 10-1 Is this application for a newly formed governmental entity?

☐
☒

If yes: Date of formation:

- 10-2 Has the entity changed its name in the past or current year?

☐
☒

If yes: Please list the NEW name:

Please list the PRIOR name:

- 10-3 Is the entity a metropolitan district?

☒
☐

- 10-4 Please indicate what services the entity provides:

Streets, Traffic control, water sewer park & recreation

- 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:

- 10-6 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.]

☐
☒

If yes: Date filed:

- 10-7 Does the entity have a certified mill levy?

☒
☐

If yes: Please provide the following mills levied for the year reported (do not report \$ amounts):

Bond redemption mills

30.539

General/other mills

5.000

Total mills

35.539

Yes

No

N/A

- 10-8 If the entity is a Title 32 Special District formed after 7/1/2000, has the entity filed its preceding year annual report with the State Auditor as required under SB 21-262 [Section 32-1-207 C.R.S.]? If **NO**, please explain.

☒
☐
☐

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

PART 11 - GOVERNING BODY APPROVAL

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

Yes

No

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

☒☐

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

Policy - Requirements

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

- The preparer of the application is responsible for obtaining board signatures that comply with the requirement in Section 29-1-604 (3), C.R.S., that states the application shall be personally reviewed, approved, and signed by a majority of the members of the governing body.
- The application must be accompanied by the signature history document created by the electronic signature software. The signature history document must show when the document was created and when the document was emailed to the various parties, and include the dates the individual board members signed the document. The signature history must also show the individuals' email addresses and IP address.
- Office of the State Auditor staff will not coordinate obtaining signatures.

The application for exemption from audit form created by our office includes a section for governing body approval.

Local governing boards note their approval and submit the application through one of the following two methods:

- 1) Submit the application in hard copy via the US Mail including original signatures.
- 2) Submit the application electronically via email and either,
 - a. Include a copy of an adopted resolution that documents formal approval by the Board, **or**
 - b. Include electronic signatures obtained through a software program such as DocuSign or EchoSign in accordance with the requirements noted above.

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

Board Member 1	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: <u>May 2025</u></p>	<p><u>Bruce Wilhelm</u></p> <p>Signature <u><i>Bruce Wilhelm</i></u></p> <p>Date <u>31/03/25</u></p>
Board Member 2	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p><u>Vacant</u></p> <p>Signature _____</p> <p>Date _____</p>
Board Member 3	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p><u>Vacant</u></p> <p>Signature _____</p> <p>Date _____</p>
Board Member 4	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p><u>Vacant</u></p> <p>Signature _____</p> <p>Date _____</p>
Board Member 5	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p><u>Vacant</u></p> <p>Signature _____</p> <p>Date _____</p>
Board Member 6	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p>Five member board</p> <p>Signature _____</p> <p>Date _____</p>
Board Member 7	<p>Board Member's Name:</p> <p>I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit.</p> <p>My term expires: _____</p>	<p>Five member board</p> <p>Signature _____</p> <p>Date _____</p>









Oak Park 2024

Final Audit Report

2025-03-31

Created:	2025-03-19
By:	Lucinda Gang (lucinda@simmonswheeler.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAeLgG3DVyGIIlg10rtvJRbTwA5lJuP0xn

"Oak Park 2024" History

-  Document created by Lucinda Gang (lucinda@simmonswheeler.com)
2025-03-19 - 3:16:07 PM GMT
-  Document emailed to Bruce Wilhelm (touchpoint@mac.com) for signature
2025-03-19 - 3:16:14 PM GMT
-  Document emailed to Diane Wheeler (diane@simmonswheeler.com) for signature
2025-03-19 - 3:16:14 PM GMT
-  Email viewed by Diane Wheeler (diane@simmonswheeler.com)
2025-03-19 - 3:19:17 PM GMT
-  Document e-signed by Diane Wheeler (diane@simmonswheeler.com)
Signature Date: 2025-03-19 - 3:19:54 PM GMT - Time Source: server
-  Email viewed by Bruce Wilhelm (touchpoint@mac.com)
2025-03-31 - 6:03:41 PM GMT
-  Document e-signed by Bruce Wilhelm (touchpoint@mac.com)
Signature Date: 2025-03-31 - 6:04:30 PM GMT - Time Source: server
-  Agreement completed.
2025-03-31 - 6:04:30 PM GMT