

LETTER OF BUDGET TRANSMITTAL

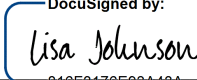
Date: January 27, 2022

To: Division of Local Government
1313 Sherman Street, Room 521
Denver, Colorado 80203

Attached are the 2022 Budget and budget message for the CHERRY HILLS CITY METROPOLITAN DISTRICT in Arapahoe County, Colorado, submitted pursuant to Section 29-1-113, C.R.S. This budget was adopted on November 16, 2022. If there are any questions on the budget, please contact:

CliftonLarsonAllen LLP
Attn: Lisa Johnson, District Manager
8390 E. Crescent Parkway, Suite 300
Greenwood Village, CO 80111
Telephone number: 303-779-4525
Lisa.Johnson@claconnect.com

I, Lisa Johnson, District Manager of the Cherry Hills City Metropolitan District hereby certify that the attached is a true and correct copy of the 2022 Budget.

By:  DocuSigned by:
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Lisa Johnson, District Manager

RESOLUTION NO. 2021-12-02

RESOLUTION TO ADOPT BUDGET AND APPROPRIATE SUMS OF MONEY

RESOLUTION OF THE BOARD OF DIRECTORS OF CHERRY HILLS CITY METROPOLITAN DISTRICT, ARAPAHOE COUNTY, COLORADO, PURSUANT TO SECTION 29-1-108, C.R.S., SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND, ADOPTING A BUDGET AND APPROPRIATING SUMS OF MONEY FOR THE BUDGET YEAR 2022

A. The Board of Directors of Cherry Hills City Metropolitan District (the “**District**”) has appointed Simmons & Wheeler, P.C. to prepare and submit a proposed budget to said governing body at the proper time.

B. Simmons & Wheeler, P.C. has submitted a proposed budget to this governing body by October 15, 2021 for its consideration.

C. Upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 1, 2021, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget.

D. The budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution (“**TABOR**”) and other laws or obligations which are applicable to or binding upon the District.

E. Whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

F. The Board of Directors has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget.

G. It is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CHERRY HILLS CITY METROPOLITAN DISTRICT, ARAPAHOE COUNTY, COLORADO:

1. The budget, as submitted, amended, and summarized by fund, is hereby approved and adopted as the budget of the District for the year stated above.

2. The budget is hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

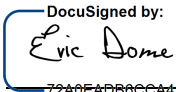
3. The sums set forth as the total expenditures of each fund in the budget attached hereto as **Exhibit A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

[SIGNATURE PAGE FOLLOWS]

**[SIGNATURE PAGE TO RESOLUTION TO ADOPT BUDGET AND
APPROPRIATE SUMS OF MONEY]**

RESOLUTION APPROVED AND ADOPTED on December 1, 2021.

**CHERRY HILLS CITY METROPOLITAN
DISTRICT**

By:  DocuSigned by:
Eric Dome
72A0EADB0CCA411...

President

Attest:

By:  DocuSigned by:
Cynthia Myers
28B7D27F5FC9431...

Secretary

EXHIBIT A

Budget

CHERRY HILLS CITY METROPOLITAN DISTRICT
2022
BUDGET MESSAGE

Attached please find a copy of the adopted 2022 budget for Cherry Hills City Metropolitan District.

The Cherry Hills City Metropolitan District has adopted a budget for three funds, a General Fund to provide for general operating expenditures and transfers to the Debt Service Fund; a Capital Projects Fund to provide for payment of the estimated infrastructure costs to be built for the benefit of the district; and a Debt Service Fund to provide for payments on the 2020 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 source of revenue for the district in 2022 will be property tax revenue. For 2022, the district intends to impose a 73.777 mill levy on property within the district, of which 18.113 will be dedicated to the General Fund, and 55.664 mills will be dedicated to the Debt Service Fund. 1.113 mills of the 18.113 general fund mills are restricted for regional improvements per an intergovernmental agreement with the City of Aurora.

Cherry Hills City Metropolitan District
Adopted Budget
General Fund
For the Year ended December 31, 2022

	Actual <u>2020</u>	Adopted Budget <u>2021</u>	Actual <u>6/30/2021</u>	Estimated <u>2021</u>	Adopted Budget <u>2022</u>
Beginning fund balance	\$ 7,543	\$ 14,655	\$ 1,528	\$ 1,528	\$ 31
Revenues:					
Property taxes	54,370	24,825	24,169	24,825	42,669
Specific ownership taxes	5,577	1,738	849	3,400	2,988
Property taxes ARI	989	1,625	1,582	1,625	2,794
Specific ownership taxes ARI	101	114	55	115	196
Interest income	<u>72</u>	<u>100</u>	<u>15</u>	<u>50</u>	<u>100</u>
Total revenues	<u>61,109</u>	<u>28,402</u>	<u>26,670</u>	<u>30,015</u>	<u>48,747</u>
Total funds available	<u>68,652</u>	<u>43,057</u>	<u>28,198</u>	<u>31,543</u>	<u>48,778</u>
Expenditures:					
Accounting	8,410	11,000	4,373	9,000	11,000
Legal	47,296	15,000	8,811	15,000	15,000
Insurance	3,563	3,400	2,891	2,900	3,400
Miscellaneous	908	100	-	-	100
Election	-	-	-	-	4,000
Management	4,722	7,500	1,081	2,500	7,500
Treasurer fees	1,148	372	362	372	640
Treasurer fees ARI	22	24	24	24	42
Regional Mill levy	1,055	1,715	1,615	1,716	2,948
Website	-	-	-	-	1,000
Landscape maintenance	-	2,774	-	-	-
Contingency	-	50	-	-	1,898
Emergency reserve (3%)	<u>-</u>	<u>1,122</u>	<u>-</u>	<u>-</u>	<u>1,250</u>
Total expenditures	<u>67,124</u>	<u>43,057</u>	<u>19,157</u>	<u>31,512</u>	<u>48,778</u>
Ending fund balance	<u>\$ 1,528</u>	<u>\$ -</u>	<u>\$ 9,041</u>	<u>\$ 31</u>	<u>\$ -</u>
Assessed valuation		<u>\$ 1,460,293</u>			<u>\$ 2,509,999</u>
General Operations Mill Levy		<u>17.000</u>			<u>17.000</u>
Contractual Obligation Mill Levy:		<u>1.113</u>			<u>1.113</u>

Cherry Hills City Metropolitan District
Adopted Budget
Capital Projects Fund
For the Year ended December 31, 2022

	Actual <u>2020</u>	Adopted Budget <u>2021</u>	Actual <u>6/30/2021</u>	Estimated <u>2021</u>	Adopted Budget <u>2022</u>
Beginning fund balance	\$ -	\$ -	\$ 1,362	\$ 1,362	\$ 1,362
Revenues:					
Bond proceeds	3,002,000	-	-	-	-
Developer advances	<u>704,328</u>	-	-	-	-
Total revenues	<u>3,706,328</u>	-	-	-	-
Total funds available	<u>3,706,328</u>	-	<u>1,362</u>	<u>1,362</u>	<u>1,362</u>
Expenditures:					
Issuance costs	300,528	-	-	-	-
Engineering	6,748	-	-	-	1,362
Capital expenditures	704,328	-	-	-	-
Repay developer advances	1,525,827	-	-	-	-
Repay developer advances - interest	747,994	-	-	-	-
Transfer to Debt Service	<u>419,540</u>	-	-	-	-
Total expenditures	<u>3,704,965</u>	-	-	-	<u>1,362</u>
Ending fund balance	<u>\$ 1,363</u>	<u>\$ -</u>	<u>\$ 1,362</u>	<u>\$ 1,362</u>	<u>\$ -</u>

Total Mill Levy

Cherry Hills City Metropolitan District
Adopted Budget
Debt Service Fund
For the Year ended December 31, 2022

	Actual <u>2020</u>	Adopted Budget <u>2021</u>	Actual <u>6/30/2021</u>	Estimated <u>2021</u>	Adopted Budget <u>2022</u>
Beginning fund balance	\$ -	\$ 394,876	\$ 398,997	\$ 398,997	\$ 343,114
Revenues:					
SO-Taxes- Regional Mill Levy		\$ -	0		
Property taxes	-	81,286	79,138	81,286	139,717
Specific ownership taxes	-	4,877	2,781	5,500	8,383
Transfer from Cap Proj Fund	419,540	-	-	-	-
Interest income	122	-	143	300	300
	<u>419,662</u>	<u>86,163</u>	<u>82,062</u>	<u>87,086</u>	<u>148,400</u>
Total revenues					
	<u>419,662</u>	<u>481,039</u>	<u>481,059</u>	<u>486,083</u>	<u>491,514</u>
Total funds available					
Expenditures:					
Bond interest expense	20,665	137,750	68,877	137,750	137,750
Treasurer's fees	-	1,219	1,187	1,219	2,096
Trustee / paying agent fees	-	4,000	-	4,000	4,000
	<u>20,665</u>	<u>142,969</u>	<u>70,064</u>	<u>142,969</u>	<u>143,846</u>
Total expenditures					
	<u>20,665</u>	<u>142,969</u>	<u>70,064</u>	<u>142,969</u>	<u>143,846</u>
Ending fund balance	<u>\$ 398,997</u>	<u>\$ 338,070</u>	<u>\$ 410,995</u>	<u>\$ 343,114</u>	<u>\$ 347,668</u>
Assessed value		<u>\$ 1,460,293</u>			<u>\$ 2,509,999</u>
Mill levy		<u>55.664</u>			<u>55.664</u>
Total mill levy		<u>73.777</u>			<u>73.777</u>

I, Cynthia Myers, hereby certify that I am the duly appointed Secretary of the Cherry Hills City Metropolitan District, and that the foregoing is a true and correct copy of the budget for the budget year 2022, duly adopted at a meeting of the Board of Directors of the Cherry Hills City Metropolitan District held on December 1, 2021.

DocuSigned by:

Cynthia Myers

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Secretary

RESOLUTION NO. 2021-12-03

RESOLUTION TO SET MILL LEVIES

**RESOLUTION OF THE CHERRY HILLS CITY METROPOLITAN DISTRICT
LEVYING GENERAL PROPERTY TAXES, PURSUANT TO SECTION 39-1-111,
C.R.S., FOR THE YEAR 2021, TO HELP DEFRAY THE COSTS OF GOVERNMENT
FOR THE 2022 BUDGET YEAR**

A. The Board of Directors of the Cherry Hills City Metropolitan District (the “**District**”) has adopted an annual budget in accordance with the Local Government Budget Law, on December 1, 2021.

B. The adopted budget is attached as Exhibit A to the Resolution of the Board of Directors of the District to Adopt Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference.

C. The amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget.

D. The amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget.

NOW, THEREFORE, PURSUANT TO SECTIONS 39-1-111(5) and 39-5-128(1), C.R.S., BE IT RESOLVED by the Board of Directors of the Cherry Hills City Metropolitan District, Arapahoe County, Colorado, that:

1. For the purpose of meeting all general operating expenses of the District during the 2022 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purpose of meeting all debt retirement expenses of the District during the 2022 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

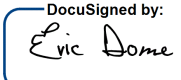
3. That for the purpose of meeting all contractual obligation expenses of the District during the 2022 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

4. That the Secretary is hereby authorized and directed to immediately certify to the Board of County Commissioners of Arapahoe County, Colorado, the mill levies for the District as set forth in the District’s Certification of Mill Levies, attached hereto as **Exhibit 1** and incorporated herein by reference, recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

[SIGNATURE PAGE OF RESOLUTION TO SET MILL LEVIES]

RESOLUTION APPROVED AND ADOPTED on December 1, 2021.

**CHERRY HILLS CITY METROPOLITAN
DISTRICT**

By:  DocuSigned by:
Eric Dome
72A0EADB6CCA411...

President

Attest:

By:  DocuSigned by:
Cynthia Myers
28B7D27F5FC9431...

Secretary

EXHIBIT 1

Certification of Tax Levies

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Arapahoe County, Colorado.

On behalf of the Cherry Hills City Metropolitan District,
 (taxing entity)^A

the Board of Directors,
 (governing body)^B

of the Cherry Hills City Metropolitan District,
 (local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 2,509,999 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 2,509,999 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/13/21 for budget/fiscal year 2022.
 (not later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>17.000</u> mills	\$ <u>42,669</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	<u><</u> <u>></u> mills	\$ <u><</u> <u>></u>
SUBTOTAL FOR GENERAL OPERATING:	<u>17.000</u> mills	<u>\$ 42,669</u>
3. General Obligation Bonds and Interest ^J	<u>55.664</u> mills	\$ <u>139,717</u>
4. Contractual Obligations ^K	<u>1.113</u> mills	\$ <u>2,794</u>
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
_____	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	<u>73.777</u> mills	<u>\$ 185,180</u>

Contact person: Diane K Wheeler Daytime phone: (303) 689-0833
 (print)
 Signed:  Title: District Accountant

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's final certification of valuation).

I, Cynthia Myers, hereby certify that I am the duly appointed Secretary of the Cherry Hills City Metropolitan District, and that the foregoing is a true and correct copy of the Certification of Mill Levies for the budget year 2022, duly adopted at a meeting of the Board of Directors of the Cherry Hills City Metropolitan District held on December 1, 2021.

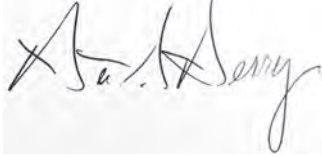
DocuSigned by:
Cynthia Myers
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Secretary

SENTINEL
PROOF OF PUBLICATION

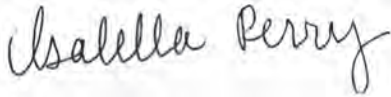
STATE OF COLORADO
COUNTY OF ARAPAHOE }ss.

I DAVID PERRY, do solemnly swear that I am the PUBLISHER of the SENTINEL; that the same is a weekly newspaper published in the Counties of Arapahoe, Adams, and Denver, State of Colorado and has a general circulation therein; that said newspaper has been published continuously and uninterruptedly in said Counties of Arapahoe, Adams and Denver for a period of more than fifty-two consecutive weeks prior to the first publication of the annexed legal notice or advertisement; that said newspaper has been admitted to the United States mails as second-class matter under the provisions of the Act of March 30, 1923, entitled "Legal Notices and Advertisements," or any amendments thereof, and that said newspaper is a weekly newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado. That the annexed legal notice or advertisement was published in the regular and entire issue of every number of said weekly newspaper for the period of 1 consecutive insertions; and that the first publication of said notice was in the issue of said newspaper dated November 18 A.D. 2021 and that the last publication of said notice was in the issue of said newspaper dated November 18 A.D. 2021.

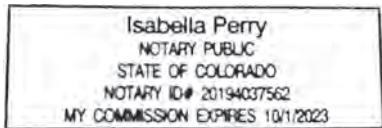
I witness whereof I have hereunto set my hand this 20th day of January A.D. 2022.



Subscribed and sworn to before me, a notary public in the County of Arapahoe, State of Colorado, this 20th day of January A.D. 2022.



Notary Public



NOTICE AS TO PROPOSED 2022
BUDGET
AND AMENDMENT OF 2021 BUDGET
CHERRY HILLS CITY METROPOLITAN
DISTRICT
ARAPAHOE COUNTY, COLORADO

NOTICE IS HEREBY GIVEN, pursuant to Sections 29-1-108 and 109, C.R.S., that a proposed budget has been submitted to the Board of Directors of the Cherry Hills City Metropolitan District (the "District") for the ensuing year of 2022. The necessity may also arise for the amendment of the 2021 budget of the District. Copies of the proposed 2022 budget and 2021 amended budget (if appropriate) are on file in the office of the District's Accountant, Simmons & Wheeler, P.C., 304 Inverness Way South, Suite 490, Englewood, CO 80112, where same are available for public inspection. Such proposed 2022 budget and 2021 amended budget will be considered at a special meeting to be held on December 1, 2021 at 9:00 a.m. via Teams video/teleconference. Any interested elector within the District may, at any time prior to the final adoption of the 2022 budget or the 2021 amended budget, inspect the 2022 budget and the 2021 amended budget and file or register any objections thereto.

DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID-19) AND THE BENEFITS TO THE CONTROL OF THE SPREAD OF THE VIRUS BY LIMITING IN-PERSON CONTACT, THIS MEETING WILL BE HELD BY TELEPHONIC MEANS WITHOUT ANY INDIVIDUALS (NEITHER DISTRICT REPRESENTATIVES NOR THE GENERAL PUBLIC) ATTENDING IN PERSON.

You can attend the meetings in any of the following ways:

1. To attend via Teams Videoconference, visit https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzhlOTBKM2ltN2Q2Yy00MmZhLWE4YzktOTgyNjJjOGExYzY3%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225b9f6fa2-e9dd-42cc-bfd8-f7dd2ed196a6%22%7d
2. To attend via telephone, dial 1-720-547-5281 and enter the following additional information:

- a. Phone Conference ID: 587 752 70#

CHERRY HILLS CITY
METROPOLITAN DISTRICT
/s/ Lisa Johnson
Manager for the District

Publication: November 18, 2021
Sentinel

Certificate Of Completion

Envelope Id: 3AEAB0C3001A4878B3E81B1B19297A9D	Status: Completed
Subject: Please DocuSign: CHCMD - 2022 Budget Packet.pdf	
Client Name: Cherry Hills City Metro District	
Client Number: 011-046178	
Source Envelope:	
Document Pages: 17	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Natalie.Herschberg@claconnect.com
	IP Address: 165.225.10.148

Record Tracking

Status: Original	Holder: Natalie Herschberg	Location: DocuSign
1/27/2022 8:47:28 AM	Natalie.Herschberg@claconnect.com	

Signer Events

Lisa Johnson
 Lisa.Johnson@CLAconnect.com
 District Manager
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 816F8176E93A48A...
 Signature Adoption: Pre-selected Style
 Using IP Address: 165.225.10.175

Timestamp

Sent: 1/27/2022 8:50:26 AM
 Viewed: 1/27/2022 8:51:30 AM
 Signed: 1/27/2022 8:51:38 AM

Electronic Record and Signature Disclosure:
 Accepted: 1/27/2022 8:51:30 AM
 ID: 23997b8b-56f6-4b4f-a9c1-7a4639e90a05

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/27/2022 8:50:26 AM
Certified Delivered	Security Checked	1/27/2022 8:51:30 AM
Signing Complete	Security Checked	1/27/2022 8:51:38 AM
Completed	Security Checked	1/27/2022 8:51:38 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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