

Robinson Ranch Metropolitan District

c/o Community Resource Services
7995 E. Prentice Avenue, Suite 103E
Greenwood Village, CO 80111-2710
303-381-4960

August 24, 2023

Chris Vanderpool
Town Clerk to Town of Parker
20120 E. Mainstreet
Parker, Colorado 80138-7335

Re: Annual Report

Dear Chris Vanderpool,

The District is responsible for submitting an annual report to the Town Administrator in August of each year. The District's Service Plan states that the annual report shall include the following information:

		Status
1.	The purpose of the District is to finance, acquire and construct public improvements within and without its boundaries, including streets and traffic controls, water and sanitary sewer facilities, and storm sewer services and facilities ("Improvements"). The District anticipates that the Improvements acquired or constructed for the use and benefit of District taxpayers within the District boundaries will be dedicated to and maintained by the Town of Parker ("Town" or "Parker").	No public improvements were constructed in 2022.
2.	The audited financial statements of the District for the report year including a balance statement of December 31 of the report year and the statements of operations for the report year, unless an exemption from audit has been granted under the Local Government Audit Law;	2022 Audit Exemption <u>Attachment 1.</u>
3.	A summary of the capital expenditures incurred by the District in development of public facilities in the report year, as well as any capital improvements or projects proposed to be undertaken in the five (5) years following the report year, unless disclosed within a separate schedule to the financial statement;	None
4.	Unless disclosed within a separate schedule to the financial statement, a summary of the financial obligations of the District at the end of the report year, including the amount of outstanding indebtedness, the amount and terms of any new District indebtedness or long-term obligations issued in the report year, the total assessed valuation of all taxable properties within the District as of January 1 of the report year and the current mill levy of the District pledged to debt retirement in the report year;	There is one (1) bond that was issued 8/4/2020 and has a balance of \$1,010,000 and there is 1 loan that was issued 6/12/18 and has a balance of \$680,000 at the end of 2022.
5.	The District's budget for the calendar year in which the annual report is submitted;	2023 Certified Record of Proceedings - <u>Attachment 2.</u>
6.	A summary of the commercial development in the District for the report year;	No new commercial development in 2022.

7	A summary of all fees, charges and assessments imposed by the District as of January 1 of the report year;	None
8.	Certification of the Board that no action, event or condition enumerated in section 10.11.060 of the Parker Municipal Code, as amended, has occurred in the report year;	None
9.	The name, business address and telephone number of each Board member and the Board's chief administrative officer and general counsel, together with the date, place and time of the regular meetings of the Board.	Transparency Notice & Contact List <u>Attachments 3 & 4.</u>
10.	Boundary changes made.	None
11.	Intergovernmental Agreements entered into or terminated with other governmental entities.	None
12.	Access information to obtain a copy of rules and regulations adopted by the Board.	Public Records Policy – <u>Attachment 5</u>
13.	A summary of litigation involving public improvements owned by the special district	The District is not aware of any litigation involving public improvements.
14.	A list of facilities or improvements constructed by the special district that were conveyed or dedicated to the county or municipality.	None
15.	Notice of any uncured defaults existing for more than ninety days under any debt instrument of the special district.	No notices of any uncured default were issued during fiscal year 2022.
16.	Any inability of the special district to pay its obligations as they come due under any obligation which continues beyond a ninety-day period.	To the best of our actual knowledge, the District has been able to pay its obligations as they come due during fiscal year 2022.

Please let me know if you have questions regarding any of the enclosed information.

Sincerely,



Rhonda S. Bilek
District Assistant Manager

Enclosures/Attachments:

- 1 - 2022 Audit Exemption
- 2 - 2023 Certified Record of Proceedings
- 3 - Transparency Notice
- 4 - Contact List
- 5 - Public Records Policy

Robinson Ranch Metropolitan District
Annual Report

ATTACHMENT:
1 - 2022 Audit Exemption

APPLICATION FOR EXEMPTION FROM AUDIT

LONG FORM

NAME OF GOVERNMENT
ADDRESS

ROBINSON RANCH METROPOLITAN DISTRICT
7995 E. PRENTICE AVENUE, SUITE 103E
GREENWOOD VILLAGE, CO 80111

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

CONTACT PERSON
PHONE
EMAIL

PHYLLIS BROWN
303-381-4960
pbrown@crsofcolorado.com

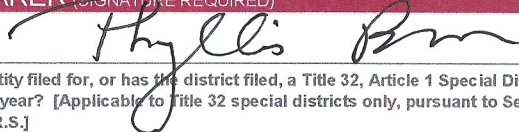
CERTIFICATION OF PREPARER

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:
TITLE
FIRM NAME (if applicable)
ADDRESS
PHONE
DATE PREPARED
RELATIONSHIP TO ENTITY

PHYLLIS BROWN
DISTRICT ACCOUNTANT
COMMUNITY RESOURCE SERVICES OF COLORADO
7995 E. PRENTICE AVENUE, SUITE 103E, GREENWOOD VILLAGE, CO 80111
303-381-4960
3/24/2023
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
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes, date filed:

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	Debt Fund		Fund*	Fund*	
Assets				Assets			
1-1	Cash & Cash Equivalents	\$ 5,700	\$ 60,514	Cash & Cash Equivalents	\$ -	\$ -	
1-2	Investments	\$ 55,975	\$ 51,284	Investments	\$ -	\$ -	
1-3	Receivables	\$ 304	\$ 691	Receivables	\$ -	\$ -	
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$ -	
1-5	Property Tax Receivable	\$ 47,233	\$ 107,348	Other Current Assets [specify...]	\$ -	\$ -	
	All Other Assets [specify...]						
1-6	Lease Receivable (as Lessor)	\$ -	\$ -				
1-7		\$ -	\$ -	Total Current Assets	\$ -	\$ -	
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) TOTAL ASSETS	\$ 109,212	\$ 219,837	(add lines 1-1 through 1-10) TOTAL ASSETS	\$ -	\$ -	
Deferred Outflows of Resources:				Deferred Outflows of Resources			
1-12	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -	
1-13	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -	
1-14	(add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS	\$ -	\$ -	(add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS	\$ -	\$ -	
1-15	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ 109,212	\$ 219,837	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ -	\$ -	
Liabilities				Liabilities			
1-16	Accounts Payable	\$ 2,119	\$ -	Accounts Payable	\$ -	\$ -	
1-17	Accrued Payroll and Related Liabilities	\$ 15	\$ -	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	\$ -	\$ -	All Other Current Liabilities	\$ -	\$ -	
1-21	(add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES	\$ 2,134	\$ -	(add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES	\$ -	\$ -	
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) TOTAL LIABILITIES	\$ 2,134	\$ -	(add lines 1-21 through 1-26) TOTAL LIABILITIES	\$ -	\$ -	
Deferred Inflows of Resources:				Deferred Inflows of Resources			
1-28	Deferred Property Taxes	\$ 47,233	\$ 107,348	Pension/OPEB Related	\$ -	\$ -	
1-29	Lease related (as lessor)	\$ -	\$ -	Other [specify...]	\$ -	\$ -	
1-30	(add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS	\$ 47,233	\$ 107,348	(add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS	\$ -	\$ -	
Fund Balance				Net Position			
1-31	Nonspendable Prepaid	\$ -	\$ -	Net Investment in Capital Assets	\$ -	\$ -	
1-32	Nonspendable Inventory	\$ -	\$ -				
1-33	Restricted [specify...] TABOR/Debt Service	\$ 800	\$ 112,489	Emergency Reserves	\$ -	\$ -	
1-34	Committed [specify...]	\$ -	\$ -	Other Designations/Reserves	\$ -	\$ -	
1-35	Assigned [specify...]	\$ -	\$ -	Restricted	\$ -	\$ -	
1-36	Unassigned:	\$ 59,045	\$ -	Undesignated/Unreserved/Unrestricted	\$ -	\$ -	
1-37	Add lines 1-31 through 1-36 This total should be the same as line 3-33 TOTAL FUND BALANCE	\$ 59,845	\$ 112,489	Add lines 1-31 through 1-36 This total should be the same as line 3-33 TOTAL NET POSITION	\$ -	\$ -	
1-38	Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE	\$ 109,212	\$ 219,837	Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$ -	\$ -	

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	Debt Fund		Fund*	Fund*	
Tax Revenue				Tax Revenue			
2-1	Property [include mills levied in Question 10-6]	\$ 48,275	\$ 109,715	Property [include mills levied in Question 10-6]	\$ -	\$ -	
2-2	Specific Ownership	\$ 4,235	\$ 9,627	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	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ 52,510	\$ 119,342	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ -	\$ -	
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	\$ 2,912	\$ 166	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	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ 55,422	\$ 119,508	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ -	\$ -	
Other Financing Sources				Other Financing Sources			
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	Add lines 2-25 through 2-28 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	Add lines 2-25 through 2-28 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	GRAND TOTALS
2-30	Add lines 2-24 and 2-29 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 55,422	\$ 119,508	Add lines 2-24 and 2-29 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ -	\$ -	\$ 174,930

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	Debt Fund		Fund*	Fund*	
	Expenditures			Expenses			
3-1	General Government	\$ 25,126	\$ -	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	\$ -	\$ -	Utilities	\$ -	\$ -	
3-11	Other [specify...]: County Treasurer Fees	\$ 719	\$ 1,633	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)	\$ -	\$ 55,000	Principal (should match amount in 4-4)	\$ -	\$ -	
3-16	Interest	\$ -	\$ 67,878	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...]:	\$ -	\$ -	All Other [specify...]:	\$ -	\$ -	
3-21		\$ -	\$ -		\$ -	\$ -	
3-22	Add lines 3-1 through 3-21	\$ 25,845	\$ 124,511	Add lines 3-1 through 3-21	\$ -	\$ -	
	TOTAL EXPENDITURES			TOTAL EXPENSES			GRAND TOTAL
3-23	Interfund Transfers (In)	\$ -	\$ -	Net Interfund Transfers (In) Out	\$ -	\$ -	\$ 150,356
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	(Add lines 3-23 through 3-28)			(Line 3-27, plus line 3-28, less line 3-26, less line 3-25, plus line 3-24) TOTAL GAAP RECONCILING ITEMS	\$ -	\$ -	
	TOTAL TRANSFERS AND OTHER EXPENDITURES	\$ -	\$ -		\$ -	\$ -	
3-30	Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures			Net Increase (Decrease) in Net Position			
	Line 2-29, less line 3-22, less line 3-29	\$ 29,577	\$ (5,003)	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			
		\$ 30,268	\$ 117,492		\$ -	\$ -	
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	Prior Period Adjustment (MUST explain)	\$ -	\$ -	
3-33	Fund Balance, December 31			Net Position, December 31			
	Sum of Lines 3-30, 3-31, and 3-32			Sum of Lines 3-30, 3-31, and 3-32			
	This total should be the same as line 1-37.	\$ 59,845	\$ 112,489	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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4-2	Is the debt repayment schedule attached? If no, MUST explain: <div style="border: 1px solid black; height: 15px; width: 100%; margin-top: 5px;"></div>	<input checked="" 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: 15px; width: 100%; 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)			
	Outstanding at beginning of year*	Issued during year	Retired during year	Outstanding at year-end
	General obligation bonds	\$ 1,035,000	\$ -	\$ 25,000
	Revenue bonds	\$ -	\$ -	\$ -
	Notes/Loans	\$ 710,000	\$ -	\$ 30,000
	Lease Liabilities	\$ -	\$ -	\$ -
	Developer Advances	\$ -	\$ -	\$ -
	Other (specify):	\$ -	\$ -	\$ -
	TOTAL	\$ 1,745,000	\$ -	\$ 55,000

*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.]?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes:	How much?	\$ 3,700,060		
	Date the debt was authorized:	11/3/2009		
4-6	Does the entity intend to issue debt within the next calendar year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes:	How much?	\$ -		
4-7	Does the entity have debt that has been refinanced that it is still responsible for?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes:	What is the amount outstanding?	\$ -		
4-8	Does the entity have any lease agreements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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?	<input type="checkbox"/>	<input type="checkbox"/>	
	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	\$ 66,214		
5-2	Certificates of deposit	\$ -		
	TOTAL CASH DEPOSITS		\$ 66,214	
	Investments (if investment is a mutual fund, please list underlying investments):			
5-3	ColoTrust	\$ 107,259		
		\$ -		
		\$ -		
		\$ -		
	TOTAL INVESTMENTS		\$ 107,259	
	TOTAL CASH AND INVESTMENTS		\$ 173,473	

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.?	<input checked="" 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.)? If no, MUST explain: <div style="border: 1px solid black; height: 15px; width: 100%; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

6-3 Complete the following Capital & Right-To-Use Assets table for GOVERNMENTAL FUNDS:	Balance - beginning of the year ¹	Additions ²	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)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

6-4 Complete the following Capital & Right-To-Use Assets table for PROPRIETARY FUNDS:	Balance - beginning of the year*	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)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

* 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? YES NO

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															
		<table border="1"> <thead> <tr> <th>Governmental/Proprietary Fund Name</th> <th>Total Appropriations By Fund</th> </tr> </thead> <tbody> <tr> <td>General Fund</td> <td>\$ 57,459</td> </tr> <tr> <td>Debt Service Fund</td> <td>\$ 124,961</td> </tr> <tr> <td></td> <td>\$ -</td> </tr> <tr> <td></td> <td>\$ -</td> </tr> </tbody> </table>				Governmental/Proprietary Fund Name	Total Appropriations By Fund	General Fund	\$ 57,459	Debt Service Fund	\$ 124,961		\$ -		\$ -
Governmental/Proprietary Fund Name	Total Appropriations By Fund														
General Fund	\$ 57,459														
Debt Service Fund	\$ 124,961														
	\$ -														
	\$ -														

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" value="Public improvements, including street and traffic controls, water and sanitary & storm services."/>	<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 <u>mills</u> levied for the year reported (do not enter \$ amounts):	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
		<table border="1"> <tbody> <tr> <td>Bond Redemption mills</td> <td>25.000</td> </tr> <tr> <td>General/Other mills</td> <td>11.000</td> </tr> <tr> <td>Total mills</td> <td>36.000</td> </tr> </tbody> </table>		Bond Redemption mills	25.000	General/Other mills	11.000	Total mills	36.000
Bond Redemption mills	25.000								
General/Other mills	11.000								
Total mills	36.000								

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	\$ 173,473	Unrestricted Fund Balan	\$ 59,045	Total Tax Revenue	\$ 171,852	
Current Liabilities	\$ 2,134	Total Fund Balance	\$ 59,845	Revenue Paying Debt Service	\$ 119,508	
Deferred Inflow	\$ 154,581	PY Fund Balance	\$ 30,268	Total Revenue	\$ 174,930	
		Total Revenue	\$ 55,422	Total Debt Service Principal	\$ 55,000	
		Total Expenditures	\$ 25,845	Total Debt Service Interest	\$ 67,878	
		Interfund In	\$ -			
Governmental		Interfund Out	\$ -	Enterprise Funds		
Total Cash & Investments	\$ 173,473			Net Position	\$ -	
Transfers In	\$ -	- Proprietary		- PY Net Position	\$ -	
Transfers Out	\$ -	- Current Assets	\$ -	- Government-Wide		
Property Tax	\$ 157,990	Deferred Outflow	\$ -	- Total Outstanding Debt	\$ 1,690,000	
Debt Service Principal	\$ 55,000	Current Liabilities	\$ -	- Authorized but Unissued	\$ 3,700,060	
Total Expenditures	\$ 150,356	Deferred Inflow	\$ -	- Year Authorized	11/3/2009	
Total Developer Advances	\$ -	- Cash & Investments	\$ -			
Total Developer Repayments	\$ -	- Principal Expense	\$ -			

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, <u>Dan Mitchell Trevey</u> , 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 <u>Dan Mitchell Trevey</u> Date: <u>3/28/2023</u> Signed <u>5910DFD00C6A419...</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. Signed _____ Date: _____ My term Expires: _____
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. Signed _____ Date: _____ My term Expires: _____
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. Signed _____ Date: _____ My term Expires: _____
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. Signed _____ Date: _____ My term Expires: _____
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: _____

Certificate Of Completion

Envelope Id: 189FE4D00F1A49A795B3AA13B49C2CB6

Status: Completed

Subject: Robinson Ranch - 2022 Audit Exemption.pdf

Source Envelope:

Document Pages: 10

Signatures: 1

Envelope Originator:

Certificate Pages: 4

Initials: 0

Rhonda Bilek

AutoNav: Enabled

rbilek@crsofcolorado.com

Envelope Stamping: Enabled

IP Address: 96.88.70.121

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Record Tracking

Status: Original

Holder: Rhonda Bilek

Location: DocuSign

3/27/2023 8:43:16 AM

rbilek@crsofcolorado.com

Signer Events

Dan Mitchell Trevey

mitch@trevey.com

Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

5910DFD00C&A119...

Signature Adoption: Pre-selected Style
 Using IP Address: 50.211.240.118

Timestamp

Sent: 3/27/2023 8:53:02 AM

Resent: 3/28/2023 2:16:45 PM

Viewed: 3/28/2023 2:17:13 PM

Signed: 3/28/2023 2:17:26 PM

Electronic Record and Signature Disclosure:

Accepted: 3/28/2023 2:17:13 PM

ID: f71df57c-9073-443b-a0b8-d089170dcddf

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

Phyllis Brown

pbrown@crsofcolorado.com

Security Level: Email, Account Authentication (None)

COPIED

Sent: 3/27/2023 8:53:02 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

3/27/2023 8:53:02 AM

Certified Delivered

Security Checked

3/28/2023 2:17:13 PM

Signing Complete

Security Checked

3/28/2023 2:17:26 PM

Completed

Security Checked

3/28/2023 2:17:26 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

**ROBINSON RANCH METROPOLITAN DISTRICT
DEBT SCHEDULE**

2020 NBH Debt					
Date	Rate	Interest	Principal	Balance	Debt Service
8/4/2020				1,060,000	
12/1/2020	3.30%	11,368.50		1,060,000	11,369
6/1/2021	3.30%	17,490.00		1,060,000	17,490
12/1/2021	3.30%	17,490.00	25,000	1,035,000	42,490
6/1/2022	3.30%	17,077.50		1,035,000	17,078
12/1/2022	3.30%	17,077.50	25,000	1,010,000	42,078
6/1/2023	3.30%	16,665.00		1,010,000	16,665
12/1/2023	3.30%	16,665.00	25,000	985,000	41,665
6/1/2024	3.30%	16,252.50		985,000	16,253
12/1/2024	3.30%	16,252.50	30,000	955,000	46,253
6/1/2025	3.30%	15,757.50		955,000	15,758
12/1/2025	3.30%	15,757.50	30,000	925,000	45,758
6/1/2026	3.30%	15,262.50		925,000	15,263
12/1/2026	3.30%	15,262.50	35,000	890,000	50,263
6/1/2027	3.30%	14,685.00		890,000	14,685
12/1/2027	3.30%	14,685.00	35,000	855,000	49,685
6/1/2028	3.30%	14,107.50		855,000	14,108
12/1/2028	3.30%	14,107.50	35,000	820,000	49,108
6/1/2029	3.30%	13,530.00		820,000	13,530
12/1/2029	3.30%	13,530.00	40,000	780,000	53,530
6/1/2030	3.30%	12,870.00		780,000	12,870
12/1/2030	3.30%	12,870.00	40,000	740,000	52,870
6/1/2031	3.30%	12,210.00		740,000	12,210
12/1/2031	3.30%	12,210.00	45,000	695,000	57,210
6/1/2032	3.30%	11,467.50		695,000	11,468
12/1/2032	3.30%	11,467.50	50,000	645,000	61,468
6/1/2033	3.30%	10,642.50		645,000	10,643
12/1/2033	3.30%	10,642.50	50,000	595,000	60,643
6/1/2034	3.30%	9,817.50		595,000	9,818
12/1/2034	3.30%	9,817.50	55,000	540,000	64,818
6/1/2035	3.30%	8,910.00		540,000	8,910
12/1/2035	3.30%	8,910.00	55,000	485,000	63,910
6/1/2036	3.30%	8,002.50		485,000	8,003
12/1/2036	3.30%	8,002.50	60,000	425,000	68,003
6/1/2037	3.30%	7,012.50		425,000	7,013
12/1/2037	3.30%	7,012.50	65,000	360,000	72,013
6/1/2038	3.30%	5,940.00		360,000	5,940
12/1/2038	3.30%	5,940.00	130,000	230,000	135,940
6/1/2039	3.30%	3,795.00		230,000	3,795
12/1/2039	3.30%	3,795.00	140,000	90,000	143,795
6/1/2040	3.30%	1,485.00	90,000	0	91,485

2018 DEBT					
Date	Rate	Interest	Principal	Balance	Debt Service
6/12/2018				780,000	0
12/1/2018	5.87%	22,893	15,000	765,000	37,893
6/1/2019	5.87%	22,453		765,000	22,453
12/1/2019	5.87%	22,453	15,000	750,000	37,453
6/1/2020	5.87%	22,013		750,000	22,013
12/1/2020	5.87%	22,013	15,000	735,000	37,013
6/1/2021	4.75%	17,456		735,000	17,456
12/1/2021	4.75%	17,456	25,000	710,000	42,456
6/1/2022	4.75%	16,863		710,000	16,863
12/1/2022	4.75%	16,863	30,000	680,000	46,863
6/1/2023	4.75%	16,150		680,000	16,150
12/1/2023	4.75%	16,150	30,000	650,000	46,150
6/1/2024	4.75%	15,438		650,000	15,438
12/1/2024	4.75%	15,438	30,000	620,000	45,438
6/1/2025	4.75%	14,725		620,000	14,725
12/1/2025	4.75%	14,725	35,000	585,000	49,725
6/1/2026	4.75%	13,894		585,000	13,894
12/1/2026	4.75%	13,894	35,000	550,000	48,894
6/1/2027	4.75%	13,063		550,000	13,063
12/1/2027	4.75%	13,063	35,000	515,000	48,063
6/1/2028	4.75%	12,231		515,000	12,231
12/1/2028	4.75%	12,231	40,000	475,000	52,231
6/1/2029	4.75%	11,281		475,000	11,281
12/1/2029	4.75%	11,281	40,000	435,000	51,281
6/1/2030	4.75%	10,331		435,000	10,331
12/1/2030	4.75%	10,331	45,000	390,000	55,331
6/1/2031	4.75%	9,263		390,000	9,263
12/1/2031	4.75%	9,263	45,000	345,000	54,263
6/1/2032	4.75%	8,194		345,000	8,194
12/1/2032	4.75%	8,194	45,000	300,000	53,194
6/1/2033	4.75%	7,125		300,000	7,125
12/1/2033	4.75%	7,125	50,000	250,000	57,125
6/1/2034	4.75%	5,938		250,000	5,938
12/1/2034	4.75%	5,938	50,000	200,000	55,938
6/1/2035	4.75%	4,750		200,000	4,750
12/1/2035	4.75%	4,750	55,000	145,000	59,750
6/1/2036	4.75%	3,444		145,000	3,444
12/1/2036	4.75%	3,444	55,000	90,000	58,444
6/1/2037	4.75%	2,138		90,000	2,138
12/1/2037	4.75%	2,138	90,000	0	92,138

Robinson Ranch Metropolitan District
Annual Report

ATTACHMENT:
2 - 2023 Certified Record of Proceedings

**ROBINSON RANCH METROPOLITAN DISTRICT
GENERAL FUND
2023 ADOPTED BUDGET
WITH 2021 ACTUAL AND 2022 ESTIMATED AMOUNTS
FOR THE YEARS ENDED AND ENDING DECEMBER 31,**

	2021 Actual	2022 Estimated	2023 Adopted
REVENUES			
Property taxes	\$ 61,030	\$ 48,274	\$ 47,233
Specific ownership taxes	5,886	4,280	3,306
Interest	886	1,200	1,200
Total revenues	67,802	53,754	51,739
EXPENDITURES			
Audit	7,402	-	-
County treasurer fees	919	719	708
Directors' fees	300	1,000	1,000
District management and accounting	26,719	15,000	15,000
Dues and subscriptions	317	500	500
Election	-	431	1,000
Insurance and bonds	2,519	3,200	3,200
Legal	5,095	8,000	8,000
Miscellaneous	230	400	400
Payroll taxes	23	100	100
Landscape repairs and maintenance	-	-	10,000
Street repairs and maintenance	-	-	17,000
Emergency reserve	-	1,540	1,550
Total expenditures	43,524	30,890	58,458
NET CHANGE IN FUND BALANCE	24,278	22,864	(6,719)
BEGINNING FUND BALANCE	5,990	30,268	53,132
ENDING FUND BALANCE	\$ 30,268	\$ 53,132	\$ 46,413

**ROBINSON RANCH METROPOLITAN DISTRICT
DEBT SERVICE FUND
2023 ADOPTED BUDGET
WITH 2021 ACTUAL AND 2022 ESTIMATED AMOUNTS
FOR THE YEARS ENDED AND ENDING DECEMBER 31,**

	2021 Actual	2022 Estimated	2023 Adopted
REVENUES			
Property taxes	\$ 122,060	\$ 109,715	\$ 107,348
Specific ownership taxes	11,771	9,555	7,514
Interest	151	150	150
Total revenues	133,982	119,420	115,012
EXPENDITURES			
County treasurer fees	1,840	1,633	1,610
Bond principal	50,000	55,000	55,000
Bond interest	69,893	67,828	65,580
Paying agent fees	-	500	500
Total expenditures	121,733	124,961	122,690
NET CHANGE IN FUND BALANCE	12,249	(5,541)	(7,678)
BEGINNING FUND BALANCE	105,243	117,492	111,951
ENDING FUND BALANCE	\$ 117,492	\$ 111,951	\$ 104,273

Robinson Ranch Metropolitan District
Annual Report

ATTACHMENT:

3 - Transparency Notice

NOTICE TO ELECTORS
SPECIAL DISTRICT TRANSPARENCY NOTICE - 2023
Pursuant to Section 32-1-809, Colorado Revised Statutes

This information must be provided¹ to the eligible electors of the district between November 16, 2022 and January 15, 2023.

Name of special district	Robinson Ranch Metropolitan District	
Address and telephone number of district's principal business office	7995 E. Prentice Avenue, Suite 103E, Greenwood Village, CO 80111 (303) 381-4960	
Name and telephone number of manager or other primary contact person for district	Joel Meggers; District Manager Community Resource Services of Colorado, LLC (303) 381-4960	
Time and place designated for regular board meetings (Pursuant to §32-1-903), C.R.S.)	Meetings on dates determined by the Board of Directors on an as-needed basis at the offices of Community Resource Services of Colorado, LLC, 7995 East Prentice Avenue, Suite 103E, Greenwood Village, CO.	
District's website address (Required if choosing to post meeting notices online per HB 19-1087)	https://robinsonranchmd.com	
Posting place designated for meeting notice (Pursuant to §24-6-402(2)(c), C.R.S.)	SE corner of South Parker Road and Hess Road, Parker, CO https://robinsonranchmd.com	
District mill levy	36.000 mills certified for collection in 2023	
Total ad valorem tax revenue received by district during 2022 (Note if unaudited or otherwise incomplete.)	\$156,767 (unaudited)	
Names of board members (Check applicable boxes for any board member whose seat will be on the ballot at the May 2025 election.)	(1) Dan Mitchell Trevey – Chair <input checked="" type="checkbox"/> This office will be on the May 2025 ballot. <input type="checkbox"/> Two-year term <input checked="" type="checkbox"/> Four-year term	(2) Vacant <input checked="" type="checkbox"/> This office will be on the May 2025 ballot. <input type="checkbox"/> Two-year term <input checked="" type="checkbox"/> Four-year term
	(3) Vacant <input checked="" type="checkbox"/> This office will be on the May 2025 ballot. <input type="checkbox"/> Two-year term Four-year term	(4) Vacant <input type="checkbox"/> This office will be on the May 2027 ballot. <input type="checkbox"/> Two-year term Four-year term
	(5) Vacant <input type="checkbox"/> This office will be on the May 2027 ballot. <input type="checkbox"/> Two-year term Four-year term	
	For seven-member boards:	(6) N/A
Date of next regular election	May 6, 2025	
Self-nomination forms to be a candidate for district board member may be obtained from	Dianne Miller, Designated Election Official c/o Miller Law Offices, pllc 1555 California Street #505 Denver, CO 80202 (303) 285-5320	
Self-nomination forms to be a candidate for district board member should be returned to	Dianne Miller, Designated Election Official c/o Miller Law Offices, pllc 1555 California Street #505 Denver, CO 80202 (303) 285-5320	

Completed self-nomination forms must be received by the district by	February 28, 2025, No later than 5:00 p.m.	
District election results will be posted on these websites:	https://dola.colorado.gov/lgis	District or other website: http://crsofcolorado.com/robinson-ranch-md/
Absentee voting and permanent absentee voter status Where to obtain and return applications: (Pursuant to §1-13.5-1003, C.R.S.)	may be obtained from: Dianne Miller, Designated Election Official c/o Miller Law Offices, pllc 1555 California Street #505 Denver, CO 80202 (303) 285-5320	and may be returned to: Dianne Miller, Designated Election Official c/o Miller Law Offices, pllc 1555 California Street #505 Denver, CO 80202 (303) 285-5320
Notice completed by:	Name: Rhonda S Bilek Title: Assistant Administrator E-mail: rbilek@crsofcolorado.com	Notice Dated: July 26, 2023 Some information herein may be subject to change.

File copy of this Notice with:

- Clerk and Recorder of each county in which district is wholly or partially located;
- Assessor of each county in which the district is wholly or partially located;
- Treasurer of each county in which the district is wholly or partially located;
- Board of county commissioners of each county in which the district is wholly or partially located;
- Governing body of any municipality in which the district is wholly or partially located;
- Division of Local Government; and
- District's principal business office (make available for public inspection).

¹Notice must be provided in one or more of the following manners:

- a) Mail notice separately to each household where one or more eligible electors of the special district resides (Note: Districts with overlapping boundaries may combine mailed notices, so long as the information regarding each district is separately displayed and identified);
- b) Include notice as a prominent part of a newsletter, annual report, billing insert, billing statement, letter, voter information card or other notice of election, or other informational mailing sent by the district to the eligible electors;
- c) Post notice on district's official website (Note: You must also provide the Division of Local Government (<https://dola.colorado.gov/lgis>) with the address of your district's website to establish a link on the DLG's site);
- d) Post notice on website of the Special District Association of Colorado (www.sdaco.org) (Note: Your district must be an SDA member. Send notice to SDA by mail or electronic transmission); or
- e) For a special district with less than one thousand eligible electors that is wholly located within a county with a population of less than thirty thousand, posting the notice in at least three public places within the limits of the special district and, in addition, posting a notice in the office of the county clerk and recorder of the county in which the special district is located. Such notices shall remain posted until the Tuesday succeeding the first Monday of the following May.

Robinson Ranch Metropolitan District
Annual Report

ATTACHMENT:
4 - Contact List

Robinson Ranch Metropolitan District
Annual Report

ATTACHMENT:

5 - Public Records Policy

**RESOLUTION OF
THE BOARD OF DIRECTORS
OF
ROBINSON RANCH METROPOLITAN DISTRICT**

CONCERNING THE ADOPTION OF A PUBLIC RECORDS POLICY

WHEREAS, the Robinson Ranch Metropolitan District (the "District") is a quasi-municipal corporation and political subdivision of the State of Colorado, duly organized and existing as metropolitan district pursuant to title 32, C.R.S.; and

WHEREAS, pursuant to C.R.S. § 32-1-1001(1)(h), the Board of Directors of the District is responsible for the management, control and supervision of all business and affairs of the District; and

WHEREAS, pursuant to C.R.S. § 32-1-1001(1)(i), the Board of Directors of the District has the authority to appoint, hire and retain agents; and

WHEREAS, the District, as a "political subdivision," is subject to the terms and provisions of the Colorado Open Records Act, C.R.S. §§ 24-72-201, *et seq.* (as may be amended, "CORA"); and

WHEREAS, the Board of Directors of the District has determined that it is appropriate to designate a custodian of the District's public records, in accordance with C.R.S. § 24-72-202(1.1), as may be amended, for the purpose of storing, maintaining, and protecting such public records in accordance with applicable Colorado statute and to permit their inspection in an orderly and timely fashion (the "Custodian"); and

WHEREAS, pursuant to C.R.S. §§ 24-72-201, *et seq.*, (as may be amended, "CORA"), "public records" of the District, as that term is defined in CORA in C.R.S. § 24-72-202(6), as may be amended, shall be made available for inspection by the District, except as limited therein; and

WHEREAS, in accordance with C.R.S. § 24-72-205(6)(a), as may be amended, a custodian may impose a fee in response to a request for the research and retrieval of public records only if the custodian has, prior to the date of receiving the request, either posted on the custodian's website or

otherwise published a written policy that specifies the applicable conditions concerning the research and retrieval of public records by the custodian, including the amount of the current fee; and

WHEREAS, further, in accordance with C.R.S. § 24-72-205(6)(a), as may be amended, the custodian shall not impose a charge for the first hour of time expended in connection with the research and retrieval of public records and, after the first hour of time has been expended, the custodian may charge an fee for the research and retrieval of public records up to thirty dollars (\$30.00) per hour; and

WHEREAS, further, in accordance with C.R.S. § 24-72-205(6)(b), as may be amended, the maximum hourly fee that may be charged by the custodian for the research and retrieval of public records may be adjusted by the Director of Research of the Legislative Council on July 1, 2019, and every five years thereafter, in accordance with the percentage of change over the period in the United States Department of Labor, Bureau of Labor Statistics, Consumer Price Index for Denver-Boulder-Greeley, all items, all urban consumers, or its successor index (as may be adjusted, a “Research and Retrieval Fee Adjustment”); and

WHEREAS, pursuant to C.R.S. § 24-72-203, as it is reasonably necessary for the protection of its public records and to prevent the unnecessary interference with the regular discharge of the duties of Custodian of the District’s public records, the Board of Directors of the District has determined that it is appropriate to adopt an Open Records Policy in conformance with CORA.

WHEREAS, this resolution shall constitute the Public Records Policy of the District and of the District’s Custodian.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF ROBINSON RANCH METROPOLITAN DISTRICT THAT:

Section 1. CRS of Colorado, LLC, is hereby designated as the “custodian” of the District’s “public records,” as those terms are defined in C.R.S. §§ 24-72-202(1.1) and 24-72-202(6), respectively, as each may be amended, and shall be responsible for the maintenance, care, and protection of all public records of the District (as may be designated or subsequently replaced, the “Custodian”). Such designation may be changed at any time by the Board of

Directors of the District upon lawfully adopted resolution. Subject to annual appropriation and budget by the District, as well as the terms and conditions of CORA, the Custodian shall have the authority to designate such persons and/or organizations as it shall determine appropriate to perform any and all acts necessary to the maintenance, care, and protection of the District's public records; this may include, and shall not be limited to, the temporary off-site storage or electronic cataloging of such public records.

Section 2. Public records of the District shall be available for public inspection in accordance with CORA. The District hereby adopts the definitions contained within CORA, including, specifically, what constitutes "public records" of the District. The District shall adhere to the terms and provisions of CORA in processing any requests to inspect the public records of the District. The Custodian shall act at all times in compliance with the terms and provisions of CORA. Inspection shall be permitted during normal business hours, Monday through Friday, except on holidays, at a time reasonably established by the Custodian. Although the District shall endeavor to respond to any inspection request provided pursuant to CORA in as prompt a manner as possible, normal and required operations of the District shall remain prioritized over any CORA inspection request, subject to any requirements imposed upon the District by CORA.

Section 3. The District and the Custodian shall adhere to all applicable requirements of CORA in the maintenance, care, protection, retention, research, retrieval, inspection, copying and dissemination of the District's "public records," as defined in C.R.S. § 24-72-202(6), as may be amended. In accordance with C.R.S. § 24-72-205(6), as may be amended, the Custodian shall be authorized to charge an hourly fee for the research and retrieval of the District's public records up to an amount equal to the lesser of: a) the actual cost to the District; or b) thirty dollars (\$30.00) (as may be amended, the "Research and Retrieval Fee"). The Research and Retrieval Fee shall not be imposed for the first hour of research and retrieval time that the Custodian expends in a research and/or retrieval request of public records. The Research and Retrieval Fee shall be invoiced at the time of delivery of any requested public records or upon the delivery of any correspondence detailing why any public records have not been delivered pursuant to a CORA request in accordance with C.R.S. § 24-72-204, as it may be amended from time to time. Any such invoice shall be due and payable upon delivery and an accounting of the Custodian's time and expense spent in responding to any CORA request shall be provided to the person seeking to inspect such public records upon request. The District may also require a

reasonable estimated deposit at the time any public record inspection request is filed with the Custodian pursuant to CORA if, in the Custodian's sole reasonable discretion, the processing of such a public record inspection request shall require more than five hundred dollars (\$500) worth of time and expense, as calculated by the Research and Retrieval Fee; any deposit shall be used by the District for costs incurred by the District for processing such CORA request. Any remaining funds from the deposit shall be returned to the requesting entity within thirty (30) days after the CORA request has been fully processed; in the event that the costs incurred by the District exceed the deposit, the District shall immediately advise the requesting entity or person and the requesting entity or person shall immediately render additional funds to the District. The amount of the allowable Research and Retrieval Fee shall be automatically increased or decreased, as may be applicable, in the event of a Research and Retrieval Fee Adjustment pursuant to C.R.S. § 24-72-205(6)(b), as may be amended.

Section 4. In all cases in which a person has the right to inspect a public record, the person may request a copy, printout, or photograph of the record in accordance with C.R.S § 24-72-205, as may be amended. Pursuant to C.R.S. § 24-72-205(5)(a) , as may be amended, the Custodian shall furnish a copy for twenty-five cents (\$0.25) per standard 8 ½ x 11 inch page or a fee not to exceed the actual cost of providing such copy, printout or photograph if in a format other than a standard 8 ½ x 11 inch page. The costs of copying and reproduction shall not be waived by the Custodian for any reason whatsoever. Under no circumstances shall the Custodian allow documents of the District to be removed from the Custodian's custody for copying or reproduction purposes.

Section 5. In accordance with C.R.S. § 24-72-205(1)(b), as may be amended, the Custodian shall notify the public record requester once a copy of the public record(s) is/are available, but such public record(s) will only be sent to the requester once the Custodian either: 1) receives payment for all costs associated with the public records transmission and for all other fees lawfully allowed; or 2) makes arrangements for receiving payment for all costs associated with public records transmission and for all other fees lawfully allowed. Upon either receiving such payment or making arrangements to receive such payment at a later date, the Custodian shall send the public record(s) to the requester as soon as practicable, but no more than three (3) business days after receipt of, or making arrangements to receive, such payment.

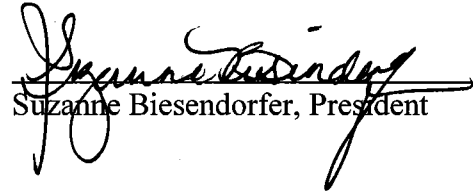
Section 6. If, in response to a specific request and pursuant to C.R.S. § 24-72-205(3), as may be amended, the Custodian must perform a manipulation of data so as to generate a record in a form not used by the District, including, but not limited to, the production of a privilege log, the Research and Retrieval Fee shall be charged to the person or entity making such a request. In conformance with C.R.S. § 24-72-205(3), as may be amended, persons or entities making subsequent requests for the same or similar records may be charged a Resource and Retrieval Fee not in excess of the original Resource and Retrieval Fee.

Section 7. The provisions of this Public Records Policy are in addition to and not in lieu of the provisions of CORA. Nothing contained herein shall be construed as limiting or waiving any rights or privileges that the District may have pursuant to CORA or any other applicable law, rule or regulation, that are not otherwise explicitly stated herein. The District hereby retains any further or additional rights and privileges provided to it pursuant to CORA regarding the generation, retention, destruction, inspection or copying of any records of the District, whether or not such records are deemed to be "public records" pursuant to CORA. In the event of any discrepancy between this Public Records Policy and the statutory provisions of CORA, the compulsory statutory provisions of CORA shall prevail.

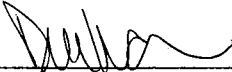
Section 8. In accordance with C.R.S. § 24-72-205(6)(a), as may be amended, this Public Records Policy shall be either posted on the Custodian's website or otherwise published as required by CORA or any other Colorado statute applicable to special districts.

PASSED AND ADOPTED this 18th day of November, 2014.

ROBINSON RANCH METROPOLITAN
DISTRICT


Suzanne Biesendorfer, President

Attest:


Devin Licata, Secretary/Treasurer