



# WRAP FEE PROGRAM DISCLOSURE BROCHURE

This wrap fee program brochure provides information about the qualifications and business practices of Portfolio Design Advisors, Inc., an SEC registered investment advisor.\* If you have any questions about the contents of this brochure, please contact us at 877-335-7035, option 1. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Additional information about PDA also is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). Our Firm SEC Number is 801-64971.

\*Registration with the SEC does not imply a certain level of skill or training.

# MATERIAL CHANGES

Pursuant to SEC rules, Portfolio Design Advisors, Inc. (“PDA”) will ensure that clients receive a summary of any material changes to this and subsequent disclosure brochures within 120 days after the firm’s fiscal year end, December 31. This means that if there were any material changes over the past year clients will receive a summary of those changes no later than April 30. At that time, PDA will also offer a copy of its most current disclosure brochure and may also provide other ongoing disclosure information about material changes as necessary. If there are no material changes over the past year, no notices will be sent.

Clients and prospective clients can always receive the most current disclosure brochure for PDA at any time by contacting us by telephone at 877-335-7035; or by email at [operations@SelectOne.us](mailto:operations@SelectOne.us).

The last annual update of this brochure was dated March 31, 2017. There have been no material changes to our business and the contents of this disclosure brochure since that time.

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## SERVICES, FEES AND COMPENSATION

Portfolio Design Advisors, Inc. ("PDA") offers services under a wrap fee program called SelectOne where we provide investment supervisory services defined as giving continuous investment advice to you (or making investments for you) based on the investment model selected. The SelectOne program is a Unified Managed Account ("UMA") program. This means that the client may select multiple portfolio strategist models and each model is managed separately yet unified within a single account. We provide overlay portfolio management services to your entire account portfolio. This allows us to combine and customize multiple investment products to meet your goals. In this regard, we are responsible for rebalancing the portfolio when an asset class is out of tolerance by more than 2%, unless circumstances dictate otherwise, or if a portfolio strategist's model moves into defensive positions, for example: a move to cash in certain market conditions. We also take instructions from your representative in order to complete specific trades, such as those for tax-loss harvesting purposes at year end, to raise cash for withdrawal requests, etc. We offer portfolio management services in which there are various models available with a qualified custodian for clients and advisors to choose from. Your representative will work with you to design an allocation among the models available and PDA will manage the account to the model allocations. The models are designed to utilize asset allocation strategies and do not attempt to engage in market timing or short term trading. We provide ongoing evaluation and selection of portfolio strategists, investments and adjustment and balancing of portfolios. Various asset types are available and they include: no-load mutual funds, load waived mutual funds, exchange traded funds, stocks, cash, and cash equivalents. Other asset types, like limited partnerships, may be held within the account as a convenience to the customer, but are not included as part of the managed portfolio.

There are two options available for representatives to work with us, dependent upon their agreement with PDA; one is as a solicitor and one is as an Investment Advisor Representative ("IAR"). In both types of relationships, PDA provides continuous supervisory services and has trading discretion and the representative will maintain the client relationship. Representatives are responsible for reviewing the account with the client and helping the client determine which model allocation is appropriate based on the client's risk tolerance and investment objectives. The representative does not have discretion over the account's model allocation. All model allocation changes are client directed.

When executing an agreement for services with us, PDA will be granted limited trading authority to execute transactions within the model allocations chosen by the client and directed by the portfolio strategists. This discretionary trading authority includes the authority, without first consulting you to (1) determine the portion of assets in your account to allocate to each investment or asset class; (2) change your allocation of assets as necessary; and (3) take any and all other actions on your behalf that we determine are customary or appropriate for a discretionary investment advisor to perform, including the authority to buy, sell, select, remove, and replace securities, including mutual fund shares, stocks, bonds, and other investments for the account. You can place reasonable limitations and restrictions in relation to the trading authority. Any restrictions must be submitted to us in writing. PDA nor your representative has access to your funds and/or securities with the exception of having advisory fees deducted from your account and paid to us. Any fee deduction is done pursuant to your prior written authorization. For ERISA accounts, PDA will act as an ERISA 3(21) Fiduciary.

PDA charges for its investment supervisory services based on a percentage of assets under management. Typically, there is an annual fee that is negotiated between you and your representative up to 2.50%. Of the total fee charged to the client, PDA retains a portion referred to as the model cost and pays the difference to the representatives and firms who act as solicitors on our behalf. Some portfolio strategists and other parties who contribute to the servicing of client accounts, such as financial marketing organizations, receive a portion of the model cost ranging from 0.00%-0.70% depending on the model selected. Each model's specific cost is disclosed to you within the Model Cost Disclosure. These costs are subject to change and you may request updated cost information from your representative at any time. We compensate SelectOne portfolio strategists from the advisory fee rates that are based on a percentage of the value of the total assets of the platform that are invested in accordance with the respective portfolio strategist's model portfolios. These fee rates are based on, among other things, asset class, investment style, and assets allocated to that particular portfolio strategist. Your account will be billed the Rep Fee Plus Model Cost; where your account is charged a set fee percentage (the rep fee) plus the model cost where the model cost will vary based on the account allocation but will never be more than 0.70% or 70 basis points. Each account is charged based on a tiered fee schedule. This means that the first \$500,000 of the account is charged the fee listed for that tier, the next \$500,000 is charged the fee listed for that tier and so on. The fee is calculated based on the calendar quarter ending account balance and is charged in arrears.

If you wish to contract with us and your representative for participation in the SelectOne program, you are required to use only those broker-dealers and custodians approved by us. The qualified custodian will debit the fees on a quarterly basis from the account. The fees will be calculated by PDA based on the quarter ending balance. The fees will be charged in arrears and are prorated based on the number of days that services are provided during the calendar quarter.

Fees, fee structure, and experience may vary by representative. Clients with different representatives may receive similar services and pay more or less of a fee than another client. Furthermore, representatives may determine advisory fees differently. For example, some representatives may aggregate all of your managed accounts together to determine a fee breakpoint or charge a fee based on each account size. Additionally, some representatives may have a flat fee assigned to the account regardless of account value; others set fee breakpoints for the account in an effort to reduce the fee as the account grows and other representatives set a tiered fee schedule. There are advantages and disadvantages to all fee structures but each representative may have their own variances within PDA's fee structure. The fee that is negotiated between you and your representative is disclosed to you in the agreement that you sign in advance of services being provided. Representatives have an incentive in the fee charged to the account as they receive the rep fee portion charged.

The SelectOne program fee includes trading costs. It may cost you more or less than if you paid the ticket charges at the time of trade execution. The amount of trades placed in the account is a factor that has a bearing upon the relative cost of the program. If there are only a few trades placed in the account over a period of time, it is possible that paying for advisory services and ticket charges separately may be less expensive than the fee. The opposite is also true; if there are a large amount of trades placed in the account over a period of time, it is possible that paying for advisory services and ticket charges separately may be more expensive.

You may incur other charges imposed by third parties besides us in connection with investments made through the account, including but not limited to mutual fund 12(b)-1 distribution fees, sub

accounting fees, contingent deferred sales charges, short term redemption fees, qualified retirement plan fees, and account maintenance fees. A description of these fees and expenses are available in each investment company security's prospectus. PDA and its employees will not receive any portion of these fees.

You should be aware that mutual funds generally charge a management fee for their services as investment managers. The management fee is called an expense ratio. For example, an expense ratio of 0.50 means that the mutual fund company charges 0.5% for their services. These fees are in addition to the fees paid by you to PDA. Fund companies also charge each fund shareholder an investment management fee that is disclosed in the fund prospectus. Performance figures quoted by mutual fund companies in various publications are after their fees have been deducted.

Income tax liabilities may result from the sale of individual securities within your account, unless the account is otherwise tax sheltered or tax deferred. Income tax liabilities directly reduce investment returns. You are responsible for all tax liabilities arising from the sale of individual securities within your account. Please consult your tax advisor as we cannot offer tax advice.

You, PDA, or your representative may terminate the agreement at any time by providing written notice to the appropriate party. If services are terminated within five business days of executing the agreement, services are terminated without penalty and no fees are due. If the account is to be liquidated as a result of a termination notice, we may take up to five business days from the date of receipt to process the liquidation request. Proceeds will be payable to the client subject to the usual securities settlement procedures. The final fee is prorated based on the number of days that services are provided prior to the effective date of termination. You are responsible for paying fees only for services rendered until the effective date of termination. Your account will be debited for the additional services.

## **ACCOUNT REQUIREMENTS AND TYPES OF CLIENTS**

### **MINIMUM ACCOUNT SIZE**

Typically, we require a minimum account size of \$25,000 to establish and maintain a managed account. Each model also has minimum investment requirements. Most are \$25,000 or \$50,000; but some have higher minimums. Exceptions may be granted to this account minimum at our discretion, usually based on your specific situation. For example, if the market value of the account drops below the minimum PDA may continue to manage the account; or we may allow an account to be established below the minimum knowing that the account will receive additional funds soon.

### **TYPES OF CLIENTS**

PDA provides investment advice to many different types of clients. These clients generally include individuals, pension and profit sharing plans, trusts, estates, charitable organizations, corporations and other types of business entities.

# PORTFOLIO STRATEGIST SELECTION AND EVALUATION

Each portfolio strategist must meet certain criteria for having models within the SelectOne program. Each strategist must have at least \$100 million in assets under management and they must have a minimum of a 3 year track record as an asset manager. The specific model does not need a 3 year track record, but the portfolio strategist must. PDA also reviews the type of model, strategic versus tactical for example, the model holdings, portfolio turnover, and if it fills a gap in our current model selections.

Recommendations of portfolio strategists to clients is primarily handled by each client's representative and is made in accordance with the clients investment objectives, risk tolerance and other relevant information. Representatives may request PDA's assistance in developing a portfolio of models for a client account. Again, recommendations are made based on information provided by the client related to their investment objectives, risk tolerance and other relevant information.

Performance is calculated by Morningstar using industry standards. Morningstar uses a geometrically linked return method also known as Time Weighted Return. Our reviews of model performance are based upon the calculated performance generated by Morningstar for each model. No performance from the portfolio strategist is used; only hypothetical returns are used as we do not have any composites.

There are portfolios available within the SelectOne program that are created by PDA and named to reflect that. Because there is no third party strategist providing models our cost is less when PDA models are selected. This may provide incentive for a representative to recommend PDA models over other strategist models. These models are created by PDA employees and their models will continuously be available for clients and their representative to select if they choose. While these models are not necessarily subject to the same selection and review process as other portfolio strategists, we strive to hold ourselves to the same performance standards and our portfolio management team makes adjustments to the portfolios as necessary to continue to achieve their stated goals.

## **DESCRIPTION OF ADVISORY SERVICES OFFERED**

PDA offers asset management services under a wrap fee program marketed as the SelectOne program; the focus of this brochure. The SelectOne program offers several portfolio strategist models for representatives and clients to choose from. PDA and your representative will continuously supervise the accounts and make trades when necessary, or at your request.

The models are designed to utilize asset allocation strategies and do not attempt to engage in market timing or short term trading. We provide ongoing evaluation and selection of investments, and adjustment and balancing of portfolios.

## **SERVICES TAILORED TO CLIENTS NEEDS**

Our services under the SelectOne program offer several pre-determined portfolio models. You and your representative will select your portfolio models based on risk tolerance and investment objectives. You are given the ability to impose written restrictions on your accounts, including specific investment selections and sectors within reasonable parameters set by us and the portfolio strategist. We will not substitute another security for the restricted one or request that the portfolio strategist designate a substitute security. In some instances, certain restrictions placed on the account, may not

allow for the selection of certain models. Any restrictions placed on the account may adversely affect the management of your account or the ability to meet your investment objectives. For this reason, it is important you understand that we perform advisory services including investment reporting for various clients, and that we may give advice or take actions for other clients that differ from the advice given to you.

#### **WRAP FEE PROGRAM VERSUS PORTFOLIO MANAGEMENT PROGRAM**

In traditional management programs, advisory services are provided for a fee but transaction services are billed separately on a per transaction basis. In wrap fee programs, advisory services and transaction services are provided for one fee. Under our SelectOne wrap fee program, there are models provided by various portfolio strategists. Each account can allocate funds to one or more models. As the sponsor and advisor for the SelectOne program, we receive a portion of the wrap fee charged to the account. The amount that we receive is listed in the Services, Fees and Compensation section of this brochure; and the specific model costs are listed on the Model Selection Worksheet.

#### **PERFORMANCE-BASED FEES AND SIDE-BY-SIDE MANAGEMENT**

Performance-based fees are defined as fees based on a share of capital gains or on capital appreciation of the assets held in a client's account. PDA does not charge or accept performance-based fees.

#### **METHODS OF ANALYSIS AND INVESTMENT STRATEGIES**

PDA uses primarily fundamental analysis, but also uses charting, technical and cyclical analysis when considering investment strategies and recommendations. In simple terms, fundamental analysis involves analyzing company characteristics, charting looks at historical patterns, cyclical analysis looks at recurring periods, and technical analysis studies past market data looking for price trends and movements.

When implementing investment decisions, PDA employs several investment strategies: Long and Short Term Purchases, Strategic and Tactical Asset Allocation, Strategic Timing and Sector Rotation. Asset allocation is the combination of several different types of investments; typically stocks, bonds and cash equivalents among various asset classes so your investments are diversified. The objective of asset allocation is to develop an investment plan that will help investors reach their financial goals, while holding down their risks. Strategic timing is designed to reduce risks in bear markets (when markets are decreasing in value). This is a trend-following strategy that involves holding total cash positions during bear markets and fully invested positions during bull markets. Sector rotation is employed only in the growth portfolio models, spreading the risk over several sectors in the more aggressive models. In bull markets, the technique may consist of using the stronger industrial sectors or surrogates for various market indexes ("bull" funds). In bear markets, it may consist of employing "bear" funds that are structured to rise in price when the market indexes decline in price. Also, when our portfolio manager believes market conditions call for the use of leverage, we may employ leveraged bull or bear funds that are more volatile than the market indexes.

Investing in securities involves a risk of loss that you should be prepared to bear, including loss of your original principal. However, you should be aware that past performance of any security is not necessarily indicative of future results. Therefore, you should not assume that future performance of any specific investment or investment strategy will be profitable. We do not provide any representation or guarantee that your goals will be achieved.



Investing in securities involves risk of loss. Further, depending on the different types of investments, there may be varying degrees of risk.

#### **VOTING CLIENT SECURITIES**

We do not perform proxy voting services on your behalf. You are instructed to read through the information provided with the proxy voting documents and to make a determination based on the information provided. Upon your request, we may provide limited clarifications of the issues presented in the proxy voting materials based on our understanding of issues presented in the proxy voting materials. However, you have the ultimate responsibility for making all proxy voting decisions.

## **CLIENT INFORMATION PROVIDED TO PORTFOLIO STRATEGISTS**

PDA does not provide client specific information to outside portfolio strategists. PDA only provides limited information so that the strategists are able to confirm the assets under management within their portfolio and the fee that PDA pays them for providing us their model information.

## **CLIENT CONTACT WITH PORTFOLIO STRATEGISTS**

There is no client contact with the outside portfolio strategists. The strategists provide asset and trade information to PDA related to their models that we have selected to make available in our program. All of the trading and account access is limited to PDA, our employees, our representatives and our clients. Portfolio Strategists do not have direct client account access. Clients are always welcome to contact PDA or their representative for any assistance or questions they have related to their account.

## **ADDITIONAL INFORMATION**

#### **DISCIPLINARY INFORMATION**

Neither the firm nor its employees have been involved in any event that requires disclosure.

#### **OTHER FINANCIAL INDUSTRY ACTIVITIES AND AFFILIATIONS**

PDA is registered as an SEC Registered Investment Advisor only and does not engage in any other activities that are not described in this brochure.

PDA is a wholly owned subsidiary of GWM Holdings, Inc. GWM Holdings, Inc. also owns Geneos Wealth Management, Inc. ("Geneos"), which is a FINRA registered broker-dealer and SEC Registered Investment Advisor. GWM Holdings, Inc. also owns GenTech, LLC, which is a technology provider for Geneos, PDA and other broker-dealers and registered investment advisors. Management personnel of PDA are also involved in various management roles in their capacity as employees, registered representatives and investment advisor representatives of Geneos. Some management personnel are also involved with GenTech, LLC in management functions.

## **CODE OF ETHICS, PARTICIPATION OR INTEREST IN CLIENT TRANSACTIONS AND PERSONAL TRADING**

According to the Investment Advisors Act of 1940, an investment advisor is considered a fiduciary. As a fiduciary, it is an investment advisor's responsibility to provide fair and full disclosure of all material facts. In addition, an investment advisor has a duty of utmost good faith to act solely in the best interest of each of its clients. PDA has a fiduciary duty to all clients. PDA has established a Code of Ethics which all people defined a access persons must read and then execute an acknowledgement stating that they understand and agree to comply with PDA's Code of Ethics. PDA's fiduciary duty to clients is considered the core underlying principle for PDA's Code of Ethics and represents the expected basis for all dealings with clients. PDA has the responsibility to make sure that the interests of clients are placed ahead of it or its representatives own investment interest. All representatives will conduct business in an honest, ethical and fair manner. All representatives will comply with all federal and state securities laws at all times. Full disclosure of all material facts and potential conflicts of interest will be provided to clients prior to services being conducted. All representatives have a responsibility to avoid circumstances that might negatively affect or appear to affect the representatives' duty of complete loyalty to their clients. This section is only intended to provide you with a description of PDA's Code of Ethics. If you wish to review PDA' Code of Ethics in its entirety, a copy may be requested at any time by contacting us by telephone at 877-335-7035, option 1; or by email at [operations@SelectOne.us](mailto:operations@SelectOne.us).

PDA or its representatives may buy or sell securities or have an interest or position in a security for their personal account, which they also recommend to clients. PDA is and shall continue to be in compliance with The Insider Trading and Securities Fraud Enforcement Act of 1988. As these situations may represent a potential conflict of interest, it is a policy of PDA that no representative shall prefer his or her own account to that of the advisory client. PDA maintains information about all securities holdings for it and its employees, which is reviewed on a regular basis.

## **REVIEW OF ACCOUNTS**

Account reviews and model reviews are performed on an ongoing basis. The portfolio strategist reviews their models regularly and adjusts them as necessary. Each representative is responsible for reviewing their own client accounts and monitoring the portfolio to determine when changes are needed. Other factors that might trigger a review include: market conditions, news releases from one of the investment company's in which the client is invested, the need to rebalance the client's account, or a request from the client.

You receive statements from your account custodian monthly if there is activity in the account and quarterly if there is no activity in the account.

## **CLIENT REFERRALS AND OTHER COMPENSATION**

We may from time to time compensate unaffiliated persons, called "solicitors" either directly or indirectly when they refer to us clients they believe would benefit from our investment advisory services. In all cases these referral fee arrangements will be disclosed to the clients in accordance with section 206(4)-3 of the *Investment Advisors Act*. Compensation to the Solicitor is dependent on the client entering into an advisory agreement with PDA for advisory services. Compensation to the Solicitor will be the rep portion of the fee charged to the client. PDA' referral program is in compliance with federal regulations as set out in 17 CFR Sections 275.206(4)-3. The solicitation fee is paid pursuant to a written agreement retained by PDA and the Solicitor. The Solicitor will be required to provide the client with a copy of this brochure and the Solicitor's client disclosure document detailing the amount

we will pay the Solicitor prior to or at the time of entering into any investment advisory contract with PDA.

PDA also licenses its models to other Registered Investment Advisors under model licensing agreements. The other RIA firm pays PDA a percentage of assets they manage utilizing PDA models. PDA is strictly a fee only investment management firm. PDA does not sell annuities, insurance, stocks, bonds, mutual funds, limited partnerships, or other commissioned products. No commissions in any form are accepted. No finder's fees are accepted.

#### **FINANCIAL INFORMATION**

This item is not applicable to our brochure. We do not require or solicit prepayment of more than \$1,200 in fees per client, six months or more in advance. Therefore, we are not required to include a balance sheet for its most recent fiscal year. We are not subject to a financial condition that is reasonably likely to impair our ability to meet contractual commitments to clients. Finally, we have not been the subject of a bankruptcy petition at any time.



Wes Strobe  
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# INVESTMENT ADVISOR REPRESENTATIVE BROCHURE SUPPLEMENT

This brochure supplement provides information about Wes Strobe that supplements the Portfolio Design Advisor, Inc.'s Disclosure Brochure. You should have received a copy of that brochure. Please contact us at 877-335-7035, option 1 if you did not receive PDA's Disclosure Brochure or if you have any questions about the contents of this supplement.

Additional information is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

## **EDUCATIONAL BACKGROUND AND BUSINESS EXPERIENCE**

Wes Strode, CFA

Born in 1976, Wes graduated from the University of Nebraska at Lincoln with a Bachelors of Science in 1999. He went on to receive his Master of Accounting and Financial Management from the Keller Graduate School of Management in 2011. From 1999 – 2005 Wes worked as an Account Manager with State Street Bank and Trust in Kansas City, MO. He then moved to Denver, CO and worked at Old Mutual Capital as a Senior Investment Analyst from 2005 – 2011. From 2011 – 2012 he was the Senior Portfolio Manager with Advised Assets Group, LLC. Since February 2012 he has been the Portfolio Manager for PDA and a Portfolio Manager for Geneos Wealth Management, Inc.

### **CFA**

Chartered Financial Analyst (CFA) is a charter that is globally recognized graduate level curriculum that provides proficiency with a wide range of fundamental and advanced investment topics, including ethical and professional standards, fixed-income and equity analysis, alternative and derivative investments, economics, financial reporting standards, portfolio management, and wealth planning. It also emphasizes the highest ethical and professional standards. To earn the CFA charter the candidate must have four years of qualified investment work experience; and must become a member of CFA Institute (the global association of investment professionals that administers the CFA charter), pledging to adhere to the CFA Institute Code of Ethics and Standards of Professional Conduct on an annual basis; the candidate must apply for membership to a local CFA member society; and must complete three exams, spending an average of 300 hours of study per exam.

## **DISCIPLINARY INFORMATION**

Wes Strode has no disciplinary information to disclose.

## **OTHER BUSINESS ACTIVITIES**

Wes Strode is also a registered representative of Geneos Wealth Management, Inc. in its capacity as a broker-dealer and an investment advisor representative in its capacity as a Registered Investment Advisor. He is employed with Geneos Wealth Management as a Portfolio Manager. Geneos Wealth Management, Inc. and PDA are commonly owned by GWM Holdings, Inc.

## **ADDITIONAL COMPENSATION**

Wes Strode's primary income is a salary from Geneos Wealth Management, Inc. for his employment as a Portfolio Manager for both Geneos and for Portfolio Design Advisors, Inc.

## **SUPERVISION**

Jen Pattavina is the Chief Compliance Officer of PDA. She is responsible for developing and overseeing the firm's compliance programs that have been established to monitor and supervise the activities and services provided by PDA and its investment advisor representatives. She may be contacted at 877-335-7035, option 5. Dean Rager is the President for PDA. He assists with the daily monitoring and supervision of the investment advisor representatives and the management program. He may be contacted at 877-335-7035.



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# INVESTMENT ADVISOR REPRESENTATIVE BROCHURE SUPPLEMENT

This brochure supplement provides information about Paul Knipping that supplements the Portfolio Design Advisor, Inc.'s Disclosure Brochure. You should have received a copy of that brochure. Please contact us at 877-335-7035, option 1 if you did not receive PDA's Disclosure Brochure or if you have any questions about the contents of this supplement.

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## EDUCATIONAL BACKGROUND AND BUSINESS EXPERIENCE

Paul Knipping, CFA

Born in 1985, Paul studied finance at the University of Colorado at Denver, School of Business. His background includes experience at several top financial firms with a focus on trading and investment analysis, beginning in 2006 with Charles Schwab as a Client Service Associate. Later that year he moved to Merrill Lynch as an Investment Associate. From 2008-2009 he was a Junior Equity Trader in the SMA group at Oppenheimer Funds. From 2009-2012 Paul worked as a Variable Annuity Analyst, contributing to AUV calculation methodology, before moving to the Fiduciary Services Team creating 15(c) reports for mutual fund companies at Lipper. From 2012-2013 Paul worked as an Investment Banking Analyst at SDR Ventures, a Denver based investment bank where he focused on buy-side and sell-side transactions, as well as debt and equity capital raises. Since August of 2013 he has been a Portfolio Analyst for PDA and a Portfolio Analyst for Geneos Wealth Management, Inc.

### CFA

Chartered Financial Analyst (CFA) is a charter that is globally recognized graduate level curriculum that provides proficiency with a wide range of fundamental and advanced investment topics, including ethical and professional standards, fixed-income and equity analysis, alternative and derivative investments, economics, financial reporting standards, portfolio management, and wealth planning. It also emphasizes the highest ethical and professional standards. To earn the CFA charter the candidate must have four years of qualified investment work experience; and must become a member of CFA Institute (the global association of investment professionals that administers the CFA charter), pledging to adhere to the CFA Institute Code of Ethics and Standards of Professional Conduct on an annual basis; the candidate must apply for membership to a local CFA member society; and must complete three exams, spending an average of 300 hours of study per exam.

## DISCIPLINARY INFORMATION

Paul Knipping has no disciplinary information to disclose.

## OTHER BUSINESS ACTIVITIES

Paul Knipping is employed with Geneos Wealth Management as a Portfolio Analyst. Geneos Wealth Management, Inc. and PDA are commonly owned by GWM Holdings, Inc.

## ADDITIONAL COMPENSATION

Paul Knipping's primary income is a salary from Geneos Wealth Management, Inc. for his employment as a Portfolio Analyst for both Geneos and for Portfolio Design Advisors, Inc.

## SUPERVISION

Jen Pattavina is the Chief Compliance Officer of PDA. She is responsible for developing and overseeing the firm's compliance programs that have been established to monitor and supervise the activities and services provided by PDA and its investment advisor representatives. She may be contacted at 877-335-7035, option 5. Dean Rager is the President for PDA. He assists with the daily monitoring and supervision of the investment advisor representatives and the management program. He may be contacted at 877-335-7035.



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# INVESTMENT ADVISOR REPRESENTATIVE BROCHURE SUPPLEMENT

This brochure supplement provides information about Dean Rager that supplements the Portfolio Design Advisor, Inc.'s Disclosure Brochure. You should have received a copy of that brochure. Please contact us at 877-335-7035, option 1 if you did not receive PDA's Disclosure Brochure or if you have any questions about the contents of this supplement.

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## **EDUCATIONAL BACKGROUND AND BUSINESS EXPERIENCE**

Dean Rager

Born in 1958, Dean holds the Series 7, 24 and 66 licenses. He completed a Bachelor of Science degree in Business Administration and Human Resource Management and received a Master of Science in Computer Information Systems from the University of Phoenix. Prior to joining Geneos, he served as Chief Information Officer for ING Advisors Network where he oversaw its technological infrastructure. As a past president of a 500 rep broker dealer, he was responsible for the day-to-day and financial operations of the firm. Dean has been with Geneos Wealth Management, Inc. since 2004 as the Senior Vice President. Along with the daily responsibility for Geneos' technology solutions, Dean also has oversight for the firm's OSJs and home office registered personnel. As the Chief Compliance Officer of the Geneos Registered Investment Advisor he is responsible for the oversight of the Geneos advisory programs. Dean has been involved with PDA since 2009, officially taking over responsibilities as President in 2014.

## **DISCIPLINARY INFORMATION**

Dean Rager has no disciplinary information to disclose.

## **OTHER BUSINESS ACTIVITIES**

Dean Rager is also a registered representative of Geneos Wealth Management, Inc. in its capacity as a broker-dealer and an investment advisor representative in its capacity as a Registered Investment Advisor. He is also an independently licensed insurance agent. He is employed with Geneos Wealth Management as a Senior Vice President and RIA Chief Compliance Officer. Dean is also the President of Gentech, LLC, a technology company providing services to Geneos PDA and other broker-dealers and registered investment advisors. Geneos Wealth Management, Inc., GenTech, LLC and PDA are commonly owned by GWM Holdings, Inc.

## **ADDITIONAL COMPENSATION**

Dean Rager's primary income is a salary from Geneos Wealth Management, Inc. for his employment as Senior Vice President and Advisory Chief Compliance Officer for Geneos, President for Portfolio Design Advisors, Inc. and President of GenTech, LLC.

## **SUPERVISION**

Jen Pattavina is the Chief Compliance Officer of PDA. She is responsible for developing and overseeing the firm's compliance programs that have been established to monitor and supervise the activities and services provided by PDA and its investment advisor representatives. She may be contacted at 877-335-7035, option 5. Dean Rager is the President for PDA. He assists with the daily monitoring and supervision of the investment advisor representatives and the management program. He may be contacted at 877-335-7035.