

# HORST & GRABEN WEALTH MANAGEMENT, LLC

6600 SW 92nd Ave.  
Suite 210  
Portland, OR 97223  
Phone: 503-342-8900

<https://www.horstandgraben.com>

March 21, 2024

This Brochure provides information about the qualifications and business practices of Horst & Graben Wealth Management, LLC. If you have any questions about the contents of this Brochure, please contact us at (503) 342-8900 or [casey@horstandgraben.com](mailto:casey@horstandgraben.com). Horst & Graben Wealth Management, LLC is a Registered Investment Advisor with the Securities and Exchange Commission (“SEC”). Registration of an investment advisor does not imply any level of skill or training. The information in this Brochure has not been approved or verified by the United States Securities and Exchange Commission or any state securities authority.

Additional information about Horst & Graben Wealth Management, LLC also is available on the SEC’s website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

## Item 2 – Material Changes

We will ensure that all current clients receive a Summary of Material Changes (if any) to this and subsequent Brochures. A Summary of Material Changes is also included with our Brochure on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). The searchable IARD/CRD number for Horst & Graben Wealth Management, LLC is 297368. The Summary of Material Changes is listed as “**Exhibit A**” to our Brochure. We may further provide other ongoing disclosure information about material changes as necessary and will further provide you with a new Brochure as necessary based on changes or new information, at any time, without charge.

Currently, our Brochure may be requested by contacting us at (503) 342-8900 or [casey@horstandgraben.com](mailto:casey@horstandgraben.com). Our Brochure is provided free of charge.

**Item 3 – Table of Contents**

Item 1 – Cover Page.....	i
Item 2 – Material Changes.....	ii
Item 3 – Table of Contents .....	iii
Item 4 – Advisory Business.....	1
Item 5 – Fees and Compensation.....	2
Item 6 – Performance-Based Fees and Side-By-Side Management .....	5
Item 7 – Types of Clients .....	5
Item 8 – Methods of Analysis, Investment Strategies and Risk of Loss .....	6
Item 9 – Disciplinary Information .....	8
Item 10 – Other Financial Industry Activities and Affiliations .....	8
Item 11 – Code of Ethics, Participation or Interest in Client Transactions, and Personal Trading .....	9
Item 12 – Brokerage Practices .....	9
Item 13 – Review of Accounts .....	11
Item 14 – Client Referrals and Other Compensation .....	12
Item 15 – Custody .....	12
Item 17 – Voting Client Securities .....	13
Item 18 – Financial Information .....	13
Exhibit A – Summary of Material Changes .....	Exhibit A-1

#### Item 4 – Advisory Business

- A** Horst & Graben Wealth Management, LLC (“Horst & Graben” “we” “our” “Advisor” “the firm” “us”), is an Oregon limited liability company, registered as an independent investment advisory firm with the Securities and Exchange Commission. Our principal place of business is located in Portland, Oregon. The firm was founded in June 2018 by Jamieson Grabenhorst and Casey Cleveland. The principal owners are Jamieson Grabenhorst and the Casey and Molly Cleveland Revocable Living Trust.
- B** Horst & Graben strives to help its clients develop a comprehensive, cohesive financial strategy that fits their unique needs and enables them to meet both short- and long-term objectives. Horst & Graben advisory personnel assist clients to take advantage of investment opportunities by providing them with three key tools: (1) A clear understanding of their financial goals; (2) a well- defined roadmap for achieving those goals; and (3) ongoing advice to help adjust their roadmap when their needs change.

Horst & Graben and the Client will enter into an agreement which details the scope of the relationship and responsibilities of both Horst & Graben and the Client. Horst & Graben gathers information about its clients through personal consultations and documents that are completed by the client (Client Data Sheet and Risk Tolerance Questionnaire). Advisory personnel analyze this data to determine if the client’s current needs are being met and if the client has adequately planned for future needs. Together, Horst & Graben and the client then determine the type of advisory service that best fits the client’s financial needs, goals and objectives.

Horst & Graben offers both discretionary and non-discretionary asset management service, in which it designs, monitors and manages highly individualized portfolios on a continuous basis for clients with varied investment needs, goals and objectives. The Advisor tailors its services to the individual needs of its clients through an initial consultation and regular, ongoing communications with its clients. Advisory personnel first review the client’s current holdings (including analyzing the tax considerations if any assets are sold) to determine if this portfolio fits the client’s risk tolerance and financial circumstances. If not, Horst & Graben develops and manages a target portfolio that may include one or more of the following types of securities based on the client’s risk tolerance.

Horst & Graben may provide investment or non-securities advice to clients on a more limited fee-only basis. This includes financial planning, estate planning, and/or retirement planning. Horst & Graben may recommend the services of itself and/or other professionals to implement its recommendations. Typically, the Advisor will present the report to the client within 90 days of the contract date, provided that all information needed for the analysis and preparation of the report has been promptly provided by the client. Clients should be aware that a conflict of interest exists if Horst & Graben recommends its own services. The Advisor or its representatives may receive compensation for financial planning, providing investment management services, and/or the sale of insurance and other products and services. However, clients are under no obligation to act upon any of the recommendations made by the Advisor under a financial planning or consulting engagement and/or engage the services of Horst & Graben or any other recommended professional.

Horst & Graben advisory representatives provide educational workshops and classes for investors and the general public. The purpose of these workshops and classes is to promote greater awareness of various financial topics, including but not limited to, retirement planning, personal budgeting, and money management, and to market Horst & Graben's advisory services. The investment information provided as part of this service is not intended to meet the objectives or needs of each individual client.

- C** Advice and services provided under the agreement are tailored to the stated objectives of the Client. Advisor will act in accordance with a Statement of Investment Policy (or similar document used to establish Client's objectives and suitability), regardless of whether authority is discretionary or non-discretionary.
- D** Horst & Graben does not participate in or sponsor any wrap-fee programs.
- E** We currently manage approximately \$587,306,786 of Client assets on a discretionary basis, and \$62,615,479 on a nondiscretionary basis. These amounts were calculated as of December 31, 2023.

#### **Item 5 – Fees and Compensation**

- A** In consideration for our services, Clients pay us a fee quarterly in advance, with payment due within 10 days from the date of the invoice. The fee will be equal to the agreed upon rate per annum, multiplied by the market value of assets in the account on the last business day of the previous quarter, then times the numbers of days in the quarter, divided by the number of days in a year. The market value will be construed to equal the sum of the values of all assets in the account, not adjusted by any margin debit.

Compensation to us for our services will be calculated in accordance with fees set-forth in "Schedule A" of the Investment Advisory Agreement, which is entered into with each Client when we begin our professional relationship.

#### STANDARD ADVISORY FEE SCHEDULE

##### **Schedule A**

<b>Assets Under Management</b>	<b>Maximum Fee</b>
\$25,000 - \$99,999	1.60%
\$100,000 - \$249,999	1.40%
\$250,000 - \$499,999	1.375%
\$500,000 - \$749,999	1.25%
\$750,000 - \$1,249,999	1.00%
\$1,250,000 - \$1,999,999	.90%
\$2,000,000 - \$4,999,999	.75%
\$5,000,000 - \$24,999,999	.60%
\$25,000,000 and above	.40%

The minimum annual fee for investment management services is \$400.

#### FINANCIAL PLANNING FEES

We generally charge a fixed fee to provide clients with standalone financial planning services. These fees are largely determined by the time involved in producing the plan, the scope and complexity of the plan, and the range of services provided. Generally, we charge a fixed fee of \$2,000 for the initial plan, plus \$400 for each additional scenario, \$400 for investment reviews, \$400 for budget review, and \$200 for a thorough debt reduction plan. The specific terms and fee structure are negotiated in advance and set forth in an Agreement with us. Generally, we require one-half of the financial planning fee upon execution of the Agreement and the balance due at the time the financial plan is delivered or the underlying services are rendered to completion.

#### EDUCATIONAL WORKSHOPS/CLASSES

Horst & Graben charges fees for educational classes based on the scope of information covered, number of class sessions, and cost of handouts or other information that the advisory representative(s) provide to attendees.

While our fee includes the time and activities necessary to work with the Client's attorney and/or accountant in reaching agreement on solutions, as well as assisting those third parties in implementation of all appropriate documents, we are not responsible for attorney or accountant fees charged to the Client as a result of the above activities.

Clients are encouraged to review their plans on a regular basis, based on individual circumstances.

Our fees are generally negotiable.

- B** Fees are debited directly from the Client's account by the custodian upon submission of an invoice to the custodian indicating the account number and amount of fees to be paid. The Advisor also sends fee invoices to investment management clients at the beginning of each quarter. Clients should carefully compare their fee invoices against the account statements received from the custodian to verify that the fee is correctly calculated based on assets reported in the custodial statement. Payment of fees may result in the liquidation of Client's securities if there is insufficient cash in the account. Any fees not debited directly from a Client's account or paid at the time of service will be invoiced and are payable upon receipt of the invoice.

Financial Planning fees will be paid with one-half of the anticipated project cost due upon project commencement. The remaining balance is due upon delivery of the plan. A late charge of 1½ percent per month will be charged upon any balance unpaid within one month of the invoice date.

- C** In addition to Horst & Graben's annual management fee, investment management clients may also have to pay other costs that unaffiliated third parties charge for their services. These costs include, but are not limited to: custodial fees; brokerage commissions; transaction fees; charges

imposed directly by a mutual fund, index fund, or exchange traded fund (“ETF”); wire transfer fees; and other fees and taxes on brokerage accounts and securities transactions. Horst & Graben does not share in any portion of the brokerage fees/transaction charges imposed by the unaffiliated third party.

- D** Clients have the right to terminate an Investment Advisory Agreement (“IAA”) or Financial Planning Agreement (“FPA”) without penalty within five business days after entering into the contract. The IAA or FPA may otherwise be terminated at any time by either party by providing 30 days prior written notice to the other party as set forth in the agreements. The market value will be construed to equal the sum of the values of all assets in the account, not adjusted by any margin debit. All custodial termination and transfer fees, if any, assessed by Custodian will be the responsibility of the Client. In the event of termination, any fees paid in advance which remain unearned will be refunded to the Client. Any fees which have been earned by Horst & Graben but not yet paid by Client will be immediately due and payable to us.
- E** Neither Horst & Graben, nor any supervised person associated with Horst & Graben accepts any compensation for the sale of securities or investment products.

#### ROLLOVER RECOMMENDATIONS

As part of our investment advisory services to you, we may recommend that you roll assets from your employer’s retirement plan, such as a 401(k), 457, or ERISA 403(b) account (collectively, a “Plan Account”), to an individual retirement account, such as a SIMPLE IRA, SEP IRA, Traditional IRA, or Roth IRA (collectively, an “IRA Account”) that we will manage on your behalf. We may also recommend rollovers from IRA Accounts to Plan Accounts, from Plan Accounts to Plan Accounts, and from IRA Accounts to IRA Accounts. When we provide any of the foregoing rollover recommendations we are acting as fiduciaries within the meaning of Title I of the ERISA and/or the Internal Revenue Code (“IRC”), as applicable, which are laws governing retirement accounts.

If you elect to roll the assets to an IRA that is subject to our management, we will charge you an asset-based fee as set forth in the advisory agreement you executed with our firm. This creates a conflict of interest because it creates a financial incentive for our firm to recommend the rollover to you (*i.e.*, receipt of additional fee-based compensation). You are under no obligation, contractually or otherwise, to complete the rollover. Moreover, if you do complete the rollover, you are under no obligation to have the assets in an IRA managed by our firm. Due to the foregoing conflict of interest, when we make rollover recommendations, we operate under a special rule that requires us to act in your best interests and not put our interests ahead of yours.

Under this special rule’s provisions, we must:

- meet a professional standard of care when making investment recommendations (give prudent advice);
- never put our financial interests ahead of yours when making recommendations (give loyal advice);
- avoid misleading statements about conflicts of interest, fees, and investments;
- follow policies and procedures designed to ensure that we give advice that is in your best interests;
- charge no more than a reasonable fee for our services; and

- give you basic information about conflicts of interest.

Many employers permit former employees to keep their retirement assets in their company plan. Also, current employees can sometimes move assets out of their company plan before they retire or change jobs. In determining whether to complete the rollover to an IRA, and to the extent the following options are available, you should consider the costs and benefits of a rollover.

Note that an employee will typically have four options in this situation:

1. leaving the funds in your employer's (former employer's) plan;
2. moving the funds to a new employer's retirement plan;
3. cashing out and taking a taxable distribution from the plan; or
4. rolling the funds into an IRA rollover account.

Each of these options has positives and negatives. Because of that, along with the importance of understanding the differences between these types of accounts, we will provide you with written explanation of the advantages and disadvantages of both account types and the basis for our belief that the rollover transaction we recommend is in your best interests.

As an alternative to providing you with a rollover recommendation, we may instead to take an entirely educational approach in accordance with the U.S. Department of Labor's Interpretive Bulletin 96-1. Under this approach, our role will be limited only to providing you with general educational materials regarding the pros and cons of rollover transactions. We will make no recommendation to you regarding the prospective rollover of your assets and you are advised to speak with your trusted tax and legal advisors with respect to rollover decisions. As part of this educational approach, we will provide you with materials discussing some or all of the following topics: the general pros and cons of rollover transactions; the benefits of retirement plan participation; the impact of pre-retirement withdrawals on retirement income; the investment options available inside your Plan Account; and high level discussion of general investment concepts (*e.g.*, risk versus return, the benefits of diversification and asset allocation, historical returns of certain asset classes, etc.). We may also provide you with questionnaires and/or interactive investment materials that may provide a means for you to independently determine your future retirement income needs and to assess the impact of different asset allocations on your retirement income. You will make the final rollover decision.

#### **Item 6 – Performance-Based Fees and Side-By-Side Management**

Horst & Graben does not charge any performance-based fees for our services. Accordingly, this Item is not applicable to our firm.

#### **Item 7 – Types of Clients**

We provide investment advice to the following types of Clients:

- Individuals
- Pension and Profit Sharing Plans
- Trusts, Estates or Charitable Organizations
- Corporations and other Business Entities



The minimum account size is generally \$500,000. Horst & Graben, at its sole discretion, may accept clients with smaller accounts based on criteria such as the client's potential to increase future earnings and/or assets, the composition of the client's portfolio, if the client has any related accounts, and if the client and the Advisor have a pre-existing relationship. Horst & Graben may combine the portfolios of family members to meet the minimum account size.

Horst & Graben will only accept an account that is below \$500,000 if it believes that the smaller account size does not significantly increase the investment risk beyond the client's stated risk objective.

If an account falls below the \$500,000 minimum after it was opened, Horst & Graben may terminate the account at its sole discretion. If Horst & Graben decides to keep the account, the minimum annual fee is \$400.

The minimum charge for a financial plan is \$2,000.

## **Item 8 – Methods of Analysis, Investment Strategies and Risk of Loss**

### *Methods of Analysis*

The main sources of information Horst & Graben may rely upon when reaching and analyzing securities will include traditional research materials, such as financial newspapers and magazines, annual reports, prospectuses, filings with the SEC, as well as research materials prepared by others, company press releases and corporate rating services.

Moreover, Horst & Graben approaches investment portfolio analysis and implementation based on internal factors such as your tax situation, overall risk tolerance, current financial situation, and your personal goals and aspirations. After identifying these items, your portfolio will be structured around your individual needs, while attempting to minimize negative effects of external factors, such as interest rates, market performance, and the economy as a whole.

Horst & Graben may use one or more of the following methods to analyze securities:

- Technical: Forecast the direction of prices through the study of past market data, primarily price and volume.
- Fundamental: Analysis of a company's financial statements and health, its management and competitive advantages, and its competitors and markets.
- Charting: Seek to identify price patterns and market trends in financial markets and attempt to exploit those patterns.

### *Investment Strategies*

The primary investment strategy the Advisor uses is tactical allocation. This means that the Advisor uses a diversified approach to actively adjust or rebalance the percentage of assets held in a portfolio to take advantage of market conditions. Horst & Graben implements its advice through long term purchases (securities held for more than one year) and short term purchases (securities sold within one year).

**Systematic or Market Risk:** Relates to factors that affect the overall economy or securities markets. Market risk affects all companies, regardless of the company's financial condition, management, or capital structure, and, depending on the investment, can involve international as well as domestic factors.

*Interest-rate Risk:* The risk that the value of a security will go down because of changes in interest rates. For instance, when interest rates rise, the yields on existing bonds decrease and become less attractive to potential investors, causing their market values to decline.

*Inflation Risk:* The risk that increases in the prices of goods and services, and therefore the cost of living, reduce your purchasing power.

*Currency Risk:* This risk occurs because many world currencies float against each other. If money needs to be converted to a different currency to make an investment, any change in the exchange rate between that currency and yours can increase or reduce your investment return.

*Liquidity Risk:* The risk of having difficulty in liquidating an investment position without taking a significant discount from current market value. Liquidity risk can be a significant problem with certain lightly traded securities such as unlisted options and municipal bonds that were part of small issues.

**Non-systematic Risk:** The risk associated with investing in a particular product, company, or industry sector.

*Management Risk:* Refers to the impact that bad management decisions, other internal missteps, or even external situations can have on a company's performance and, as a consequence, on the value of investments in that company.

*Credit Risk:* The risk that an issuer of debt securities (e.g., bond) or a borrower default on its obligations and will be unable to make payment of interest or principal in a timely manner.

*Financial Risk:* The risk that a company will be unable to meet its financial obligations. This risk is primarily a function of the relative amount of debt that the company uses to finance its assets. A higher proportion of debt increases the likelihood that at some point the company will be unable to make the required interest and principal payments.

Risk plays a key role in the investment strategy that Horst & Graben advisory personnel develop for clients. Horst & Graben primarily uses the following tactics to reduce investment risk:

- Diversification - Investing in a wide variety of assets to reduce risk;
- Negatively correlated assets (prices move in the opposite direction) to reduce the volatility of the total portfolio and provide higher returns for less risk; and
- Ongoing monitoring processes and active management including transaction reviews, portfolio reviews, account rebalancing and regular client meetings as a means to control risk.

### *Risk of Loss*

Investing in securities involves risk of loss that Clients should be prepared to bear. The inherent risks associated with any investment recommended by Horst & Graben will be thoroughly reviewed and discussed in light of Client's goals, needs, and objectives at the forefront. This will help ensure the Client fully understands his/her investments and that he/she is properly prepared to bear any associated risks.

Our investment approach constantly keeps the risk of loss in mind. In doing so, we will use our best judgment and good faith efforts in rendering services to our Clients. However, we cannot warrant or guarantee any particular level of account performance, or that any account will be profitable over time. Not every investment decision or recommendation made by Advisor will be profitable. Client assumes all market risk involved in the investment of account assets and understands that investment decisions made for this account are subject to various market, currency, economic, political and business risks.

Except as may otherwise be provided by law, Horst & Graben will not be liable to Client for:

- Any loss that a Client may suffer by reason of any investment decision made or other action taken or omitted in good faith by us with that degree of care, skill, prudence and diligence under the circumstances that a prudent person acting in a fiduciary capacity would use;
- Any loss arising from our adherence to a Client's instructions; or
- Any act or failure to act by a custodian of a Client's account.

The above language does not relieve Advisor from any responsibility or liability Advisor may have under state or federal statutes.

### **Item 9 – Disciplinary Information**

There is no information to disclose for this item.

### **Item 10 – Other Financial Industry Activities and Affiliations**

Certain individuals are licensed to sell commission-based insurance products through various insurance companies. Casey Cleveland dedicates 100% of his time to Horst & Graben. Edward Truax dedicates 50% of his time to Horst & Graben.

The insurance affiliations give the advisory representatives sources of potential added compensation. This represents a conflict of interest because Horst & Graben principals have an incentive to recommend that potential Horst & Graben clients purchase commission-based insurance products. Clients are not obligated to implement the recommendations of Horst & Graben advisory representatives in their separate capacities as insurance agents.

Investment adviser representative, Edward Truax serves as an affiliate expert with the Bates Group LLC in Lake Oswego, OR. In this role, Mr. Truax provides expert assistance on a variety of insurance-related matters. In order to avoid any conflict of interest, Mr. Truax will

not serve in any capacity for cases involving any Horst & Graben clients. This outside business activity does not involve a substantial amount of Mr. Truax's income or time.

#### **Item 11 – Code of Ethics, Participation or Interest in Client Transactions, and Personal Trading**

- A** Horst & Graben has adopted a Code of Ethics for all supervised persons of the firm describing its high standard of business conduct and fiduciary duty to its Clients. The Code of Ethics includes provisions relating to the confidentiality of Client information, a prohibition on insider trading, a prohibition of rumor mongering, restrictions on the acceptance of significant gifts and the reporting of certain gifts and business entertainment items, and personal securities trading procedures, among other things.

All Horst & Graben employees are required to follow the Principles contained in the Code of Ethics in all their professional responsibilities: Integrity, Objectivity, Competence, Fairness, Confidentiality, Professionalism and Diligence. All supervised persons of Advisor must acknowledge the terms of the Code of Ethics annually, or as amended.

Horst & Graben will provide a copy of our Code of Ethics to any existing or prospective Client upon request.

- B,C,D** Horst & Graben or individuals associated with us do not buy or sell, or recommend any securities or investment products in which we have a material financial interest. We may buy and sell some of the same securities for its own account that we buy and sell for our Clients. In all instances where appropriate, we will purchase a security for all of our existing accounts for which the investment is appropriate before purchasing any of the securities for our own account and, likewise, when we determine that securities should be sold, where appropriate will cause these securities to be sold from all of our advisory accounts prior to permitting the selling of the securities from our accounts. In some cases, we may buy or sell securities for our own account for reasons not related to the strategies adopted by our Clients.

We will disclose to advisory Clients any material conflict of interest which could reasonably be expected to impair the rendering of unbiased and objective advice.

#### **Item 12 – Brokerage Practices**

- A** Although Clients may direct us to use a broker-dealer of their choosing to act as the independent custodian to hold their assets, we generally recommend that Clients open brokerage accounts with Charles Schwab & Co., Inc. (formerly known as TDA Institutional) ("Schwab"). In recommending broker-dealers, we seek to obtain "best execution," meaning that we seek to execute securities transactions for Clients so that the total costs or proceeds in each transaction are the most favorable under the circumstances. The factors we consider when evaluating for best execution include:

- Execution capability;
- Commission rate;
- Financial responsibility;

- Responsiveness;
- Custodian capabilities;
- The value of any research services/brokerage services provided; and
- Any other factors that we consider relevant.

Recommending a broker-dealer can create a conflict of interest. Accordingly, Horst & Graben has established the following restrictions in order to ensure its fiduciary responsibilities:

1. A director, officer, associated person, or employee of Advisor shall not buy or sell securities for his personal portfolio where his decision is substantially derived, in whole or in part, by reason of his employment unless the information is also available to the investing public or reasonable inquiry. No person of Advisor shall prefer his or her own interest to that of the advisory Client.
2. Advisor maintains a list of all securities holdings for itself and anyone associated with its advisory practice with access to advisory recommendations. These holdings are reviewed on a regular basis by an appropriate officer of Advisor.
3. Advisor emphasizes the unrestricted right of the Client to decline to implement any advice rendered.
4. Advisor emphasizes the unrestricted right of the Client to select and choose any broker or dealer, and/or insurance company he/she wishes.
5. Advisor requires that all individuals must act in accordance with all applicable federal and state regulations governing registered investment advisory practices.
6. Any individual not in observance of the above may be subject to termination.

Schwab's services include research, brokerage, custody, access to mutual funds and other investments that are otherwise available only to institutional investors or would require a significantly higher minimum initial investment. Schwab also makes available to us other products and services that benefit us but may not directly benefit Clients' accounts. Some of these other products and services assist us in managing and administering Clients' accounts. These include software and other technology that provide access to Client account data (such as trade confirmation and account statements), facilitate trade execution, provide research, pricing information and other market data, facilitate payment of our fees from Clients' accounts and assist with back-office support, recordkeeping and Client reporting. Many of these services generally may be used to service all or a substantial number of our accounts, including accounts not maintained at Schwab.

The above benefits are generally considered to be "soft dollar" arrangements. As a result of receiving such products and services for no cost, we have an incentive to recommend custodians and/or broker-dealers to Clients that offer soft dollar arrangements. Because these interests are in conflict with the Clients' interest of obtaining the lowest commission rate available, we periodically evaluate custodians and/or broker dealers to determine whether the custody and transaction fees are reasonable in relation to the value of services provided.

- B** We are authorized in our discretion to aggregate purchases and sales and other transactions made for the account with purchases and sales and other transactions in the same or similar securities or instruments for other Clients. When transactions are so aggregated, the actual prices applicable to the aggregated transactions will be averaged, and the account will be

deemed to have purchased or sold its proportionate share of the securities or instruments involved at the average price so obtained.

Please note that stock exchange regulations may in certain instances prevent the executing broker-dealer from delivering to the account a confirmation slip with respect to its participation in the aggregated transaction and, in such event, we will advise the Client in writing of any purchase or disposition of instruments for the account with respect to any such aggregated transaction. We direct that confirmations of any transactions effected for a Client to be sent, in conformity with applicable law, to the Client.

### **Item 13 – Review of Accounts**

- A** The chief compliance officer, Casey Cleveland, reviews all investment management accounts quarterly following receipt of the current portfolio report from the custodian or more frequently if market conditions change. The compliance officer is authorized to delegate some of the review responsibility to other qualified advisory representatives from time to time to add specialized product expertise, to accommodate for high volume of reviews, and/or to otherwise enhance the review process.

The reviews include at minimum an evaluation of the portfolio holdings relative to a client's stated objectives, and an appraisal of the performance in the account relative to expectations based on market performance, economic conditions, allocation in the account and other factors. Quarterly and interim portfolio reviews are considered an integral part of the management service, and do not trigger any additional fees to the customer.

Horst & Graben will review financial plans for updates only upon the request of the client. Reviews of financial plans may trigger additional fees.

- B** More frequent reviews may also be triggered by a change in Client's investment objectives; tax considerations; large deposits or withdrawals; large sales or purchases; loss of confidence in corporate management; or, changes in macro-economic climate.
- C** Investment management clients will receive written statements (monthly or quarterly depending on the level of activity in the account) and transaction confirmations directly from the account custodian.

Financial planning clients will receive an initial written financial plan within 90 days of the contract date, provided that all information needed for the analysis and preparation of the report has been promptly provided by the client. A client may engage Horst & Graben on an annual basis to review and update a previously delivered financial plan.

All Clients are urged to compare invoices received by us to the account statements provided by the custodian. Clients can also view their account reports on representative investments recommended specifically by us through the custodian's website at any time. Clients are also invited in to review plans and holdings on a monthly basis.

#### **Item 14 – Client Referrals and Other Compensation**

We have no arrangements, written or oral, in which we compensate others for Client referrals.

Horst & Graben and/or their advisory representatives receive advisory fees from a select number of legacy clients of no greater than 0.45% of all assets under management for monitoring and providing continuing advice on assets held away by Mutual Securities, Inc., an unaffiliated broker-dealer. These advisory fees are not charged to the Client nor do they affect the fees the Client would otherwise pay for assets held at Mutual Securities, Inc.

Please see Items 10 and 12 above for disclosure of additional compensation received by Horst & Graben and/or its advisory affiliates.

#### **Item 15 – Custody**

Other than having the ability to deduct our fees from Client accounts, and the ability to disburse or transfer certain funds pursuant to Standing Letters of Authorization executed by Clients, Horst & Graben does not have custody of the assets in the account and shall have no liability to Clients for any loss or other harm to any property in the account, including any harm to any property in the account resulting from the insolvency of the custodian or any acts of the agents or employees of the custodian and whether or not the full amount or such loss is covered by the Securities Investor Protection Corporation (“SIPC”) or any other insurance which may be carried by the custodian. Clients understand that SIPC provides only limited protection for the loss of property held by a broker-dealer.

#### **Item 16 – Investment Discretion**

Clients may grant Horst & Graben ongoing and continuous discretionary authority to execute investment recommendations in accordance with our Statement of Investment Policy (or similar document used to establish a Client’s objectives and suitability), without the Client’s prior approval of each specific transaction. Under this discretionary authority, Clients allow us to purchase and sell securities and instruments in their account(s), arrange for delivery and payment in connection with the foregoing, select and retain sub-advisors, and otherwise act on their behalf in most matters necessary or incidental to the handling of the account, including monitoring certain assets.

Also, Clients may request and Horst & Graben may execute the sale and/or purchase of investments on a non-discretionary basis. Non-discretionary authority requires the Advisor to obtain Client’s prior approval of each specific transaction prior to executing investment recommendations, as well as for the selection and retention of sub-advisors to the account. Advisor will act in accordance with a Statement of Investment Policy (or similar document used to establish Client’s objectives and suitability), regardless of whether authority is discretionary or non-discretionary.



#### **Item 17 – Voting Client Securities**

Clients will receive proxies and other solicitations directly from the custodian (or a service provider contracted by the custodian). Although Horst & Graben does not have authority to vote proxies on behalf of its clients, clients may contact Horst & Graben with questions or for additional information upon receipt of such solicitations or notifications.

#### **Item 18 – Financial Information**

Horst & Graben does not have custody of client assets, does not charge fees in excess of \$1200 more than 6 months in advance of providing service, and does have discretion or trade authorization related to client accounts.

Registered investment advisors are required in this Item to provide Clients with certain financial information or disclosures about Horst & Graben's financial condition. Horst & Graben has no financial commitment that impairs its ability to meet contractual and fiduciary commitments to Clients, and has not been the subject of a bankruptcy proceeding.



## Exhibit A – Summary of Material Changes

Since our firm's last annual amendment filed on March 24, 2023, the following material changes were made to this Brochure:

Item 1: Our new office and mailing address is: 6600 SW 92nd Ave., Suite 210, Portland, OR 97223.

Item 12: Information in this section was updated to reflect the name change of the firm's recommended custodian for establishing brokerage accounts from TDA Institutional to Charles Schwab & Co. Also, reference to Jamieson Grabenhorst's participation on the TD Ameritrade Institutional Advisor Panel was removed.

We will ensure that all current clients receive a Summary of Material Changes to this and subsequent Brochures. A Summary of Material Changes is also included with our Brochure on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). The searchable IARD/CRD number for Horst & Graben Wealth Management, LLC is 297368. We may further provide other ongoing disclosure information about material changes as necessary and will further provide you with a new Brochure as necessary based on changes or new information, at any time, without charge.

Currently, our Brochure may be requested by contacting us at (503) 342-8900 or [casey@horstandgraben.com](mailto:casey@horstandgraben.com). Our Brochure is provided free of charge.