

**HOUSING AUTHORITY OF THE
TOWN OF HOLLY, COLORADO**

FINANCIAL STATEMENTS

December 31, 2016

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Office of the State Auditor

August 23 , 2018

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

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INDEPENDENT AUDITOR'S REPORT

Board of Commissioners
Housing Authority of the Town of Holly
Holly, Colorado

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of the Housing Authority of the Town of Holly, Colorado, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the Housing Authority of the Town of Holly, Colorado, as of December 31, 2016, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 – 9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Housing Authority of the Town of Holly, Colorado's basic financial statements. The schedule of expenses on page 20 and the U.S. Department of Housing and Urban Development Supplementary Financial Data Schedule on pages 21 – 22 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The schedule of expenses and the U.S. Department of Housing and Urban Development Supplementary Financial Data Schedule are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenses and the U.S. Department of Housing and Urban Development supplementary financial data schedule are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated July 25, 2017, on our consideration of the Housing Authority of the Town of Holly, Colorado's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Housing Authority of the Town of Holly, Colorado's internal control over financial reporting and compliance.

Plutt Hanson, P.C.

July 25, 2017

MANAGEMENT'S DISCUSSION AND ANALYSIS

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

Management's Discussion and Analysis Year Ended December 31, 2016

The following discussion and analysis of the financial statements of the Housing Authority of the Town of Holly, Colorado, ("the Authority") provides an overview of the financial activities for the fiscal year ended December 31, 2016. Please consider the following information in addition to your review of the information in the basic financial statements.

The primary focus of the Authority's financial statements is on the statements of its single enterprise fund encompassing all programs administered by the Authority. This information contained herein this Management Discussion and Analysis (MD&A) should be considered in conjunction with the Authority's basic financial statements and related notes to the financial statements.

The Authority has one program. The Low Rent Public Housing Program which consists of 16 dwelling units. Funding is provided based on dwelling rents paid by the tenants and operating fund payments received from the Department of Housing and Urban Development based on a formula. Included in the Low Rent Program are the Capital Fund grants which are also a formula-based program from HUD. The purpose is to provide funding for the modernization and improvement of the Low Rent Public Housing Program units. These resources allow the Housing Authority to provide capital improvements for the current dwelling structures and assist in their operations.

Financial Highlights

The Authority's financial condition continues to remain consistent.

- Total Net Position was \$258,197 at December 31, 2016, a decrease of \$15,025 or 5.00% from the \$273,222 reported at December 31, 2015.
- Public Housing Annual Contributions for 2016 were \$47,026 representing an increase in the amount of \$7,998 from fiscal year 2015 funding of \$39,028.
- Capital Grants for 2016 were \$23,200 representing an increase in the amount of \$1,966 from fiscal year 2015 funding of \$21,234.
- Total Cash was \$28,997 in 2016 and \$28,776 at December 31, 2015, an increase of \$221.
- Total Capital Assets, Net decreased \$29,532 from \$243,997 at December 31, 2015 to \$214,465 at December 31, 2016. This was the result of the recording of depreciation expense of \$30,267. And addition of equipment of \$735.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

Management's Discussion and Analysis Year Ended December 31, 2016

Overview of Financial Statements

This discussion and analysis is intended to serve as an introduction to the Authorities basic financial statements. The basic financial statements are comprised of two components: 1) fund financial statements, and 2) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

The **statement of net position** presents information on all the Authority's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating. Net Position is comprised of three individual components:

- Net Investment in Capital Assets consists of capital asset balances net of accumulated depreciation less any outstanding balances of related debt associated with these assets.
- Restricted Net Position consists of assets that are restricted by limitations placed on these assets by an external source or party.
- Unrestricted Net Position consists of net position that does not meet the definition of the above categories. Unrestricted net position is basically the amount of funds available for future year appropriations.

The **statement of revenues, expenses and changes in net position** presents information showing how the Authority's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses reported in this statement for some items will result in cash flows in future periods.

The **statement of cash flows** reports cash activities for the fiscal year resulting from operating activities, investing activities, non-capital financing activities, and capital and related financing activities. The net result of these activities represents the increase or decrease of the cash account balance for the year ended December 31, 2016.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Authority keeps track of these monies to ensure and demonstrate compliance with finance-related legal requirements. The Authority's fund is a proprietary fund type.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

Management's Discussion and Analysis Year Ended December 31, 2016

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes to the financial statements can be found immediately after the basic financial statements.

Housing Authority Financial Analysis

As earlier noted, changes in net position may serve as a useful indicator of changes in the financial position of an organization. On December 31, 2016 assets exceeded liabilities by \$258,197. This amount is broken down to \$214,465 that is invested in capital assets and \$43,732 is unrestricted for future operations. Capital Assets, Net represent the largest portion of assets at \$214,465. Cash and restricted cash represent the next largest portion of assets at \$28,997.

The Housing Authority's overall financial position and operations for the past two years are summarized below based on the information in the current and prior financial statements. The table below lists the asset and liability comparisons for the year ended December 31, 2016 and 2015.

CONDENSED STATEMENT OF NET POSITION				
	2016		2015	
ASSETS				
Current and Other Assets	\$ 49,682	18.8%	\$ 39,143	13.8%
Capital Assets	214,465	81.2%	243,997	86.2%
Total Assets	264,147	100.0%	283,140	100.0%
LIABILITIES				
Current Liabilities	5,950	2.3%	9,918	3.5%
Noncurrent Liabilities	-	0.0%	-	0.0%
Total Liabilities	5,950	2.3%	9,918	3.5%
NET POSITION				
Net Investment in Capital Asset	214,465	81.2%	243,997	86.2%
Unrestricted	43,732	16.6%	29,225	10.3%
Total Net Position	\$ 258,197	97.7%	\$ 273,222	96.5%

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

**Management's Discussion and Analysis
Year Ended December 31, 2016**

The Authority's expenses exceeded operating revenues including non-operating revenue and capital contributions by \$15,176. When adding back the depreciation expense of \$30,267 the Authority has a profit of \$15,091. The excess expense is primarily due to an increase in administrative expense of \$8,950. Revenues of the Authority are generated principally from dwelling rents and HUD grants (including Operating and Capital Funds). The Authority's revenue decreased by \$8,281 or 7.0%, during the current fiscal year. The decrease in revenue was primarily due to a combination of a decrease in Tenant revenue of \$18,245 and an increase in the HUD Subsidy of \$9,964. Interest income remained unchanged from the previous year. This change in net position, a decrease of \$15,025 when added to the beginning net position results in ending net position in the amount of \$258,197.

CONDENSED STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

	2016		2015	
OPERATING REVENUE				
Rental	\$ 40,132	36.5%	\$ 45,765	38.7%
Grants	70,226	63.8%	60,262	50.9%
Other	(487)	-0.4%	12,125	10.3%
GENERAL REVENUE				
Interest	151	0.1%	138	0.1%
Total Revenue	110,022	100.0%	118,290	100.0%
EXPENSES				
Operating, less Depreciation	94,780	75.8%	99,926	75.3%
Depreciation	30,267	24.2%	32,741	24.7%
Nonoperating	-	0.0%	-	0.0%
Total Expenses	125,047	100.0%	132,667	100.0%
Change in Net Position	(15,025)	-5.5%	(14,377)	-5.0%
Net Position, Beginning	273,222	100.0%	287,599	100.0%
Net Position, Ending	\$ 258,197	94.5%	\$ 273,222	95.0%

Budgets are adopted for all funds as a management control devise but are not presented in the financial statements as it is not legally required.

- Total ending Cash was \$28,977.
- Capital Assets decreased to \$29,532 at December 31, 2016.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

**Management's Discussion and Analysis
Year Ended December 31, 2016**

Capital Assets

During 2016 total Capital Assets, Net decreased \$29,532 from \$243,997 at December 31, 2015 to \$214,45 at December 31, 2016. This was the result of the recording of depreciation expense of \$30,267. Further information on the Authority's capital assets can be found in Notes 1 and 5 in the notes to financial statements.

CAPITAL ASSETS				
	Balance			Balance
	12/31/2015	Additions	Deletions	12/31/2016
CAPITAL ASSETS, NOT BEING DEPRECIATED				
Land	\$ 29,731	\$ -	\$ -	\$ 29,731
CAPITAL ASSETS, BEING DEPRECIATED				
Buildings and Improvements	913,171	-	-	913,171
Equipment - Dwellings	8,203	-	-	8,203
Equipment - Administration	18,516	735	-	19,251
Total Capital Assets Being Depreciat	939,890	735	-	940,625
ACCUMULATED DEPRECIATION				
Buildings and Improvements	708,578	28,140	-	736,718
Equipment - Dwellings	4,985	588	-	5,573
Equipment - Administration	12,061	1,539	-	13,600
Total Accumulated Depreciation	725,624	30,267	-	755,891
Total Capital Assets Being Depreci	214,266	(29,532)	-	184,734
Total Capital Assets, Net	\$ 243,997	\$ (29,532)	\$ -	\$ 214,465

Economic Factors and Next Year's Budget and Rates

The Board of Commissioners and management of the housing authority considered many factors when approving the fiscal year 2017 public housing budget. The user's charges are based on a tenant's income as established by HUD guidelines and are not adjustable. Operating subsidy is based on occupied units and approved vacancies, utility consumption and rates, approved add-ons, formula income, and transition funding. The amount of funding is also established and approved by HUD. Formula income is based on rental income from the authority's rent roll records for the period specified by HUD. Operating expenses are expected to increase by the economy's inflation rate. In projecting income, the Authority considers prior year rental income and occupancy rates and is anticipating an increase in both. The Board of Commissioners and management of the housing authority continue to monitor the budget and expenses as needed.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

**Management's Discussion and Analysis
Year Ended December 31, 2016**

Requests for Information

The financial report is designed to provide a general overview of Housing Authority of the Town of Holly, Colorado's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

The Housing Authority of the Town of Holly, Colorado
Ms. Rose Robinson, Executive Director
876 West Cliff Street
P.O. Box 721
Holly, CO 81047

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BASIC FINANCIAL STATEMENTS

HOUSING AUTHORITY OF THE TOWN OF HOLLY

STATEMENT OF NET POSITION

PROPRIETARY FUND

December 31, 2016

(With Comparative Actual Amounts at December 31, 2015)

	<u>2016</u>	<u>2015</u>
ASSETS		
Current Assets		
Cash	\$ 26,866	\$ 26,820
Investments	12,470	-
Accounts Receivable:		
Tenants - Dwelling Rents	6,891	9,808
Allowance for Doubtful Accounts - Dwelling Rents	(683)	(994)
Accrued Interest Receivable	26	25
Prepaid Assets	<u>1,981</u>	<u>1,528</u>
Total Current Assets	<u>47,551</u>	<u>37,187</u>
Noncurrent Assets		
Cash - Restricted	2,131	1,956
Capital Assets Not Being Depreciated	29,731	29,731
Capital Assets, net of Depreciation	<u>184,734</u>	<u>214,266</u>
Total Noncurrent Assets	<u>216,596</u>	<u>245,953</u>
Total Assets	<u>264,147</u>	<u>283,140</u>
LIABILITIES		
Current Liabilities		
Accounts Payable	1,239	5,422
Accrued Wage and Related Liabilities	1,768	1,785
Tenant Security Deposits	2,131	1,956
Accrued Liabilities - Other	748	749
Deferred Revenue	<u>64</u>	<u>6</u>
Total Current Liabilities	<u>5,950</u>	<u>9,918</u>
Total Liabilities	<u>5,950</u>	<u>9,918</u>
NET POSITION		
Net Investment in Capital Assets	214,465	243,997
Unrestricted Net Position	<u>43,732</u>	<u>29,225</u>
Total Net Position	<u>\$ 258,197</u>	<u>\$ 273,222</u>

The accompanying notes are an integral part of the financial statements.

HOUSING AUTHORITY OF THE TOWN OF HOLLY

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
PROPRIETARY FUND**

For the Year Ended December 31, 2016

(With Comparative Actual Amounts for the Year Ended December 31, 2015)

	<u>2016</u>	<u>2015</u>
OPERATING REVENUES		
Dwelling Rents	\$ 40,132	\$ 45,765
Other Tenant Revenue	(487)	12,125
	<hr/>	<hr/>
Tenant Revenue	39,645	57,890
HUD Operating Contributions and Grants	70,226	60,262
	<hr/>	<hr/>
Total Revenue	<u>109,871</u>	<u>118,152</u>
OPERATING EXPENSES		
Administrative	49,549	40,599
Utilities	8,451	11,875
Maintenance & Operations	27,337	34,522
Insurance Premiums	8,332	8,565
Other General Expense	1,111	4,365
Depreciation Expense	30,267	32,741
	<hr/>	<hr/>
Total Operating Expenses	<u>125,047</u>	<u>132,667</u>
OPERATING INCOME (LOSS)	<u>(15,176)</u>	<u>(14,515)</u>
OTHER INCOME		
Investment Income - Unrestricted	151	138
	<hr/>	<hr/>
Total Other Income	<u>151</u>	<u>138</u>
CHANGE IN NET POSITION	(15,025)	(14,377)
NET POSITION, Beginning	<u>273,222</u>	<u>287,599</u>
NET POSITION, Ending	<u>\$ 258,197</u>	<u>\$ 273,222</u>

The accompanying notes are an integral part of the financial statements.

HOUSING AUTHORITY OF THE TOWN OF HOLLY

**STATEMENT OF CASH FLOWS
PROPRIETARY FUND**

For the Year Ended December 31, 2016

(With Comparative Actual Amounts for the Year Ended December 31, 2015)

	2016	2015
Cash Flows from Operating Activities		
Receipts from Tenants	\$ 42,484	\$ 49,411
Receipts from HUD	70,226	60,262
Payments to Employees	(47,191)	(40,182)
Payments to Suppliers	(52,244)	(59,952)
Net Cash (Used) by Operating Activities	13,275	9,539
Cash Flows from Capital and Related Financing Activities		
Acquisition of Capital Assets	(735)	-
Net Cash Provided by Capital and Related Financing Activities	(735)	-
Cash Flows from Investing Activities		
Earnings on Investments	151	138
Net Cash Provided (Used) by Investing Activities	151	138
Net Change in Cash	12,691	9,677
CASH, Beginning	28,776	19,099
CASH, Ending	\$ 41,467	\$ 28,776
Reconciliation of operating income (loss) to net cash provided (used) by operating activities		
Operating Income (Loss)	\$ (15,176)	\$ (14,515)
Depreciation	30,267	32,741
Changes in operating assets and liabilities:		
Accounts Receivable	2,606	(7,976)
Accrued Interest Receivable	(1)	-
Prepaid Expenses	(453)	818
Accounts Payable	(4,183)	154
Accrued Salaries and Benefits	(17)	(891)
Tenant Security Deposits	175	(506)
Accrued Liabilities - Other	(1)	(289)
Deferred Revenue	58	3
Net Cash (Used) by Operating Activities	\$ 13,275	\$ 9,539

The accompanying notes are an integral part of the financial statements.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Housing Authority of Town of Holly, Colorado (the "Authority") was created under the laws of the State of Colorado. The purpose of the Authority is to administer the Public Housing programs authorized by the Quality Housing and Work Responsibility Act of 1998. These programs are subsidized by the Federal Government through the U.S. Department of Housing and Urban Development (HUD).

This summary of significant accounting policies is presented to assist the reader in interpreting the financial statements and other data in this report. The policies are considered essential and should be read in conjunction with the accompanying financial statements.

The financial statements of the Authority have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to local government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial principles. The more significant of the Authority's accounting policies are described below.

Reporting entity

The financial reporting entity consists of (1) the primary government, (2) organizations for which the primary government is financially accountable and (3) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. The reporting entity's financial statements should present the funds of the primary government (including its blended component units, which are, in substance, part of the primary government) and provide an overview of the discretely presented component units.

The Authority has examined other entities that could be included as defined in number 2 and 3 above. Based on these criteria, the Authority has no component units.

Nature of operations

The Authority provides 16 units of qualified individual and family housing. The development of the units was funded primarily by the U.S. Department of Housing and Urban Development through loans and bonds. The loans have been forgiven by HUD and the bond debt service and repayment requirements are the responsibility of HUD and therefore no outstanding liabilities are recorded. The program is subsidized annually by operating subsidy from HUD and through capital grants for capital improvements.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The accounts of the Authority are organized on the basis of a proprietary fund types, specifically enterprise funds. The activities of these funds are accounted for with a separate set of self-balancing accounts that comprise the Authority's assets, liabilities, net position, revenues and expenses. Enterprise funds account for activities that (a) are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity, (b) are required by laws or regulations that the activity's costs of providing services, including capital costs (such as depreciation or debt service), be recovered with fees and charges, rather than with taxes or similar revenues, or (c) the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs (such as depreciation or debt service).

The accounting and financial reporting treatment applied to the Authority is determined by its measurement focus. The transactions of the Authority are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operations are included on the statement of net assets. Net position (assets less liabilities) are segregated into invested in capital assets, net of related debt, restricted for debt service and unrestricted components. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Assets, Liabilities and Net Position

Cash and cash equivalents - For the purposes of the statement of cash flows, the Authority considers all highly liquid debt instruments with an original maturity of three months or less when purchased to be cash equivalents. All investments are recorded at fair value based on quoted market prices. Fair value is the amount at which a financial instrument could be exchanged in a current transaction between willing parties. Cash and Investments that are available upon demand are considered to be "cash equivalents" when preparing these financial statements. In addition, any marketable securities that are owned by a specific amount and that are purchased with a maturity of ninety days or less are also considered "cash equivalents".

Receivables - All receivables are current and therefore due within one year. Receivables are reported net of an allowance for uncollectible account and revenues net of uncollectible. Allowances are reported when account are proven to be uncollectible. An allowance of \$994 at year end has been provided.

Prepaid assets - Prepaid balances are for payments made by the Authority in the current year to provide services occurring in the subsequent fiscal year.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

Capital assets - All capital assets with a unit cost greater than \$500 are capitalized at cost (or estimated historical cost, if actual cost is not available) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair value on the date received. Improvements to assets are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of the asset are not. The Authority does not capitalize interest costs related to its constructed fixed assets.

All reported capital assets are depreciated with the exception of land costs. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

	Estimated Useful Lives
Buildings	20 – 40 years
Buildings Improvements	10 – 40 years
Furniture and Fixtures	5 – 10 years
Equipment	3 – 10 years

Net position - Net position represent the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Restricted net position is subject to restrictions by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provision or enabling legislation.

Use of restricted/Unrestricted assets - When an expense is incurred for purposes for which both restricted and unrestricted assets are available, the Authority's policy is to apply restricted assets first.

Grant revenue - The Authority, a recipient of grant revenues, recognizes revenues (net of estimated uncollectible amounts, if any), when all applicable eligibility requirements, including time requirements are met in accordance with GASB Statement No. 33. Resources transmitted to the Authority before the eligibility requirements are met are reported as unearned revenue.

Operating revenues and expenses - Operating revenues and expenses consist of those revenues that result from the ongoing principal operations of the Authority. Operating revenues consist primarily of charges for services. Non-operating revenues and expenses consist of those revenues and expenses that are related to financing and investing type of activities and result from non-exchange transactions or ancillary activities.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect the reported amounts of certain assets, liabilities, revenues, expenditures, expenses, and other disclosures. Accordingly, actual results could differ from those estimates.

Income Taxes

The Authority is a governmental subdivision of the State of Colorado and is exempt from Federal and State income taxes.

Budgetary Information

Budgets are adopted as a management control device, but are not legally required. Therefore, budgetary information is not presented in the financial statements.

NOTE 2: CASH AND INVESTMENTS

Cash Deposits

Custodial credit risk

Custodial risk for deposits is the risk that, in the event of a failure of a depository financial institution, the Authority will not be able to recover its deposits or will not be able to recover collateral securities that are in possession of an outside party. The Colorado Public Deposit Protection Act (PDPA) governs the investment of public funds. PDPA requires that all units of local government deposit cash in eligible public depositories. State regulators determine eligibility. Amounts on deposit in excess of federal insurance levels (\$250,000) must be collateralized. The eligible collateral is determined by the PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool for all the uninsured public deposits as a group is to be maintained by another institution or held in trust. The market value of the collateral must be at least equal to 102% of the aggregate uninsured deposits. The institution's internal records identify the collateral by depositor and as such, these deposits are considered to be uninsured but collateralized. The State Regulatory Commissions for banks and financial services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools. At December 31, 2016, the Authority's deposits amounting to \$28,997 were insured by federal depository insurance or collateralized with securities held by the pledging institution's trust department or agent in the Authority's name and consequently were not exposed to custodial credit risk.

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

Investments

The Authority's formal investment policy is to follow Colorado State Statutes which specify investment instruments meeting defined rating and risk criteria in which local governments may invest which include:

- Obligations of the United States and certain U.S. government agency securities and the World Bank
- Certain international agency securities
- General obligation and revenue bonds of U.S. local government entities
- Bankers' acceptances of certain banks
- Commercial paper
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts
- Local government investment pools
- Certain reverse repurchase agreements
- Certain securities lending agreements
- Certain corporate bonds

At December 31, 2016, the Authority did not have any investments.

	<u>Bank Balance</u>	<u>Carrying Balance</u>
FDIC Insured Deposits	\$ 28,676	\$ 28,897
Petty Cash	-	100
Total Cash	<u>\$ 28,676</u>	<u>\$ 28,997</u>
Unrestricted Cash		\$ 26,866
Restricted - Tenant Deposits		<u>2,131</u>
Total Cash		<u>\$ 28,997</u>

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

NOTE 3: ACCOUNTS RECEIVABLE

A summary of accounts receivable as presented in the Statement of Net Position at December 31, 2016 are as follows:

Tenants	\$ 6,891
Allowance for doubtful accounts	(683)
Other	<u>26</u>
 Total	 <u>\$ 6,234</u>

NOTE 4: CAPITAL ASSETS

Capital asset activity for the year was as follows:

	CAPITAL ASSETS			
	<u>Balance</u>			<u>Balance</u>
	<u>12/31/2014</u>	<u>Additions</u>	<u>Retirements</u>	<u>12/31/2015</u>
Non-Depreciable Assets				
Land	\$ 29,731	\$ -	\$ -	\$ 29,731
Depreciable Assets				
Buildings and Improvements	913,171	-	-	913,171
Equipment - Dwellings	8,203	-	-	8,203
Equipment - Administration	<u>18,516</u>	<u>735</u>	-	<u>19,251</u>
Total Depreciable Assets	<u>939,890</u>	<u>735</u>	-	<u>940,625</u>
Total Capital Assets	<u>969,621</u>	<u>735</u>	-	<u>970,356</u>
Accumulated Depreciation				
Buildings and Improvements	708,578	28,140	-	736,718
Equipment - Dwellings	4,985	588	-	5,573
Equipment - Administration	<u>12,061</u>	<u>1,539</u>	-	<u>13,600</u>
Total Accumulated Depreciation	<u>725,624</u>	<u>30,267</u>	-	<u>755,891</u>
Depreciable Assets Net	<u>214,266</u>	<u>(29,532)</u>	-	<u>184,734</u>
Net Capital Assets	<u>\$ 243,997</u>	<u>\$ (29,532)</u>	<u>\$ -</u>	<u>\$ 214,465</u>

HOUSING AUTHORITY OF THE TOWN OF HOLLY, COLORADO

NOTES TO FINANCIAL STATEMENTS

December 31, 2016

NOTE 5: RESTRICTED CASH - TENANT SECURITY DEPOSITS

Cash and cash equivalents of \$2,131 at December 31, 2016 are restricted for tenant security deposits in the Public Housing Program.

NOTE 6: RISK MANAGEMENT

Risk Management

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Authority carries commercial insurance for all risks of loss, including workers compensation and employee health and accident insurance. There has been no significant reduction in insurance coverage from the prior year in any of the major categories of risk. Settled claims have not exceeded this coverage in any of the past three years.

NOTE 7: COMMITMENTS AND CONTINGENCIES

Federal funding

The Authority recognizes as revenue grant monies received as reimbursement for costs incurred in certain Federal and State programs it administers. Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the Federal Government. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time although the Authority expects such amounts, if any, to be immaterial.

Tabor Amendment

Colorado voters passed an amendment to the State Constitution, Article X, Section 20, which has several limitations, including revenue raising, spending abilities, and other specific requirements of state and local government. The Amendment is complex and subject to judicial interpretation. Management believes the Authority is exempt from the provisions of the Amendment.

Supplementary Information

Supplementary information includes schedules not required by the Governmental Accounting Standards Board, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such schedules include:

- Schedule of Expenses
- U.S. Department of Housing and Urban Development Supplementary Financial Data Schedule – This fiscal-year report is required by the U.S. Department of Housing and Urban Development and is used to gather financial information from the Public Housing Authority.

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HOUSING AUTHORITY OF THE TOWN OF HOLLY

**SCHEDULE OF OPERATING EXPENSES
PROPRIETARY FUND**

For the Year Ended December 31, 2016

(With Comparative Actual Amounts for the Year Ended December 31, 2015)

	<u>2016</u>	<u>2015</u>
OPERATING EXPENSES		
Administrative		
Administrative Salaries	\$ 31,140	\$ 23,669
Auditing Fees	3,500	3,000
Bookkeeping Fee	2,110	2,082
Advertising and Marketing	1,620	218
Employee Benefit Contributions	2,476	2,128
Office Expenses	5,236	5,774
Legal Expense	-	177
Travel	2,807	2,258
Other	660	1,293
Total Administrative	<u>49,549</u>	<u>40,599</u>
Tenant Services		
Utilities		
Water	3,489	5,296
Electricity	1,808	1,542
Gas	2,815	4,435
Sewer	339	602
Total Utilities	<u>8,451</u>	<u>11,875</u>
Maintenance & Operations		
Labor	16,034	15,622
Materials	6,702	5,654
Contracts	3,326	11,842
Maintenance	1,275	1,404
Total Maintenance & Operations	<u>27,337</u>	<u>34,522</u>
Insurance Premiums		
Property Insurance	5,684	6,158
Liability Insurance	1,106	1,108
Workmen's Compensation	1,542	1,299
Total Insurance Premiums	<u>8,332</u>	<u>8,565</u>
Other General Expense		
Other General Expense	128	593
Payments in Lieu of Taxes	-	100
Bad debt - Tenant Rents	983	3,672
Total Other General Expenses	<u>1,111</u>	<u>4,365</u>
Total Operating Expenses	<u>94,780</u>	<u>99,926</u>
Non-Operating Expenses		
Depreciation Expense	30,267	32,741
Total Non-Operating Expenses	<u>30,267</u>	<u>32,741</u>
Total Expenses	<u>\$ 125,047</u>	<u>\$ 132,667</u>

The accompanying notes are an integral part of the financial statements.

HOUSING AUTHORITY OF THE TOWN OF HOLLY

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT SUPPLEMENTARY
FINANCIAL DATA SCHEDULE
December 31, 2016**

Line Item No.	Description	Public Housing 14.850	Public Housing Capital Funds 14.872	Total Public Housing	Eliminations	Total
111	Cash - Unrestricted	26,866	\$ -	\$ 26,866	\$ -	\$ 26,866
114	Cash - Tenant Security Deposits	2,131	-	2,131	-	2,131
100	Total Cash	28,997	-	28,997	-	28,997
126	Accounts Receivable - Tenants	6,891	-	6,891	-	6,891
126.1	Allowance for Doubtful Accounts -Tenants	(683)	-	(683)	-	(683)
129	Accrued Interest Receivable	26	-	26	-	26
120	Total Receivables, Net of Allowances for Doubtful Accounts	6,234	-	6,234	-	6,234
131	Investments - Unrestricted	12,470	-	12,470	-	12,470
142	Prepaid Expenses and Other Assets	1,981	-	1,981	-	1,981
150	Total Current Assets	49,682	-	49,682	-	49,682
161	Land	29,731	-	29,731	-	29,731
162	Buildings	913,171	-	913,171	-	913,171
163	Furniture, Equipment & Machinery - Dwellings	8,203	-	8,203	-	8,203
164	Furniture, Equipment & Machinery - Administration	19,251	-	19,251	-	19,251
166	Accumulated Depreciation	(755,891)	-	(755,891)	-	(755,891)
160	Total Capital Assets, Net of Accumulated Depreciation	214,465	-	214,465	-	214,465
180	Total Non-Current Assets	214,465	-	214,465	-	214,465
190	Total Assets	\$ 264,147	\$ -	\$ 264,147	\$ -	\$ 264,147
312	Accounts Payable <= 90 Days	1,239	\$ -	\$ 1,239	\$ -	1,239
321	Accrued Wage/Payroll Taxes Payable	1,768	-	1,768	-	1,768
341	Tenant Security Deposits	2,131	-	2,131	-	2,131
342	Deferred Revenues	64	-	64	-	64
346	Accrued Liabilities - Other	748	-	748	-	748
310	Total Current Liabilities	5,950	-	5,950	-	5,950
300	Total Liabilities	5,950	-	5,950	-	5,950
508.1	Invested In Capital Assets, Net of Related Debt	214,465	-	214,465	-	214,465
512.1	Unrestricted Net Assets	43,732	-	43,732	-	43,732
513	Total Equity/Net Assets	258,197	-	258,197	-	258,197
600	Total Liabilities and Equity/Net Assets	\$ 264,147	\$ -	\$ 264,147	\$ -	\$ 264,147

(CONTINUED)

See the accompanying Independent Auditors' Report.

HOUSING AUTHORITY OF THE TOWN OF HOLLY

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT SUPPLEMENTARY

FINANCIAL DATA SCHEDULE

December 31, 2016

Line Item No.	Description	Public Housing 14.850	Capital Funds 14.872	Total Public Housing	Eliminations	Total
70300	Net Tenant Rental Revenue	\$ 40,132	\$ -	\$ 40,132	\$ -	\$ 40,132
70400	Tenant Revenue - Other	(487)	-	(487)	-	(487)
70500	Total Tenant Revenue	39,645	-	39,645	-	39,645
70600	HUD PHA Operating Grants	47,026	23,200	70,226	-	70,226
71100	Investment Income - Unrestricted	151	-	151	-	151
70000	Total Revenue	86,822	23,200	110,022	-	110,022
91100	Administrative Salaries	31,140	-	31,140	-	31,140
91200	Auditing Fees	3,500	-	3,500	-	3,500
91310	Book-keeping Fee	2,110	-	2,110	-	2,110
91400	Advertising and Marketing	1,620	-	1,620	-	1,620
91500	Employee Benefit contributions - Administrative	2,476	-	2,476	-	2,476
91600	Office Expenses	5,236	-	5,236	-	5,236
91800	Travel	2,807	-	2,807	-	2,807
91900	Other	660	-	660	-	660
91000	Total Operating - Administrative	49,549	-	49,549	-	49,549
93100	Water	3,489	-	3,489	-	3,489
93200	Electricity	1,808	-	1,808	-	1,808
93300	Gas	2,815	-	2,815	-	2,815
93600	Sewer	339	-	339	-	339
93000	Total Utilities	8,451	-	8,451	-	8,451
94100	Ordinary Maintenance and Operations - Labor	16,034	-	16,034	-	16,034
94200	Ordinary Maintenance and Operations - Materials and Other	6,702	-	6,702	-	6,702
94300	Ordinary Maintenance and Operations Contracts	3,326	-	3,326	-	3,326
94500	Employee Benefit Contributions - Ordinary Maintenance	1,275	-	1,275	-	1,275
94000	Total Maintenance	27,337	-	27,337	-	27,337
96110	Property Insurance	5,684	-	5,684	-	5,684
96120	Liability Insurance	1,106	-	1,106	-	1,106
96130	Workmen's Compensation	1,542	-	1,542	-	1,542
96100	Total insurance Premiums	8,332	-	8,332	-	8,332
96200	Other General Expenses	128	-	128	-	128
96400	Bad debt - Tenant Rents	983	-	983	-	983
96000	Total Other General Expenses	1,111	-	1,111	-	1,111
96900	Total Operating Expenses	94,780	-	94,780	-	94,780
97000	Excess of Operating Revenue over Operating Expenses	(7,958)	23,200	15,242	-	15,242
97400	Depreciation Expense	30,267	-	30,267	-	30,267
90000	Total Expenses	125,047	-	125,047	-	125,047
10010	Operating Transfer In	23,200	-	23,200	(23,200)	-
10020	Operating transfer Out	-	(23,200)	(23,200)	23,200	-
10100	Total Other financing Sources (Uses)	23,200	(23,200)	-	-	-
10000	Excess (Deficiency) of Total Revenue Over (Under) Total	\$ (15,025)	\$ -	\$ (15,025)	\$ -	\$ (15,025)
11030	Beginning Equity	273,222	-	273,222	-	273,222
11190	Unit Months Available	192	-	192	-	192
11210	Number of Unit Months Leased	131	-	131	-	131
11270	Excess Cash	33,853	-	33,853	-	33,853

See the accompanying Independent Auditors' Report.

Government Auditing Standards Section

**Independent Auditor's Report on Internal Control over Financial Reporting and on
Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance With *Government Auditing Standards***

Board of Commissioners
Housing Authority of the Town of Holly
Holly, Colorado

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Housing Authority of the Town of Holly, Colorado, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Housing Authority of the Town of Holly, Colorado's basic financial statements and have issued our report thereon dated July 25, 2017.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Housing Authority of the Town of Holly, Colorado's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority of the Town of Holly, Colorado's internal control. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority of the Town of Holly, Colorado's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Housing Authority of the Town of Holly, Colorado's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Plutt Hanson, P.C.

July 25, 2017

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July 25, 2017

Housing Authority of the Town of Holly, Colorado
Ms. Rose Robinson, Executive Director
876 West Cliff Street
Holly, CO 81047

Dear Ms. Robinson;

Enclosed are 10 copies of the audit report of Housing Authority of the Town of Holly, Colorado as of December 31, 2016.

Please distribute a copy of the audit to each of your Board members. We have emailed on your behalf one copy of the audit to:

osa.lg@state.co.us
Office of the State Auditor
225 East 16th Avenue, Suite 555
Denver, CO 80203

If you intend to reprint this report or any portion thereof with which our name is to be associated, we request that proofs be submitted to us for approval before distribution.

Sincerely,

Plutt Hanson, P.C.

July 25, 2017

Board of Commissioners
Housing Authority of the Town of Holly, Colorado
Holly, Colorado

We have audited the financial statements of the Housing Authority of the Town of Holly, Colorado for the year ended December 31, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, Government Auditing Standards, and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 29, 2016. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Housing Authority of the Town of Holly, Colorado are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during year. We noted no transactions entered into by the Entity during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management's estimate of the depreciation expense is based on projected useful lives of the underlying assets. We evaluated the key factors and assumptions used to develop the depreciation expense calculation in determining that it is reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated July 25, 2017.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Entity's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Entity's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

During the audit we noted the following matters which do not have a significant effect on the Housing Authority of the Town of Holly, Colorado's financial statements. However, they require Board of Commissioners' attention:

Due to the size of the Authority's finance staff it is not possible to have full review of the accounting function on a day to day basis. Due to this lack of staffing, the Board of Commissioners functions as the secondary reviewers and therefore need to ensure that they understand the accounting process adequately in order to serve in that capacity.

Recognizing that management and the Board have limited experience in the preparation of financial statements, the management is still required to understand the financial reporting requirements sufficiently to take responsibility for the information contained in the basic financial statements.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We would like to thank Rose Robinson for her assistance during the audit. She was very helpful and cooperative.

This information is intended solely for the use of the Board and management of the Housing Authority of the Town of Holly, Colorado and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Plutt Hanson, P.C.