

**Grand County Library District
Granby, Colorado**

**Financial Statements
December 31, 2018**



**Grand County Library District
Financial Report
December 31, 2018**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees Grand County Library District

We have audited the accompanying financial statements of the Grand County Library District (the "District"), as of and for the year ended December 31, 2018, as listed in the table of contents, and the related notes to the financial statements.

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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 Grand County Library District as of December 31, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Member: American Institute of Certified Public Accountants

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Other Matters

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis in Section's B to 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 Management's Discussion and Analysis in Section B 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.

The budgetary comparison information in section E is not a required part of the basic financial statements but is supplementary information required by U.S. generally accepted accounting principles. The budgetary comparison information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

McMahan and Associates, L.L.C.

**McMahan and Associates, L.L.C.
March 29, 2019**

Grand County Library District
Management Discussion and Analysis



Grand County Library District

Management's Discussion and Analysis December 31, 2018

As management of Grand County Library District (the "District"), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended December 31, 2018.

Financial Highlights

- The assets and deferred outflow of resources of the District exceeded its liabilities and deferred inflow of resources by \$4,853,363 at the close of the most recent fiscal year end. Of this amount, \$3,156,054 may be used to meet the District's ongoing obligations to patrons.
- The District's total net position increased by \$651,613, this was primarily due to an increase property taxes and investment interest.
- At the end of the current fiscal year, total fund balance for the General Fund was \$3,326,527 or 174% percent of total General Fund expenditures.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements comprise two components: Government-wide financial statements and Notes to the Financial Statements.

Government-wide financial statements: The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

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

The Statement of Activities presents information showing how the government'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 are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The governmental activity of the District is library services. There are currently no business-type activities of the District.

The government-wide financial statements can be found on pages C1 and C2 of this report.

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 District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District currently accounts for all its activities using a General Fund.

Overview of the Financial Statements (continued)

Governmental funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Notes to the Financial Statements: The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The Notes to the Financial Statements can be found on pages D1 through D13 of this report.

Government-wide financial analysis:

Almost all of the District's revenue was from property taxes. Most of the District's assets are reflected in the investment in capital assets (i.e. buildings, books, furniture, fixtures, and equipment). Capital assets account for 49% of the total assets. The District will use these assets to provide services to its citizens. Accordingly, these assets are not an available source for payment of future spending. Of the remaining assets, 3% of the governmental activities annual budget is restricted for use in the event of an emergency.

Grand County Library District's Net Position

	<u>2018</u>	<u>2017</u>
Assets:		
Current and other assets	\$ 5,891,841	\$ 5,241,105
Capital assets	5,520,271	5,860,860
Total Assets	<u>11,412,112</u>	<u>11,101,965</u>
Liabilities:		
Other liabilities	57,573	106,561
Long-term liabilities	4,262,505	4,406,187
Total Liabilities	<u>4,320,078</u>	<u>4,512,748</u>
Deferred inflows of resources:		
Unavailable grant and pledge revenue	8,179	12,023
Unavailable property tax revenue	2,230,492	2,375,440
Total deferred inflows of resources	<u>2,238,671</u>	<u>2,387,463</u>
Net Position:		
Net investment in capital assets	1,456,309	1,810,097
Restricted	241,000	233,000
Unrestricted	3,156,054	2,158,657
Total Net Position	<u>\$ 4,853,363</u>	<u>\$ 4,201,754</u>

Overview of the Financial Statements (continued)

Approximately 30% of the District's net position reflects its investment in capital assets, which includes buildings, equipment, land, and books.

Grand County Library District's Change in Net Position

	<u>2018</u>	<u>2017</u>
Revenues:		
Program revenues:		
Collection revenue	\$ 12,481	\$ 12,194
General revenues:		
Property taxes	2,374,782	2,188,010
Specific ownership taxes	169,699	155,482
Interest on taxes	4,113	(32,303)
Intergovernmental revenues	7,884	10,950
Earnings on investments	60,407	34,422
Donations	60,848	106,027
Contributed goods and services	-	6,116
Other income	36,015	38,395
Total Revenues	<u>2,726,229</u>	<u>2,519,293</u>
Expenses:		
Personnel services	934,756	898,669
Supplies	10,621	7,563
Library materials	214,793	192,844
Technology	80,650	83,868
Communications	49,853	52,585
Facilities and maintenance	213,226	220,046
Professional services	125,026	135,143
Other expenses	42,486	52,892
Capital outlay	7,189	-
Depreciation and amortization	259,533	269,914
Debt service:		
Interest	168,844	170,558
Other	2,861	2,752
Total Expenses	<u>2,109,838</u>	<u>2,086,834</u>
Special Items	35,222	18,800
Change in Net Position	651,613	451,259
Net Position - Beginning	<u>4,201,750</u>	<u>3,750,491</u>
Net Position - Ending	<u>\$ 4,853,363</u>	<u>\$ 4,201,750</u>

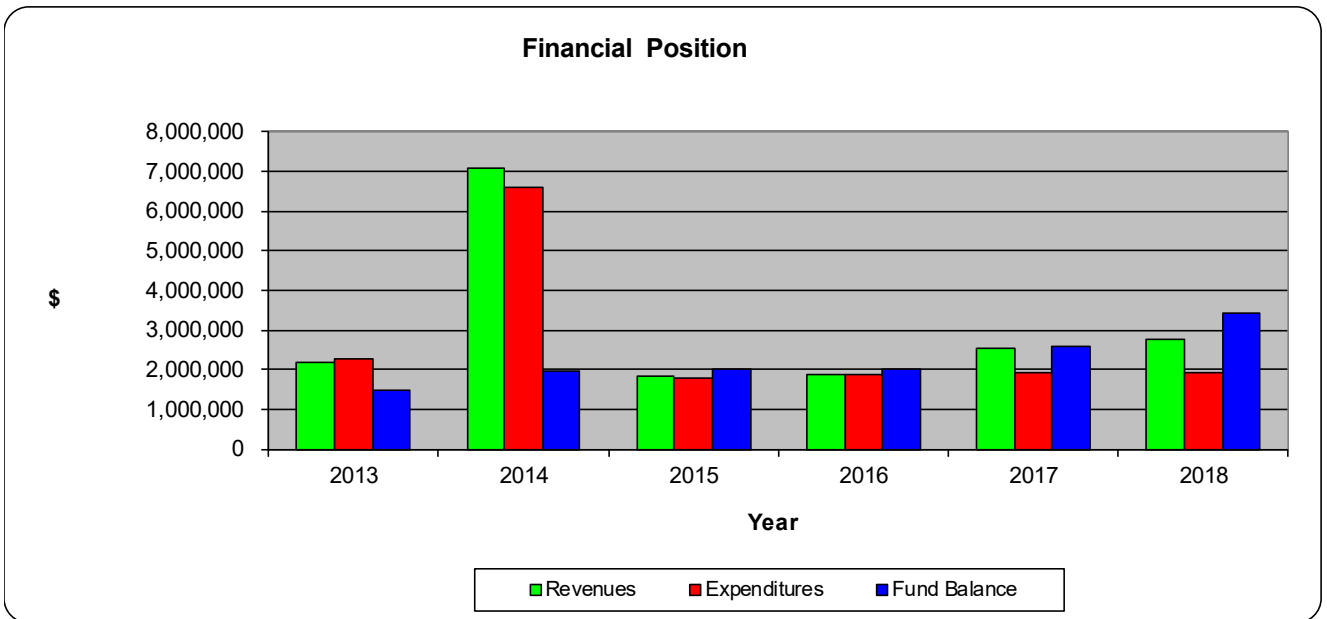
Government-wide financial analysis (continued):

Property taxes were the most significant source of general revenues for the District. Property taxes accounted for 87% of revenues. Specific ownership taxes, which consist of vehicle taxes collected at the County, were also a significant source of revenue accounting for 6% of total revenues.

When compared with 2017, total District expenses increased by \$23,004 or 1.1%. This increase was due to increased personnel costs and the purchase of library materials.

Financial Analysis of the District's Funds

As mentioned earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District had the following changes in its General and Debt Service Funds for the years 2013 through 2018:

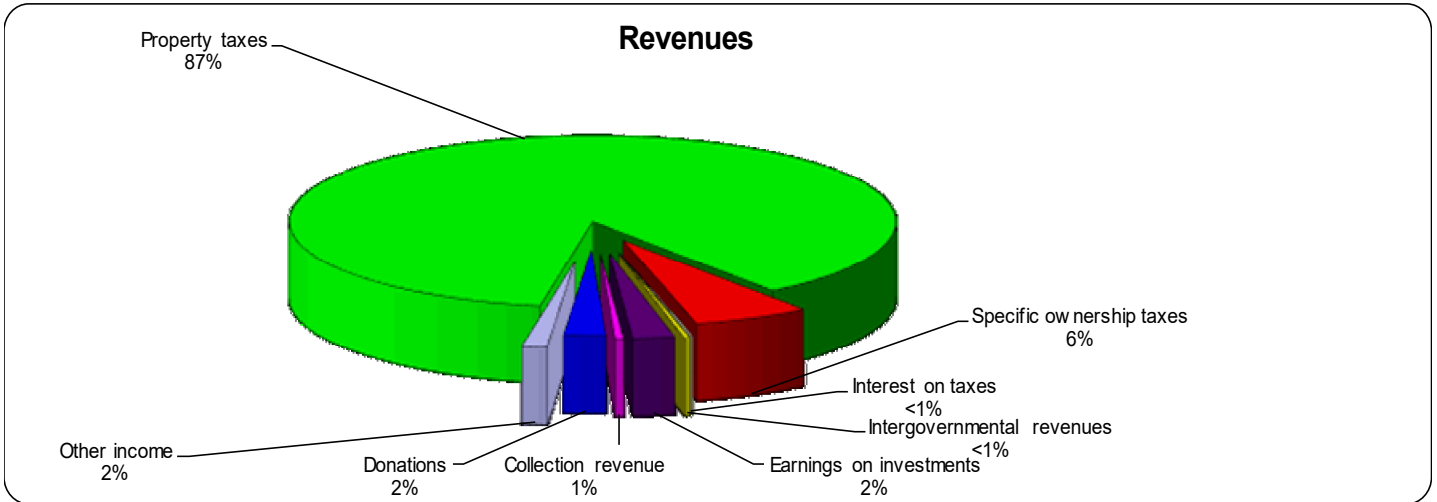


The District's General Fund had a change in fund balance of \$845,947 and an ending fund balance of \$3,326,527. Revenues increased \$223,509 or 8.9% from 2017. During the year, fund balance increased due to an increase in revenue

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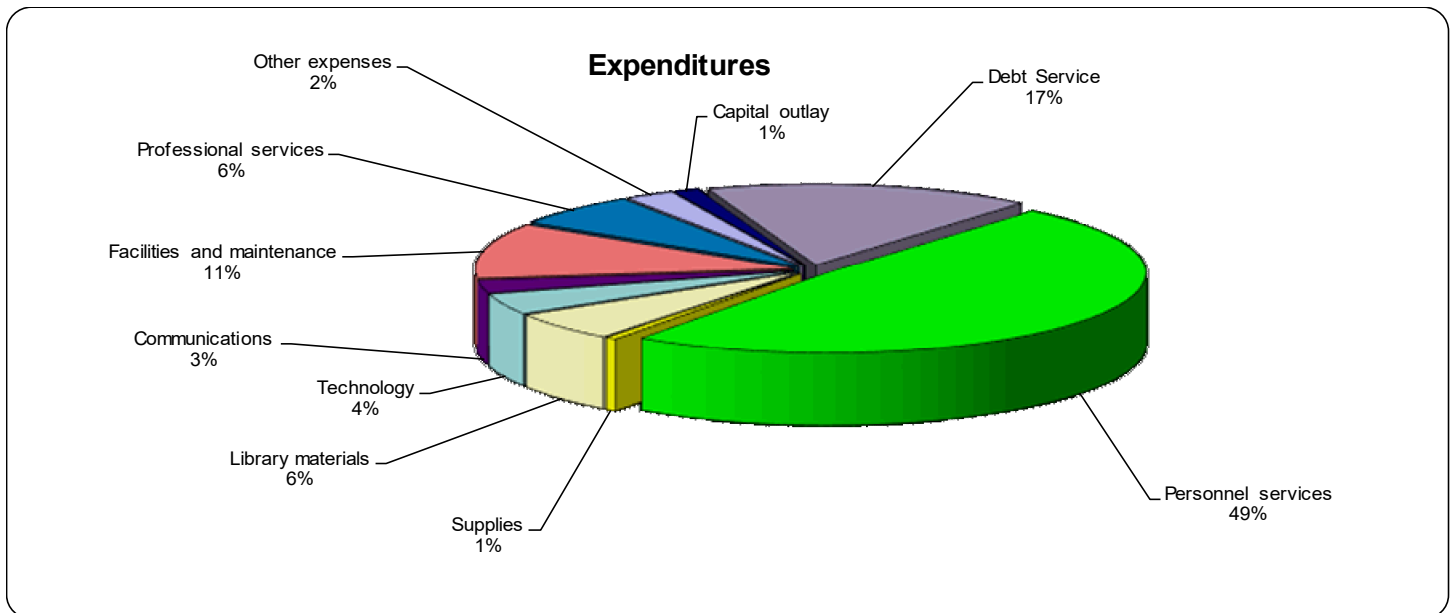
Financial Analysis of the District's Funds (continued)

The following chart represents the District's revenues:



Property taxes make up the largest source of revenue for the District.

The District's General Fund expenditures consist primarily of personnel services (wages, retirement, health insurance, etc.), capital outlay, and debt service.



Financial Analysis of the District's Funds (continued)

Budget variances in the General Fund: The District's 2018 budget was approved at the end of 2017 and was amended to cover the expenditures for water damage repairs during the year. Significant budget variances were as follows:

Account	Final Budget	Actual	From Final Budget	Reason
Revenues:				
Specific ownership taxes	100,000	169,699	69,699	More specific ownership tax collected
Earnings on investments	16,500	63,157	46,657	Larger balance and higher interest rates in ColoTrust
Expenditures/Expenses:				
Personnel services	970,712	933,198	37,514	Unfilled position
Capital outlay	47,421	24,689	22,732	Swamp cooler project not completed

Capital assets: The District had a net decrease in its capital assets during 2018. Additional information as well as a detailed classification of the District's net capital assets can be found in the Notes to the Financial Statements on page D7 of this report.

Long-term debts: The District issued \$4,775,000 of certificates of participation in 2014. Including refunding payments, the District made principal and interest payments totaling \$314,363 in 2018. Additional information can be found in the Notes to the Financial Statements on page D8 of this report.

Next year's budget and rates: The District had \$3,326,527 of fund balance at the end of the current fiscal year. The District's 2019 budget anticipates the Districts 2019 budget anticipates revenues of \$2,516,604 and expenses of \$2,994,772 which results in a decrease to fund balance of \$478,168.

Request for Information

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Grand County Library District, P.O. Box 1050, Granby, CO 80446 or you may call 970-887-9411.

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Grand County Library District
Basic Financial Statements



Grand County Library District
Governmental Fund Balance Sheet/Statement of Net Position
December 31, 2018

Primary Government

	General Fund	Special Revenue	Total	Adjustments	Statement of Net Position
Assets:					
Cash and cash equivalents	2,679,289	25,379	2,704,668	-	2,704,668
Investment	510,410	83,966	594,376	-	594,376
Cash with County Treasurer	17,134	-	17,134	-	17,134
Accounts receivable	2,439	-	2,439	-	2,439
Other receivables	-	749	749	-	749
Property taxes receivable	2,230,492	-	2,230,492	-	2,230,492
Prepaid expense	21,969	-	21,969	-	21,969
Non-current assets:					
Restricted cash	161,038	-	161,038	-	161,038
Capital assets, net of depreciation	-	-	-	5,520,271	5,520,271
Total Assets	5,622,771	110,094	5,732,865	5,520,271	11,253,136
Deferred outflows of resources:					
Deferred charge on refunding	-	-	-	158,977	158,977
Liabilities:					
Accounts/vouchers payable	22,154	-	22,154	-	22,154
Accrued expenses	35,419	-	35,419	-	35,419
Accrued compensated absences	-	-	-	23,633	23,633
Accrued interest	-	-	-	13,872	13,872
Due within one year	-	-	-	145,000	145,000
Due longer than one year	-	-	-	4,080,000	4,080,000
Total Liabilities	57,573	-	57,573	4,262,505	4,320,078
Deferred inflows of resources:					
Unavailable grant and pledge revenue	8,179	-	8,179	-	8,179
Unavailable property tax revenue	2,230,492	-	2,230,492	-	2,230,492
Total deferred inflows of resources	2,238,671	-	2,238,671	-	2,238,671
Fund Balance/Net Position:					
Fund Balance:					
Restricted for					
Nonspendable	21,969	-	21,969	-	21,969
Restricted for emergencies	81,000	-	81,000	-	81,000
Restricted for Debt service	160,000	-	160,000	-	160,000
Committed	1,855,378	110,094	1,965,472	-	1,965,472
Assigned	500,000	-	500,000	-	500,000
Unassigned (deficit)	708,180	-	708,180	-	708,180
Total Fund Balance	3,326,527	110,094	3,436,621	-	3,436,621
Total Liabilities, Deferred Inflow of Resources, and Fund Balance	5,622,771	110,094	5,732,865	-	9,995,370
Net Position:					
Net investment in capital assets	-	-	-	1,456,309	1,456,309
Restricted for					
Emergencies	-	-	-	81,000	81,000
Debt service	-	-	-	160,000	160,000
Unrestricted	-	-	-	(280,566)	3,156,054
Total Net Position	-	-	-	1,416,743	4,853,363

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

Grand County Library District
Statement of Governmental Fund Revenues, Expenditures
and Changes in Fund Balances / Statement of Activities
For the Year Ended December 31, 2018

Primary Government

	General Fund	Special Revenue	Total	Adjustments	Statement of Activities
Revenues:					
Property taxes	2,374,782	-	2,374,782	-	2,374,782
Specific ownership taxes	169,699	-	169,699	-	169,699
Interest on taxes	4,113	-	4,113	-	4,113
Intergovernmental revenues	7,884	-	7,884	-	7,884
Earnings (losses) on investments	63,157	(2,750)	60,407	-	60,407
Collection revenue	12,481	-	12,481	-	12,481
Donations	53,412	7,436	60,848	-	60,848
Other income	36,015	-	36,015	-	36,015
Total Revenues	2,721,543	4,686	2,726,229	-	2,726,229
Expenditures/Expenses:					
Personnel services	933,196	-	933,196	1,560	934,756
Supplies	9,072	1,549	10,621	-	10,621
Library materials	110,394	-	110,394	104,399	214,793
Technology	80,650	-	80,650	-	80,650
Communications	49,853	-	49,853	-	49,853
Facilities and maintenance	213,113	113	213,226	-	213,226
Professional services	125,026	-	125,026	-	125,026
Other expenses	47,601	728	48,329	(5,843)	42,486
Capital outlay	24,689	-	24,689	(17,500)	7,189
Depreciation and amortization	-	-	-	259,533	259,533
Debt service:					
Principal	145,000	-	145,000	(145,000)	-
Interest	169,363	-	169,363	(519)	168,844
Other	2,861	-	2,861	-	2,861
Total Expenditures/Expenses	1,910,818	2,390	1,913,208	196,630	2,109,838
Excess of Revenues Over Expenditures	810,725	2,296	813,021	(196,630)	616,391
Other Financing Sources (Uses):					
Insurance recoveries	35,222	-	35,222	-	35,222
Total Other Financing Sources (Uses)	35,222	-	35,222	-	35,222
Change in Net Position	845,947	2,296	848,243	(196,630)	651,613
Fund Balances/Net Position - Beginning of Year	2,480,580	107,798	2,588,378	1,613,372	4,201,750
Fund Balances/Net Position - End of Year	3,326,527	110,094	3,436,621	1,416,742	4,853,363

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

Grand County Library District
Notes to the Basic Financial Statements



Grand County Library District
Notes to the Financial Statements
December 31, 2018

I. Summary of Significant Accounting Policies

Grand County Library District (the "District") was established November 8, 1994, by a vote of the Grand County electorate. The District operates under the laws of the State of Colorado and is governed by a Board of Trustees appointed by the Grand County Commissioners. The Trustees serve three-year terms and are not subject to term limits. The District was formed to provide for the selection, organization, and distribution of books and other materials to residents and visitors to the District. The District operates five libraries in Colorado: Fraser Valley, Granby, Juniper, Hot Sulphur Springs, and Kremmling.

The District's financial statements are prepared in accordance with U.S. generally accepted accounting principles ("GAAP"). The Governmental Accounting Standards Board ("GASB") is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established by GAAP used by the District are discussed below.

A. Reporting Entity

The reporting entity consists of the primary government and component units. Component units are legally separate entities that are included in a government's reporting entity because of the significance of their operating or financial relationships with the District. The District's component units are the Grand County Library District Finance Corporation (the "Corporation") which was created as a lease purchase mechanism to issue certificates of participation, and the Grand County Library Foundation (the "Foundation") which was created to assist in raising funds for library construction. The transactions of the Corporation and Foundation have been blended into the District's financial statements as if they were transactions of the District. The Foundation is accounted for as a Special Revenue Fund because its primary source of revenue is donations and contributions. The District is not a component unit of any other entity.

B. Government-wide and Fund Financial Statements

The District's basic financial statements include both government-wide (reporting the District as a whole) and fund financial statements (reporting the District's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. Currently, the District has only governmental activities.

1. Government-wide Financial Statements

In the government-wide Statement of Net Position, the governmental activities columns are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The District's net position is reported in two parts – net invested in capital assets and unrestricted net position.

The government-wide focus is on the sustainability of the District as an entity and the change in the District's net position resulting from the current year's activities.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

I. Summary of Significant Accounting Policies (continued)

B. Government-wide and Fund Financial Statements (continued)

2. Fund Financial Statements

The financial transactions of the District are reported in the General Fund which is a set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses.

The fund focus is on current available resources and budget compliance.

The General Fund accounts for resources devoted to financing the general services that the District performs for its citizens. General tax revenues and other sources of revenue used to finance the fundamental operations of the District are included in this fund.

The District's Special Revenue Fund Represents transactions of the Grand County Library Foundation which is a blended component unit.

C. Measurement Focus and Basis of Accounting

Measurement focus refers to whether financial statements measure changes in current resources only (current financial focus) or changes in both current and long-term resources (long-term economic focus). Basis of accounting refers to the point at which revenues, expenditures, or expenses are recognized in the accounts and reported in the financial statements.

1. Long-term Economic Focus and Accrual Basis

Governmental activities in the government-wide financial statements use the long-term economic focus and are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of the related cash flows.

2. Current Financial Focus and Modified Accrual Basis

The governmental fund financial statements use the current financial focus and are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recognized when the related liability is incurred. The exception to this general rule is that principal and interest on general long-term debt, if any, is recognized when due.

D. Financial Statement Accounts

1. Cash and Cash Equivalents

Cash and cash equivalents are defined as deposits that can be withdrawn at any time without notice or penalty and investments with maturities of three months or less.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

I. Summary of Significant Accounting Policies (continued)

D. Financial Statement Accounts (continued)

1. Cash, Cash Equivalents and Investments (continued)

Investments are stated at fair value. The change in fair value of investments is recognized as an increase or decrease to investment assets and investment income.

The District's investment policy follows Colorado statutes specifying specific investment instruments meeting defined rating criteria in which local governments may invest, which include:

- Obligations of the United States and certain U.S. government agency securities
- Certain international agency securities
- General obligation and revenue bonds of U.S. local government entities
- Banker's acceptances of certain banks
- Commercial paper
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market mutual funds
- Guaranteed investment contract
- Local government investment pools

2. Categories and Classification of Fund Balance:

Governmental accounting standards establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Fund balance classifications, include Non-spendable, Restricted, Committed, Assigned, and Unassigned. These classifications reflect not only the nature of funds, but also provide clarity to the level of restriction placed upon fund balance. Fund Balance can have different levels of restraint, such as external versus internal compliance requirements. Unassigned fund balance is a residual classification within the general fund. The general fund should be the only fund that reports a positive unassigned balance. In all other funds, unassigned is limited to negative residual fund balance. For further details of the various fund balance classifications refer to Note IV (E).

3. Capital Assets

Capital assets, which include buildings, improvements, equipment, and vehicles, are reported in the government-wide financial statements. Capital assets include assets with an individual cost of \$5,000 or more and an estimated useful life in excess of two years. Books and periodicals, although having an individual cost of less than \$5,000, are also considered capital assets. Such assets are recorded at historical cost. Donated capital assets are recorded at estimated fair value at the date of donation.

**Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)**

I. Summary of Significant Accounting Policies (continued)

D. Financial Statement Accounts (continued)

3. Capital Assets (continued)

Books and periodicals are not depreciated. Additionally, construction in progress is not depreciated until the construction is complete. Buildings, vehicles and equipment are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Furniture and fixtures	7 - 10
Equipment	5 - 10
Buildings and improvements	7 - 40

4. Compensated Absences

The District allows its employees to accumulate sick and vacation leave, based on the employee's length and hours of service. A maximum of four weeks unused vacation pay, and two weeks unused personal leave can carry over to the following year. The District does not pay accrued sick leave upon termination. However, vacation leave is paid out upon termination. At year end, the estimated value of accumulated vacation leave, including the District's portion of employment costs is \$23,633.

5. Deferred outflows/inflows of resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The District does not have any items that qualify for reporting in this category at December 31, 2018.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has two types of items, which arise only under a modified accrual basis of accounting, that qualify for reporting in this category. Accordingly, the items, unavailable revenue, are reported only in the governmental funds balance sheet. The governmental fund reports unavailable revenues from two sources: property taxes and pledge revenue. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

I. Summary of Significant Accounting Policies (continued)

D. Financial Statement Accounts (continued)

6. Use of Estimates

The preparation of financial statements in conformity with GAAP requires the District's management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenditures or expenses during the reporting period. Actual results could differ from those estimates.

II. Reconciliation of Government-wide and Fund Financial Statements

A. Explanation of certain differences between the governmental fund Balance Sheet and the government-wide Statement of Net Position

The governmental fund Balance Sheet includes adjustments between *fund balance – governmental funds* and *net position of governmental activities* as reported in the government-wide Statement of Net Position. One element of that reconciliation includes Non-current liabilities due within one year. The details of this \$4,248,633 amount include \$4,225,000 of the District's Certificates of Participation and \$23,633 of accrued vacation.

The governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances includes adjustments between *net change in fund balance of governmental funds* and *changes in net position of governmental activities* as reported in the government-wide Statement of Activities. One element of that reconciliation includes depreciation and amortization. This amount includes depreciation on fixed assets of \$251,459.

III. Stewardship, Compliance, and Accountability

A. Budgetary Information

Budgets are adopted on a basis consistent with U.S. generally accepted accounting principles. Annual appropriations are adopted for all funds. Expenditures may not legally exceed appropriations at the fund level. All appropriations lapse at year end. In the fall of each year, the District's Board of Trustees formally adopts a budget with appropriations by fund for the ensuing year pursuant to the Colorado Local Budget Law. The budget for the governmental funds are adopted on a basis consistent with U.S. generally accepted accounting principles (GAAP).

- (1) Prior to August 25, the County Assessor sent to the District a certified assessed valuation of all taxable property within the District's boundaries.
- (2) On or before October 15, the Director submitted to the District's Board of Trustees a recommended budget that detailed the necessary property taxes needed along with other available revenues to meet the District's operating requirements.
- (3) Prior to December 15, the District computed and certified to the County Commissioners a rate of levy that will derive the necessary property taxes as computed in the proposed budget.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

III. Stewardship, Compliance, and Accountability (continued)

A. Budgetary Information (continued)

- (4) After a required public hearing, the District adopted the proposed budget and an appropriating resolution that legally appropriated expenditures for the upcoming year. For the 2019 budget, this final step was enacted prior to December 15.
- (5) After adoption of the budget resolution, the District may make the following changes: (a) supplemental appropriations to the extent of revenues in excess of the estimated in the budget; (b) emergency appropriations; and (c) reduction of appropriations for which originally estimated revenues are insufficient.

Taxes levied in one year are collected in the succeeding year. Thus taxes certified in 2017 were collected in 2018 and taxes certified in 2018 will be collected in 2019. Taxes are due on January 1st in the year of collection; however, they may be paid in either one installment (no later than April 30th) or two equal installments (not later than February 28th and June 15th) without interest or penalty. Taxes that are not paid within the prescribed time bear interest at the rate of one percent (1%) per month until paid. Unpaid amounts and the accrued interest thereon become delinquent on June 15th.

B. TABOR Amendment

Colorado voters passed an amendment to the State Constitution, Article X, Section 20 ("TABOR"), which has several limitations, including revenue raising, spending abilities, and other specific requirements of state and local governments. The amendment is complex and subject to judicial interpretation. The District believes it is in compliance with the requirements of the amendment.

One of the requirements of TABOR is for emergency reserves to be used for declared emergencies only. Emergencies, as defined by TABOR, exclude economic conditions, revenue shortfalls, or salary or fringe benefit increases. These reserves are required to be 3% or more of fiscal year revenue (excluding bonded debt service). The District has reserved a portion of its December 31, 2018 year end fund balance in the General Fund for emergencies as required under TABOR in the amount of \$81,000, which is the approximate required reserve at December 31, 2018.

On November 5, 1996, the District's electorate approved a ballot question allowing the District to collect and expend any additional amounts raised over and above the limitation imposed by TABOR and any other Colorado law. The District believes this ballot question includes Colorado Revised Statute 29-1-301, which is commonly known as the "5.5% limit".

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Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

IV. Detailed Notes on All Funds

A. Deposits and Investments

The District's deposits are entirely covered by federal depository insurance ("FDIC") or by collateral held under Colorado's Public Deposit Protection Act ("PDPA"). The FDIC insures the first \$250,000 of the District's deposits at each financial institution. Deposit balances over \$250,000 are collateralized as required by PDPA. As of the year end, the carrying amount of the District's demand deposits was \$. At year end; the District had the following investments and maturities:

	Rating	Carrying Amounts	Maturities	
			Less than one year	Less than five years
Primary Government:				
<i>Deposits:</i>				
Petty cash	Not Rated	\$ 645	\$ 645	\$ -
Checking	Not Rated	6,866	6,866	-
Savings & money market	Not Rated	255,137	255,137	-
Held by Trustee	Not Rated	161,038	161,038	-
Certificates of Deposit	Not Rated	510,410	510,410	-
Colostrust Investment Pool	Aaa	2,416,640	2,416,640	-
Total		<u>\$ 3,350,736</u>	<u>\$ 3,350,736</u>	<u>\$ -</u>
Component Unit:				
<i>Deposits:</i>				
Checking	Not Rated	25,380	\$ 25,380	\$ -
Mutual funds	Not Rated	63,972	63,972	-
Investments	Not Rated	19,994	19,994	-
		<u>\$ 109,346</u>	<u>\$ 109,346</u>	<u>\$ -</u>

Fair Value of Investments

The District measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

- *Level 1:* Quoted prices for identical investments in active markets;
- *Level 2:* Observable inputs other than quoted market prices; and,
- *Level 3:* Unobservable inputs.

At December 31, 2018 the District had the following recurring fair value measurements:

Primary Government:

Investments Measured at Fair Value	Total	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
Certificate of deposit		\$ -	\$ 510,410	\$ -

Component Unit:

Investments Measured at Fair Value	Total	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
Mutual funds		\$ -	\$ 63,972	\$ -
Certificate of deposit		\$ -	\$ 19,994	\$ -

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

IV. Detailed Notes on All Funds (continued)

A. Deposits and Investments (continued)

The Investment Pool represents investments in COLOTRUST which is a 2a7-like pool. The fair value of the pool is determined by the pool's share price. The District has no regulatory oversight for the pool. The cash Held by Trustee represents the Debt Service Funds which are also investment in Certificates of Deposit through the District's agreement with the Trustee

Investments classified in Level 1 are valued using prices quoted in active markets for those securities. Investments classified in Level 2 are valued using the following approaches

- U.S. Treasuries, U.S. Agencies, and Commercial Paper: quoted prices for identical securities in markets that are not active;
- Repurchase Agreements, Negotiable Certificates of Deposit, and Collateralized Debt Obligations: matrix pricing based on the securities' relationship to benchmark quoted prices;
- Money Market, Bond, and Equity Mutual Funds: published fair value per share (unit) for each fund.

The Investment Pool represents investments in COLOTRUST. The fair value of the pool is determined by the pool's share price. The District has no regulatory oversight for the pool. At December 31, 2018, the District's investments in COLOTRUST were of the District's investment portfolio.

Interest Rate Risk. As a means of limiting its exposure to interest rate risk, the District diversifies its investments by security type and institution, and limits holdings in any one type of investment with any one issuer. The District coordinates its investment maturities to closely match cash flow needs and restricts the maximum investment term to less than five years from the purchase date. As a result of the limited length of maturities the District has limited its interest rate risk.

Credit Risk. State law and District policy limit investments to those authorized by State statutes including U.S. Agencies and 2a7-like pools. The District's general investment policy is to apply the prudent-person rule: Investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

Concentration of Credit Risk. The District diversifies its investments by security type and institution. Investments may only be made in those financial institutions which are insured by the Federal Deposit Insurance Corporation, the Federal Home Mortgage Association, the Federal Savings and Loan Insurance Corporation, congressionally authorized mortgage lenders and investments that are federally guaranteed. Financial institutions holding District funds must provide the District with a statement of collateral in the form of a listing of securities pledged, and a copy of the certificate from the Banking Authority that states that the institution is an eligible public depository.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

IV. Detailed Notes on All Funds (continued)

B. Capital Assets

The District had the following capital asset changes during the past year:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets not being depreciated:				
Books and media	\$ 775,121	\$ 69,365	\$ (167,921)	\$ 676,565
Construction in progress	24,171	17,500	-	41,671
Capital assets, being depreciated:				
Buildings	8,078,328	-	(2,130)	8,076,198
Furniture and fixtures	458,241	-	(2,281)	455,960
Equipment	279,164	-	(127,826)	151,338
Total capital assets being depreciated	<u>9,615,025</u>	<u>86,865</u>	<u>(300,158)</u>	<u>9,401,732</u>
Less accumulated depreciation for:				
Buildings	(3,029,159)	(253,356)	2,130	(3,280,385)
Furniture and fixtures	(451,513)	(2,611)	2,281	(451,843)
Equipment	(273,493)	(3,566)	127,826	(149,233)
Total accumulated depreciation	<u>(3,754,165)</u>	<u>(259,533)</u>	<u>132,237</u>	<u>(3,881,461)</u>
Governmental Activities Capital Assets, Net	<u>\$ 5,860,860</u>	<u>\$ (172,668)</u>	<u>\$ (167,921)</u>	<u>\$ 5,520,271</u>

C. Long-term Debt

1. Certificates of Participation - Series 2014

On November 20, 2014, the District, through the Grand County Library Leasing Trust, issued \$4,775,000 of certificates of participation to refund the 2005 COP's. The interest rate for the Series 2014 issue ranged from 2.0% to 4.0%. Certificates maturing on and after December 1, 2019, will be subject to redemption prior to maturity, as directed by the District, as a whole or in integral multiples of \$5,000 at a redemption price equal to the principal amount of the 2014 Certificates, or portions thereof, being redeemed plus accrued interest to the redemption date.

The following is a schedule of required debt payments as of December 31, 2018:

<u>Year</u>	<u>Series - 2014</u>		<u>Total Debt Service</u>
	<u>Principal</u>	<u>Interest</u>	
2019	145,000	166,463	311,463
2020	150,000	163,200	313,200
2021	155,000	157,200	312,200
2022	150,000	151,000	301,000
2023	175,000	145,000	320,000
2022 - 2026	935,000	617,800	1,552,800
2028 - 2032	1,135,000	415,600	1,550,600
2033 - 2037	1,380,000	170,000	1,550,000
	<u>\$ 4,225,000</u>	<u>\$ 1,986,263</u>	<u>\$ 6,211,263</u>
Less: Interest			<u>(1,986,263)</u>
Total Principal			<u>\$ 4,225,000</u>

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

IV. Detailed Notes on All Funds (continued)

C. Long-term Debt (continued)

2. Changes in Obligations

	Beginning Balance	Increases	Decreases	Ending Balance	Due within one year
Accrued Comp. Abs.	\$ 22,073	\$ 1,560	\$ -	\$ 23,633	\$ 23,633
Series 2014 C.O.P.'s	4,370,000	-	(145,000)	4,225,000	145,000
	<u>\$ 4,392,073</u>	<u>\$ 1,560</u>	<u>\$ (145,000)</u>	<u>\$ 4,248,633</u>	<u>\$ 168,633</u>

D. Receivables

Receivables as of the year end for the District's funds, including applicable allowances for uncollectible accounts, are as follows:

Accounts receivable	\$ 2,439
Property tax receivable	<u>2,230,492</u>
Total receivable	<u><u>\$ 2,232,931</u></u>

Governmental funds report *deferred inflows of resources* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. The \$2,230,492 of property taxes receivable is unavailable revenue from property tax levied in 2018 but not available until 2019.

E. Fund Balance Disclosure

The District classifies governmental fund balances as follows:

Non-spendable - includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual requirements.

Spendable Fund Balance:

Restricted – includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation. This includes amounts required by the Colorado Constitution to be set aside for Emergencies and required to be held for debt service.

Committed – includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority which is the Library Board of Trustees.

Assigned – includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund Balance may be assigned by the Board or its management designee.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

IV. Detailed Notes on All Funds (continued)

E. Fund Balance Disclosure (continued)

Unassigned - includes residual positive fund balance within the General Fund which has not been classified within the other above-mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

The District uses restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the District would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The District does not have a formal minimum fund balance policy. However, the District's budget includes a calculation of a targeted reserve positions and the Administration calculates targets and report them annually to Board.

Fund balances at year end are as follows:

Nonspendable	
Prepaid expenses	\$ 21,969
Total nonspendable	<u>\$ 21,969</u>
Restricted	
Tabor reserve	\$ 81,000
Debt Service	160,000
Total restricted	<u>\$ 241,000</u>
Committed	
Economic stabilization	\$ 1,855,378
Total committed	<u>\$ 1,855,378</u>
Assigned	
Technology acquisition	\$ 100,000
Cash flow reserves	400,000
Total assigned	<u>\$ 500,000</u>
Unassigned	<u>\$ 708,180</u>
Total Fund Balances	<u><u>\$ 3,326,527</u></u>

V. Other Information

A. Risk Management

1. Property and Liability Insurance

The District utilizes One Beacon for property and liability insurance. The District carries coverage for claims up to \$2,000,000, subject to certain exceptions. Any settled claims are not expected to exceed coverage.

**Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)**

V. Other Information (continued)

A. Risk Management (continued)

2. Other Risks

The District carried commercial insurance for all other risks of loss not addressed above, including worker's compensation and employee health and accident insurance. Any settled claims are not expected to exceed the commercial insurance coverage.

B. Employee Benefit Plans

1. Retirement Savings Plan - IRC 401(a)

The District offers its employees a retirement savings plan created in accordance with Internal Revenue Code Section 401(a). The benefits a participant will receive depend solely on the amount contributed to the participant's account and the returns earned on investments of those contributions.

The plan requires all District employees who work on a continuous basis to defer a portion of their salary until future years. The plan is administered and invested by CCOERA. All continuous employees are required to make contributions equal to 3% of gross wages. The District also contributes 3% of the employee gross wages. Employees are 100% vested in their retirement contributions immediately and become vested in the employer's share of the contribution at the following vesting schedule:

<u>Years of Service Completed</u>	<u>Specified Percent Vesting</u>
1	20%
2	40%
3	60%
4	80%
5 or more	100%

The District's current year covered payroll and total payroll was \$658,733 and \$716,568, respectively. During the year, the District's required and actual contributions amounted to \$19,762 which was 3.0% of its current year covered payroll. Employees' required and actual contributions amounted to \$19,762. At year end December 31, 2018 there \$0 payable to CCOERA.

2. Deferred Compensation Plan - IRC 457

The District offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are to be held in trust for the exclusive benefit of the plan participants and their beneficiaries.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

V. Other Information (continued)

B. Employee Benefit Plans (continued)

2. Deferred Compensation Plan - IRC 457 (continued)

The accrual basis of accounting is used for the plan. Revenues are recognized when earned and expenditures are recognized when incurred. Investments are recorded at market value. Employees are 100% vested in their deferred compensation contributions as no employer contributions are made to the plan.

3. Cafeteria Plan

The District also provides its employees an opportunity to contribute to an IRS Section 125 plan (commonly known as a cafeteria plan). The plan allows for pretax payments for specific medical and child-care expenses.

C. Operating Leases

The Hot Sulphur Springs Library is located in a building owned by Grand County, Colorado. Continued use of the building is set forth in an agreement. No rent is required by the District pays certain operating costs.

On August 11, 2003, the District entered into a lease agreement with the Town of Grand Lake for use of the Juniper Library in the Grand Lake. The lease term has a twenty-five-year life with unlimited, automatic extensions of 25 years available so long as the District is using the premises for a Library building and providing library services in a non-exclusive manner to the residents of the community of Grand Lake. The lease amount is \$1 annually.

On January 1, 2009, the District entered into a lease agreement with the Town of Kremmling for use of the Kremmling Library building. The lease term is for ten (10) years from the date signed and may be amended at any time by mutual written consent of the Town and the District. The rent for the lease is the performance of obligations contained in the lease agreement, including such items as payment of liability insurance, electric and gas utilities, water, sewer, and trash fees, snow plowing, maintenance, and repair and upkeep of the premises.

Grand County Library District
Notes to the Financial Statements
December 31, 2018
(Continued)

V. Other Information (continued)

D. Significant Taxpayers

As of December 31, 2017, the most recent information available, fifty-seven percent (57%) of all District's property taxes were paid by ten taxpayers. The top ten taxpayers for the District:

31-Dec-17				
Rank	Tax	Assessed	Taxes	Percent
Paid	Taxpayer & Type of Business	Value	Assessed	Total
1	Freeport - McMoRan Copper & Gold, Inc.	\$ 44,322,900	\$ 148,925	6.71%
2	Union Pacific Corp.	17,670,200	59,372	2.67%
3	IntraWest/Winter Park Operations	7,059,110	23,719	1.07%
4	Public Service Company of Colorado	7,035,200	23,638	1.06%
5	Colorado Mountain Resorts Investors	6,351,990	21,343	0.96%
6	Mountain Parks Electric Inc	6,098,500	20,491	0.92%
7	Tri-State Generation and Trans.	4,992,600	16,775	0.76%
8	Qwest Corp.	4,925,300	16,549	0.75%
9	Granby Realty Holdings, LLC	2,656,260	8,925	0.40%
10	Rendezvous Colorado LLC	1,730,720	5,815	0.26%
	Total Top Ten Taxpayers	<u>102,842,780</u>	<u>345,552</u>	<u>16%</u>
	All Other Tax Payers	<u>558,193,760</u>	<u>1,875,530</u>	<u>84%</u>
	TOTALS	<u><u>\$ 661,036,540</u></u>	<u><u>\$2,221,082</u></u>	<u><u>100%</u></u>

VI. Subsequent Events

Management has evaluated subsequent events through March 29, 2019, the date these financial statements were available to be issued.

Grand County Library District
Required Supplemental Information



Grand County Library District
Statement of Revenues, Expenditure and Changes in Fund Balances - Budget to Actual
General Fund
For the Year Ended December 31, 2018
(With Comparative Totals For the Year Ended 2017)

	2018			Variance From Final Budget	2017
	Original Budget	Final Budget	Actual		Actual
Revenues:					
Property taxes	2,375,286	2,375,286	2,374,782	(504)	2,188,010
Specific ownership taxes	100,000	100,000	169,699	69,699	155,482
Interest on taxes	(3,000)	(3,000)	4,113	7,113	(32,303)
Intergovernmental revenues	5,500	5,500	7,884	2,384	10,950
Earnings on investments	16,500	16,500	63,157	46,657	26,310
Collection revenue	11,900	11,900	12,481	581	12,194
Donations	44,000	44,000	53,412	9,412	92,880
Donated goods and services	-	-	-	-	6,116
Other income	30,200	30,200	36,015	5,815	38,395
Total Revenues	<u>2,580,386</u>	<u>2,580,386</u>	<u>2,721,543</u>	<u>141,157</u>	<u>2,498,034</u>
Expenditures/Expenses:					
Personnel services	970,712	970,712	933,200	37,512	899,168
Supplies	8,200	8,200	9,069	(869)	7,229
Library materials	122,815	122,815	110,394	12,421	105,142
Technology	96,495	96,495	80,650	15,845	83,868
Communications	51,406	51,406	49,853	1,553	52,585
Facilities and maintenance	204,462	204,462	213,113	(8,651)	220,046
Professional services	144,486	144,486	125,026	19,460	131,966
Other expenses	49,250	49,250	47,601	1,649	72,232
Capital outlay	47,421	47,421	24,689	22,732	58,593
Debt service:					
Principal	145,000	145,000	145,000	-	140,000
Interest	169,363	169,363	169,363	-	171,952
Other	2,500	2,500	2,861	(361)	2,752
Total Expenditures/Expenses	<u>2,012,110</u>	<u>2,012,110</u>	<u>1,910,819</u>	<u>101,291</u>	<u>1,945,533</u>
Excess of Revenues Over Expenditures	<u>568,276</u>	<u>568,276</u>	<u>810,724</u>	<u>242,448</u>	<u>552,501</u>
Other Financing (Uses):					
Transfers	-	-	-	-	3,500
Insurance recoveries	-	-	35,222	35,222	18,800
Total Other Financing (Uses)	<u>-</u>	<u>-</u>	<u>35,222</u>	<u>35,222</u>	<u>22,300</u>
Change in Fund Balance	<u>568,276</u>	<u>568,276</u>	<u>845,946</u>	<u>277,670</u>	<u>574,801</u>
Fund Balances - Beginning of Year			<u>2,480,581</u>		<u>1,905,780</u>
Fund Balances - End of Year			<u>3,326,527</u>		<u>2,480,581</u>

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

Grand County Library District
Statement of Revenues, Expenditure and Changes in Fund Balances - Budget to Actual
Special Revenue Fund
For the Year Ended December 31, 2018
(With Comparative Totals For the Year Ended 2017)

	2018			Variance From Final Budget	2017
	Original Budget	Final Budget	Actual		Actual
Revenues:					
Donations	7,000	7,000	7,436	436	13,147
Investment income	6,910	6,910	(2,750)	(9,660)	8,112
Total Revenues	13,910	13,910	4,686	(9,224)	21,259
Expenditures/Expenses:					
Supplies	2,560	2,560	1,549	1,011	334
Facilities and maintenance	3,110	3,110	113	2,997	3,177
Other expenses	652	652	728	(76)	660
Total Expenditures/Expenses	6,322	6,322	2,390	3,932	4,171
Excess of Revenues Over Expenditures	7,588	7,588	2,296	(5,292)	17,088
Other Financing (Uses):					
Transfers in/(out)	-	-	-	-	(3,500)
Total Other Financing (Uses)	-	-	-	-	(3,500)
Change in Fund Balance	7,588	7,588	2,296	(5,292)	13,588
Fund Balances - Beginning of Year			107,797		94,209
Fund Balances - End of Year			110,093		107,797

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