

SPANISH PEAKS LIBRARY DISTRICT



**MORE THAN
BOOKS**

SPANISH PEAKS LIBRARY DISTRICT
FINANCIAL STATEMENTS
AND
REQUIRED SUPPLEMENTARY INFORMATION
WITH
INDEPENDENT AUDITORS' REPORT
DECEMBER 31, 2019

OSBORNE, PARSONS & ROSACKER, LLP
CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Spanish Peaks Library District
Walsenburg, Colorado

We have audited the accompanying financial statements of the governmental activities and each major fund of the Spanish Peaks Library District (District) as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the District'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 an opinion 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 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.

INDEPENDENT AUDITORS' REPORT - CONTINUED

Spanish Peaks Library District

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Spanish Peaks Library District, as of December 31, 2019, 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.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information 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.

Osborne Parsons & Neasack LLP

Colorado Springs, Colorado

July 22, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

**SPANISH PEAKS LIBRARY DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2019**

Our discussion and analysis of the Spanish Peaks Library District's (District) financial performance provides an overview of the District's financial activities for the year. Please review it in conjunction with the District's basic financial statements.

Financial Highlights

- The assets and deferred outflow of resources of Spanish Peaks Library District exceeded its liabilities and deferred inflow of resources at the close of the most recent fiscal year by \$2,437,616. Out of this amount, \$69,048 (unrestricted net position) may be used to meet the District's ongoing obligations to citizens and creditors.
- Spanish Peaks Library District's total net position increased by \$65,150.
- As of the close of the current fiscal year, Spanish Peaks Library District's governmental fund reported an ending fund balance of \$358,647.

Using This Annual Report - This annual report consists of a series of financial statements that provides information about the activities of the District and presents an overview of the District's finances. These statements also illustrate how the District's services were financed and how they will be financed in the future.

Government-Wide Financial Statements - The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances as a whole, in a manner similar to a private-sector business and include two statements:

The *Statement of Net Position* presents information on all of 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 District'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.

**SPANISH PEAKS LIBRARY DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2019**

Comparison of Assets, Liabilities, and Net Position:

	<u>2019</u>	<u>2018</u>	<u>Change</u>
Assets			
Cash and Investments	\$ 344,846	\$ 324,370	\$ 20,476
Property Tax Receivable	402,585	369,048	33,537
Accounts Receivable	17,102	4,500	12,602
Other Assets	17,839	18,396	(557)
Capital Assets	2,992,527	3,052,167	(59,640)
Total Assets	<u>\$ 3,774,899</u>	<u>\$ 3,768,481</u>	<u>\$ 6,418</u>
Deferred Outflow of Resources			
Advanced Bond Refunding	\$ 34,237	\$ 41,947	\$ (7,710)
Liabilities			
Accounts Payable and Accrued Expenses	\$ 21,140	\$ 10,356	\$ 10,784
G.O. Bonds, Net of Premium	947,795	1,058,558	(110,763)
Total Liabilities	<u>\$ 968,935</u>	<u>\$ 1,068,914</u>	<u>\$ (99,979)</u>
Deferred Inflow of Resources			
Property Taxes	\$ 402,585	\$ 369,048	\$ 33,537
Net Position			
Investment in Capital Assets - Net of Debt	\$ 2,044,732	\$ 1,993,609	\$ 51,123
Restricted For:			
Tabor Reserve	9,000	9,000	-
Debt Service	314,836	257,853	56,983
Unrestricted	69,048	112,004	(42,956)
Total Net Position	<u>\$ 2,437,616</u>	<u>\$ 2,372,466</u>	<u>\$ 65,150</u>

Comments

Cash and investments are slightly higher than the prior year.

Property tax receivable increased due to increases in assessed property values.

Capital assets decreased due to current year additions of approximately \$23,000 and depreciation of approximately \$83,000.

Deferred outflow of resources was a result of difference between the reacquisition price and the net carrying amount of the old debt. The change in G.O. bonds was the result of the advanced refunding through issuance of new bonds and current year principal payments.

**SPANISH PEAKS LIBRARY DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2019**

Total net position increased by approximately \$65,000 due to current year revenues in excess of expenses.

Change in Net Position Comparison:

	2019	2018	Increase (Decrease)
Program Revenue			
Charge for Services	\$ 10,499	\$ 10,827	\$ (328)
Operating Grants and Contributions	19,269	7,238	12,031
General Revenue			
Property Taxes	365,276	336,015	29,261
Other Taxes	54,294	59,815	(5,521)
Interest	8,892	8,337	555
Total Revenue	458,230	422,232	35,998
Program Expense			
Personnel	174,238	166,881	7,357
Collection Material	9,842	10,400	(558)
Professional Services	23,156	24,439	(1,283)
Treasurer Fees	11,194	10,673	521
Operating	30,400	32,501	(2,101)
Technology	4,112	641	3,471
Facilities	6,750	9,028	(2,278)
Miscellaneous	21,282	16,190	5,092
Interest on Bonds - Net	29,147	31,865	(2,718)
Depreciation	82,959	81,014	1,945
Total Expense	393,080	383,632	9,448
Change In Net Position	\$ 65,150	\$ 38,600	\$ 26,550

Comments

Revenues increased compared to the prior year due to increases in grants and tax revenue.

The Districts personnel expenditures were higher than prior year, primarily due to increased wages and personnel changes.

Fund Financial Statements - A fund is a grouping of related accounts used to maintain control over resources segregated for specific activities or objectives.

**SPANISH PEAKS LIBRARY DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2019**

The fund financial statements provide more detailed information about the District's operations, focusing on its most significant funds, not the District as a whole. The District has one fund, the General Fund, which is a governmental fund.

Governmental Funds - The District's basic services are included in this governmental fund, which focuses on (1) how money flows into and out of the fund and (2) the balances left at year-end that are available for spending or reserves. Consequently, the governmental fund statements provide a detailed short-term view that helps determine the status of financial resources that can be spent in the near future to finance the District's programs.

General Fund Financial Analysis - The District accounts for all activity in a single general fund. The General Fund balance increased by approximately \$22,000 in 2019.

An Analysis of Final Budget to Actual, Budgetary Basis:

	Final Budget	Actual Budgetary Basis	Net Income Variance Favorable (Unfavorable)
Program Revenue			
Charge for Services	\$ 14,100	\$ 10,499	\$ (3,601)
Operating Grants and Contributions	6,500	19,269	12,769
General Revenue			
Property Tax	352,869	365,276	12,407
Other Tax	-	54,294	54,294
Interest	100	8,892	8,792
Total Revenue	373,569	458,230	84,661
Expenditures			
Personnel	152,000	174,238	(22,238)
Collection Materials	4,000	9,842	(5,842)
Professional Services	15,000	23,156	(8,156)
Operating Programs	40,000	48,344	(8,344)
Technology	400	-	400
Treasurer Fees and Miscellaneous	-	4,112	(4,112)
Capital Outlay	11,963	21,282	(9,319)
Payment on Long-Term Debt	2,000	23,319	(21,319)
Interest on Bonds	120,000	100,000	20,000
Total Expenditures	22,000	32,200	(10,200)
Change in Net Fund Balance	\$ 6,206	\$ 21,737	\$ 15,531

**SPANISH PEAKS LIBRARY DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED DECEMBER 31, 2019**

Comments

The District did not amend the budget for the fiscal year ending December 31, 2019.

The District received grants and contributions, taxes, and interest higher than budget resulting in a favorable revenue variance of approximately \$85,000.

Unfavorable variances in personnel, professional services, operating expenditures, capital outlay, and interest on bonds primarily contributed to the District's actual expenditures exceeding budgeted expenditures by approximately \$69,000.

Economic Factors and Next Year's Budget

- The District levied a property tax of 2.08 mills that is estimated to generate \$195,010 in General Property Tax revenue for 2020. The District levied property tax at 2.02 mills that is estimated to generate \$189,385 for general obligation bond repayment.
- Early in 2014, the District Board of Trustees created a strategic plan and is currently working on four goals: Goal 1: Hire and retain a highly motivated, innovative and committed staff that meets the needs of the library and community; Goal 2: Increase library usage by increasing the role of the library in the community; Goal 3: Develop a clear financial plan, including effective use of current budget, additional funding for special projects and increasing regular funding for future projects; Goal 4: Continue to evolve the technology to improve information access and delivery.

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 District's finances and operations. Questions concerning any of the information presented in this report or requests for additional financial information should be addressed to the Library Director, Spanish Peaks Library District, 415 Walsen Ave, Walsenburg, CO 81089, 719-738-2774.

FINANCIAL STATEMENTS

**SPANISH PEAKS LIBRARY DISTRICT
STATEMENT OF NET POSITION
DECEMBER 31, 2019**

Assets

Current

Cash	\$	21,116
Investments		4,379
Due from County Treasurer		4,515
Property Taxes Receivable		402,585
Accounts Receivable		17,102
Prepaid Expenses		17,839
Current Assets		467,536

Non-Current Assets

Investments - Restricted		314,836
Capital Assets - Net of Accumulated Depreciation		2,992,527
Total Non-Current Assets		3,307,363

Total Assets	\$	3,774,899
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Deferred Outflow of Resources

Advanced Bond Refunding	\$	34,237
Total Deferred Outflow of Resources	\$	34,237

Liabilities

Current

Accounts Payable	\$	10,748
Accrued Wages		7,938
Accrued Interest		2,454
G.O. Bonds, Current Portion		100,000
Current Liabilities		121,140

Long-term

G.O. Bonds, Net of Premium		847,795
Total Long-term Liabilities		847,795

Total Liabilities	\$	968,935
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Deferred Inflow of Resources

Property Taxes	\$	402,585
Total Deferred Inflow of Resources	\$	402,585

Net Position

Investment in Capital Assets - Net of Related Debt	\$	2,044,732
Restricted for:		
Emergency Reserve (TABOR)		9,000
Debt Service		314,836
Unrestricted		69,048
Total Net Position	\$	2,437,616

See Notes to the Financial Statements

**SPANISH PEAKS LIBRARY DISTRICT
STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2019**

Functions/Programs	Program Revenue			Net Revenue (Expense) and Changes in Net Position
	Expense	Charge for Services	Operating Grants and Contributions	Governmental Activities
Governmental Activities				
Grants/donations - Operations	\$ -	\$ -	\$ 19,269	\$ 19,269
Fees/Fines & Copies/Printing	-	426	-	426
Other Library Revenue	-	10,073	-	10,073
Personnel	174,238	-	-	(174,238)
Collection Materials	9,842	-	-	(9,842)
Professional Services	23,156	-	-	(23,156)
Treasurer Fees	11,194	-	-	(11,194)
Operating	30,400	-	-	(30,400)
Technology	4,112	-	-	(4,112)
Facilities	6,750	-	-	(6,750)
Insurance	21,282	-	-	(21,282)
Interest on Bonds - Net	29,147	-	-	(29,147)
Depreciation	82,959	-	-	(82,959)
Total Governmental Activities	\$ 393,080	\$ 10,499	\$ 19,269	(363,312)

General Revenue

Property Taxes	365,276
Other Taxes	54,294
Interest	8,892
Total General Revenue	428,462

Change in Net Position 65,150

Net Position - Beginning	2,372,466
Net Position - Ending	\$ 2,437,616

See Notes to the Financial Statements

**SPANISH PEAKS LIBRARY
BALANCE SHEET
GOVERNMENTAL FUND
DECEMBER 31, 2019**

Assets	
Cash	\$ 21,116
Investments	4,379
Investments - Restricted	314,836
Due from County Treasurer	4,515
Accounts Receivable	17,102
Property Tax Receivable	402,585
Prepaid Expenses	17,839
Total Assets	<u><u>\$ 782,372</u></u>
 Liabilities	
Accounts Payable	\$ 10,748
Accrued Wages	7,938
Accrued Interest	2,454
Total Liabilities	<u>21,140</u>
 Deferred Inflow of Resources	
Property Taxes	<u>402,585</u>
Total Deferred Inflow of Resources	<u>402,585</u>
 Fund Balance	
Nonspendable	17,839
Restricted for:	
Emergency Reserve (TABOR)	9,000
Debt Service	314,836
Unassigned	16,972
Total Fund Balance	<u>358,647</u>
Total Liabilities, Deferred Inflow of Resources and Fund Balance	<u><u>\$ 782,372</u></u>

See Notes to the Financial Statements

**SPANISH PEAKS LIBRARY
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUND
TO THE STATEMENT OF NET POSITION
DECEMBER 31, 2019**

Total Governmental Fund Balance	\$	358,647
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not current financial resources and therefore are not reported in the fund balance		2,992,527
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Long-term liabilities are not due and payable in the current period and therefore are not reported in the fund balance. Components of long-term debt are:

Advanced bond refunding		34,237
Bond Series 2016		(900,000)
Premium on Bond Series 2016		(47,795)
		(813,558)

Net Position of Governmental Activities	\$	2,437,616
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SPANISH PEAKS LIBRARY DISTRICT
STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
YEAR ENDED DECEMBER 31, 2019

Revenue

Property Taxes - Operating	\$	193,930
Property Taxes - Bond		171,346
Other Taxes		54,294
Fees/Fines & Copies/Printing		426
Other Library Revenues		10,073
Interest		8,892
Grants/Donations - Operations		19,269
Total Revenue		458,230

Expenditures

Personnel		174,238
Collection Materials		9,842
Professional Services		23,156
Treasurer Fees		11,194
Operating		30,400
Technology		4,112
Facilities		6,750
Insurance		21,282
Total Expenditures		280,974

Other Financing Sources (Uses)

Payment on Long-term Debt		(100,000)
Capital outlay		(23,319)
Interest on Bonds		(32,200)
Total Other Financing Sources (Uses)		(155,519)

Change in Fund Balance 21,737

Fund Balance - Beginning		336,910
Fund Balance - Ending	\$	358,647

**SPANISH PEAKS LIBRARY DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUND STATEMENT OF REVENUE,
EXPENDITURES, AND CHANGES IN FUND BALANCE
TO THE STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2019**

Net Change in Fund Balance	\$	21,737
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Amounts reported for governmental activities in the statement of activities are different because:

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position in the government-wide statements.

Payment on Long-term Debt		100,000
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Governmental funds report capital outlay as an expenditure. In the statement of activities, these costs are allocated as depreciation expense over their estimated useful lives. This is the amount by which depreciation exceeds capital outlay for the year.

		(59,640)
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The amortization of the bond premium and the deferred outflow of resources from advanced refunding in the statement of activities does not provide current financial resources and therefore is not reported as revenues in the governmental fund. This is the amount interest expense was reduced during the year.

		3,053
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Change in Net Position of Governmental Activities	\$	65,150
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NOTES TO FINANCIAL STATEMENTS

SPANISH PEAKS LIBRARY DISTRICT NOTES TO FINANCIAL STATEMENTS

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting policies of Spanish Peaks Library District (District) conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles

The District reporting entity applies all relevant GASB pronouncements and applicable Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, unless they conflict with GASB pronouncements. The District reporting entity does not apply FASB pronouncements issued after November 30, 1989.

The District implemented GASB Statement No. 54 – *Fund Balance Reporting and Governmental Fund Type Definition during 2011.*

The following summary of significant accounting policies is presented to assist the reader in evaluating the District's financial statements.

History and Organization - The District is a special district established by a general election held in 1998. The District was established in order to provide library services to the area within Huerfano County Colorado that fell within Huerfano County School District RE-1. The District is governed by a seven-member Board of Trustees whose members are appointed by the Huerfano County Commissioners. The major source of revenue for the District is from property taxation. Each year the Board of Trustees certifies a mill levy to the Huerfano County Commissioners, who then levy taxes upon the area encompassed by the District.

The mission statement of the District is to “provide the following services for all residents of the District: Assistance in meeting each person's cultural, educational, and recreational needs; Opportunities to participate in the information age; Aid in the use of the library as a means of self-improvement and self-fulfillment; Help in becoming responsible, informed, and involved citizens”.

Financial Reporting Entity - The District's basic financial statements include the accounts of all District operations.

The District follows the Governmental Accounting Standards Board's (GASB) accounting pronouncements, which provide guidance for determining which governmental activities, organizations, and functions would be included within the financial reporting entity. GASB pronouncements set forth the financial accountability of a governmental organization's elected governing body as the basic criterion for including a possible component governmental organization in a primary government's legal entity. Financial accountability includes, but is not limited to, appointment of a voting majority of the organization's governing body, ability to impose its will on the organization, a potential for the organization to provide specific financial benefits or burdens, and fiscal dependency. No additional entities are included in the District's reporting entity.

Government-Wide Financial Statements - The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government.

SPANISH PEAKS LIBRARY DISTRICT NOTES TO FINANCIAL STATEMENTS

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

The statement of activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to clients who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported as *general revenues*.

The accounts of the District are organized on the basis of funds. A fund is a separate accounting entity with a self-balancing set of accounts. These funds are used to report on the District's financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. Resources are accounted for in individual funds based upon the purposes for which they are to be spent and the restrictions, if any, on the spending activities.

Fund Financial Statements - The fund financial statements (i.e. the balance sheet- governmental fund and the statement of revenue, expenditures, and changes in fund balance – governmental fund) are those through which most governmental functions of the District are financed. The acquisition, use, and balances of the District's expendable financial resources and related liabilities are accounted for through a governmental fund type. The measurement focus is upon determination of changes in financial position rather than upon net income determination. The District uses only one governmental fund, General Fund, which accounts for all financial transactions not accounted for in the account groups.

Measurement Focus/Basis of Accounting - Measurement focus refers to what is being measured; basis of accounting refers to the timing of when revenues and expenditures are recognized in the accounts and reported in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a 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. Property taxes are recognized as revenues in the year for which they are levied.

The governmental fund financial statements (General Fund) use a *current financial resources measurement focus* and is accounted for using the *modified accrual basis of accounting*. Its revenues are recognized as soon as they are measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are generally recorded when the liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Property taxes, fees and fines, interest and other revenues associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Budgetary Information - An annual budget is adopted in accordance with the requirements of the Colorado Revised statutes, and accordingly, includes anticipated income and other means of financing proposed expenditures. Expenditures include, in addition to those shown in the operating statements, debt retirement, and capital expenditures.

Budgets - The District adheres to the following procedures in establishing the budget reflected in the financial statements.

- A. Budgets are required by state law for all funds. During September, the proposed budget is submitted to the Board of trustees for the fiscal year commencing the following January 1. The budget includes proposed expenditures and the means of financing them.
- B. Public hearings are conducted by the Trustees to obtain taxpayer comments.
- C. Prior to December 31, the budget is adopted, and appropriations made by formal resolution.
- D. Expenditures may not legally exceed appropriations at the fund level. Board approval is required for changes in the total budget or changes in project or department budget. Budget amounts included in the financial statements are based on the final, legally amended budget.
- E. Budget appropriations lapse at the end of each year.

Cash and Cash Equivalents - The District considers liquid investments with original maturity of three months or less to be cash equivalents.

Investments – Investments for the District are measured at amortized cost or in certain circumstances the value is calculated using the net asset value (NAV) per share, or its equivalent of the investment.

Capital Assets - Capital assets generally result from expenditures in the governmental funds. These assets are reported in the government-wide statement of net position but are not reported in the fund balance sheet.

All capital assets are capitalized at cost (or estimated fair value if donated) and updated for additions or retirements during the year. The District maintains a capitalization threshold of \$5,000. The cost of normal maintenance and repairs that do not add value to the asset or materially extend the asset's life are not capitalized.

Depreciation expense has been computed using the straight-line method over the following estimated economic useful lives:

Buildings and Improvements	20-50 Years
Furnishings	20 Years
Book Mobile	7 Years
Computer Equipment	3 Years

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Library Collection - The policy of the District for valuation of the collection is that the library collection is not material in relationship to the District financial statements taken as a whole. Therefore, the collection is not shown on the financial statements as an asset but all expenditures for additions to the collection are shown as a discreet line item on the statement of activities and the statement of revenue, expenditures, and changes in fund balance.

Deferred Inflow of Resources/Property Tax Receivable – Deferred inflow of resources are recorded when asset recognition criteria have been met, but revenue recognition criteria have not been met. The District reports as deferred inflow of resources the receivables for property taxes earned the present year but not available until the following year.

Property Taxes are levied by the Huerfano County Assessor and collected by the Huerfano County Treasurer. The taxes are levied on January 1 and may be paid in two equal installments by February 28 and June 15, or the full amount may be paid by April 30. Liens are filed each November against properties for which the taxes have not been paid.

Net Position - Net position present the difference between assets and liabilities in the statement of net position on the accrual basis of accounting.

Net position invested in Capital assets – net of related debt consists of capital assets net of accumulated depreciation less all related debt.

Restricted assets include emergency reserves mandated by Amendment X Section 20 of the Colorado Constitution (TABOR Amendment) and debt service. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation adopted by the District or through restrictions imposed by creditors, grantors, laws, or regulations of other governments.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Balances - In the fund financial statements, governmental funds report restrictions of fund balances for amounts that are not available for appropriation because they are legally restricted by outside parties for a specific purpose.

The District's policy is that if both restricted and unrestricted amounts are available for expenditure the restricted amount is spent first. Likewise, if only unrestricted is available for an expenditure, then committed is spent first if allowable, before assigned or unassigned is spent.

Article X, Section 20 (TABOR) of the state constitution requires that 3 percent of the TABOR defined expenditures be reserved for emergencies. As discussed in Note 6, the District does not feel that it is subject to the TABOR requirements but has established a restricted fund balance sufficient to meet the 3 percent requirement.

Fund Balance Classifications - With the implementation of GASB 54 – the classification of types of fund balancers was increased. The type and definition are as follows:

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

Nonspendable fund balance represents the assets held in a form that will not be converted to cash, such as inventories, prepaid expenses, or long-term receivables.

Restricted fund balance represents the amount that is externally restricted as to purpose. Such restrictions may have been imposed by debt covenants, grantors, federal or state statutes or the state constitution

Committed fund balance represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal resolution of the government's highest level of decision-making authority, the Board of Directors. The committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.

Assigned fund balance represents amounts that have been constrained to being used for specific purposes by action taken by the government itself but is neither restricted nor committed. Intent is expressed by the Board of Directors to be used for a specific purpose. Constraints imposed on the use of assigned amounts are more easily removed or modified than those imposed on amounts that are classified as committed.

Unassigned fund balance is the residual amount of the fund balance in the General Fund that has not been classified as belonging in any of the previous categories.

If more than one classification of fund balance is available for use when an expenditure is incurred, it is the District's policy to use the most restrictive classification first.

Estimates and Assumptions - Management uses estimates and assumptions in preparing these financial statements in accordance with generally accepted accounting principles. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were used.

NOTE 1 – CASH AND CASH EQUIVALENTS

Deposits - Colorado State Statutes, specifically the Colorado Public Deposit Protection Act of 1989 (PDPA), require that all public monies be deposited in financial institutions that have been designated as eligible public depositories. Eligible public depositories must pledge collateral, as promulgated by the State banking board, having a market value in excess of 102% of the aggregate uninsured public deposits. Eligible collateral must be held in the custody of any federal reserve bank or any branch thereof or at a depository trust company which is a member of the Federal Reserve System, and which is supervised by the State banking board. The Statutes further restrict such deposits to eligible public depositories having their principal offices within Colorado.

Credit Risk - Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are:

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – CASH AND CASH EQUIVALENTS - Continued

1. Uncollateralized,
2. Collateralized with securities held by the pledging financial institution, or
3. Collateralized with securities held by the pledging financial institution's trust department or agent but not in the depositor-government's name.

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's deposit with a single institution. Almost all the District's deposits are in one local financial institution.

The District has not adopted a specific policy towards custodial credit risk or concentration of credit risk of deposits, but all deposits are made in eligible institutions as defined by the PDPA and total deposits do not exceed the \$250,000 limit covered by depository insurance.

At December 31, 2019, cash consisted of the following:

Demand Deposits	\$ 10,010
Cash on Hand	11,106
	<u>\$ 21,116</u>

NOTE 2 – INVESTMENTS

The District is subject to the provisions of the Colorado Revised statutes 24-75-601, which is entitled “Concerning Investments in Securities by Public Entities.” The District has not adopted a formal investment policy but does follow state statutes regarding investments.

Colorado revised statutes limit investment maturities to five years or less unless formally approved by the Board of Directors. Such actions are generally associated with a debt service reserve or sinking fund requirements.

Revenue bonds of local government securities, corporate and bank securities, and guaranteed investment contracts not purchased with bond proceeds are limited to maturities of three years or less.

Colorado statutes specify investment instruments, meeting defined rating and risk criteria, in which local governments may invest, which include:

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

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 – INVESTMENTS - Continued

- Guaranteed investment contracts
- Local government investment pools

The COLOTRUST PLUS+ is rated AAAM by Standard and Poor’s and the weighted average maturity to reset (WAM)(R) is kept under 60 days.

As of December 31, 2019, the District had the following investments:

<u>Investment</u>	<u>Maturity</u>	<u>Restriction</u>	<u>Amount</u>
COLOTRUST PLUS+	Weighted Average Under 60 Days	None	\$ 4,379
COLOTRUST PLUS +	Weighted Average Under 60 Days	Bond Payments	314,836
			<u>\$ 319,215</u>

Certain investments are required to be measured at fair value on a recurring basis and categorized within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure an asset’s fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The District’s investments are not categorized within the fair value hierarchy. Instead the District’s investments are measured at amortized cost or in certain circumstances the value is calculated using the net asset value (NAV) per share, or its equivalent of the investment. These investments include 2a7-like external investment pools and money market investments. The District held investments in COLOTRUST at year-end for which the investment valuations were determined as follows.

COLOTRUST determines the NAV of the shares of each portfolio as of the close of business of each day. The NAV per share of each portfolio is computed by dividing the total value of the securities and other assets of the portfolios, less any liabilities, by the total outstanding shares of the portfolios. Liabilities, which include all expenses and fees of COLOTRUST, are accrued daily. The NAV is calculated at fair value using various inputs in determine value in accordance with FASB guidance. It is the goal of the Trust to maintain a NAV of \$1.00 per share, however changes in interest rates may affect the fair value of the securities held by COLOTRUST and there can be no assurance that the NAV will not vary from \$1.00 per share.

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

NOTE 3 – CAPITAL ASSETS

Activity in the depreciable capital assets for 2019 follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Capital Assets, Being Depreciated				
Building and Improvements	\$ 3,620,465	\$ -	\$ -	\$ 3,620,465
Furnishings	143,977	-	-	143,977
Book Mobile	9,000	-	-	9,000
Computer Equipment	49,445	23,319	-	72,764
Total Capital Assets, Being Depreciated	<u>3,822,887</u>	<u>23,319</u>	<u>-</u>	<u>3,846,206</u>
Less Accumulated Depreciation				
Buildings and Improvements	(652,273)	(72,531)	-	(724,804)
Furnishings	(63,857)	(7,199)	-	(71,056)
Book Mobile	(5,144)	(1,286)	-	(6,430)
Computer Equipment	(49,446)	(1,943)	-	(51,389)
Total Accumulated Depreciation	<u>(770,720)</u>	<u>(82,959)</u>	<u>-</u>	<u>(853,679)</u>
Total Capital Assets Being Depreciated, Net	<u>\$ 3,052,167</u>	<u>\$ (59,640)</u>	<u>\$ -</u>	<u>\$ 2,992,527</u>

Depreciation expense for 2019 was \$82,959.

Fully depreciated computer equipment was idle and held for future disposal at December 31, 2019.

NOTE 4 – LONG-TERM DEBT

In April, 2016, the District issued \$1,325,000 in General Obligation Bonds, plus a premium of \$92,012, with interest rates of 3.00% to 4.00% to advance refund \$1,295,000 of outstanding 2008 Series bonds with interest rates ranging from 3.75% to 6.00%. Principal payments are due annually on December 1 and interest is paid semiannually on June 1 and December 1 and is backed by the full faith and credit of the District. The bonds are rated 'A-' by Standard and Poor's.

The net proceeds of \$1,357,214 (after payment of \$59,798 in underwriting fees, insurance, and other issuance costs) plus an additional \$75,000 of prior issue debt service fund monies were used to purchase U.S. government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the 2008 Series bonds. As a result, the 2008 Series bonds are considered to be defeased and the liability for those bonds has been removed from the

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

NOTE 4 – LONG-TERM DEBT - Continued

government-wide statement of net position. The defeased principal of \$1,295,000 was paid in full on December 1, 2017.

The advance refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$65,910. This difference, reported in the accompanying financial statements as a deferred outflow of resources, is being amortized annually at the same rate that interest expense is recognized and is being offset against interest expense. The amortization for 2019 totaled \$7,710.

The District completed the advance refunding to reduce its total debt service payments over the next 12 years by \$173,748 and to obtain an economic gain (difference between the present values of the old and new debt service payments) of \$144,194.

A summary of changes in long-term debt is as follows:

	Beginning Balance	Additions	Payments	Ending Balance	Due Within One Year
Series 2016	\$ 1,000,000	\$ -	\$ (100,000)	\$ 900,000	\$ 100,000

The following schedule reflects the District's payments to maturity:

Year Ending December 31,	Principal	Interest	Total
2020	100,000	29,450	129,450
2021	105,000	26,450	131,450
2022	110,000	23,300	133,300
2023	110,000	20,000	130,000
2024	110,000	16,700	126,700
2025-2027	365,000	28,200	393,200
Total	900,000	144,100	1,044,100

The bonds were issued at a premium of \$92,012. This premium is being amortized annually at the same rate that interest expense is recognized and is being offset against interest expense. The amortization for 2019 totaled \$3,053, net.

NOTE 5 – OPERATING LEASES

In February 2014, the District entered into a 60-month copier lease with monthly payments of \$253. In October 2019, the District entered into a 60-month copier lease with monthly payments of \$251. Total copier lease expense for the year ended December 31, 2019, was \$3,102.

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

NOTE 5 – OPERATING LEASES - Continued

Future minimum lease payments are:

<u>December 31,</u>	<u>Minimum Payments</u>
2020	\$ 3,012
2021	3,012
2022	3,012
2023	3,012
2024	2,343
	<u>\$ 14,391</u>

NOTE 6 – CONTRACTS AND COMMITMENTS

Effective July 19, 2018, the District entered into a three-year Contract for Service Agreement with a vendor for HVAC services. The annual cost for these services is \$6,628.

Future minimum contract payments are:

<u>December 31,</u>	<u>Minimum Payments</u>
2020	\$ 6,628
2021	3,314
	<u>\$ 9,942</u>

NOTE 7 – CONTINGENCIES - COMPLIANCE WITH "TABOR" AMENDMENT

In November 1992, voters of Colorado approved Amendment 1, commonly known as the Taxpayer's Bill of Rights (TABOR), which added Section 20 to Article X of the Colorado Constitution. TABOR contains tax, spending, revenue, and debt limitations that apply to the state of Colorado and all local governments except those that meet the definition of an enterprise. Enterprises, defined as government-owned businesses authorized to issue revenue bonds and receiving less than 10% annual revenue from all state and local governments combined, are excluded from the provisions of TABOR.

TABOR requires, with certain exceptions, voter approval prior to imposing new taxes, increasing a tax rate, increasing a mill levy above that of the prior year, extending an expiring tax, or implementing a tax policy change directly causing a net tax revenue gain to any local government.

In the election that formed the District, voters approved a ballot issue that stated:

"Shall the proposed Spanish Peaks Library District (formerly known as the Huerfano County Library), County of Huerfano, State of Colorado, which shall include all property within the boundaries of Huerfano County RE-1, be established as a Library District; and shall the Spanish Peaks Library District be authorized to levy a property tax at the rate of 2.08 mills to maintain

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO FINANCIAL STATEMENTS**

NOTE 7 – CONTINGENCIES - COMPLIANCE WITH "TABOR" AMENDMENT - Continued

existing services and to meet the increased demands for additional services such as purchasing more books and other library materials, improving library facilities, increasing library hours, and upgrading computer technologies; and shall the Spanish Peaks Library District be entitled to collect, retain, and spend such revenues in addition to any other taxes, fees, or other revenues of the District and notwithstanding any limitation or restriction of Article X, Section 20 of the Colorado Constitution or any other law; and shall the levy imposed also be authorized under Colorado Budget laws, C.R.S. 29-1-302 concerning increased mill levies."

It is the opinion of the District, as a result of the passage of the ballot issue listed above, that the spending revenue limitation of Article X, Section 20 (TABOR) does not apply to the District.

TABOR requires local governments to establish emergency reserves. These reserves must be at least 3% of fiscal year spending (excluding bonded debt service). Local governments are not allowed to use the emergency reserves to compensate for economic conditions, revenue shortfalls, or salary or benefit increases. The TABOR reserve at December 31, 2019, was \$9,000.

The District's management believes it is in compliance with the provisions of TABOR. However, TABOR is complex and subject to judicial interpretation.

NOTE 8 – RISK MANAGEMENT

The District 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 District carries commercial insurance for the risks of loss including workman's compensation insurance.

The District has had no significant reduction in insurance coverage from prior years. The District has had no settlements exceed insurance coverage for the past four fiscal years.

NOTE 9 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through July 22, 2020, the date on which the financial statements were available to be issued.

Coronavirus (COVID-19) Pandemic

In December 2019, an outbreak of a novel strain of coronavirus (COVID-19) originated in Wuhan, China and has since spread to a number of other countries, including the U.S. On March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic. In addition, several states in the U.S., have declared a state of emergency.

Potential impacts to the District include disruptions or restrictions on our ability to provide services. We cannot anticipate all of the ways in which health pandemics such as COVID-19 could adversely impact the District. Although we are continuing to monitor and assess the effects of the COVID-19 pandemic on the District, the ultimate impact of the COVID-19 outbreak or a similar health pandemic is highly uncertain and subject to change.

REQUIRED SUPPLEMENTARY INFORMATION

**SPANISH PEAKS LIBRARY DISTRICT
BUDGETARY COMPARISON SCHEDULE
GOVERNMENTAL FUND - GENERAL FUND
YEAR ENDED DECEMBER 31, 2019**

	<u>Budgeted Amounts</u>		<u>Actual Budgetary Basis</u>	<u>Variance With Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
Revenue				
Property Taxes - Operating	\$ 192,869	\$ 192,869	\$ 193,930	\$ 1,061
Property Taxes - Bond	160,000	160,000	171,346	11,346
Other Taxes	-	-	54,294	54,294
Fees/Fines & Copies/Printing	7,600	7,600	426	(7,174)
Other Library Revenue	6,500	6,500	10,073	3,573
Interest	100	100	8,892	8,792
Grants/Donations for Operating Purposes	6,500	6,500	19,269	12,769
Total Revenue	<u>373,569</u>	<u>373,569</u>	<u>458,230</u>	<u>84,661</u>
Expenditures				
Personnel	152,000	152,000	174,238	(22,238)
Collection Materials	4,000	4,000	9,842	(5,842)
Professional Services	15,000	15,000	23,156	(8,156)
Operating Programs	40,000	40,000	48,344	(8,344)
Technology	400	400	-	400
Miscellaneous	-	-	4,112	(4,112)
Capital Outlay	11,963	11,963	21,282	(9,319)
Payment on Long-term Debt	2,000	2,000	23,319	(21,319)
Interest on Bonds	120,000	120,000	100,000	20,000
	22,000	22,000	32,200	(10,200)
Total Expenditures	<u>367,363</u>	<u>367,363</u>	<u>436,493</u>	<u>(69,130)</u>
Net Change in Fund Balance (Non-GAAP) Basis	<u>\$ 6,206</u>	<u>\$ 6,206</u>	21,737	<u>\$ 15,531</u>
GAAP Reconciliation				
Payment on Long-term Debt			100,000	
Amortization of Bond Premium and Deferred Outflow			3,053	
Capital outlay			23,319	
Depreciation			(82,959)	
Change in Net Position (GAAP) Basis			<u>\$ 65,150</u>	

See Notes to the Required Supplementary Information

**SPANISH PEAKS LIBRARY DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2019**

BUDGETARY INFORMATION

Budgetary Process - The budgetary process is prescribed by provisions of the Colorado Revised Statutes (C.R.S. 29-1) and entails the preparation of budgetary documents within an established time frame. The District is legally obligated to comply with these provisions. The major budgetary documents necessary for compliance with these provisions are the budget resolution, the appropriations resolution, the mill levy resolution, and the certification of mill levy to the county commissioners.

The budget and appropriations resolutions are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources. All funds are required to be budgeted and appropriated. Any budgetary modifications may only be made by resolution of the Board of Trustees and adherence to the budget law governing amendments of the budget. No supplemental appropriations were necessary during the year resulting in no changes between original and final budgeted amounts.

Estimated Resources - As part of the District's budgetary process, the Board approves the mill levy to be assessed on the value of real property within the District. This valuation is set by the Huerfano County Assessor and final notification of this valuation is received by the District by December 10 of the year prior to the budget year. By December 15 of that prior year, the District must certify the mill levy with Huerfano County Commissioners. A fixed mill levy was established upon formation of the district in accordance with provisions of the Colorado Revised Statutes (C.R.S. 29-1) and Amendment X of the Colorado Constitution. A variable mill was approved in November 2007 to finance general obligation bonds. The Board projects other revenues such as interest income, grants, contributions, fees and fines, and other income. These revenues, along with the fund balance carried forward, constitute the estimated resources that are available for appropriation in the next fiscal year (January 1 to December 31).

Appropriations - An annual appropriations resolution must be passed by December 15 of the year preceding the budget year. The appropriations resolution fixes spending authority at the fund level. The appropriations resolution may be amended during the year as new information becomes available, provided that total fund appropriations do not exceed current estimated resources and the Board of Trustees follows the budget amendment provisions of C.R.S. 29-1. The allocation of appropriations among objects within the fund may be modified during the year by resolution of the Board and does not require an additional public hearing.

Lapsing of Appropriations - At the close of each fiscal year, the unused balance of each appropriation reverts to the fund balance from which it was appropriated and becomes subject to future appropriation.

Budgetary Basis of Accounting - The budget of the District has been adopted on a basis of accounting other than generally accepted accounting principles (GAAP). A reconciliation of the budgetary basis to GAAP is provided on the Budgetary Comparison Schedule.

Expenditures in Excess of Appropriations – During the year ended December 31, 2019, the General Fund had excess expenditures over appropriations of approximately \$69,000.