

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

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**FINANCIAL STATEMENTS**

**AND**

**INDEPENDENT AUDITOR'S REPORT**

—————

**DECEMBER 31, 2019**

**FINANCIAL STATEMENTS – 2019**

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

**2019 BOARD OF DIRECTORS**

Gary Tillotson, Chairperson

Sam Stewart, Vice Chairman

Mike Samson, Secretary

Marian Smith, Treasurer

David Blair

Rob Goodwin

Lou Vallario

Gene Schilling

Tony Pagni

Randy Callahan

Tommy Klein

Mike Kite

Bill Kimminau

Levy Burris

**ADMINISTRATIVE STAFF**

Carl Stephens, Executive Director



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## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Garfield County Emergency Communications Authority

We have audited the accompanying financial statements of the governmental activities and each major fund, of the Garfield County Emergency Communications Authority, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

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

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

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

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Garfield County Emergency Communications Authority, 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.

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## **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 on pages 3-6 and 27-28 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.

*CaloCPA Services, PC*

Rangely, Colorado  
July 20, 2020

## **MANAGEMENT DISCUSSION AND ANALYSIS**

The discussion and analysis of the Garfield County Emergency Communications Authority's (the "Authority") financial performance provides readers with an overall review of the financial activities of the Authority for the year ended December 31, 2019. The intent of this discussion and analysis is to look at the Authority's financial performance as a whole; readers should also review the basic financial statements to enhance their understanding of the Authority's financial performance.

### **FINANCIAL HIGHLIGHTS**

- The Authority's assets exceeded liabilities by \$4,006,600 at December 31, 2019.
- Total Authority's cash and investments decreased by \$162,088 or 12 percent from 2018.
- The December 31, 2019 General Fund balance is \$76,717 less than the previous year. The total General Fund balance is 39 percent of 2019 General Fund operating expenditures.

### **USING THIS ANNUAL REPORT**

This Annual report consists of a series of financial statements and notes to those statements. These statements are prepared and organized so the reader can understand the Authority as a financial whole or as an entire operating entity. The statements then proceed to provide an increasingly detailed look at our specific financial conditions.

The Statement of Net Position and Statement of Activities provide information about the activities of the whole Authority, presenting both an aggregate view of the Authority's finances and a longer-term view of those assets. The Statement of Activities shows net (expense) revenue and changes to net position related to each department of the Authority. Fund financial statements tell how services were financed in the short-term as well as what dollars remain for future spending.

### **OVERVIEW OF THE AUTHORITY'S FINANCIAL STATEMENTS**

#### **Government-wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the Authority's finances. The Statement of Net Position and Statement of Activities include all assets and liabilities using the accrual basis of accounting similar to the accounting method used by the private sector. The basis for this accounting takes into account all of the year's revenues and expenses regardless of when the cash was received or paid.

These two statements report the Authority's net position and the changes in those positions. This change in position is important because it tells the reader whether, for the Authority as a whole, the financial position of the Authority has improved or diminished. However, in evaluating the overall position of the Authority, non-financial information such as changes in the Authority's tax base and the condition of Authority capital assets will also need to be evaluated.

In the Statement of Net Position and Statement of Activities, all of the Authority's activities are reported as Governmental Activities.

## Fund Financial Statements

**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 governmental fund balance sheet and the governmental fund statement of revenues, 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 19 through 25 of this report.

**Budgetary Comparisons.** The Authority adopts an annual appropriated budget for the General and Special Revenue Funds. A budgetary comparison schedule has been provided for the General Fund on page 27 and for the Special Revenue Fund on page 28 of this report.

### REPORTING THE AUTHORITY AS A WHOLE

**Net Position.** As noted earlier, net position may serve over time as a useful indicator of a government's financial position.

The following table provides a summary of the Authority's net position for 2018 and 2019.

	<b>Governmental Activities</b>	
	<u>2018</u>	<u>2019</u>
<b>Assets</b>		
Current and other assets	\$ 2,051,024	\$ 1,964,270
Capital assets	1,868,823	2,273,933
Total assets	<u>3,919,847</u>	<u>4,238,203</u>
<b>Liabilities</b>		
Current and other liabilities	280,095	231,603
Total Liabilities	<u>280,095</u>	<u>231,603</u>
<b>Net Position</b>		
Net investment in capital assets	1,868,823	2,273,933
Unrestricted	1,770,929	1,732,667
Total net position	<u>\$ 3,639,752</u>	<u>\$ 4,006,600</u>

A significant portion of the Authority's position represents unrestricted net position of \$1,732,667, which may be used to meet the ongoing obligations to patrons and creditors.

Another significant portion of the Authority's net position reflects its investment in capital assets. These assets include land, buildings, and equipment. These capital assets are used to provide services to patrons; consequently, they are not available for future spending.

The following table indicates the changes in net position.

	<b>Governmental Activities</b>	
	2018	2019
<b>Revenues:</b>		
<b>Program revenues:</b>		
Charge for services	\$ 915,862	\$ 933,370
Operating grants and contributions	-	-
Capital grants and contributions	25,000	396,558
<b>General revenues:</b>		
Sales tax	2,152,624	2,294,446
Investment earnings	3,463	3,348
Other	59,665	305,948
<b>Total revenues</b>	<b>3,156,614</b>	<b>3,933,670</b>
<b>Expenses:</b>		
Administration	532,391	618,181
Services	2,754,062	2,948,641
<b>Total expenses</b>	<b>3,286,453</b>	<b>3,566,822</b>
Increase (decrease) in net position	\$ (129,839)	\$ 366,848

**Governmental Activities.** Governmental activities increased the Authority's net position by \$366,848 in 2019. Key elements of this increase are as follows:

The Authority received \$371,558 more in grants and contributions than the previous year.

#### **FINANCIAL ANALYSIS OF THE AUTHORITY'S FUND**

Information about the Authority's governmental funds begins on page 13. These funds are accounted for using the modified accrual basis of accounting.

As of December 31, 2019, the total fund balances of the Authority's governmental funds were \$1,894,990. Approximately 51 percent of this consists of unassigned fund balance, which is available as working capital and for current spending in accordance with the purposes of the Authority. The remainder of fund balance is reserved to indicate that it is not available for new spending because it is committed for the following purposes: (1) a board reserve for future 911 services expenditures (\$920,946). The Authority had Governmental revenues of \$3,931,670, expenditures of \$3,985,027, and other financing sources of \$2,000.

## **GENERAL FUND BUDGETARY HIGHLIGHTS**

The Authority's budget is prepared according to Colorado statutes.

### **2019 General Fund Budget**

	<b>Original Budget</b>	<b>Amend- ments</b>	<b>Final Budget</b>	<b>Actual</b>
Beginning Fund Balance	\$ 968,276	\$ -	\$ 968,276	\$ 897,327
Revenue and other financing sources	2,767,811	-	2,767,811	2,586,949
Expenditures and other financing uses	(3,736,087)	-	(3,736,087)	(2,510,232)
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 974,044</u>

Actual revenues and other financing sources were less than the budget by \$180,862. Revenue from transfers was budgeted to be \$444,875, but the actual was \$0. Sales tax revenue was budgeted to be \$2,038,072, but the actual was \$2,294,446.

Budgeted expenditures and other financing uses exceeded actual by \$1,225,855. Salaries and wages were actually \$1,372,173 but were budgeted to be \$1,714,490, a \$342,317 difference. Operations reserve was actually \$870 but was budgeted to be \$769,702, a \$768,832 difference. Capital outlay was actually \$32,270 but was budgeted to be \$150,000, an \$117,730 difference.

## **CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets.** The Authority's investment in capital assets for its governmental type activities as of December 31, 2019 totaled \$2,273,933 (net of accumulated depreciation). This investment includes all land, buildings, and equipment. The total increase in investment in capital assets (net of depreciation) for the current year was \$405,110 or 22 percent.

Major capital asset events during the current fiscal year include 911 system upgrade equipment for \$560,297 and the purchase of a vehicle for \$30,390.

The Authority uses the straight-line depreciation method under GASB 34 for its capital assets, except for land, which is not depreciated.

The Authority has no infrastructure assets.

## **ECONOMIC FACTORS AND OTHER MATTERS**

**Other Matters.** The following factors are expected to have a significant effect on the Authority's financial position and results of operations and were taken into account in developing the 2020 budget:

- An increase in salaries, wages, and benefits.
- A decrease in sales tax refunds and recovery.
- Radio system infrastructure upgrades for \$298,000.
- Grant of \$120,000 to help with the radio system infrastructure upgrades.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Authority's finances for all those with an interest in the Authority's finances. Questions concerning any of the information provided or for additional financial information should be addressed to the Authority, 585 E. First Street, Rifle, Colorado 81650.

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## **FINANCIAL STATEMENTS**

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**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

STATEMENT OF NET POSITION  
December 31, 2019

ASSETS

Cash and investments	\$ 1,222,285
Other receivable	12,299
Sales tax receivable	569,582
Assessments receivable	160,104
Capital assets, nondepreciable	120,293
Capital assets, net of accumulated depreciation	<u>2,153,640</u>
<b>TOTAL ASSETS</b>	<b><u>4,238,203</u></b>

LIABILITIES

Accounts payable	56,869
Accrued liabilities	12,411
Compensated absences	<u>162,323</u>
<b>TOTAL LIABILITIES</b>	<b><u>231,603</u></b>

NET POSITION

Net investment in capital assets	2,273,933
Unrestricted	<u>1,732,667</u>
<b>TOTAL NET POSITION</b>	<b><u>\$ 4,006,600</u></b>

The accompanying "Notes to Financial Statements" are an integral part of the statement.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

STATEMENT OF ACTIVITIES  
For the Year Ended December 31, 2019

	Program Revenues			
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
GOVERNMENTAL ACTIVITIES				
Administration	\$ 618,181	\$ -	\$ -	\$ -
911 dispatch services	2,948,641	933,370	-	396,558
TOTAL GOVERN- MENTAL ACTIVITIES	\$ 3,566,822	\$ 933,370	\$ -	\$ 396,558

GENERAL REVENUES

Sales tax  
Investment earnings  
Gain on disposal of assets  
Other

TOTAL GENERAL REVENUES

CHANGE IN NET POSITION

NET POSITION - BEGINNING OF YEAR

NET POSITION - END OF YEAR

Net (Expense)  
Revenue and  
Changes in  
Net Position

Governmental  
Activities

\$ (618,181)  
(1,618,713)

(2,236,894)

2,294,446  
3,348  
2,000  
303,948

2,603,742

366,848

3,639,752

\$ 4,006,600

The accompanying "Notes to Financial Statements" are an integral part of the statement.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

BALANCE SHEET  
GOVERNMENTAL FUNDS  
December 31, 2019

	General Fund	Special Revenue Fund	Total
<b>ASSETS</b>			
Cash and investments	\$ 483,762	\$ 738,523	\$ 1,222,285
Other receivable	12,299	-	12,299
Sales tax receivable	569,582	-	569,582
Assessments receivable	-	160,104	160,104
Due from Other Fund	-	61,811	61,811
	<u>\$ 1,065,643</u>	<u>\$ 960,438</u>	<u>\$ 2,026,081</u>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>LIABILITIES</b>			
Accounts payable	\$ 17,377	\$ 39,492	\$ 56,869
Accrued liabilities	12,411	-	12,411
Due to Other Funds	61,811	-	61,811
	<u>91,599</u>	<u>39,492</u>	<u>131,091</u>
<b>FUND BALANCES</b>			
Fund balances:			
Restricted:			
Reserved for 911	-	920,946	920,946
Unassigned	974,044	-	974,044
	<u>974,044</u>	<u>920,946</u>	<u>1,894,990</u>
<b>TOTAL FUND BALANCES</b>	<u>974,044</u>	<u>920,946</u>	<u>1,894,990</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 1,065,643</u>	<u>\$ 960,438</u>	<u>\$ 2,026,081</u>

The accompanying "Notes to Financial Statements" are an integral part of the statement.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE TO  
NET POSITION OF GOVERNMENTAL ACTIVITIES  
December 31, 2019

TOTAL GOVERNMENTAL FUNDS BALANCE	\$ 1,894,990
<b><i>Amounts reported for governmental activities in the statement of net position are different because:</i></b>	
Capital assets used in governmental activities are not financial resources and therefore not reported in the fund.	2,273,933
Long-term liabilities, such as compensated absences, are not due and payable in the current period and therefore are not included in the fund.	<u>(162,323)</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 4,006,600</u></u>

The accompanying "Notes to Financial Statements" are an integral part of the statement.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES  
For the Year Ended December 31, 2019

	General Fund	Special Revenue Fund	Total
<b>REVENUES</b>			
Sales tax	\$ 2,294,446	\$ -	\$ 2,294,446
Assessments E911	-	931,271	931,271
Interest income	1,475	1,873	3,348
Grants and contributions	-	396,558	396,558
Charges for services	-	2,099	2,099
Other income	289,028	14,920	303,948
	<u>2,584,949</u>	<u>1,346,721</u>	<u>3,931,670</u>
<b>TOTAL REVENUES</b>			
<b>EXPENDITURES</b>			
Salaries and wages	1,372,173	276,504	1,648,677
Health and life insurance	340,445	-	340,445
Payroll taxes	104,812	20,178	124,990
Maintenance and repair	272,677	434,725	707,402
Retirement contribution	61,649	15,303	76,952
Accounting and audit	33,140	-	33,140
Treasurer fees	44,999	-	44,999
Sales Tax Recovery	118,137	-	118,137
Sales Tax Refund	44,476	-	44,476
Liability insurance	29,810	-	29,810
Office supplies	1,131	17,248	18,379
Telephone	-	60,167	60,167
Utilities	42,406	-	42,406
Legal fees	3,180	-	3,180
Workers compensation	4,099	-	4,099
Travel and subsistence	-	20,040	20,040
Public education	-	809	809
Training	-	45,979	45,979
Unemployment insurance	3,958	-	3,958
Advertising	-	341	341
Operations Reserve	870	6,890	7,760
Capital outlay	32,270	576,611	608,881
	<u>2,510,232</u>	<u>1,474,795</u>	<u>3,985,027</u>
<b>TOTAL EXPENDITURES</b>			
<b>EXCESS OF REVENUES OVER (UNDER) OPERATING EXPENDITURES</b>	74,717	(128,074)	(53,357)
<b>OTHER FINANCING SOURCES</b>			
Disposal of asset proceeds	2,000	-	2,000
	<u>2,000</u>	<u>-</u>	<u>2,000</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING SOURCES</b>	76,717	(128,074)	(51,357)
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<u>897,327</u>	<u>1,049,020</u>	<u>1,946,347</u>
<b>FUND BALANCE - END OF YEAR</b>	<u>\$ 974,044</u>	<u>\$ 920,946</u>	<u>\$ 1,894,990</u>

The accompanying "Notes to Financial Statements" are an integral part of the statement.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

RECONCILIATION OF THE CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
For the Year Ended December 31, 2019

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ (51,357)

***Amounts reported for governmental activities in the  
statement of activities are different because:***

Governmental funds report capital outlays as expenditures.  
However, in the statement of activities, the costs of those  
assets is allocated over their estimated useful lives as  
depreciation expense. This is the amount by which  
depreciation exceeded capital outlay in the current period.

Capital outlay	608,881	
Current year depreciation	<u>(203,770)</u>	
 TOTAL		 405,111

Some expenses reported in the statement of activities, such  
as compensated absences, do not require the use of  
current financial resources and therefore are not reported  
as expenditures in governmental funds.

Compensated absences		<u>13,094</u>
 CHANGE IN NET POSITION		 <u>\$ 366,848</u>

The accompanying "Notes to Financial Statements" are an integral part of the statement.

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## **NOTES TO FINANCIAL STATEMENTS**

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

NOTES TO FINANCIAL STATEMENTS  
December 31, 2019

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Garfield County Emergency Communications Authority (the Authority) conform to generally accepted accounting principles (GAAP) as applicable to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant policies consistently used in the preparation of the financial statements.

**A. Reporting Entity**

On February 7, 1997, Garfield County and various other governmental entities entered into an intergovernmental agreement to establish the Authority. The Authority was established for the purpose of promoting and creating a centralized county-wide emergency communications operation, including a unified county-wide dispatch service.

A Board of Directors serves as the governing body of the Authority. Each member of the Authority is entitled to one representative on the Board of Directors. For those members that are municipal entities, their designee is the Chief of Police or Chief of Law Enforcement Officer. For those members that are Special Districts, their representative is appointed by the Board of that Special District and is either a Board member or a member of the staff. The Board of County Commissioners of Garfield County has one member on the Authority Board. The Garfield County Sheriff is a member of the Authority Board. There is also a Citizen at Large member of the Authority Board.

The Authority is not included in any other governmental "reporting entity" as defined by Statement No. 14 of the Governmental Accounting Standards Board. The Directors have decision making authority, the power to designate management, the responsibility to significantly influence operations and primary accounting for fiscal matters. In addition, the Authority does not exercise any of the above powers over any other entity. These financial statements, therefore, include only the operations of Garfield County Emergency Communications Authority.

**B. Government-wide and fund 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 non-fiduciary activities of the primary government. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment 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 customers or applications who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

**C. Measurement focus, basis of accounting, and financial statement presentation**

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. Sales tax are recognized as revenues in the year in which they are collected. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

NOTES TO FINANCIAL STATEMENTS  
December 31, 2019

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued**

**C. Measurement focus, basis of accounting, and financial statement presentation, continued**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both 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 Authority considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a 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.

**Governmental Funds**

**General Fund**

The General Fund is the Authority's general operating fund and is used to account for all financial transactions except those required to be accounted for in another fund. The major revenue source is state sales tax.

**Special Revenue Fund**

The Special Revenue Fund accounts for revenues received from telephone surcharges assessed on all telephone users in the area participating in the intergovernmental agreement.

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

**D. Budgets and Budgetary Accounting**

The Authority follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to the first Board meeting in October, the Director submits to the Board of Directors a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain the taxpayers' comments.
3. Prior to December 15, the budget is legally enacted through passage of a resolution.
4. Formal budgetary integration is employed as a management control device during the year.
5. Budgets are adopted for the General Fund. All budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
6. Appropriations lapse at the end of each calendar year.
7. The Authority's directors may authorize supplemental appropriations during the year. There was no supplemental appropriation made during the year ended December 31, 2019.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

NOTES TO FINANCIAL STATEMENTS  
December 31, 2019

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued**

**E. Use of Estimates**

The preparation of the governmental funds financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**F. Capital Assets and Infrastructure**

Capital assets, which include property, plant and equipment, are reported in the applicable governmental column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$1,000 and an estimated life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at their estimated market value at the date of donation. The Authority does not have infrastructure.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Property, plant, and equipment of the primary government is depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	15-40
Vehicles	5-10
Equipment	5-20

**G. Compensated Absences**

Full-time, permanent employees are granted personal time off (PTO) in varying amounts to specified maximums, depending on their tenure with the Authority. PTO accrues to full-time, permanent employees to a maximum of 552 hours and the maximum paid to an employee upon separation is 80% of the maximum accrual rate based on years of service. The amount accrued for compensated absences was \$162,323 at December 31, 2019, a decrease of \$13,095.

**H. Sales Tax**

Sales tax revenue is recognized when the underlying exchange has occurred. The State of Colorado collects sales tax in the month following the underlying sale. The State remits the sales tax collected to Garfield County in the next month. Garfield County then remits the sales tax to the Authority the following month. Sales tax collected by the Authority in January, February, and March of 2020 has been accrued as a receivable and as sales tax revenue in 2019.

**NOTE 2 – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

- A. There are certain differences between the governmental fund balance sheet and the government-wide statement of net position. A reconciliation of the differences can be found on page 14 of the financial statements.
- B. There are certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balance and the government-wide statement of activities. A reconciliation of the differences can be found on page 16 of the financial statements.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

NOTES TO FINANCIAL STATEMENTS  
December 31, 2019

**NOTE 3 - CASH AND INVESTMENTS**

The Authority's bank accounts at year-end were entirely covered by federal depository insurance or by collateral held by the Authority's custodial banks under provisions of the Colorado Public Deposit Protection Act.

The Colorado Public Deposit Protection Act requires financial institutions to pledge collateral having a market value of at least 102% of the aggregate public deposits not insured by federal depository insurance. Eligible collateral included municipal bonds, U.S. government securities, mortgage, and deeds of trust.

State statutes authorize the Authority to invest in obligations of the U.S. Treasury and U.S. agencies, obligations of the State of Colorado or of any county, school, authority, and certain town and cities therein, notes or bonds secured by insured mortgages or trust deeds, obligations of national mortgage associations, and certain repurchase agreements.

The Authority's investment policy is not more restrictive than State statutes. The Authority's investments are concentrated in local government investment pools, U.S. government and agency securities, and bank CDs.

Colorado Revised Statutes limit investment maturities to five years or less from the date of purchase. This limit on investment maturities is a means of limiting exposure to fair value arising from increasing interest rates.

A summary of cash and investments on the balance sheet is as follows:

Cash and Cash Equivalents	
Checking – General Fund	\$ 426,921
Money Market – General Fund	56,840
Checking – Special Revenue Fund	541,486
Money Market – Special Revenue Fund	<u>197,038</u>
 Total Cash and Cash Equivalents	 <u>\$ 1,222,285</u>

**NOTE 4 – DUE TO/FROM OTHER FUNDS**

A summary of the Authority's interfund receivables/payables as of December 31, 2019 follows:

Due to the Special Revenue Fund from the General Fund	<u>\$ 61,811</u>
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**NOTE 5 – CAPITAL ASSETS**

A summary of changes in capital assets during 2019 follows:

	Balance January 1, 2019	Additions	Deletions	Balance December 31, 2019
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 120,293	\$ -	\$ -	\$ 120,293
Total capital assets, not being depreciated	<u>120,293</u>	<u>-</u>	<u>-</u>	<u>120,293</u>

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

NOTES TO FINANCIAL STATEMENTS  
December 31, 2019

**NOTE 5 – CAPITAL ASSETS, Continued**

	Balance January 1, 2019	Additions	Deletions	Balance December 31, 2019
Capital assets, being depreciated:				
Building	1,514,969	1,880	-	1,516,849
Equipment	8,473,211	607,001	(33,357)	9,046,855
Total capital assets, being depreciated	<u>9,988,180</u>	<u>608,881</u>	<u>(33,357)</u>	<u>10,563,704</u>
Less accumulated depreciation:				
Building	(726,397)	(46,272)	-	(772,669)
Equipment	(7,513,253)	(157,498)	33,357	(7,637,394)
Total accumulated depreciation	<u>(8,239,650)</u>	<u>(203,770)</u>	<u>33,357</u>	<u>(8,410,063)</u>
Total capital assets, being depreciated, net	<u>1,748,530</u>	<u>405,111</u>	<u>-</u>	<u>2,153,641</u>
Governmental activities capital Assets, net	<u>\$ 1,868,823</u>	<u>\$ 405,111</u>	<u>\$ -</u>	<u>\$ 2,273,934</u>

Depreciation expense was charged to function/programs of the primary government as follows:

Governmental activities:	
Administration	\$ 27,355
911 dispatch services	<u>176,415</u>
Total depreciation expense – governmental activities	<u>\$ 203,770</u>

**NOTE 6 - EMPLOYEE BENEFIT PLAN**

**A. Defined Contribution Plan**

The Authority participates in a retirement plan sponsored by Great-West Life & Annuity. The type of retirement plan is established pursuant to IRC section 401(a) and is termed a "defined contribution plan". The benefits that participants are entitled to upon termination of employment consist of: 1) contributions by the employer entity; 2) equal or "matching" contributions by the employee through a mandatory withholding on their salary; 3) any additional "voluntary contribution" made by the employee; plus 4) any interest or investment return which is earned on such funds. Member contributions are limited up to a maximum set by the IRS (\$19,000 in 2019 and participants over age 50 are eligible to contribute \$6,000 more than the \$19,000 limit due to a catch up provision in the plan.).

Full-time Authority employees are eligible to participate. Both the Authority and members contribute 5% of the employee's W-2 wages each year. Employee contributions are 100% vested. The Authority's contributions vest at a rate of 20% for each year of service. A participant is fully vested after five years of service.

For the years ended December 31, 2017, 2018, and 2019, the Authority and member contributions each were \$76,840, \$78,256, and \$82,426, respectively. Contributions for 2019 were based on the salary of \$1,648,677.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

NOTES TO FINANCIAL STATEMENTS  
December 31, 2019

**NOTE 6 - EMPLOYEE BENEFIT PLAN, Continued**

**B. Deferred Compensation Plan**

The Authority adopted a deferred compensation plan (457 Plan) as defined under the IRC section 457. Participants may defer up to the lesser of \$19,000 or 100% of the participant's includable compensation. Participants over age 50 are eligible to contribute \$6,000 more than the \$19,000 limit due to a catch up provision in the plan. The Plan is administered by Great-West Life & Annuity. For the year ended December 31, 2019, participating employees contributed \$13,787.

**NOTE 7 - CONTINGENCIES**

In November 1992, Colorado voters amended Article X of the Colorado Constitution by adding Section 20, commonly known as the Taxpayer's Bill of Rights (TABOR). TABOR contains revenue, spending, tax and debt limitations, which apply to the State of Colorado and local governments. TABOR requires, with certain exceptions, voter approval for any increase in mill levy or tax rates, new taxes, or creation of multi-year debt. Revenue in excess of the fiscal year spending limit must be refunded in the next fiscal year unless voters approve retention of such revenue. The amendment also requires that reserves be established for declared emergencies, with 3% of fiscal year spending required.

In 1997, the registered voters of the Garfield County Emergency Communication Authority voted to allow the Authority to collect, retain and expend all revenues and other funds collected in 1997 and each subsequent year thereafter, for general operation expenses without limiting in any year the amount of the other revenues that may be collected and expended by the Authority in excess of the limits of Article X, Section 20 of the Colorado Constitution.

The Authority's management and legal counsel believes that the Authority is not subject to the TABOR Amendment and it is in compliance with the provisions of TABOR. However, TABOR is complex and subject to interpretation. Many of its provisions, including the interpretation of how to calculate fiscal year spending limits, will require judicial interpretation.

**NOTE 8 - RISK MANAGEMENT**

The Authority is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The Authority is a member of Colorado Intergovernmental Risk Sharing Agency (CIRSA), a public entity risk pool. The agreement provides that CIRSA will be self sustaining through member premiums and will reinsure through commercial companies for claims in excess of \$500,000 property, \$1,000,000 liability, \$400,000 worker's compensation and \$150,000 crime for each insured event.

The Authority will recognize an expenditure for the amount paid to CIRSA annually for these coverages. The Authority paid approximately \$33,920 to CIRSA in 2019. There have been no significant reductions in insurance coverage in the current year and settlement amounts, if any, have not exceeded insurance coverage for any of the three preceding years.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

NOTES TO FINANCIAL STATEMENTS  
December 31, 2019

**NOTE 9 – COMMITTED FUND BALANCE**

Beginning with the fiscal year 2011, the Authority implemented GASB Statement 54 "Fund Balance Reporting and Governmental Fund Type Definitions". This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a governments' fund balances more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Nonspendable fund balance – amounts that are not in a spendable form (such as inventory) or are required to be maintained intact.
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provision or by enabling legislation.
- Committed fund balance – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint.
- Assigned fund balance – amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.
- Unassigned fund balance – amounts that are available for any purpose; positive amounts are reported only in the general fund.

The board establishes (and modifies or rescinds) fund balance commitments as action items in board meetings. A fund balance commitment is further indicated in the budget document as a designation or commitment on the fund. Assigned fund balance is established by the board through adoption or amendment of the budget as intended for specific purpose (such as the purchase of fixed assets, construction, debt service, or for other purposes).

Restricted funds are considered to be spent first, followed by assigned and unassigned, for an expenditure for which any could be used.

**NOTE 10 – SUBSEQUENT EVENTS**

The Authority has evaluated subsequent events through July 20, 2020 the date at which the financial statements were available to be issued, and determined that no events have occurred that require disclosure.

**REQUIRED SUPPLEMENTARY INFORMATION**

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

BUDGETARY COMPARISON SCHEDULE  
GENERAL FUND  
For the Year Ended December 31, 2019

	General Fund			
	Budget		Actual	Variance from final budget
	Original	Final		
<b>REVENUES</b>				
Sales tax	\$ 2,038,072	\$ 2,038,072	\$ 2,294,446	\$ 256,374
Interest income	1,276	1,276	1,475	199
Other income	283,588	283,588	289,028	5,440
Disposal of asset	-	-	2,000	2,000
Transfers	444,875	444,875	-	(444,875)
<b>TOTAL REVENUES</b>	<u>2,767,811</u>	<u>2,767,811</u>	<u>2,586,949</u>	<u>(180,862)</u>
<b>EXPENDITURES</b>				
Salaries and wages	1,714,490	1,714,490	1,372,173	342,317
Health and life insurance	423,000	423,000	340,445	82,555
Payroll taxes	137,159	137,159	104,812	32,347
Maintenance and repair	267,008	267,008	272,677	(5,669)
Retirement contribution	85,724	85,724	61,649	24,075
Accounting and audit	28,000	28,000	33,140	(5,140)
Treasurer fees	40,761	40,761	44,999	(4,238)
Sales Tax Recovery	18,000	18,000	118,137	(100,137)
Sales Tax Refund	15,000	15,000	44,476	(29,476)
Liability insurance	27,500	27,500	29,810	(2,310)
Office supplies	-	-	1,131	(1,131)
Utilities	42,000	42,000	42,406	(406)
Legal fees	8,000	8,000	3,180	4,820
Workers compensation	4,600	4,600	4,099	501
Unemployment insurance	5,143	5,143	3,958	1,185
Operations reserve	769,702	769,702	870	768,832
Capital outlay	150,000	150,000	32,270	117,730
<b>TOTAL EXPENDITURES</b>	<u>3,736,087</u>	<u>3,736,087</u>	<u>2,510,232</u>	<u>1,225,855</u>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<u>\$ (968,276)</u>	<u>\$ (968,276)</u>	76,717	<u>\$ 1,044,993</u>
<b>FUND BALANCE - BEGINNING OF YEAR</b>			<u>897,327</u>	
<b>FUND BALANCE - END OF YEAR</b>			<u>\$ 974,044</u>	

The accompanying "Notes to Financial Statements" are an integral part of the statement.

**GARFIELD COUNTY EMERGENCY  
COMMUNICATIONS AUTHORITY**

BUDGETARY COMPARISON SCHEDULE  
SPECIAL REVENUE FUND  
For the Year Ended December 31, 2019

	Special Revenue Fund			
	Budget		Actual	Variance from final budget
	Original	Final		
<b>REVENUES</b>				
Assessments E911	\$ 865,200	\$ 865,200	\$ 931,271	\$ 66,071
Charge for services	100	100	2,099	1,999
Grants	395,958	395,958	396,558	600
Interest income	1,174	1,174	1,873	699
Other income	-	-	14,920	14,920
<b>TOTAL REVENUES</b>	<u>1,262,432</u>	<u>1,262,432</u>	<u>1,346,721</u>	<u>84,289</u>
<b>EXPENDITURES</b>				
Salaries and Wages	372,093	372,093	276,504	95,589
Payroll taxes	30,884	30,884	20,178	10,706
Maintenance and repair	991,137	991,137	434,725	556,412
Retirement contribution	18,605	18,605	15,303	3,302
Office supplies	16,500	16,500	17,248	(748)
Telephone	78,362	78,362	60,167	18,195
Travel and subsistence	25,000	25,000	20,040	4,960
Public education	2,000	2,000	809	1,191
Training	61,000	61,000	45,979	15,021
Advertising	450	450	341	109
Operations reserve	560,548	560,548	6,890	553,658
Capital outlay	10,000	10,000	576,611	(566,611)
<b>TOTAL EXPENDITURES</b>	<u>2,166,579</u>	<u>2,166,579</u>	<u>1,474,795</u>	<u>691,784</u>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ (904,147)</u>	<u>\$ (904,147)</u>	<u>(128,074)</u>	<u>\$ 776,073</u>
<b>FUND BALANCE - BEGINNING OF YEAR</b>			<u>1,049,020</u>	
<b>FUND BALANCE - END OF YEAR</b>			<u>\$ 920,946</u>	

The accompanying "Notes to Financial Statements" are an integral part of the statement.

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