

# APPLICATION FOR EXEMPTION FROM AUDIT

## SHORT FORM

NAME OF GOVERNMENT	MANCOS CEMETERY DISTRICT	For the Year Ended 12/31/16 or fiscal year ended
ADDRESS	P.O. BOX 963 MANCOS, CO 81328	
CONTACT PERSON	CATHERINE KENNEDY	1581-00
PHONE	970-533-1594	
EMAIL	cath2ken@yahoo.com	
FAX	n/a	

### PART 1 - CERTIFICATION OF PREPARER

I certify that I am skilled in governmental accounting and that the information in the application is complete and accurate, to the best of my knowledge.

NAME	Catherine Kennedy
TITLE	Secretary/Treasurer
ADDRESS	P.O. Box 1412, Mancos, CO 81328
PHONE	970-533-1594
DATE PREPARED	21-Mar-17
(Must be signed by or for Board approval)	

PREPARER (SIGNATURE REQUIRED)

Please indicate whether the following financial information is recorded using governmental or proprietary fund types.	GOVERNMENTAL (MODIFIED ACCRUAL BASIS)	PROPRIETARY (CASH OR BUDGETARY BASIS)
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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By Justin L. Smith at 3:37 pm, Apr 11, 2017

## PART 2 - REVENUE

REVENUE: All revenues for all funds must be reflected in this section, including proceeds from the sale of the government's land, building, and equipment, and proceeds from debt or lease transactions. Financial information will not include fund equity information.

Line#	Description	Round to nearest Dollar	Please use this space to provide any necessary explanations
2-1	Ta Property	23,200	
2-2	Specific ownership	1,843	
2-3	Sales and use	-	
2-4	Other (specify):	1,000	
2-5	Licenses and permits	-	
2-6	Intergovernmental Grants	-	
2-7	Conservation Trust Funds (Lottery)	-	
2-8	Highway Users Tax Funds (HUTF)	-	
2-9	Other (specify):	-	
2-10	Charges for services	-	
2-11	Fines and forfeits	-	
2-12	Special assessments	-	
2-13	Investment income	-	
2-14	Charges for utility services	-	
2-15	Debt proceeds	-	(should agree with line 4-4, column 2)
2-16	Lease proceeds	-	
2-17	Developer Advances received	-	(should agree with line 4-4)
2-18	Proceeds from sale of capital assets	-	
2-19	Fire and police pension	-	
2-20	Donations	-	
2-21	Other (specify): Interest, Dividend	122	
2-22		-	
2-23		-	
2-24	(add lines 2-1 through 2-23) <b>TOTAL REVENUE</b>	\$ 26,165	

## PART 3 - EXPENDITURES

EXPENDITURES: All expenditures for all funds must be reflected in this section, including the purchase of capital assets and principal and interest payments on long-term debt. Financial information will not include fund equity information.

Line#	Description	Round to nearest Dollar	Please use this space to provide any necessary explanations
3-1	Administrative	642	
3-2	Salaries	-	
3-3	Payroll taxes	-	
3-4	Contract services	16,758	
3-5	Employee benefits	-	
3-6	Insurance	4,239	
3-7	Accounting and legal fees	-	
3-8	Repair and maintenance	1,754	
3-9	Supplies	1,598	
3-10	Utilities and telephone	1,308	
3-11	Fire/Police	-	
3-12	Streets and highways	-	
3-13	Public health	-	
3-14	Culture and recreation	-	
3-15	Utility operations	-	
3-16	Capital outlay	-	
3-17	Debt service principal	-	(should agree with Part 4)
3-18	Debt service interest	-	
3-19	Repayment of Developer Advance Principal	-	(should agree with line 4-4)
3-20	Repayment of Developer Advance Interest	-	
3-21	Contribution to pension plan	-	(should agree to line 7-2)
3-22	Contribution to Fire & Police Pension Assoc.	-	(should agree to line 7-2)
3-23	Other (specify): Legal Fees	500	
3-24		-	
3-25		-	
3-26	(add lines 3-1 through 3-24) <b>TOTAL EXPENDITURES</b>	\$ 26,799	

If TOTAL REVENUE (Line 2-24) or TOTAL EXPENDITURES (Line 3-26) are GREATER than \$100,000 - **STOP**. You may not use this form. Please use the "Application for Exemption from Audit - LONG FORM".



## PART 6 - CAPITAL ASSETS

Please answer the following questions by marking in the appropriate boxes.

	Yes	No
6-1 Does the entity have capital assets?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6-2 Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.? If no, MUST explain:	<input type="checkbox"/>	<input checked="" type="checkbox"/>

6-3 Complete the following capital assets table:

	Balance - beginning of the year	Additions (Must be included in Part 3)	Deletions	Year-End Balance
Land	\$ 62,616	\$ -	\$ -	\$ 62,616
Buildings	\$ 7,087	\$ -	\$ -	\$ 7,087
Machinery and equipment	\$ 14,133	\$ -	\$ -	\$ 14,133
Furniture and fixtures	\$ 7,372	\$ -	\$ -	\$ 7,372
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Please enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 91,208</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 91,208</b>

Please use this space to provide any explanations or comments:

## PART 7 - PENSION INFORMATION

Please answer the following questions by marking in the appropriate boxes.

	Yes	No
7-1 Does the entity have an "old hire" firemen's pension plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7-2 Does the entity have a volunteer firemen's pension plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes: Who administers the plan?

Indicate the contributions from:

Tax (property, SO, sales, etc.):	\$ -
State contribution amount:	\$ -
Other (gifts, donations, etc.):	\$ -
<b>TOTAL</b>	<b>\$ -</b>

What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?

	\$ -
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Please use this space to provide any explanations or comments:

## PART 8 - BUDGET INFORMATION

Please answer the following questions by marking in the appropriate boxes.

	Yes	No	N/A
8-1 Did the entity file a budget with the Department of Local Affairs for the current year in accordance with Section 29-1-113 C.R.S.? If no, MUST explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8-2 Did the entity pass an appropriations resolution, in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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If yes: Please indicate the amount appropriated for each fund for the year reported:

Fund Name	Budgeted Expenditures
<b>Cemetery District General Fund</b>	<b>\$ 40,313</b>

## PART 9 - TAXPAYER'S BILL OF RIGHTS (TABOR)

Please answer the following question by marking in the appropriate box

Yes

No

- 9-1 Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?



Note: An election to exempt the government from the spending limitations of TABOR does not exempt the government from the 3 percent emergency reserve requirement. All governments should determine if they meet this requirement of TABOR.

If no, MUST explain:

## PART 10 - GENERAL INFORMATION

Please answer the following questions by marking in the appropriate boxes.

Yes

No

- 10-1 Is this application for a newly formed governmental entity?



If yes: Date of formation:

- 10-2 Has the entity changed its name in the past or current year?



If yes: Please list the NEW name & PRIOR name:

- 10-3 Is the entity a metropolitan district?



Please indicate what services the entity provides:

- 10-4 Does the entity have an agreement with another government to provide services?



If yes: List the name of the other governmental entity and the services provided:

- 10-5 Has the district filed a *Title 32, Article 1 Special District Notice of Inactive Status* during the year? [Applicable to Title 32 special districts only, pursuant to Sections 32-1-103 (9.3) and 32-1-104 (3), C.R.S.]



If yes: Date Filed:

Please use this space to provide any explanations or comments:

# PART 11 - GOVERNING BODY APPROVAL

Below is the certification and approval of the governing board. By signing the board member is certifying they are a duly elected or appointed officer of the local government. Governing board members may be verified. Also by signing, the board member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-604, C.R.S., which states that a governmental agency with revenue and expenditures of \$100,000 or less must have an application prepared by a person skilled in governmental accounting; completed to the best of their knowledge and is accurate and true. Use additional pages if needed.

Print the names of ALL current governing board members below.

A MAJORITY of the governing board members must complete and sign in the column below.

<p>Board Member 1</p> <p>Print Board Member's Name <u>Stephen Davis</u></p>	<p>I <u>Stephen Davis</u>, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.                      Signed <u>Stephen Davis</u>                      Date: <u>March 21, 2017</u>                      My term Expires: <u>2020</u></p>
<p>Board Member 2</p> <p>Print Board Member's Name <u>Kathy Gray</u></p>	<p>I <u>Kathy Gray</u>, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.                      Signed <u>Kathy Gray</u>                      Date: <u>3-29-17</u>                      My term Expires: <u>2022</u></p>
<p>Board Member 3</p> <p>Print Board Member's Name <u>Catherine Kennedy</u></p>	<p>I <u>Catherine Kennedy</u>, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.                      Signed <u>Catherine Kennedy</u>                      Date: <u>3/21/2017</u>                      My term Expires: <u>2018</u></p>
<p>Board Member 4</p> <p>Print Board Member's Name _____</p>	<p>I _____, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.                      Signed _____                      Date: _____                      My term Expires: _____</p>
<p>Board Member 5</p> <p>Print Board Member's Name _____</p>	<p>I _____, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.                      Signed _____                      Date: _____                      My term Expires: _____</p>
<p>Board Member 6</p> <p>Print Board Member's Name _____</p>	<p>I _____, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.                      Signed _____                      Date: _____                      My term Expires: _____</p>
<p>Board Member 7</p> <p>Print Board Member's Name _____</p>	<p>I _____, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.                      Signed _____                      Date: _____                      My term Expires: _____</p>

**Original Signatures  
Verified by**

Justin L. Smith

