

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

NAME OF GOVERNMENT	Cope Rural Fire Protection District	For the Year Ended 12/31/16 or fiscal year ended
ADDRESS	PO Box 3 Cope, CO 80812	
CONTACT PERSON	Betsy Shaw	
PHONE	970-357-4351	
EMAIL		
FAX		

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:	Melanie K. Krening
TITLE	Public Accountant
FIRM NAME (if applicable)	Melanie K. Krening, PA
ADDRESS	PO Box 536 - Akron, CO 80720
PHONE	970-345-2342
DATE PREPARED (Must be prepared prior to Board approval)	3/13/2017

PREPARER (SIGNATURE REQUIRED)

Melanie K. Krening

Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types	GOVERNMENTAL (MODIFIED ACCRUAL BASIS)	PROPRIETARY (CASH OR BUDGETARY BASIS)
	☒	☐

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RECEIVED

By Justin L. Smith at 7:59 am, Mar 22, 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	\$ 32,316	
2-2	Specific ownership	\$ 3,793	
2-3	Sales and use	\$ -	
2-4	Other (specify):	\$ -	
2-5	Licenses and permits	\$ -	
2-6	Intergovernment 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	\$ 1	
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	\$ 400	
2-21	Other (specify): Capital Credits	\$ 247	
2-22		\$ -	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) TOTAL REVENUE	\$ 36,757	

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	\$ 1,938	
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ -	
3-5	Employee benefits	\$ -	
3-6	Insurance	\$ -	
3-7	Accounting and legal fees	\$ -	
3-8	Repair and maintenance	\$ -	
3-9	Supplies	\$ -	
3-10	Utilities and telephone	\$ -	
3-11	Fire/Police	\$ 20,148	
3-12	Streets and highways	\$ -	
3-13	Public health	\$ -	
3-14	Culture and recreation	\$ -	
3-15	Utility operations	\$ -	
3-16	Capital outlay	\$ 1,971	
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):	\$ -	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES	\$ 24,057	

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 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.

		Yes	No																																						
4-1	Does the entity have outstanding debt?	☐	☒																																						
If Yes, please attach a copy of the entity's Debt Repayment Schedule.																																									
4-2	Is the debt repayment schedule attached? If no, MUST explain:	☐	☐																																						
4-3	Is the entity current in its debt service payments? If no, MUST explain:	☐	☐																																						
4-4	Please complete the following debt schedule, if applicable: (please only include principal amounts)(enter all amount as positive numbers) <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;"></th> <th style="width: 15%; text-align: center;">Outstanding at end of prior year</th> <th style="width: 15%; text-align: center;">Issued during year</th> <th style="width: 15%; text-align: center;">Retired during year</th> <th style="width: 15%; text-align: center;">Outstanding at year-end</th> </tr> </thead> <tbody> <tr> <td>General obligation bonds</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Revenue bonds</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Notes/Loans</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Leases</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Developer Advances</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Other (specify):</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> <td style="text-align: right;">\$ -</td> </tr> </tbody> </table>		Outstanding at end of prior year	Issued during year	Retired during year	Outstanding at year-end	General obligation bonds	\$ -	\$ -	\$ -	\$ -	Revenue bonds	\$ -	\$ -	\$ -	\$ -	Notes/Loans	\$ -	\$ -	\$ -	\$ -	Leases	\$ -	\$ -	\$ -	\$ -	Developer Advances	\$ -	\$ -	\$ -	\$ -	Other (specify):	\$ -	\$ -	\$ -	\$ -	TOTAL	\$ -	\$ -	\$ -	\$ -
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TOTAL	\$ -	\$ -	\$ -	\$ -																																					
Please answer the following questions by marking the appropriate boxes.																																									
4-5	Does the entity have any authorized, but unissued, debt?	☐	☒																																						
If yes:	How much? \$ -																																								
	Date the debt was authorized:																																								
4-6	Does the entity intend to issue debt within the next calendar year?	☐	☒																																						
If yes:	How much? \$ -																																								
4-7	Does the entity have debt that has been refinanced that it is still responsible for?	☐	☒																																						
If yes:	What is the amount outstanding? \$ -																																								
4-8	Does the entity have any lease agreements?	☐	☒																																						
If yes:	What is being leased?																																								
	What is the original date of the lease?																																								
	Number of years of lease?																																								
	Is the lease subject to annual appropriation?	☐	☐																																						
	What are the annual lease payments? \$ -																																								
4-9	Does the entity have a certified Mill Levy?	☒	☐																																						
If yes:	Please provide the following mills levied for the year reported: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;"></th> <th style="width: 55%;"></th> </tr> </thead> <tbody> <tr> <td>Bond Redemption</td> <td style="text-align: right;">-</td> </tr> <tr> <td>General/Other</td> <td style="text-align: right;">0.00341</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">0.00341</td> </tr> </tbody> </table>			Bond Redemption	-	General/Other	0.00341	TOTAL	0.00341																																
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Please use this space to provide any explanations or comments:

PART 5 - CASH AND INVESTMENTS

Please provide the entity's cash deposit and investment balances.

		Amount	Total
5-1	YEAR-END Total of ALL Checking and Savings Accounts	\$ 96,827	
5-2	Certificates of deposit	\$ -	
	Total Cash Deposits		\$ 96,827
	Investments (if investment is a mutual fund, please list underlying investments):		
5-3		\$ -	
		\$ -	
		\$ -	
		\$ -	
	Total Investments		\$ -
	Total Cash and Investments		\$ 96,827

Please answer the following questions by marking in the appropriate boxes

		Yes	No	N/A
5-4	Are the entity's Investments legal in accordance with Section 24-75-601, et seq. C.R.S.?	☒	☐	☐
5-5	Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section 11-10.5-101, et seq. O.R.S.)?	☒	☐	☐

If no, MUST use this space to provide any explanations:

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?	☒ Yes ☐ No			
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:	☒ Yes ☐ No			
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	\$ 7,084	\$ -	\$ -	\$ 7,084
	Buildings	\$ 179,191	\$ -	\$ -	\$ 179,191
	Machinery and equipment	\$ 403,148	\$ 1,971	\$ -	\$ 405,119
	Furniture and fixtures	\$ 9,000	\$ -	\$ -	\$ 9,000
	Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
	Other (explain):	\$ -	\$ -	\$ -	\$ -
	Accumulated Depreciation (Please enter a negative, or credit, balance)	\$ (115,656)	\$ (22,903)	\$ -	\$ (138,559)
	TOTAL	\$ 482,767	\$ (20,932)	\$ -	\$ 461,835
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?	☐ Yes ☒ No		
7-2	Does the entity have a volunteer firemen's pension plan?	☐ Yes ☒ No		
If yes: Who administers the plan?				
Indicate the contributions from:				
	Tax (property, SO, sales, etc.):	\$ -		
	State contribution amount:	\$ -		
	Other (gifts, donations, etc.):	\$ -		
	TOTAL	\$ -		
	What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?	\$ -		
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:	☒ Yes ☐ No ☐ N/A			
8-2	Did the entity pass an appropriations resolution, in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:	☒ Yes ☐ No ☐ N/A			
If yes: Please indicate the amount appropriated for each fund for the year reported:					
Fund Name		Budgeted Expenditures			
General		\$ 111,400			

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:

Fire Protection

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:

Mutual Aid Agreement with SW Wash Co Fire District

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.
Board Member 1	Print Board Member's Name Steve Williams	I Steve Williams , 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><i>Steve Williams</i></u> Date: <u>3/16/17</u> My term Expires: 2018
Board Member 2	Print Board Member's Name Merrill Mason	I Merrill Mason , 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><i>Merrill Mason</i></u> Date: <u>3-16-2017</u> My term Expires: 2018
Board Member 3	Print Board Member's Name Betsy Shaw	I Betsy Shaw , 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><i>Betsy Shaw</i></u> Date: <u>3-16-17</u> My term Expires: 2018
Board Member 4	Print Board Member's Name Van Craig	I Van Craig , 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><i>Van Craig</i></u> Date: <u>3-16-17</u> My term Expires: 2020
Board Member 5	Print Board Member's Name Mark McCaffrey	I Mark McCaffrey , 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><i>Mark McCaffrey</i></u> Date: <u>3/16/17</u> My term Expires: 2020
Board Member 6	Print Board Member's Name 	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: _____
Board Member 7	Print Board Member's Name 	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: _____

**Original Signatures
Verified by**

Justin L. Smith

