# APPLICATION FOR EXEMPTION FROM AUDIT

LONG FORM

2455.00

For the Year Ended
12/31/2017
or fiscal year ended:

| | |
|---|---|
| NAME OF GOVERNMENT | Ken Caryl West Ranch Water District |
| ADDRESS | One West Ranch Trail |
| | Morrison, CO 80465 |
| | |
| CONTACT PERSON | Dan Gabbay |
| PHONE | 303.697.8461 |
| EMAIL | westranchgate@questoffice.net |
| FAX | |

## CERTIFICATION OF PREPARER

I certify that I am an independent accountant with **knowledge of governmental accounting** and that the information in the Application is complete and accurate to the best of my knowledge. I am aware that the Audit Law requires that a person independent of the entity complete the application if revenues or expenditure are at least $100,000 but not more than $750,000, and that independent means someone who is separate from the entity.

| | |
|---|---|
| NAME: | John M. Seevers |
| TITLE | CPA/Owner |
| FIRM NAME (if applicable) | Valentine Seevers & Associates, PC |
| ADDRESS | 3781 Evergreen Parkway, Evergreen, CO 80439 |
| PHONE | 303.674.5561 |
| DATE PREPARED (Must be Completed prior to Board approval) | 2/6/2018 |
| RELATIONSHIP TO ENTITY | Independent CPA |

PREPARER (SIGNATURE REQUIRED)

| | YES | NO | |
|---|---|---|---|
| Has the entity filed for, or 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: |

P

RECEIVED
Office of the State Auditor
March 21, 2018

# PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Please use this space to provide explanation of any items on this page

| Line # | Description | Governmental Funds Fund* | Governmental Funds Fund* | Description | Proprietary/Fiduciary Funds Fund* | Proprietary/Fiduciary Funds Fund* |
|---|---|---|---|---|---|---|
| | **Assets** | | | **Assets** | | |
| 1-1 | Cash & Cash Equivalents | $ - | $ - | Cash & Cash Equivalents | $ 189,319 | $ - |
| 1-2 | Investments | $ - | $ - | Investments | $ 436,683 | $ - |
| 1-3 | Receivables | $ - | $ - | Receivables | $ (1,978) | $ - |
| 1-4 | Due from Other Entities or Funds | $ - | $ - | Due from Other Entities or Funds | $ - | $ - |
| | All Other Assets (specify) | | | Other Current Assets | $ 110,719 | $ - |
| 1-5 | | $ - | $ - | Total Current Assets | $ 734,743 | $ - |
| 1-6 | | $ - | $ - | Capital Assets, net (from Part 6-4) | $ 285,075 | $ - |
| 1-7 | | $ - | $ - | Other Long Term Assets (specify) | $ - | $ - |
| 1-8 | | $ - | $ - | | $ - | $ - |
| 1-9 | | $ - | $ - | | $ - | $ - |
| 1-10 | | $ - | $ - | | $ - | $ - |
| 1-11 | (add lines 1-1 through 1-10) TOTAL ASSETS | $ - | $ - | (add lines 1-1 through 1-10) TOTAL ASSETS | $ 1,019,818 | $ - |
| 1-12 | TOTAL DEFERRED OUTFLOWS OF RESOURCES | $ - | $ - | TOTAL DEFERRED OUTFLOWS OF RESOURCES | $ - | $ - |
| 1-13 | TOTAL ASSETS AND DEFERRED OUTFLOWS | $ - | $ - | TOTAL ASSETS AND DEFERRED OUTFLOWS | $ 1,019,818 | $ - |
| | **Liabilities** | | | **Liabilities** | | |
| 1-14 | Accounts Payable | $ - | $ - | Accounts Payable | $ (510) | $ - |
| 1-15 | Accrued Payroll and Related Liabilities | $ - | $ - | Accrued Payroll and Related Liabilities | $ - | $ - |
| 1-16 | Accrued Interest Payable | $ - | $ - | Accrued Interest Payable | $ - | $ - |
| 1-17 | Due to Other Entities or Funds | $ - | $ - | Due to Other Entities or Funds | $ - | $ - |
| 1-18 | All Other Current Liabilities | $ - | $ - | All Other Current Liabilities | $ 110,586 | $ - |
| 1-19 | TOTAL CURRENT LIABILITIES | $ - | $ - | TOTAL CURRENT LIABILITIES | $ 110,076 | $ - |
| 1-20 | All Other Liabilities (specify) | $ - | $ - | Proprietary Debt Outstanding (from Part 4-4) | $ - | $ - |
| 1-21 | | $ - | $ - | Other Liabilities (specify) | $ - | $ - |
| 1-22 | | $ - | $ - | | $ - | $ - |
| 1-23 | | $ - | $ - | | $ - | $ - |
| 1-24 | | $ - | $ - | | $ - | $ - |
| 1-25 | | $ - | $ - | | $ - | $ - |
| 1-26 | | $ - | $ - | | $ - | $ - |
| 1-27 | | $ - | $ - | | $ - | $ - |
| 1-28 | (add lines 1-19 through 1-27) TOTAL LIABILITIES | $ - | $ - | (add lines 1-19 through 1-27) TOTAL LIABILITIES | $ 110,076 | $ - |
| 1-29 | TOTAL DEFERRED INFLOWS OF RESOURCES | $ - | $ - | TOTAL DEFERRED INFLOWS OF RESOURCES | $ - | $ - |
| | **Fund Balance** | | | **Net Position** | | |
| 1-30 | Nonspendable Prepaid | $ - | $ - | Net Investment in Capital Assets | $ 285,075 | $ - |
| 1-31 | Nonspendable Inventory | $ - | $ - | | | |
| 1-32 | Restricted (specify): | $ - | $ - | Emergency Reserves | $ - | $ - |
| 1-33 | Committed: (specify) | $ - | $ - | Other Designations/Reserves | $ - | $ - |
| 1-34 | Assigned (specify) | $ - | $ - | Restricted | $ - | $ - |
| 1-35 | Unassigned: | $ - | $ - | Undesignated/Unreserved/Unrestricted | $ 624,667 | $ - |
| 1-36 | Add lines 1-30 through 1-35 This total should be the same as line 3-33 TOTAL FUND BALANCE | $ - | $ - | Add lines 1-30 through 1-35 This total should be the same as line 3-33 TOTAL NET POSITION | $ 909,742 | $ - |
| 1-37 | Add lines 1-28, 1-29 and 1-36 This total should be the same as line 1-13 TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE | $ - | $ - | Add lines 1-28, 1-29 and 1-36 This total should be the same as line 1-13 TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION | $ 1,019,818 | $ - |

# PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

| Line # | Description | Governmental Funds: Fund* | Governmental Funds: Fund* | Description | Proprietary/Fiduciary Funds: Fund* | Proprietary/Fiduciary Funds: Fund* |
|---|---|---|---|---|---|---|
| | **Tax Revenue** | | | **Tax Revenue** | | |
| 2-1 | Property | $ - | $ - | Property | $ 107,254 | $ - |
| 2-2 | Specific Ownership | $ - | $ - | Specific Ownership | $ 12,814 | $ - |
| 2-3 | Sales and Use Tax | $ - | $ - | Sales and Use Tax | $ - | $ - |
| 2-4 | Other Tax Revenue (specify): | $ - | $ - | Other Tax Revenue (specify): | $ - | $ - |
| 2-5 | | $ - | $ - | | $ - | $ - |
| 2-6 | | $ - | $ - | | $ - | $ - |
| 2-7 | | $ - | $ - | | $ - | $ - |
| 2-8 | Add lines 2-1 through 2-7 TOTAL TAX REVENUE | $ - | $ - | Add lines 2-1 through 2-7 TOTAL TAX REVENUE | $ 120,068 | $ - |
| 2-9 | Licenses and Permits | $ - | $ - | Licenses and Permits | $ - | $ - |
| 2-10 | Highway Users Tax Funds (HUTF) | $ - | $ - | Highway Users Tax Funds (HUTF) | $ - | $ - |
| 2-11 | Conservation Trust Funds (Lottery) | $ - | $ - | Conservation Trust Funds (Lottery) | $ - | $ - |
| 2-12 | Community Development Block Grant | $ - | $ - | Community Development Block Grant | $ - | $ - |
| 2-13 | Fire & Police Pension | $ - | $ - | Fire & Police Pension | $ - | $ - |
| 2-14 | Grants | $ - | $ - | Grants | $ - | $ - |
| 2-15 | Donations | $ - | $ - | Donations | $ - | $ - |
| 2-16 | Charges for Sales and Services | $ - | $ - | Charges for Sales and Services | $ 37,852 | $ - |
| 2-17 | Rental Income | $ - | $ - | Rental Income | $ - | $ - |
| 2-18 | Fines and Forfeits | $ - | $ - | Fines and Forfeits | $ - | $ - |
| 2-19 | Interest/Investment Income | $ - | $ - | Interest/Investment Income | $ 2,664 | $ - |
| 2-20 | Tap Fees | $ - | $ - | Tap Fees | $ - | $ - |
| 2-21 | Developer Advances | $ - | $ - | Developer Advances | $ - | $ - |
| 2-22 | All Other (specify): | $ - | $ - | All Other (specify): Refunds | $ 884 | $ - |
| 2-23 | | $ - | $ - | | $ - | $ - |
| 2-24 | Add lines 2-8 through 2-23 TOTAL REVENUES | $ - | $ - | Add lines 2-8 through 2-23 TOTAL REVENUES | $ 161,468 | $ - |
| | **Other Financing Sources** | | | **Other Financing Sources** | | |
| 2-25 | Debt Proceeds | $ - | $ - | Debt Proceeds | $ - | $ - |
| 2-26 | Proceeds from Sale of Capital Assets | $ - | $ - | Proceeds from Sale of Capital Assets | $ - | $ - |
| 2-27 | Other (specify): | $ - | $ - | Other (specify): | $ - | $ - |
| 2-28 | Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES | $ - | $ - | Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES | $ - | $ - |
| 2-29 | Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES | $ - | $ - | Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES | $ 161,468 | $ - |

Please use this space to provide explanation of any items on this page

GRAND TOTALS $ 161,468

IF GRAND TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than $750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

# PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES

| Line # | Description | Governmental Funds: Fund* | Governmental Funds: Fund* | Description | Proprietary/Fiduciary Funds: Fund* | Proprietary/Fiduciary Funds: Fund* |
|---|---|---|---|---|---|---|
| | Expenditures | | | Expenditures | | |
| 3-1 | General Government | $ - | $ - | General Operating & Administrative | $ 9,403 | $ - |
| 3-2 | Judicial | $ - | $ - | Salaries | $ - | $ - |
| 3-3 | Law Enforcement | $ - | $ - | Payroll Taxes | $ - | $ - |
| 3-4 | Fire | $ - | $ - | Contract Services | $ 20,564 | $ - |
| 3-5 | Highways & Streets | $ - | $ - | Employee Benefits | $ - | $ - |
| 3-6 | Solid Waste | $ - | $ - | Insurance | $ - | $ - |
| 3-7 | Contributions to Fire & Police Pension Assoc. | $ - | $ - | Accounting and Legal Fees | $ 5,150 | $ - |
| 3-8 | Health | $ - | $ - | Repair and Maintenance | $ - | $ - |
| 3-9 | Culture and Recreation | $ - | $ - | Supplies | $ - | $ - |
| 3-10 | Other (specify): | $ - | $ - | Utilities | $ 6,622 | $ - |
| 3-11 | | $ - | $ - | Contributions to Fire & Police Pension Assoc. | $ - | $ - |
| 3-12 | | $ - | $ - | Other (specify) | $ - | $ - |
| 3-13 | | $ - | $ - | | $ - | $ - |
| 3-14 | Capital Outlay | $ - | $ - | Capital Outlay | $ - | $ - |
| | Debt Service | | | Debt Service | | |
| 3-15 | Principal | $ - | $ - | Principal | $ - | $ - |
| 3-16 | Interest | $ - | $ - | Interest | $ - | $ - |
| 3-17 | Bond Issuance Costs | $ - | $ - | Bond Issuance Costs | $ - | $ - |
| 3-18 | Developer Principal Repayments | $ - | $ - | Developer Principal Repayments | $ - | $ - |
| 3-19 | Developer Interest Repayments | $ - | $ - | Developer Interest Repayments | | $ - |
| 3-20 | All Other (specify): | $ - | $ - | All Other (specify): Operations and Maintenance | $ 55,877 | $ - |
| 3-21 | | $ - | $ - | | $ - | $ - |
| 3-22 | Add lines 3-1 through 3-21 TOTAL EXPENDITURES | $ - | $ - | Add lines 3-1 through 3-21 TOTAL EXPENDITURES | $ 97,616 | $ - |
| 3-23 | Interfund Transfers (In) | $ - | $ - | Net Interfund Transfers (In) | $ - | $ - |
| 3-24 | Interfund Transfers Out | $ - | $ - | Net Interfund Transfers Out | $ - | $ - |
| 3-25 | Other Expenditures (Revenues): | $ - | $ - | Depreciation | $ 22,906 | $ - |
| 3-26 | | $ - | $ - | Other Financing Sources (Uses) (from line 2-28) | $ - | $ - |
| 3-27 | | $ - | $ - | Capital Outlay (from line 3-14) | $ - | $ - |
| 3-28 | | $ - | $ - | Debt Principal (from line 3-15) | $ - | $ - |
| 3-29 | (Add lines 3-23 through 3-28) TOTAL TRANSFERS AND OTHER EXPENDITURES | $ - | $ - | (Line 3-26, plus line 3-27, less line 3-24, less line 3-25) TOTAL GAAP RECONCILING ITEMS | $ (22,906) | $ - |
| 3-30 | Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures Line 2-29, less line 3-22, plus line 3-29 | $ - | $ - | Net Increase (Decrease) in Net Position Line 2-29, less line 3-22, plus line 3-29, plus line 3-23, less line 3-24 | $ 40,946 | $ - |
| 3-31 | Fund Balance, January 1 from December 31 prior year report | $ - | $ - | Net Position, January 1 from December 31 prior year report | $ 868,796 | $ - |
| 3-32 | Prior Period Adjustment (MUST explain) | $ - | $ - | Prior Period Adjustment (MUST explain) | $ - | $ - |
| 3-33 | Fund Balance, December 31 Sum of Line 3-30, 3-31, and 3-32 This total should be the same as line 1-36. | $ - | $ - | Net Position, December 31 Line 3-30 plus line 3-31 This total should be the same as line 1-36. | $ 909,742 | $ - |

Please use this space to provide explanation of any items on this page

GRAND TOTAL $ 97,616

IF GRAND TOTAL EXPENDITURES for all funds (Line 3-22) are GREATER than $750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

## 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? | ☐ | ☑ |
| 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: | ☐ | ☐ |

Please use this space to provide any explanations or comments:

4-4 Please complete the following debt schedule, if applicable: (please only include principal amounts)

| | Outstanding at beginning of year* | Issued during year | Retired during year | Outstanding at year-end |
|---|---|---|---|---|
| General obligation bonds | $ - | $ - | $ - | $ - |
| Revenue bonds | $ - | $ - | $ - | $ - |
| Notes/Loans | $ - | $ - | $ - | $ - |
| Leases | $ - | $ - | $ - | $ - |
| Developer Advances | $ - | $ - | $ - | $ - |
| Other (specify): | $ - | $ - | $ - | $ - |
| TOTAL | $ - | $ - | $ - | $ - |

*must agree to prior year ending balance

Please answer the following questions by marking the appropriate boxes.

| | | | YES | NO |
|---|---|---|---|---|
| 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 (do not enter $ amounts): | | | |

| | |
|---|---|
| Bond Redemption | 0.00 |
| General/Other | 0.00 |
| TOTAL | 0.00 |

## 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 | $ 189,319 | |
| 5-2 | Certificates of deposit | $ 436,683 | |
| | TOTAL CASH DEPOSITS | | $ 626,002 |
| | Investments (if investment is a mutual fund, please list underlying investments): | | |
| 5-3 | | $ - | |
| | | $ - | |
| | | $ - | |
| | | $ - | |
| | TOTAL INVESTMENTS | | $ - |
| | TOTAL CASH AND INVESTMENTS | | $ 626,002 |

Please use this space to provide any explanations or comments:

Please answer the following question by marking in the appropriate box

| | | 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. C.R.S.)? If no, MUST explain: | ☑ | ☐ | ☐ |

## PART 6 - CAPITAL ASSETS

| | Please answer the following question by marking in the appropriate box | YES | NO |
|---|---|---|---|
| 6-1 | Does the entity have capitalized assets? | ☑ | ☐ |
| 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: | ☑ | ☐ |

Please use this space to provide any explanations or comments:

| 6-3 Complete the following Capital Assets table for GOVERNMENTAL FUNDS: | Balance - beginning of the year* | Additions | Deletions | Year-End Balance |
|---|---|---|---|---|
| Land | $ - | $ - | $ - | $ - |
| Buildings | $ - | $ - | $ - | $ - |
| Machinery and equipment | $ - | $ - | $ - | $ - |
| Furniture and fixtures | $ - | $ - | $ - | $ - |
| Infrastructure | $ - | $ - | $ - | $ - |
| Construction In Progress (CIP) | $ - | $ - | $ - | $ - |
| Other (explain): | $ - | $ - | $ - | $ - |
| Accumulated Depreciation (Enter a negative, or credit, balance) | $ - | $ - | $ - | $ - |
| TOTAL | $ - | $ - | $ - | $ - |

| 6-4 Complete the following Capital Assets table for PROPRIETARY FUNDS: | Balance - beginning of the year* | Additions | Deletions | Year-End Balance |
|---|---|---|---|---|
| Land | $ - | $ - | $ - | $ - |
| Buildings | $ - | $ - | $ - | $ - |
| Machinery and equipment | $ 108,427 | $ - | $ - | $ 108,427 |
| Furniture and fixtures | $ - | $ - | $ - | $ - |
| Infrastructure | $ 864,997 | $ - | $ - | $ 864,997 |
| Construction In Progress (CIP) | $ - | $ - | $ - | $ - |
| Other (explain): Land and Water Rights | $ 55,000 | $ - | $ - | $ 55,000 |
| Accumulated Depreciation (Enter a negative, or credit, balance) | $ (743,349) | $ - | $ - | $ (743,349) |
| TOTAL | $ 285,075 | $ - | $ - | $ 285,075 |

*must agree to prior year ending balance

## PART 7 - PENSION INFORMATION

| | Please answer the following question by marking in the appropriate box | YES | NO |
|---|---|---|---|
| 7-1 | Does the entity have an "old hire" firemen's pension plan? | ☐ | ☑ |
| 7-2 | Does the entity have a volunteer firemen's pension plan? | ☐ | ☑ |
| If yes: | Who administers the plan? | | |

Please use this space to provide any explanations or comments:

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? | |

# PART 12 - GOVERNING BODY APPROVAL

| Please answer the following question by marking in the appropriate box | YES | NO |
|---|---|---|
| 12-1 If you plan to submit this form electronically, have you read the new Electronic Signature Policy? | ☐ | ☐ |

**Office of the State Auditor — Local Government Division - Exemption Form Electronic Signatures Policy and Procedures**

**Policy - Requirements**

The Office of the State Auditor Local Government Audit Division may accept an electronic submission of an application for exemption from audit that includes governing board signatures obtained through a program such as Docusign or Echosign. Required elements and safeguards are as follows:

- The preparer of the application is responsible for obtaining board signatures that comply with the requirement in Section 29-1-604 (3), C.R.S., that states the application shall be personally reviewed, approved, and signed by a majority of the members of the governing body.
- The application must be accompanied by the signature history document created by the electronic signature software. The signature history document must show when the document was created and when the document was emailed to the various parties, and include the dates the individual board members signed the document. The signature history must also show the individuals' email addresses and IP address.
- Office of the State Auditor staff will not coordinate obtaining signatures.

The application for exemption from audit form created by our office includes a section for governing body approval. Local governing boards note their approval and submit the application through one of the following three methods:
1) Submit the application in hard copy via the US Mail including original signatures.
2) Submit the application electronically via email and either,
a. Include a copy of an adopted resolution that documents formal approval by the Board, or
b. Include electronic signatures obtained through a software program such as Docusign or Echosign in accordance with the requirements noted above.

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 $750,000 or less must have an application prepared by aan independent accountant with knowledge of 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. (Print Board Member's Name) | A MAJORITY of the governing board members must complete and sign in the column below. |
|---|---|---|
| Board Member 1 | Dan Gabbay | I, DAN GABBAY, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed [signature] Date: 2-24-2018 My term Expires: 2020 |
| Board Member 2 | Michael Glow | I, Michael Glow, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed [signature] Date: 2-21-2018 My term Expires: 2019 |
| Board Member 3 | MICHAEL HUTCHISON, Treasurer | I, M. J. Hutchison, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed [signature] Date: 2-21-18 My term Expires: 2019 |
| Board Member 4 | Mark Mills | I, Mark Mills, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed [signature] Date: 2-22-18 My term Expires: 2018 |
| Board Member 5 | Nelson Phelps Lane Jr. | I, Phelps Lane, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed [signature] Date: 2-23-18 My term Expires: 2020 |
| Board Member 6 | | I, ____, attest that 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 | | I, ____, attest that 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: ____ |

# EXAMPLE - DO NOT FILL OUT THIS PAGE

This sample resolution/ordinance for exemption from audit is provided as an example of the documentation that is required, the wording may be used as a basis for your own local government document, if needed, however you MUST draft your own ordinance or resolution making any changes where applicable. Legal counsel should be consulted regarding any questions.

## RESOLUTION/ORDINANCE FOR EXEMPTION FROM AUDIT

(Pursuant to Section 29-1-604, C.R.S.)

A RESOLUTION/ORDINANCE APPROVING AN EXEMPTION FROM AUDIT FOR YEAR 20XX FOR THE **(name of government)**, STATE OF COLORADO.

WHEREAS, the **(governing body)** of **(name of government)** wishes to claim exemption from the audit requirements of Section 29-1-603, C.R.S.; and

WHEREAS, Section 29-1-604, C.R.S., states that any local government where neither revenues nor expenditures exceed seven hundred and fifty thousand dollars may, with the approval of the State Auditor, be exempt from the provision of Section 29-1-603, C.R.S.; and

**[Choose 1 or 2 below, whichever is applicable]**

(1)WHEREAS, neither revenue nor expenditures for **(name of government)** exceeded $100,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for **(name of government)** has been prepared by **(name of individual)**, a person skilled in governmental accounting; and

**OR**

(2)WHEREAS, neither revenues nor expenditures for **(name of government)** exceeded $750,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for **(name of government)** has been prepared by **(name of individual or firm)**, an independent accountant with knowledge of governmental accounting; and

WHEREAS, said application for exemption from audit has been completed in accordance with regulations, issued by the State Auditor.

NOW THEREFORE, be it resolved/ordained by the **(governing body)** of the **(name of government)** that the application for exemption from audit for **(name of government)** for the year ended ___________, 20XX, has been personally reviewed and is hereby approved by a majority of the **(governing body)** of the **(name of government)**; that those members of the **(governing body)** have signified their approval by signing below; and that this resolution shall be attached to, and shall become a part of, the application for exemption from audit of the **(name of government)** for the year ended __________, 20XX.

ADOPTED THIS ___ day of ___________, A.D. 20XX.

______________________

Mayor/President/Chairman, etc.

ATTEST:

______________________

Town Clerk, Secretary, etc.

| Type or Print Names of Members of Governing Body | Date Term Expires | Signature |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

## PART 8 - BUDGET INFORMATION

| | Please answer the following question by marking in the appropriate box | YES | NO | N/A |
|---|---|---|---|---|
| 8-1 | Did the entity file a current year budget with the Department of Local Affairs, in accordance with Section 29-1-113 C.R.S.? If no, MUST explain: | ☑ | ☐ | ☐ |
| 8-2 | Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain: | ☑ | ☐ | ☐ |

Please use this space to provide any explanations or comments:

If yes: Please indicate the amount appropriated for each fund for the year reported

| Fund Name | Budgeted Expenditures |
|---|---|
| | $ 159,588 |
| | $ - |
| | $ - |
| | $ - |

## PART 9 - TAX PAYER'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. | ☑ | ☐ |

Please use this space to provide any explanations or comments:

## PART 10 - GENERAL INFORMATION

| | Please answer the following question by marking in the appropriate box | 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: | NEW name | | |
| | PRIOR name | | |
| 10-3 | Is the entity a metropolitan district? | ☐ | ☐ |
| 10-4 | Please indicate what services the entity provides: | | |
| 10-5 | 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: | | |

Please use this space to provide any explanations or comments:

Please use this space to provide any additional explanations or comments not previously included:

## OSA USE ONLY

| Entity Wide: | | | General Fund | | | Governmental Funds | | | Notes |
|---|---|---|---|---|---|---|---|---|---|
| Unrestricted Cash & Investments | $ | 626,002 | Unrestricted Fund Balance | $ | - | Total Tax Revenue | $ | - | |
| Current Liabilities | $ | 110,076 | Total Fund Balance | $ | - | Revenue Paying Debt Service | $ | - | |
| Deferred Inflow | $ | - | PY Fund Balance | $ | - | Total Revenue | $ | - | |
| | | | Total Revenue | $ | - | Total Debt Service Principal | $ | - | |
| | | | Total Expenditures | $ | - | Total Debt Service Interest | $ | - | |
| **Governmental** | | | Interfund In | $ | - | | | | |
| Total Cash & Investments | $ | - | Interfund Out | $ | - | **Enterprise Funds** | | | |
| Transfers In | $ | - | **Proprietary** | | | Net Position | $ | 909,742 | |
| Transfers Out | $ | - | Current Assets | $ | 734,743 | PY Net Position | $ | 868,796 | |
| Property Tax | $ | - | Deferred Outflow | $ | - | **Government-Wide** | | | |
| Debt Service Principal | $ | - | Current Liabilities | $ | 110,076 | Total Outstanding Debt | $ | - | |
| Total Expenditures | $ | - | Deferred Inflow | $ | - | Authorized but Unissued | $ | - | |
| Total Developer Advances | $ | - | Cash & Investments | $ | 626,002 | Year Authorized | $ | - | |
| Total Developer Repayments | $ | - | Principal Expense | $ | - | | | | |

# RESOLUTION OF THE BOARD OF DIRECTORS OF KEN-CARYL WEST RANCH DISTRICT FOR EXEMPTION FROM AUDIT

(Pursuant to section 29-1-604, C.R.S.)

Resolution #__________

A RESOLUTION/ORDINANCE APPROVING AN EXEMPTION FROM AUDIT FOR YEAR 2017 FOR THE KEN-CARYL WEST RANCH WATER DISTRICT, STATE OF COLORADO.

WHEREAS, the Board of Directors of Ken-Caryl West Ranch Water District wishes to claim exemption from the audit requirements of Section 29-1-603, C.R.S.; and

WHEREAS, Section 29-1-604, C.R.S., states that any local government where neither revenue nor expenditures exceed seven hundred and fifty thousand dollars may, with the approval of the State Auditor, be exempt from the provision of Section 29-1-603, C.R.S.; and

WHEREAS, neither revenues nor expenditures for Ken-Caryl West Ranch Water District exceeded $750,000 for Year 2017; and

WHEREAS, an application for exemption from audit for Ken-Caryl West Ranch Water District has been prepared by Valentine Seevers & Associates, PC, an independent certified public accounting firm with knowledge of governmental accounting; and

WHEREAS, said application for exemption from audit has been completed in accordance with regulations, issued by the State Auditor.

NOW THEREFORE, be it resolved/ordained by the Board of Directors of the Ken-Caryl West Ranch Water District that the application for exemption from audit for Ken-Caryl West Ranch Water District for the year ended December 31, 2017, has been personally reviewed and is hereby approved by a majority of the Board of Directors of the Ken-Caryl West Ranch Water District; that those members of the Ken-Caryl West Ranch Water District have signified their approval by signing below; and that this resolution shall be attached to, and shall become a part of, the application for exemption from audit of the Ken-Caryl West Ranch Water District for the year ended December 31, 2017.

ADOPTED THIS 24 day of February, A.D. 2018.

______________________

President

ATTEST:

______________________

Secretary

**RESOLUTION OF THE BOARD OF DIRECTORS OF KEN-CARYL WEST RANCH DISTRICT FOR EXEMPTION FROM AUDIT**

(Pursuant to section 29-1-604, C.R.S.)

Resolution #___________

| Members of Board of Directors | Date Term Expires | Signatures |
|---|---|---|
| [illegible] | 2.19 | [illegible] |
| Mark Mills | 5/2018 | [illegible] |
| N. Phelps Lane | 5/2020 | [illegible] |
| Dan Gabbay | Dan Gabbay 5/2020 | Dan Gabbay |

There was no contest for Phelps Lane or Dan Gabbays board terms.