

# APPLICATION FOR EXEMPTION FROM AUDIT LONG FORM

NAME OF GOVERNMENT

CASTLETON CENTER WATER & SANITATION DISTRICT

ADDRESS

P O BOX 1071

CASTLE ROCK CO 80104

CONTACT PERSON

JACK CHRISTENSEN

PHONE

303-688-4368

EMAIL

jackc@pobox.com

FAX

2742.00

For the Year Ended

12/31/2017

or fiscal year ended:

## 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:

HARRY THOMPSON

TITLE

ACCOUNTANT

FIRM NAME (if applicable)

H THOMPSON INC

ADDRESS

6017 UNION ST, ARVADA CO 80004

PHONE

303-420-6745

DATE PREPARED

Jan 20 2018

(Must be Completed prior to Board approval)

RELATIONSHIP TO ENTITY

Accountant

### PREPARER (SIGNATURE REQUIRED)

*Harry Thompson*

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.]

YES

NO

☐

☒

If Yes, date filed:

P

**RECEIVED**

Office of the State Auditor

February 8, 2018

# PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

\* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

|                     |                                                                                                                                             | Governmental Funds |       | Proprietary/Fiduciary Funds                                                                                                                 |            | Please use this space to<br>provide explanation of any<br>items on this page |       |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------|---------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------------------------------------------------------------------|-------|
| Line #              | Description                                                                                                                                 | Fund*              | Fund* | Description                                                                                                                                 | Fund*      |                                                                              | Fund* |
| <b>Assets</b>       |                                                                                                                                             |                    |       | <b>Assets</b>                                                                                                                               |            |                                                                              |       |
| 1-1                 | Cash & Cash Equivalents                                                                                                                     | \$ -               | \$ -  | Cash & Cash Equivalents                                                                                                                     | \$ 242,331 | \$ -                                                                         |       |
| 1-2                 | Investments                                                                                                                                 | \$ -               | \$ -  | Investments                                                                                                                                 | \$ -       | \$ -                                                                         |       |
| 1-3                 | Receivables                                                                                                                                 | \$ -               | \$ -  | Receivables                                                                                                                                 | \$ 2,407   | \$ -                                                                         |       |
| 1-4                 | Due from Other Entities or Funds                                                                                                            | \$ -               | \$ -  | Due from Other Entities or Funds                                                                                                            | \$ -       | \$ -                                                                         |       |
|                     | All Other Assets (specify)                                                                                                                  |                    |       | Other Current Assets                                                                                                                        | \$ 3,086   | \$ -                                                                         |       |
| 1-5                 |                                                                                                                                             | \$ -               | \$ -  |                                                                                                                                             |            |                                                                              |       |
| 1-6                 |                                                                                                                                             | \$ -               | \$ -  | <b>Total Current Assets</b>                                                                                                                 | \$ 247,824 | \$ -                                                                         |       |
| 1-7                 |                                                                                                                                             | \$ -               | \$ -  | Capital Assets, net (from Part 6-4)                                                                                                         | \$ 467,176 | \$ -                                                                         |       |
| 1-8                 |                                                                                                                                             | \$ -               | \$ -  | Other Long Term Assets (specify)                                                                                                            |            | \$ -                                                                         |       |
| 1-9                 |                                                                                                                                             | \$ -               | \$ -  |                                                                                                                                             | \$ -       | \$ -                                                                         |       |
| 1-10                |                                                                                                                                             | \$ -               | \$ -  |                                                                                                                                             | \$ -       | \$ -                                                                         |       |
| 1-11                | (add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>                                                                                            | \$ -               | \$ -  | (add lines 1-1 through 1-10) <b>TOTAL ASSETS</b>                                                                                            | \$ 715,000 | \$ -                                                                         |       |
| 1-12                | <b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>                                                                                                 | \$ -               | \$ -  | <b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>                                                                                                 | \$ -       | \$ -                                                                         |       |
| 1-13                | <b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>                                                                                                   | \$ -               | \$ -  | <b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>                                                                                                   | \$ 715,000 | \$ -                                                                         |       |
| <b>Liabilities</b>  |                                                                                                                                             |                    |       | <b>Liabilities</b>                                                                                                                          |            |                                                                              |       |
| 1-14                | Accounts Payable                                                                                                                            | \$ -               | \$ -  | Accounts Payable                                                                                                                            | \$ -       | \$ -                                                                         |       |
| 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                                                                                                               | \$ -       | \$ -                                                                         |       |
| 1-19                | <b>TOTAL CURRENT LIABILITIES</b>                                                                                                            | \$ -               | \$ -  | <b>TOTAL CURRENT LIABILITIES</b>                                                                                                            | \$ -       | \$ -                                                                         |       |
| 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) <b>TOTAL LIABILITIES</b>                                                                                      | \$ -               | \$ -  | (add lines 1-19 through 1-27) <b>TOTAL LIABILITIES</b>                                                                                      | \$ -       | \$ -                                                                         |       |
| 1-29                | <b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>                                                                                                  | \$ -               | \$ -  | <b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>                                                                                                  | \$ -       | \$ -                                                                         |       |
| <b>Fund Balance</b> |                                                                                                                                             |                    |       | <b>Net Position</b>                                                                                                                         |            |                                                                              |       |
| 1-30                | Nonspendable Prepaid                                                                                                                        | \$ -               | \$ -  | Net Investment in Capital Assets                                                                                                            | \$ -       | \$ -                                                                         |       |
| 1-31                | Nonspendable Inventory                                                                                                                      | \$ -               | \$ -  |                                                                                                                                             |            |                                                                              |       |
| 1-32                | Restricted (specify):                                                                                                                       | \$ -               | \$ -  | Emergency Reserves                                                                                                                          | \$ -       | \$ -                                                                         |       |
| 1-33                | Committed: (specify)                                                                                                                        | \$ -               | \$ -  | Other Designations/Reserves                                                                                                                 | \$ 20,000  | \$ -                                                                         |       |
| 1-34                | Assigned (specify)                                                                                                                          | \$ -               | \$ -  | Restricted                                                                                                                                  | \$ -       | \$ -                                                                         |       |
| 1-35                | Unassigned:                                                                                                                                 | \$ -               | \$ -  | Undesignated/Unreserved/Unrestricted                                                                                                        | \$ 695,000 | \$ -                                                                         |       |
| 1-36                | Add lines 1-30 through 1-35<br>This total should be the same as line 3-33<br><b>TOTAL FUND BALANCE</b>                                      | \$ -               | \$ -  | Add lines 1-30 through 1-35<br>This total should be the same as line 3-33<br><b>TOTAL NET POSITION</b>                                      | \$ 715,000 | \$ -                                                                         |       |
| 1-37                | Add lines 1-28, 1-29 and 1-36<br>This total should be the same as line 1-13<br><b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE</b> | \$ -               | \$ -  | Add lines 1-28, 1-29 and 1-36<br>This total should be the same as line 1-13<br><b>TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION</b> | \$ 715,000 | \$ -                                                                         |       |

# PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

| Line #                         | Description                                                                  | Governmental Funds |       | Description                                                                  | Proprietary/Fiduciary Funds |       | Please use this space to provide explanation of any items on this page |
|--------------------------------|------------------------------------------------------------------------------|--------------------|-------|------------------------------------------------------------------------------|-----------------------------|-------|------------------------------------------------------------------------|
|                                |                                                                              | Fund*              | Fund* |                                                                              | Fund*                       | Fund* |                                                                        |
| <b>Tax Revenue</b>             |                                                                              |                    |       | <b>Tax Revenue</b>                                                           |                             |       |                                                                        |
| 2-1                            | Property                                                                     | \$ -               | \$ -  | Property                                                                     | \$ 137,530                  | \$ -  |                                                                        |
| 2-2                            | Specific Ownership                                                           | \$ -               | \$ -  | Specific Ownership                                                           | \$ 2,700                    | \$ -  |                                                                        |
| 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<br><b>TOTAL TAX REVENUE</b>                        | \$ -               | \$ -  | Add lines 2-1 through 2-7<br><b>TOTAL TAX REVENUE</b>                        | \$ 140,230                  | \$ -  |                                                                        |
| 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                                               | \$ 55,523                   | \$ -  |                                                                        |
| 2-17                           | Rental Income                                                                | \$ -               | \$ -  | Rental Income                                                                | \$ -                        | \$ -  |                                                                        |
| 2-18                           | Fines and Forfeits                                                           | \$ -               | \$ -  | Fines and Forfeits                                                           | \$ -                        | \$ -  |                                                                        |
| 2-19                           | Interest/Investment Income                                                   | \$ -               | \$ -  | Interest/Investment Income                                                   | \$ 21                       | \$ -  |                                                                        |
| 2-20                           | Tap Fees                                                                     | \$ -               | \$ -  | Tap Fees                                                                     | \$ -                        | \$ -  |                                                                        |
| 2-21                           | Developer Advances                                                           | \$ -               | \$ -  | Developer Advances                                                           | \$ -                        | \$ -  |                                                                        |
| 2-22                           | All Other (specify):                                                         | \$ -               | \$ -  | All Other (specify):                                                         | \$ -                        | \$ -  |                                                                        |
| 2-23                           |                                                                              | \$ -               | \$ -  |                                                                              | \$ -                        | \$ -  |                                                                        |
| 2-24                           | Add lines 2-8 through 2-23<br><b>TOTAL REVENUES</b>                          | \$ -               | \$ -  | Add lines 2-8 through 2-23<br><b>TOTAL REVENUES</b>                          | \$ 195,774                  | \$ -  |                                                                        |
| <b>Other Financing Sources</b> |                                                                              |                    |       | <b>Other Financing Sources</b>                                               |                             |       |                                                                        |
| 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<br><b>TOTAL OTHER FINANCING SOURCES</b>          | \$ -               | \$ -  | Add lines 2-25 through 2-27<br><b>TOTAL OTHER FINANCING SOURCES</b>          | \$ -                        | \$ -  |                                                                        |
| 2-29                           | Add lines 2-24 and 2-28<br><b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b> | \$ -               | \$ -  | Add lines 2-24 and 2-28<br><b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b> | \$ 195,774                  | \$ -  |                                                                        |
|                                |                                                                              |                    |       |                                                                              | <b>GRAND TOTALS</b>         |       |                                                                        |
|                                |                                                                              |                    |       |                                                                              |                             |       | <b>195,774</b>                                                         |

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

|                     |                                                                                                                                    | Governmental Funds |       | Proprietary/Fiduciary Funds                                                                                          |            | Please use this space to provide explanation of any items on this page |                    |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------|----------------------------------------------------------------------------------------------------------------------|------------|------------------------------------------------------------------------|--------------------|
| Line #              | Description                                                                                                                        | Fund*              | Fund* | Description                                                                                                          | Fund*      |                                                                        | Fund*              |
| <b>Expenditures</b> |                                                                                                                                    |                    |       |                                                                                                                      |            |                                                                        |                    |
| 3-1                 | General Government                                                                                                                 | \$ -               | \$ -  | General Operating & Administrative                                                                                   | \$ 11,055  | \$ -                                                                   |                    |
| 3-2                 | Judicial                                                                                                                           | \$ -               | \$ -  | Salaries                                                                                                             | \$ -       | \$ -                                                                   |                    |
| 3-3                 | Law Enforcement                                                                                                                    | \$ -               | \$ -  | Payroll Taxes                                                                                                        | \$ -       | \$ -                                                                   |                    |
| 3-4                 | Fire                                                                                                                               | \$ -               | \$ -  | Contract Services                                                                                                    | \$ 30,578  | \$ -                                                                   |                    |
| 3-5                 | Highways & Streets                                                                                                                 | \$ -               | \$ -  | Employee Benefits                                                                                                    | \$ -       | \$ -                                                                   |                    |
| 3-6                 | Solid Waste                                                                                                                        | \$ -               | \$ -  | Insurance                                                                                                            | \$ 3,600   | \$ -                                                                   |                    |
| 3-7                 | Contributions to Fire & Police Pension Assoc.                                                                                      | \$ -               | \$ -  | Accounting and Legal Fees                                                                                            | \$ 18,307  | \$ -                                                                   |                    |
| 3-8                 | Health                                                                                                                             | \$ -               | \$ -  | Repair and Maintenance                                                                                               | \$ 24,201  | \$ -                                                                   |                    |
| 3-9                 | Culture and Recreation                                                                                                             | \$ -               | \$ -  | Supplies                                                                                                             | \$ 2,057   | \$ -                                                                   |                    |
| 3-10                | Other (specify):                                                                                                                   | \$ -               | \$ -  | Utilities                                                                                                            | \$ 5,247   | \$ -                                                                   |                    |
| 3-11                |                                                                                                                                    | \$ -               | \$ -  | Contributions to Fire & Police Pension Assoc.                                                                        | \$ -       | \$ -                                                                   |                    |
| 3-12                |                                                                                                                                    | \$ -               | \$ -  | Annexation costs                                                                                                     | \$ 17,913  | \$ -                                                                   |                    |
| 3-13                |                                                                                                                                    | \$ -               | \$ -  |                                                                                                                      | \$ -       | \$ -                                                                   |                    |
| 3-14                | Capital Outlay                                                                                                                     | \$ -               | \$ -  | Capital Outlay                                                                                                       | \$ -       | \$ -                                                                   |                    |
| Debt Service        |                                                                                                                                    |                    |       | Debt Service                                                                                                         |            |                                                                        |                    |
| 3-15                | Principal                                                                                                                          | \$ -               | \$ -  | Principal                                                                                                            | \$ -       | \$ -                                                                   | <b>GRAND TOTAL</b> |
| 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):                                                                                                 | \$ -       | \$ -                                                                   |                    |
| 3-21                |                                                                                                                                    | \$ -               | \$ -  |                                                                                                                      | \$ -       | \$ -                                                                   |                    |
| 3-22                | Add lines 3-1 through 3-21<br><b>TOTAL EXPENDITURES</b>                                                                            | \$ -               | \$ -  | Add lines 3-1 through 3-21<br><b>TOTAL EXPENDITURES</b>                                                              | \$ 112,958 | \$ -                                                                   |                    |
| 3-23                | Interfund Transfers (In)                                                                                                           | \$ -               | \$ -  | Net Interfund Transfers (In)                                                                                         | \$ -       | \$ -                                                                   |                    |
| 3-24                | Interfund Transfers Out                                                                                                            | \$ -               | \$ -  | Net Interfund Transfers Out                                                                                          | \$ -       | \$ -                                                                   |                    |
| 3-25                | Other Expenditures (Revenues):                                                                                                     | \$ -               | \$ -  | Depreciation                                                                                                         | \$ -       | \$ -                                                                   |                    |
| 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)<br><b>TOTAL TRANSFERS AND OTHER EXPENDITURES</b>                                                     | \$ -               | \$ -  | (Line 3-26, plus line 3-27, less line 3-24, less line 3-25)<br><b>TOTAL GAAP RECONCILING ITEMS</b>                   | \$ -       | \$ -                                                                   |                    |
| 3-30                | Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures<br>Line 2-29, less line 3-22, plus line 3-29 | \$ -               | \$ -  | Net Increase (Decrease) in Net Position<br>Line 2-29, less line 3-22, plus line 3-29, plus line 3-23, less line 3-24 | \$ 82,816  | \$ -                                                                   |                    |
| 3-31                | Fund Balance, January 1 from December 31 prior year report                                                                         | \$ -               | \$ -  | Net Position, January 1 from December 31 prior year report                                                           | \$ 632,184 | \$ -                                                                   |                    |
| 3-32                | Prior Period Adjustment (MUST explain)                                                                                             | \$ -               | \$ -  | Prior Period Adjustment (MUST explain)                                                                               | \$ -       | \$ -                                                                   |                    |
| 3-33                | Fund Balance, December 31<br>Sum of Line 3-30, 3-31, and 3-32<br>This total should be the same as line 1-36.                       | \$ -               | \$ -  | Net Position, December 31<br>Line 3-30 plus line 3-31<br>This total should be the same as line 1-36.                 | \$ 715,000 | \$ -                                                                   |                    |

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

Please use this space to provide any explanations or comments:

- 4-1 Does the entity have outstanding debt? ☐ YES ☒ NO
- 4-2 Is the debt repayment schedule attached? If no, MUST explain: ☐ YES ☐ NO
- 4-3 Is the entity current in its debt service payments? If no, MUST explain: ☐ YES ☐ NO

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

General obligation bonds

Revenue bonds

Notes/Loans

Leases

Developer Advances

Other (specify):

| Outstanding at beginning of year* | Issued during year | Retired during year | Outstanding at year-end |
|-----------------------------------|--------------------|---------------------|-------------------------|
| \$ -                              | \$ -               | \$ -                | \$ -                    |
| \$ -                              | \$ -               | \$ -                | \$ -                    |
| \$ -                              | \$ -               | \$ -                | \$ -                    |
| \$ -                              | \$ -               | \$ -                | \$ -                    |
| \$ -                              | \$ -               | \$ -                | \$ -                    |
| \$ -                              | \$ -               | \$ -                | \$ -                    |
| <b>TOTAL</b>                      | <b>\$ -</b>        | <b>\$ -</b>         | <b>\$ -</b>             |

\*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? ☐ YES ☒ NO  
How much? \$ -  
If yes: Date the debt was authorized:
- 4-6 Does the entity intend to issue debt within the next calendar year? ☐ YES ☒ NO  
If yes: How much? \$ -
- 4-7 Does the entity have debt that has been refinanced that it is still responsible for? ☐ YES ☒ NO  
If yes: What is the amount outstanding? \$ -
- 4-8 Does the entity have any lease agreements? ☐ YES ☒ NO  
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? ☐ YES ☐ NO  
What are the annual lease payments? \$ -
- 4-9 Does the entity have a certified mill levy? ☒ YES ☐ NO  
If yes: Please provide the following mills levied for the year reported (do not enter \$ amounts):

|                 |              |
|-----------------|--------------|
| Bond Redemption | 0.00         |
| General/Other   | 15.38        |
| <b>TOTAL</b>    | <b>15.38</b> |

## PART 5 - CASH AND INVESTMENTS

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

AMOUNT

TOTAL

Please use this space to provide any explanations or comments:

- 5-1 YEAR-END Total of ALL Checking and Savings accounts

\$ 242,331

- 5-2 Certificates of deposit

\$ -

**TOTAL CASH DEPOSITS**

\$ 242,331

Investments (if investment is a mutual fund, please list underlying investments):

- 5-3

|                                   |            |
|-----------------------------------|------------|
|                                   | \$ -       |
|                                   | \$ -       |
|                                   | \$ -       |
|                                   | \$ -       |
| <b>TOTAL INVESTMENTS</b>          | \$ -       |
| <b>TOTAL CASH AND INVESTMENTS</b> | \$ 242,331 |

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.? ☒ YES ☐ NO ☐ N/A
- 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: ☒ YES ☐ NO ☐ N/A

## PART 6 - CAPITAL ASSETS

| Please answer the following question by marking in the appropriate box                                                               | YES                                 | NO                                  | Please use this space to provide any explanations or comments: |
|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|----------------------------------------------------------------|
| 6-1 Does the entity have capitalized assets?                                                                                         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Assets consist of pipes, and water pumbs and are underground   |
| 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"/> |                                                                |

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

  

|                                                                               |                                        |           |           |                  |
|-------------------------------------------------------------------------------|----------------------------------------|-----------|-----------|------------------|
| <b>6-4 Complete the following Capital Assets table for PROPRIETARY FUNDS:</b> | Balance -<br>beginning of the<br>year* | Additions | Deletions | Year-End Balance |
| Land                                                                          | \$ -                                   | \$ -      | \$ -      | \$ -             |
| Buildings                                                                     | \$ 123,799                             | \$ 550    | \$ -      | \$ 124,349       |
| Machinery and equipment                                                       | \$ -                                   | \$ -      | \$ -      | \$ -             |
| Furniture and fixtures                                                        | \$ -                                   | \$ -      | \$ -      | \$ -             |
| Infrastructure                                                                | \$ 336,073                             | \$ -      | \$ -      | \$ 336,073       |
| Construction In Progress (CIP)                                                | \$ -                                   | \$ -      | \$ -      | \$ -             |
| Sewer capacity                                                                | \$ 47,917                              | \$ -      | \$ -      | \$ 47,917        |
| Accumulated Depreciation (Enter a negative, or credit, balance)               | \$ (41,163)                            | \$ -      | \$ -      | \$ (41,163)      |
| <b>TOTAL</b>                                                                  | \$ 466,626                             | \$ 550    | \$ -      | \$ 467,176       |

\*must agree to prior year ending balance

## PART 7 - PENSION INFORMATION

| Please answer the following question by marking in the appropriate box                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | YES                      | NO                                  | Please use this space to provide any explanations or comments: |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------|----------------------------------------------------------------|
| 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?<br><br>Indicate the contributions from:<br><div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 40%;">                         Tax (property, SO, sales, etc.):<br/>                         State contribution amount:<br/>                         Other (gifts, donations, etc.):                     </div> <div style="width: 40%; border: 1px solid black; margin-top: 5px;"> <div style="text-align: center; padding: 2px;">TOTAL</div> </div> </div> |                          |                                     |                                                                |
| 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

12-1 Have you read the new Electronic Signature Policy and do you plan on submitting signatures in accordance with this policy?

YES

☐

NO

☒

## 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 an 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.

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

| Board Member | Print Board Member's Name | 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. |
|--------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1            | Jeff Drabing              | Signed: <u>Jeff Drabing</u> Date: <u>2/2/18</u><br>My term Expires: <u>2018</u>                                                                                 |
| 2            | Paul Greney               | Signed: _____ Date: _____<br>My term Expires: <u>2018</u>                                                                                                       |
| 3            | Mike Drabing              | Signed: <u>Mike Drabing</u> Date: <u>2/2/18</u><br>My term Expires: <u>2018</u>                                                                                 |
| 4            | Bob Anderson              | Signed: <u>Bob Anderson</u> Date: <u>2/2/18</u><br>My term Expires: <u>2020</u>                                                                                 |
| 5            | Print Board Member's Name | 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. |
| 6            | Print Board Member's Name | 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. |
| 7            | Print Board Member's Name | 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. |

Original Signatures  
Verified by

Justin L. Smith

