

# APPLICATION FOR EXEMPTION FROM AUDIT

## SHORT FORM

NAME OF GOVERNMENT  
ADDRESS

Town of Hartman  
PO Box 22  
Hartman CO

For the Year Ended  
12/31/19  
or fiscal year ended:

CONTACT PERSON  
PHONE  
EMAIL  
FAX

Dawn Railsback  
970-261-3044  
dawn2mae@outlook.com  
719-739-4006

### PART 1 - CERTIFICATION OF PREPARER

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

NAME:  
TITLE  
FIRM NAME (if applicable)  
ADDRESS  
PHONE  
DATE PREPARED

Dawn Railsback  
cleck  
217 s main Hartman Co. 81043  
970-261-3044  
9/30/2019

#### PREPARER (SIGNATURE REQUIRED)

*Dawn Railsback*

Please indicate whether the following financial information is recorded using Governmental or Proprietary fund types

**GOVERNMENTAL**  
(MODIFIED ACCRUAL BASIS)

**PROPRIETARY**  
(CASH OR BUDGETARY BASIS)



### PART 2 - REVENUE

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

Line#	Description	Amount	Notes
2-1	Taxes: Property (report mills levied in Question 10-6)	\$ 2,449	
2-2	Specific ownership	\$ -	
2-3	Sales and use	\$ -	
2-4	Other (specify):	\$ -	
2-5	Licenses and permits	\$ -	
2-6	Intergovernmental: Grants	\$ -	
2-7	Conservation Trust Funds (Lottery)	\$ 287	
2-8	Highway Users Tax Funds (HUTF)	\$ 3,908	
2-9	Federal mineral lease	\$ 625	
2-10	Charges for services	\$ 25,333	
2-11	Fines and forfeits	\$ -	
2-12	Special assessments	\$ -	
2-13	Investment income	\$ -	
2-14	Charges for utility services	\$ -	
2-15	Debt proceeds (should agree with line 4-4, column 2)	\$ -	
2-16	Lease proceeds	\$ 2,196	
2-17	Developer Advances received (should agree with line 4-4)	\$ -	
2-18	Proceeds from sale of capital assets	\$ -	
2-19	Fire and police pension	\$ -	
2-20	Donations	\$ -	
2-21	Other (specify):	\$ -	
2-22		\$ -	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) TOTAL REVENUE	\$ 34,798	

### PART 3 - EXPENDITURES/EXPENSES

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

Line#	Description	Amount	Notes
3-1	Administrative	\$ -	
3-2	Salaries	\$ 11,370	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ 15,000	
3-5	Employee benefits	\$ -	
3-6	Insurance	\$ 3,259	
3-7	Accounting and legal fees	\$ -	
3-8	Repair and maintenance	\$ 1,000	
3-9	Supplies	\$ 10,499	
3-10	Utilities and telephone	\$ -	
3-11	Fire/Police	\$ -	
3-12	Streets and highways	\$ -	
3-13	Public health	\$ -	
3-14	Capital outlay	\$ -	
3-15	Utility operations	\$ -	
3-16	Culture and recreation	\$ -	
3-17	Debt service principal (should agree with Part 4)	\$ 5,608	
3-18	Debt service interest	\$ -	
3-19	Repayment of Developer Advance Principal (should agree with line 4-4)	\$ -	
3-20	Repayment of Developer Advance Interest	\$ -	
3-21	Contribution to pension plan (should agree to line 7-2)	\$ -	
3-22	Contribution to Fire & Police Pension Assoc. (should agree to line 7-2)	\$ -	
3-23	Other (specify):	\$ -	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES/EXPENSES	\$ 46,736	

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

**PART 4 - DEBT OUTSTANDING ISSUED AND RURED**

- 4-1 Does the entity have outstanding debt?  Yes  No
- 4-2 If Yes, please attach a copy of the entity's Debt Repayment Schedule.  Yes  No
- 4-3 Is the debt repayment schedule attached? if no, MUST explain:  Yes  No  
 I have attached a copy of the payments made for 2019
- 4-4 Is the entity current in its debt service payments? if no, MUST explain:  Yes  No

	2019	2018	2017	2016
General obligation bonds	\$ 55,388	\$ -	\$ 5,608	\$ 49,780
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Leases	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify):	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 55,388</b>	<b>\$ -</b>	<b>\$ 5,608</b>	<b>\$ 49,780</b>

\*must tie to prior year ending balance

- 4-5 Does the entity have any authorized, but unissued, debt?  Yes  No
- If yes: How much? \$ -
- 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? \$ -

**PART 5 - CASH AND INVESTMENTS**

5-1	YEAR-END Total of ALL Checking and Savings Accounts	\$ 37,190	
5-2	Certificates of deposit	\$ 4,567	
	<b>Total Cash Deposits</b>		\$ 41,757
5-3		\$ -	
		\$ -	
		\$ -	
	<b>Total Investments</b>		\$ -
	<b>Total Cash and Investments</b>		\$ 41,757

- 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.)?  Yes  No  N/A

### PART 6 - CAPITAL ASSETS

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

Yes                      No

- 6-1 Does the entity have capital assets?
- 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:

The Town of Hariman lost their clerk in early 2019. It appears that no inventory was done. Therefore we are using 2016 numbers.

6-3 Indicate the following capital assets:

	Beginning Balance	Additions	Disposals	Year-end Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ 379,826	\$ -	\$ -	\$ 379,826
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CiP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 379,826</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 379,826</b>

### PART 7 - PENSION INFORMATION

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

- 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?

Indicate the contributions from:

Tax (property, SO, sales, etc.):	\$ -
State contribution amount:	\$ -
Other (gifts, donations, etc.):	\$ -
What is the monthly benefit paid for 20 years of service per retiree as of Jan	\$ -

### PART 8 - BUDGET INFORMATION

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

Yes                      No                      N/A

- 8-1 Did the entity file a budget with the Department of Local Affairs for the current year in accordance with Section 29-1-113 C.R.S.?

- 8-2 Did the entity pass an appropriations resolution, in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:

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

Fund Name	Amount Budgeted
Copy of budget 2020	

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

Please answer the following questions by marking in the appropriate boxes. Yes No

- 9-1 Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?
- Note: An election to exempt the government from the spending limitations of TABOR does not exempt the government from the 3 percent emergency reserve requirement. All governments should determine if they meet this requirement of TABOR.

If No, list explain:

### PART 10 - GENERAL INFORMATION

Please answer the following questions by marking in the appropriate boxes. Yes No

- 10-1 Is this application for a newly formed governmental entity?
- If yes: Date of formation:
- 10-2 Has the entity changed its name in the past or current year?

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

- 10-3 Is the entity a metropolitan district?
- Please indicate what services the entity provides:

- 10-4 Does the entity have an agreement with another government to provide services?
- If yes: List the name of the other governmental entity and the services provided:

- 10-5 Has the district filed a Title 32, Article 1 Special District Notice of Inactive Status during the year reported?
- If yes: Date Filed:

- 10-6 Does the entity have a certified Mill Levy?
- If yes: Please provide the following mills levied for the year reported (do not report \$ amounts):

Bond Redemption mills	-
General/Other mills	21.255
<b>Total mills</b>	<b>21.255</b>

Print the names of ALL members of current governing body below.		A MAJORITY of the members of the governing body must complete and sign in the column below.
Board Member 1	Print Board Member's Name	I <u>Cecilia Gonzalez</u> , attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____
Board Member 2	Print Board Member's Name	I <u>Cecilia Gonzalez</u> , attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Cecilia Gonzalez</u> Date: <u>9-28-2020</u> My term Expires: <u>2024</u>
Board Member 3	Print Board Member's Name	I <u>Milene Benson</u> , attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Milene Benson</u> Date: <u>9-28-20</u> My term Expires: <u>2022</u>
Board Member 4	Print Board Member's Name	I <u>William L Dennis</u> , attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>William L Dennis</u> Date: <u>9-28-20</u> My term Expires: <u>2022</u>
Board Member 5	Print Board Member's Name	I <u>Kard Benson</u> , attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed <u>Kard Benson</u> Date: <u>9-28-2020</u> My term Expires: <u>2024</u>
Board Member 6	Print Board Member's Name	I _____, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____
Board Member 7	Print Board Member's Name	I _____, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed _____ Date: _____ My term Expires: _____

Payment Schedule For Debt- Town of Hartman					
Account	Date	Debit	Credit	Balance	
110709710	01/02/2019	\$2,804		\$3,163.07	
11070910	01/31/2019		\$500	\$3,663.07	
11070910	02/28/2019		\$500	\$4,163.07	
11070910	03/29/2019		\$.45	\$4,163.52	
11070910	04/01/2019		\$500	\$4,663.52	
11070910	04/30/2019		\$500	\$5163.52	
11070910	05/31/2019		\$500	\$5,663.52	
11070910	06/28/2019		\$.64	\$5,664.16	
11070910	07/01/2019		\$500	\$6164.16	
11070910	07/01/2019	\$2,804		\$3,360.16	
11070910	07/31/2019		\$500	\$3,860.16	
11070910	09/18/2019		\$500	\$4,360.16	
11070910	09/30/2019		\$500	\$4,860.16	
11070910	10/23/2019		\$500	\$5,360.16	
11070910	10/24/2019		\$500	\$5860.16	
11070910	12/02/2019		\$500	\$6,360.16	

TOWN OF HARTMAN  
 GENERAL FUND BUDGET  
 Proposed Budget 2020

Account Descriptions	Town of Hartman General Fund				Conservation Trust Fund			Highway Fund			Budget 2020
	Budget 2017	Budget 2018	Budget 2019	Budget 2020	Budget 2017	Budget 2018	Budget 2019	Budget 2017	Budget 2018	Budget 2019	
Est Beginning Balance	\$6,577	\$6,000	\$5,000	\$4,499					\$43,120	\$46,358	\$27,326
										\$0	
<b>Estimated Revenue</b>											
Property Tax	\$1,958	\$1,997	\$1,976	\$1,976							
S O Fees	\$200	\$200	\$200								
Cig. Tax	\$10	\$10	\$1								
Other Revenue	\$1,245	\$1,245	\$1,245								
Interest Income	so	\$0	\$0							\$80	
Rent	\$2,000	\$1,000	\$500	\$2,000							
Grants								\$20,	\$20,000	\$20,000	
Donations											
CTF Income					\$88	\$880	\$830				\$3,900
HUTF Income								\$6,600	\$6,	\$6,600	
Mtr. Vehicle Fees								\$270	\$270	\$270	
Road & Bridge								\$115	\$15	\$115	
<b>Total Est. Income</b>	<b>\$5,413</b>	<b>\$4,452</b>	<b>\$3,931</b>	<b>\$3,976</b>	<b>\$880</b>	<b>\$880</b>	<b>\$880</b>	<b>\$27,065</b>	<b>\$27,065</b>	<b>527,065</b>	<b>\$3,900</b>
<b>TOTAL RESOURCES:</b>	<b>\$11,990</b>	<b>\$10,452</b>	<b>\$8,931</b>	<b>\$8,475</b>				<b>\$71,465</b>	<b>\$70,185</b>	<b>\$73,423</b>	<b>\$31,226</b>
<b>Estimated Expenses</b>											
<b>Salaries Myrrrustee</b>											
Other Salaries	\$500	\$500	\$500	\$4,000				\$0	so	\$0	
Insurance	\$1,600	,600	\$1,600	\$2,400						\$1,600	
Office/Misc Exp	\$200	\$200	\$200		\$200	\$200	\$200	\$0	\$0	\$0	
Dues	\$300	\$300	\$400								
Utilities	\$4,200	\$4,200	\$4,200	\$2,500				\$4,200	\$4,200	\$4,200	\$2,500
Election Expense	so	\$0	so	\$1,500							
Accountant Exp.	\$100		\$200					\$100	\$100	\$100	

Maint & Repair	\$300	\$300	\$300		\$500	\$500	\$500		\$5,000	\$5,000	\$5,000	
Capital Expend.	\$0	so	\$0						\$20,000	\$25,000	\$25,000	
Treasurers Fees											\$55	
Subtotal	\$7,200	\$7,300	\$7,400		\$700	\$700	\$700		\$30,955	\$35,		
Contingency									\$0	so	\$0	
TOTAL Expenditures	\$7,200	\$7,300	\$7,400	\$10400	\$700	\$700	\$700		\$30,955	\$35,955	\$35,95	
END BALANCES:	\$4,790	\$3.15	\$1,531	\$-1,925	\$180	\$180	\$180		\$40,463	\$34,230	\$37,468	\$28,726

Town of Hartman Water Activity Fund Budget

Proposed Budget for 2020

Account Descriptions	Budget 2017	Budget 2018	Budget 2019	Budget 2020
Estimated Resources				
Beginning Balance	\$5,000	\$4,685	\$3,500	\$10,724
CDS				
Estimated Revenue				
Grants	\$5,000	\$5,000	\$25,000	
Water Sales				
Home Meters	\$28,000	\$21,500	\$27,300	\$27,300
Stock Water	\$350			
Other Fees & Charges	\$400	\$400	\$400	\$400
Interest Income	0	0	0	
Grants				
Total Est. Income	\$33,750	\$26,900	\$52,700	\$27,700
Total Resources	\$38,750	\$31,585	\$56,200	\$38,424
Estimated Expenses				
Salaries	\$4,200	\$3,700	\$3,700	\$3,800
Contract Services	\$4,800	\$4,800	\$4,800	\$9,600
Contract Mileage & Misc.	\$2,400	\$1,500	\$1,500	\$1,500
Utilities	\$4,500	\$4,500	\$4,500	\$5,000
Insurance Property/Casualty	\$1,400	\$1,500	\$1,600	\$2,400
Insurance W/C	\$200	\$200	\$200	\$
Repair/Maint./Supplies	\$850	\$850	\$850	\$1,000
Office/Billing Expense	\$400	\$400	\$400	\$1,420
Water Tests	\$2,500	\$3,000	\$3,000	\$6,000
Capital Expenditures	\$5,000	\$3,000	\$3,000	\$3,500
RD Loan Payments P/I	\$6,000	\$6,000	\$6,000	\$5,608
Legal/Acct. Expense	\$500	\$500	\$500	\$1,000
Other Expense				
Total Estimated Expenses	\$33,350	\$30,050	\$30,050	\$40,828
Contingency				
Net Income	\$400	-\$3150	\$22,650	-\$13,128
End Balanes:	\$5,400	\$1,535	\$26,150	-\$2,404

**RESOLUTION TO SET MILL LEVIES**

**TOWN OF HARTMAN, 2020**

**A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR OF 2020, TO HELP DEFRAID THE COST OF GOVERNMENT OF THE TOWN OF HARTMAN, COLORADO FOR THE 2020 BUDGET YEAR.**

**WHEREAS, the Town Council of the Town of Hartman, has adopted the annual budget in accordance with the Local Government Budget Law on September 30, 2020 and;**

**WHEREAS, the amount of money necessary to balance the budget for the general operating purposes from property tax revenue is \$1977 and;**

**WHEREAS, the 2019 valuation for assessment for the Town of Hartman as certified by the County Assessor is \$93,019;**

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HARTMAN, COLORADO:**

**Section 1. That for the purpose of meeting all general operating expenses of the Town of Hartman during the 2020 budget year, there is hereby levied a tax of 21.255 mills upon each dollar of the total valuation for assessment of all taxable property within the Town from the year 2020.**

**Section 2. That the Town Clerk is hereby authorized and directed to immediately certify to the County Commissioners of Prowers County Colorado the mill levy for the Town of Hartman has hereinabove as set based upon the final certification of valuation from the County Assessor.**

**ADOPTED THE 30 DAY OF September, 2020**

**Attest:** 

**Kord Benson, Mayor**



**Dawn Railsback, Clerk**

**(official signatures)**

**AMENDED RESOLUTION TO ADOPT BUDGET**

**TOWN OF HARTMAN, 2020**

**A RESOLUTION SUMMERIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF HARTMAN, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2020 AND ENDING ON THE LAST DAY OF DECEMBER, 2020**

**WHEREAS, the Town Council of the Town of Hartman, has appointed Dawn Railsback, Clerk to prepare and submit a proposed budget to said governing body at the proper time:**

**WHEREAS, the budget officer has submitted a proposed budget to the governing body on Dec 10, 2019, for its consideration and;**

**WHEREAS, upon due and proper notice posted in accordance with the law, said proposed budget was open for inspection by the public at the Hartman Post Office, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;**

**Whereas, the Town of Hartman uses QuickBooks as an accounting system with the yearly assistance of Lisa McMullough of P&L Accounting.**

**WHEREAS, whatever increases may have been made in expenditures, like increases were added to revenues or will be expended from reserves/funds balances so that the budget remains in balance as required by law.**

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HARTMAN, COLORAO:**

**Section 1. That the budget as submitted, amended, and summarized by fund, is hereby approved and adopted as the budget of the Town of Hartman for the year stated above,**

**Section 2. That the budget hereby by approved and adopted shall be signed by the Budge Officer and made part of the public records of the Town.**

**ADOPTED, this 30 day of September, 2020**

Attest: 

**Kord Benson, Mayor**



**Dawn Railsback, Clerk**

**(official signatures)**

## TOWN OF HARTMAN

### RESOLUTION/ORDINANCE FOR EXEMPTION FROM AUDIT

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

A RESOLUTION APPROVING AN EXEMPTION FROM AUDIT FOR FISCAL YEAR 2019 FOR THE TOWN OF HARTMAN, STATE OF COLORADO.

WHEREAS, the Town Council of Hartman 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

WHEREAS, neither revenue nor expenditures for the Town of Hartman exceeded \$100,000 for the Fiscal Year 2019; and

WHEREAS, an application for the exemption from the audit for the Town of Hartman has been prepared by Dawn Railsback, a person skilled in governmental accounting; and

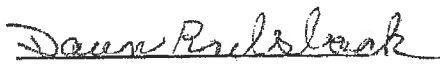
WHEREAS, said application for exemption from the audit has been completed in accordance with regulations, issued by the state auditor.

NOW THEREFORE, be it resolves/ordained by the Town Council of the Town of Hartman, that the application for exemption from the audit for the Town of Hartman for the Fiscal Year that ended Dec. 31, 2019, has been personally reviewed and has hereby approved by a majority of the Town Council of the Town of Hartman ; that those member of the Town Council 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 Town of Hartman for the Fiscal Yea ended Dec. 31, 2019.

ADOPTED THIS 30 day of September, 2020



Kord Benson, Mayor



Dawn Railsback Attest: Town Clerk

Council Members

Date Term Expires

Milene Benson

04-07-2022

William Dennis

04-07-2022

Cecelia Gonsales

04-07-2024

