

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

NAME OF GOVERNMENT ADDRESS

Bristol Water and Sanitation District
203 N. LaBelle
Bristol, CO 81047

For the Year Ended
12/31/20
or fiscal year ended:

**CONTACT PERSON
PHONE
EMAIL
FAX**

Catherine Park
720-284-1061
bristolwater@mail.com

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**

Catherine Park
Bookkeeper
203 N. LaBelle, Bristol, CO 81047
720-284-1061
3/15/2021

PREPARER (SIGNATURE REQUIRED)

Catherine Park

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	Round to nearest Dollar	Please use this space to provide any necessary explanations
2-1	Taxes: Property (report mills levied in Question 10-6)	\$ 7,005	
2-2	Specific ownership	\$ 828	
2-3	Sales and use	\$ -	
2-4	Other (specify): Tax A, Int, Senior Exempt	\$ 349	
2-5	Licenses and permits	\$ -	
2-6	Intergovernmental: Grants	\$ -	
2-7	Conservation Trust Funds (Lottery)	\$ -	
2-8	Highway Users Tax Funds (HUTF)	\$ -	
2-9	Other (specify):	\$ -	
2-10	Charges for services	\$ -	
2-11	Fines and forfeits	\$ -	
2-12	Special assessments	\$ -	
2-13	Investment income	\$ 20	
2-14	Charges for utility services	\$ 46,414	
2-15	Debt proceeds (should agree with line 4-4, column 2)	\$ -	
2-16	Lease proceeds	\$ -	
2-17	Developer Advances received (should agree with line 4-4)	\$ -	
2-18	Proceeds from sale of capital assets	\$ -	
2-19	Fire and police pension	\$ -	
2-20	Donations	\$ -	
2-21	Other (specify): Pinnacol Div	\$ 102	
2-22		\$ -	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) TOTAL REVENUE	\$ 54,718	

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	Round to nearest Dollar	Please use this space to provide any necessary explanations
3-1	Administrative	\$ 705	
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ -	
3-5	Employee benefits	\$ -	
3-6	Insurance	\$ 4,135	
3-7	Accounting and legal fees	\$ 1,750	
3-8	Repair and maintenance	\$ 324	
3-9	Supplies	\$ 444	
3-10	Utilities and telephone	\$ 1,130	
3-11	Fire/Police	\$ -	
3-12	Streets and highways	\$ -	
3-13	Public health	\$ -	
3-14	Capital outlay	\$ -	
3-15	Utility operations	\$ 35,080	
3-16	Culture and recreation	\$ -	
3-17	Debt service principal (should agree with Part 4)	\$ 9,777	
3-18	Debt service interest	\$ 460	
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):	\$ 724	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES/EXPENSES	\$ 54,528	

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

PART 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.

	Yes	No
4-1 Does the entity have outstanding debt? If Yes, please attach a copy of the entity's Debt Repayment Schedule.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4-2 Is the debt repayment schedule attached? If no, MUST explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4-3 Is the entity current in its debt service payments? If no, MUST explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4-4 Please complete the following debt schedule, if applicable: (please only include principal amounts)(enter all amount as positive numbers)	Outstanding at end of prior year*	Issued during year
General obligation bonds	\$ -	\$ -
Revenue bonds	\$ -	\$ -
Notes/Loans	\$ -	\$ -
Leases	\$ 3,400	\$ -
Developer Advances	\$ -	\$ -
Other (specify): DWRF Loan	\$ 106,667	\$ -
TOTAL	\$ 110,067	\$ -
	\$ -	\$ 3,400
	\$ -	\$ -
	\$ -	\$ -
	\$ 6,667	\$ 10,067
	\$ 100,000	\$ 100,000

*must tie 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? \$ -	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Date the debt was authorized: _____		
4-6 Does the entity intend to issue debt within the next calendar year? If yes: How much? \$ -	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-7 Does the entity have debt that has been refinanced that it is still responsible for? If yes: What is the amount outstanding? \$ -	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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? \$ -	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please use this space to provide any explanations or comments:

PART 5 - CASH AND INVESTMENTS

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

	Amount	Total
5-1 YEAR-END Total of ALL Checking and Savings Accounts	\$ 43,586	
5-2 Certificates of deposit	\$ 12,685	
Total Cash Deposits		\$ 56,271
Investments (if investment is a mutual fund, please list underlying investments):		
_____	\$ -	
_____	\$ -	
_____	\$ -	
5-3 Total Investments	\$ -	
Total Cash and Investments		\$ 56,271

Please answer the following questions by marking in the appropriate boxes

	Yes	No	N/A
5-4 Are the entity's Investments legal in accordance with Section 24-75-601, et. seq., C.R.S.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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.)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

PART 6 - CAPITAL ASSETS

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

Yes No

- 6-1 Does the entity have capital assets? Yes No
- 6-2 Has the entity performed an annual inventory of capital assets in accordance with Section 29-1-506, C.R.S.? If no, MUST explain: Yes No

6-3 Complete the following capital assets table:

	Balance - beginning of the year	Additions (Must be included in Part 3)	Deletions	Year-End Balance
Land	\$ 4,669	\$ -	\$ -	\$ 4,669
Buildings	\$ 2,894	\$ -	\$ -	\$ 2,894
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ 1,418	\$ -	\$ -	\$ 1,418
Infrastructure	\$ 918,346	\$ -	\$ -	\$ 918,346
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 927,327	\$ -	\$ -	\$ 927,327

Please use this space to provide any explanations or comments:

PART 7 - PENSION INFORMATION

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

Yes No

- 7-1 Does the entity have an "old hire" firemen's pension plan? Yes No
- 7-2 Does the entity have a volunteer firemen's pension plan? Yes No

If yes: Who administers the plan?

Indicate the contributions from:

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

Please use this space to provide any explanations or comments:

PART 8 - BUDGET INFORMATION

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

Yes No N/A

- 8-1 Did the entity file a budget with the Department of Local Affairs for the current year in accordance with Section 29-1-113 C.R.S.? Yes No N/A

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

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

Fund Name	Budgeted Expenditures/Expenses
General Fund	\$ 43,615
Reserved Fund	\$ 9

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

Please answer the following question by marking in the appropriate box

- 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.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If no, MUST explain:

PART 10 - GENERAL INFORMATION

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

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

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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If yes: **Date of formation:**

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

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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If yes: **Please list the NEW name & PRIOR name:**

- 10-3 Is the entity a metropolitan district?**

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Please indicate what services the entity provides:

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

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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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**

If yes: **Date Filed:**

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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- 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):

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Bond Redemption mills	-
General/Other mills	18.090
Total mills	18.090

Bond Redemption mills	-
General/Other mills	18.090
Total mills	18.090

Please use this space to provide any explanations or comments:

PART 11 - 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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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.

Print the names of ALL members of current governing body below.
Print Board Member's Name

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

Board Member 1		I <u>Blake Dunn</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><i>Blake Dunn</i></u> Date: <u>3-30-2021</u> My term Expires: <u>5/2020-23</u>
Board Member 2	Print Board Member's Name	I <u>Leann Schomaker</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><i>Leann Schomaker</i></u> Date: <u>3/30/21</u> My term Expires: <u>5/2020-23</u>
Board Member 3	Print Board Member's Name	I <u>John Park</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><i>John Park</i></u> Date: <u>3-30-2021</u> My term Expires: <u>5/2022</u>
Board Member 4	Print Board Member's Name	I <u>Ramon Gallegos</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><i>Ramon Gallegos</i></u> Date: _____ My term Expires: <u>5/2022</u>
Board Member 5	Print Board Member's Name	I <u>Kevin Rink</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><i>Kevin Rink</i></u> Date: <u>3-30-21</u> My term Expires: <u>5/2022</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: _____

Capital Assets Inventory
December 31, 2021

	2019	2020	Additions	Deletions
North Well House & Equipment	\$ 211,230.36	\$ 211,230.36		
New Bolted Steel Water Tank	\$ 75,000.00	\$ 75,000.00		
Fire Hydrants	\$ 30,000.00	\$ 30,000.00		
Water Distribution Valves/ Lines	\$ 198,512.03	\$ 198,512.03		
Water Meters/Service Lines	\$ 96,336.11	\$ 96,336.11		
South Well House & Equipment	\$ 171,795.62	\$ 171,795.62		
Horizontal Water Tank	\$ 16,048.49	\$ 16,048.49		
	\$ -	\$ -		
Subtotal Water Infrastructure	\$ 798,922.61	\$ 798,922.61		\$ -
Sewer System/Lagoon	\$ 113,955.44	\$ 113,955.44		
	\$ -	\$ -		
Bristol City Hall	\$ 2,893.99	\$ 2,893.99		
Furniture & Fixtures City Hall	\$ 1,418.02	\$ 1,418.02		
	\$ -	\$ -		
Land	\$ 4,669.11	\$ 4,669.11		
Total	\$ 921,859.17	\$ 921,859.17	\$ -	\$ -

Capital Improvements 2018

Soft Start for Booster Pump	\$ 2,879.52
Actuated Ball Valve for Bulk Water	\$ 809.68
2 Meters	\$ 442.98
2 - 119 Gal. Pressure Well Tanks	\$ 1,335.53
Total	<u>\$ 5,467.71</u>

Bristol Water and Sanitation District

Final 2021

	General Fund			Reserve Fund			Combined Funds		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
		Yr to Date	Budget		Yr to Date	Budget	Actual	Yr to Date	Budget
Beginning Balances	29,967.05	44,514.17	49,553.00	18,503.45	18,503.45	18,510.58	48,470.50	63,017.62	68,063.58
Water Sales & Services	40,358.15	39,834.37	40,000.00				40,358.15	39,834.37	40,000.00
Street Lights	2,945.00	2,570.00	2,600.00				2,945.00	2,570.00	2,600.00
Taxes Collected	8,094.97	7,736.22	7,500.00				8,094.97	7,736.22	7,500.00
Interest Received	114.43	16.57	20.00	-	7.13	9.00	114.43	23.70	29.00
Other Income	1,046.99	714.00	750.00				1,046.99	714.00	750.00
Total Income	52,559.54	50,871.16	50,870.00	-	7.13	9.00	52,559.54	50,878.29	50,879.00
TOTAL RESOURCES	82,526.59	95,385.33	100,423.00	18,503.45	18,510.58	18,519.58	101,030.04	113,895.91	118,942.58
General Government									
Utilities	2,017.82	936.49	1,500.00				2,017.82	936.49	1,500.00
Office Supplies	1,244.46	782.16	800.00				1,244.46	782.16	800.00
Insurance and Bonds	3,734.00	3,126.57	3,900.00				3,734.00	3,126.57	3,900.00
Director Fees	480.00	640.00	675.00				480.00	640.00	675.00
Accounting & Legal Fees	1,503.03	1,600.00	1,600.00				1,503.03	1,600.00	1,600.00
Maintenance	2,578.76	323.50	1,500.00				2,578.76	1,780.00	1,500.00
Utility Operations							-		
Repairs and Maintenance	3,610.54	11,291.57	8,000.00				3,610.54	11,291.57	8,000.00
Supplies	6,349.65	5,557.83	3,500.00				6,349.65	5,557.83	3,500.00
Billing	3,075.00	3,050.00	3,100.00				3,075.00	3,050.00	3,100.00
Street Lighting	2,779.92	2,501.64	2,800.00				2,779.92	2,501.64	2,800.00
System Operator	3,038.08	615.00	2,500.00				3,038.08	615.00	2,500.00
Water Testing	157.24	1,625.08	800.00				157.24	1,625.08	800.00
Water Utilities	6,811.30	6,031.58	6,400.00				6,811.30	6,031.58	6,400.00
Licenses and Permits	-	-	250.00				-	-	250.00
Cash Short & Over/ Bad Debts	120.55	123.57	300.00				120.55	123.57	300.00
Other Expense	222.07	724.01	700.00					724.01	700.00
Debt Service	290.00	6,903.33	290.00				290.00	6,903.33	290.00
Capital Improvements		-	5,000.00				-	-	5,000.00
Total Expenses	38,012.42	45,832.33	43,615.00	-	-	-	38,012.42	45,832.33	43,615.00
Net Income	14,547.12	5,038.83	7,255.00	-	7.13	9.00	14,547.12	5,045.96	7,264.00
Transfers			5,000.00				-	-	5,000.00
Contingency			-	-	-		-	-	-
ENDING BALANCE	44,514.17	49,553.00	61,808.00	18,503.45	18,510.58	18,519.58	63,017.62	68,063.58	75,327.58

**BRISTOL WATER AND SANITATION DISTRICT
RESOLUTION FOR EXEPTION FROM AUDIT**
(Pursuant to Section 29-1-604, C.R.S.)

A RESOLUTION APPROVING AN EXEMPTION FROM AUDIT FOR FISCAL YEAR 2016
FOR THE BRISTOL WATER & SANITATION DISTRICT, STATE OF COLORADO.

WHEREAS, the Board of Directors of the Bristol Water and Sanitation 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 revenues nor expenditures exceed five hundred thousand dollars may, with the approval of the state auditor, be exempt from the provisions of Section 29-1-603, C.R.S.; and


WHEREAS, neither revenues nor expenditures for Bristol Water and Sanitation District exceeded \$500,000 for fiscal year 2020; and


WHEREAS, an application for exemption from audit for Bristol Water and Sanitation District has been prepared by Linda Wilger, and 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.

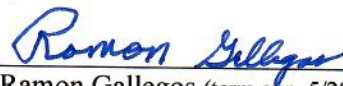
NOW THEREFORE, be it resolved by the Board of Directors of the Bristol Water and Sanitation District that the application for exemption from audit for Bristol Water and Sanitation District for the fiscal year ended December 31, 2020, has been reviewed and is hereby approved by a majority of the Board of Directors of the Bristol Water and Sanitation District; that those members of the Board 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 Bristol Water and Sanitation District for the fiscal year ended December 31, 2020.


ADOPTED THIS _____ day of _____ A. D. 2021.



Blake Dunn – chairman (term exp. 5/2020)
2023 45


John Park term exp. 5/2022

ATTEST:


Ramon Gallegos (term exp. 5/2022)


Leann Schomaker – secretary (term exp. 5/2020)
2023 45


Kevin Rink (term exp. 5/2022)