

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

NAME OF GOVERNMENT
ADDRESS

Bristol Water and Sanitation District
203 N. LaBelle
Bristol, CO 81047
Catherine Park
720-284-1061
bristolwater@mail.com

For the Year Ended
12/31/21
or fiscal year ended:

CONTACT PERSON
PHONE
EMAIL
FAX

PART 1 - CERTIFICATION OF PREPARER

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

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

Catherine Park
Bookkeeper
203 N. LaBelle, Bristol, CO 81047
720-284-1061
3/15/2022

PREPARER (SIGNATURE REQUIRED)

Catherine Park

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

GOVERNMENTAL <small>(MODIFIED ACCRUAL BASIS)</small>	PROPRIETARY <small>(CASH OR BUDGETARY BASIS)</small>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

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)	\$ 7,252	
2-2	Specific ownership	\$ 843	
2-3	Sales and use	\$ -	
2-4	Other (specify): Tax A, Int, Senior Exempt	\$ 347	
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	\$ 18	
2-14	Charges for utility services	\$ 42,910	
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):	\$ -	
2-22		\$ -	
2-23		\$ -	
2-24	(add lines 2-1 through 2-23) TOTAL REVENUE	\$ 51,369	

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	\$ 845	
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ -	
3-5	Employee benefits	\$ -	
3-6	Insurance	\$ 4,588	
3-7	Accounting and legal fees	\$ 2,900	
3-8	Repair and maintenance	\$ 4,685	
3-9	Supplies	\$ 472	
3-10	Utilities and telephone	\$ 1,273	
3-11	Fire/Police	\$ -	
3-12	Streets and highways	\$ -	
3-13	Public health	\$ -	
3-14	Capital outlay	\$ 584	
3-15	Utility operations	\$ 35,543	
3-16	Culture and recreation	\$ -	
3-17	Debt service principal (should agree with Part 4)	\$ -	
3-18	Debt service interest	\$ -	
3-19	Repayment of Developer Advance Principal (should agree with line 4-4)	\$ -	
3-20	Repayment of Developer Advance Interest	\$ -	
3-21	Contribution to pension plan (should agree to line 7-2)	\$ -	
3-22	Contribution to Fire & Police Pension Assoc. (should agree to line 7-2)	\$ -	
3-23	Other (specify):	\$ 370	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES/EXPENSES	\$ 51,260	

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)				
General obligation bonds	\$ -	\$ -	\$ -	\$ -
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Leases	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify): DWRD Loan	\$ 93,963	\$ -	\$ 6,667	\$ 87,296
TOTAL	\$ 93,963	\$ -	\$ 6,667	\$ 87,296

*must tie to prior year ending balance

	Yes	No
4-5 Does the entity have any authorized, but unissued, debt? If yes: How much? Date the debt was authorized: <div style="border: 1px solid black; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4-6 Does the entity intend to issue debt within the next calendar year? If yes: How much? <div style="border: 1px solid black; width: 100%; margin-top: 5px;"></div>	<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? <div style="border: 1px solid black; width: 100%; margin-top: 5px;"></div>	<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? <div style="border: 1px solid black; width: 100%; margin-top: 5px;"></div>	<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	\$ 43,619	
5-2 Certificates of deposit	\$ 12,685	
Total Cash Deposits		\$ 56,304
Investments (if investment is a mutual fund, please list underlying investments):		
5-3	\$ -	
	\$ -	
	\$ -	
Total Investments		\$ -
Total Cash and Investments		\$ 56,304

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	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ 918,346	\$ -	\$ -	\$ 918,346
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" firefighters' pension plan? Yes No
- 7-2 Does the entity have a volunteer firefighters' pension plan? Yes No
- If yes: Who administers the plan?

Indicate the contributions from:

Tax (property, SO, sales, etc.):		\$ -
State contribution amount:		\$ -
Other (gifts, donations, etc.):		\$ -
TOTAL		\$ -
What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?		\$ -

Please use this space to provide any explanations or comments:

PART 8 - BUDGET INFORMATION

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

Yes No N/A

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

Governmental/Proprietary Fund Name	Total Appropriations By Fund
General Fund	\$ 48,225
Reserved Fund	\$ 9

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

Please answer the following question by marking in the appropriate box

Yes No

9-1 Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?

Note: An election to exempt the government from the spending limitations of TABOR does not exempt the government from the 3 percent emergency reserve requirement. All governments should determine if they meet this requirement of TABOR.

If no, MUST explain:

PART 10 - GENERAL INFORMATION

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

Yes No

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

If yes: **Date of formation:**

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

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

10-3 Is the entity a metropolitan district?

Please indicate what services the entity provides:

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

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	18.059
Total mills	18.059

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? YES NO

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	Blake Dunn	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>[Signature]</u> Date: <u>3/29/2022</u> My term Expires: <u>5/2023</u>
Board Member 2	Leann Schomaker	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>[Signature]</u> Date: <u>3/29/2022</u> My term Expires: <u>5/2023</u>
Board Member 3	John Park	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>[Signature]</u> Date: <u>3/29/2022</u> My term Expires: <u>5/2022</u>
Board Member 4	Ramon Gallegos	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>[Signature]</u> Date: <u>3/29/2022</u> My term Expires: <u>5/2022</u>
Board Member 5	Kevin Rink	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>[Signature]</u> Date: <u>3/29/2022</u> My term Expires: <u>5/2022</u>
Board Member 6		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		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: _____

**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 2021; 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, 2021, 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, 2021.

ADOPTED THIS ____ day of _____ A. D. 2022.




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



John Park term exp. 5/2022)

ATTEST:



Ramon Gallegos (term exp. 5/2022)



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



Kevin Rink (term exp. 5/2022)

Bristol Water and Sanitation District
Final 2022

	General Fund			Reserve Fund			Combined Funds		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
	Yr to Date	Budget		Yr to Date	Budget	Actual	Yr to Date	Budget	
Beginning Balances	45,063.17	54,762.80	50,978.85	18,503.45	18,510.45	18,510.58	63,566.62	73,266.25	69,489.43
Water Sales & Services	42,949.99	35,879.27	40,000.00				42,949.99	35,879.27	40,000.00
Street Lights	2,800.00	2,605.00	2,600.00				2,800.00	2,605.00	2,600.00
Taxes Collected	8,085.24	8,435.34	7,500.00				8,085.24	8,435.34	7,500.00
Interest Received	19.83	16.30	20.00	-	7.13	9.00	19.83	23.43	29.00
Other Income	766.00	1,119.00	750.00				766.00	1,119.00	750.00
Total Income	54,621.06	48,054.91	50,870.00	-	7.13	9.00	54,621.06	48,062.04	50,879.00
TOTAL RESOURCES	99,684.23	102,817.71	101,848.85	18,503.45	18,510.58	18,519.58	118,187.68	121,328.29	120,368.43
General Government									
Utilities	1,130.08	1,110.55	1,500.00				1,130.08	1,110.55	1,500.00
Office Supplies	444.16	446.95	800.00				444.16	446.95	800.00
Insurance and Bonds	4,134.57	3,530.90	3,900.00				4,134.57	3,530.90	3,900.00
Director Fees	705.00	780.00	675.00				705.00	780.00	675.00
Accounting & Legal Fees	1,750.00	2,650.00	1,600.00				1,750.00	2,650.00	1,600.00
Maintenance	323.50	4,685.05	1,500.00				323.50	1,780.00	1,500.00
Utility Operations									
Repairs and Maintenance	11,438.52	6,680.96	8,000.00				11,438.52	6,680.96	8,000.00
Supplies	5,557.83	7,424.94	5,000.00				5,557.83	7,424.94	5,000.00
Billing	3,300.00	3,100.00	3,500.00				3,300.00	3,100.00	3,500.00
Street Lighting	3,252.06	2,521.00	2,800.00				3,252.06	2,521.00	2,800.00
System Operator	1,260.00	1,147.50	2,500.00				1,260.00	1,147.50	2,500.00
Water Testing	1,625.08	2,429.92	2,000.00				1,625.08	2,429.92	2,000.00
Water Utilities	7,970.24	7,210.06	7,300.00				7,970.24	7,210.06	7,300.00
Licenses and Permits	-	151.00	250.00				-	151.00	250.00
Cash Short & Over/ Bad Debts	124.33	55.11	300.00				124.33	55.11	300.00
Other Expense	1,446.06	1,248.26	1,300.00				1,446.06	1,248.26	1,300.00
Debt Service	460.00	6,666.66	300.00				460.00	6,666.66	300.00
Capital Improvements		-	5,000.00					-	5,000.00
Total Expenses	44,921.43	51,838.86	48,225.00	-	-	-	44,921.43	51,838.86	48,225.00
Net Income	9,699.63	(3,783.95)	2,645.00	-	7.13	9.00	9,699.63	(3,776.82)	2,654.00
Transfers									
Contingency									
ENDING BALANCE	54,762.80	50,978.85	53,623.85	18,503.45	18,510.58	18,519.58	73,266.25	69,489.43	72,143.43

Bristol Water and Sanitation District

Rural Development Loan Amortization Schedule

Drinking Water Revolving Fund Disadvantaged Community Loan Amortization Schedule 12/31/17

Period: 30 years
Interest Rate: 0.00%

<u>Year</u>	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
2017				120,000
2018	6,666	0	6,666	113,334
2019	6,667	0	6,667	106,667
2020	6,667	0	6,667	100,000
2021	6,667	0	6,667	93,333
2022	6,666	0	6,666	86,667
2023	6,667	0	6,667	80,000
2023-2035	80,000	0	80,000	0
Totals	\$120,000	\$0	\$120,000	