

# APPLICATION FOR EXEMPTION FROM AUDIT

## SHORT FORM

NAME OF GOVERNMENT  
ADDRESS

Allenspark Water and Sanitation District  
PO Box 91  
Allenspark, CO 80510

For the Year Ended  
12/31/22  
or fiscal year ended:

CONTACT PERSON  
PHONE  
EMAIL

Jen Cook  
303 747-2587  
jen.apwater@gmail.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

Carl Henderson  
CPA  
Carl Henderson, CPA P.C.  
1182 Graves Ave Suite C-3 Estes Park, CO 80517  
970 586-5008  
3/15/2023

#### PREPARER (SIGNATURE REQUIRED)

*Carl Henderson, CPA P.C.*

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)	\$ 11,348	
2-2	Specific ownership	\$ -	
2-3	Sales and use	\$ -	
2-4	Other (specify):	\$ 554	
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	\$ -	
2-14	Charges for utility services	\$ 81,466	
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	\$ 93,368	

## 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	\$ 8,015	
3-2	Salaries	\$ 47,260	
3-3	Payroll taxes	\$ 3,913	
3-4	Contract services	\$ -	
3-5	Employee benefits	\$ -	
3-6	Insurance	\$ 3,715	
3-7	Accounting and legal fees	\$ 4,461	
3-8	Repair and maintenance	\$ 4,724	
3-9	Supplies	\$ 2,365	
3-10	Utilities and telephone	\$ 5,891	
3-11	Fire/Police	\$ -	
3-12	Streets and highways	\$ -	
3-13	Public health	\$ -	
3-14	Capital outlay	\$ 5,859	
3-15	Utility operations	\$ 4,623	
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):	\$ -	
3-24		\$ -	
3-25		\$ -	
3-26	(add lines 3-1 through 3-24) TOTAL EXPENDITURES/EXPENSES	\$ 90,826	

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?<br>If Yes, please attach a copy of the entity's Debt Repayment Schedule.  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4-2 | Is the debt repayment schedule attached? If no, MUST explain:<br><div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>            | <input type="checkbox"/> | <input type="checkbox"/>            |
| 4-3 | Is the entity current in its debt service payments? If no, MUST explain:<br><div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div> | <input type="checkbox"/> | <input type="checkbox"/>            |

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	Retired during year	Outstanding at year-end
General obligation bonds	\$ -	\$ -	\$ -	\$ -
Revenue bonds	\$ -	\$ -	\$ -	\$ -
Notes/Loans	\$ -	\$ -	\$ -	\$ -
Lease Liabilities	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify):	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

\*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?<br>If yes: How much? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
|     | Date the debt was authorized: <span style="float: right; border: 1px solid black; padding: 2px;"></span>   |                          |                                     |
| 4-6 | Does the entity intend to issue debt within the next calendar year?<br>If yes: How much? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>  | <input type="checkbox"/> | <input type="checkbox"/>            |
| 4-7 | Does the entity have debt that has been refinanced that it is still responsible for?<br>If yes: What is the amount outstanding? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 4-8 | Does the entity have any lease agreements?<br>If yes: What is being leased? <span style="float: right; border: 1px solid black; padding: 2px;"></span>   | <input type="checkbox"/> | <input type="checkbox"/>            |
|     | What is the original date of the lease? <span style="float: right; border: 1px solid black; padding: 2px;"></span>   |                          |                                     |
|     | Number of years of lease? <span style="float: right; border: 1px solid black; padding: 2px;"></span>   |                          |                                     |
|     | Is the lease subject to annual appropriation?<br>What are the annual lease payments? <span style="float: right; border: 1px solid black; padding: 2px;">\$ -</span>  | <input type="checkbox"/> | <input 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	\$ 442,878	
5-2	Certificates of deposit	\$ -	
	<b>Total Cash Deposits</b>		<b>\$ 442,878</b>
	Investments (if investment is a mutual fund, please list underlying investments):		
	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>	\$ -	
5-3	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>	\$ -	
	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>	\$ -	
	<div style="border: 1px solid black; height: 15px; width: 100%;"></div>	\$ -	
	<b>Total Investments</b>		<b>\$ -</b>
	<b>Total Cash and Investments</b>		<b>\$ 442,878</b>

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 AND RIGHT-TO-USE 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 & right-to-use assets table:

	Balance - beginning of the year*	Additions (Must be included in Part 3)	Deletions	Year-End Balance
Land	\$ 85,723	\$ -	\$ -	\$ 85,723
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ 17,178	\$ -	\$ -	\$ 17,178
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ 765,340	\$ 5,858	\$ -	\$ 771,198
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Easements & water rights	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation/Amortization (Please enter a negative, or credit, balance)	\$ (543,566)	\$ (7,826)	\$ -	\$ (551,392)
<b>TOTAL</b>	<b>\$ 324,675</b>	<b>\$ (1,968)</b>	<b>\$ -</b>	<b>\$ 322,707</b>

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.):	\$ -
<b>TOTAL</b>	<b>\$ -</b>

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
Proprietary fund	\$ 120,770

## 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	3.787
<b>Total mills</b>	<b>3.787</b>

General/Other mills

Total mills

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.

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

Board Member	Print Board Member's Name	
1	Johnathon Opperman	I <u>Johnathon Opperman</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>3/23/2023</u> My term Expires: <u>May 2023</u>
2	Frank West	I <u>Frank West</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>03-24-2023</u> My term Expires: <u>05. 2023</u>
3	Walter Welton	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: <u>05-2023</u>
4	Ron Holan	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 <u>Ronald Holan</u> Date: <u>3/27/23</u> My term Expires: <u>05/2025</u>
5	Robert Vinson	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: <u>05/2025</u>
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: _____
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: _____

Allenspark Water and Sanitation District  
 Comparative Statement of Assets, Liabilities and Net Assets  
 December 31, 2022 and 2021

	<b>Assets</b>	<u>2022</u>	<u>2021</u>
<b>Current</b>			
Cash and cash equivalents		\$ 442,878	\$ 442,621
Accounts receivable		6,061	3,975
Accounts receivable, taxes		11,587	11,398
Inventory		4,269	3,957
Prepaid expenses		<u>1,631</u>	<u>1,420</u>
Total current assets		<u>466,426</u>	<u>463,371</u>
 <b>Other</b>			
Utility plant in service		<u>322,707</u>	<u>324,675</u>
Total noncurrent assets		<u>322,707</u>	<u>324,675</u>
Total assets		<u>\$ 789,133</u>	<u>\$ 788,046</u>
	 <b>Liabilities</b>		
<b>Current Liabilities</b>			
Accounts payable		\$ 2,380	\$ 1,693
Accrued expenses payable		3,664	4,770
Deferred revenue		<u>11,587</u>	<u>11,398</u>
Total current liabilities		<u>17,631</u>	<u>17,861</u>
	 <b>Net Assets</b>		
Invested in capital assets, net of related debt		322,707	324,675
Unrestricted net assets			
Designated net assets		237,124	227,724
Undesignated net assets		<u>211,671</u>	<u>218,528</u>
Total net assets		<u>771,502</u>	<u>770,927</u>
Total liabilities and net assets		<u>\$ 789,133</u>	<u>\$ 788,788</u>

Allenspark Water and Sanitation District  
 Comparative Statement of Revenues, Expenses and Net Assets  
 For the Years Ended December 31, 2022 and 2021

	<u>2022</u>	<u>2021</u>
<b>Operating Revenues</b>		
Charge for services	\$ 81,466	\$ 82,282
<b>Operating Expenses</b>		
Treatment	52,218	42,805
Administrative	40,575	35,544
Total operating expenses	<u>92,793</u>	<u>78,349</u>
<b>Operating income</b>	<u>(11,327)</u>	<u>3,933</u>
<b>Nonoperating Revenues</b>		
System investment fees	-	10,000
Miscellaneous income	554	1,075
Tax revenues	11,348	10,576
Total nonoperating revenues	<u>11,902</u>	<u>21,651</u>
<b>Increase in net assets</b>	575	25,584
Total net assets - beginning	<u>770,927</u>	<u>745,343</u>
Total net assets - ending	<u>\$ 771,502</u>	<u>\$ 770,927</u>

No assurances are provided on these financial statements

Allenspark Water and Sanitation District  
 Comparative Schedule of Treatment and Administrative Expenses  
 For the Years Ended December 31, 2022 and 2021

	<b>TREATMENT</b>	<u>2022</u>	<u>2021</u>
<b>Payroll</b>			
Salaries		\$ 24,754	\$ 20,287
Payroll taxes		<u>2,035</u>	<u>1,955</u>
		26,789	22,242
<b>Other</b>			
Depreciation		7,826	8,246
Operating supplies		<b>2,365</b>	1,126
Repairs and maintenance		<b>4,724</b>	3,358
Utilities		<b>5,891</b>	3,259
Vehicle		2,296	2,242
Water tests and permits		<u>2,327</u>	<u>2,332</u>
<b>Total collection expenses</b>		<u>\$ 52,218</u>	<u>\$ 42,805</u>

	<b>ADMINISTRATIVE</b>		
<b>Payroll</b>			
Salaries		\$ 22,506	\$ 19,044
Payroll taxes		<u>1,878</u>	<u>1,836</u>
		24,384	20,880
<b>Other</b>			
Insurance		<b>3,715</b>	2,614
Legal and professional		<b>4,461</b>	4,163
Miscellaneous		3,846	2,496
Office		4,006	3,996
Rent		-	1,200
Treasurers fee		<u>163</u>	<u>195</u>
<b>Total administrative expenses</b>		<u>\$ 40,575</u>	<u>\$ 35,544</u>

Allenspark Water and Sanitation District  
Schedule of Revenues, Expenses and Other Budgeted Items  
For the Year Ended December 31, 2022

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavor- able)</u>
<b>Revenue</b>			
Operating revenues	\$ 83,250	\$ 81,466	\$ (1,784)
<b>Expenses</b>			
Treatment	52,585	44,392	8,194
Administration	47,485	40,575	6,910
Total expenses	<u>100,070</u>	<u>84,967</u>	<u>15,103</u>
<b>Operating income</b>	<u>(16,820)</u>	<u>(3,501)</u>	<u>13,319</u>
<b>Nonoperating revenues (expenses)</b>			
Interest income	40	554	514
Taxes	<u>12,484</u>	<u>11,348</u>	<u>(1,136)</u>
Increase in net assets	<u>12,524</u>	<u>11,902</u>	<u>(622)</u>
<b>Net income</b>	(4,296)	8,401	12,697
<b>Other budgeted items</b>			
Non-expense			
Purchase/construction of fixed assets	11,300	5,859	5,441
Transfer to (from) reserves	<u>9,400</u>	<u>9,400</u>	<u>-</u>
	<u>20,700</u>	<u>15,259</u>	<u>5,441</u>
<b>Net income including other budgeted items</b>	<u>\$ (24,996)</u>	<u>\$ (6,858)</u>	<u>\$ 18,138</u>

No assurances are provided on these financial statements

Allenspark Water and Sanitation District  
Schedule of Treatment and Administrative Expenses  
For the Year Ended December 31, 2021

			Variance Favorable (Unfavor- able)
<b>TREATMENT</b>			
<b>Payroll</b>	<u>Budget</u>	<u>Actual</u>	
Salaries	\$ 32,794	\$ 24,754	\$ 8,040
Payroll taxes	<u>2,591</u>	<u>2,035</u>	<u>557</u>
	35,385	26,789	8,597
<b>Other</b>			
Operating supplies	6,550	2,365	4,185
Repairs and maintenance	2,800	4,724	(1,924)
Utilities	6,300	5,891	409
Vehicle	-	2,296	(2,296)
Water tests and permits	<u>1,550</u>	<u>2,327</u>	<u>(777)</u>
Total treatment expenses	<u>\$ 52,585</u>	<u>\$ 44,392</u>	<u>\$ 8,194</u>
<b>ADMINISTRATIVE</b>			
<b>Payroll</b>			
Salaries	\$ 22,506	\$ 22,506	\$ -
Payroll taxes	<u>1,779</u>	<u>1,878</u>	<u>(99)</u>
	24,285	24,384	(99)
<b>Other</b>			
Insurance	8,350	3,715	4,635
Legal and professional	5,950	4,461	1,489
Miscellaneous	5,155	3,846	1,309
Office supplies	3,745	4,006	(261)
Treasurers fee	<u>-</u>	<u>163</u>	<u>(163)</u>
Total administrative expenses	<u>\$ 47,485</u>	<u>\$ 40,575</u>	<u>\$ 7,073</u>