**LIITTJOHANN, KAUFFMAN, and PEDERSON**
Certified Public Accountants

David A. Kauffman, C.P.A., P.C.

Daniel M. Pederson, C.P.A.'s, P.C.

# INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

To the Board of Directors
Town of Raymer
New Raymer, Colorado

Management is responsible for the accompanying financial statements of the Town of Raymer (a local government), which comprise the balance sheet as of December 31, 2022, and the related statements of revenue and expenditures for the year then ended, included in the accompanying prescribed form in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements included in the accompanying prescribed form nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the financial statements included in the accompanying prescribed form.

The financial statements included in the accompanying prescribed form are presented in accordance with the requirements of the Colorado State Auditor and are not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Town of Raymer and Colorado State Auditor and is not intended to be and should not be used by anyone other than these specified parties.

Fort Morgan, Colorado
January 26, 2023

420 East Platte Avenue, Suite A
Ft. Morgan, CO 80701
(970) 867-4922

106 East First Street
Julesburg, CO 80737
(970) 474-3326

# APPLICATION FOR EXEMPTION FROM AUDIT

# SHORT FORM

## IF EITHER REVENUES OR EXPENDITURES EXCEED $100,000, USE THE LONG FORM.

**Under the Local Government Audit Law (Section 29-1-601, et seq., C.R.S.) any local government may apply for an exemption from audit if neither revenues nor expenditures exceed $750,000 in the year.**

## EXEMPTIONS FROM AUDIT ARE NOT AUTOMATIC

**To qualify for exemption from audit, a local government must complete an Application for Exemption from Audit EACH YEAR and submit it to the Office of the State Auditor (OSA).**

**Any preparer of an Application for Exemption from Audit-SHORT FORM must be a person skilled in governmental accounting.**

**Approval for an exemption from audit is granted only upon the review by the OSA.**

## READ ALL INSTRUCTIONS BEFORE COMPLETING AND SUBMITTING THIS FORM

**ALL APPLICATIONS MUST BE FILED WITH THE OSA WITHIN 3 MONTHS AFTER THE ACCOUNTING YEAR-END.**

**FOR EXAMPLE, APPLICATIONS MUST BE RECEIVED BY THE OSA ON OR BEFORE MARCH 31 FOR GOVERNMENTS WITH A DECEMBER 31 YEAR-END.**

**GOVERNMENTAL ACTIVITY SHOULD BE REPORTED ON THE MODIFIED ACCRUAL BASIS**
**PROPRIETARY ACTIVITY SHOULD BE REPORTED ON A BUDGETARY BASIS**

## POSTMARK DATES WILL NOT BE ACCEPTED AS PROOF OF SUBMISSION ON OR BEFORE THE STATUATORY DEADLINE

**PRIOR YEAR FORMS ARE OBSOLETE AND WILL NOT BE ACCEPTED.**
**APPLICATIONS SUBMITTED ON FORMS OTHER THAN THOSE PRESCRIBED BY THE OSA WILL NOT BE ACCEPTED.**

**APPLICATIONS MUST BE FULLY AND ACCURATELY COMPLETED.**

**FOR YOUR REFERENCE, COLORADO REVISED STATUTES CAN BE FOUND AT:**

**http://www.lexisnexis.com/hottopics/Colorado/**

## CHECKLIST

- ☑ **Has the preparer signed the application?**
- ☑ **Has the entity corrected all Prior Year Deficiencies as communicated by the OSA?**
- ☑ **Has the application been PERSONALLY reviewed and approved by the governing body?**
- ☑ **Did you include any relevant explanations for unusual items in the appropriate spaces at the end of each section?**
- ☑ **Will this application be submitted electronically?**
  - ☐ **If yes, have you read and understand the new Electronic Signature Policy? See new policy -> here**

  **--or--**

  - ☑ **If yes, have you included a resolution?**
  - ☑ **Does the resolution state that the governing body PERSONALLY reviewed and approved the resolution in an open public meeting?**
  - ☑ **Has the resolution been signed by a MAJORITY of the governing body? (See sample resolution.)**
- ☐ **Will this application be submitted via a mail service? (e.g. US Post Office, FedEx, UPS, courier.)**
  - ☐ **If yes, does the application include ORIGINAL INK SIGNATURES from the MAJORITY of the governing body?**

## FILING METHODS

**NEW METHOD!** Register and submit your Applications at our new portal!

**WEB PORTAL:** **https://apps.leg.co.gov/osa/lg**

**MAIL:** **Office of the State Auditor**
**Local Government Audit Division**
**1525 Sherman St., 7th Floor**
**Denver, CO 80203**

**QUESTIONS?** **Email: osa.lg@coleg.gov OR Phone: 303-869-3000**

## IMPORTANT!

All Applications for Exemption from Audit are subject to review and approval by the Office of the State Auditor.

Governmental Activity should be reported on the Modified Accrual Basis

Proprietary Activity should be reported on the Cash or Budgetary Basis

Failure to file an application or denial of the request could cause the local government to lose its exemption from audit for that year and the ensuing year.

In that event, AN AUDIT SHALL BE REQUIRED.

# APPLICATION FOR EXEMPTION FROM AUDIT

## SHORT FORM

| | | |
|---|---|---|
| NAME OF GOVERNMENT | Town of Raymer | For the Year Ended 12/31/22 or fiscal year ended: |
| ADDRESS | P.O. Box 146 | |
| | New Raymer, CO 80742 | |
| | | |
| CONTACT PERSON | Cary Lambert | |
| PHONE | (970)768-3514 | |
| EMAIL | townofraymer@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: | David A Kauffman, CPA |
| TITLE | CPA |
| FIRM NAME (if applicable) | Liittjohann, Kauffman and Pederson, CPAs |
| ADDRESS | 420 East Platte Avenue, Fort Morgan, CO 80701 |
| PHONE | (970)867-4922 |
| DATE PREPARED | 1/26/2023 |

PREPARER (SIGNATURE REQUIRED)

| 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) | $ 13,453 | |
| 2-2 | | Specific ownership | $ 1,083 | |
| 2-3 | | Sales and use | $ - | |
| 2-4 | | Other (specify): Severance Tax | $ 4,378 | |
| 2-5 | Licenses and permits | | $ 25 | |
| 2-6 | Intergovernmental: | Grants | $ 14,076 | |
| 2-7 | | Conservation Trust Funds (Lottery) | $ 1,734 | |
| 2-8 | | Highway Users Tax Funds (HUTF) | $ 7,518 | |
| 2-9 | | Other (specify): Cigarette Tax | $ 355 | |
| 2-10 | Charges for services | | $ - | |
| 2-11 | Fines and forfeits | | $ - | |
| 2-12 | Special assessments | | $ - | |
| 2-13 | Investment income | | $ 530 | |
| 2-14 | Charges for utility services | | $ 34,278 | |
| 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): Rents and Royalties | | $ 12,514 | |
| 2-22 | Miscellaneous Income | | $ 180 | |
| 2-23 | | | $ - | |
| 2-24 | (add lines 2-1 through 2-23) | TOTAL REVENUE | $ 90,124 | |

# 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 | | $ 729 | |
| 3-2 | Salaries | | $ 8,770 | |
| 3-3 | Payroll taxes | | $ - | |
| 3-4 | Contract services | | | |
| 3-5 | Employee benefits | | $ - | |
| 3-6 | Insurance | | $ 4,716 | |
| 3-7 | Accounting and legal fees | | $ 2,062 | |
| 3-8 | Repair and maintenance | | $ 1,464 | |
| 3-9 | Supplies | | $ 1,850 | |
| 3-10 | Utilities and telephone | | $ 18,601 | |
| 3-11 | Fire/Police | | $ - | |
| 3-12 | Streets and highways | | $ - | |
| 3-13 | Public health | | $ - | |
| 3-14 | Capital outlay | | $ - | |
| 3-15 | Utility operations | | $ 14,371 | |
| 3-16 | Culture and recreation | | $ 275 | |
| 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 | $ 52,838 | |

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. | ☐ | ☑ |
| 4-2 | Is the debt repayment schedule attached? If no, MUST explain: | ☐ | ☐ |
| 4-3 | Is the entity current in its debt service payments? If no, MUST explain: | ☐ | ☐ |

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

*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? | $ - | | |
| | Date the debt was authorized: | | | |
| 4-6 | Does the entity intend to issue debt within the next calendar year? | | ☐ | ☑ |
| If yes: | How much? | $ - | | |
| 4-7 | Does the entity have debt that has been refinanced that it is still responsible for? | | ☐ | ☑ |
| If yes: | What is the amount outstanding? | $ - | | |
| 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? | $ - | | |

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 | $ 269,909 | |
| 5-2 | Certificates of deposit | $ - | |
| | **Total Cash Deposits** | | $ 269,909 |
| | Investments (if investment is a mutual fund, please list underlying investments): | | |
| 5-3 | Colo Trust Account | $ 31,800 | |
| | | $ - | |
| | | $ - | |
| | | $ - | |
| | **Total Investments** | | $ 31,800 |
| | **Total Cash and Investments** | | $ 301,709 |

| | 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.? | ☑ | ☐ | ☐ |
| 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 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? | ☑ | ☐ |
| 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: | ☑ | ☐ |

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 | $ 6,600 | $ - | $ - | $ 6,600 |
| Buildings | $ 202,778 | $ - | $ - | $ 202,778 |
| Machinery and equipment | $ 96,451 | $ - | $ - | $ 96,451 |
| Furniture and fixtures | $ - | $ - | $ - | $ - |
| Infrastructure | $ - | $ - | $ - | $ - |
| Construction In Progress (CIP) | $ - | $ - | $ - | $ - |
| Leased Right-to-Use Assets | $ - | $ - | $ - | $ - |
| Other (explain): | $ - | $ - | $ - | $ - |
| Accumulated Depreciation/Amortization (Please enter a negative, or credit, balance) | $ - | $ - | $ - | $ - |
| TOTAL | $ 305,829 | $ - | $ - | $ 305,829 |

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? | ☐ | ☑ |
| 7-2 | Does the entity have a volunteer firefighters' pension plan? | ☐ | ☑ |

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.? | ☑ | ☐ | ☐ |
| 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:

| Governmental/Proprietary Fund Name | Total Appropriations By Fund |
|---|---|
| General Fund | $ 36,805 |
| Water Fund | $ 30,790 |
| Conservation Trust Fund | $ 1,340 |
| | |

# 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** | 30.481 |
| **Total mills** | 30.481 |

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?** | ☑ | ☐ |

# 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 1 | Print Board Member's Name<br>Cary Lambert, Mayor | I Cary Lambert, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.<br>Signed Cary Lambert<br>Date: 2-13-2023<br>My term Expires: April 1st 2024 |
| Board Member 2 | Print Board Member's Name<br>David Long, Trustee | I David E. Long, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.<br>Signed David E Long<br>Date: 2-13-2023<br>My term Expires: 4-1-2024 |
| Board Member 3 | Print Board Member's Name<br>Jan Sorensen, Trustee | I Jan Sorensen, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.<br>Signed Jan Sorensen<br>Date: 2-13-23<br>My term Expires: 4-1-23 |
| Board Member 4 | Print Board Member's Name<br>Sharon Fiscus, Trustee | I Sharon Fiscus, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.<br>Signed Sharon Fiscus<br>Date: 2-13-2023<br>My term Expires: 4-1-23 |
| Board Member 5 | 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.<br>Signed _____<br>Date: _____<br>My term Expires: _____ |
| Board Member 6 | Print Board Member's Name<br>Kathy Bell, Trustee | I Kathi Bell, attest I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit.<br>Signed Kathi Bell<br>Date: 2-13-23<br>My term Expires: 4-1-24 |
| 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.<br>Signed _____<br>Date: _____<br>My term Expires: _____ |

# RESOLUTION FOR EXEMPTION FROM AUDIT

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

A RESOLUTION APPROVING AN EXEMPTION FROM AUDIT FOR FISCAL YEAR 2022 FOR THE TOWN OF RAYMER, STATE OF COLORADO.

WHEREAS, the Board of Directors of the Town of Raymer wishes to claim exemption from audit requirements of Section 29-1-603, C.R.S.; and

WHEREAS, Section 29-1-604, C.R.S., states than any local government where neither revenues nor expenditures exceed seven hundred fifty thousand dollars may, with 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 Raymer exceeded $100,000.00 for Fiscal Year 2022; and

WHEREAS, and application for exemption from audit for the Town of Raymer has been prepared by Liittjohann, Kauffman and Pederson CPAs, an 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 Town of Raymer that the application for exemption from audit for the Town of Raymer for the Fiscal Year ended December 31, 2022, has been personally reviewed and is hereby approved by a majority of the Board of Directors of the Town of Raymer; that those members of the Town of Raymer have signified their approval by signing below; and that this resolution shall be attached to, and shall become part of, the application for exemption from audit of the Town of Raymer for the fiscal year ended December 31, 2022.

ADOPTED THIS 13 day of February, A.D. 2023.

Attest:

| Print Name: | Date: | Signature: |
|---|---|---|
| Cary Lambert | 2-13-23 | Cary Lambert |
| David E. Long | 2-13-23 | David E Long |
| Kathi Bell | 2-13-23 | Kathi Bell |
| Sharon J. Fiscus | 2-13-23 | Sharon Fiscus |
| Janice Sorensen | 2-13-23 | Janice Sorensen |