

APPLICATION FOR EXEMPTION FROM AUDIT
LONG FORM

FOR LOCAL GOVERNMENTS WITH EITHER REVENUES OR EXPENDITURES MORE THAN \$100,000 BUT NOT MORE THAN \$750,000

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 for the year.

If your local government has either revenues or expenditures of LESS than \$100,000, use the **SHORT FORM**.

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) for approval.

Any preparer of an Application for Exemption from Audit must be an independent accountant with knowledge of 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 STATUTORY 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 THIS ADDRESS:

<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?
- ☒ Are all sections of the form complete, including responses to all of the questions?
- ☐ 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](#)
 - of--
 - ☒ 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?

Checkout our new web portal. Register your account and submit electronic Applications for Exemption From Audit, Extension of Time to File requests, Audited Financial Statements, and more!

See the link below.

OSA LG Web Portal

FILING METHODS

NEW METHOD!

WEB PORTAL: Register and submit your Applications at our new portal:

<https://apps.leg.co.gov/osa/lq>

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 -- A Budget to GAAP reconciliation is provided in Part 3

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

LONG FORM

NAME OF GOVERNMENT
ADDRESS

Town of Pitkin
PO Box 9
Pitkin, Colorado

For the Year Ended
12/31/2022
or fiscal year ended:

CONTACT PERSON
PHONE
EMAIL

Sara Gibb
970-787-0031
tltownofpitkin@gmail.com

CERTIFICATION OF PREPARER

I certify that I am an independent accountant with knowledge of governmental accounting and that the information in the Application is complete and accurate to the best of my knowledge. I am aware that the Audit Law requires that a person independent of the entity complete the application if revenues or expenditure are at least \$100,000 but not more than \$750,000, and that independent means someone who is separate from the entity.

NAME:

John Cutler

TITLE

Principal

FIRM NAME (if applicable)

John Cutler & Associates, LLC

ADDRESS

600 17th Street, Suite 2800 S, Denver, Colorado 80202

PHONE

303-634-2259

DATE PREPARED

3/27/2023

RELATIONSHIP TO ENTITY

Independent Accountant

PREPARER (SIGNATURE REQUIRED)

John L. Cutler

Has the entity filed for, or has the district filed, a Title 32, Article 1 Special District Notice of Inactive Status during the year? [Applicable to Title 32 special districts only, pursuant to Sections 32-1-103 (9.3) and 32-1-104 (3), C.R.S.]

YES

☐

NO

☒

If Yes, date filed:

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Line #	Description	Governmental Funds		Assets	Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General Fund	Fund*			Fund*	Fund*	
1-1	Cash & Cash Equivalents	\$ 485,529	\$ -	Cash & Cash Equivalents	\$ -	\$ -		
1-2	Investments	\$ -	\$ -	Investments	\$ -	\$ -		
1-3	Receivables	\$ 7,884	\$ -	Receivables	\$ -	\$ -		
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$ -		
1-5	Property Tax Receivable	\$ -	\$ -	Other Current Assets [specify...]	\$ -	\$ -		
	All Other Assets [specify...]							
1-6	Lease Receivable (as Lessor)	\$ -	\$ -	Total Current Assets	\$ -	\$ -		
1-7		\$ -	\$ -	Capital & Right to Use Assets, net (from Part 6-4)	\$ -	\$ -		
1-8		\$ -	\$ -	Other Long Term Assets [specify...]	\$ -	\$ -		
1-9		\$ -	\$ -		\$ -	\$ -		
1-10		\$ -	\$ -		\$ -	\$ -		
1-11		\$ 493,413	\$ -	TOTAL ASSETS	\$ -	\$ -		
	Deferred Outflows of Resources:			(add lines 1-1 through 1-10)	TOTAL ASSETS			
1-12	[specify...]	\$ -	\$ -	Deferred Outflows of Resources	\$ -	\$ -		
1-13	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -		
1-14		\$ -	\$ -	(add lines 1-12 through 1-13)	TOTAL DEFERRED OUTFLOWS	\$ -	\$ -	
1-15	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ 493,413	\$ -	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ -	\$ -		
	Liabilities			Liabilities				
1-16	Accounts Payable	\$ 12,397	\$ -	Accounts Payable	\$ -	\$ -		
1-17	Accrued Payroll and Related Liabilities	\$ -	\$ -	Accrued Payroll and Related Liabilities	\$ -	\$ -		
1-18	Unearned Property Tax Revenue	\$ -	\$ -	Accrued Interest Payable	\$ -	\$ -		
1-19	Due to Other Entities or Funds	\$ -	\$ -	Due to Other Entities or Funds	\$ -	\$ -		
1-20	All Other Current Liabilities	\$ -	\$ -	All Other Current Liabilities	\$ -	\$ -		
1-21	(add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES	\$ 12,397	\$ -	(add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES	\$ -	\$ -		
1-22	All Other Liabilities [specify...]	\$ -	\$ -	Proprietary Debt Outstanding (from Part 4-4)	\$ -	\$ -		
1-23		\$ -	\$ -	Other Liabilities [specify...]:	\$ -	\$ -		
1-24		\$ -	\$ -		\$ -	\$ -		
1-25		\$ -	\$ -		\$ -	\$ -		
1-26		\$ -	\$ -		\$ -	\$ -		
1-27	TOTAL LIABILITIES	\$ 12,397	\$ -	(add lines 1-21 through 1-26) TOTAL LIABILITIES	\$ -	\$ -		
	Deferred Inflows of Resources:			Deferred Inflows of Resources				
1-28	Deferred Property Taxes	\$ -	\$ -	Pension/OPEB Related	\$ -	\$ -		
1-29	Lease related (as lessor)	\$ -	\$ -	Other [specify...]	\$ -	\$ -		
1-30	(add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS	\$ -	\$ -	(add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS	\$ -	\$ -		
	Fund Balance			Net Position				
1-31	Nonspendable Prepaid	\$ -	\$ -	Net Investment in Capital Assets	\$ -	\$ -		
1-32	Nonspendable Inventory	\$ -	\$ -					
1-33	Restricted [specify...]	\$ 17,602	\$ -	Emergency Reserves	\$ -	\$ -		
1-34	Committed [specify...]	\$ 95,930	\$ -	Other Designations/Reserves	\$ -	\$ -		
1-35	Assigned [specify...]	\$ -	\$ -	Restricted	\$ -	\$ -		
1-36	Unassigned:	\$ 367,484	\$ -	Undesignated/Unreserved/Unrestricted	\$ -	\$ -		
1-37	(Add lines 1-31 through 1-36) This total should be the same as line 3-33	\$ 481,016	\$ -	(Add lines 1-31 through 1-36) This total should be the same as line 3-33	\$ -	\$ -		
	TOTAL FUND BALANCE	\$ 481,016	\$ -	TOTAL NET POSITION	\$ -	\$ -		
1-38	(Add lines 1-27, 1-30 and 1-37) This total should be the same as line 1-15			(Add lines 1-27, 1-30 and 1-37) This total should be the same as line 1-15				
	TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE	\$ 493,413	\$ -	TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$ -	\$ -		

PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

Governmental Funds		Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
Line #	Description	General Fund	Fund*	
Tax Revenue				
2-1	Property [include mills levied in Question 1b-6]	\$ 26,871	\$ -	
2-2	Specific Ownership	\$ 1,732	\$ -	
2-3	Sales and Use Tax	\$ 71,069	\$ -	
2-4	Other Tax Revenue [specify...]: Cigarette Tax	\$ 107	\$ -	
2-5	Franchise Fees	\$ 1,088	\$ -	
2-6		\$ -	\$ -	
2-7		\$ -	\$ -	
2-8	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ 100,867	\$ -	
2-9	Licenses and Permits	\$ 4,649	\$ -	
2-10	Highway Users Tax Funds (HUTF)	\$ 20,104	\$ -	
2-11	Conservation Trust Funds (Lottery)	\$ 1,207	\$ -	
2-12	Community Development Block Grant	\$ -	\$ -	
2-13	Fire & Police Pension	\$ -	\$ -	
2-14	Grants	\$ -	\$ -	
2-15	Donations	\$ 9	\$ -	
2-16	Charges for Sales and Services	\$ 7,691	\$ -	
2-17	Rental Income	\$ -	\$ -	
2-18	Fines and Forfeits	\$ -	\$ -	
2-19	Interest/Investment Income	\$ 3,907	\$ -	
2-20	Tap Fees	\$ -	\$ -	
2-21	Proceeds from Sale of Capital Assets	\$ -	\$ -	
2-22	All Other [specify...]: Other Income	\$ 73,006	\$ -	
2-23		\$ -	\$ -	
2-24	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ 211,440	\$ -	
Other Financing Sources				
2-25	Debt Proceeds	\$ -	\$ -	
2-26	Lease Proceeds	\$ -	\$ -	
2-27	Developer Advances	\$ -	\$ -	
2-28	Other [specify...]:	\$ -	\$ -	
2-29	Add lines 2-25 through 2-28 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	
2-30	Add lines 2-24 and 2-29 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 211,440	\$ -	
GRAND TOTALS				211,440

IF GRAND TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 -STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

PART 3 - FINANCIAL STATEMENTS - OPERATING STATEMENT - EXPENDITURES/EXPENSES

Governmental Funds		Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
Line #	Description	General Fund	Fund*	
Expenditures				
3-1	General Government	\$ 37,315	\$ -	\$ -
3-2	Judicial	\$ -	\$ -	\$ -
3-3	Law Enforcement	\$ -	\$ -	\$ -
3-4	Fire	\$ 8,250	\$ -	\$ -
3-5	Highways & Streets	\$ 42,244	\$ -	\$ -
3-6	Solid Waste	\$ -	\$ -	\$ -
3-7	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	\$ -
3-8	Health	\$ -	\$ -	\$ -
3-9	Culture and Recreation	\$ 3,091	\$ -	\$ -
3-10	Transfers to other districts	\$ -	\$ -	\$ -
3-11	Other [specify...]:	\$ -	\$ -	\$ -
3-12		\$ -	\$ -	\$ -
3-13		\$ -	\$ -	\$ -
3-14	Capital Outlay	\$ 37,617	\$ -	\$ -
Debt Service				
3-15	Principal (should match amount in 4-4)	\$ -	\$ -	\$ -
3-16	Interest	\$ -	\$ -	\$ -
3-17	Bond Issuance Costs	\$ -	\$ -	\$ -
3-18	Developer Principal Repayments	\$ -	\$ -	\$ -
3-19	Developer Interest Repayments	\$ -	\$ -	\$ -
3-20	All Other [specify...]:	\$ -	\$ -	\$ -
3-21		\$ -	\$ -	\$ -
3-22	Add lines 3-1 through 3-21 TOTAL EXPENDITURES	\$ 128,517	\$ -	\$ 128,517
3-23	Interfund Transfers (In)	\$ -	\$ -	\$ -
3-24	Interfund Transfers Out	\$ -	\$ -	\$ -
3-25	Other Expenditures (Revenues):	\$ -	\$ -	\$ -
3-26		\$ -	\$ -	\$ -
3-27		\$ -	\$ -	\$ -
3-28		\$ -	\$ -	\$ -
3-29	(Add lines 3-23 through 3-28) TRANSFERS AND OTHER EXPENDITURES	\$ -	\$ -	\$ -
3-30	Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures Line 2-30, less line 3-22, less line 3-29	\$ 82,923	\$ -	\$ -
3-31	Fund Balance, January 1 from December 31 prior year report	\$ 398,093	\$ -	\$ -
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	\$ -
3-33	Fund Balance, December 31 Sum of Lines 3-30, 3-31, and 3-32 This total should be the same as line 1-37.	\$ 481,016	\$ -	\$ -
IF GRAND TOTAL EXPENDITURES for all funds (Line 3-22) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.				

PART 6 - CAPITAL AND RIGHT-TO-USE ASSETS

Please answer the following question by marking in the appropriate box

Please use this space to provide any explanations or comments:

6-1 Does the entity have capitalized 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:

YES NO
☐ ☒
☐ ☒

6-3

Complete the following Capital & Right-To-Use Assets table for GOVERNMENTAL FUNDS:	Balance - beginning of the year ¹	Additions ²	Deletions	Year-End Balance
Land	\$ 19,400	\$ -	\$ -	\$ 19,400
Buildings	\$ 244,190	\$ -	\$ -	\$ 244,190
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ 24,208	\$ -	\$ -	\$ 24,208
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Intangible Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Amortization Right to Use Leased Assets (Enter a negative, or credit, balance)	\$ (94,871)	\$ (7,627)	\$ -	\$ (102,498)
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 192,927	\$ (7,627)	\$ -	\$ 185,300

6-4

Complete the following Capital & Right-To-Use Assets table for PROPRIETARY FUNDS:	Balance - beginning of the year*	Additions	Deletions	Year-End Balance
Land	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Machinery and equipment	\$ -	\$ -	\$ -	\$ -
Furniture and fixtures	\$ -	\$ -	\$ -	\$ -
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Intangible Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Amortization Right to Use Leased Assets (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

* Must agree to prior year-end balance

- Generally capital asset additions should be reported at capital outlay on line 3-14 and capitalized in accordance with the government's capitalization policy. Please explain any discrepancy

PART 7 - PENSION INFORMATION

*

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?

\$ -
\$ -
\$ -
TOTAL \$ -

Please use this space to provide any explanations or comments:

YES NO
☐ ☒
☐ ☒

PART 8 - BUDGET INFORMATION

Please use this space to provide any explanations or comments:

100

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PART 9 - TAX PAYER'S BILL OF RIGHTS (TABOR)

Please use this space to provide any explanations or comments:

100

PART 10 - GENERAL INFORMATION

100

18

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Please use this space to provide any additional explanations or comments not previously included:

OSA USE ONLY

Entity Wide:		General Fund			Governmental Funds			Notes
Unrestricted Cash & Investments	\$	485,529	Unrestricted Fund Balan	\$	463,414	Total Tax Revenue	\$	100,867
Current Liabilities	\$	12,397	Total Fund Balance	\$	481,016	Revenue Paying Debt Service	\$	-
Deferred Inflow	\$	-	PY Fund Balance	\$	398,083	Total Revenue	\$	211,440
			Total Revenue	\$	211,440	Total Debt Service Principal	\$	-
			Total Expenditures	\$	128,517	Total Debt Service Interest	\$	-
			Interfund In	\$	-			
Governmental			Interfund Out	\$	-	Enterprise Funds		
Total Cash & Investments	\$	485,529	- Proprietary	\$		Net Position	\$	-
Transfers In	\$		- Current Assets	\$		- PY Net Position	\$	-
Transfers Out	\$	26,871	Deferred Outflow	\$		- Government-Wide		
Property Tax	\$		- Current Liabilities	\$		- Total Outstanding Debt	\$	-
Debt Service Principal	\$	128,517	Deferred Inflow	\$		- Authorized but Unissued	\$	-
Total Expenditures	\$		- Cash & Investments	\$		- Year Authorized		110/1900
Total Developer Advances	\$		- Principal Expense	\$				
Total Developer Repayments	\$			\$				

**TOWN OF PITKIN
RESOLUTION FOR EXEMPTION FROM AUDIT
(Pursuant to Section 29-1-604, C.R.S.)**

**RESOLUTION NO. 3
SERIES 2023**

A RESOLUTION/ORDINANCE APPROVING AN EXEMPTION FROM AUDIT FOR YEAR 2022 FOR THE **TOWN OF PITKIN**, STATE OF COLORADO.

WHEREAS, the **Board of Trustees of The Town of Pitkin** 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

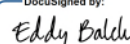
WHEREAS, neither revenues nor expenditures for **The Town of Pitkin** exceeded \$750,000 for Year 2022; and

WHEREAS, an application for exemption from audit for **The Town of Pitkin** has been prepared by **John Cutler and Associates**, 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/ordained by the **Board of Trustees** of the **Town of Pitkin, Colorado** that the application for exemption from audit for **The Town of Pitkin** for the year ended December 31, 2022, has been personally reviewed and is hereby approved by a majority of the **The Board of Trustees** of the **Town of Pitkin** that those members of the **The Town of Pitkin** 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 **The Town of Pitkin** for the year ended December 31, 2022.

ADOPTED THIS 29th day of March, 2022

DocuSigned by:

6A118D0E35B3400...

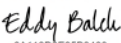
Eddy Balch, Mayor

DocuSigned by:

1BBC9C144B64476...

ATTEST:

Sara Gibb, Town Clerk

Eddy Balch, Mayor	Term to April 2024	DocuSigned by:  6A118D0E35B3400...
Tom Gibb, Mayor pro tem	Term to April 2024	DocuSigned by:  00E4DB7EF3194F8...
Lucinda Lull	Term to April 2024	DocuSigned by:  40E8CA85C3354F1...
Chris Nasso	Term to April 2024	DocuSigned by:  DF93C7844231470...
Jerra Garetson	Term to April 2024	