

APPLICATION FOR EXEMPTION FROM AUDIT

SHORT FORM

NAME OF GOVERNMENT
ADDRESS

Towner Recreation Department
13858 3rd Street
Towner, Colorado 81071

For the Year Ended
12/31/24
or fiscal year ended:

CONTACT PERSON
PHONE
EMAIL

Susan Greenfield
719-691-5081
susmg07@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

Susan Greenfield
Towner Rec. Dist. Secretary - Treasurer
13858 3rd Street, Towner, CO 81071
719-691-5081

PREPARER (SIGNATURE REQUIRED)

DATE PREPARED

(No exemption shall be granted prior to the close of said fiscal year)

Susan Greenfield

25-Mar-25

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

GOVERNMENTAL
(MODIFIED ACCRUAL BASIS)



PROPRIETARY
(CASH OR BUDGETARY BASIS)



36-0000

PART 2 - REVENUES

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 the nearest dollar	Please use this space to provide any necessary explanations
		\$ 3,031	
2-1	Taxes: Property (report mills levied in question 10-7)	\$ 610	
2-2	Specific ownership	\$ -	
2-3	Sales and use	\$ 7	
2-4	Other (specify): Personal Property tax	\$ -	
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 (should agree to table 4-4, column 'Issued during year')	\$ -	
2-15	Debt proceeds	\$ -	
2-16	Lease proceeds (should agree to table 4-4, column 'Issued during year')	\$ -	
2-17	Developer Advances received	\$ -	
2-18	Proceeds from sale of capital assets	\$ -	
2-19	Fire and police pension	\$ 1,800	
2-20	Donations	\$ 2,100	
2-21	East End Senior Citizen's rent	\$ 106	
2-22	Transfer from Savings account	\$ -	
2-23	Reimbursement	\$ -	
2-24		\$ 7,654	
2-25	(add lines 2-1 through 2-25) TOTAL REVENUES	\$	

PART 3 - EXPENDITURES/EXPENSES

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 the nearest dollar	Please use this space to provide any necessary explanations
3-1	Administrative	\$ -	
3-2	Salaries	\$ -	
3-3	Payroll taxes	\$ -	
3-4	Contract services	\$ -	
3-5	Employee benefits	\$ 10	
3-6	Insurance	\$ 2,156	
3-7	Accounting and legal fees	\$ 77	
3-8	Repair and maintenance	\$ 2,512	
3-9	Supplies	\$ -	
3-10	Utilities and telephone	\$ -	
3-11	Fire/Police	\$ -	
3-12	Streets and highways	\$ -	
3-13	Public health	\$ -	
3-14	Capital outlay	\$ -	
3-15	Utility operations	\$ -	
3-16	Culture and recreation (should agree to table 4-4, column 'Retired during year')	\$ -	
3-17	Debt service principal	\$ -	
3-18	Debt service interest (should agree to table 4-4, column 'Retired during year')	\$ -	
3-19	Repayment of Developer Advance	\$ -	
3-20	Principal	\$ -	
3-21	Repayment of Developer Advance Interest	\$ -	
3-22	Contribution to pension plan	\$ -	
3-23	Contribution to Fire & Police Pension Assoc.	\$ 157	
3-24	Treasurer Fees	\$ 500	
3-25	Scholarship to lawn care man	\$ 2,000	
3-26	Transferred funds to Savings and NOW accounts	\$ 2,082	
3-27	Replace water [ump and pressure tank	\$ -	
3-28	(add lines 3-1 through 3-27) TOTAL EXPENDITURES/EXPENSES	\$ 9,494	

If TOTAL REVENUES (Line 2-26) or TOTAL EXPENDITURES (Line 3-28) 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? ☐ Yes ☒ No
(If 'No' is checked, skip to question 4-5)
(If 'Yes' is checked, please attach a copy of the entity's debt repayment schedule)

- 4-2 Is the debt **repayment** schedule attached? If no, **MUST** explain below: ☐ Yes ☐ No

- 4-3 Is the entity current in its debt service **payments**? If no, **MUST** explain below: ☐ Yes ☐ No

4-4 Please complete the following debt schedule, if applicable: (please only include principal amounts) (enter all amounts 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 & SBITA** Liabilities [GASB 87 & 96]	\$ -	\$ -	\$ -	\$ -
Developer Advances	\$ -	\$ -	\$ -	\$ -
Other (specify):	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -

**Subscription-Based Information Technology Arrangements

*Must agree to prior year-end balance

Please answer the following questions by marking the appropriate boxes.

Yes No

- 4-5 Does the entity have any authorized but unissued debt as of its fiscal year-end? ☐ Yes ☒ No
 How much? \$ -

Date the debt was authorized:

- NEW 4-6 Is the authorized but unissued debt further limited by the entity's most recent Service Plan? ☐ Yes ☒ No

If yes: How much? \$ -
 Date of the most recent Service Plan:

- 4-7 Does the entity intend to issue debt within the next calendar year? ☐ Yes ☒ No

If yes: How much? \$ -

- 4-8 Does the entity have debt that has been refinanced that it is still responsible for? ☐ Yes ☒ No

If yes: What is the amount outstanding? \$ -

- 4-9 Does the entity have any lease agreements? ☐ Yes ☒ No

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? \$ -

Part 4 - Please use this space to provide any explanations/comments or attach separate documentation, if needed

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	\$ 12,035	
5-2	Certificates of deposit	\$ -	
	TOTAL CASH DEPOSITS		\$ 12,035
5-3	Investments (if investment is a mutual fund, please list underlying investments)		
	NOW account	\$ 6,316	
		\$ -	
		\$ -	
		\$ -	
	TOTAL INVESTMENTS		\$ 6,316
	TOTAL CASH AND INVESTMENTS		\$ 18,351

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.? ☐ Yes ☐ No ☒ N/A
- 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.)? ☒ Yes ☐ No ☐ N/A

Part 5 - 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?
(If 'No' is checked, skip the rest of Part 6)
- 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*	Deletions	Year-End Balance
Land	\$ 150,000	\$ -	\$ -	\$ 150,000
Buildings	\$ 25,000	\$ -	\$ -	\$ 25,000
Machinery and equipment	\$ 500	\$ -	\$ -	\$ 500
Furniture and fixtures	\$ 2,000	\$ -	\$ -	\$ 2,000
Infrastructure	\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)	\$ -	\$ -	\$ -	\$ -
Leased & SBITA Right-to-Use Assets	\$ -	\$ -	\$ -	\$ -
Other (explain):	\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation/Amortization (Please enter a negative, or credit, balance)	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 177,500	\$ -	\$ -	\$ 177,500

*Must agree to prior year-end balance

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

Part 6 - Please use this space to provide any explanations/comments or attach documentation, if needed

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?

\$ -

Part 7 - 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.?
- If no, **MUST** explain:

☒

☐

☐

- 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 appropriated for each fund separately for the year reported (Please make sure each individual fund's appropriation agrees to how the budget was adopted. Do not combine funds)

Governmental/Proprietary Fund Name	Total Appropriations By Fund
General Fund	\$3,118.00

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 entity from the spending limitations of TABOR does not exempt the entity from the 3 percent emergency reserve requirement. All entities should determine if they meet this requirement of TABOR.

Part 9 - If no, MUST use this space to provide any explanations

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:

Please list the PRIOR name:

- 10-3 Is the entity a metropolitan district?

☐
☒

- 10-4 Please indicate what services the entity provides:

- 10-5 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:

- 10-6 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.]

☐
☒

If yes: Date filed:

- 10-7 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

Total mills

Yes

No

N/A

- 10-8 If the entity is a Title 32 Special District formed after 7/1/2000, has the entity filed its preceding year annual report with the State Auditor as required under SB 21-262 [Section 32-1-207 C.R.S.]? If **NO**, please explain.

☐
☒
☐

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

Print or type the names of ALL members of current governing body below.
A MAJORITY of the members of the governing body must sign below.

Board Member 1	Board Member's Name: Amy Schmidt I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit. My term expires: <u>2030</u>	Signature <u>Amy Schmidt</u> Date <u>March 31, 2025</u>
Board Member 2	Board Member's Name: Susan Greenfield I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit. My term expires: <u>2029</u>	Signature <u>Susan Greenfield</u> Date <u>March 31, 2025</u>
Board Member 3	Board Member's Name: _____ I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit. My term expires: _____	Signature _____ Date _____
Board Member 4	Board Member's Name: _____ I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit. My term expires: _____	Signature _____ Date _____
Board Member 5	Board Member's Name: _____ I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit. My term expires: _____	Signature _____ Date _____
Board Member 6	Board Member's Name: _____ I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit. My term expires: _____	Signature _____ Date _____
Board Member 7	Board Member's Name: _____ I attest that I am a duly elected or appointed board member, and that I have personally reviewed and approved this application for exemption from audit. My term expires: _____	Signature _____ Date _____

RESOLUTION/ORDINANCE FOR EXEMPTION FROM AUDIT

A RESOLUTION/ORDINANCE APPROVING AN EXEMPTION FROM AUDIT FOR THE FISCAL YEAR 2023 FOR THE TOWNER RECREATION DISTRICT, STATE OF COLORADO.

WHEREAS, the Towner Hall Board of the Towner Recreation District wishes to claim exemption for 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 provisions of Section 29-1-603, C.R.S.; and

WHEREAS, neither revenue nor expenditures for the Towner Recreation District exceeded \$100,000 for the fiscal year 2024, has been prepared by Susan Greenfield, the secretary/treasurer of the Towner Recreation District.

WHEREAS, said application for exemption has been completed in accordance with regulations, issued by the State Auditor.

Now THEREFORE, be it resolved/ordained by the Towner Hall Board of the Towner Recreation District that the application for exemption from audit for the Towner Recreation District for the Fiscal Year ended December 31, 2024, has been personally reviewed and approved by a majority of the Towner Hall Board of the Towner Recreation District; that those members of the Towner Hall Board have signified their approval by signing below; and that this resolution shall be attached to, and shall be part of, the application for exemption from audit of the Towner Recreation District for the Fiscal Year ended December 31, 2024.

Adopted this 27 day of March, A.D. 2025.

Susan Greenfield, President

2029

Susan Greenfield

Amy Schmidt, Member

2030

Amy Schmidt

Susan Greenfield

Secretary

To Whom It May Concern,

At this time, there are only two members of the Towner Recreation District Board, Susan Greenfield and Amy Schmidt. There are two other people who have agreed to be on the Towner Recreation Board, but as of yet, they have not completed the steps to make that happen.