

PEYTON FIRE PROTECTION DISTRICT

Administrative Offices

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 · 800-741-3254
Fax: 303-987-2032
<https://peytonfpd.colorado.gov/>

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
David Rolenc	President	2023/May 2023
Clayton Miller	Vice President	2023/May 2023
Ryan Orness	Treasurer	2023/May 2023
Amy Turner	Secretary	2023/May 2023
VACANT		2025/May 2023

DATE: February 14, 2023 (Tuesday)

TIME: 6:30 p.m.

PLACE: ***Physical Location***
Peyton Fire Protection District
13665 Railroad Street
Peyton, CO 80831

Zoom Meeting

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Phone Number: 1 (253) 215-8782

Meeting ID: 546 911 9353

Passcode: 912873

I. ADMINISTRATIVE MATTERS

A. Pledge of Allegiance.

B. Present Disclosures of Potential Conflicts of Interest.

C. Approve Agenda, confirm location of the meeting and posting of meeting notices.

D. Review and approve the Minutes of the January 10, 2023 Regular Meeting (enclosure).

- E. Discuss the vacancy on the Board and consider the appointment of eligible elector, Patrick Palacol, to the Board of Directors of the District. Administer Oath of Office.
-

- F. Consider appointment of Officers:

President _____
Vice President _____
Treasurer _____
Secretary _____
Asst. Secretary _____

II. PUBLIC COMMENT

- A. _____

III. FINANCIAL MATTERS

- A. Review and ratify approval of the payment of claims as follows (enclosure):

Fund	Period Ending January 31, 2023
General	\$ 23,907.80
Debt	\$ -0-
Capital	\$ 3,684.95
Total	\$ 27,592.75

- B. Review and accept unaudited financial statements for the period ending December 31, 2022 (enclosure).
-

- C. Discuss future financing ideas.
-

- D. Discuss update from CRL Associates Inc.
-

1. Review and ratify approval of Agreement between the District and CRL Associates, Inc. for an education campaign for the May 2, 2023 election (enclosure).
-

- E. Discuss FPPA 2023 Actuarial Study.
-

- F. Review and authorize execution of Application for Exemption from Audit for 2022 (enclosures).
-

IV. OFFICER REPORTS/ANNOUNCEMENTS

- A. Chief (to be distributed).
-

- 1. Call Volumes.

- 2. Personnel Count.

- 3. Update on District Vehicles.

- B. Assistant Chief.
-

- C. Captain.
-

- D. President.
-

- E. Vice President.
-

- F. Treasurer.
-

- G. Secretary.
-

- H. Auxiliary Report.
-

- 1. Discuss the events for the year.

V. LEGAL MATTERS

- A. Discuss updates on Station #2.
-

VI. OPERATIONS AND MAINTENANCE

- A. Discuss Strategic Plan.
-

- B. Discuss status of grant funding opportunities.
-

- C. Discuss Wildland Fire Program.
-

- D. Discuss computer and security system maintenance.
-

1. Discuss and consider approval of new security systems.
-

2. Discuss and consider approval of a new camera system.
-

- E. Discuss internet monitoring.
-

- F. Discuss and consider approval of the purchase of a snow plow for a truck.
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VII. OTHER BUSINESS

- A. Discuss future Agenda items.
-

VIII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY, MARCH 14, 2023.**

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PEYTON FIRE PROTECTION DISTRICT HELD JANUARY 10, 2023

A Regular Meeting of the Board of Directors of the Peyton Fire Protection District (referred to hereafter as “Board”) was held on Tuesday, the 10th day of January, 2023, at 6:30 p.m. at the Peyton Fire Protection District Fire Station, 13665 Railroad Street, Peyton, Colorado 80831 and was also held by conference call. The meeting was open to the public to join by both methods.

ATTENDANCE

Directors In Attendance Were:

David Rolenc
Clayton Miller
Ryan Orness
Amy Turner

Also In Attendance Were:

Steve Beck and Larry Loften; Special District Management Services, Inc. (“SDMS”)

Jack Reutzal, Esq.; Fairfield & Woods, P.C.

Chief Jeff Turner

Assistant Chief Oakley Revels

Firefighter Vickie Revels

Roger Sherman; CRL Associates, Inc.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Rolenc led the Board in reciting the Pledge of Allegiance.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney Reutzal noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. Mr.

RECORD OF PROCEEDINGS

Beck also noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No conflicts were noted.

ADMINISTRATIVE MATTERS

Agenda: Mr. Beck reviewed the proposed Agenda for the District’s Regular Meeting.

Following discussion, upon motion duly made by Director Turner, seconded by Director Rolenc and, upon vote, unanimously carried, the Agenda was approved, as presented.

Meeting Location/Manner and Posting of Meeting Notice: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District’s Board meeting. The Board meeting was held via teleconference and at the physical location.

Mr. Beck reported that notice was duly posted and that no objections to the telephonic manner of the meeting or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

Minutes: The Board reviewed Minutes from the December 13, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Rolenc, seconded by Director Turner and, upon vote, unanimously carried, the Minutes of the December 13, 2022 Regular Meeting were approved, as presented.

PUBLIC COMMENT

There were no comments from the public.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending December 31, 2022
General	\$ 30,854.63
Debt	\$ -0-
Capital	\$ 1,416.76
Total	\$ 32,271.39

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Orness, seconded by Director Miller and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims as presented.

Financial Statements: Mr. Beck reviewed with the Board the unaudited financial statements of the District for the period ending November 30, 2022 and statement of Cash Position as of November 30, 2022.

Following discussion, upon motion duly made by Director Miller, seconded by Director Turner and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending November 30, 2022 and statement of Cash Position as of November 30, 2022.

Future Financing Ideas: Mr. Beck discussed the status of purchasing T-Bills through Wells Fargo. Director Rolenc suggested that a private account be set up and Attorney Reutzel will review and report back to the Board.

Update from CRL Associates, Inc.: Mr. Sherman reviewed with the Board the contract and educational plan.

Agreement between the District and CRL Associates, Inc. for an Education Project for the May 2, 2023 Election: Attorney Reutzel reviewed with the Board an Agreement between the District and CRL Associates, Inc. for an education project for the May 2, 2023 election.

Following discussion, upon motion duly made by Director Miller, seconded by Director Turner and, upon vote, unanimously carried, the Board approved the Agreement between the District and CRL Associates, Inc. for an education project for the May 2, 2023 election, subject to language revision by CRL and final review by Attorney Reutzel.

OFFICER REPORTS/ ANNOUNCEMENTS

Fire Chief:

Monthly Call Volumes: Chief Turner reported that 568 calls were received in 2022 which is 21 more call than received in 2021. He also reported 69 calls were received in December 2022.

Personnel Count: Chief Turner reported that there are currently sixteen (16) fire fighters.

District Vehicles: Chief Turner reported that all vehicles are in service.

RECORD OF PROCEEDINGS

Assistant Chief: Assistant Chief Oakley Revels updated the Board on the Basic Life Support transport ambulance. It was noted he will have a license in a week and then on an annual basis.

Captain: There was no report at this time.

President: There was no report at this time.

Vice President: Director Miller asked for information about Director term limits. It was noted Patrick Palacol would like to be on the Board again.

Treasurer: There was no report at this time.

Secretary: Director Turner reported the Class A uniforms came in. It was noted the Chief's Ball is on February 24, 2023 and the Board is looking for donations for the silent auction.

Auxiliary Report: There was no report at this time.

Events for the Year: There was no report at this time.

LEGAL MATTERS

Station No. 2: Attorney Reutzler provided an update to the Board regarding Station No. 2 on Sweet Road. He noted he received an estimate for the subdivision extension plat, in the amount of \$2070 and \$915 for the site plan.

OPERATIONS AND MAINTENANCE

Strategic Plan: There was no update at this time.

Grant Funding Opportunities: There was no update at this time.

Wildland Fire Program: There was no update at this time.

Computer and Security System Maintenance: There was no update at this time.

Internet Monitoring: There was no update at this time.

OTHER BUSINESS

Upcoming Events: It was noted that there were no immediate upcoming events.

Future Agenda Items: It was noted to add the approval of the appointment of Patrick Palacol, adding a new security system, camera systems and purchasing a snow plow for a truck to the next meeting agenda.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Turner, seconded by Director Miller and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By /s/ Amy Turner
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 10, 2023 MEETING MINUTES OF THE PEYTON FIRE PROTECTION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Clayton Miller

David Rolenc

Ryan Orness

Amy Turner

**Peyton Fire Protection District
January-23**

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
Blaze Fire Safety	2893	1/11/2023	1/18/2023	\$ 944.00	Station Supplies	1703
Century Link	325B Dec. 2022	12/10/2022	1/9/2023	\$ 254.48	Utilities	1730
Century Link	620891332	12/16/2022	1/15/2023	\$ 357.81	Utilities	1730
City of Colorado Springs	PPRCN1311	11/18/2022	12/18/2022	\$ 6,880.58	CO Spgs - Radio Fees	1716
Colorado Division of Fire	22-59719	12/19/2022	12/19/2022	\$ 30.00	Structural Fire Training	1709
Craig Fire and Safety, Inc.	124510	12/30/2022	12/30/2022	\$ 1,663.20	Firefighting Equipment	1701
Daniel Zorob	Reimbursement 1/11/23	1/11/2023	1/11/2023	\$ 452.25	Uniforms	1707
Ed Glaser Propane, Inc	223950 Dec. 2022	12/22/2022	12/22/2022	\$ 785.00	Uniforms	1707
Ed Roehr Safety Products Co	528675	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528672	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528673	12/28/2022	1/27/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528669	12/28/2022	1/27/2023	\$ 304.98	Uniforms	1707
Ed Roehr Safety Products Co	528679	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528877	1/6/2023	1/18/2023	\$ 9.62	Uniforms	1707
Ed Roehr Safety Products Co	528676	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528678	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528677	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528667	12/28/2022	1/18/2023	\$ 290.58	Uniforms	1707
Ed Roehr Safety Products Co	528671	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528666	12/28/2022	1/18/2023	\$ 314.86	Uniforms	1707
Ed Roehr Safety Products Co	528668	12/28/2022	1/18/2023	\$ 314.86	Uniforms	1707
Ed Roehr Safety Products Co	528670	12/28/2022	12/28/2022	\$ 314.86	Uniforms	1707
Ed Roehr Safety Products Co	528875	1/6/2023	1/18/2023	\$ 9.62	Uniforms	1707
Ed Roehr Safety Products Co	528674	12/28/2022	1/18/2023	\$ 324.48	Uniforms	1707
Ed Roehr Safety Products Co	528876	1/6/2023	1/18/2023	\$ 9.62	Uniforms	1707
El Paso County Fleet Management Department	22020130-RI	12/31/2022	12/31/2022	\$ 782.04	Fuel	1714
Encompass Services, LLC	1/5/2023	1/3/2023	1/3/2023	\$ 2,985.00	Capital Expense	3763
John Deere Financial	Dec. 2022 Stmt	12/14/2022	12/14/2022	\$ 597.92	Station Supplies	1703
L.N. Curtis & Sons	INV655930	12/5/2022	1/4/2023	\$ 1,607.47	Station Supplies	1703
Mug-A-Bug, Inc	476194	12/14/2022	12/24/2022	\$ 94.00	Bldg & Grounds - Maintenance	1722
Napa Calhan	722705	1/18/2023	1/18/2023	\$ 666.06	Vehicle Repair and Maintenance	1712
Napa Calhan	FC 1/1/23	1/1/2023	1/1/2023	\$ 20.10	Vehicle Repair and Maintenance	1712
Quadmed, Inc.	227854	12/21/2022	1/18/2023	\$ 4.78	Medical Supplies	1708
Quadmed, Inc.	227774	12/20/2022	1/19/2023	\$ 699.95	Capital Expense	3763
Quadmed, Inc.	228102	12/28/2022	1/18/2023	\$ 71.58	Medical Supplies	1708
Quadmed, Inc.	228470	1/5/2023	1/18/2023	\$ 89.95	Medical Supplies	1708
Quadmed, Inc.	228047	12/27/2022	1/18/2023	\$ 85.95	Medical Supplies	1708
Quadmed, Inc.	227775	12/20/2022	1/19/2023	\$ 1,180.21	Medical Supplies	1708
Special Dist Management Svcs	Dec-22	12/31/2022	12/31/2022	\$ 1,322.40	Management	1680
Special Dist Management Svcs	Dec-22	12/31/2022	12/31/2022	\$ 1,480.00	Accounting	1612
Special Dist Management Svcs	Dec-22	12/31/2022	12/31/2022	\$ 48.70	Miscellaneous	1685
				\$27,592.75		

Peyton Fire Protection District

	January-23			
	General	Debt	Capital	Totals
Disbursements	23907.8		\$ 3,684.95	\$ 27,592.75
Visa Expenses		\$ -	\$ -	\$ -
Total Disbursements from Checking Acct	\$ 23,907.80	\$ -	\$ 3,684.95	\$ 27,592.75

PEYTON FIRE PROTECTION DISTRICT

Schedule of Cash Position

December 31, 2022

	<u>Rate</u>	<u>Operating</u>	<u>Capital Projects</u>	<u>Total</u>
Checking:				
First Bank Checking		\$ 16,134.65	\$ -	\$ 16,134.65
First Bank Payroll		\$ 2,588.00	\$ -	\$ 2,588.00
Investments:				
First Bank Savings		\$ 161,650.77	\$ -	\$ 161,650.77
First Bank Savings - Reserve		\$ 13,750.00	\$ -	\$ 13,750.00
First Bank Savings - TABOR		\$ 8,625.00	\$ -	\$ 8,625.00
Total Funds		<u><u>\$ 202,748.42</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 202,748.42</u></u>

2019 Mill Levy Information:

Certified General Fund Mill Levy	6.140
Certified Debt Service Fund Mill Levy	0.000

Board of Directors:

- * David Rolenc
- * Clayton Miller
- * Amy Turner
- * Ryan Orness

*Board member is an authorized signer on the checking account

PEYTON FIRE PROTECTION DISTRICT
Monthly Activity Summary
December 31, 2022

Account	Total	General Fund	Capital
Sources			
Taxes	\$ 5,201.54	\$ 5,201.54	\$ -
Interest, Donations, Other	257.73	257.73	-
Total Sources	<u>\$ 5,459.27</u>	<u>\$ 5,459.27</u>	<u>\$ -</u>
Uses			
Administrative	\$ 15,450.96	\$ 15,450.96	\$ -
Operations	36,284.80	36,284.80	-
Total Uses	<u>\$ 53,493.76</u>	<u>\$ 53,493.76</u>	<u>\$ -</u>
Net Source/(Use)	<u>\$ (48,034.49)</u>	<u>\$ (48,034.49)</u>	<u>\$ -</u>

PEYTON FIRE PROTECTION DISTRICT

FINANCIAL STATEMENTS

December 31, 2022

PEYTON FIRE PROTECTION DISTRICT
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 December 31, 2022

<u>ASSETS AND OTHER DEBITS</u>	<u>GENERAL</u>	<u>CAPITAL PROJECTS</u>	<u>FIXED ASSETS</u>	<u>TOTAL MEMO ONLY</u>
Assets				
Cash in Bank- First Bank Check	\$ 16,134.65	\$ -	\$ -	\$ 16,134.65
First Bank- Payroll	2,588.00	-	-	2,588.00
First Bank Savings	161,650.77	-	-	161,650.77
First Bank Reserve Fund	13,750.00	-	-	13,750.00
First Bank Tabor Reserve	8,625.00	-	-	8,625.00
Cash with County Treasurer	2,679.29	-	-	2,679.29
Property Taxes Receivable	310,336.89	-	-	310,336.89
Accounts Receivable	63.77	-	-	63.77
1997 Pumper	-	25,000.00	-	25,000.00
Prepaid Expenses	17,921.00	-	-	17,921.00
Due from Other Funds	-	-	-	-
Total Current Assets	<u>533,749.37</u>	<u>25,000.00</u>	<u>-</u>	<u>558,749.37</u>
Capital Assets				
Buildings	-	-	189,127.00	189,127.00
Grounds and Equipment	-	-	636,860.31	636,860.31
Vehicles	-	-	501,532.03	501,532.03
Accumulated Depreciation	-	-	(1,062,639.42)	(1,062,639.42)
Total Capital Assets	<u>-</u>	<u>-</u>	<u>264,879.92</u>	<u>264,879.92</u>
Total Assets	<u>\$ 533,749.37</u>	<u>\$ 25,000.00</u>	<u>\$ 264,879.92</u>	<u>\$ 823,629.29</u>
Liabilities				
Accounts Payable	\$ 30,490.24	\$ 699.95	\$ -	\$ 31,190.19
1997 Pumper Lease	-	12,004.58	-	12,004.58
Total Liabilities	<u>30,490.24</u>	<u>12,704.53</u>	<u>-</u>	<u>43,194.77</u>
Deferred Inflows of Resources				
Deferred Property Taxes	310,336.89	-	-	310,336.89
Total Deferred Inflows of Resources	<u>310,336.89</u>	<u>-</u>	<u>-</u>	<u>310,336.89</u>
Fund Balance				
Investment in Fixed Assets	-	-	264,879.92	264,879.92
Fund Balance	114,206.35	1,106.45	-	115,312.80
Restricted for Fireman's Morale and Welfare	480.00	-	-	480.00
Reserve for Contingencies	2,139.62	-	-	2,139.62
Tabor Reserve	7,974.00	-	-	7,974.00
Reserve for Capital	-	18,635.13	-	18,635.13
Current Year Earnings	68,122.27	(7,446.11)	-	60,676.16
Total Fund Balances	<u>192,922.24</u>	<u>12,295.47</u>	<u>264,879.92</u>	<u>470,097.63</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 533,749.37</u>	<u>\$ 25,000.00</u>	<u>\$ 264,879.92</u>	<u>\$ 823,629.29</u>

PEYTON FIRE PROTECTION DISTRICT
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the 12 Month Ending,
December 31, 2022
General Fund

Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenues					
Property Tax Revenue	\$ 16.01	\$ 315,252.40	\$ 315,126.00	\$ (126.40)	100.0%
Specific Ownership Taxes	5,185.53	32,766.03	32,000.00	(766.03)	102.4%
Interest Income	257.73	1,267.92	500.00	(767.92)	253.6%
Grants	-	-	2,000.00	2,000.00	0.0%
Firefighter Donations - Res.	-	918.00	500.00	(418.00)	183.6%
Rehabilitation Donations - Res.	-	-	500.00	500.00	0.0%
T-Shirts Donations - Res.	-	-	400.00	400.00	0.0%
Other Income	-	2,490.54	2,000.00	(490.54)	124.5%
Auxiliary Donation - Res.	-	-	500.00	500.00	0.0%
Total Revenues	5,459.27	352,694.89	353,526.00	831.11	99.8%
Expenditures					
<u>Administrative Expenses</u>					
Accounting	3,463.20	24,982.40	21,000.00	(3,982.40)	119.0%
Audit	-	-	400.00	400.00	0.0%
Election	14.80	14.80	6,000.00	5,985.20	0.2%
Insurance- SDA Liability, Auto	-	6,848.35	5,750.00	(1,098.35)	119.1%
Insurance-Auto	-	6,220.00	7,750.00	1,530.00	80.3%
Insurance-Worker's Comp	-	6,890.00	7,500.00	610.00	91.9%
Legal	3,214.18	8,906.68	24,000.00	15,093.32	37.1%
County Treasurer's Fees	0.26	4,737.53	4,727.00	(10.53)	100.2%
Management	3,735.20	17,726.00	30,000.00	12,274.00	59.1%
Computer Maintenance	-	2,388.00	2,500.00	112.00	95.5%
Office Expense	-	-	1,000.00	1,000.00	0.0%
Miscellaneous	515.14	2,399.58	4,000.00	1,600.42	60.0%
Election	-	703.54	-	(703.54)	0.0%
Workshops	-	-	3,250.00	3,250.00	0.0%
Professional Associations	151.62	433.44	1,000.00	566.56	43.3%
Community Outreach	-	-	2,500.00	2,500.00	0.0%
Salary Expense	3,750.00	45,000.00	45,000.00	-	100.0%
Payroll Processing Fees	93.70	1,188.65	1,300.00	111.35	91.4%
Payroll Taxes - Employer	55.36	1,640.42	1,500.00	(140.42)	109.4%
Pension Expense	457.50	5,002.51	5,000.00	(2.51)	100.1%
Total Administrative Expenditures	15,450.96	135,081.90	174,177.00	39,095.10	77.6%
<u>Operating Expenses</u>					
PPE-Structural Fire Equipment	-	2,617.67	6,000.00	3,382.33	43.6%
PPE-Wildland Equipment	-	-	5,000.00	5,000.00	0.0%
Firefighting Equipment	1,663.20	5,430.14	10,000.00	4,569.86	54.3%
PPE - Medical	-	-	2,000.00	2,000.00	0.0%
Station Supplies	2,645.38	11,699.11	2,000.00	(9,699.11)	585.0%
Station Tools	-	-	1,000.00	1,000.00	0.0%
Fire Prevention	-	-	500.00	500.00	0.0%
Office Supplies - Operations	-	462.58	1,000.00	537.42	46.3%
EMS Training	-	1,197.16	10,000.00	8,802.84	12.0%
Uniforms	4,489.32	11,700.88	2,500.00	(9,200.88)	468.0%
Medical Supplies	1,880.77	9,366.46	5,000.00	(4,366.46)	187.3%
Structural Fire Training	60.00	4,187.69	3,000.00	(1,187.69)	139.6%
Firefighter Health and Welfare	1,046.58	3,069.48	3,000.00	(69.48)	102.3%
Equipment Maintenance	2,821.79	4,733.31	3,500.00	(1,233.31)	135.2%
Vehicle Repair and Maintenance	6,833.28	30,176.26	40,000.00	9,823.74	75.4%
Wildland Fire Training	-	-	3,000.00	3,000.00	0.0%

PEYTON FIRE PROTECTION DISTRICT
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the 12 Month Ending,
December 31, 2022
General Fund

Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Fuel	3,307.83	15,402.83	13,000.00	(2,402.83)	118.5%
CO Spgs - Radio Fees	6,880.58	16,641.16	6,000.00	(10,641.16)	277.4%
Cell Phones & Tablets	-	1,292.61	6,000.00	4,707.39	21.5%
Radio Equipment	-	-	5,000.00	5,000.00	0.0%
ERS Reporting Service	-	416.00	3,000.00	2,584.00	13.9%
Bldg & Grounds - Maintenance	164.67	3,535.17	3,000.00	(535.17)	117.8%
Bldg & Grounds Equipment	-	-	1,000.00	1,000.00	0.0%
Auxiliary	-	-	1,000.00	1,000.00	0.0%
Rehabilitation	-	160.60	1,000.00	839.40	16.1%
Member Recognition	678.41	8,031.41	2,500.00	(5,531.41)	321.3%
Utilities	3,812.99	23,711.56	19,000.00	(4,711.56)	124.8%
Contingency	-	-	20,000.00	20,000.00	0.0%
Total Operation Expenditures	<u>36,284.80</u>	<u>153,832.08</u>	<u>178,000.00</u>	<u>24,167.92</u>	<u>86.4%</u>
Other Expenses					
Pension Plan Contribution	879.00	4,079.00	3,200.00	(879.00)	127.5%
Transfer to Capital	-	11,719.88	11,569.00	(150.88)	101.3%
Station #2 Dev Exp	-	438.74	-	(438.74)	0.0%
Firefighter Donations Expense	-	258.00	-	(258.00)	0.0%
Total Other Expenses	<u>879.00</u>	<u>16,495.62</u>	<u>14,769.00</u>	<u>(1,726.62)</u>	<u>111.7%</u>
Total Expenditures	52,614.76	305,409.60	366,946.00	61,536.40	
Excess (Deficiency) of Revenues Over Expenditures	(47,155.49)	47,285.29	(13,420.00)	(60,705.29)	
Fund balance adjustments	20,836.98	20,406.43			
Transfers and Other Sources (Uses)					
Change in Fund Balance	(26,318.51)	67,691.72	(13,420.00)	(60,705.29)	
Beginning Fund Balance	219,240.75	125,230.52	-	(125,230.52)	
Ending Fund Balance	<u>\$ 192,922.24</u>	<u>\$ 192,922.24</u>	<u>\$ (13,420.00)</u>	<u>\$ (185,935.81)</u>	

PEYTON FIRE PROTECTION DISTRICT
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the 12 Month Ending,
December 31, 2022
Capital Projects Fund

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Under/(Over) Budget</u>	<u>% of Budget</u>
Revenues					
Transfer from General Fund	\$ -	\$ 11,719.88	\$ 11,569.00	\$ (150.88)	101.3%
Grants	-	-	-	-	0.0%
Total Revenues	<u>-</u>	<u>11,719.88</u>	<u>11,569.00</u>	<u>(150.88)</u>	<u>101.3%</u>
Expenditures					
Miscellaneous	-	-	-	-	0.0%
Capital Expense	-	13,498.95	9,313.00	(4,185.95)	144.9%
Lease Purchase Principal Pmts	677.61	4,927.89	5,668.00	740.11	86.9%
Lease Purchase Interest	739.15	739.15	-	(739.15)	0.0%
Total Expenditures	<u>1,416.76</u>	<u>19,165.99</u>	<u>14,981.00</u>	<u>(4,184.99)</u>	<u>127.9%</u>
Excess (Deficiency) of Revenues Over Expenditures	(1,416.76)	(7,446.11)	(3,412.00)	4,034.11	
Transfers and Other Sources (Uses)					
Grants	-	-	-	-	
Total Transfers (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Change in Fund Balance	(1,416.76)	(7,446.11)	(3,412.00)	4,034.11	
Fund balance adjustment - lease	8,107.34	11,303.17			
Beginning Fund Balance	5,604.89	8,438.41	3,412.00	3,412.00	
Ending Fund Balance	<u>\$ 12,295.47</u>	<u>\$ 12,295.47</u>	<u>\$ -</u>	<u>\$ 7,446.11</u>	

CONSULTING AGREEMENT

THIS AGREEMENT is made effective as of January 12, 2023, by and between **CRL Associates, Inc.** whose principal address is 1137 Bannock Street, Denver, CO 80204 (the "Consultant") and the **Peyton Fire Protection District** whose principal address is c/o Special District Management Services, 141 Union Boulevard, Ste. 150, Lakewood, Co 80228-1898 (the "Client").

ARTICLE 1. TERM OF CONTRACT

Section 1.01. TERM. This Agreement will become effective on the date stated above and will continue until terminated by either party as provided in Section 5.01 of this Agreement.

ARTICLE 2. SERVICES TO BE PERFORMED BY CONSULTANT

Section 2.01. SPECIFIC SERVICES. Consultant will assist Client with public affairs and education services as outlined in the attached scope of services dated December 14, 2022 (Exhibit A).

Section 2.02. METHOD OF PERFORMANCE. In collaboration with Client, Consultant will determine the method, details, and means of performing the above described services.

Section 2.03. INDEPENDENT CONTRACTOR. Consultant shall perform the services under this Agreement as an independent contractor and shall not be treated as an employee of Client for federal, state or local tax purposes or any other purposes. Nothing contained in this Agreement shall be deemed to create a partnership or joint venture.

Section 2.04. WORK PRODUCT OWNERSHIP. All documentation and other work product developed by Consultant hereunder are and shall be the property of the Client.

ARTICLE 3. COMPENSATION

Section 3.01. FEES. For consulting services provided by Consultant, Client agrees to pay Consultant in accordance with the following terms and conditions:

- 1) General consulting Fee of \$17,500, in five monthly payments of \$3,500 invoiced January to May 2023.
- 2) Consultant will bill Client for collateral and other deliverables upon completion of those tasks.
- 3) Consultant will invoice Client for other ordinary out-of-pocket expenses (at-cost) including but not limited to mileage, parking, project-related meetings, photocopies, postage, etc. Consultant shall submit detailed documentation of all out-of-pocket.
- 4) Consultant shall invoice Client as follows (please check one box)
 - Email to: beck@sdmsi.com
 - Mail to the attention of the executor of this agreement
 - Other (please specify)_____

Section 3.02. TIME FOR PAYMENT. Consultant shall submit an invoice for each installment plus expenses. Client agrees to pay invoices for approved fees and expenses within thirty (30) days after receipt from Consultant.

ARTICLE 4. ADDITIONAL OBLIGATIONS OF CONSULTANT

Section 4.01. LEVEL OF SERVICE. Consultant agrees to devote the time necessary to complete performance of the services described herein. Consultant is not precluded hereunder from representing, or performing services for, and being employed by other persons or companies provided that such services do not create a conflict of interest with Client.

Section 4.02. CONFIDENTIALITY. All materials, information, and documentation received by Consultant from Client are confidential and, accordingly, Consultant shall:

- 1) Hold such information in strict confidence;
- 2) Comply with any further instructions from Client relating to confidentiality.

Section 4.03. COMPLIANCE WITH LAWS. Consultant shall provide Client with all information under Consultant's control to assist Client in complying with all acts, laws, regulations and ordinances. Consultant shall perform all services hereunder so as to be in compliance with all acts, laws, regulations and ordinances.

Section 4.04. RECORD RETENTION. For a period of at least two years after termination of this Agreement, Consultant shall maintain such records as are necessary to substantiate that all invoices and other charges for payment hereunder were valid and properly chargeable to Client. Client, upon reasonable prior notice to Consultant, will be given the opportunity to audit such records at any reasonable time during the two year period in order to verify the accuracy of such invoices and other charges.

Section 4.05. ASSIGNMENT. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Consultant without the prior written consent of Client, except as provided herein.

ARTICLE 5. TERMINATION OF AGREEMENT

Section 5.01. NOTICE. Notwithstanding any other provisions of this Agreement, either party hereto may terminate this Agreement at any time by giving thirty (30) days written notice to the other party. Client shall continue to pay to Consultant all of Consultant's fees and expenses accrued or incurred to and including the date of termination, including any amounts incurred or accrued in connection with work in progress.

ARTICLE 6. GENERAL PROVISIONS

Section 6.01. NOTICES. Any notices to be given hereunder by either party to the other may be affected either by personal delivery in writing, by guaranteed overnight delivery, or by mail, registered or certified, postage prepaid with return receipt requested. Mailed notices shall be addressed to the parties at the addresses appearing at the bottom of this Agreement, but each party may change the address only upon written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as the date received.

Section 6.02. ENTIRE CONTRACT. This Agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to rendering of services by Consultant for Client and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, who are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing signed by the parties hereto.

Section 6.03. ATTORNEYS' FEES. If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorney's fees.

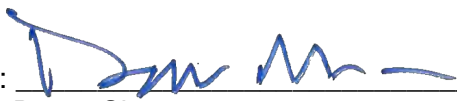
Section 6.04. GOVERNING LAW. This Agreement will be governed by and construed in accordance with the laws of the State of Colorado.

Section 6.05. AUTHORIZATION TO SIGN. The parties hereby represent and warrant that the persons executing this Agreement are authorized to execute this Agreement and are authorized to obligate the respective parties to perform this contract.

Section 6.6. SEVERABILITY. If any term, covenant or condition of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby; and each and every remaining term, covenant or condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.

Executed on the dates written below.

By:  _____
Director
Peyton Fire Protection District
c/o Special District Management
141 Union Blvd. Ste. 140
Lakewood, CO 80228

By:  _____
Roger Sherman
Partner/COO
CRL Associates, Inc.
1137 Bannock Street
Denver, CO 80204

Date: 02 / 06 / 2023

Date: 1/12/23



Peyton Fire Protection District Initial Scope of Services and Project Costs
Revised January 12, 2023

INITIAL DRAFT SCOPE FOR DISCUSSION

The following is an initial outline of scope of work to develop a public education plan, message platform, and related collateral as part of an educational effort prior to a proposed ballot measure in May 2023.

1. Project Kickoff – CRL will convene a project kick-off meeting with the district’s manager, members of the board of directors, and other identified by the District to complete a “deep dive” into the District’s operations, review how new revenues would be used, and adjust a draft work plan, timeline and budget that incorporates tools and tactics necessary to succeed.
2. Community Grasstops Outreach – CRL will work with the District to identify and recruit community leaders through grasstops outreach. Current and former elected officials, business owners, civic leaders, and others will be identified to help communicate the importance of the proposed ballot measure. These individuals will be the pillars of much of our communications and outreach efforts used for throughout the campaign.
3. Messaging - By combining information from our project kickoff and stakeholder research, CRL and will craft an effective message platform that resonates with the public. By developing three to five consistent talking points our goal is to ensure everyone is united in messaging. Messaging will be divided into two primary categories: (1) over-arching general messaging about the District and its services and (2) specific to a ballot measure and how the new station will benefit the district’s residents.
4. Collateral - CRL will create collateral including a fact sheet, newsletter template, PowerPoint presentation and answers to frequently asked questions. Collateral will be designed to allow for use by the District in its ongoing communication and education efforts following the proposed 2023 ballot measure election.
5. Direct Mail - CRL recommends three “flights” of mail to “active” households. CRL will manage all aspects of the mail plan include design (copywriting, graphic design, etc.), printing, mail house production, project coordination and postage. Each mailing will consist of a four-color, 6”x9” postcard educating voters about the District’s needs and how the ballot measure will address them.
6. Election Support/Coordination – CRL will provide assistance to the District to ensure all required steps are completed, and deadlines are met, to place a measure on the ballot.

ESTIMATED PROJECT COSTS

The following is an estimate of the overall project costs based on the above DRAFT scope. The final cost would be determined by the actual work plan finalized during our project kickoff meeting.

Consulting Fee (CRL)	\$17,500
Collateral	
Fact Sheet and General Collateral	\$1,250
Direct Mail (3 flights)	\$6,450
Miscellaneous out of pocket (no markup)	<u>\$750</u>
TOTAL	\$25,950

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.

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

APPLICATIONS SUBMITTED ON FORMS OTHER THAN THOSE PRESCRIBED BY THE OSA WILL NOT BE ACCEPTED.

<http://www.lexisnexis.com/hottopics/Colorado/>

APPLICATIONS MUST BE FULLY AND ACCURATELY COMPLETED.

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](#)
 - or--
 - 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	Peyton Fire Protection District
ADDRESS	c/o Special District Management Services, Inc. 141 Union Blvd Ste. 150 Lakewood, CO 80228-1898
CONTACT PERSON	David Solin
PHONE	(303) 987-0835
EMAIL	dsolin@sdmsi.com

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

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:	James Steven Beck
TITLE	District Accountant
FIRM NAME (if applicable)	Special District Management Services, Inc.
ADDRESS	141 Union Blvd Ste. 150, Lakewood, CO 80228-1898
PHONE	(303) 987-0835
DATE PREPARED	2/8/2023
RELATIONSHIP TO ENTITY	Independent Outside Accountant. Board of Directors make all important decisions.

PREPARER (SIGNATURE REQUIRED)

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	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If Yes, date filed:

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General Fund	Capital Projects		Fund*	Fund*	
Assets				Assets			
1-1	Cash & Cash Equivalents	\$ 202,748	\$ -	Cash & Cash Equivalents	\$ -	\$ -	
1-2	Investments	\$ -	\$ -	Investments	\$ -	\$ -	
1-3	Receivables	\$ 64	\$ -	Receivables	\$ -	\$ -	
1-4	Due from Other Entities or Funds	\$ -	\$ -	Due from Other Entities or Funds	\$ -	\$ -	
1-5	Property Tax Receivable	\$ 310,337	\$ -	Other Current Assets [specify...]	\$ -	\$ -	
	All Other Assets [specify...]				\$ -	\$ -	
1-6	Lease Receivable (as Lessor)	\$ -	\$ -	Total Current Assets	\$ -	\$ -	
1-7	Cash with County Treasurer	\$ 2,679	\$ -	Capital & Right to Use Assets, net (from Part 6-4)	\$ -	\$ -	
1-8	Prepaid Insurance Expense	\$ 17,921	\$ -	Other Long Term Assets [specify...]	\$ -	\$ -	
1-9	1997 Pumper	\$ -	\$ 25,000		\$ -	\$ -	
1-10		\$ -	\$ -		\$ -	\$ -	
1-11	(add lines 1-1 through 1-10) TOTAL ASSETS	\$ 533,749	\$ 25,000	(add lines 1-1 through 1-10) TOTAL ASSETS	\$ -	\$ -	
Deferred Outflows of Resources:				Deferred Outflows of Resources			
1-12	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -	
1-13	[specify...]	\$ -	\$ -	[specify...]	\$ -	\$ -	
1-14	(add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS	\$ -	\$ -	(add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS	\$ -	\$ -	
1-15	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ 533,749	\$ 25,000	TOTAL ASSETS AND DEFERRED OUTFLOWS	\$ -	\$ -	
Liabilities				Liabilities			
1-16	Accounts Payable	\$ 30,490	\$ 700	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	\$ 30,490	\$ 700	(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	1997 Pumper Lease	\$ -	\$ 12,005	Other Liabilities [specify...]:	\$ -	\$ -	
1-24		\$ -	\$ -		\$ -	\$ -	
1-25		\$ -	\$ -		\$ -	\$ -	
1-26		\$ -	\$ -		\$ -	\$ -	
1-27	(add lines 1-21 through 1-26) TOTAL LIABILITIES	\$ 30,490	\$ 12,705	(add lines 1-21 through 1-26) TOTAL LIABILITIES	\$ -	\$ -	
Deferred Inflows of Resources:				Deferred Inflows of Resources			
1-28	Deferred Property Taxes	\$ 310,337	\$ -	Pension/OPEB Related	\$ -	\$ -	
1-29	Lease related (as lessor)	\$ -	\$ -	Other [specify...]	\$ -	\$ -	
1-30	(add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS	\$ 310,337	\$ -	(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 [Tabor]	\$ 7,974	\$ -	Emergency Reserves	\$ -	\$ -	
1-34	Committed [specify...]	\$ 2,620	\$ -	Other Designations/Reserves	\$ -	\$ -	
1-35	Assigned [Capital Projects]	\$ -	\$ 18,635	Restricted	\$ -	\$ -	
1-36	Unassigned:	\$ 182,329	\$ (6,340)	Undesignated/Unreserved/Unrestricted	\$ -	\$ -	
1-37	Add lines 1-31 through 1-36 This total should be the same as line 3-33 TOTAL FUND BALANCE	\$ 192,922	\$ 12,295	Add lines 1-31 through 1-36 This total should be the same as line 3-33 TOTAL NET POSITION	\$ -	\$ -	
1-38	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	\$ 533,749	\$ 25,000	Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET POSITION	\$ -	\$ -	

PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General Fund	Capital Projects		Fund*	Fund*	
Tax Revenue				Tax Revenue			
2-1	Property [include mills levied in Question 10-6]	\$ 315,252	\$ -	Property [include mills levied in Question 10-6]	\$ -	\$ -	
2-2	Specific Ownership	\$ 32,766	\$ -	Specific Ownership	\$ -	\$ -	
2-3	Sales and Use Tax	\$ -	\$ -	Sales and Use Tax	\$ -	\$ -	
2-4	Other Tax Revenue [specify...]:	\$ -	\$ -	Other Tax Revenue [specify...]:	\$ -	\$ -	
2-5		\$ -	\$ -		\$ -	\$ -	
2-6		\$ -	\$ -		\$ -	\$ -	
2-7		\$ -	\$ -		\$ -	\$ -	
2-8	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ 348,018	\$ -	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ -	\$ -	
2-9	Licenses and Permits	\$ -	\$ -	Licenses and Permits	\$ -	\$ -	
2-10	Highway Users Tax Funds (HUTF)	\$ -	\$ -	Highway Users Tax Funds (HUTF)	\$ -	\$ -	
2-11	Conservation Trust Funds (Lottery)	\$ -	\$ -	Conservation Trust Funds (Lottery)	\$ -	\$ -	
2-12	Community Development Block Grant	\$ -	\$ -	Community Development Block Grant	\$ -	\$ -	
2-13	Fire & Police Pension	\$ -	\$ -	Fire & Police Pension	\$ -	\$ -	
2-14	Grants	\$ -	\$ -	Grants	\$ -	\$ -	
2-15	Donations	\$ 918	\$ -	Donations	\$ -	\$ -	
2-16	Charges for Sales and Services	\$ -	\$ -	Charges for Sales and Services	\$ -	\$ -	
2-17	Rental Income	\$ -	\$ -	Rental Income	\$ -	\$ -	
2-18	Fines and Forfeits	\$ -	\$ -	Fines and Forfeits	\$ -	\$ -	
2-19	Interest/Investment Income	\$ 1,268	\$ -	Interest/Investment Income	\$ -	\$ -	
2-20	Tap Fees	\$ -	\$ -	Tap Fees	\$ -	\$ -	
2-21	Proceeds from Sale of Capital Assets	\$ -	\$ -	Proceeds from Sale of Capital Assets	\$ -	\$ -	
2-22	All Other [Miscellaneous]:	\$ 2,491	\$ -	All Other [specify...]:	\$ -	\$ -	
2-23		\$ -	\$ -		\$ -	\$ -	
2-24	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ 352,695	\$ -	Add lines 2-8 through 2-23 TOTAL REVENUES	\$ -	\$ -	
Other Financing Sources				Other Financing Sources			
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	\$ -	
2-26	Lease Proceeds	\$ -	\$ -	Lease Proceeds	\$ -	\$ -	
2-27	Developer Advances	\$ -	\$ -	Developer Advances	\$ -	\$ -	
2-28	Other [specify...]:	\$ -	\$ -	Other [specify...]:	\$ -	\$ -	
2-29	Add lines 2-25 through 2-28 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	Add lines 2-25 through 2-28 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	GRAND TOTALS
2-30	Add lines 2-24 and 2-29 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 352,695	\$ -	Add lines 2-24 and 2-29 TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ -	\$ -	\$ 352,695

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

Line #	Description	Governmental Funds		Description	Proprietary/Fiduciary Funds		Please use this space to provide explanation of any items on this page
		General Fund	Capital Projects		Fund*	Fund*	
	Expenditures			Expenses			
3-1	General Government	\$ 135,082	\$ -	General Operating & Administrative	\$ -	\$ -	
3-2	Judicial	\$ -	\$ -	Salaries	\$ -	\$ -	
3-3	Law Enforcement	\$ -	\$ -	Payroll Taxes	\$ -	\$ -	
3-4	Fire	\$ -	\$ -	Contract Services	\$ -	\$ -	
3-5	Highways & Streets	\$ -	\$ -	Employee Benefits	\$ -	\$ -	
3-6	Solid Waste	\$ -	\$ -	Insurance	\$ -	\$ -	
3-7	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	Accounting and Legal Fees	\$ -	\$ -	
3-8	Health	\$ -	\$ -	Repair and Maintenance	\$ -	\$ -	
3-9	Culture and Recreation	\$ -	\$ -	Supplies	\$ -	\$ -	
3-10	Transfers to other districts	\$ -	\$ -	Utilities	\$ -	\$ -	
3-11	Other [specify...]:	\$ -	\$ -	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	
3-12	Fire Fighting Operations	\$ 149,921	\$ -	Other [specify...]	\$ -	\$ -	
3-13		\$ -	\$ -		\$ -	\$ -	
3-14	Capital Outlay	\$ -	\$ 7,863	Capital Outlay	\$ -	\$ -	
	Debt Service			Debt Service			
3-15	Principal (should match amount in 4-4)	\$ -	\$ -	Principal (should match amount in 4-4)	\$ -	\$ -	
3-16	Interest	\$ -	\$ -	Interest	\$ -	\$ -	
3-17	Bond Issuance Costs	\$ -	\$ -	Bond Issuance Costs	\$ -	\$ -	
3-18	Developer Principal Repayments	\$ -	\$ -	Developer Principal Repayments	\$ -	\$ -	
3-19	Developer Interest Repayments	\$ -	\$ -	Developer Interest Repayments	\$ -	\$ -	
3-20	All Other [specify...]:	\$ -	\$ -	All Other [specify...]:	\$ -	\$ -	
3-21		\$ -	\$ -		\$ -	\$ -	
3-22	Add lines 3-1 through 3-21	\$ 285,003	\$ 7,863	Add lines 3-1 through 3-21	\$ -	\$ -	
	TOTAL EXPENDITURES			TOTAL EXPENSES			GRAND TOTAL
3-23	Interfund Transfers (In)	\$ -	\$ (11,720)	Net Interfund Transfers (In) Out	\$ -	\$ -	\$ 292,866
3-24	Interfund Transfers Out	\$ -	\$ -	Other [specify...][enter negative for expense]	\$ -	\$ -	
3-25	Other Expenditures (Revenues):	\$ -	\$ -	Depreciation/Amortization	\$ -	\$ -	
3-26		\$ -	\$ -	Other Financing Sources (Uses) (from line 2-28)	\$ -	\$ -	
3-27		\$ -	\$ -	Capital Outlay (from line 3-14)	\$ -	\$ -	
3-28		\$ -	\$ -	Debt Principal (from line 3-15, 3-18)	\$ -	\$ -	
3-29	(Add lines 3-23 through 3-28)			(Line 3-27, plus line 3-28, less line 3-26, less line 3-25, plus line 3-24) TOTAL GAAP RECONCILING ITEMS	\$ -	\$ -	
	TOTAL TRANSFERS AND OTHER EXPENDITURES	\$ -	\$ (11,720)		\$ -	\$ -	
3-30	Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures Line 2-29, less line 3-22, less line 3-29	\$ 67,692	\$ 3,857	Net Increase (Decrease) in Net Position Line 2-29, less line 3-22, plus line 3-29, less line 3-23	\$ -	\$ -	
3-31	Fund Balance, January 1 from December 31 prior year report	\$ 125,231	\$ 8,438	Net Position, January 1 from December 31 prior year report	\$ -	\$ -	
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	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.	\$ 192,922	\$ 12,295	Net Position, December 31 Sum of Lines 3-30, 3-31, and 3-32 This total should be the same as line 1-37.	\$ -	\$ -	

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 4 - DEBT OUTSTANDING, ISSUED, AND RETIRED

Please answer the following questions by marking the appropriate boxes.

YES NO

Please use this space to provide any explanations or comments:

4-1	Does the entity have outstanding debt?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4-2	Is the debt repayment schedule attached? If no, MUST explain: <div style="border: 1px solid black; height: 15px; 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: <div style="border: 1px solid black; height: 15px; width: 100%; margin-top: 5px;"></div>	<input type="checkbox"/>	<input type="checkbox"/>	
4-4	Please complete the following debt schedule, if applicable: (please only include principal amounts)			
	Outstanding at beginning of 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 agree 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 [Section 29-1-605(2) C.R.S.]?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes:	How much?	\$ -		
Date the debt was authorized:	<div style="border: 1px solid black; height: 15px; width: 100%; margin-top: 5px;"></div>			
4-6	Does the entity intend to issue debt within the next calendar year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes:	How much?	\$ -		
4-7	Does the entity have debt that has been refinanced that it is still responsible for?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes:	What is the amount outstanding?	\$ -		
4-8	Does the entity have any lease agreements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes:	What is being leased?	<div style="border: 1px solid black; padding: 2px;">1997 Pumper Truck</div>		
	What is the original date of the lease?	<div style="border: 1px solid black; padding: 2px;">1/16/2020</div>		
	Number of years of lease?	<div style="border: 1px solid black; padding: 2px;">5</div>		
	Is the lease subject to annual appropriation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	What are the annual lease payments?	\$ 5,667		

PART 5 - CASH AND INVESTMENTS

Please provide the entity's cash deposit and investment balances.

AMOUNT TOTAL

Please use this space to provide any explanations or comments:

5-1	YEAR-END Total of ALL Checking and Savings accounts	\$ 202,748		
5-2	Certificates of deposit	\$ -		
	TOTAL CASH DEPOSITS		\$ 202,748	
	Investments (if investment is a mutual fund, please list underlying investments):			
5-3		\$ -		
		\$ -		
		\$ -		
		\$ -		
	TOTAL INVESTMENTS		\$ -	
	TOTAL CASH AND INVESTMENTS		\$ 202,748	

Please answer the following question by marking in the appropriate box

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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.)? If no, MUST explain: <div style="border: 1px solid black; height: 15px; width: 100%; margin-top: 5px;"></div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PART 6 - CAPITAL AND RIGHT-TO-USE ASSETS

Please answer the following question by marking in the appropriate box

YES

NO

Please use this space to provide any explanations or comments:

- 6-1 Does the entity have capitalized 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 for GOVERNMENTAL FUNDS:		Balance - beginning of the year ¹	Additions ²	Deletions	Year-End Balance
Land		\$ 189,127	\$ -	\$ -	\$ 189,127
Buildings		\$ -	\$ -	\$ -	\$ -
Machinery and equipment		\$ 636,860	\$ -	\$ -	\$ 636,860
Furniture and fixtures		\$ -	\$ -	\$ -	\$ -
Infrastructure		\$ -	\$ -	\$ -	\$ -
Construction In Progress (CIP)		\$ -	\$ -	\$ -	\$ -
Leased Right-to-Use Assets		\$ -	\$ -	\$ -	\$ -
Intangible Assets		\$ -	\$ -	\$ -	\$ -
Other (explain): Vehicles		\$ 501,532	\$ -	\$ -	\$ 501,532
Accumulated Amortization Right to Use Leased Assets (Enter a negative, or credit, balance)		\$ -	\$ -	\$ -	\$ -
Accumulated Depreciation (Enter a negative, or credit, balance)		\$ (1,019,243)	\$ (43,396)	\$ -	\$ (1,062,639)
TOTAL		\$ 308,276	\$ (43,396)	\$ -	\$ 264,880

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

* Please answer the following question by marking in the appropriate box

YES

NO

Please use this space to provide any explanations or comments:

- 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? YES FPPA NO

Indicate the contributions from:

Tax (property, SO, sales, etc.):	\$ 4,079
State contribution amount:	\$ -
Other (gifts, donations, etc.):	\$ -
TOTAL	\$ 4,079
What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?	\$ 100

PART 8 - BUDGET INFORMATION

Please answer the following question by marking in the appropriate box		YES	NO	N/A	Please use this space to provide any explanations or comments:
8-1	Did the entity file a current year budget with the Department of Local Affairs, in accordance with Section 29-1-113 C.R.S.? If no, MUST explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8-2	Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If yes: Please indicate the amount appropriated for each fund separately for the year reported					
Governmental/Proprietary Fund Name		Total Appropriations By Fund			
General Fund		\$	366,946		
Capital Projects Fund		\$	14,981		
		\$	-		
		\$	-		

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

Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
9-1	Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)]?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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.				

PART 10 - GENERAL INFORMATION

Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
10-1	Is this application for a newly formed governmental entity?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If yes: Date of formation: <input style="width: 150px; height: 30px;" type="text"/>				
10-2	Has the entity changed its name in the past or current year?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
If Yes: NEW name <input style="width: 400px; height: 25px;" type="text"/>				
PRIOR name <input style="width: 400px; height: 25px;" type="text"/>				
10-3	Is the entity a metropolitan district?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10-4	Please indicate what services the entity provides:			
<input style="width: 450px; height: 20px;" type="text" value="Volunteer Fire Protection"/>				
10-5	Does the entity have an agreement with another government to provide services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes: List the name of the other governmental entity and the services provided:				
<input style="width: 450px; height: 20px;" type="text" value="See Attached"/>				
10-6	Does the entity have a certified mill levy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If yes: Please provide the number of <u>mills</u> levied for the year reported (do not enter \$ amounts):				
Bond Redemption mills <input style="width: 50px;" type="text" value="0.000"/>				
General/Other mills <input style="width: 50px;" type="text" value="6.130"/>				
Total mills <input style="width: 50px;" type="text" value="6.130"/>				

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	\$	202,748	Unrestricted Fund Balan	\$	184,948	Total Tax Revenue	\$ 348,018
Current Liabilities	\$	31,190	Total Fund Balance	\$	192,922	Revenue Paying Debt Service	\$ -
Deferred Inflow	\$	310,337	PY Fund Balance	\$	125,231	Total Revenue	\$ 352,695
			Total Revenue	\$	352,695	Total Debt Service Principal	\$ -
			Total Expenditures	\$	285,003	Total Debt Service Interest	\$ -
Governmental			Interfund In	\$	-		
Total Cash & Investments	\$	202,748	Interfund Out	\$	-	Enterprise Funds	
Transfers In	\$		-			Net Position	\$ -
Transfers Out	\$		-			- PY Net Position	\$ -
Property Tax	\$		Proprietary			-	
Debt Service Principal	\$	315,252	Deferred Outflow	\$		-	
Total Expenditures	\$	292,866	- Current Liabilities	\$		-	
Total Developer Advances	\$		Deferred Inflow	\$		-	
Total Developer Repayments	\$		- Cash & Investments	\$		-	
			- Principal Expense	\$		-	
						- Year Authorized	1/0/1900

PART 12 - 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 Procedures

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.

Below is the certification and approval of the governing body. By signing, each individual member is certifying they are a duly elected or appointed officer of the local government. Governing members may be verified. Also by signing, the individual member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-604, C.R.S., which states that a governmental agency with revenue and expenditures of \$750,000 or less must have an application prepared by an independent accountant with knowledge of governmental accounting; completed to the best of their knowledge and is accurate and true. Use additional pages if needed.

Print the names of ALL members of the governing body below.

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

	Full Name	A MAJORITY of the members of the governing body must complete and sign in the column below.
1	David Rolenc	I, <u> Dave Rolenc </u> , attest that 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> May 2023 </u>
2	Clayton Miller	I, <u> Clayton Miller </u> , attest that 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> May 2023 </u>
3	Amy Turner	I, <u> Amy Turner </u> , attest that 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> May 2023 </u>
4	Ryan Orness	I, <u> Ryan Orness </u> , attest that 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> May 2023 </u>
5	Full Name	I, _____, attest that 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: _____
6	Full Name	I, _____, attest that 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	Full Name	I, _____, attest that 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: _____

EXAMPLE - DO NOT FILL OUT THIS PAGE

This sample resolution/ordinance for exemption from audit is provided as an example of the documentation that is required, the wording may be used as a basis for your own local government document, if needed, however you MUST draft your own ordinance or resolution making any changes where applicable. Legal counsel should be consulted regarding any questions.

RESOLUTION/ORDINANCE FOR EXEMPTION FROM AUDIT

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

A RESOLUTION/ORDINANCE APPROVING AN EXEMPTION FROM AUDIT FOR YEAR 20XX FOR THE **(name of government)**, STATE OF COLORADO.

WHEREAS, the **(governing body)** of **(name of government)** 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

[Choose 1 or 2 below, whichever is applicable]

(1) WHEREAS, neither revenue nor expenditures for **(name of government)** exceeded \$100,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for **(name of government)** has been prepared by **(name of individual)**, a person skilled in governmental accounting; and

OR

(2) WHEREAS, neither revenues nor expenditures for **(name of government)** exceeded \$750,000 for Year 20XX; and

WHEREAS, an application for exemption from audit for **(name of government)** has been prepared by **(name of individual or firm)**, 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 **(governing body)** of the **(name of government)** that the application for exemption from audit for **(name of government)** for the year ended _____, 20XX, has been personally reviewed and is hereby approved by a majority of the **(governing body)** of the **(name of government)**; that those members of the **(governing body)** 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 **(name of government)** for the year ended _____, 20XX.

ADOPTED THIS ___ day of _____, A.D. 20XX.

Mayor/President/Chairman, etc.

ATTEST:

Town Clerk, Secretary, etc.

Type or Print Names of Members of Governing Body	Date Term Expires	Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

10-5 – The District entered into an agreement on May 1, 2013, with Elbert Fire Protection District to provide for the automatic and mutual response of equipment and personnel of each party to areas within the jurisdiction of the other party.

The District and the following entities, Black Forest Fire and Rescue District, Broadmoor Fire Protection District, Calhan Fire Protection District, Cascade Fire Protection District, Cimarron Hills Fire Protection District, City of Colorado Springs Fire Department, Cripple Creek Emergency Services Fire Department, City of Fountain Fire Department, City of Manitou Springs Fire Department, Divide Fire Protection Fire Department, Wescott Fire Protection District, Edison Volunteer Fire Department, Ellicott Fire Protection District, El Paso County Sheriff's Office, Falcon Fire Protection District, Green Mountain Falls Fire Protection District, Hanover Fire Protection District, Mountain Communities FPD, Northeast Teller County Fire Protection District, Palmer Lake Fire Protection District, Security Fire Protection District, Southwestern Highway 115 Fire Protection District, Stratmoor Hills Fire Protection District, Tri-Lakes Fire Protection District, Tri-County Fire Protection District, Woodmen Valley Fire Protection District, Woodmoor/Monument Fire Protection District, and Ft Carson Fire Department, entered into an agreement in January of 2000 to provide mutual aid to the agencies party to the agreement during emergencies to benefit the inhabitants within the agencies jurisdictions.