

**TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES SPECIAL MEETING
May 22, 2019**

A G E N D A

1. ROLL CALL 6:30PM
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
Each speaker will be limited to three minutes. The Board of Trustees is not authorized by the Colorado Open Meetings Law to discuss comment or take action at the meeting on any issue raised by public comment. The Mayor may refer the matter to staff to obtain additional information and report back to the Board as appropriate.
5. CONSENT AGENDA Mayor Champion
Approval of Meeting Minutes for April 16, 2019
6. REPORTS
 - A. Mayor
 - B. Trustees
 - C. Town Administrator
 - D. Chief of Police
 - E. Finance Report
7. OLD BUSINESS
8. NEW BUSINESS Mrs. Taylor
Mr. McCrumb
Mr. McCrumb
 - A. Approval of 2018 Town Audit
 - B. Wild Plum Minor Amendment
 - C. Country Club Fireworks
9. ADJOURNMENT

**TOWN OF COLUMBINE VALLEY
BOARD OF TRUSTEES**

Minutes

April 16, 2019

Mayor Champion called the Regular Meeting of the Trustees to order at 6:30 p.m., in the Conference Room at the Town Hall at 2 Middlefield Road, Columbine Valley, Colorado. Roll call found the following present:

Trustees: Richard Champion, Bruce Menk, Kathy Boyle, Gale Christy, Bill Dotson, and Gary Miles

Absent: Roy Palmer

Also present: Lee Schiller, J.D. McCrumb, Janet Taylor, Jeff Tempas, and Bret Cottrell

APPROVAL OF AGENDA: The agenda was approved without change.

CITIZEN COMMENTS: Ginny Rogliano, 15 Driver Lane, asked the Trustees if Lennar was selling Wild Plum.

CONSENT AGENDA: The minutes of the March 19, 2019 meeting were approved.

REPORTS:

- A. Mayor Champion updated the Trustees on the Metroplex initiative and recognized Treasurer Tempas for his years of service to the Town.
- B. Trustee Menk informed the Board that the PD was increasing presence on Platte Canyon when school children are crossing between the Village and Wilder Elementary. Trustee Boyle will be attending the Metroplex meeting on 5/2.
- C. Mr. McCrumb introduced Janet Taylor as the Town's new Finance Director, presented the attached report, and updated the Trustees on the Fairway widening effort.
- D. Chief Cottrell presented the attached report.
- E. Mr. Tempas presented the attached financials and discussed variances, and updated the Trustees on the audit report, which is currently being reviewed and prepared for a May presentation.

OLD BUSINESS:

Trustee Bill #6, 2018 – Rooster/Swine Ban: Mr. Schiller presented the ordinance on 2nd reading. The Trustees discussed improvements/changes since the February meeting, Trustee Dotson noted that the roosters continued to crow.

ACTION: upon a motion by Trustee Dotson and a second by Trustee Boyle, the Board of Trustees unanimously approved tabling the issue until the June meeting.

NEW BUSINESS:

Cancel Regular Meeting, Set Special Meeting: Mr. McCrumb presented to the Trustees the need to delay the May Regular Trustee Meetings by one day to avoid a community conflict.

ACTION: upon a motion by Trustee Menk and a second by Trustee Christy, the Board of Trustees unanimously approved moving the May meeting to May 22.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:16 p.m.

Submitted by,
J.D. McCrumb, Town Administrator

** All reports and exhibits listed "as attached" are available on the Columbine Valley web site and by request at Town Hall, 2 Middlefield Road.*

*** All minutes should be considered to be in DRAFT form until approved by the Board of Trustees at the next regular meeting.*



Town Administrator's Report

May 2019



Town of Columbine Valley
2 Middlefield Road
Columbine Valley, CO 80123

Tel: 303-795-1434
Fax: 303-795-7325
jdmccrumb@columbinevalley.org



Communications & Administration

- The Town's masterplan update continues with nearly 100 citizens participating in the most recent survey addressing parks, trails, and open space. Traffic counts are underway and will occur again in July in preparation for the chapter addressing Transportation. The process will also utilize the summer concerts and/or 4th of July as citizen touch points to gather information.
- Janet Taylor is now in full acting capacity as the Finance Director and Jeff Tempas is currently operating in an as needed advisory capacity.
- With the finance transition now complete, Staff will begin the Capital Improvement Program process for 2019, with a presentation for the Trustees scheduled for July.
- In response to recent regional and local occurrences, staff has begun an evaluation of Town Hall security and staff training/readiness for a variety of situations that may be faced in future. We will report back to the Board as appropriate moving forward.

Town Website April Statistics

2,459

Total Visits

3,132

April Page Views

Top Pages

This Week/Updates

Trash and Recycle

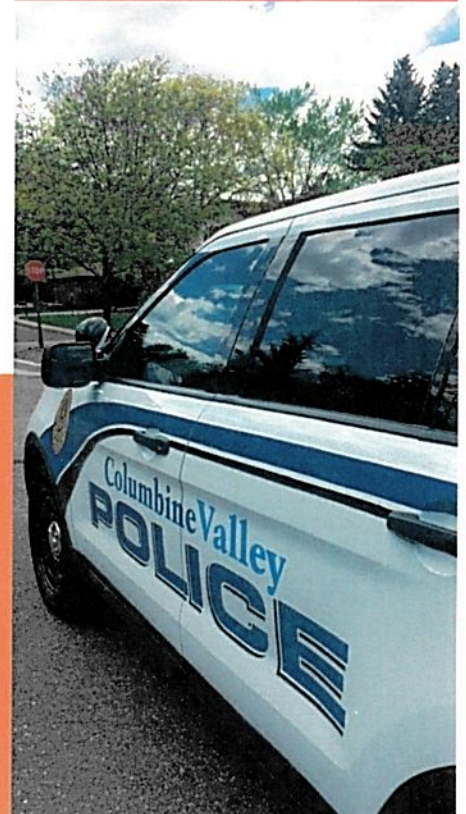
Building Permits

Employment

Citizen Contacts:

Staff has fielded calls, emails or walk-ins on the following topics in April

- ⇒ Building Department: 98
- ⇒ Comm. Development: 118
- ⇒ Public Works: 87
- ⇒ Municipal Court: 97
- ⇒ Other: 198



Building Department

Monthly Stats

18 Permits Issued

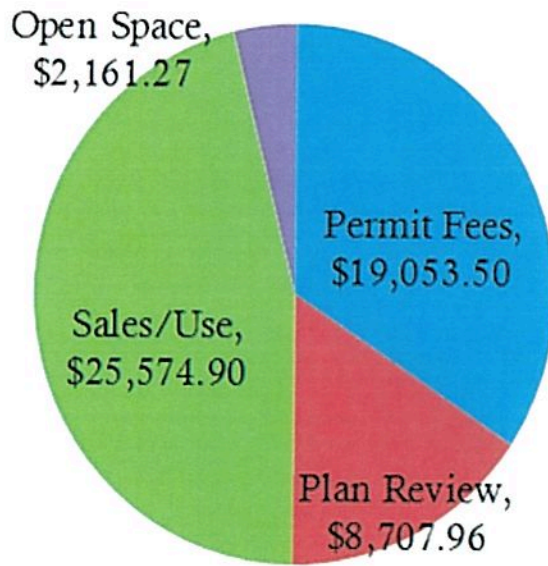
- New SFR: 1
- Major Remodel: 1
- New Roofs: 3
- Other/Misc.: 13

95 Inspections

18 Licenses Issued

- General: 3
- Electrician: 4
- Plumbers: 3
- Mechanical: 3
- Roofer: 5

Apr. Permit Rev.: \$55,497.63



Wild Plum

95 Total Lots

0 SFR Permits Issued

Seven permits issued for landscape irrigation, and street light electrical

Wilder Lane

24 Total Lots

6 Permits Active

0 Permit Pending

13 Completed Homes

12 Occupied Home



Building Department Revenue by Month

	2018	2018 YTD	2019	2019 YTD
January	\$33,481.56	\$33,481.56	\$23,584.77	\$23,584.77
February	\$15,406.51	\$48,888.16	\$12,990.46	\$36,575.23
March	\$57,032.86	\$105,921.02	\$64,334.11	\$100,909.34
April	\$13,164.99	\$119,086.01	\$55,497.63	\$156,406.97
May	\$17,214.40	\$136,300.41		
June	\$35,176.96	\$171,477.37		
July	\$55,551.95	\$227,029.32		
August	\$53,573.29	\$280,602.61		
September	\$80,807.31	\$361,409.92		
October	\$43,243.16	\$404,653.08		
November	\$30,518.62	\$435,171.70		
December	\$28,949.58	\$464,121.28		



Municipal Court

	<u>2018 YTD</u>	<u>2019</u>	<u>2019 YTD</u>
Jan	\$10,400.00	\$6,287.00	\$6,287.00
Feb	\$20,026.87	\$3,130.00	\$9,147.00
Mar	\$25,871.12	\$4,433.25	\$13,580.25
Apr	\$30,716.12	\$2,422.75	\$16,003.00
May	\$37,901.12		
June	\$44,161.12		
July	\$49,965.59		
Aug	\$63,683.59		
Sept	\$79,049.59		
Oct	\$93,721.59		
Nov	\$101,094.59		
Dec	\$102,154.59		

April Total Stats

- Total paid before Court: 9
- Total on docket: 12
- Cases heard by Judge: 5
- Continuances: 0
- Failure to Appear: 0
- Stay of Executions: 0
- Classes Ordered: 0
- Bench Warrants: 0
- Trials: 0

Community Development

Wild Plum Farm

No changes of ownership have occurred with the property as of the date of this writing, although a contract is anticipated in the days or weeks to come. On site, everything is progressing on scheduled with the exception of home construction which has stalled due to the anticipated ownership change.

On Fairway Lane, existing asphalt was milled last week. This process revealed that the subgrade soil is too wet to continue new road placement without remedy. The fix will entail a combination of cement into the subgrade layer in order to stabilize it and installation of asphalt on stabilized surface afterwards. Unfortunately, all this will prolong the project by approximately one week but the goal is to have a drivable surface on the main road by the end of the month. Other improvements and clean-up are also in the final stages with anticipated conclusion in June.

Wild Plum Schedule—as of May 2019

Grading	Complete
Water & Sewer	Complete
Concrete	Complete
Asphalt	Complete
Landscape	Started, complete in Fall 2019
Model Homes	Town review complete
Fairway Widening	Water service complete
	Concrete underway
	Widening complete in late May



Columbine Valley Police Department

Serving Bow Mar

2 Middlefield Rd. Columbine Valley, Colorado 80123

www.columbinevalley.org

(303) 795-1434 Fax (303) 795-7325

Columbine Valley P.D. Monthly Report For April 2019

Full Time Positions	4 of 6
Part Time Positions	3 of 3
Regular / PTO hours	741/30
OT hours worked	51
Off Duty	0

Year to Date Summons

Charges For the Date Range 1/1/2019 Thru 4/30/2019

Qty	Charge
31	1101(2)(H) SPEEDING 10 - 19 MPH OVER:
22	1210(A) ON STREET PARKING PROHIBITED (3-6 AM):
8	703(3) FAIL TO STOP AT A STOP SIGN:
4	1204(3)(B) STOPPING, STANDING OR PARKING PROHIBITED IN SPECIFIED PLACES (WHERE OFFICIAL SIGNS PROHIBIT):
4	1402(1) CARELESS DRIVING:
2	238 RED AND BLUE LIGHTS ILLEGAL USE:
2	604 TRAFFIC CONTROL SIGNAL:
2	205 HEADLIGHT:
2	BMC 10-72 TRESPASSING:
1	705(1) FAIL TO YIELD TO EMERGENCY VEHICLE:
1	1101(2)(H) - OVER 20 SPEEDING 20 AND OVER:
1	1008(1) FOLLOWING TOO CLOSELY:
1	CMC 9.08.050 POSSESSION OR CONSUMPTION OF INTOXICATING BEVERAGES:
1	CMC 9.08.020 POSSESSION OR CONSUMPTION OF CANNABIS PROHIBITED:
1	204(1) HEADLAMPS (FAIL TO DISPLAY HEADLIGHTS):
1	206 TAIL LIGHT:
1	1007 IMPROPER LANE USAGE:
1	BMC 10-152 POSSESSION OR CONSUMPTION OF INTOXICATING BEVERAGES:
1	1409 COMPULSORY INSURANCE:
0	
87	Total Number of Violations Issued

Calls for Service

Case Number	Event Date	Situation Reported
BM19-0000009	2019-04-04T23:54:00	Drug Violation
BM19-0000010	2019-04-12T23:27:00	Drug Violation
BM19-0000011	2019-04-17T11:44:00	Theft
BM19-0000012	2019-04-28T02:54:00	OBSTRUCTION IP
CV19-0000034	2019-04-03T14:17:00	Fraud
CV19-0000035	2019-04-03T16:31:00	PROPERTY ACCIDENT IP
CV19-0000036	2019-04-06T23:43:00	DRUG VIOLATION IP
CV19-0000037	2019-04-07T00:06:00	FALSE REPORTING IP
CV19-0000038	2019-04-09T16:11:00	TRAFFIC COMPLAINT IP
CV19-0000039	2019-04-10T14:14:00	PROPERTY ACCIDENT IP
CV19-0000040	2019-04-13T05:34:00	PROPERTY ACCIDENT IP
CV19-0000041	2019-04-13T21:06:00	TRAFFIC ARREST IP
CV19-0000042	2019-04-17T15:57:00	PROPERTY ACCIDENT IP
CV19-0000043	2019-04-18T13:02:00	PROPERTY ACCIDENT IP
CV19-0000044	2019-04-23T16:40:00	INFORMATION IP
CV19-0000045	2019-04-24T20:06:00	Menacing
CV19-0000046	2019-04-25T00:32:00	Trespass to Property
CV19-0000047	2019-04-27T00:13:00	DUI IP
CV19-0000048	2019-04-27T15:57:00	LOUD NOISE COMPLAINT IP
CV19-0000049	2019-04-28T02:54:00	OBSTRUCTION IP
CV19-0000050	2019-04-30T20:11:00	INFORMATION IP

SUSPICIOUS VEHICLE IP										
theft										
theft from Motor Vehicle										
THEFT FROM MOTOR VEHICLE IP										
THEFT IP										
Traffic Arrest IP										
Traffic Complaint										
Traffic COMPLAINT IP										
Traffic OBSTRUCTION IP										
Traffic STOP IP			1							1
Transport IP										
Unauthorized Access to Property										
Unauthorized Access to Vehicle										
UNAUTHORIZED ACCESS TO PROPERTY IP										
UNAUTHORIZED ACCESS TO VEHICLE IP										
UNKNOWN INJURY ACCIDENT IP										
UNLAWFUL ACTS IP										
Unwanted Subject										
UNWANTED SUBJECT IP										
Vehicle Lockout IP										
WARRANT ARREST IP										
WARRANT PICKUP IP										
Weapons Violation										
WEAPONS VIOLATION IP										
Welfare Check IP										
WELDING IP										
Total			<u>1</u>	<u>2</u>	<u>3</u>					<u>6</u>

Town of Columbine Valley
 Explanation of Variances (Highlights)
 For the Month Ended February 28, 2019

	Favorable Unfavorable	Explanation of Variances	
REVENUES:			
Property Taxes	57,280	Timing Diff.	mainly due to February property taxes collected of 107,854 vs. budget of 48,249 for a difference of 59,605
Sales and use Taxes	(51,730)	Wild Plum	mainly due to revenues budgeted for the Wild Plum Farm project that did not materialize in 2019
Permits, fees and Services	(28,238)	Wild Plum	mainly due to revenues budgeted for the Wild Plum Farm project that did not materialize in 2019
Bow Mar IGA	77,525	Timing Diff.	total revenue collected in February is 155,051 representing 1st and 2nd Qtr IGA revenue; budget for February was 77,528
EXPENDITURES:			
Administration	21,652	Wild Plum	mainly due to Building Inspection expenses: Actual of 8,751 vs. budget of 26,626 for a difference of 17,875
Planning and Zoning	(16,884)	Timing Diff.	Actual planning expenses for January and February was 28,134. Total budget for the year equals 67,500 prorated for 12 months at 5,625/month
Public Works	27,338	Timing Diff.	mainly due to street repairs actual of 2,577 vs. budget of 35,500 for a difference of 32,923
Capital Expenditures	(49,727)	Timing Diff.	2018 Ford SUV cost of 87,309 plus new radios of 52,418 = 139,727. The radios were budgeted in April 2019
Arapahoe County Open Space	(8,000)	2019 Budget Amendment Item	mainly due to Urban Drainage expenses of 20,000 not in budget

TOWN OF COLUMBINE VALLEY
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 FEBRUARY 28, 2019

Assets	Totals	
	February 28, 2019	December 31, 2018
Cash and investments	\$ 1,660,904	1,759,694
Other receivables	219,377	153,015
Property taxes receivable	258,192	371,144
Property and equipment, net	2,530,173	2,530,172
	\$ 4,668,646	4,814,025
Liabilities and Equity		
Liabilities:		
Accounts payable	\$ 28,074	57,421
Accrued liabilities	44,954	41,923
Deferred property tax revenue	258,192	371,144
Fund balance:		
Reserved - TABOR emergency	54,042	54,042
Conservation Trust	13,222	13,094
Arapahoe County Open Space	378,924	397,342
Unavailable - Fixed assets net of outstanding long term debt	2,530,173	2,530,172
Reserved - Capital Improvements	489,742	489,742
Nonspendable		9,269
Unreserved	871,323	849,876
Total equity	4,337,426	4,343,537
	\$ 4,668,646	4,814,025

TOWN OF COLUMBINE VALLEY
 COMBINED STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 ALL GOVERNMENTAL FUND TYPES
 BUDGET AND ACTUAL
 MONTH ENDED FEBRUARY 28, 2019 AND 2018

Revenue	February Totals		Month Ended February 28, 2019		
	2019	2018	Budget	Actual	Variance
Taxes:					
Property taxes	\$ 107,854	87,306	55,672	112,952	57,280
Specific ownership taxes	2,924	2,146	3,910	5,251	1,341
Sales and use tax	33,602	34,557	115,916	64,186	(51,730)
Utility franchise fees	10,577	4,456	7,666	13,969	6,303
Cable television	-	-	-	96	96
Permits and fines:					
Permits, fees and services	14,926	10,531	59,166	30,928	(28,238)
Fines	4,330	9,627	12,500	10,862	(1,638)
Intergovernmental:					
Bow Mar IGA	77,526	-	77,526	155,051	77,525
State highway user's tax	4,006	3,700	7,666	8,340	674
County highway tax revenue	-	-	-	-	-
Motor vehicle registration fees	492	510	1,000	492	(508)
State cigarette tax apportionment	(5)	-	134	40	(94)
Conservation Trust Fund entitlement	-	-	-	-	-
Arapahoe County Open Space shareback	-	-	-	-	-
Interest income	5,265	1,403	4,750	5,265	515
Other	34	48	4,584	8,193	3,609
Total revenue	261,531	154,284	350,490	415,625	65,135
Expenditures					
Current:					
Public safety	44,964	52,374	105,645	105,706	(61)
Sanitation	6,780	6,674	14,000	13,560	440
Administration	38,751	43,897	122,935	101,283	21,652
Planning and zoning	19,840	4,861	11,250	28,134	(16,884)
Public works	6,834	5,366	40,668	13,330	27,338
Other - rounding	(4)	-	-	(3)	3
Capital outlay					
Capital expenditures	52,418	-	90,000	139,727	(49,727)
Arapahoe County Open Space expenditures	-	-	12,000	20,000	(8,000)
Conservation Trust Fund expenditures	-	-	-	-	-
Total expenditures	169,583	113,172	396,498	421,737	(25,239)
Excess of revenue over expenditures	91,948	41,112	(46,008)	(6,112)	39,896
Major projects	-	-	-	-	-
Excess of revenue over (under) expenditures and major projects	91,948	41,112	(46,008)	(6,112)	39,896
Fund balance - beginning of period	1,715,305	1,630,042	1,536,143	1,813,365	277,222
Fund balance - end of period	\$ 1,807,253	1,671,154	1,490,135	1,807,253	317,118

TOWN OF COLUMBINE VALLEY
GENERAL FUND
SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
MONTH ENDED FEBRUARY 28, 2019 AND 2018

	February 2019	February 2018	Budget	Month Ended February 28, 2019 Actual	Variance
Public safety:					
Automotive expenses	1,538	3,410	6,750	2,872	3,878
Salaries and benefits	37,186	42,468	86,103	88,591	(2,488)
Municipal court	3,711	3,763	7,084	7,120	(36)
Other	2,529	2,733	5,708	7,123	(1,415)
	<u>44,964</u>	<u>52,374</u>	<u>105,645</u>	<u>105,706</u>	<u>(61)</u>
Sanitation	6,780	6,674	14,000	13,560	440
Administration:					
Legal	4,073	4,568	8,000	7,110	890
Accounting and audit	906	5,550	1,500	6,923	(5,423)
Inspection	1,980	7,042	26,626	8,751	17,875
Town administration	22,634	20,074	63,712	61,694	2,018
Insurance and bonds	-	429	5,000	-	5,000
Office supplies and miscellaneous	5,869	2,461	12,998	9,373	3,625
County Treasurer's collection fees	1,079	872	557	1,130	(573)
Rent and building occupancy costs	2,210	2,901	4,542	6,302	(1,760)
	<u>38,751</u>	<u>43,897</u>	<u>122,935</u>	<u>101,283</u>	<u>21,652</u>
Planning and zoning					
Planner and Engineering	19,840	4,861	11,250	28,134	(16,884)
Public works:					
Street repairs and maintenance	1,440	1,896	35,500	2,577	32,923
Street lighting	989	1,271	2,500	2,000	500
Weed and tree removal	-	133	584	-	584
Other	4,405	2,066	2,084	8,753	(6,669)
	<u>6,834</u>	<u>5,366</u>	<u>40,668</u>	<u>13,330</u>	<u>27,338</u>
Other - rounding	(4)	-	-	(3)	3
Capital expenditures:					
Public safety	52,418	-	90,000	139,727	(49,727)
Administration	-	-	-	-	-
Public works	-	-	-	-	-
	<u>52,418</u>	<u>-</u>	<u>90,000</u>	<u>139,727</u>	<u>(49,727)</u>
Arapahoe Open Space expenditures	-	-	12,000	20,000	(8,000)
Conservation Trust Fund expenditures	-	-	-	-	-
	<u>169,583</u>	<u>113,172</u>	<u>396,498</u>	<u>421,737</u>	<u>(25,239)</u>
Total expenditures					
Major projects:					
Town Hall remodel	-	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures and major projects	<u>169,583</u>	<u>113,172</u>	<u>396,498</u>	<u>421,737</u>	<u>(25,239)</u>

TOWN OF COLUMBINE VALLEY
 SUPPLEMENTAL SCHEDULE OF GENERAL FUND EXPENDITURES - BUDGET AND ACTUAL
 MONTH ENDED FEBRUARY 28, 2019 AND 2018

	February 2019	February 2018	Month Ended February 28, 2019		
			Budget	Actual	Variance
Public Safety:					
Automotive expenses:					
Cruiser gas/oil/maintenance	1,538	3,410	5,000	2,872	2,128
Cruiser insurance	-	-	1,750	-	1,750
	<u>1,538</u>	<u>3,410</u>	<u>6,750</u>	<u>2,872</u>	<u>3,878</u>
Salaries and benefits:					
Salaries	32,617	34,056	66,154	68,277	(2,123)
Pension plan	2,449	3,404	6,615	5,110	1,505
Health/workman's comp insurance	2,120	5,008	13,334	15,204	(1,870)
	<u>37,186</u>	<u>42,468</u>	<u>86,103</u>	<u>88,591</u>	<u>(2,488)</u>
Municipal court:					
Municipal court - judge	750	750	1,500	1,500	-
Municipal court - legal	2,385	2,723	4,584	4,800	(216)
Municipal court - other	576	290	1,000	820	180
	<u>3,711</u>	<u>3,763</u>	<u>7,084</u>	<u>7,120</u>	<u>(36)</u>
Other:					
Uniforms	410	809	1,334	410	924
Education/training	-	-	1,500	-	1,500
Arapahoe County dispatch fee	-	-	-	-	-
Supplies/miscellaneous	2,119	1,924	2,874	6,713	(3,839)
	<u>2,529</u>	<u>2,733</u>	<u>5,708</u>	<u>7,123</u>	<u>(1,415)</u>
Administration:					
Town administration:					
Salaries - administration	15,347	12,136	39,077	31,019	8,058
FICA/Medicare - administration	1,919	1,521	3,692	4,196	(504)
Health insurance - administration	1,961	3,823	5,334	7,479	(2,145)
Pension - administration	1,014	920	2,308	2,015	293
Telephone/communications	615	299	834	1,430	(596)
Computer expense	11,778	1,152	11,167	12,757	(1,590)
Election expense	-	-	-	-	-
Dues and publications	(10,000)	223	1,300	2,798	(1,498)
	<u>22,634</u>	<u>20,074</u>	<u>63,712</u>	<u>61,694</u>	<u>2,018</u>
Office supplies and miscellaneous:					
Advertising/notices	-	-	84	-	84
Miscellaneous	5,269	1,287	11,248	6,398	4,850
Supplies - administration	600	1,174	1,666	2,975	(1,309)
	<u>5,869</u>	<u>2,461</u>	<u>12,998</u>	<u>9,373</u>	<u>3,625</u>
Legal	4,073	4,568	8,000	7,110	890
Accounting and audit	906	5,550	1,500	6,923	(5,423)
Inspection	1,980	7,042	26,626	8,751	17,875
Insurance and bonds	-	429	5,000	-	5,000
County Treasurer's collection fees	1,079	872	557	1,130	(573)
Building occupancy costs	2,210	2,901	4,542	6,302	(1,760)

TOWN OF COLUMBINE VALLEY
 SUPPLEMENTAL SCHEDULE OF GENERAL FUND EXPENDITURES - BUDGET AND ACTUAL
 MONTH ENDED FEBRUARY 28, 2019 AND 2018

	February 2019	February 2018	Month Ended February 28, 2019		
			Budget	Actual	Variance
Public works:					
Street repairs and maintenance:					
Street/gutter maintenance	-	351	33,334	-	33,334
Snow removal	881	697	750	1,069	(319)
Striping	-	125	166	-	166
Signs maintenance	-	322	166	-	166
Vehicle maintenance	559	301	250	1,508	(1,258)
Other drainage	-	100	834	-	834
Street cleaning	-	-	-	-	-
	1,440	1,896	35,500	2,577	32,923
Street lighting	989	1,271	2,500	2,000	500
Ground maintenance	-	133	584	-	584
Other:					
Labor - Public works	3,746	1,449	-	7,494	(7,494)
Storm water permit process	659	617	834	1,259	(425)
Professional fees	-	-	1,250	-	1,250
	4,405	2,066	2,084	8,753	(6,669)
Capital and Conservation Trust Fund:					
Capital expenditures:					
Administration	-	-	-	-	-
Public safety	52,418	-	90,000	139,727	(49,727)
Public works	-	-	-	-	-
	52,418	-	90,000	139,727	(49,727)
Conservation Trust Fund expenditures:					
Miscellaneous	-	-	-	-	-
	-	-	-	-	-



Request for Board of Trustee Action

Date: May 22, 2019

Title: 2018 Annual Audit

Presented By: Janet Taylor, Finance Director

Prepared By: Mark Elmshauser, CliftonLarsonAllen

Background: Each year the Town contracts an independent audit firm to audit the Town's financial statements and associated government activities.

Attachments: Copy of the Independent Auditors' Report

Fiscal Impacts: None

Staff Recommendations: Approve as presented

Recommended Motion: "I move to approve the 2018 annual audit as presented".

TOWN OF COLUMBINE VALLEY
Arapahoe County, Colorado

FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2018

**TOWN OF COLUMBINE VALLEY
TABLE OF CONTENTS
YEAR ENDED DECEMBER 31, 2018**

INDEPENDENT AUDITORS' REPORT	1
MANAGEMENT'S DISCUSSION AND ANALYSIS	3
BASIC FINANCIAL STATEMENTS	
Government-Wide Financial Statements	
Statement of Net Position	10
Statement of Activities	11
Fund Financial Statements	
Balance Sheet – Governmental Fund	12
Reconciliation of the Balance Sheet of Governmental Fund to the Statement of Net Position	13
Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Fund	14
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance of Governmental Fund to the Statement of Activities	15
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	16
Notes to Financial Statements	17
REQUIRED SUPPLEMENTARY INFORMATION	
Schedules of the Town's Proportionate Share of the Net Pension Liability	34
Schedules of the Town Contributions	35
SUPPLEMENTARY INFORMATION	
Schedule of Expenditures – Budget and Actual – General Fund	37
Five-Year Summary of Assessed Valuation, Mill Levy, and Property Taxes Collected	38
Local Highway Finance Report	39

MANAGEMENT'S DISCUSSION AND ANALYSIS

The discussion and analysis of the Town of Columbine Valley's (the Town) financial performance provides an overview of the Town's financial activities for the year ended December 31, 2018. Management's Discussion and Analysis (MD&A) should be read in conjunction with the Town's financial statements.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements.

The financial section of this report includes three components: 1) the government-wide financial statements, 2) fund financial statements, and 3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements – The government-wide financial statements give readers a broad overview of the Town's financial position and changes in financial position, similar to consolidated financial statements in a private sector business. These statements include the statement of net position and the statement of activities.

The *statement of net position* presents information on all of the Town's assets, liabilities, and deferred outflows and inflows of resources with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* shows how the Town's net position changed as a result of its operations during the most recent fiscal year. To understand the basis of how these numbers are determined, it is important to note that changes in net position are reported whenever an event occurs that requires a revenue or expense to be recognized, regardless of when the related cash is received or disbursed (the accrual basis of accounting).

The government-wide financial statements include functions of the Town that are principally supported by taxes and intergovernmental revenues (*governmental activities*). The governmental activities of the Town include administration, public safety, public works, sanitation, planning and zoning, parks and open space, and judicial.

The government-wide financial statements can be found on pages 10 - 11 of this report.

Fund Financial Statements – Funds are a self-balancing grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The Town uses governmental funds to account for its activity.

Governmental Funds – All of the Town's basic services are included in governmental funds, which focus on 1) how cash and other financial assets can readily be converted to cash flow in and out, and 2) the balances left at year-end that are available for spending. The governmental funds statements provide a detailed short-term view of cash, the governmental fund operations, and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. The Town maintains one individual governmental fund, which has been reported as a major fund.

The Town adopts an annual appropriated budget for its fund. Budgetary comparison statements have been provided for the fund to demonstrate compliance with this requirement.

The basic governmental fund financial statements can be found on pages 12 - 16 of this report.

Notes to Financial Statements – The notes provide additional information that is essential to have a complete understanding of the information contained in the government-wide and fund financial statements. Notes to financial statements begin on page 17 of this report.

Required Supplementary Information – In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information. The required supplementary information can be found on pages 34 - 35 of this report.

Supplementary Information – In addition to the basic financial statements and accompanying notes, this report also presents certain supplementary information. The supplementary information can be found on pages 37 - 40 of this report.

Government-Wide Financial Analysis

Presented are condensed summary balances of the Town's assets, liabilities, deferred outflows and inflows of resources, and net position at December 31, 2018, with comparative balances at December 31, 2017. Total net position increased by \$528,752 during 2018. The increase in net position is related to expenses exceeding revenues by \$528,752 which included revenues from contributed capital of \$296,032 received by the Town in 2018.

A substantial portion of the Town's net position (57% at December 31, 2018 and 59% at December 31, 2017) consists of its investment in capital assets. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

The following is a condensed summary of the Town's net position at December 31, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
ASSETS		
ASSETS		
Current and Other Assets		
Capital Assets	\$ 2,283,853	\$ 2,010,011
Net Pension Asset	2,530,172	2,325,605
Total Assets	<u>87,135</u>	<u>-</u>
	<u>4,901,160</u>	<u>4,335,616</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>121,545</u>	<u>142,399</u>
LIABILITIES		
LIABILITIES		
Current Liabilities	114,583	122,686
Noncurrent Liabilities	30,479	34,339
Net Pension Liability	-	24,490
Total Liabilities	<u>145,062</u>	<u>181,515</u>
DEFERRED INFLOWS OF RESOURCES	<u>401,695</u>	<u>349,304</u>
NET POSITION		
NET POSITION		
Investment in Capital Assets	2,530,172	2,325,605
Restricted:		
Emergency Reserves	54,042	56,362
Conservation Trust	31,518	23,895
Open Space	397,342	361,555
Net Pension Asset	87,135	116,663
Unrestricted	<u>1,375,739</u>	<u>1,063,116</u>
Total Net Position	<u>\$ 4,475,948</u>	<u>\$ 3,947,196</u>

An additional portion of the Town's net position (\$570,037) represents resources that are subject to external restrictions on how they may be used. The balance of unrestricted net position (\$1,375,136) may be used to meet the Town's ongoing obligations to citizens and creditors.

At the end of 2018, the Town was able to report positive balances in all three categories of net position.

The Town's net position increased by \$528,752 during 2018 to \$4,475,948.

The following is a condensed summary of the Town's revenues and expenses for the year ended December 31, 2018, with comparative figures for the year ended December 31, 2017:

	<u>2018</u>	<u>2017</u>
REVENUES		
Program Revenues:		
Charges for Services	\$ 662,435	\$ 708,702
Capital Grants and Contributions	338,983	39,962
General Revenues:		
Taxes	1,014,196	1,082,238
Intergovernmental	75,596	64,916
Net Investment Income	31,821	17,751
Miscellaneous	17,351	5,127
Total Revenues	<u>2,140,382</u>	<u>1,918,696</u>
EXPENSES		
Administration	593,451	630,953
Public Safety	624,617	674,924
Public Works	224,088	521,276
Planning and Zoning	60,480	45,380
Sanitation	80,659	76,924
Parks and Open Space	7,500	6,000
Unallocated Depreciation on Town Hall	20,835	20,835
Total Expenses	<u>1,611,630</u>	<u>1,976,292</u>
CHANGE IN NET POSITION	528,752	(57,596)
Net Position - Beginning	<u>3,947,196</u>	<u>4,004,792</u>
NET POSITION - ENDING	<u>\$ 4,475,948</u>	<u>\$ 3,947,196</u>

Effective January 1, 2005, the Town entered into an intergovernmental agreement with the Town of Bow Mar, Colorado, to provide public safety and municipal court services for the Town of Bow Mar. Effective November 1, 2016, the Town entered into an additional intergovernmental agreement with the Town of Bow Mar to provide other administrative services. The Town received \$316,530 in fees in 2018 to provide these services in accordance with the intergovernmental agreement. This represented an increase of \$8,314 from the fees received in 2017. The decrease in Charges for Services relate to a decrease in the number of building permit and license fees received for new homes and remodels compared to 2017. The increase in capital grants and contributions is related to the developer contribution of a road to the Town in 2018 which did not occur in 2017. Tax revenue decreased \$68,042 relating primarily to decreased sales and use tax collected which was due to additional construction occurring in 2017 compared to 2018.

Administration expenses decreased \$37,502 primarily due to decreased plan review and inspection costs due to the decrease in building permits and licenses issued in 2018 compared to 2017. Public Safety expenses decreased by \$50,307 relating to changes in pension expense based on the Town's participation in a defined benefit plan for police officers. Public Works expenses decreased \$297,188 primarily relating to significant road repaving and repair expenditures in 2017 compared to 2018.

General Fund Budgetary Highlights

The difference between the final budgeted revenues of \$1,953,000 and the actual revenues of \$1,844,584 was (\$108,416). The difference was mainly caused by less revenue than anticipated relating to building permits and sales and use tax.

The difference between the final budgeted expenditures of \$1,800,000 and the actual expenditures of \$1,588,025 was \$211,975. Public works expenditures were \$143,593 under final budgeted amounts primarily relating to budgeted street repairs and maintenance being delayed into the next year. Administration expenses were \$35,422 under final budgeted amounts primarily relating to reduced inspection expenses compared to the budget, which is based on fewer building permits issued in 2018 than expected. The remainder of expenditures in 2018 were generally in line with budgeted amounts.

Capital Assets

The Town's investment in capital assets at December 31, 2018 amounts to \$2,530,172 (net of accumulated depreciation). This investment in capital assets includes land, infrastructure, buildings, automotive equipment, and office and other equipment.

Capital assets increased during the year relating to \$10,258 for the purchase of a new furnace for the Town Hall and \$296,032 for roads contributed to the Town by developers. Capital assets net of depreciation increased in total due to capital additions exceeding depreciation expense.

Capital assets are classified as follows (net of accumulated depreciation):

	<u>2018</u>	<u>2017</u>
Land		
Automotive Equipment	\$ 300,000	\$ 300,000
Drainage Infrastructure	80,179	108,072
Perimeter Wall/Fence	1,573,831	1,324,242
Office and Other Equipment	33,077	36,951
Building - Town Hall	18,460	10,880
	<u>524,625</u>	<u>545,460</u>
Total Capital Assets	<u>\$ 2,530,172</u>	<u>\$ 2,325,605</u>

Additional information on the Town's capital assets can be found in Note 4 of this report.

Economic Factors and Next Year's Budgets and Rates

The Town has budgeted for 2019 property tax revenue of \$371,144 (based on a total assessed valuation for the Town of \$47,883,330 and a mill levy of 7.751 mills for operations). Total revenues budgeted for 2019 from all sources equal \$2,325,000 including \$310,102 from the Town of Bow Mar for providing public safety, municipal court, and administrative services to that town in 2019. Additional information on this arrangement can be found in Note 6 of this report. Total expenditures budgeted for 2019 equal \$2,101,500. This represents a budgeted increase in expenditures of \$513,475 from 2018 actual expenditures. The change in budgeted expenditures relates primarily to anticipated increases in costs for Administration costs, for Public Works relating to road repair and maintenance, and relating to budgeted capital expenditures.

Requests for Information

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the Town's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: Town Administrator, Town of Columbine Valley, 2 Middlefield Road, Columbine Valley, Colorado 80123.

BASIC FINANCIAL STATEMENTS

**TOWN OF COLUMBINE VALLEY
STATEMENT OF NET POSITION
DECEMBER 31, 2018**

ASSETS	
Cash and Investments	\$ 1,759,694
Prepaid Items	9,269
Receivables:	
Other	143,746
Property Taxes	371,144
Capital Assets, Not Being Depreciated	300,000
Capital Assets, Being Depreciated, Net of Accumulated Depreciation	2,230,172
Net Pension Asset	87,135
Total Assets	<u>4,901,160</u>
 DEFERRED OUTFLOWS OF RESOURCES	
Deferred Pension Outflows	<u>121,545</u>
Total Deferred Outflows of Resources	<u>121,545</u>
 LIABILITIES	
Accounts Payable	57,421
Accrued Salaries and Benefits Payable	41,923
Long-Term Liabilities:	
Due Within One Year	
Compensated Absences	15,239
Due in More Than One Year	
Compensated Absences	<u>30,479</u>
Total Liabilities	<u>145,062</u>
 DEFERRED INFLOWS OF RESOURCES	
Property Tax Revenues	371,144
Deferred Pension Inflows	<u>30,551</u>
Total Deferred Inflows of Resources	<u>401,695</u>
 NET POSITION	
Investment in Capital Assets	2,530,172
Restricted for:	
Emergency Reserves	54,042
Conservation Trust	31,518
Open Space	397,342
Net Pension Asset	87,135
Unrestricted	<u>1,375,739</u>
Total Net Position	<u>\$ 4,475,948</u>

See accompanying Notes to Financial Statements.

**TOWN OF COLUMBINE VALLEY
STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2018**

FUNCTIONS/PROGRAMS	Program Revenues			Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Capital Grants and Contributions	
Administration	\$ 593,451	\$ 283,759	\$ -	\$ (309,692)
Public Safety	624,617	378,676	-	(245,941)
Public Works	224,088	-	296,032	71,944
Planning and Zoning	60,480	-	-	(60,480)
Sanitation	80,659	-	-	(80,659)
Parks and Open Space	7,500	-	42,951	35,451
Unallocated Depreciation	20,835	-	-	(20,835)
	<u>\$ 1,611,630</u>	<u>\$ 662,435</u>	<u>\$ 338,983</u>	<u>(610,212)</u>

GENERAL REVENUES

Taxes:	
Property Taxes	347,824
Specific Ownership Taxes	26,529
Sales and Use Tax	554,133
Utility Franchise Fees	48,899
Cable Television Franchise Fees	36,811
Intergovernmental:	
State Highway User's Tax	57,576
County Highway Tax Revenue	12,133
Motor Vehicle Registration Fees	5,887
Interest Income	31,821
Miscellaneous	17,351
Total General Revenues	<u>1,138,964</u>
Change in Net Position	528,752
Net Position - Beginning	3,947,196
Net Position - Ending	<u>\$ 4,475,948</u>

See accompanying Notes to Financial Statements.

**TOWN OF COLUMBINE VALLEY
BALANCE SHEET – GOVERNMENTAL FUND
DECEMBER 31, 2018**

	General Fund
ASSETS	
Cash and Investments	\$ 1,759,694
Prepaid Items	9,269
Receivables:	
Other	143,746
Property Taxes	371,144
Total Assets	\$ 2,283,853
LIABILITIES	
Accounts Payable	\$ 57,421
Accrued Salaries Payable	41,923
Total Liabilities	99,344
DEFERRED INFLOWS OF RESOURCES	
Property Tax Revenue	371,144
Total Deferred Inflows of Resources	371,144
FUND BALANCE	
Nonspendable	9,269
Restricted for:	
Emergency Reserves	54,042
Conservation Trust	31,518
Open Space	397,342
Unassigned	1,321,194
Total Fund Balance	1,813,365
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE	\$ 2,283,853

See accompanying Notes to Financial Statements.

**TOWN OF COLUMBINE VALLEY
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUND
TO THE STATEMENT OF NET POSITION
DECEMBER 31, 2018**

Amounts reported for governmental activities in the statement of net position are different because:

Total Governmental Fund Balance	\$ 1,813,365
Capital assets used in governmental activities are not financial resources, and, therefore, are not reported in the fund balance sheet	
Capital Assets, Net	2,530,172
Net pension asset is not due and received in the current period and, therefore, is not reported in the governmental fund.	
	87,135
Deferred outflows of resources used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund.	
	121,545
Some liabilities, compensated absences, were not due and payable in the current period and, therefore, were not reported in the fund balance sheet:	
Compensated Absences	(45,718)
Deferred inflows of resources used in governmental activities are not due and payable in the current year and, therefore, are not reported in the governmental fund.	
	<u>(30,551)</u>
Net Position of Governmental Activities	<u>\$ 4,475,948</u>

See accompanying Notes to Financial Statements.

**TOWN OF COLUMBINE VALLEY
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –
GOVERNMENTAL FUND
YEAR ENDED DECEMBER 31, 2018**

	<u>General Fund</u>
REVENUES	
Taxes:	
Property Taxes	\$ 347,824
Specific Ownership Taxes	26,529
Sales and Use Tax	554,133
Utility Franchise Fees	48,899
Cable Television Franchise Fees	36,811
Permits and Fines:	
Permits, Fees, and Services	243,759
Fines	102,146
Intergovernmental:	
Town of Bow Mar	316,530
State Highway User's Tax	57,576
County Highway Tax	12,133
Motor Vehicle Registration Fees	5,887
Conservation Trust Fund Entitlement	7,128
Open Space Tax	35,823
Interest Income	31,821
Miscellaneous	17,351
Total Revenues	<u>1,844,350</u>
EXPENDITURES	
Current:	
Public Safety	664,588
Sanitation	80,659
Administration	592,530
Planning and Zoning	60,480
Public Works	171,407
Capital Outlay	10,258
Conservation Trust Fund Expenditures	7,500
Total Expenditures	<u>1,587,422</u>
NET CHANGE IN FUND BALANCE	256,928
Fund Balance - Beginning of Year	<u>1,556,437</u>
FUND BALANCE - END OF YEAR	<u><u>\$ 1,813,365</u></u>

See accompanying Notes to Financial Statements.

**TOWN OF COLUMBINE VALLEY
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL FUND TO THE STATEMENT OF ACTIVITIES
YEAR ENDED DECEMBER 31, 2018**

A reconciliation reflecting the differences between the governmental fund net change in fund balance and change in net position reported for governmental activities in the statement of activities is as follows:

Net Change in Fund Balances - Governmental Fund	\$ 256,928
<p>Governmental funds report capital outlays as expenditures and do not report contributed capital. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense and revenue is recorded for the contributed capital</p>	
Capital Outlay	10,258
Contributed Infrastructure	296,032
Less:	
Current Year Depreciation	(101,723)
	204,567
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds</p>	
Compensated Absences	5,791
	5,791
<p>Some items reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. The (increases) decreases in these activities consist of:</p>	
Change in Contributions Subsequent to Measurement Date	1,509
Pension Expense	59,957
	61,466
Change in Net Position - Governmental Activities	\$ 528,752

See accompanying Notes to Financial Statements.

**TOWN OF COLUMBINE VALLEY
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE – BUDGET AND ACTUAL – GENERAL FUND
YEAR ENDED DECEMBER 31, 2018**

	<u>Original and Final Budgeted Amounts</u>	<u>Actual Amounts</u>	<u>Variance with Final Budget - Positive (Negative)</u>
REVENUES			
Taxes:			
Property Taxes	\$ 348,047	\$ 347,824	\$ (223)
Specific Ownership Taxes	23,623	26,529	2,906
Sales and Use Tax	681,500	554,133	(127,367)
Utility Franchise Fees	46,000	48,899	2,899
Cable Television Franchise Fees	31,000	36,811	5,811
Permits and Fines:			
Permits, Fees, and Services	320,000	243,759	(76,241)
Fines	65,000	102,146	37,146
Intergovernmental:			
Town of Bow Mar	316,530	316,530	-
State Highway User's Tax	46,000	57,576	11,576
County Highway Tax	12,000	12,133	133
Motor Vehicle Registration Fees	6,000	5,887	(113)
Conservation Trust Fund Entitlement	6,000	7,128	1,128
Open Space Tax	33,000	35,823	2,823
Investment Income	15,500	31,821	16,321
Miscellaneous	2,800	17,351	14,551
Total Revenues	<u>1,953,000</u>	<u>1,844,350</u>	<u>(108,650)</u>
EXPENDITURES			
Current:			
Public Safety	684,500	664,588	19,912
Sanitation	84,000	80,659	3,341
Administration	627,500	592,530	34,970
Planning and Zoning	69,000	60,480	8,520
Public Works	315,000	171,407	143,593
Capital Outlay	-	10,258	(10,258)
Conservation Trust Fund Expenditures	27,500	7,500	20,000
Total Expenditures	<u>1,807,500</u>	<u>1,587,422</u>	<u>220,078</u>
NET CHANGE IN FUND BALANCE	<u>145,500</u>	<u>256,928</u>	<u>111,428</u>
FUND BALANCE - BEGINNING	<u>1,378,114</u>	<u>1,556,437</u>	<u>178,323</u>
FUND BALANCE - ENDING	<u>\$ 1,523,614</u>	<u>\$ 1,813,365</u>	<u>\$ 289,751</u>

See accompanying Notes to Financial Statements.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 1 DEFINITION OF REPORTING ENTITY

The Town of Columbine Valley, Colorado (the Town) was incorporated pursuant to Section 31-1-203, Colorado Revised Statutes. The Town provides the following services: public safety (including the activity related to the proceeds from the seizure of contraband, if any), public works, municipal court, planning and zoning, sanitation, parks and open space, and general administrative services.

The Town follows the Governmental Accounting Standards Board (GASB) accounting pronouncements which provide guidance for determining which governmental activities, organizations and functions should be included within the financial reporting entity. GASB pronouncements set forth the financial accountability of a governmental organization's elected governing body as the basic criterion for including a possible component governmental organization in a primary government's legal entity. Financial accountability includes, but is not limited to, appointment of a voting majority of the organization's governing body, ability to impose its will on the organization, a potential for the organization to provide specific financial benefits or burdens and fiscal dependency.

The Town is not financially accountable for any other entity.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The more significant accounting policies of the Town are described as follows:

Government-Wide and Fund Financial Statements

The government-wide financial statements include the statement of net position and the statement of activities. These financial statements include all of the activities of the Town. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are normally supported by taxes and intergovernmental revenues.

The statement of net position reports all financial and capital resources of the Town. The difference between the assets, liabilities, and deferred outflows and inflows of resources of the Town is reported as net position.

The statement of activities demonstrates the degree to which the direct and indirect expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Major individual governmental funds are reported as separate columns in the fund financial statements.

TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met. Depreciation is computed and recorded as an operating expense. Expenditures for capital assets are shown as increases in assets and redemption of bonds and leases are recorded as a reduction in liabilities.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. The major sources of revenue susceptible to accrual are property taxes and sales and use taxes. Expenditures, other than interest on long-term obligations, are recorded when the liability is incurred or the long-term obligation paid. All other revenue items are considered to be measurable and available only when cash is received by the Town.

The Town reports the following major governmental fund:

The *General Fund* is the Town's primary operating fund. It accounts for all financial resources of the general government.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as they are needed.

Budgets

In accordance with the state budget law, the Town's board of trustees holds public hearings in the fall each year to approve the budget and appropriate the funds for the ensuing year. The appropriation is at the total fund expenditures level and lapses at year end. The Town's board of trustees can modify the budget by line item within the total appropriation without notification. The appropriation can only be modified upon completion of notification and publication requirements. The budget includes each fund on its basis of accounting unless otherwise indicated.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Investments

The Town's investment in an external investment pool is measured at amortized cost and is not subject to the fair value hierarchy. The Town's investment in a money market mutual fund is reported at amortized cost and is not subject to the fair value hierarchy.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenses/expenditures when consumed rather than purchased.

Property Taxes

Property taxes are levied by the Town's board of trustees. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the county commissioners to put the tax lien on the individual properties as of January 1 of the following year. The county treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally, sales of the tax liens on delinquent properties are held in November or December. The county treasurer remits the taxes collected monthly to the Town.

Property taxes, net of estimated uncollectible taxes, are recorded initially as deferred inflows of resources in the year they are levied and measurable. The property tax revenues are recorded as revenue in the year they are available or collected.

Capital Assets

Capital assets, which include land, infrastructure, perimeter fences, automotive equipment, buildings, and office and other equipment, are reported in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of the asset are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable. Depreciation expense has been computed using the straight-line method over the estimated economic useful lives:

Infrastructure	40 Years
Buildings	39 Years
Perimeter Fences	15 Years
Automotive Equipment	7 Years
Office and Other Equipment	7 Years

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Deferred Outflows of Resources

The Town's governmental activities report a separate section for deferred outflows of resources. This separate financial statement element reflects a decrease in net position that applies to a future period. The Town reports a deferred outflow of resources relating to pensions. See Note 8 for additional information.

Compensated Absences

The Town has a policy that allows employees to accumulate unused paid time off up to certain maximum hours. Compensated absences are accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. The Town's General Fund is used to liquidate compensated absences of the governmental activities.

Pensions

The Town participates in the Statewide Defined Benefit Plan (SWDB), a cost-sharing multiple-employer defined benefit pension fund administered by the Fire & Police Pension Association of Colorado (FPPA). The net pension asset, deferred outflows of resources, and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position of the SWDB have been determined using the economic resources measurement focus and the accrual basis of accounting. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Deferred Inflows of Resources

The Town's governmental activities report a separate section for deferred inflows of resources. This separate financial statement element reflects an increase in net position that applies to a future period. The Town reports a deferred inflow of resources relating to pensions. See Note 8 for additional information. Another item is for property tax revenue, which is considered a deferred inflow of resources in the year the taxes are levied and measurable and are recognized as an inflow of resources in the period they are collected.

Fund Equity

Fund balances in the General Fund are reported in classifications based on the extent to which the Town is bound to honor constraints for the specific purposes on which amounts in the fund can be spent. In accordance with GASB Statement No. 54, fund balances are classified in one of five categories: 1) nonspendable, 2) restricted, 3) committed, 4) assigned, and 5) unassigned.

Nonspendable – Nonspendable fund balance represents amounts that cannot be spent either because they are not in a spendable form or because they are legally or contractually required to be maintained intact. The Town reported nonspendable resources of \$9,269 as of December 31, 2018.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Equity (Continued)

Restricted – Restricted fund balances reflect amounts for which constraints have been placed on the use of the resources because of state or federal laws or externally imposed conditions by grantors or creditors. Emergency reserves have been provided for as required by Article X, Section 20 of the Constitution of the State of Colorado (see Note 11). A portion of the General Fund fund balance in the amount of \$54,042 has been restricted in compliance with this requirement. In addition, amounts held for the Conservation Trust Fund of \$31,518, as well as amounts held for the Open Space Entitlement of \$397,342 are classified as restricted fund balance at December 31, 2018 due to their restricted use for those purposes (see Note 6).

Committed – Committed fund balance is the amounts that can be used only for specific purposes determined by a formal action of the board of trustees. These amounts cannot be used for any other purpose unless the board of trustees removes or changes the specific use by taking formal board action. The Town did not have any committed resources as of December 31, 2018.

Assigned – Assigned fund balance includes amounts that are constrained by the Board of Trustee's intended use of these resources for a specific purpose but are neither restricted nor committed. The Town did not have any assigned resources as of December 31, 2018.

Unassigned – Unassigned fund balance represents the net resources in excess of the other spendable classifications.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure, the Town will first expend the restricted funds and then the unrestricted funds. Within the unrestricted funds category, the Town would first reduce the committed fund balance, next would be the assigned fund balance and finally the unassigned fund balance.

Net Position

The Town has a net position consisting of three components – investment in capital assets, restricted, and unrestricted.

Investment in capital assets consists of capital assets net of accumulated depreciations. As of December 31, 2018, The Town had an investment in capital assets of \$2,530,172.

Net position is reported as restricted when constraints have been placed on the use of the resources because of laws or externally imposed conditions by grantors or creditors.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 3 CASH AND INVESTMENTS

Cash and investments as of December 31, 2018 consist of the following:

Deposits with Financial Institutions	\$ 445,285
Investments	1,314,409
Total Cash and Investments	<u>\$ 1,759,694</u>

Cash Deposits

The Colorado Public Deposit Protection Act (PDPA) requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulators. Amounts on deposit in excess of federal insurance levels must be collateralized. The eligible collateral is determined by the PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool for all the uninsured public deposits as a group is to be maintained by another institution or held in trust. The market value of the collateral must be at least equal to the aggregate uninsured deposits.

The State Commissioners for banks and financial services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools.

At December 31, 2018, the Town's cash deposits had a carrying balance of \$445,285.

Investments

The Town's investment policy follows state statutes regarding investments.

Colorado statutes specify investment instruments meeting defined rating and risk criteria in which local governments may invest, which include:

- Obligations of the United States, certain U.S. government agency securities and World Bank
- General obligation and revenue bonds of U.S. local government entities
- Bankers' acceptances of certain banks
- Commercial paper
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts
- Local government investment pools
- Certain reverse repurchase agreements
- Certain corporate bonds
- Certain securities lending agreements

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

As of December 31, 2018, the Town had the following investments, which are recorded at amortized cost:

<u>Investment Type</u>	<u>Maturity</u>	<u>Amortized Cost</u>
Colorado Surplus Asset Fund Trust (CSAFE)	Less Than One Year	\$ 1,306,585
Money Market Mutual Fund	Less Than One Year	7,824
		<u>\$ 1,314,409</u>

Interest Rate Risk

Colorado Revised Statutes generally limit investment maturities to five years or less unless formally approved by the board of trustees. Corporate and bank securities and guaranteed investment contracts not purchased with bond proceeds are limited to maturities of three years or less.

Credit Risk

The local government investment pool, Colorado Surplus Asset Fund Trust (CSAFE), is rated AAAM by Standard and Poor's.

At December 31, 2018, the Town's money market mutual fund is rated AAAM by Standard and Poor's.

Concentrations of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of the Town's investments in a single issuer. The Town does not have a policy that addresses limitations of the amount that can be invested in any one issuer.

CSAFE

At December 31, 2018, the Town had \$1,306,585 invested in the Colorado Surplus Asset Fund Trust (CSAFE), which is an external investment pool established by state statute for local government entities to pool surplus assets. The state securities commissioner administers and enforces all state statutes governing the trust. Purchases and redemptions are available daily at a net asset value (NAV) of \$1.00. Investments in the external investment pool are shown at amortized cost for financial reporting purposes. Investments consist of U.S. Treasury and U.S. agency securities and repurchase agreements collateralized by U.S. Treasury and U.S. agency securities. A designated custodial bank provides safekeeping and depository services in connection with the direct investment and withdrawal functions. Substantially all securities owned are held by the Federal Reserve Bank in the account maintained for the custodial bank. The custodian's internal records identify the investments owned by the entities.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 4 CAPITAL ASSETS

An analysis of the changes in capital assets for the year ended December 31, 2018 follows:

	Balance at January 1, 2018	Increases	Decreases	Balance at December 31, 2018
Capital Assets Not Being Depreciated:				
Land	\$ 300,000	\$ -	\$ -	\$ 300,000
Total Capital Assets Not Being Depreciated	300,000	-	-	300,000
Capital Assets Being Depreciated:				
Automotive Equipment	252,203	-	-	252,203
Infrastructure	1,586,370	296,032	-	1,882,402
Perimeter Wall/Fence	58,112	-	-	58,112
Office and Other Equipment	63,783	10,258	-	74,041
Buildings - Town Hall	812,550	-	-	812,550
Total Capital Assets Being Depreciated	2,773,018	306,290	-	3,079,308
Less Accumulated Depreciation for:				
Automotive Equipment	144,131	27,893	-	172,024
Infrastructure	262,128	46,443	-	308,571
Perimeter Wall/Fence	21,161	3,874	-	25,035
Office and Other Equipment	52,903	2,678	-	55,581
Buildings - Town Hall	267,090	20,835	-	287,925
Total Accumulated Depreciation	747,413	101,723	-	849,136
Total Capital Assets Being Depreciated, Net	2,025,605	204,567	-	2,230,172
Capital Assets, Net	<u>\$ 2,325,605</u>	<u>\$ 204,567</u>	<u>\$ -</u>	<u>\$ 2,530,172</u>

Depreciation expense was charged to functions/programs of the Town as follows:

Unallocated - Town Hall	\$ 20,835
Public Works	52,681
Public Safety	24,106
Administration	4,101
Total Depreciation Expense - Governmental Activities	<u>\$ 101,723</u>

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 5 LONG-TERM OBLIGATIONS

The following is an analysis of the changes in the Town's long-term obligations for the year ended December 31, 2018:

	Balance at January 1, 2018	Additions	Reductions	Balance at December 31, 2018	Due Within One Year
Compensated Absences	\$ 51,509	\$ 49,419	\$ 55,210	\$ 45,718	\$ 15,239
	<u>\$ 51,509</u>	<u>\$ 49,419</u>	<u>\$ 55,210</u>	<u>\$ 45,718</u>	<u>\$ 15,239</u>

NOTE 6 INTERGOVERNMENTAL AGREEMENTS

Conservation Trust Fund Entitlement

As a result of the State of Colorado lottery, the Town was entitled to and received \$7,128 of funds during 2018 based upon a formula considering population within the Town. The funds are restricted under the State Conservation Trust Fund statutes to acquisition, development, and maintenance of parks and recreation facilities.

The Town has \$31,518 of remaining restricted funds which is planned to be spent in 2019 and future years in accordance with the guidelines established for lottery proceeds.

Open Space Tax Entitlement

On November 4, 2003, the voters in Arapahoe County approved a countywide sales and use tax of 0.25%, otherwise known as the Open Space Tax, which became effective on January 1, 2004. In November 2011, voters in Arapahoe County approved extending the tax through December 31, 2023. The Open Space Tax is to be used exclusively to purchase, develop, improve, and maintain park and recreation facilities.

On June 22, 2004, the Town entered into an intergovernmental agreement with Arapahoe County to impose the Open Space Tax on building and construction materials purchased within the Town, and to participate in the shareback funds available through Arapahoe County.

The amount of shareback funds is based upon a formula considering the population within the Town. During the year ended December 31, 2018, the Town was entitled to and received \$35,823 in open space tax shareback funds. The Town has restricted \$397,342 to be spent in future years in accordance with the guidelines established for Open Space Tax funds.

Town of Bow Mar

On December 6, 2004, the Town entered into an intergovernmental agreement (IGA) with the Town of Bow Mar (Bow Mar) for the Town to provide police and municipal court services to Bow Mar. The IGA may be renewed on an annual basis. The IGA has been extended through December 31, 2019.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 6 INTERGOVERNMENTAL AGREEMENTS (CONTINUED)

Town of Bow Mar (Continued)

The Town provides for the compensation, including salaries, wages, and benefits of the police officers. The Town prepares its budget based on projected paid officer hours. In the event that the total paid officer hours including vacation, holiday, and sick hours are less than the amount budgeted, then the Town will rebate to Bow Mar an amount equal to the budgeted hours less the actual number of hours paid times one-half of the current standard hourly rate. No rebate was due to Bow Mar for 2018.

For the year ended December 31, 2018, Bow Mar paid \$276,530 in four equal quarterly installments of \$69,133 to the the Town for police and municipal court services.

On October 6, 2016, the Town entered into an additional intergovernmental agreement with the Town of Bow Mar for the Town to provide building, inspection, and related administrative services to Bow Mar. The IGA was effective beginning November 1, 2016. The IGA is effective through December 31, 2019 and can be renewed on an annual basis after that date. For the year ended December 31, 2018, Bow Mar paid \$40,000 in four equal quarterly installments of \$10,000 to the the Town for building, inspection, and related administrative services.

NOTE 7 DEFINED CONTRIBUTION PLAN

The administrative employees of the Town participate in the Colorado County Officials and Employees Retirement Association Plan which is a defined contribution plan established by the Town and is maintained and administered by Colorado County Officials and Employees Retirement Association (CCOERA). At December 31, 2018, there were four plan members. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Employees become Plan members immediately upon employment. Under this Plan, 5% of the Plan members' compensation is withheld and remitted to the Plan Administrator along with a matching payment of 5% from the Town. The Town's contributions, plus earnings, become vested at a rate of 33.3% for each year of participation in the plan. The Town contributions for plan members who leave employment before they are fully vested are used to reduce the Town's current period contribution requirement. There is no liability for benefits under the plan beyond the Town's matching payments. Plan provisions and contribution requirements are established and may be amended by the Town's board of trustees.

Contributions actually made by plan members and the Town for the year ended December 31, 2018 are as follows:

Plan Members	<u>\$ 11,910</u>
Town	<u>\$ 11,910</u>

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 8 DEFINED BENEFIT PENSION PLAN

Plan Description

The Town contributes to the Statewide Defined Benefit Plan, a cost-sharing multiple-employer defined benefit pension plan administered by the Colorado Fire and Police Pension Association (FPPA). The Statewide Defined Benefit Plan (SWDB) provides retirement benefits for members and beneficiaries. Death and disability coverage is provided for members hired prior to January 1, 1997 through the Statewide Death and Disability Plan, which is also administered by the FPPA. This is a noncontributory plan. All full-time, paid police officers of the Town are members of the Statewide Defined Benefit Plan and the Statewide Death and Disability Plan. Local revenue sources are responsible for funding of the Death and Disability benefits for firefighters hired on or after January 1, 1997.

Colorado statutes assign the authority to establish benefit provisions to the state legislature. FPPA issues a publicly available annual financial report that includes financial statements and required supplementary information for both the Statewide Defined Benefit Plan and the Statewide Death and Disability Plan. FPPA issues a publicly available comprehensive annual financial report that can be obtained on FPPA's website at <http://www.fppaco.org>.

Description of Benefits

A member is eligible for a normal retirement pension once the member has completed 25 years of credited service and has attained the age of 55.

The annual normal retirement benefit is 2% of the average of the member's highest three years' base salary for each year of credited service up to ten years, plus 2.5% for each year of service thereafter. The benefit earned prior to January 1, 2007 for members of affiliated social security employers will be reduced by the amount of social security income payable to the member annually. Effective January 1, 2007, members currently covered under social security will receive half the benefit when compared to the statewide defined benefit plan. Benefits paid to retired members are evaluated and may be re-determined every October 1. The amount of any increase is based on the board's discretion and can range from -0- to the higher of 3% or the Consumer Price Index.

A member is eligible for an early retirement at age 50 with at least five years of credited service or after 30 years of service. The early retirement benefit equals the normal retirement benefit reduced on an actuarially equivalent basis. Upon termination, an employee may elect to have member contributions, along with 5% as interest, returned as a lump sum distribution. Alternatively, a member with at least five years of accredited service may leave contributions with the plan and remain eligible for a retirement pension at age 55 equal to 2% of the member's average highest three years' base salary for each year of credited service up to ten years, plus 2.5% for each year of service thereafter.

Contributions

The plan sets contribution rates at a level that enables all benefits to be fully funded at the retirement date of all members. Contribution rates for the SWDB plan are set by state statute. Employer contribution rates can only be amended by state statute. Member contribution rates can be amended by state statute or election of the membership.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 8 DEFINED BENEFIT PENSION PLAN (CONTINUED)

Contributions (Continued)

Members of the SWDB plan and their employers are contributing at the rate of 10 percent and 8 percent, respectively, of base salary for a total contribution rate of 18 percent in 2018. In 2014, the members elected to increase the member contribution rate to the SWDB plan beginning in 2015. Member contribution rates will increase 0.5 percent annually through 2022 to a total of 12 percent of base salary. Employer contributions will remain at 8 percent resulting in a combined contribution rate of 20 percent in 2022. Contributions to the pension plan from the Town were \$29,930 for the year ended December 31, 2018.

Pension Asset, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2018, the Town reported an asset of \$87,135 for its proportionate share of the net pension asset. The net pension asset was measured as of December 31, 2017, and the total pension liability used to calculate the net pension asset was determined by an actuarial valuation as of that date. The Town's proportion of the net pension asset was based on the Town's share of contributions to the pension plan relative to the contributions of all participating entities. At December 31, 2017, the Town's proportion was 0.0605671191%, which was a decrease of 0.0072082509% from its proportion measured as of December 31, 2016.

For the year ended December 31, 2018, the Town recognized pension expense of (\$61,466). At December 31, 2018, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences Between Expected and Actual Experience	\$ 62,837	\$ 966
Changes of Assumptions	13,128	-
Net Differences Between Projected and Actual Earnings on Pension Plan Investments	-	29,585
Changes in Proportion and Differences Between Town Contributions and Proportionate Share of Contributions	15,650	-
Town Contributions Subsequent to the Measurement Date	29,930	-
Total	<u>\$ 121,545</u>	<u>\$ 30,551</u>

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 8 DEFINED BENEFIT PENSION PLAN (CONTINUED)

Pension Asset, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

\$29,930 reported as deferred outflows of resources related to pension resulting from the Town contributions subsequent to measurement date will be recognized as an increase in the net pension asset in the year ended December 31, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending December 31,</u>	<u>Amount</u>
2018	\$ 12,352
2019	11,005
2020	(1,570)
2021	(6,233)
2022	11,285
Thereafter	34,225

Actuarial Assumptions

The total pension liability in the December 31, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Method	Entry Age Normal
Amortization Method	Level % of Payroll, Open
Amortization Period	30 Years
Long-term Investment Rate of Return*	7.5%
Projected Salary Increases*	4.0 - 14.0%
Cost of Living Adjustments (COLA)	0.0%
*Includes Inflation at	2.5%

Effective January 1, 2016, the post-retirement mortality tables for non-disabled retirees is a blend of the Annuitant and Employee RP-2014 generational mortality tables with blue collar adjustment projected with Scale BB. The occupationally disabled post-retirement mortality assumption uses the same table as used for healthy annuitants, except there is a three year set-forward, meaning a disabled member age 70 will be valued as if they were a 73 year old healthy retiree. The totally disabled post-retirement mortality assumption uses the RP-2014 generational mortality tables for disabled annuitants, except an additional provision to apply a minimum 3% mortality probability to males and 2% mortality probability for females is included to reflect substantial impairment for this population. The pre-retirement off-duty mortality tables are adjusted to 55% of the RP-2014 mortality tables for active employees. The on-duty mortality rate is 0.00020.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 8 DEFINED BENEFIT PENSION PLAN (CONTINUED)

Actuarial Assumptions (Continued)

Best estimates of arithmetic real rates of return for each major asset class included in the Fund's target asset allocation as of December 31, 2017 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global Equity	37 %	8.33 %
Equity Long/Short	9	7.15
Illiquid Alternatives	24	9.70
Fixed Income	15	3.00
Absolute Return	9	6.46
Managed Futures	4	6.85
Cash	2	2.26
Total	<u>100 %</u>	

Discount Rate

The discount rate used to measure the total pension liability was 7.50 percent. The projection of cash flows used to determine the discount rate assumed that contributions from participating employers will be made based on the actuarially determined rates based on the FPPA Board's funding policy, which establishes the contractually required rates under Colorado statutes. Based on those assumptions, the SWDB plan fiduciary net position was projected to be available to make all the projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Town's Proportionate Share of the Net Pension Asset to Changes in the Discount Rate

The following presents the Town's proportionate share of the net pension liability (asset) calculated using the discount rate of 7.50%, as well as what the Town's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	<u>1% Decrease (6.50%)</u>	<u>Current Discount Rate (7.50%)</u>	<u>1% Increase (8.50%)</u>
Town's Proportionate Share of the Net Pension Liability (Asset)	<u>\$ 94,864</u>	<u>\$ (87,135)</u>	<u>\$ (238,263)</u>

Pension Plan Fiduciary Net Position

Detailed information about the SWDB's fiduciary net position is available in FPPA's comprehensive annual financial report, which can be obtained at <http://www.fppaco.org>.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 8 DEFINED BENEFIT PENSION PLAN (CONTINUED)

Changes between the measurement date of the net pension asset and December 31, 2018

The FPPA Board completed an actuarial experience study and approved changes to the actuarial assumptions effective January 1, 2019. The inflation assumption will remain at 2.5%. The investment return assumption will be reduced from 7.5% to 7.0% to reflect the reduced real return expected from recent capital market data. The reduction in the investment return assumption will increase the total pension liability.

NOTE 9 DEFERRED COMPENSATION PLAN

The Town has a deferred compensation plan created in accordance with Internal Revenue Code Section 457. This plan is also administered by FPPA. Participation in the plan is optional for all police officers. The plan allows the employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement or death, or unforeseen emergencies.

NOTE 10 RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts, thefts of, damage to, or destruction of assets; errors or omissions; injuries to employees, or acts of God. The Town maintains commercial insurance for all risks of loss. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

NOTE 11 COMMITMENTS AND CONTINGENCIES

Article X, Section 20 of the Colorado Constitution, commonly known as the Taxpayer's Bill of Rights (TABOR) contains tax, spending, revenue and debt limitations, which apply to the State of Colorado and all local governments.

Spending and revenue limits are determined based on the prior year's Fiscal Year Spending adjusted for allowable increases based upon inflation and local growth. Fiscal Year Spending is generally defined as expenditures plus reserve increases with certain exceptions, which is generally equivalent to total revenues. Revenue in excess of the Fiscal Year Spending limit must be refunded unless the voters approve retention of such revenue.

TABOR requires local governments to establish emergency reserves. These reserves must be at least 3% of Fiscal Year Spending (excluding bonded debt service). Local governments are not allowed to use the emergency reserves to compensate for economic conditions, revenue shortfalls, or salary or benefit increases.

**TOWN OF COLUMBINE VALLEY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2018**

NOTE 11 COMMITMENTS AND CONTINGENCIES (CONTINUED)

On November 30, 1998, a majority of the Town's electors approved the following:

- Authorized the Town to collect, retain and spend all excess revenue collected in 1998 and thereafter without regard to any limitations under TABOR or any other law provided that no local tax rate or mill levy shall be increased without further voter approval.

The Town's management believes it is in compliance with the provisions of TABOR. However, TABOR is complex and subject to interpretation. Many of the provisions, including the interpretation of how to calculate Fiscal Year Spending limits will require judicial interpretation.

REQUIRED SUPPLEMENTARY INFORMATION

**TOWN OF COLUMBINE VALLEY
SCHEDULES OF THE TOWN'S PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY (ASSET)
LAST 10 FISCAL YEARS**

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Town's Proportion of the Net Pension Liability (Asset)	0.060567119%	0.067775370%	0.067921040%	0.075059369%	0.078535455%
Town's Proportionate Share of the Net Pension Liability (Asset)	\$ (87,135)	\$ 24,490	\$ (1,197)	\$ (84,710)	\$ (70,268)
Town's Covered-Employee Payroll	\$ 354,843	\$ 331,188	\$ 342,855	\$ 336,767	\$ 328,589
Town's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered-Employee Payroll	(24.6%)	7.4%	(0.3%)	(25.2%)	(21.4%)
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	106.3 %	98.2 %	100.1 %	106.8 %	105.8 %

* The amounts presented for each fiscal year were determined as of December 31 based on the measurement date of the Plan. Covered payroll is presented based on the fiscal year. Information earlier than 2014 was not available.

**TOWN OF COLUMBINE VALLEY
SCHEDULES OF THE TOWN CONTRIBUTIONS
LAST 10 FISCAL YEARS**

	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Contractually Required Contribution	\$ 29,930	\$ 28,421	\$ 26,495	\$ 27,686	\$ 27,009	\$ 26,287	\$ 26,261	\$ 24,880	\$ 25,171	\$ 26,472
Contributions In Relation to the Contractually Required Contribution	29,930	28,421	26,495	27,686	27,009	26,287	26,261	24,880	25,171	26,472
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District's Covered-Employee Payroll	\$ 374,130	\$ 354,843	\$ 331,188	\$ 342,855	\$ 336,767	\$ 328,589	\$ 328,260	\$ 310,584	\$ 314,375	\$ 331,498
Contributions as a Percentage of Covered Employee Payroll	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%

*The amounts presented for each fiscal year were determined as of December 31.

SUPPLEMENTARY INFORMATION

**TOWN OF COLUMBINE VALLEY
SCHEDULE OF EXPENDITURES – BUDGET AND ACTUAL – GENERAL FUND
YEAR ENDED DECEMBER 31, 2018**

EXPENDITURES	Original and Final Budgeted Amounts	Actual Amounts	Variance with Final Budget - Positive (Negative)
Public Safety:			
Automotive Expenses	\$ 37,000	\$ 33,864	\$ 3,136
Salaries and Benefits	529,500	536,528	(7,028)
Municipal Court	42,500	36,542	5,958
Other	75,500	57,654	17,846
Total Public Safety	<u>684,500</u>	<u>664,588</u>	<u>19,912</u>
Sanitation	84,000	80,659	3,341
Administration:			
Legal	48,000	42,784	5,216
Accounting and Audit	26,500	24,300	2,200
Inspection	144,000	100,229	43,771
Town Administration	263,000	258,496	4,504
Insurance and Bonds	29,000	30,393	(1,393)
Office Supplies and Miscellaneous	113,520	132,845	(19,325)
County Treasurer's collection Fees	3,480	3,483	(3)
Total Administration	<u>627,500</u>	<u>592,530</u>	<u>34,970</u>
Planning and Zoning:			
Planning and Engineering	69,000	60,480	8,520
Public Works:			
Street Repairs and Maintenance	236,000	108,093	127,907
Street Lighting	15,000	25,139	(10,139)
Ground Maintenance	45,000	21,683	23,317
Other	19,000	16,492	2,508
Total Public Works	<u>315,000</u>	<u>171,407</u>	<u>143,593</u>
Capital Outlay	-	10,258	(10,258)
Conservation Trust Fund Expenditures	27,500	7,500	20,000
TOTAL EXPENDITURES	<u><u>\$ 1,807,500</u></u>	<u><u>\$ 1,587,422</u></u>	<u><u>\$ 220,078</u></u>

**TOWN OF COLUMBINE VALLEY
 FIVE-YEAR SUMMARY OF ASSESSED VALUATION, MILL LEVY,
 AND PROPERTY TAXES COLLECTED
 DECEMBER 31, 2018**

Year Ended December 31,	Prior Year Assessed Valuation for Current Year Property Tax Levy	Mills Levied		Total Property Taxes		Percentage Collected to Levied
		Operating	Debt Service	Levied	Collected	
2014	\$ 32,359,930	9.316	-	\$ 301,465	\$ 301,396	99.98 %
2015	32,957,780	9.316	-	307,035	306,177	99.72
2016	39,645,583	7.891	-	312,843	312,222	99.80
2017	40,220,632	8.172	-	328,683	328,363	99.90
2018	42,795,790	8.133	-	348,058	347,824	99.93
Estimated for Year Ending December 31,						
2019	\$ 47,883,330	7.751	-	\$ 371,144		

NOTE:

Property taxes collected in any one year include collection of delinquent property taxes levied in prior years. Information received from the County Treasurer does not permit identification of specific year of levy.



Request for Board of Trustee Action

Date: May 22, 2019

Title: Wild Plum 1st Administrative (Minor) Amendment

Presented By: J.D. McCrumb, Town Administrator

Prepared By: Phil Sieber, Town Planner

Background: The applicant is requesting approval of a Minor Amendment to the Final Plan and Plat to allow a small lot line adjustment for Lot 29-Block 5 as shown on the attached sketch.. In the process of staking and grading in the area it was found that on Lot 29 of they were:

“Very pinched/pushed up along the hill that leads up to the ditch and would have to remove two very nice mature trees to fit the trail/wall and grading per my approved plans.”

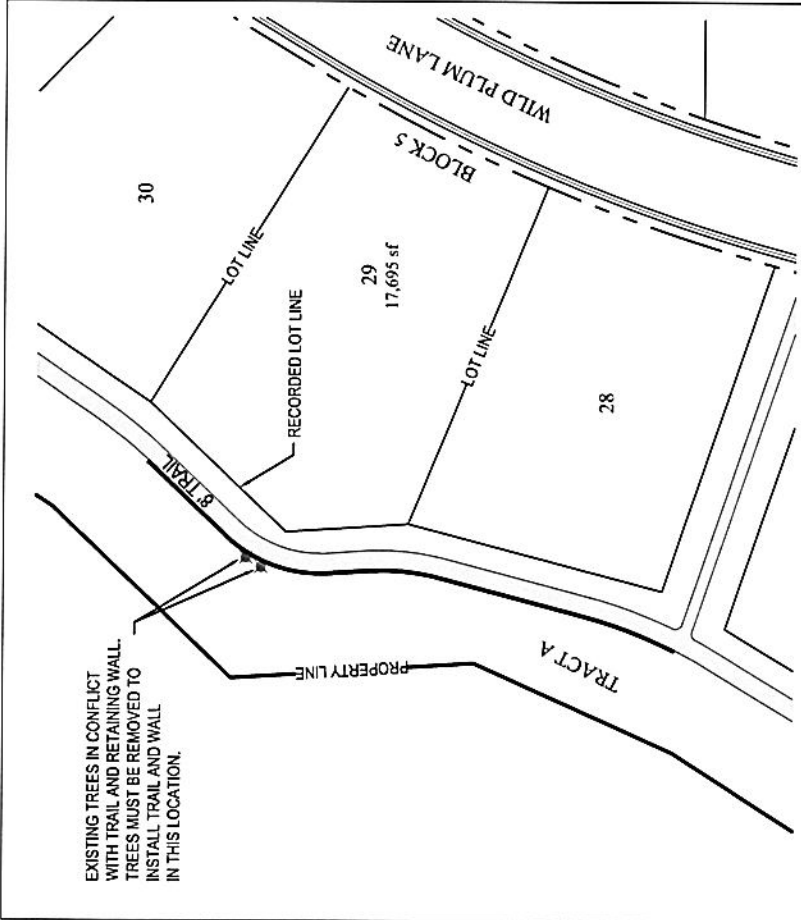
Staff has verified this is the case and agrees with the applicant’s assessment. The adjustment results in a small reduction in the size of the lot which requires Trustee approval as a Minor Amendment.

Attachments: Current and Proposed Lot Conditions
Photos of Trees

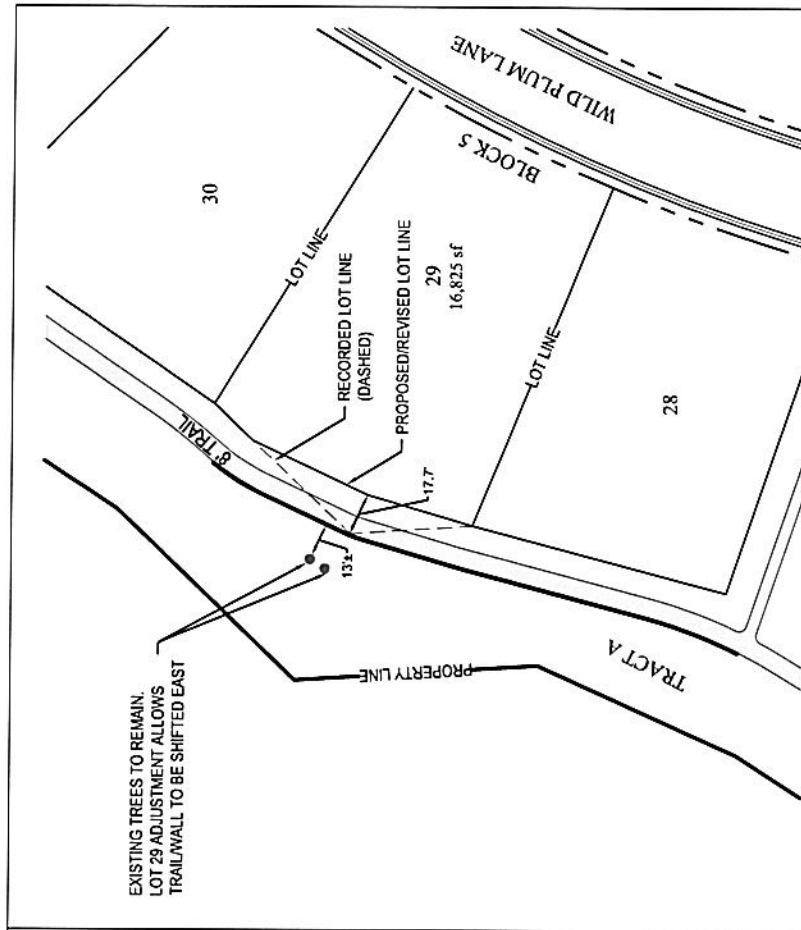
Fiscal Impacts: None

Staff Recommendations: Approve as presented

Recommended Motion(s): “I move to approve the minor amendment to the Wild Plum Final Plat and Plan as presented.”



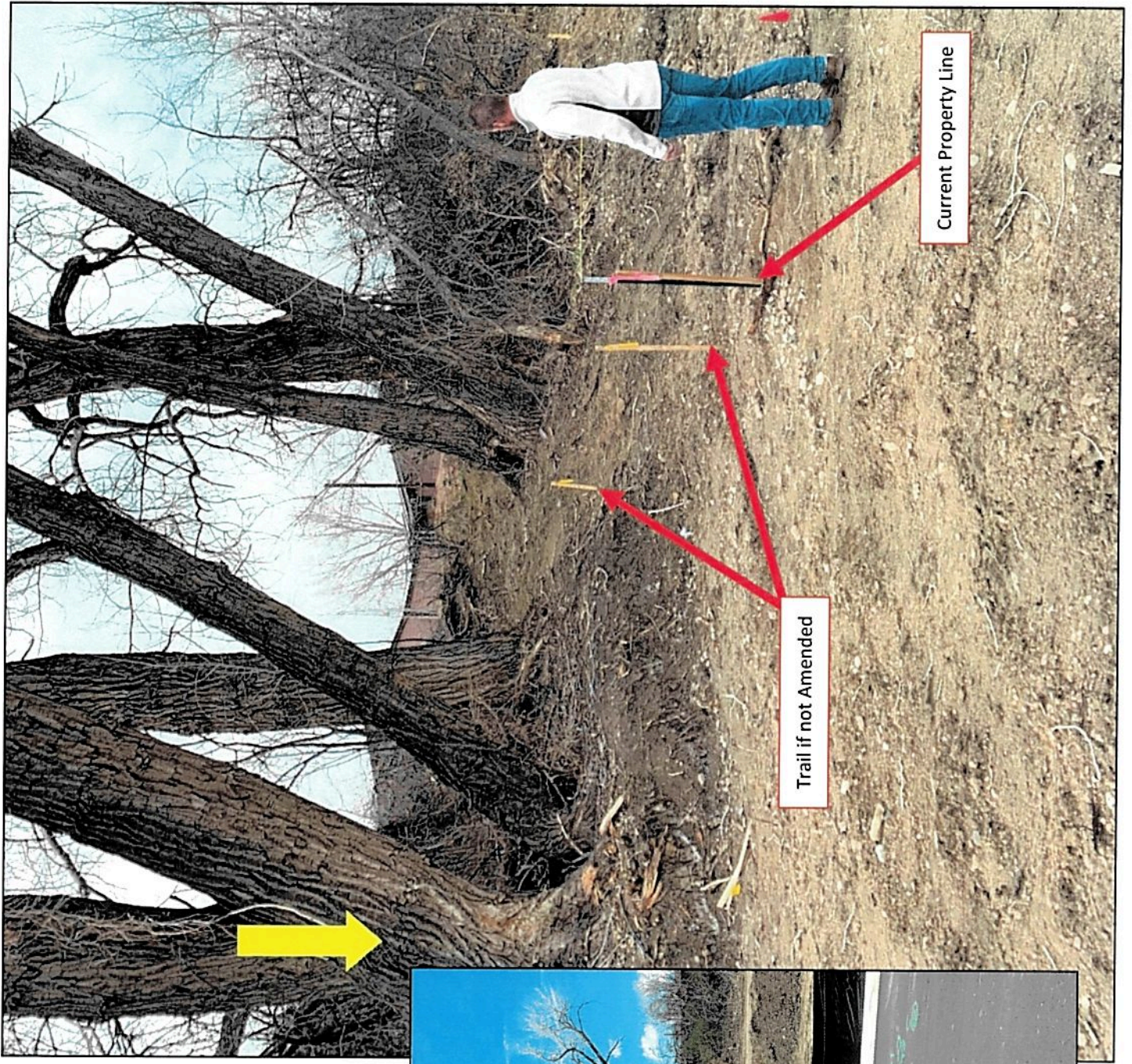
CURRENT (APPROVED) CONDITION



LOT 29 REVISION SUMMARY
 LOT 29 AREA (APPROVED) = 17,695 SF
 LOT 29 AREA (REVISED) = 16,825 SF (>15,000 SF, <5% REDUCTION)
 TOTAL WILD PLUM LOT AREA = 2,068,842 SF
 AVG. LOT SIZE (95 LOTS) = 0.5 ACRES

PROPOSED (REVISED) CONDITION

 1529 MARSH STREET SUITE 200 DENVER, CO 80202 (720) 473-3131	WILD PLUM LOT 29 REVISION EXHIBIT	DATE: 04/10/2019 SCALE: 1" = 50' BY: JMM
	1529 MARSH STREET SUITE 200 DENVER, CO 80202 (720) 473-3131	





Request for Board of Trustee Action

Date: May 22, 2019

Title: Sponsorship of Country Club Fireworks

Presented By: J.D. McCrumb, Town Administrator

Prepared By: J.D. McCrumb, Town Administrator

Background: The Town has set aside \$7,500 in the 2019 Town budget for sponsorship of the 2019 Columbine Country Club fireworks display, in an effort to assure all Columbine Valley citizens who wish to view the annual show from the Club grounds have access. The appropriation was made with the direction to staff that the sponsorship be brought to the Trustees for review.

Possible Motion(s): "I move to approve \$_____ and additional support including _____ to co-sponsor the Country Club's 2019 4th of July fireworks show?"