



## IGNACIO TOWN BOARD MEETING AGENDA

Monday, September 21, 2020 – 6:30 PM

### Remote Public Meeting

*This remote meeting is hosted by Zoom and requires Attendees to login to the Zoom meeting website at the following address: <https://zoom.us/j/94713211856>, or Attendees wishing to participate by phone shall call: **346-248-7799** and key in Webinar ID Number: **947 1321 1856***

*There is a Zoom Etiquette file on the Town website that details how Zoom meetings work and what is expected of Attendees. All Attendees will be able to hear and/or see the Town Board meeting. Attendees will be muted until the Mayor takes Attendee comments. Attendees wanting to comment must click on the "Raised Hand" tab at the bottom of the screen, or callers will have to enter \*9. The Mayor will acknowledge which Attendee is to speak (by name or phone number) and the meeting host will unmute the Attendee who shall first provide their name and address before they begin their comments. Failure to follow directions or maintain meeting decorum will result in the muting of your connection. This meeting is being recorded.*

- I. **CALL REGULAR MEETING TO ORDER:** Moment of Silence, Moment of Gratitude, Reflection of Hope
- II. **ROLL CALL**
- III. **PUBLIC COMMENTS:** *The Town Board values public comment and allows this time for citizens to voice their thoughts and concerns. The Mayor will open the comment period and prior to addressing the Board, state your name and address and limit your comments to five (5) minutes. Meeting decorum will be maintained and failure to maintain composure and respect will result in the closure of your comment period. The Town Board and/or staff may respond to your comments or take your comments under advisement. Please do not comment on items listed on the Agenda as opportunity will be given to comment during these discussions. Thank you.*
- IV. **CONSENT AGENDA**
  - A. Regular Town Board Meeting Minutes from August 17, 2020
  - B. Financial Records – August Check Register and Budget to Actual Reports
  - C. Liquor License Renewal for Family Dollar
- V. **UNFINISHED BUSINESS**
  - A. Sagebrush Consulting
- VI. **NEW BUSINESS**
  - A. 2019 Audit Report
  - B. Public Hearing on 2021 Budget
  - C. COVID-19 Update
- VII. **STAFF REPORTS**
  - A. Police Department
  - B. Public Works
  - C. Town Clerk/Treasurer
  - D. Town Manager
  - E. Town Attorney
- VIII. **TRUSTEE REPORTS**
- IX. **EXECUTIVE SESSION** for a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b)
  - A. Public Health Order Enforcement Discussion
- X. **ADJOURNMENT**

09/18/20  
17:51:45

TOWN OF IGNACIO  
Check Register for Checking  
For the Accounting Period: 8/20

Page: 1 of 4  
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
-99187	E	893 AT&T	468.77	08/05/20	8/20	CL 13382	468.77
-99186	E	143 STATE OF COLORADO-SALES TAX	590.02	08/05/20	8/20	CL 13387	590.02
-99185	E	737 PITNEY BOWES INC	96.88	08/19/20	8/20	CL 13456	96.88
-99184	E	974 LA PLATA ELECTRIC ASSN INC	2288.30	08/19/20	8/20	CL 13459	2288.30
-99183	E	845 HOME DEPOT CREDIT SERVICES	190.79	08/19/20	8/20	CL 13462	190.79
-99182	E	845 HOME DEPOT CREDIT SERVICES	76.70	08/19/20	8/20	CL 13463	76.70
41283 *	S	1181 Blue Otter Solutions, LLC.	387.12	08/05/20		CL 13300	387.12
41284	S	91 BRENNAN OIL COMPANY	153.47	08/05/20		CL 13383	153.47
41285	S	921 CASCADE WATER	20.97	08/05/20		CL 13379	20.97
41286	S	757 COLORADO DEPT OF PUBLIC HEALTH & ENVIRON	155.00	08/05/20		CL 13392	155.00
41287	S	971 FASTTRACK COMMUNICATIONS INC	258.13	08/05/20		CL 13388	258.13
41288	S	1130 IMAGENET CONSULTING LLC	282.79	08/05/20		CL 13386	282.79
41289	S	1087 MARK GARCIA - GOV-PLUS LLC	7980.00	08/05/20		CL 13389	7980.00
41290	S	1093 PERFECT COMPUTING LLC	436.00	08/05/20		CL 13390	436.00
41291	S	1175 Savant Learning Systems, Inc.	552.00	08/05/20		CL 13381	552.00
41292	S	871 SWCCOG	2700.00	08/05/20		CL 13393	2700.00
41293	S	1147 TDL RECYCLING, LLC	646.00	08/05/20		CL 13380	646.00
41294	S	650 TOWN OF IGNACIO	345.11	08/05/20		CL 13385	345.11
41295	S	675 UTILITY NOTIFICATION CENTER OF CO	22.35	08/05/20		CL 13391	22.35
41296	S	695 WCA WASTE CORP	2668.76	08/05/20		CL 13394	2668.76
41301 *	S	728 AXIS HEALTH SYSTEMS	690.62	08/19/20		CL 13466	690.62
41302	S	921 CASCADE WATER	13.98	08/19/20		CL 13398	13.98
41303	S	754 FOUR CORNERS MATERIALS	476.50	08/19/20		CL 13468	476.50
41304	S	279 GREEN ANALYTICAL LABORATORIES	275.00	08/19/20		CL 13455	275.00



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TOWN OF IGNACIO  
Check Register for Checking  
For the Accounting Period: 8/20

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Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period		Claim #	Claim
								Amount
							CL 13429	29.00
							CL 13430	30.00
							CL 13431	34.00
							CL 13432	24.27
							CL 13433	22.61
							CL 13434	12.09
							CL 13435	27.02
							CL 13436	25.07
							CL 13437	26.87
							CL 13438	32.00
							CL 13439	25.50
							CL 13440	38.00
							CL 13441	46.31
							CL 13442	38.78
							CL 13443	39.70
							CL 13444	54.48
							CL 13445	12.12
							CL 13446	0.99
							CL 13447	10.00
							CL 13448	45.63
							CL 13449	32.34
							CL 13450	136.37
							CL 13451	75.94
							CL 13452	55.78
							CL 13453	56.86
							CL 13454	35.31

Total for Claim Checks 104823.33  
Count for Claim Checks 37

\* denotes missing check number(s)

# of Checks: 37 Total: 104823.33

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TOWN OF IGNACIO  
Fund Summary for Claim Check Register  
For the Accounting Period: 8/20

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Fund/Account	Amount
100 GENERAL FUND	
110230 Operating Account	\$35,115.11
300 CAPITAL IMPROVEMENT FUND	
110230 Operating Account	\$16,710.00
610 WATER FUND	
110230 Operating Account	\$12,428.40
620 GAS FUND	
110230 Operating Account	\$2,655.35
630 SEWER FUND	
110230 Operating Account	\$37,884.15
640 IRRIGATION FUND	
110230 Operating Account	\$30.32
Total:	\$104,823.33

# TOWN OF IGNACIO

\*mark prefers this way - our budget reflects this

2019			2020			% up/down from PYM	Year-To-Date	Difference	% up/down from PYT
City Sales Tax	Month	Year-To-Date	City Sales Tax	Month	Difference				
Jan	30,815.72	30,815.72	1 Jan	32,498.91	1,683.19	5.46%	32,498.91	1,683.19	5.46% nov
Feb	30,438.28	61,254.00	2 Feb	30,883.13	444.85	0.73%	63,382.04	2,128.04	3.47%
Mar	28,710.70	89,964.70	3 Mar	29,756.06	1,045.36	1.16%	93,138.10	3,173.40	3.53%
Apr	27,522.93	117,487.63	4 Apr	29,891.22	2,368.29	2.02%	123,029.32	5,541.69	4.72%
May	26,204.27	143,691.90	5 May	38,046.33	11,842.06	8.24%	161,075.65	17,383.75	12.10%
June	20,846.68	164,538.58	6 Jun	37,833.96	16,987.28	10.32%	198,909.61	34,371.03	20.89%
July	28,741.86	193,280.44	7 July	39,765.51	11,023.65	5.70%	238,675.12	45,394.68	23.49%
Aug	29,647.83	222,928.27	8 Aug	38,659.53	9,011.70	4.04%	277,334.65	54,406.38	24.41%
Sept	32,704.63	255,632.90	9 Sept		-32,704.63	-12.79%	277,334.65	21,701.75	8.49%
Oct	29,752.38	285,385.28	10 Oct		-29,752.38	-10.43%	277,334.65	-8,050.63	-2.82%
Nov	29,400.34	314,785.62	11 Nov		-29,400.34	-9.34%	277,334.65	-37,450.97	-11.90%
Dec	31,591.63	346,377.25	12 Dec		-31,591.63	-9.12%	277,334.65	-69,042.60	-19.93%
<b>2019 City Total</b>	<b>346,377.25</b>		<b>2019 City Total</b>	<b>277,334.65</b>					5.99%
2020 BUDGET							330,000.00		

2019			2020			% up/down from PYM	Year-To-Date	Difference	% up/down from PYT
County Sales Tax	Month	Year-To-Date	County Sales Tax	Month	Difference				
Jan	62,622.00	62,622.00	1 Jan	74,268.00	11,646.00	18.60%	74,268.00	11,646.00	18.60%
Feb	74,066.00	136,688.00	2 Feb	83,760.00	9,694.00	7.09%	158,028.00	21,340.00	15.61%
Mar	61,061.00	197,749.00	3 Mar	67,251.00	6,190.00	3.13%	225,279.00	27,530.00	13.92%
Apr	55,697.00	253,446.00	4 Apr	63,809.00	8,112.00	3.20%	289,088.00	35,642.00	14.06%
May	64,570.00	318,016.00	5 May	92,195.00	27,625.00	8.69%	381,283.00	63,267.00	19.89%
June	62,553.00	380,569.00	6 June	65,965.00	3,412.00	0.90%	447,248.00	66,679.00	17.52%
July	68,842.00	449,411.00	7 July	76,727.00	7,885.00	1.75%	523,975.00	74,564.00	16.59%
Aug	80,602.00	530,013.00	8 Aug	86,975.00	6,373.00	1.20%	610,950.00	80,937.00	15.27%
Sept	86,270.00	616,283.00	9 Sept		-86,270.00	-14.00%	610,950.00	-5,333.00	-0.87%
Oct	79,001.00	695,284.00	10 Oct		-79,001.00	-11.36%	610,950.00	-84,334.00	-12.13%
Nov	79,784.00	775,068.00	11 Nov		-79,784.00	-10.29%	610,950.00	-164,118.00	-21.17%
Dec	77,745.00	852,813.00	12 Dec		-77,745.00	-9.12%	610,950.00	-241,863.00	-28.36%
<b>2019 County Total</b>	<b>852,813.00</b>		<b>2019 County Total</b>	<b>610,950.00</b>					5.75%
2020 BUDGET							820,000.00		

# TOWN OF IGNACIO

\*auditor prefers this way - 2 mos arrears

2019			2020			331310		% up/down from PY
City Sales Tax	Month	Year-To-Date	City Sales Tax	Month	Year-To-Date	Difference		
Jan	28,710.70	28,710.70	1 Mar/Jan	29,756.06	29,756.06	1,045.36		3.64%
Feb	27,522.93	56,233.63	2 Apr/Feb	29,891.22	59,647.28	3,413.65		6.07%
Mar	26,204.27	82,437.90	3 May/Mar	38,046.33	97,693.61	15,255.71		18.51%
Apr	20,846.68	103,284.58	4 June/Apr	37,833.96	135,527.57	32,242.99		31.22%
May	28,741.86	132,026.44	5 July/May	39,765.51	175,293.08	43,266.64		32.77%
June	29,647.83	161,674.27	6 Aug/June	38,659.53	213,952.61	52,278.34		32.34%
July	32,704.63	194,378.90	7 Sept/July		213,952.61	19,573.71		10.07%
Aug	29,752.38	224,131.28	8 Oct/Aug		213,952.61	-10,178.67		-4.54%
Sept	29,400.34	253,531.62	9 Nov/Sept		213,952.61	-39,579.01		-15.61%
Oct	31,591.63	285,123.25	10 Dec/Oct		213,952.61	-71,170.64		-24.96%
Nov	33,782.92	318,906.17	11 Jan '20/Nov		213,952.61	-104,953.56		-32.91%
Dec	30,883.13	349,789.30	12 Feb '20/Dec					
<b>2019 City Total</b>	<b>349,789.30</b>		<b>2020 City Total</b>	<b>213,952.61</b>				5.14%
				<b>2020 BUDGET</b>	<b>330,000.00</b>			

2019			2020			331330		% up/down from PY
County Sales Tax	Month	Year-To-Date	County Sales Tax	Month	Year-To-Date	Difference		
Jan	61,061.00	61,061.00	1 Mar/Jan	67,251.00	67,251.00	6,190.00		10.14%
Feb	55,697.00	116,758.00	2 Apr/Feb	63,809.00	131,060.00	14,302.00		12.25%
Mar	64,570.00	181,328.00	3 May/Mar	92,195.00	223,255.00	41,927.00		23.12%
Apr	62,553.00	243,881.00	4 June/Apr	65,965.00	289,220.00	45,339.00		18.59%
May	68,842.00	312,723.00	5 July/May	76,727.00	365,947.00	53,224.00		17.02%
June	80,602.00	393,325.00	6 Aug/June	86,975.00	452,922.00	59,597.00		15.15%
July	86,270.00	479,595.00	7 Sept/July		452,922.00	-26,673.00		-5.56%
Aug	79,001.00	558,596.00	8 Oct/Aug		452,922.00	-105,674.00		-18.92%
Sept	79,784.00	638,380.00	9 Nov/Sept		452,922.00	-185,458.00		-29.05%
Oct	77,745.00	716,125.00	10 Dec/Oct		452,922.00	-263,203.00		-36.75%
Nov	74,268.00	790,393.00	11 Jan '20/Nov		452,922.00	-337,471.00		-42.70%
Dec	83,760.00	874,153.00	12 Feb '20/Dec					
<b>2019 County Total</b>	<b>874,153.00</b>		<b>2020 County Total</b>	<b>452,922.00</b>				-3.34%
				<b>2020 Budget</b>	<b>820,000.00</b>			

09/18/20  
17:47:25

TOWN OF IGNACIO  
Cash Report  
For the Accounting Period: 8/20

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Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
100 GENERAL FUND						
110100 Petty Cash	100.00	0.00	0.00	0.00	0.00	100.00
110230 Operating Account	961,265.79	149,821.80	17.50	82.94	128,588.82	982,433.33
Total Fund	961,365.79	149,821.80	17.50	82.94	128,588.82	982,533.33
300 CAPITAL IMPROVEMENT FUND						
110230 Operating Account	224,327.78	19,329.77	0.00	0.00	16,710.00	226,947.55
400 CONSERVATION TRUST FUND						
110230 Operating Account	65,258.68	0.00	0.00	0.00	0.00	65,258.68
500 ECONOMIC DEVELOPMENT FUND						
110230 Operating Account	132,960.25	0.00	0.00	0.00	0.00	132,960.25
610 WATER FUND						
110230 Operating Account	-32,979.21	48,577.11	2.09	0.00	12,428.40	3,171.59
620 GAS FUND						
110230 Operating Account	132,259.70	14,790.73	0.00	0.00	2,711.68	144,338.75
630 SEWER FUND						
110230 Operating Account	-90,873.95	32,518.04	36.74	0.00	37,884.15	-96,203.32
640 IRRIGATION FUND						
110230 Operating Account	1,314.35	5,564.26	0.00	0.00	30.32	6,848.29
910 PAYROLL CLEARING FUND						
110230 Operating Account	38,639.06	0.00	93,563.71	88,163.63	0.00	44,039.14
930 CLAIMS CLEARING FUND						
110230 Operating Account	541,783.21	0.00	104,823.33	3,711.46	0.00	642,895.08
Totals	1,974,055.66	270,601.71	198,443.37	91,958.03	198,353.37	2,152,789.34

\*\*\* Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.



09/18/20  
17:55:53

TOWN OF IGNACIO  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 8 / 20

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Fund	Received		Estimated Revenue	Revenue	% Received
	Current Month	Received YTD		To Be Received	
100 GENERAL FUND	150,280.23	1,470,975.48	2,034,550.00	563,574.52	72 %
300 CAPITAL IMPROVEMENT FUND	19,329.77	138,667.36	165,000.00	26,332.64	84 %
400 CONSERVATION TRUST FUND	0.00	3,563.18	20,000.00	16,436.82	18 %
500 ECONOMIC DEVELOPMENT FUND	0.00	0.00	50,010.00	50,010.00	0 %
610 WATER FUND	53,386.14	291,292.92	435,100.00	143,807.08	67 %
620 GAS FUND	14,617.67	165,122.47	263,500.00	98,377.53	63 %
630 SEWER FUND	35,952.05	254,780.96	577,500.00	322,719.04	44 %
640 IRRIGATION FUND	6,630.00	20,192.00	50,500.00	30,308.00	40 %
Grand Total:	280,195.86	2,344,594.37	3,596,160.00	1,251,565.63	65 %

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TOWN OF IGNACIO  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 8 / 20

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100 GENERAL FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
331000 TAXES/UNRESTRICTED COUNTY-STATE REV.					
331100 Property Tax	1,439.77	34,734.23	35,558.00	823.77	98 %
331120 Tribe Pmt In Lieu Of Property Tax	0.00	450.24	0.00	-450.24	** %
331200 Specific Ownership Tax	372.92	2,308.16	3,000.00	691.84	77 %
331310 City Sales Tax	38,659.53	277,334.65	330,000.00	52,665.35	84 %
331330 County Sales Tax	86,975.00	610,950.00	820,000.00	209,050.00	75 %
331420 Cigarette Tax	121.27	941.48	1,800.00	858.52	52 %
331510 CO HUTF - Highway Users	0.00	13,027.48	25,478.00	12,450.52	51 %
331520 LP County Motor Vehicle License	296.61	3,317.28	3,000.00	-317.28	111 %
331530 LP County Road & Bridge	0.00	2,870.65	3,000.00	129.35	96 %
331810 Severence Tax	5,702.77	19,864.92	12,000.00	-7,864.92	166 %
331820 Franchise tax	105.81	337.13	500.00	162.87	67 %
331830 CO Fed Mineral Dist Tax	8,010.15	8,010.15	10,000.00	1,989.85	80 %
Account Group Total:	141,683.83	974,146.37	1,244,336.00	270,189.63	78 %
332000 LICENSES / PERMITS					
332100 Business License Fee	60.00	802.50	2,200.00	1,397.50	36 %
332110 Liquor License Fee	100.00	1,750.00	1,700.00	-50.00	103 %
332210 Building Permit & Inspection Fee	292.00	4,636.00	3,000.00	-1,636.00	155 %
332250 Vendor Permit Fee	0.00	75.00	200.00	125.00	38 %
332260 Animal License Fee	10.00	170.00	300.00	130.00	57 %
332270 Business Service License	200.00	2,035.00	2,250.00	215.00	90 %
332275 Excavation Permit Fee	0.00	35.00	150.00	115.00	23 %
Account Group Total:	662.00	9,503.50	9,800.00	296.50	97 %
333000 GRANTS / RESTRICTED FUNDS					
333158 HIDTA	0.00	67,515.01	93,000.00	25,484.99	73 %
333400 LGGF	0.00	138,455.00	138,455.00	0.00	100 %
333405 DS Monies	0.00	0.00	5,000.00	5,000.00	0 %
333530 Snow Removal	0.00	0.00	2,000.00	2,000.00	0 %
Account Group Total:	0.00	205,970.01	238,455.00	32,484.99	86 %
334000 FINES & FEES					
334110 Court Costs, Fines & Citations	0.00	643.57	1,000.00	356.43	64 %
334130 Plan/Zone Fee	0.00	0.00	1,500.00	1,500.00	0 %
334140 Reproduction Fee	0.00	85.00	20.00	-65.00	425 %
334160 NSF Fee	0.00	245.00	100.00	-145.00	245 %
334170 Notary Public Fee	0.00	15.00	100.00	85.00	15 %
334240 VIN Inspection	0.00	10.00	150.00	140.00	7 %
334400 Residential Trash	3,346.40	23,158.30	40,000.00	16,841.70	58 %
334401 Recycle	228.00	1,462.00	2,400.00	938.00	61 %
Account Group Total:	3,574.40	25,618.87	45,270.00	19,651.13	57 %
336000 Other Income					
336040 Equipment Sales	0.00	0.00	3,000.00	3,000.00	0 %
336050 Misc Income	0.00	11,603.02	12,000.00	396.98	97 %
336060 Police Department Reimbursement	4,360.00	7,269.21	10,000.00	2,730.79	73 %
336061 Resource Officer - School District	0.00	61,500.00	120,000.00	58,500.00	51 %
336300 Building Space Rental	0.00	20.00	1,000.00	980.00	2 %
336500 Enterprise Salary & Benefit Allocation	0.00	154,621.00	309,242.00	154,621.00	50 %
336501 Enterprise General Services Allocation	0.00	20,723.50	41,447.00	20,723.50	50 %

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TOWN OF IGNACIO  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 8 / 20

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100 GENERAL FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
Account Group Total:	4,360.00	255,736.73	496,689.00	240,952.27		51 %
Fund Total:	150,280.23	1,470,975.48	2,034,550.00	563,574.52		72 %

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TOWN OF IGNACIO  
Statement of Revenue Budget vs Actuals  
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300 CAPITAL IMPROVEMENT FUND

Account	Received			Revenue	%
	Current Month	Received YTD	Estimated Revenue	To Be Received	Received
333000 GRANTS / RESTRICTED FUNDS					
333415 Capital Improvement - Sales Tax	19,329.77	138,667.36	165,000.00	26,332.64	84 %
Account Group Total:	19,329.77	138,667.36	165,000.00	26,332.64	84 %
Fund Total:	19,329.77	138,667.36	165,000.00	26,332.64	84 %

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400 CONSERVATION TRUST FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
333000 GRANTS / RESTRICTED FUNDS						
333100 GoCo Grant	0.00	0.00	20,000.00	20,000.00		0 %
333580 Lottery Income	0.00	3,563.18	0.00	-3,563.18		** %
Account Group Total:	0.00	3,563.18	20,000.00	16,436.82		18 %
Fund Total:	0.00	3,563.18	20,000.00	16,436.82		18 %

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500 ECONOMIC DEVELOPMENT FUND

Account	Received		Estimated Revenue	Revenue		% Received
	Current Month	Received YTD		To Be Received		
333000 GRANTS / RESTRICTED FUNDS						
333851 DOLA DCI Plan Grant	0.00	0.00	50,000.00	50,000.00		0 %
Account Group Total:	0.00	0.00	50,000.00	50,000.00		0 %
336000 Other Income						
336100 Interest Income	0.00	0.00	10.00	10.00		0 %
Account Group Total:	0.00	0.00	10.00	10.00		0 %
Fund Total:	0.00	0.00	50,010.00	50,010.00		0 %

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610 WATER FUND

Account		Received		Estimated Revenue	Revenue	%	
		Current Month	Received YTD		To Be Received	Received	
333000 GRANTS / RESTRICTED FUNDS							
333449	Infrastructure DOLA Grant	29,641.36	141,471.83	0.00	-141,471.83	**	%
Account Group Total:		29,641.36	141,471.83	0.00	-141,471.83	**	%
334000 FINES & FEES							
334120	Late Fee	0.00	2,080.00	10,000.00	7,920.00	21	%
334419	Reconnect Fee	0.00	800.00	2,500.00	1,700.00	32	%
334420	Metered Water Sales	23,040.78	141,757.09	340,000.00	198,242.91	42	%
334430	Tap Fee	0.00	0.00	7,600.00	7,600.00	0	%
334440	Ready To Serve Fee	704.00	5,184.00	8,000.00	2,816.00	65	%
Account Group Total:		23,744.78	149,821.09	368,100.00	218,278.91	41	%
339000 In House Transfer							
339100	Transfer In	0.00	0.00	67,000.00	67,000.00	0	%
Account Group Total:		0.00	0.00	67,000.00	67,000.00	0	%
Fund Total:		53,386.14	291,292.92	435,100.00	143,807.08	67	%

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620 GAS FUND

Account		Received		Estimated Revenue	Revenue	% Received
		Current Month	Received YTD		To Be Received	
334000 FINES & FEES						
334412	Gas Residential	10,338.57	105,547.41	150,000.00	44,452.59	70 %
334413	Gas Commercial	2,378.79	43,187.89	100,000.00	56,812.11	43 %
334415	Gas Stand By Fee	997.50	6,863.75	3,500.00	-3,363.75	196 %
334470	Gas Tax	902.81	9,523.42	10,000.00	476.58	95 %
Account Group Total:		14,617.67	165,122.47	263,500.00	98,377.53	63 %
Fund Total:		14,617.67	165,122.47	263,500.00	98,377.53	63 %



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630 SEWER FUND

Account		Received			Revenue	%
		Current Month	Received YTD	Estimated Revenue	To Be Received	Received
334000 FINES & FEES						
334430	Tap Fee	0.00	0.00	2,500.00	2,500.00	0 %
334460	Sewage Collection	35,952.05	254,780.96	550,000.00	295,219.04	46 %
Account Group Total:		35,952.05	254,780.96	552,500.00	297,719.04	46 %
339000 In House Transfer						
339100	Transfer In	0.00	0.00	25,000.00	25,000.00	0 %
Account Group Total:		0.00	0.00	25,000.00	25,000.00	0 %
Fund Total:		35,952.05	254,780.96	577,500.00	322,719.04	44 %

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640 IRRIGATION FUND

Account		Received			Revenue	%
		Current Month	Received YTD	Estimated Revenue	To Be Received	Received
334000 FINES & FEES						
334430	Tap Fee	0.00	237.00	500.00	263.00	47 %
334480	Irrigation Water	6,630.00	19,955.00	50,000.00	30,045.00	40 %
Account Group Total:		6,630.00	20,192.00	50,500.00	30,308.00	40 %
Fund Total:		6,630.00	20,192.00	50,500.00	30,308.00	40 %
Grand Total:		280,195.86	2,344,594.37	3,596,160.00	1,251,565.63	65 %

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Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
100 GENERAL FUND	128,671.76	1,172,945.79	1,874,222.00	1,891,523.00	718,577.21	62 %
200 IMPACT FEES FUND	0.00	0.00	4,077.00	4,077.00	4,077.00	0 %
300 CAPITAL IMPROVEMENT FUND	16,710.00	63,377.28	200,000.00	200,000.00	136,622.72	32 %
400 CONSERVATION TRUST FUND	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
500 ECONOMIC DEVELOPMENT FUND	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
610 WATER FUND	12,428.40	183,143.72	444,331.00	444,331.00	261,187.28	41 %
620 GAS FUND	2,655.35	132,403.85	285,256.00	285,256.00	152,852.15	46 %
630 SEWER FUND	37,884.15	352,763.20	582,944.00	582,944.00	230,180.80	61 %
640 IRRIGATION FUND	30.32	22,240.60	49,697.00	49,697.00	27,456.40	45 %
Grand Total:	198,379.98	1,926,874.44	3,580,527.00	3,597,828.00	1,670,953.56	54 %

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TOWN OF IGNACIO  
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100 GENERAL FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
411000 Legislative							
411000 Legislative							
1150	Town Board Salaries	600.00	4,800.00	7,200.00	7,200.00	2,400.00	67 %
2200	FICA	37.20	297.60	446.00	446.00	148.40	67 %
2250	Medicare	8.72	69.76	104.00	104.00	34.24	67 %
2500	Unemployment Insurance	1.83	14.64	22.00	22.00	7.36	67 %
5800	Travel, Training & Meetings	0.00	60.10	3,000.00	3,000.00	2,939.90	2 %
5810	Hosting Joint Meetings	0.00	304.17	1,500.00	1,500.00	1,195.83	20 %
	Account Total:	647.75	5,546.27	12,272.00	12,272.00	6,725.73	45 %
	Account Group Total:	647.75	5,546.27	12,272.00	12,272.00	6,725.73	45 %
412000 Judicial							
412000 Judicial							
3200	Professional Service - Judge	0.00	250.00	3,000.00	3,000.00	2,750.00	8 %
5800	Travel, Training & Meetings	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	Account Total:	0.00	250.00	4,000.00	4,000.00	3,750.00	6 %
	Account Group Total:	0.00	250.00	4,000.00	4,000.00	3,750.00	6 %
414000 Elections							
414000 Elections							
1105	Election Judges	0.00	1,000.00	1,000.00	1,000.00	0.00	100 %
4600	Election Supplies	0.00	852.56	1,000.00	1,000.00	147.44	85 %
	Account Total:	0.00	1,852.56	2,000.00	2,000.00	147.44	93 %
	Account Group Total:	0.00	1,852.56	2,000.00	2,000.00	147.44	93 %
415000 ADMINISTRATION SALARIES & BENEFITS							
415000 ADMINISTRATION SALARIES & BENEFITS							
1100	Manager Salaries	0.00	0.00	83,200.00	83,200.00	83,200.00	%
1101	Clerk/Treasurer Salaries	4,409.60	37,481.60	57,325.00	57,325.00	19,843.40	65 %
1102	Deputy Clerk/Treasurer Salaries	1,985.36	16,863.60	37,856.00	37,856.00	20,992.40	45 %
1103	Admin Assist/Fin Coordinator Salaries	4,487.60	35,429.23	51,376.00	51,376.00	15,946.77	69 %
1200	Overtime	0.00	0.00	1,893.00	1,893.00	1,893.00	%
2100	Health Insurance	1,428.92	11,118.73	21,012.00	21,012.00	9,893.27	53 %
2101	Life Insurance	5.82	43.61	101.00	101.00	57.39	43 %
2102	Dental Insurance	42.00	315.00	1,008.00	1,008.00	693.00	31 %
2103	Vision Insurance	6.00	45.00	384.00	384.00	339.00	12 %
2104	Aflac	315.44	2,400.53	1,608.00	3,733.00	1,332.47	64 %
2200	FICA	699.07	6,410.97	14,362.00	14,362.00	7,951.03	45 %
2250	Medicare	163.50	1,350.15	3,359.00	3,359.00	2,008.85	40 %
2300	Retirement	376.50	3,201.84	8,919.00	8,919.00	5,717.16	36 %
2500	Unemployment Insurance	33.81	279.30	689.00	689.00	409.70	41 %
	Account Total:	13,953.62	114,939.56	283,092.00	285,217.00	170,277.44	40 %
	Account Group Total:	13,953.62	114,939.56	283,092.00	285,217.00	170,277.44	40 %
416000 ADMINISTRATION OPERATING							
416000 ADMINISTRATION OPERATING							
2600	Workers Comp	0.00	32,850.94	37,604.00	37,604.00	4,753.06	87 %
2700	Insurance	0.00	23,666.27	29,130.00	29,130.00	5,463.73	81 %
3000	Contract Work	7,980.00	64,260.00	10,000.00	10,000.00	-54,260.00	643 %
3201	Legal Service - Attorney	1,845.82	7,538.43	10,000.00	10,000.00	2,461.57	75 %
3203	Professional Service - Audit	4,000.00	11,000.00	14,250.00	14,250.00	3,250.00	77 %

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100 GENERAL FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
4110	Utilities - Water	159.69	1,335.51	2,700.00	2,700.00	1,364.49	49 %
4120	Utilities - Sewer	110.85	1,059.15	3,500.00	3,500.00	2,440.85	30 %
4130	Utilities - Electric	869.48	5,104.76	8,000.00	8,000.00	2,895.24	64 %
4150	Utilities - Gas	74.57	2,524.05	3,000.00	3,000.00	475.95	84 %
4160	Telephone	0.00	2,306.15	2,000.00	2,000.00	-306.15	115 %
4162	Cell Phone	616.45	3,753.58	5,500.00	5,500.00	1,746.42	68 %
4164	IT Services & Maintenance	436.00	10,839.94	12,000.00	12,000.00	1,160.06	90 %
4165	Internet Line	3,036.03	4,857.33	3,000.00	3,000.00	-1,857.33	162 %
4166	IT Equipment & Supplies	0.00	0.00	5,000.00	5,000.00	5,000.00	%
4191	Recording fees	0.00	116.00	500.00	500.00	384.00	23 %
4304	Building R & M	251.13	18,210.18	2,500.00	2,500.00	-15,710.18	728 %
4444	Intergovernmental Payments	0.00	18,008.00	19,008.00	19,008.00	1,000.00	95 %
4950	Misc Expense	0.00	1,248.00	0.00	0.00	-1,248.00	%
4951	Community Christmas	0.00	0.00	200.00	200.00	200.00	%
4952	Community Support	0.00	1,509.18	1,000.00	1,000.00	-509.18	151 %
5400	Advertising/Public Notice	0.00	17.16	2,000.00	2,000.00	1,982.84	1 %
5420	Cleaning Service	446.25	2,427.81	3,315.00	3,315.00	887.19	73 %
5430	Office equipment L & M	96.88	1,971.24	1,452.00	1,452.00	-519.24	136 %
5440	Publication Legal Notice	0.00	0.00	500.00	500.00	500.00	%
5500	Printing Service	282.79	2,648.98	4,000.00	4,000.00	1,351.02	66 %
5550	Bank Service Charge	175.11	1,190.52	800.00	800.00	-390.52	149 %
5600	Office Supplies	131.72	2,047.80	4,000.00	4,000.00	1,952.20	51 %
5650	Operating Supplies	393.06	1,150.52	4,000.00	4,000.00	2,849.48	29 %
5800	Travel, Training & Meetings	2,147.00	3,815.41	3,000.00	3,000.00	-815.41	127 %
5820	Special Events	0.00	0.00	1,000.00	1,000.00	1,000.00	%
6150	Postage	0.00	2,549.56	4,800.00	4,800.00	2,250.44	53 %
6260	Gas & Oil	57.64	596.16	1,500.00	1,500.00	903.84	40 %
6450	Membership Fees	50.00	7,843.42	8,000.00	8,000.00	156.58	98 %
	Account Total:	23,160.47	236,446.05	207,259.00	207,259.00	-29,187.05	114 %
	Account Group Total:	23,160.47	236,446.05	207,259.00	207,259.00	-29,187.05	114 %
419000	COMMUNITY DEVELOPMENT						
419000	COMMUNITY DEVELOPMENT						
1104	Planner Salaries	0.00	0.00	15,000.00	15,000.00	15,000.00	%
2200	FICA	38.68	179.02	930.00	930.00	750.98	19 %
2250	Medicare	9.04	41.88	218.00	218.00	176.12	19 %
2500	Unemployment Insurance	1.88	8.70	45.00	45.00	36.30	19 %
2501	Professional Service - Consulting	0.00	9,780.00	20,000.00	20,000.00	10,220.00	49 %
3205	Building Inspections	624.00	2,887.80	0.00	0.00	-2,887.80	%
5650	Operating Supplies	0.00	0.00	500.00	500.00	500.00	%
5800	Travel, Training & Meetings	0.00	0.00	500.00	500.00	500.00	%
6450	Membership Fees	0.00	0.00	250.00	250.00	250.00	%
	Account Total:	673.60	12,897.40	37,443.00	37,443.00	24,545.60	34 %
	Account Group Total:	673.60	12,897.40	37,443.00	37,443.00	24,545.60	34 %
420000	PUBLIC SAFETY SALARIES & BENEFITS						

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420000 PUBLIC SAFETY SALARIES & BENEFITS							
1106	Chief Salaries	8,209.60	75,169.15	106,725.00	106,725.00	31,555.85	70 %
1107	Sergeant Salaries	6,982.94	56,020.44	81,598.00	81,598.00	25,577.56	69 %
1108	Officers Salaries	24,664.29	215,258.96	313,154.00	313,154.00	97,895.04	69 %
1110	Resource Officer	3,990.40	34,117.92	81,089.00	81,089.00	46,971.08	42 %
1180	P/T Clerk Salaries	166.40	1,331.20	2,000.00	2,000.00	668.80	67 %
1200	Overtime	1,632.75	24,842.75	39,475.00	39,475.00	14,632.25	63 %
2100	Health Insurance	4,943.16	37,334.48	80,076.00	80,076.00	42,741.52	47 %
2101	Life Insurance	20.58	154.35	286.00	286.00	131.65	54 %
2102	Dental Insurance	555.00	4,162.50	4,284.00	4,284.00	121.50	97 %
2103	Vision Insurance	82.00	615.00	612.00	612.00	-3.00	100 %
2104	Aflac	1,116.36	8,372.70	918.00	13,645.00	5,272.30	61 %
2130	Legal Insurance	1,988.25	1,988.25	2,000.00	2,000.00	11.75	99 %
2200	FICA	10.32	82.56	124.00	124.00	41.44	67 %
2250	Medicare	594.93	5,399.76	8,476.00	8,476.00	3,076.24	64 %
2350	Police Pension	2,725.92	23,171.06	38,067.00	38,067.00	14,895.94	61 %
2450	Death & Disability	1,183.94	10,063.75	16,312.00	16,312.00	6,248.25	62 %
2500	Unemployment Insurance	136.94	1,220.93	1,748.00	1,748.00	527.07	70 %
	Account Total:	59,003.78	499,305.76	776,944.00	789,671.00	290,365.24	63 %
	Account Group Total:	59,003.78	499,305.76	776,944.00	789,671.00	290,365.24	63 %
421000 PUBLIC SAFETY OPERATING							
421000 PUBLIC SAFETY OPERATING							
3415	Clinic & Hospital	0.00	0.00	500.00	500.00	500.00	%
4306	Vehicle R & M	56.50	4,745.08	7,000.00	7,000.00	2,254.92	68 %
4444	Intergovernmental Payments	690.62	16,324.97	16,989.00	16,989.00	664.03	96 %
4950	Misc Expense	0.00	159.26	300.00	300.00	140.74	53 %
4980	Animal Control	0.00	0.00	300.00	300.00	300.00	%
5420	Cleaning Service	78.75	428.44	585.00	585.00	156.56	73 %
5650	Operating Supplies	345.33	6,095.91	10,000.00	10,000.00	3,904.09	61 %
5800	Travel, Training & Meetings	552.00	2,200.08	3,000.00	3,000.00	799.92	73 %
6110	Uniforms	0.00	1,358.54	3,000.00	3,000.00	1,641.46	45 %
6140	Other DS Costs	0.00	1,661.05	0.00	0.00	-1,661.05	%
6160	Dispatch (Radio) Service	0.00	0.00	10,000.00	10,000.00	10,000.00	%
6230	Firearms & Supplies	-90.00	875.00	1,500.00	1,500.00	625.00	58 %
6260	Gas & Oil	836.84	9,036.57	17,000.00	17,000.00	7,963.43	53 %
6450	Membership Fees	0.00	4,928.50	4,800.00	4,800.00	-128.50	103 %
8400	Contribution	0.00	51.02	200.00	200.00	148.98	26 %
9010	Capital - Vehicles	0.00	0.00	38,000.00	38,000.00	38,000.00	%
	Account Total:	2,470.04	47,864.42	113,174.00	113,174.00	65,309.58	42 %
	Account Group Total:	2,470.04	47,864.42	113,174.00	113,174.00	65,309.58	42 %
430000 PUBLIC WORKS SALARIES & BENEFITS							
430000 PUBLIC WORKS SALARIES & BENEFITS							
1109	Public Works Director Salaries	7,915.53	39,529.98	54,558.00	54,558.00	15,028.02	72 %
1111	Foreman Salaries	0.00	27,280.89	48,672.00	48,672.00	21,391.11	56 %
1112	Maintenance Worker I Salaries	8,610.16	70,261.40	102,586.00	102,586.00	32,324.60	68 %
1200	Overtime	0.00	0.00	7,563.00	7,563.00	7,563.00	%
2100	Health Insurance	2,289.62	21,354.20	42,324.00	42,324.00	20,969.80	50 %
2101	Life Insurance	10.98	96.67	168.00	168.00	71.33	58 %
2102	Dental Insurance	126.00	1,423.50	2,016.00	2,016.00	592.50	71 %

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100 GENERAL FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
	2103 Vision Insurance	18.00	206.50	288.00	288.00	81.50	72 %
	2104 Aflac	260.40	2,150.13	1,200.00	3,649.00	1,498.87	59 %
	2200 FICA	1,013.63	8,199.37	12,761.00	12,761.00	4,561.63	64 %
	2250 Medicare	237.07	1,917.73	2,984.00	2,984.00	1,066.27	64 %
	2300 Retirement	594.62	6,175.88	10,291.00	10,291.00	4,115.12	60 %
	2500 Unemployment Insurance	49.52	410.90	617.00	617.00	206.10	67 %
	Account Total:	21,125.53	179,007.15	286,028.00	288,477.00	109,469.85	62 %
	Account Group Total:	21,125.53	179,007.15	286,028.00	288,477.00	109,469.85	62 %
431000	PUBLIC WORKS OPERATING						
431000	PUBLIC WORKS OPERATING						
	3000 Contract Work	0.00	0.00	7,500.00	7,500.00	7,500.00	%
	3415 Clinic & Hospital	0.00	420.00	500.00	500.00	80.00	84 %
	3910 Residential Trash	2,668.76	21,037.62	32,000.00	32,000.00	10,962.38	66 %
	3911 Recycle	646.00	1,428.00	2,000.00	2,000.00	572.00	71 %
	4130 Utilities - Electric	21.50	173.13	0.00	0.00	-173.13	%
	4225 Rental Equipment & Supplies	0.00	126.45	1,000.00	1,000.00	873.55	13 %
	4300 Equipment R & M	109.41	5,787.11	8,000.00	8,000.00	2,212.89	72 %
	4306 Vehicle R & M	11.13	2,030.38	5,000.00	5,000.00	2,969.62	41 %
	4308 Building & Property R & M	173.17	429.04	500.00	500.00	70.96	86 %
	4309 Mosquito Control	1,856.00	7,424.00	9,010.00	9,010.00	1,586.00	82 %
	4313 Street Repairs	476.50	16,413.54	50,000.00	50,000.00	33,586.46	33 %
	4316 Street Lights - Electric	1,367.00	10,684.00	20,000.00	20,000.00	9,316.00	53 %
	4318 Street Signs	28.51	140.51	2,000.00	2,000.00	1,859.49	7 %
	4365 Seasonal Decorations	0.00	58.15	500.00	500.00	441.85	12 %
	5800 Travel, Training & Meetings	0.00	394.09	500.00	500.00	105.91	79 %
	6003 Supplies R & M	0.00	1,906.21	4,000.00	4,000.00	2,093.79	48 %
	6004 Tools	0.00	1,091.57	500.00	500.00	-591.57	218 %
	6110 Uniforms	0.00	1,341.08	3,000.00	3,000.00	1,658.92	45 %
	6260 Gas & Oil	278.99	3,522.71	5,000.00	5,000.00	1,477.29	70 %
	Account Total:	7,636.97	74,407.59	151,010.00	151,010.00	76,602.41	49 %
	Account Group Total:	7,636.97	74,407.59	151,010.00	151,010.00	76,602.41	49 %
452000	PARKS						
452000	PARKS						
	6003 Supplies R & M	0.00	258.05	1,000.00	1,000.00	741.95	26 %
	7110 Grounds Improvement	0.00	170.98	0.00	0.00	-170.98	%
	Account Total:	0.00	429.03	1,000.00	1,000.00	570.97	43 %
	Account Group Total:	0.00	429.03	1,000.00	1,000.00	570.97	43 %
	Fund Total:	128,671.76	1,172,945.79	1,874,222.00	1,891,523.00	718,577.21	62 %

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TOWN OF IGNACIO  
Statement of Expenditure - Budget vs. Actual Report  
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200 IMPACT FEES FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
828000							
828452	PARK IMPACT						
	4522 Park Impact	0.00	0.00	4,077.00	4,077.00	4,077.00	%
	Account Total:	0.00	0.00	4,077.00	4,077.00	4,077.00	%
	Account Group Total:	0.00	0.00	4,077.00	4,077.00	4,077.00	%
	Fund Total:	0.00	0.00	4,077.00	4,077.00	4,077.00	%



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300 CAPITAL IMPROVEMENT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
930000	CAPITAL IMPROVEMENT						
930000	CAPITAL IMPROVEMENT						
	6454 CIP Transfer Out	0.00	0.00	50,000.00	50,000.00	50,000.00	%
	9202 Project/Labor Match	16,710.00	63,377.28	150,000.00	150,000.00	86,622.72	42 %
	Account Total:	16,710.00	63,377.28	200,000.00	200,000.00	136,622.72	32 %
	Account Group Total:	16,710.00	63,377.28	200,000.00	200,000.00	136,622.72	32 %
	Fund Total:	16,710.00	63,377.28	200,000.00	200,000.00	136,622.72	32 %

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400 CONSERVATION TRUST FUND

Account	Object	Committed	Committed	Original	Current	Available	%
		Current Month	YTD	Appropriation	Appropriation	Appropriation	Committed
700000							
700452	CONSERVATION TRUST						
	9000 Capital Outlay	0.00	0.00	40,000.00	40,000.00	40,000.00	%
	Account Total:	0.00	0.00	40,000.00	40,000.00	40,000.00	%
	Account Group Total:	0.00	0.00	40,000.00	40,000.00	40,000.00	%
	Fund Total:	0.00	0.00	40,000.00	40,000.00	40,000.00	%

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500 ECONOMIC DEVELOPMENT FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
500000							
500463	ECONOMIC DEVELOPMENT						
	3207 DCI Grant	0.00	0.00	100,000.00	100,000.00	100,000.00	%
	Account Total:	0.00	0.00	100,000.00	100,000.00	100,000.00	%
	Account Group Total:	0.00	0.00	100,000.00	100,000.00	100,000.00	%
	Fund Total:	0.00	0.00	100,000.00	100,000.00	100,000.00	%

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610 WATER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
610000							
610416	WATER OPERATIONS						
3000	Contract Work	0.00	485.00	2,500.00	2,500.00	2,015.00	19 %
3204	Professional Service - Engineer	0.00	1,518.75	25,000.00	25,000.00	23,481.25	6 %
5800	Travel, Training & Meetings	0.00	384.00	500.00	500.00	116.00	77 %
5901	Enterprise Salaray & Benefit	0.00	45,852.50	91,705.00	91,705.00	45,852.50	50 %
5902	Enterprise General Services Allocation	0.00	7,675.50	15,351.00	15,351.00	7,675.50	50 %
6003	Supplies R & M	0.00	5.57	1,500.00	1,500.00	1,494.43	%
6004	Tools	0.00	47.24	500.00	500.00	452.76	9 %
6025	Water Tests	310.00	1,155.00	3,000.00	3,000.00	1,845.00	39 %
6100	Purchased Water	11,963.40	81,512.20	220,000.00	220,000.00	138,487.80	37 %
6450	Membership Fees	155.00	565.00	275.00	275.00	-290.00	205 %
9000	Capital Outlay	0.00	43,942.96	84,000.00	84,000.00	40,057.04	52 %
	Account Total:	12,428.40	183,143.72	444,331.00	444,331.00	261,187.28	41 %
	Account Group Total:	12,428.40	183,143.72	444,331.00	444,331.00	261,187.28	41 %
	Fund Total:	12,428.40	183,143.72	444,331.00	444,331.00	261,187.28	41 %

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620 GAS FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
620000							
620416	GAS OPERATIONS						
3000	Contract Work	409.47	564.43	1,000.00	1,000.00	435.57	56 %
3410	CDOT Physicals & Drug Tests	0.00	0.00	500.00	500.00	500.00	%
4300	Equipment R & M	0.00	0.00	1,000.00	1,000.00	1,000.00	%
4306	Vehicle R & M	0.00	0.00	500.00	500.00	500.00	%
4950	Misc Expense	0.00	0.00	500.00	500.00	500.00	%
5800	Travel, Training & Meetings	0.00	0.00	1,500.00	1,500.00	1,500.00	%
5901	Enterprise Salaray & Benefit	0.00	45,852.50	91,705.00	91,705.00	45,852.50	50 %
5902	Enterprise General Services Allocation	0.00	7,675.50	15,351.00	15,351.00	7,675.50	50 %
6003	Supplies R & M	0.00	1,414.15	2,000.00	2,000.00	585.85	71 %
6004	Tools	0.00	56.38	0.00	0.00	-56.38	%
6210	Natural Gas Purchase	1,655.86	70,090.77	115,000.00	115,000.00	44,909.23	61 %
6220	Gas Sales Tax	590.02	6,711.74	10,000.00	10,000.00	3,288.26	67 %
6250	Energy Outreach Colorado	0.00	0.00	2,000.00	2,000.00	2,000.00	%
6260	Gas & Oil	0.00	0.00	2,000.00	2,000.00	2,000.00	%
6450	Membership Fees	0.00	38.38	200.00	200.00	161.62	19 %
9140	Transfers Out	0.00	0.00	42,000.00	42,000.00	42,000.00	%
	Account Total:	2,655.35	132,403.85	285,256.00	285,256.00	152,852.15	46 %
	Account Group Total:	2,655.35	132,403.85	285,256.00	285,256.00	152,852.15	46 %
	Fund Total:	2,655.35	132,403.85	285,256.00	285,256.00	152,852.15	46 %

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630 SEWER FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
630000							
630416	SEWER OPERATIONS						
	3204 Professional Service - Engineer	0.00	0.00	27,000.00	27,000.00	27,000.00	%
	5800 Travel, Training & Meetings	0.00	0.00	500.00	500.00	500.00	%
	5901 Enterprise Salaray & Benefit	0.00	45,852.50	91,705.00	91,705.00	45,852.50	50 %
	5902 Enterprise General Services Allocation	0.00	3,837.50	7,675.00	7,675.00	3,837.50	50 %
	6003 Supplies R & M	0.00	0.00	2,000.00	2,000.00	2,000.00	%
	6004 Tools	0.00	0.00	500.00	500.00	500.00	%
	6240 SUIT - Treatment	37,884.15	303,073.20	453,564.00	453,564.00	150,490.80	67 %
	Account Total:	37,884.15	352,763.20	582,944.00	582,944.00	230,180.80	61 %
	Account Group Total:	37,884.15	352,763.20	582,944.00	582,944.00	230,180.80	61 %
	Fund Total:	37,884.15	352,763.20	582,944.00	582,944.00	230,180.80	61 %

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640 IRRIGATION FUND

Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
640000 IRRIGATION SALARIES & BENEFITS							
640416 IRRIGATIONS OPERATIONS							
	3000 Contract Work	0.00	0.00	1,000.00	1,000.00	1,000.00	%
	3204 Professional Service - Engineer	0.00	0.00	500.00	500.00	500.00	%
	4315 Water Rights	0.00	2,813.73	3,000.00	3,000.00	186.27	94 %
	5901 Enterprise Salaray & Benefit	0.00	17,063.50	34,127.00	34,127.00	17,063.50	50 %
	5902 Enterprise General Services Allocation	0.00	1,535.00	3,070.00	3,070.00	1,535.00	50 %
	6003 Supplies R & M	30.32	828.37	3,000.00	3,000.00	2,171.63	28 %
	9000 Capital Outlay	0.00	0.00	5,000.00	5,000.00	5,000.00	%
	Account Total:	30.32	22,240.60	49,697.00	49,697.00	27,456.40	45 %
	Account Group Total:	30.32	22,240.60	49,697.00	49,697.00	27,456.40	45 %
	Fund Total:	30.32	22,240.60	49,697.00	49,697.00	27,456.40	45 %
Grand Total:							
		198,379.98	0.00				
			1,926,874.44	3,580,527.00	3,597,828.00	1,670,953.56	54 %

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TOWN OF IGNACIO  
Payroll Summary For Payrolls from 08/01/20 to 08/31/20

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Total for Payroll Checks

	Employee	Employer	Amount
COMA HOURS (Comp Time Accumulated)	8.25		
COMP HOURS (Comp Time Used)	6.50		119.14
COMX HOURS (Comp Time Pay Off)	7.25		190.17
J004 HOURS (CELL PHONE ALLO)	0.00		166.14
*Non Taxable (added to gross wages, no addition to SS, Med, FIT & SIT bases)			
J015 HOURS (IN LIEU OF INSU)	0.00		394.18
OVER HOURS (Overtime)	76.00		3,277.82
PAYS HOURS (Pay off Accrued Sick Hours)	13.96		366.17
PAYV HOURS (Pay off Accrued Vacation Hrs)	79.86		2,094.73
REG HOURS (Regular Time)	2,307.50		63,105.22
SICK HOURS (Sick Time)	108.00		3,280.16
VACA HOURS (Vacation Time Used)	82.00		1,826.76
GROSS PAY	74,820.49	0.00	
NET PAY	51,653.54	0.00	
NET PAY (CHECKS)	5,129.96		
NET PAY (DIRECT DEPOSIT)	46,523.58		
AFLAC-AFTERTAX	0.00	448.12	
AFLAC-PRETAX	50.32	1,244.08	
CEBT DENTAL	0.00	723.00	
CEBT HEALTH	4,639.48	8,267.52	
CEBT LIFE	86.56	37.38	
CEBT VISION	0.00	106.00	
EMPL WEAPONS AD	90.00	0.00	
FIT	6,637.13	0.00	
FPPA	3,748.08	2,725.92	
FPPA DROP	903.06	0.00	
FPPA-457	779.32	0.00	
FPPA-AD&D	0.00	1,183.94	
GARNISHMENT2	46.14	0.00	
ICMA RET 401	808.08	971.12	
LOAN ICMA CHOWL	78.62	0.00	
MEDICARE	1,013.26	1,013.26	
SIT	2,488.00	0.00	
SOCIAL SECURITY	1,798.90	1,798.90	
UNEMPL. INSUR.	0.00	223.98	
BANK 4	3,607.42	0.00	
BANK 5	1,826.51	0.00	
BANK 7	2,912.00	0.00	
FIRST NATIONAL	69.26	0.00	
SANDIA LAB FCU	20.00	0.00	
USAA	4,209.08	0.00	
VECTRA BANK CO	3,002.20	0.00	
WELLS FARGO	29,018.18	0.00	
WELLS FARGO AZ	69.26	0.00	
WELLS FARGO NEV	69.26	0.00	
WELLS FARGO OR	1,720.41	0.00	
FIT/SIT BASE	63,639.45	0.00	
MEDICARE BASE	69,877.99	0.00	



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TOWN OF IGNACIO  
Payroll Summary For Payrolls from 08/01/20 to 08/31/20

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SOC SEC BASE	29,014.73	0.00
UN BASE	74,654.35	0.00

Total	18,743.22
Total Payroll Expense (Gross Pay + Employer Contributions):	93,563.71

Check Summary

-----  
Payroll Checks Prev. Out.       \$27,413.12  
Payroll Checks Issued           \$5,176.10  
Payroll Checks Redeemed       \$0.00  
Payroll Checks Outstanding     \$32,589.22  
Electronic Checks               \$88,163.63

Deductions Accrued	Carried Forward From Previous Month	Deduction Checks Issued	Difference	Liab Account
-----	-----	-----	-----	-----
Social Security       3597.80		3597.80		221700
Medicare             2026.52		2026.52		221710
Unempl. Insur.       223.98	1016.52		1240.50	221760
FIT                   6637.13		6637.13		221720
SIT                   2488.00		2488.00		221730
FPPA                  6474.00		6474.00		221742
AFLAC-PRETAX       1294.40		1294.40		221757
EMPL WEAPONS AD     90.00		90.00		221782
FPPA-457             779.32		779.32		221742
FPPA-AD&D           1183.94		1183.94		221743
ICMA RET 401       1779.20		1779.20		221741
LOAN ICMA CHOWL     78.62		78.62		221741
AFLAC-AFTERTAX     448.12		448.12		221757
CEBT DENTAL         723.00		723.00		221754
CEBT HEALTH       12907.00		12907.00		221751
CEBT LIFE           123.94		123.94		221755
CEBT VISION         106.00		106.00		221756
GARNISHMENT2       46.14		46.14		221781
FPPA DROP           903.06		903.06		221742
Total Ded.           41910.17	1016.52	41686.19	1240.50	

\*\*\*\* Carried Forward column only correct if report run for current period.

## LIQUOR OR 3.2 BEER LICENSE RENEWAL APPLICATION

Fees Due	
Renewal Fee	96.25
Storage Permit \$100 x _____	
Optional Premise \$100 x _____	
<b>Amount Due/Paid</b>	<b>96.25</b>

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

**PLEASE VERIFY & UPDATE ALL INFORMATION BELOW**

RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

Licensee Name <b>Family Dollar Stores Colorado LLC</b>		DBA <b>Family Dollar #31666</b>	
Liquor License # <b>04-01189</b>	License Type <b>Fermented Malt Beverage Off</b>	Sales Tax License # <b>08067335-0169</b>	Expiration Date <b>06-24-20</b>
Street Address <b>1001 Goddard Avenue, Ignacio, CO 81137</b>			Phone Number <b>970-442-3260</b>
Mailing Address <b>500 Volvo Parkway, Attn: Licensing</b>			
Operating Manager <b>Samantha Johnson</b>	Date of Birth <b>07/14/1987</b>	Home Address <b>14450 County Rd 34, Mancos, CO 81328</b>	Phone Number <b>970-844-0954</b>

1. Do you have legal possession of the premises at the street address above? ☒ YES ☐ NO  
 Is the premises owned or rented? ☐ Owned ☒ Rented\* \*If rented, expiration date of lease 09/30/26
2. Since the date of filing of the last annual application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. ☐ YES ☒ NO  
**NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS:** If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your local licensing authority Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.
3. Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. ☐ YES ☒ NO
4. Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. ☐ YES ☒ NO
5. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. ☐ YES ☒ NO
6. **SOLE PROPRIETORSHIPS, HUSBAND-WIFE PARTNERSHIPS AND PARTNERS IN GENERAL PARTNERSHIPS:** Each person must complete and sign the DR 4679: Affidavit – Restriction on Public Benefits (available online or by calling 303-205-2300) and attach a copy of their driver's license, state-issued ID or valid passport.

**AFFIRMATION & CONSENT**

*I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.*

Type or Print Name of Applicant/Authorized Agent of Business <b>Sandra Loftis Boscia</b>	Title <b>Assistant Secretary</b>
Signature 	Date <b>8-3-20</b>

**REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY**

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. THEREFORE THIS APPLICATION IS APPROVED.

Local Licensing Authority For	Date
Signature	Title
	Attest

**TO:** Ignacio Town Board of Trustees  
**FROM:** Kirk Phillips, Chief of Police *KP*  
**DATE:** 09/15/2020  
**RE:** Dollar Store – Liquor License Renewal

.....

There have been no violations at this business. ( It should be noted that this business received a new liquor license last year, but has not sold any alcohol from this location, as of yet.)



UPDATED: September 4th, 2020

## Proposal prepared for

**Mark Garcia**

**Town of Ignacio**

## Executive Summary

Sandhya Tillotson, Sagebrush Ltd., (“consultant”, “contractor”) proposes facilitating strategic action planning with the Town of Ignacio (“organization”, “client”) as Phase II, to build upon Phase I: Board & Organizational Assessment.

Sagebrush Ltd. guides leadership teams through high-stakes decision-making to develop shared vision for the future with clear results and transformational change. We are committed to authentically strengthening organizations to achieve the greatest community impact. Our goal is to support you from behind the scenes, to draw out and refine your greatest visions and to enable your organization to shine!

Has your team been circling back to the same discussion topics again and again without gaining traction and moving forward? Often, retreats and meetings involve circular discussions and ineffective results, leaving board members feeling their time wasn’t used productively, and directors feeling they still don’t have a clear direction forward. Our highly skilled facilitator and founder, Sandhya Tillotson, uses ToP Facilitation and Strategic Planning methods to ensure all meetings are collaborative and exceptionally productive.

### ***Our facilitation style is:***

- Inspiring & Effective
- Highly Participatory & Personable
- Logical & Creative
- Fun & Accountable
- Deep, Dynamic & Down to Earth
- Collaborative & Committed to your Success

With years of experience in nonprofit leadership and strategic planning, we employ the dialogue and decision making mechanisms necessary to keep meetings on task. Your leaders will leave feeling a sense of accomplishment, clarity on the path forward, and shared commitment for the strategies developed together.

**We look forward to continuing to work with you!**

- Sandhya

## Scope of Work



### **Strategic Action Planning**

#### ***Description:***

Sagebrush Ltd proposes facilitating Strategic Action Planning with the Town Trustees and Town Manager. Your team will build energy and group consensus around the Town Board's big picture vision for the coming years.

During Phase I: Board & Organizational Assessment, several major themes emerged from the 1:1 conversations with Town Trustees around key topics. For each theme there exist varied responses, opinions and unanswered questions on how and when the Town should move forward with each of them.

- Utility Independence
- Affordable Housing
- Succession Planning of Leadership Positions
- Business & Economic Development
- Comprehensive Plan & Infrastructure Upgrades
- Board Training, Development & Process for Public Engagement

Through the Project Timeline laid out below, Sagebrush is proposing an abbreviated action planning approach for shared vision and group buy-in.

#### ***Timeline & Scheduling:***

Sagebrush Ltd will coordinate logistics with the Town Manager and Strategic Planning Design Team, regarding scheduling the strategic planning sessions. In light of the COVID-19 situation, and the preference of the Design Team, Sagebrush will facilitate successful and engaging VIRTUAL strategic planning sessions through video conferencing and technology. Each session will be around 2 hours.

Consultant provides:

- Meeting with Strategic Planning Design Team in advance
- Developing the agenda & preparation time
- All facilitation physical materials and/or virtual platforms
- Additional resources
- Comprehensive summary notes upon completion (for documenting your strategic action plan)

Client provides:

- Consistent participation by a core group of Town Trustees and Town Manager (who have access to internet and technology for VIRTUAL meetings)
- Occasional participation by Key Staff, as needed
- Organization specific materials
- Prompt communication with the consultant throughout the process
- A team to help Design the session agenda and goals in advance with Sagebrush Ltd

## Strategic Planning Summary

Organization:	Town of Ignacio
Project:	Strategic Action Planning
Location:	Virtually (Zoom and a Virtual Whiteboard platform)
Facilitator:	Sandhya Tillotson
Audience:	Town of Ignacio Trustees & Town Manager
Focus Question:	<b>What do we want to see in place in 3 years as a result of our actions?</b>

*"For the past 13 years, I have been the Director of the Durango Chamber of Commerce. During my tenure I have had the privilege of working with numerous facilitators. When Sandhya Tillotson agreed to facilitate the chamber's retreat this year, I was skeptical we would be able to accomplish all the agenda items. Fortunately, Sandhya was the right person for the job. Through her strategic planning, we were able to engage, reflect and set our goals with those responsible for obtaining them.*

*Sandhya was professional and made sure we stayed on task. Her preparation was impressive as she "did her homework" maximizing our time together. After the retreat, her follow through was as impressive. The board, staff and chamber membership will greatly benefit from a professionally facilitated retreat. I look forward to working with Sandhya as we develop our 3-5 year strategic plan."*

— JACK LLEWELLYN, EXECUTIVE DIRECTOR, DURANGO CHAMBER OF COMMERCE

## Town of Ignacio - Strategic Action Planning - 2020 Project Timeline

**All meetings will be held virtually on Zoom, unless otherwise determined.**

Description	Length	Participants	Dates
0. Project Design Meeting	(1.5 hrs) Included	Mark, Alison, Edward, Stella	Done! 8.7
1. CONTEXT & VISION WORKSHOP	2 hrs	All Board & Mark	<b>Tuesday, 9.22, 5 - 7pm</b>
2. CURRENT REALITY & COMMITMENT WORKSHOP	2 hrs	All Board & Mark	<b>Tuesday, 10.6, 5 - 7pm</b>
3. CONSULTING with Mark Garcia on developing Strategic Plan Document	Up to 20 hrs	Facilitator & Mark	<b>October</b>
4. REVIEW & APPROVE STRATEGIC PLAN & NEXT STEPS	2 hrs	All Board, Mark	<b>Tuesday, 10.20 or 10.27, 5 - 7pm</b>

Sandhya Tillotson    Founder / Principal    sandhya@sagebrush.ltd    970.317.1732  
[www.sagebrush.ltd](http://www.sagebrush.ltd)    PO Box 1576, Durango, CO 81302

## Flat Rate Quote

Service	Hours	Rate	Estimate	Preferred Client Rate	Preferred Client Quote
Facilitating Workshops	6 hrs	\$150/hr	\$900	\$125/hr	\$750
Facilitation Prep (ratio 1 : 2.5)	15 hrs	\$125/hr	\$1,875	\$100/hr	\$1,500
Consulting with Mark & Documentation	20 hrs	\$150/hr	\$3,000	\$125/hr	\$2,500
Project Flat Rate Total			\$5,775		\$4,750
Preferred Client Discount		\$900 Project + \$187 Free Design Meeting: \$1,212			
If additional sessions or time is needed, Sagebrush may re-negotiate that with the client.					

## Contract

To accept this proposal, please sign and return the contract below. Please Sandhya via phone: 970-317-1732, or email: sandhya@sagebrush.ltd, with any questions, concerns or updates. Thanks!

**This proposal remains valid through September 15, 2020.**

## Contractor Background



**Sandhya Tillotson** is the Founder/Principal of Sagebrush Ltd., providing nonprofit consulting, organizational development, strategic planning, virtual & in-person meeting and retreat facilitation to organizations and coalitions in the Southwest. Sandhya has lived in CO since 2005 and Durango since 2010. She has served as a local leader in the nonprofit sector, including as the Executive Director of The Garden Project of Southwest Colorado for over five years.

Sandhya is certified in ToP Facilitation and Strategic Planning methods, and is a graduate of the Community Resource Center's Nonprofit Leadership & Management program. She is a member of the International Association of Facilitators and regularly pursues professional development opportunities to continue to expand her diverse skill sets in service to her local community.

## Memberships and Affiliations

- Certified in: ToP Facilitation Methods, ToP Strategic Planning, ToP Environmental Scanning, ToP Designing for Change
- International Association of Facilitators member
- Colorado Nonprofit Association member
- SW CO Small Business Development Center - Nonprofit Consultant
- Durango Chamber of Commerce member
- Community Resource Center - Nonprofit Leadership & Management alumni



**Member**  
promoting the power  
of facilitation worldwide



**Colorado  
NONPROFIT  
Association**



## References

*"Sandhya recently facilitated an exceptional Strategic Planning Retreat for Durango Natural Foods' Board of Directors and management. Sandhya's processes were tightly organized and engaging, and she guided us gracefully forward through what can be an extremely challenging process.*

*She did her homework, and brought new information to the table. The resulting Strategic Plan gives us the tools to create both specific and broad action items, which will keep us on track towards our vision.*

*As a nonprofit consultant myself, I feel like I am a discerning critic. If your organization needs some structure and assistance figuring out where to focus next, I highly recommend Sandhya and Sagebrush Limited."*

— CATHY COWLES, BOARD OF DIRECTORS, DURANGO NATURAL FOODS



***Sagebrush Ltd. has implemented these methods successfully through:***

- **Manna Soup Kitchen** - Strategic Planning (Durango, June - August 2020)
- **KSJD** - Strategic Planning (Durango, July - August 2020)
- **Conservation Legacy** - DEI Listening Sessions (National, June - August 2020)
- **Aspen House Aspen Services** - Strategic Planning (Pagosa Springs, March 2020 - May 2020)
- **ELHI Community Center** - Stakeholder Feedback and Engagement, Board and Organizational Development Consulting & Strategic Planning (Ignacio, January - August 2020)
- **Montezuma School to Farm Project** - Board and Organizational Development Consulting (Mancos, March 2020 - present)
- **La Plata Economic Development Alliance** - monthly Planning Process Improvement Committee meetings (Durango, February 2020 - March 2020)
- **The Garden Project of Southwest Colorado** - Organizational Consulting (Durango, February - June 2020)
- **Bear Smart Durango** - Quarterly Bear Working Group Meetings, Steering Committee Strategic Planning Retreat, Organizational Consulting (Durango, March 2019 - present)
- **Mancos Valley Dragonfly Preschool** - Half-Day Board Retreat (Mancos, February 2020)
- **iAM Music** - Half-Day Board Retreat (Durango, January 2020)
- **Durango Chamber of Commerce** - 1- Year Action Planning Board Retreat (Durango, December 2019)
- **Durango Natural Foods** - Multi-Year Strategic Planning Board Retreat (Durango, November 2019)
- **Shanta Foundation** - Multi-Year Strategic Planning Board Retreat (Durango, October 2019)
- **Onward! A Legacy Foundation** - Multi-Year Strategic Planning Retreat Plus Action Plan (Cortez, May & June 2019)
- **Women's Resource Center** - Full-Day Strategic Planning Board Retreat (Durango, February 2019)
- **Southwest Colorado Multiple Sclerosis Society** - Comprehensive Board and Organizational Development Consulting (Durango, February 2019 - present)
- **Animas Valley District, County Land Use** - Community Planning Meetings (Hermosa, January - May 2019)

## Independent Contractor Agreement

Organization Town of Ignacio and Contractor Sagebrush Ltd, in consideration of mutual covenants and promises, made by each to the other, agree:

1. This Independent Contractor Agreement establishes the lack of employer-employee relationship between the parties and any SubContractors.
2. Organization and Contractor established their Independent relationship by: September 15th, 2020
3. Contractor performs services in September & October 2020
4. Organization shall pay Contractor by the Preferred Client flat rate agreed upon: \$4,750
5. Organization shall pay the Contractor 50% to secure the dates (\$2,375), and 50% upon completion (\$2,375) to be invoiced by the Contractor. **Invoices will be due within 30 days, or may incur a late fee.**
6. Contractor reserves the right to re-negotiate this contract in the case of changes in the project scope, deliverables, or time commitment.
7. Organization shall not provide for a drawing account or advances.
8. Organization shall not withhold any taxes from Contractor, who shall be liable for its own withholding, Social Security, self-employment, and other applicable taxes.

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9. Organization shall not provide Contractor with, or reimburse for, hospital, medical, business liability or Workers Compensation Insurance, sick or vacation pay, a work vehicle, bonuses, gas allowances, uniforms, special clothing, pensions, etc. Contractor need not wear uniforms or special clothing while doing work for Organization, except as local law may require.
10. Organization shall not cover Contractor with its insurance policies or be liable for injuries incurred doing work. This shall not bar negligence claims due to the Organization employees or facilities. Contractor shall hold Organization harmless from actions brought by others, for taxes or otherwise, due to its work. If the Contractor occupation requires any form to make this Agreement effective then the Contractor shall attach it.
11. Contractor did not complete an application to establish this relationship.
12. Contractor shall pay for advertising, carry business cards, or maintain a business phone. Its gain or loss is independent of Organization gain or loss.
13. Contractor may do similar work for others any time it wishes, including on the same day it does work for Organization. Organization shall not have a priority on Contractor time and effort. The Contractor need not work during any set hours.
14. Contractor shall decide the time, place, manner, methods, and order of work, including whether the nature of the work, this Agreement, or local law requires it to perform services during regular Organization working hours. Organization may not change these items or restrict Contractor to a specific territory.
15. Organization shall not supervise Contractor, though it may inspect work completed pursuant to this Agreement. Contractor will work in a professional manner, having represented that it has necessary special skills to do this.
16. The Contractor need not report to the Organization in any way. Submitting bills and contacting other Contractors or the Organization, if necessary for Contractor, shall not be reporting for this purpose.
17. Organization shall advise Contractor about when it can begin work and the job details.
18. Organization shall provide Contractor with access to all necessary information and access to communicate with stakeholders, staff, and board members as necessary to complete the work. The Contractor will expect cooperation from the Organization's personnel.
19. Contractor need not meet a minimum quota. It will work for the time needed to do the work.
20. Contractor may stop work at any time, without liability to Organization. Organization may stop the work at any time, but shall be responsible for paying for all work done to that point.
21. Organization shall not supply Contractor with tools, or rent or lease tools, equipment or regular space to Contractor for work (except meeting or facilitation space). Contractor shall provide and maintain tools, equipment, supplies or other items needed. It is solely liable for loss, damage or theft of its property on Organization locations. This includes storage at such locations or en route to them. Contractor shall protect its property and shall take it with it when it leaves.
22. Contractor agrees that any and all products or services developed pursuant to this Agreement shall be the sole and exclusive property of the Organization, excepting the use of pre-existing works and materials that are the property of the Contractor.
23. As much as possible, project expenses will be paid directly by the Organization for project marketing, mailing, copying, etc. If the Contractor incurs any project-related expenses, they will be included in the monthly invoice.
24. The Contractor may incur mileage expenses for the project, which must be documented for reimbursement. Project mileage will be billed at the Federal Rate for mileage outside of Durango City limits. The Contractor will communicate with an officer of the Organization before any major mileage expenses are incurred. Travel time may be billed, depending upon the project. Mileage will not apply to 100% virtual work.
25. Contractor agrees to hold harmless and indemnify the Organization, its officers, agents and employees, from and against any and all actions, suits, damages, liability, or other proceedings that may arise as the result of performing services hereunder.

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26. Contractor agrees not to disclose or communicate, in any manner, either during or after Contractor's agreement with Organization, proprietary information about Organization, its operations, clientele, or any other proprietary information that relate to the business of Organization including, but not limited to, the names of its clients and donors, its marketing strategies, operations, or any other information of Organization. Contractor acknowledges that the above information is material and confidential and that it affects the success of Organization. Contractor understands that any breach of this provision, or that of any other Confidentiality and Non-Disclosure Agreement, is a material breach of this Agreement. To the extent Contractor feels they need to disclose confidential information, they may do so only after obtaining written authorization from an officer of the Organization.
27. This Agreement and any attachments are the entire exclusive agreement between the Organization and the Contractor. The parties make no express or implied representations, warranties, promises or guarantees about this Agreement, except as it expressly provides. In the Agreement, the masculine includes the feminine and the singular the plural. This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado.

Independent Contractor Sandhya Tillotson, Sagebrush Ltd.

Independent Contractor Signature 

Title Founder/Principal Date 9/4/20

Organization Town of Ignacio

Organization Representative \_\_\_\_\_

Organization Representative Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_



August 10, 2020

To the Honorable Mayor and Town Board  
Town of Ignacio, Colorado

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Ignacio, Colorado for the year ended December 31, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 15, 2019. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Ignacio, Colorado are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2019. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the Town's financial statements were:

1. The useful life of capital assets used in calculating depreciation as disclosed in note 1 of the financial statements.
2. Certain estimates and assumptions were used in calculating the State emergency reserve requirement.
3. For purposes of measuring the net pension liability/asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, management's estimates have been determined on the same basis as they are reported by the Fire and Police Pension Association (FPPA). The Town's net pension liability/asset was measured as of December 31, 2018, and the total pension liability used to calculate the net pension liability/asset was determined by an actuarial valuation as of January 1, 2019. All of the allocations have been made to governmental activities and are based on the pro-rata share of payroll and/or contributions.
4. Expense allocations were used to by management to allocate certain shared costs within the Town's funds.

We evaluated the key factors and assumptions used to develop depreciation, emergency reserve, pension related items, and expense allocation estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. A copy of the adjustments proposed has been provided to Management. Management has corrected all such misstatements.

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated August 10, 2020.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Other Matters

We applied certain limited procedures to the management's discussion and analysis, budgetary comparison reports, and pension related schedules which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining statements, budgetary comparison reports, and Local Highway Finance Report which accompany the financial statements but are not RSI. With respect to the supplementary information accompanying the financial statements, we made certain inquiries of

management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Mayor, Town Board, and Management of the Town of Ignacio, Colorado and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



HintonBurdick, PLLC





**TOWN OF IGNACIO, COLORADO**  
**FINANCIAL STATEMENTS**  
**FOR THE FISCAL YEAR ENDED DECEMBER 31, 2019**  
**WITH REPORT OF**  
**INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS**



# TOWN OF IGNACIO, COLORADO

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## **Independent Auditors' Report**

The Honorable Mayor and Board  
Town of Ignacio, Colorado

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Ignacio, Colorado, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Ignacio, Colorado, as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other-Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and the pension related schedules and notes as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Ignacio, Colorado's basic financial statements. The combining statements, budgetary comparison schedules, and Local Highway Finance Report are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining statements, budgetary comparison schedules, and the Local Highway Finance Report are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining statements, budgetary comparison schedules, and Local Highway Finance Report are fairly stated in all material respects in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated August 10, 2020, on our consideration of the Town of Ignacio, Colorado's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town of Ignacio, Colorado's internal control over financial reporting and compliance.



HintonBurdick, PLLC  
St. George, Utah  
August 10, 2020



**TOWN OF IGNACIO, COLORADO**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**For the Year Ended December 31, 2019**

As management of the Town of Ignacio (Town), we offer readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the year ended December 31, 2019. Please read it in conjunction with the accompanying basic financial statements.

**FINANCIAL HIGHLIGHTS**

- Total assets plus deferred outflows exceeded total liabilities plus deferred inflows (net position) by \$7.1 million at the close of the fiscal year. This was an increase of \$706,523 over the previous year.
- Total governmental and business-type net position increased by a combined total of \$706,523. This is compared to last year's change in net position of \$476,617.
- The total cost of all Town programs for 2019 was \$2,734,964.
- The general fund unassigned fund balance at the end of 2019 was \$877,998 which is 58.6% of total General fund expenditures.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The three components of the financial statements are: (1) Government-wide financial statements which include the Statement of Net Position and the Statement of Activities. These statements provide information about the activities of the Town as a whole. (2) Fund financial statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Town's operations in more detail than the government-wide statements by providing information about the Town's most significant funds. (3) Notes to the financial statements.

**Reporting the Town as a Whole**

**The Statement of Net Position and the Statement of Activities (Government-wide)**

A frequently asked question regarding the Town's financial health is whether the year's activities contributed positively to the overall financial well-being. The Statement of Net Position and the Statement of Activities report information about the Town as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Town's net position and changes in them. Net position, the difference between assets plus deferred outflows and liabilities plus deferred inflows, are one way to measure the Town's financial health, or financial position. Over time, increases or decreases in net position is an indicator of whether the financial health is improving or deteriorating. However, it is important to consider other non-financial factors such as changes in the condition of the Town's roads to accurately assess the overall health of the Town.

The Statement of Net Position and the Statement of Activities, present information about the following:

- Government activities – All of the Town's basic services are considered to be governmental activities, including general government, public safety, public works/streets, parks and recreation, economic development and interest on long-term debt. Sales taxes, property taxes, franchise taxes, intergovernmental revenues and charges for services finance most of these activities.
- Proprietary activities/Business type activities – The Town charges a fee to customers to cover most of the cost of the services provided.

## **Reporting the Town's Most Significant Funds**

### **Fund Financial Statements**

The fund financial statements provide detailed information about the most significant funds—not the Town as a whole. Some funds are required to be established by State law and by bond covenants. However, management establishes many other funds which aid in the management of money for particular purposes or meet legal responsibilities associated with the usage of certain taxes, grants, and other money. The Town's two major kinds of funds, governmental and proprietary, use different accounting approaches as explained below.

- Governmental funds – Most of the Town's basic services are reported in governmental funds. Governmental funds focus on how resources flow in and out with the balances remaining at year-end that are available for spending. These funds are reported using an accounting method called the modified accrual accounting method, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Town's general government operations and the basic services it provides. Government fund information shows whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in a reconciliation included with the Basic Financial Statements and in footnote 2.
- Proprietary funds – When the Town charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of the Town's financial position. The Town's combined assets plus deferred outflows exceeded liabilities plus deferred inflows by \$7.1 million as of December 31, 2019 as shown in the following condensed statement of net position. Of this amount, \$1,240,994 is unrestricted and available to meet the Town's ongoing financial obligations.

By far the largest portion of net position is the net investment in capital assets of \$5,516,944 (78.0% of total net position). This amount reflects the investment in all capital assets (e.g. infrastructure, land, buildings, and equipment) less any related debt used to acquire those assets that are still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of debt, it should be noted that the resources needed to repay this debt must be provided from other sources since capital assets themselves cannot be used to liquidate these liabilities. For 2019, the Town has no bonded debt.

The Town has chosen to account for its water, gas, sewer, and irrigation operations in enterprise funds which are shown as Business Activities.

The following table summarizes the Town's governmental and business-type net position as of December 31, 2019 and 2018:

### TOWN OF IGNACIO, COLORADO Statement of Net Position

	Governmental activities		Business-type activities		Combined Total	
	12/31/2019	12/31/2018	12/31/2019	12/31/2018	12/31/2019	12/31/2018
Current and other assets	\$ 1,372,138	\$ 1,386,767	\$ 175,067	\$ 374,441	\$ 1,547,205	\$ 1,761,208
Capital assets	1,197,181	1,134,087	4,319,763	3,927,486	5,516,944	5,061,573
Total assets	2,569,319	2,520,854	4,494,830	4,301,927	7,064,149	6,822,781
Deferred Outflows of Resources	325,798	141,243	-	-	325,798	141,243
Long-term liabilities outstanding	159,318	67,134	9,161	289,568	168,479	356,702
Other liabilities	34,086	58,269	79,113	113,202	113,199	171,471
Total liabilities	193,404	125,403	88,274	402,770	281,678	528,173
Deferred Inflows of Resources	36,497	70,602	-	-	36,497	70,602
Net position:						
Net investment in capital assets	1,197,181	1,134,087	4,319,763	3,643,858	5,516,944	4,777,945
Restricted	313,834	337,845	-	-	313,834	337,845
Unrestricted	1,154,201	994,160	86,793	255,299	1,240,994	1,249,459
Total net position	\$ 2,665,216	\$ 2,466,092	\$ 4,406,556	\$ 3,899,157	\$ 7,071,772	\$ 6,365,249

An additional portion of net position, \$313,834, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, \$1,240,994 (17.6% of total net position), may be used to meet the government's ongoing obligations to citizens and creditors.

## Governmental Activities

The cost of all Governmental activities this year was \$1,469,589 as shown in the Changes in Net Position statement below. \$115,164 of this cost was paid for by those who directly benefited from the programs. \$249,126 was subsidized by grants or contributions received from other governmental organizations for both capital and operating activities. General taxes, investment earnings and other revenues totaled \$1,504,423.

The Town's programs include: General Government, Public Safety, Public Works/Streets, Parks & Recreation and Economic Development. Each program's revenues and expenses are presented below.

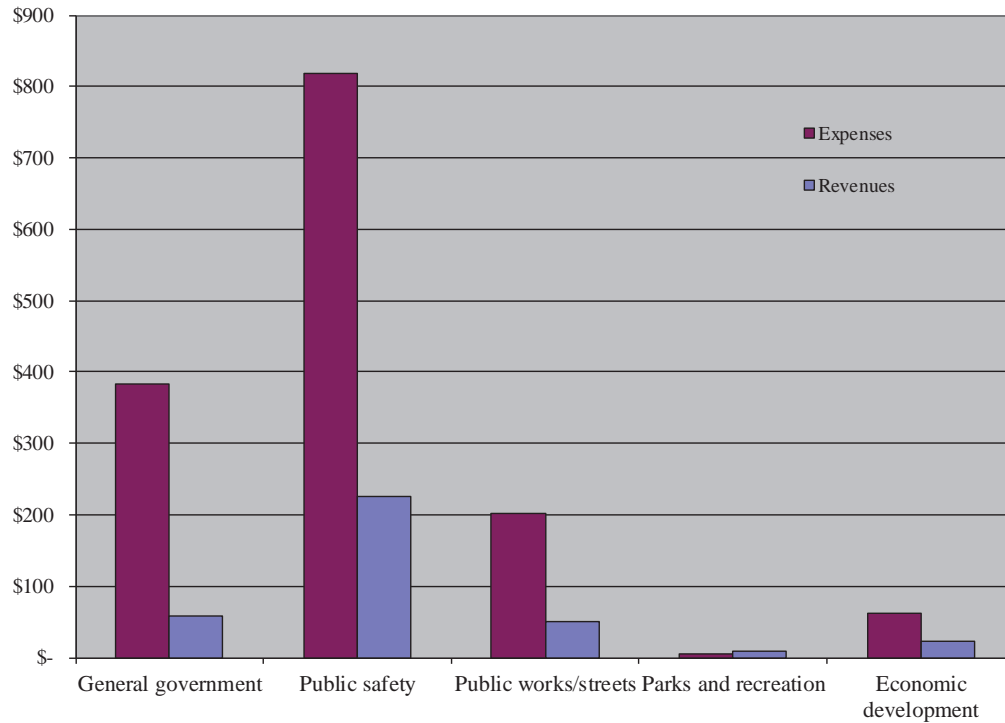
### TOWN OF IGNACIO, COLORADO Changes in Net Position

	Governmental activities		Business-type activities		Combined Total	
	12/31/2019	12/31/2018	12/31/2019	12/31/2018	12/31/2019	12/31/2018
Revenues:						
Program revenues:						
Charges for services	\$ 115,164	\$ 104,630	\$ 1,279,048	\$ 1,256,833	\$ 1,394,212	\$ 1,361,463
Operating grants and contributions	249,126	263,722	-	-	249,126	263,722
Capital grants and contributions	-	-	293,725	134,207	293,725	134,207
General revenues:						
Taxes	1,504,422	1,326,698	-	-	1,504,422	1,326,698
Investment earnings	1	8	1	8	2	16
Total revenues	1,868,713	1,695,058	1,572,774	1,391,048	3,441,487	3,086,106
Expenses:						
General government	383,483	328,903	-	-	383,483	328,903
Public safety	817,309	734,768	-	-	817,309	734,768
Public works/streets	201,998	250,392	-	-	201,998	250,392
Parks and recreation	4,221	11,787	-	-	4,221	11,787
Economic development	62,578	18,259	-	-	62,578	18,259
Interest on long-term debt	-	349	-	-	-	349
Water	-	-	289,252	295,796	289,252	295,796
Gas	-	-	328,753	411,888	328,753	411,888
Sewer	-	-	600,379	531,483	600,379	531,483
Irrigation	-	-	46,991	25,864	46,991	25,864
Total expenses	1,469,589	1,344,458	1,265,375	1,265,031	2,734,964	2,609,489
Increase (decrease) in net position before transfers	399,124	350,600	307,399	126,017	706,523	476,617
Transfers	(200,000)	(40,000)	200,000	40,000	-	-
Net position, beginning	2,466,092	2,155,492	3,899,157	3,733,140	6,365,249	5,888,632
Net position, ending	\$ 2,665,216	\$ 2,466,092	\$ 4,406,556	\$ 3,899,157	\$ 7,071,772	\$ 6,365,249

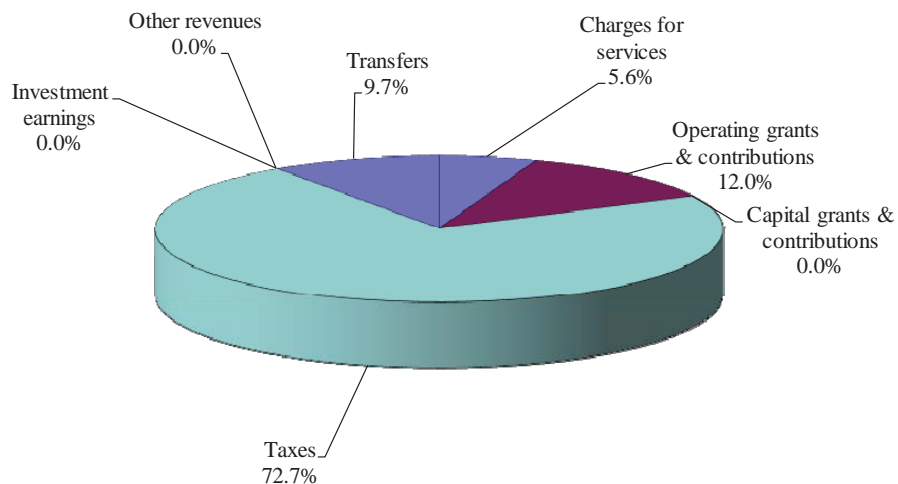
Total resources available during the year to finance governmental operations were \$4,334,805 consisting of Net position at January 1, 2019 of \$2,466,092, program revenues of \$364,290, General Revenues of \$1,504,423, and transfers in of \$0. Total Governmental Activities expenses during the year were \$1,469,589 and transfers out were \$200,000; thus Governmental Net Position increased by \$199,124 to \$2,665,216.

The following graphs compare program expenses to program revenues and provide a breakdown of revenues by source for all governmental activities:

**Expenses and Program Revenues - Governmental Activities**  
(in Thousands)



**Revenue By Source - Governmental Activities**

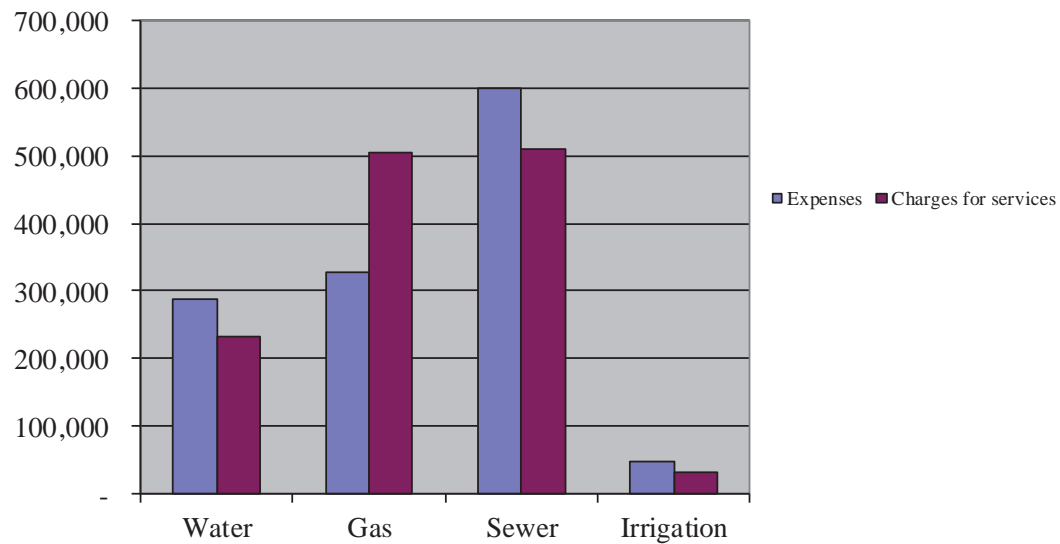




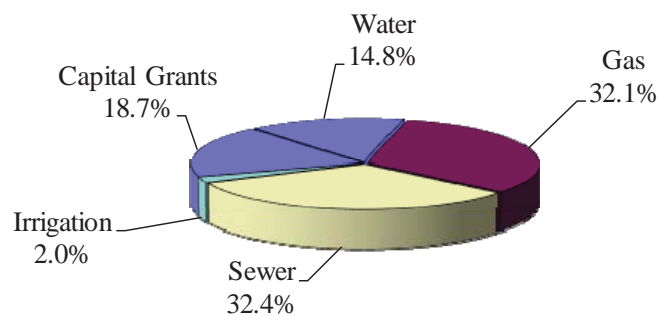
## Business Type Activities

Net position of the Business Type activities at December 31, 2019, as reflected in the Statement of Net Position was \$4.4 million. The cost of providing all Proprietary (Business Type) activities this year was \$1,265,375 as shown in the statement of Changes in Net Position. The amounts paid by users of the system were \$1,279,048 and there was \$293,725 subsidized by capital grants and contributions. Investment earnings were \$1. The Net Position increased by \$507,399. The following graphs compare the total business-type activity expenses by service to the charges for those services and the graph at the bottom of the page provides a breakdown of the total revenues for business-type activities.

**Expenses and Charges for Services - Business-type Activities**



**Revenue By Source - Business-type Activities**



## Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds:** The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$1.3 million, an increase of \$113,250 in comparison with the prior year. Approximately 67.4% or \$877,998 constitutes unassigned fund balance, which is available for spending at the government's discretion.

The Town has one major governmental fund, the General Fund.

The General Fund is the primary operating fund for the Town. At December 31, 2019, unassigned fund balance in the General Fund was \$877,998. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Total unassigned fund balance represents 58.6% of the total General Fund expenditures. The fund balance of the Town's General Fund increased by \$76,920 for the year ended December 31, 2019. Total revenues in the General Fund increased \$61,899 from the prior year, and total expenses increased by \$90,180 from the prior year.

**Proprietary funds:** The Town's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. Net position and changes in net position for the year-ended December 31, 2019 for the Town's four enterprise funds (Water, Gas, Sewer, and Irrigation) are as follows:

	Water	Gas	Sewer	Irrigation	Total
Unrestricted net position	\$ 14,259	\$ 78,320	\$ (17,607)	\$ 11,821	\$ 86,793
Total net position	1,776,610	1,887,875	357,154	384,917	4,406,556
Change in net position	377,622	(196,109)	236,371	89,515	507,399

## Budgetary Highlights

General fund revenues of \$1,661,915 were less than budgeted revenues of \$1,899,918 by \$238,003. Actual expenditures were \$322,549 less than budgeted expenditures.

## **CAPITAL ASSET AND DEBT ADMINISTRATION**

### **Capital Assets**

The capital assets of the Town are those assets that are used in performance of Town functions including infrastructure assets. Capital Assets include equipment, vehicles, buildings, land, system improvements, park facilities and roads. At the end of 2019, net capital assets of the government activities totaled \$1.2 million and the net capital assets of the business-type activities were \$4.3 million. The most significant business-type fund capital asset additions were the Irrigation project that was started in 2018 and the water line replacement project. Depreciation on capital assets for both government activities and business-type activities is recognized in the Government-Wide financial statements. (See note 5 to the financial statements.)

### **Debt**

At year-end, the Town had \$159,318 in governmental type debt, and \$9,161 in proprietary debt. During the current fiscal year, the Town's total debt decreased by \$188,223. The Town has no bonded debt. (See note 6 to the financial statements for detailed descriptions.)

## **NEXT YEAR'S BUDGET AND ECONOMIC FACTORS**

In considering the Town Budget for the year 2020, the Town Board of Trustees and management were cautious as to the growth of revenues and expenditures.

## **CONTACTING THE TOWN'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Town Treasurer at: 540 Goddard, PO Box 459, Ignacio, Colorado 81137.

## **BASIC FINANCIAL STATEMENTS**

**TOWN OF IGNACIO, COLORADO**  
**Statement of Net Position**  
**December 31, 2019**

	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
<b>Assets</b>			
Cash and cash equivalents	\$ 814,451	\$ 60,133	\$ 874,584
Receivables (net of allowance)	329,219	275,246	604,465
Internal balances	160,312	(160,312)	-
Temporarily restricted assets:			
Cash and cash equivalents	68,156	-	68,156
Capital assets not being depreciated:			
Land	425,755	16,974	442,729
Construction in progress	11,653	-	11,653
Capital assets (net of accumulated depreciation):			
Utility plant	-	3,890,144	3,890,144
Irrigation system	-	373,096	373,096
Buildings	158,422	-	158,422
Machinery and equipment	31,731	39,549	71,280
Vehicles	138,683	-	138,683
Infrastructure and systems	430,937	-	430,937
Total assets	<u>2,569,319</u>	<u>4,494,830</u>	<u>7,064,149</u>
<b>Deferred Outflows of Resources</b>			
Deferred outflows related to pensions	<u>325,798</u>	<u>-</u>	<u>325,798</u>
<b>Liabilities</b>			
Accounts payable and other current liabilities	34,086	79,113	113,199
Noncurrent liabilities:			
Net pension liability	87,957	-	87,957
Due within one year	71,361	9,161	80,522
Due in more than one year	-	-	-
Total liabilities	<u>193,404</u>	<u>88,274</u>	<u>281,678</u>
<b>Deferred Inflows of Resources</b>			
Deferred revenue - property taxes	35,557	-	35,557
Deferred inflows related to pensions	940	-	940
Total deferred inflows of resources	<u>36,497</u>	<u>-</u>	<u>36,497</u>
<b>Net Position</b>			
Net investment in capital assets	1,197,181	4,319,763	5,516,944
Restricted for:			
Emergency reserve	54,304	-	54,304
Public safety	13,852	-	13,852
Parks and recreation	61,696	-	61,696
Capital improvements	183,982	-	183,982
Unrestricted	1,154,201	86,793	1,240,994
Total net position	<u>\$ 2,665,216</u>	<u>\$ 4,406,556</u>	<u>\$ 7,071,772</u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Statement of Activities**  
**For the Year Ended December 31, 2019**

Functions/Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government	
					Governmental Activities	Business-type Activities
Governmental activities:						
General government	\$ 383,483	\$ 57,969	\$ -	\$ -	\$ (325,514)	\$ -
Public safety	817,309	7,865	217,216	-	(592,228)	-
Public works/streets	201,998	49,330	-	-	(152,668)	-
Parks and recreation	4,221	-	8,306	-	4,085	-
Economic development	62,578	-	23,604	-	(38,974)	-
Total governmental activities	1,469,589	115,164	249,126	-	(1,105,299)	-
Business-type activities:						
Water	289,252	233,448	-	278,426	-	222,622
Gas	328,753	505,069	-	7,574	-	183,890
Sewer	600,379	508,900	-	2,850	-	(88,629)
Irrigation	46,991	31,631	-	4,875	-	(10,485)
Total business-type activities	1,265,375	1,279,048	-	293,725	-	307,398
Total primary government	\$ 2,734,964	\$ 1,394,212	\$ 249,126	\$ 293,725	(1,105,299)	307,398
General Revenues:						
Taxes:						
Property tax					33,192	-
Sales tax					1,398,603	-
Other taxes					71,445	-
Franchise tax					1,182	-
Unrestricted investment earnings					1	2
Transfers					(200,000)	200,000
Total general revenues & transfers					1,304,423	200,001
Change in net position					199,124	507,399
Net position - beginning					2,466,092	3,899,157
Net position - ending					\$ 2,665,216	\$ 4,406,556
						\$ 7,071,772

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Balance Sheet**  
**Governmental Funds**  
**December 31, 2019**

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Assets</b>			
Cash and investments	\$ 468,138	\$ 346,313	\$ 814,451
Accounts receivable	17,774	-	17,774
Property taxes receivable	35,557	-	35,557
Due from other governments	243,563	32,325	275,888
Due from other funds	160,312	-	160,312
Restricted cash and investments	68,156	-	68,156
Total assets	<u>\$ 993,500</u>	<u>\$ 378,638</u>	<u>\$ 1,372,138</u>
<b>Liabilities, Deferred Inflows, and Fund Balances</b>			
Liabilities:			
Accounts payable	<u>\$ 11,789</u>	<u>\$ 22,297</u>	<u>\$ 34,086</u>
Total liabilities	<u>11,789</u>	<u>22,297</u>	<u>34,086</u>
Deferred inflows of resources:			
Deferred revenue - property taxes	<u>35,557</u>	<u>-</u>	<u>35,557</u>
	<u>35,557</u>	<u>-</u>	<u>35,557</u>
Fund balances:			
Restricted for:			
Emergency reserve	54,304	-	54,304
Public safety	13,852	-	13,852
Parks and recreation	-	61,696	61,696
Capital improvements	-	183,982	183,982
Committed for:			
Economic development	-	110,663	110,663
Unassigned	<u>877,998</u>	<u>-</u>	<u>877,998</u>
Total fund balances	<u>946,154</u>	<u>356,341</u>	<u>1,302,495</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 993,500</u>	<u>\$ 378,638</u>	<u>\$ 1,372,138</u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Reconciliation of the Balance Sheet of Governmental Funds**  
**to the Statement of Net Position**  
**December 31, 2019**

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Total fund balances - governmental funds	\$ 1,302,495
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Governmental capital assets	2,397,646	
Accumulated depreciation	<u>(1,200,465)</u>	1,197,181

Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.

Compensated absences	<u>(71,361)</u>	(71,361)
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Deferred outflows and inflows of resources related to pensions and net pension assets are applicable to future reporting periods and therefore are not reported in the funds.

Deferred outflows	325,798	
Deferred inflows	(940)	
Net pension liability	<u>(87,957)</u>	236,901

Total net position - governmental activities	<u><u>\$ 2,665,216</u></u>
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The accompanying notes are an integral part of the financial statements.



**TOWN OF IGNACIO, COLORADO**  
**Statement of Revenues, Expenditures and Changes in**  
**Fund Balances - Governmental Funds**  
**For the Year Ended December 31, 2019**

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues</b>			
Taxes	\$ 1,260,398	\$ -	\$ 1,260,398
Licenses and permits	12,260	-	12,260
Intergovernmental	290,514	206,797	497,311
Fines and forfeitures	921	-	921
Charges for services	45,445	-	45,445
Interest revenue	-	1	1
Other revenues	52,377	-	52,377
Total revenues	<u>1,661,915</u>	<u>206,798</u>	<u>1,868,713</u>
<b>Expenditures</b>			
Current:			
Legislative	8,205	-	8,205
Administration	225,208	-	225,208
Community development	51,353	-	51,353
Public safety	816,847	-	816,847
Public works	269,410	-	269,410
Parks	643	-	643
Capital outlay	127,548	56,249	183,797
Total expenditures	<u>1,499,214</u>	<u>56,249</u>	<u>1,555,463</u>
Excess of revenues over (under) expenditures	162,701	150,549	313,250
<b>Other financing sources (uses):</b>			
Transfers in	14,219	-	14,219
Transfers out	(100,000)	(114,219)	(214,219)
Total other financing sources (uses)	<u>(85,781)</u>	<u>(114,219)</u>	<u>(200,000)</u>
Net change in fund balances	76,920	36,330	113,250
Fund balance, beginning of year	<u>869,234</u>	<u>320,011</u>	<u>1,189,245</u>
Fund balance, end of year	<u><u>\$ 946,154</u></u>	<u><u>\$ 356,341</u></u>	<u><u>\$ 1,302,495</u></u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Reconciliation of the Statement of Revenues, Expenditures**  
**and Changes in Fund Balances of Governmental Funds**  
**To the Statement of Activities**  
**For the Year Ended December 31, 2019**

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

Net change in fund balances - total governmental funds	\$	113,250
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Governmental funds report capital outlays as expenditures. However, in the statement of activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlay in the current period.

Capital outlay	136,337		
Depreciation expense	<u>(73,243)</u>		63,094

Pension contributions are reported as expenditures in the governmental funds when made. However, they are reported as deferred outflows of resources in the Statement of Net Position because the net pension liability is measured a year before the Town's report date. Pension expense, which is the change in the net pension liability adjusted for changes in deferred outflows and inflows of resources related to pensions, is reported in the Statement of Activities.

Pension contributions	37,678		
Pension expense	<u>(10,671)</u>		27,007

Compensated absences 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.

		<u>(4,227)</u>
Change in net position of governmental activities	\$	<u><u>199,124</u></u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Statement of Net Position**  
**Proprietary Funds**  
**December 31, 2019**

	Water Fund	Gas Fund	Sewer Fund	Nonmajor Irrigation Fund	Combined Total
<b>Assets</b>					
Current assets:					
Cash	\$ -	\$ 48,207	\$ -	\$ 11,926	\$ 60,133
Accounts receivable	19,886	64,575	49,071	242	133,774
Intergovernmental receivable	141,472	-	-	-	141,472
Total current assets	<u>161,358</u>	<u>112,782</u>	<u>49,071</u>	<u>12,168</u>	<u>335,379</u>
Capital assets:					
Land	16,974	-	-	-	16,974
Utility plant	2,275,250	2,499,977	518,132	-	5,293,359
Irrigation system	-	-	-	462,842	462,842
Equipment	66,251	133,547	17,500	-	217,298
Accumulated depreciation	(596,124)	(823,969)	(160,871)	(89,746)	(1,670,710)
Total capital assets	<u>1,762,351</u>	<u>1,809,555</u>	<u>374,761</u>	<u>373,096</u>	<u>4,319,763</u>
<b>Total assets</b>	<u>\$ 1,923,709</u>	<u>\$ 1,922,337</u>	<u>\$ 423,832</u>	<u>\$ 385,264</u>	<u>\$ 4,655,142</u>
<b>Liabilities</b>					
Current liabilities:					
Accounts payable	\$ 10,739	\$ 29,590	\$ 38,784	\$ -	\$ 79,113
Due to other funds	134,389	-	25,923	-	160,312
Compensated absences - current	1,971	4,872	1,971	347	9,161
Total current liabilities	<u>147,099</u>	<u>34,462</u>	<u>66,678</u>	<u>347</u>	<u>248,586</u>
<b>Net position</b>					
Net investment in capital assets	1,762,351	1,809,555	374,761	373,096	4,319,763
Unrestricted	14,259	78,320	(17,607)	11,821	86,793
Total net position	<u>\$ 1,776,610</u>	<u>\$ 1,887,875</u>	<u>\$ 357,154</u>	<u>\$ 384,917</u>	<u>\$ 4,406,556</u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Statement Revenues, Expenses, and Changes in Net Position**  
**Proprietary Funds**  
**For the Year Ended December 31, 2019**

	Water Fund	Gas Fund	Sewer Fund	Nonmajor Irrigation Fund	Combined Total
<b>Operating revenues</b>					
Charges for services	\$ 233,448	\$ 505,069	\$ 508,900	\$ 31,631	\$ 1,279,048
Total operating revenues	233,448	505,069	508,900	31,631	1,279,048
<b>Operating expenses</b>					
Commodity purchases	134,918	151,006	-	-	285,924
Personnel services	94,853	96,191	91,495	32,930	315,469
Contracted services	9,925	1,615	474,582	1,435	487,557
Supplies	2,651	1,553	1,045	5,118	10,367
Repairs and maintenance	1,270	1,270	635	254	3,429
Administrative	3,467	6,914	1,329	241	11,951
Depreciation	39,821	67,857	16,554	6,544	130,776
Utilities	2,347	2,347	1,174	469	6,337
Total operating expenses	289,252	328,753	586,814	46,991	1,251,810
Operating income / (loss)	(55,804)	176,316	(77,914)	(15,360)	27,238
<b>Non-operating revenues (expenses)</b>					
Interest revenue	-	1	-	-	1
Capital grant	269,184	-	-	4,875	274,059
Tap fees	9,242	7,574	2,850	-	19,666
Interest expense	-	-	(13,565)	-	(13,565)
Total non-operating revenues (expenses)	278,426	7,575	(10,715)	4,875	280,161
<b>Income (loss) before transfers</b>	222,622	183,891	(88,629)	(10,485)	307,399
Transfers:					
Transfers in	155,000	-	325,000	100,000	580,000
Transfers out	-	(380,000)	-	-	(380,000)
<b>Change in net position</b>	377,622	(196,109)	236,371	89,515	507,399
Total net position, beginning of year	1,398,988	2,083,984	120,783	295,402	3,899,157
<b>Total net position, end of year</b>	<u>\$ 1,776,610</u>	<u>\$ 1,887,875</u>	<u>\$ 357,154</u>	<u>\$ 384,917</u>	<u>\$ 4,406,556</u>

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**For the Year Ended December 31, 2019**

	Water Fund	Gas Fund	Sewer Fund	Nonmajor Irrigation Fund	Combined Total
<b>Cash flows from operating activities:</b>					
Cash received from customers, service fees	\$ 234,692	\$ 510,451	\$ 508,920	\$ 31,417	\$ 1,285,480
Cash paid to suppliers	(153,329)	(170,900)	(476,827)	(21,097)	(822,153)
Cash paid to employees	(99,133)	(103,234)	(94,577)	(32,805)	(329,749)
Net cash flows from operating activities	(17,770)	236,317	(62,484)	(22,485)	133,578
<b>Cash flows from noncapital financing activities:</b>					
Proceeds/(payments) to other funds	124,138	-	25,923	(49,370)	100,691
Transfers from/(to) other funds	155,000	(380,000)	325,000	100,000	200,000
Net cash flows from noncapital financing activities	279,138	(380,000)	350,923	50,630	300,691
<b>Cash flows from capital and related financing activities:</b>					
Purchase of capital assets	(409,334)	-	-	(113,719)	(523,053)
Capital grants	138,724	-	-	97,500	236,224
Principal paid on long-term debt	-	-	(283,628)	-	(283,628)
Interest paid	-	-	(13,565)	-	(13,565)
Connection and tap fees	9,242	7,574	2,850	-	19,666
Net cash flows from capital and related financing activities	(261,368)	7,574	(294,343)	(16,219)	(564,356)
<b>Cash flows from investing activities:</b>					
Interest on investments	-	1	-	-	1
Net change in cash and cash equivalents	-	(136,108)	(5,904)	11,926	(130,086)
Cash and cash equivalents, beginning of year	-	184,315	5,904	-	190,219
<b>Cash and cash equivalents, end of year</b>	<b>\$ -</b>	<b>\$ 48,207</b>	<b>\$ -</b>	<b>\$ 11,926</b>	<b>\$ 60,133</b>
Reconciliation of operating income to net cash provided by operating activities:					
Net operating income (loss)	\$ (55,804)	\$ 176,316	\$ (77,914)	\$ (15,360)	\$ 27,238
Adjustments to reconcile net income to net cash provided by operating activities:					
Depreciation/amortization	39,821	67,857	16,554	6,544	130,776
Changes in operating assets and liabilities:					
(Increase)/decrease in receivables	1,244	5,382	20	(214)	6,432
Increase/(decrease) in payables	1,249	(6,195)	1,938	(13,580)	(16,588)
Increase/(decrease) in accrued liabilities	(4,280)	(7,043)	(3,082)	125	(14,280)
Net cash flows from operating activities	\$ (17,770)	\$ 236,317	\$ (62,484)	\$ (22,485)	\$ 133,578

The accompanying notes are an integral part of the financial statements.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 1.           Summary of Significant Accounting Policies**

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**Description of government-wide financial statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. All fiduciary activities are reported only in the fund financial statements. Governmental activities, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external customers for support.

**Reporting Entity**

The Town of Ignacio is a statutory municipality with a mayor – Board form of government with six elected Board members. The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units are, in substance, part of the primary government’s operations, even though they are legally separate entities. Thus, blended component units are appropriately presented as funds of the primary government. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the government. The Town has no component units.

**Basis of presentation – government-wide financial statements**

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds, while business-type activities incorporate data from the government’s enterprise funds. Separate financial statements are provided for governmental funds and proprietary funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

**Basis of presentation – fund financial statements**

The fund financial statements provide information about the government’s funds. Separate statements for each fund category—governmental and proprietary—are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The government reports the following major governmental funds:

The **General Fund** is the government’s primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 1.           Summary of Significant Accounting Policies, Continued**

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The government reports the following major enterprise funds:

The **Water Fund** accounts for the activities of the Town related to supplying water services to the citizens of the Town.

The **Gas Fund** accounts for the activities of the Town related to supplying natural gas services to the citizens of the Town.

The **Sewer Fund** accounts for the activities of the Town related to supplying sewer services to the citizens of the Town.

During the course of operations the government has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and economic development funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as internal balances in the business-type activities column.

**Measurement focus and basis of accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

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. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 1.           Summary of Significant Accounting Policies, Continued**

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The 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 government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the government.

The proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting.

**Assets, liabilities, deferred outflows/inflows of resources, and net position/fund balance**

***Deposits and Investments***

The Town's cash and cash equivalents are considered to be cash-on-hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition for purposes of this note and the statement of cash flows.

***Receivables***

All trade accounts receivable are shown net of an allowance for uncollectible accounts. Due to the nature of the accounts receivable in governmental and business-type activities, management does not consider an allowance for uncollectible accounts receivable necessary or material. Therefore, no allowance for uncollectible accounts receivable is presented.

***Prepaid items***

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



**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 1.           Summary of Significant Accounting Policies, Continued**

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***Capital assets***

Capital assets, which include; property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activity columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an individual cost of more than \$5,000 and an estimated useful life of three years or more. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated 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 assets lives are not capitalized. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. Property, plant and equipment is depreciated using the straight-line method over the following estimated useful lives:

Buildings and improvements	10 to 40 years
Utility plant and distribution system	7 to 50 years
Machinery, equipment and vehicles	7 to 20 years
Infrastructure	20 to 40 years

***Deferred outflows/inflows of resources***

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The Town has one type of item that qualifies for reporting in this category. It is pension related items reported on the government-wide financial statement. See Note 8 for more information.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has two types of items that qualify for reporting in this category. The first type is deferred revenue – property taxes. This is reported in the governmental funds balance sheet and the government-wide financial statement. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The second type is pension related items reported on the government-wide financial statement. See Note 8 for more information.

***Pensions***

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the pension plan's fiduciary net position of the Fire and Police Pension Association of Colorado (FPPA) and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by FPPA. 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.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 1.           Summary of Significant Accounting Policies, Continued**

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***Net position flow assumption***

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

***Fund balance flow assumptions***

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government’s policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

***Fund balance policies***

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government’s highest level of decision-making authority. The governing board is the highest level of decision-making authority for the government that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The governing board (board) has by resolution authorized the town manager to assign fund balance. The board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year’s appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 1.           Summary of Significant Accounting Policies, Continued**

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**Revenues and expenditures/expenses**

***Program revenues***

Amounts reported as 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 (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

***Property Taxes***

Property tax revenues are recognized as revenues in the year collected or if collected within 60 days thereafter unless they are prepaid. Property taxes levied in the current year and not collected within 60 days of year-end are not deemed available to pay current liabilities and therefore the receivable is recorded as deferred revenue in the governmental funds. Property taxes for the current year are levied by the County and attach as a lien on property the following January 1. They are payable in full by April 30 or in two equal installments due February 28 and June 15. The County also levies various personal property taxes during the year.

***Compensated Absences***

For governmental funds, amounts of vested or accumulated vacation and sick leave that are not expected to be liquidated with expendable available financial resources are reported as liabilities in the government-wide statement of net position and as expenses in the government-wide statement of activities. No expenditures are reported for these amounts in the fund financial statements. Vested or accumulated vacation and sick leave in the proprietary fund are recorded as an expense and a liability of that fund as the benefits accrue to the employees and are thus recorded in both the government-wide financial statements and the individual fund financial statements.

***Proprietary funds operating and nonoperating revenues and expenses***

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water, gas, sewer and irrigation funds are charges to customers for sales and services. The water, gas, sewer, and irrigation fund also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 1.           Summary of Significant Accounting Policies, Continued**

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**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

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**Note 2.           Reconciliation of Government-Wide and Fund Financial Statements**

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The governmental fund balance sheet includes a reconciliation between total governmental fund balances and net position of governmental activities as reported in the government-wide statement of net position. These differences primarily result from the long-term economic focus of the statement of net position versus the current financial resources focus of the governmental fund balance sheets. The details of these differences are reported in the reconciliation.

The governmental fund statement of revenues, expenditures, and changes in fund balance includes a reconciliation between net changes in fund balances-total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities. These differences are the result of converting from the current resources measurement focus and modified accrual basis for governmental fund statements to the economic resources measurement focus and full accrual basis used for government-wide statements. The details of these differences are reported in the reconciliation.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 3.           Stewardship, Compliance, and Accountability**

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Stewardship, compliance, and accountability are key concepts in defining the responsibilities of the Town. The use of budgets and monitoring of equity status facilitate the Town's compliance with legal requirements.

**Budgets and Budgetary Accounting**

The Town Board adheres to the following procedures in establishing the budgetary data reflected in the financial statements:

- In accordance with State statutes, prior to October 15, the Town Treasurer submits to the Town Board a proposed operating budget for the calendar year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them for the upcoming year, along with estimates for the current year and actual data for the two preceding years. The State statutes require more detailed line item budgets be submitted in summary form. In addition, more detailed line item budgets are included for administration control. The level of control for the detailed budgets is at the Fund level.
- Public hearings are conducted to obtain taxpayer comment.
- Prior to December 31, the budget is legally adopted through passage of a resolution.
- The Town Treasurer is required to present a monthly report to the Town Board explaining any variance from the approved budget.
- Formal budgetary integration is employed as a management control device during the year for all funds of the Town.
- Appropriations lapse at the end of each calendar year.
- The Town Board may authorize supplemental appropriations during the year.

Budget amounts included in the financial statements report both the original and final amended budget. There were revisions made to the original budget during the year.

Budgets for governmental funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America, except for long-term receivables and advances and capital lease financing which are budgeted when liquidated rather than when the receivable/liability is incurred. Budgets for enterprise funds are adopted on a basis consistent with the spending measurement focus of the governmental funds.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 3.           Stewardship, Compliance, and Accountability, Continued**

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**Expenditures over Appropriations**

Per C.R.S. 29-1-108(2), appropriations are made by fund or spending agency (e.g. department) within a fund at the discretion of the Town Board. The Board by Resolution has made appropriations at the fund level and thus, expenditures may not legally exceed budgeted appropriations at the fund level. The individual Schedules of Revenues, Expenditures and Changes in Fund Balances - Budget to Actual reports as listed in the table of contents report those funds that exceeded approved budget appropriations.

**Tax, Spending and Debt Limitations**

Colorado voters passed an amendment to the State Constitution, Article X, Section 20, which has several limitations, including revenue raising, spending abilities, and other specific requirements of state and local governments, excluding “enterprises.”

The Amendment requires that an emergency reserve be maintained at three percent of fiscal year spending (excluding bonded debt service). A portion of the General Fund’s fund balance is classified as restricted for emergencies as required by the Amendment. The Town is not allowed to use the emergency reserves to compensate for economic conditions, revenue shortfalls, or salary or benefit increases.

The Amendment is complex and subject to judicial interpretation. The Town believes it is in compliance with the requirements of the Amendment. However, the entity has made certain interpretations in the Amendment’s language in order to determine its compliance.

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**Note 4.           Deposits and Investments**

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A summary of cash and investments as shown on the statement of net position follows:

Cash on hand	\$       100
Cash in bank	<u>942,640</u>
Total cash and investments	<u><u>\$ 942,740</u></u>

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 4. Deposits and Investments, Continued**

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**Deposits**

*Custodial Credit Risk*

For deposits this is the risk that in the event of a bank failure, the government's deposit may not be returned to it. The Town does not have a formal policy for custodial credit risk; however, 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. The PDPA allows the institution to create a single collateral pool for all public funds. The pool is to be maintained by another institution or held in trust for all the uninsured public deposits as a group. The market value of the collateral must be at least equal to the aggregate uninsured deposits. Collateral in the pool is considered to be equal to depository insurance pursuant to definitions listed in GASB Statement No. 40. At December 31, 2019 cash on hand was \$100 and the carrying amount of the Town's deposits was \$942,640. As of December 31, 2019 the bank balance of the Town's deposits was \$1,366,476 of which \$250,000 was insured by federal depository insurance and \$1,116,476 was collateralized by the PDPA as noted above.

**Investments**

Colorado statutes specify investment instruments meeting defined rating and risk criteria in which local government entities may invest. Authorized investments include obligations of the United States and certain U.S. government agency securities; certain international agency securities; general obligation and revenue bonds of U.S. local government entities; bankers' acceptances of certain banks; commercial paper; local government investment pools; written repurchase agreements collateralized by certain authorized securities; certain money market funds; and, guaranteed investment contracts. The Town's investment policy follows Colorado statutes.

**Interest rate risk**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Town's policy for managing its exposure to fair value loss arising from increasing interest rates is to comply with the provisions of the Colorado Public Deposit Protection Act (PDPA) which requires that the Town's investment portfolio maturities do not exceed five years from the time of purchase.

**Credit risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Town's policy for reducing its exposure to credit risk is to comply with the provisions of the Colorado Public Deposit Protection Act (PDPA) which limits investment in commercial paper and corporate bonds to the top ratings issued by at least two nationally recognized statistical rating organizations such as Standard & Poor's and Moody's Investor Services.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

**Note 5. Capital Assets**

The following table summarizes the changes to capital assets for governmental activities during the year.

<b>Governmental Activities:</b>	<b>Balance 12/31/2018</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance 12/31/2019</b>
Capital assets, not being depreciated:				
Land	\$ 335,986	\$ 89,769	\$ -	\$ 425,755
Construction in progress	-	11,653	-	11,653
Total capital assets, not being depreciated	<u>335,986</u>	<u>101,422</u>	<u>-</u>	<u>437,408</u>
Capital assets, being depreciated:				
Buildings & improvements	555,587	-	-	555,587
Machinery and equipment	145,097	-	-	145,097
Vehicles	578,471	34,915	-	613,386
Infrastructure	646,168	-	-	646,168
Total capital assets, being depreciated	<u>1,925,323</u>	<u>34,915</u>	<u>-</u>	<u>1,960,238</u>
Less accumulated depreciation for:				
Buildings & improvements	(382,530)	(14,635)	-	(397,165)
Machinery and equipment	(107,837)	(5,529)	-	(113,366)
Vehicles	(450,106)	(24,597)	-	(474,703)
Infrastructure	(186,749)	(28,482)	-	(215,231)
Total accumulated depreciation	<u>(1,127,222)</u>	<u>(73,243)</u>	<u>-</u>	<u>(1,200,465)</u>
Total capital assets, being depreciated, net	<u>798,101</u>	<u>(38,328)</u>	<u>-</u>	<u>759,773</u>
Governmental activities capital assets, net	<u>\$ 1,134,087</u>	<u>\$ 63,094</u>	<u>\$ -</u>	<u>\$ 1,197,181</u>

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

<b>Governmental Activities:</b>	
General government	\$ 8,186
Public safety	22,268
Public works/streets	21,543
Parks & recreation	3,562
Affordable housing	17,684
Total depreciation expense - governmental activities	<u>\$ 73,243</u>



**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

**Note 5. Capital Assets, Continued**

The following table summarizes the changes to capital assets for business-type activities during the year.

<b>Business Type Activities:</b>	<b>Balance 12/31/2018</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance 12/31/2019</b>
Capital assets not being depreciated:				
Land	\$ 16,974	\$ -	\$ -	\$ 16,974
Construction in progress	181,275	-	(181,275)	-
Total capital assets, not being depreciated	198,249	-	(181,275)	16,974
Capital assets being depreciated:				
Utility plant	4,842,816	450,543	-	5,293,359
Irrigation system	209,057	253,785	-	462,842
Machinery and equipment	217,298	-	-	217,298
Total capital assets, being depreciated	5,269,171	704,328	-	5,973,499
Less accumulated depreciation for:				
Utility plant	(1,291,931)	(111,284)	-	(1,403,215)
Irrigation system	(83,202)	(6,544)	-	(89,746)
Machinery and equipment	(164,801)	(12,948)	-	(177,749)
Total accumulated depreciation	(1,539,934)	(130,776)	-	(1,670,710)
Total capital assets, being depreciated, net	3,729,237	573,552	-	4,302,789
Business-type activities capital assets, net	<u>\$ 3,927,486</u>	<u>\$ 573,552</u>	<u>\$ (181,275)</u>	<u>\$ 4,319,763</u>

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

**Business-Type Activities:**

Sewer	\$ 16,554
Irrigation	6,544
Water	39,821
Gas	67,857
Total depreciation expense - business-type activities	<u>\$ 130,776</u>

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 6. Long-Term Debt**

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The following is a summary of changes in long-term obligations for the year ended December 31, 2019:

	<u>Balance 12/31/2018</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance 12/31/2019</u>	<u>Current Portion</u>
<b>Governmental Activities:</b>					
Compensated absences	\$ 67,134	\$ 45,451	\$ (41,224)	\$ 71,361	\$ 71,361
Net Pension Liability	-	87,957	-	87,957	-
Total Governmental activity					
Long-term liabilities	<u>\$ 67,134</u>	<u>\$ 133,408</u>	<u>\$ (41,224)</u>	<u>\$ 159,318</u>	<u>\$ 71,361</u>
<b>Business-Type Activities:</b>					
Sewer Revenue Bonds	\$ 283,628	\$ -	\$ (283,628)	\$ -	
Compensated absences	5,940	9,558	(6,337)	9,161	9,161
Total Business-type activity					
Long-term liabilities	<u>\$ 289,568</u>	<u>\$ 9,558</u>	<u>\$ (289,965)</u>	<u>\$ 9,161</u>	<u>\$ 9,161</u>

For governmental activities, claims and judgments and compensated absences are generally liquidated by the General Fund.

The Town does not have any unused lines of credit.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 7. Interfund Receivables, Payables, and Transfers**

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As of December 31, 2019, interfund receivables and payables that resulted from various interfold transactions were as follows:

	Due from Other Funds	Due to Other Funds
General Fund	\$ 160,312	\$ -
Water Fund	-	134,389
Sewer Fund	-	25,923
	<u>\$ 160,312</u>	<u>\$ 160,312</u>

Interfund balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Interfund transfers for the year ended December 31, 2019 were as follows:

	Transfers In:				
Transfers Out:	General Fund	Water Fund	Sewer Fund	Irrigation Fund	Total
General Fund	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 100,000
Gas Fund	-	105,000	275,000	-	380,000
Nonmajor Funds	14,219	-	-	100,000	114,219
	<u>\$ 14,219</u>	<u>\$ 155,000</u>	<u>\$ 325,000</u>	<u>\$ 100,000</u>	<u>\$ 594,219</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

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**Note 8. Retirement and Pension Plans**

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**General Employees Retirement**

Town employees, except public safety, are covered under a 401(a) defined contribution plan through the Ignacio Retirement Plan maintained and administered by the International Town Manager's Association Retirement Corporation, through the Colorado County Officials and Employees Retirement Association. Employees covered by this plan are eligible to participate from the date of employment. Under the terms of the defined contribution plan, participants are required to contribute at minimum 5% of their base salary while another 5% contribution on the employee's base salary is made by the Town. Vesting begins immediately upon participation with 100% vesting occurring after one year of credited service. Defined contribution plans are not required to have actuarial valuations performed. The portion of the Town's contributions for, and interest forfeited by employees who leave employment before one year of service is

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 8. Retirement and Pension Plans, Continued**

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used to reduce the Town's current period contribution requirement. The payroll for the Town as of December 31, 2019 was \$930,915, and payroll for employees covered by this plan was \$345,750. The contributions made by the Town and employees were \$14,394 and \$13,093, respectively. The plan provisions and the required contribution rates of the Town and the employees are established and amended by the Town Board of Trustees.

**Police Pension – Defined Benefit Pension Plan**

The Town participates in the Fire and Police retirement plan which is administered by the Colorado Fire and Police Pension Association (FPPA). The Town reported in the Statement of Activities the following aggregate amounts related to pensions for all plans to which it contributes:

	<b>Governmental Activities</b>
Net pension liability	\$ (87,957)
Deferred outflows of resources	325,798
Deferred inflows of resources	(940)

**Fire & Police Pension Association**

**Plan description** – The Town participates in the Statewide Defined Benefit Plan (SWDB) which is a cost-sharing multiple-employer defined benefit pension plan. The Plan is administered by the Fire & Police Pension Association of Colorado (FPPA). FPPA issues a publicly available comprehensive annual financial report that can be obtained on the FPPA's website at [www.fppaco.org](http://www.fppaco.org).

**Benefits provided** – A member is eligible for a normal retirement pension once the member has completed twenty-five years of credited service and has attained the age of 55.

The annual normal retirement benefit is 2 percent 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 percent 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 that 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 percent or the Consumer Price Index.

A member is eligible for an early retirement at age 50 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 percent 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 percent of the member's average highest three years' base salary for each year of credited service up to ten years, plus 2.5 percent for each year of service thereafter.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 8. Retirement and Pension Plans, Continued**

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**Contributions** – The Plan sets contributions 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.

Members of the SWDB plan and their employers are contributing at the rate of 9.5 percent and 8 percent, respectively, of base salary for a total contribution rate of 17.5 percent in 2017. 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.

The Town's contributions for the current and 2 preceding fiscal years, all of which were equal to the required contributions, were as follows:

Year Ending December 30,	Retirement Fund
2017	34,386
2018	37,282
2019	37,678

**Pension liability** – At December 31, 2019, the Town reported a liability of \$87,957 for its proportionate share of the SWDB net pension asset/liability. The net pension asset/liability was measured as of December 31, 2018. The total pension liability used to calculate the net pension asset/liability was determined using an actuarial valuation as of January 1, 2019. The Town's proportion of the net pension asset was based on the Town's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended December 31, 2018. The Town's proportion measured as of December 31, 2018, was 0.069571 percent for police, which was a decrease of 0.003912 percent from the proportions measured as of December 31, 2017.

**Pension expense and deferred outflows/inflows of resources** – For the year ended December 31, 2019, the Town recognized pension expense for SWDB of \$10,670. At December 31, 2019, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

**Note 8. Retirement and Pension Plans, Continued**

	<b>Police</b>	
	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 113,017	\$ 940
Changes in assumptions	85,183	-
Net difference between projected and actual earnings on pension plan investments	69,191	-
Changes in proportion and differences between contributions and proportional share of contributions	20,729	-
Contributions subsequent to the measurement date	37,678	-
Total	<u>\$ 325,798</u>	<u>\$ 940</u>

The \$37,678 reported as deferred outflows of resources related to SWDB pensions resulting from Town contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending December 31, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to SWDB pensions will be recognized in pension expense as follows:

<b>Year Ending December 31</b>	<b>Deferred Outflows (Inflows) of Resources</b>
2019	\$ 52,700
2020	38,256
2021	32,899
2022	53,022
2023	26,922
Thereafter	83,381

**Actuarial Assumptions** – The actuarial valuations for the Statewide Defined Benefit Plan were used to determine the total pension liability and actuarially determined contributions for the fiscal year ending December 31, 2019. The valuations used the following actuarial assumption and other inputs:

Actuarial Method	Entry Age Normal
Amortization Method	Level % of Payroll, Open
Amortization Period	30 Years
Long-term Investment Rate of Return*	7.0%
Projected Salary Increases*	4.25% - 11.25%
Cost of Living Adjustments (COLA)	0.0%
*Includes Inflation at	2.5%

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 8. Retirement and Pension Plans, Continued**

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For determining the total pension liability, the post-retirement mortality tables for non-disabled retirees uses the 2006 central rates from the RP-2014 Annuitant Mortality Tables projected to 2018 using the MP-2017 projection scales, and the projected prospectively using the ultimate rates of the scale for all years. The pre-retirement off-duty mortality tables are adjusted to 50% of the RP-2014 mortality tables for active employees. The on-duty mortality rate is 0.00015.

At least every five years the FPPA's Board of Directors, in accordance with best practices, reviews its economic and demographic actuarial assumptions. At its July 2018 meeting, the Board of Directors reviewed and approved recommended changes to the actuarial assumptions. The recommendations were made by the FPPA's actuaries, Gabriel, Roeder, Smith & Co., based upon their analysis of past experience and expectations of the future. The assumption changes were effective for actuarial valuations beginning January 1, 2019 and were used in the rollforward calculation of total pension liability as of December 31, 2018. Actuarial assumptions effective for actuarial valuations prior to January 1, 2019 were used in the determination of the actuarially determined contributions as of December 31, 2018.

The long-term expected rate of return on pension 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. Best estimates of arithmetic real rates of return for each major asset class included in the Fund's target asset allocation are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Rate of Return
Global Equity	37%	8.03%
Equity Long/Short	9%	6.45%
Illiquid Alternatives	24%	10.00%
Fixed Income	15%	2.90%
Absolute Return	9%	5.08%
Managed Futures	4%	5.35%
Cash	2%	2.52%
Total	100%	

**Discount Rate** – The discount rate used to measure the SWDB total pension liability was 7.0 percent, which is less than the long-term expected rate of return. 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 SWDB Board's funding policy, which establishes the contractually required rate under Colorado statute. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all 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.

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 8. Retirement and Pension Plans, Continued**

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**Sensitivity of the proportionate share of the net pension liability to changes in the discount rate –** The following table presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.0 percent, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.0 percent) or 1 percentage point higher (8.0 percent) than the current rate:

	1% Decrease 6.00%	Discount Rate 7.00%	1% Increase 8.00%
Police			
Net pension (asset) / liability	\$ 341,085	\$ 87,957	\$ (122,009)

**Pension plan fiduciary net position –** Detailed information about the pension plan's fiduciary net position is available in the separately issued FPPA financial report.

**Statewide Death and Disability Plan**

**Plan description –** The plan is a multi-employer cost sharing defined benefit plan covering full-time employees of substantially all fire and police departments in Colorado. Contributions to the Plan are used solely for the payment of death and disability benefits. The Plan was established in 1980 pursuant to Colorado Revised Statutes.

**Contributions –** Prior to 1997, the Plan was primarily funded by the State of Colorado, whose contributions were established by Colorado Statute. In addition, there were 11 contributing employers as of December 31, 2001 who have elected supplementary coverage by the statewide plan.

The state made a one-time contribution in 1997 of \$39 million to fund the past and future service costs for all firefighters and police officers hired prior to January 1, 1997. No further State contributions are anticipated. Members hired on or after January 1, 1997 contribute a percentage of the payroll based on actuarial experience. The percent contributed in fiscal year 2019 was 3%. In 2019, the Town contributed \$14,350 for Accidental Death and Disability.

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**Note 9. Risk Management**

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The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees and natural disasters. Claims have not exceeded coverage in any of the last three fiscal years.

The Town is a member of the Colorado Intergovernmental Risk Sharing Agency (CIRSA), a separate and independent governmental and legal entity formed by an intergovernmental agreement by member municipalities pursuant to the provision of 24-10-1155, Colorado Revised Statutes (1982 Replacement Volume) and the Colorado Constitution, Article XIV, Section 18(2).



**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 9. Risk Management, Continued**

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The purposes of CIRSA are to provide members defined liability and property coverage's and to assist members to prevent and reduce losses and injuries to municipal property and to persons or property which might result in claims being made against members of CIRSA, their employees or officers.

The Town is insured by CIRSA/WC (Workers Compensation), a separate insurance pool, for potential worker related accidents.

It is the intent of the members of CIRSA to create an entity in perpetuity which will administer and use funds contributed by the members to defend and indemnify, in accordance with the bylaws, any member of CIRSA against liability or loss, to the limit of the financial resources of CIRSA. It is also the intent of the members to have CIRSA provide continuing stability and availability of needed coverage's at reasonable costs. All income and assets of CIRSA shall at all times be dedicated to the exclusive benefit of its members.

The Town recognizes an expense for coverage for the amount paid to CIRSA annually for these coverage's. Contingent liability claims for the coverage have not been recognized to date after reviewing claim history and the remoteness of potential loss in excess of actual contributions by the Town.

CIRSA is a separate legal entity and the Town does not approve budgets nor does it have the ability to significantly affect the operations of CIRSA. The Board of Directors of the Agency is composed of seven directors elected by the members at the annual meeting to be scheduled in December each year.

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**Note 10. Long-Term Contracts**

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Water Agreement

In December 1998, the Town amended their water supply agreement with the Southern Ute Indian Tribe (Tribe) for processing and purchasing water. The Tribe owns and maintains a water treatment plant and a distribution system that is connected to the Town's water distribution system. The Town is required to make monthly payments to the Tribe according to the water delivered to the Town at the Town Master Meters during the prior month. Water rate adjustments are set by the Tribal Council. In addition, the Town collects Tribal Water System Plant Investment Fees to be remitted to the Tribe. This agreement continues unless modified or terminated by either party in writing at least three years in advance of the proposed termination date.

Natural Gas Agreement

On December 19, 2008, the Town amended their natural gas agreement with the Southern Ute Indian Tribe (Tribe) for transporting natural gas to the Custody Transfer Point wherein the Town has sole responsibility for transporting the gas from the Custody Transfer Point to its customers or other destinations. The price to be paid to the Tribe by the Town for each month of delivered gas is the Inside Ferc's Gas Market Report Price of Spot Gas Delivered to Pipelines, El Paso Natural Gas, San Juan Basin, reported for each applicable month (the SJB Price), plus an amount equal to 20% of the SJB Price, per

**TOWN OF IGNACIO, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2019**

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**Note 10.        Long-Term Contracts, Continued**

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mcf of gas delivered to the Custody Transfer Point. The agreement will continue for 10 years unless modified or terminated by mutual agreement. Starting in 2018, the Town is operating off of the prior agreement on a yearly basis.

Wastewater Treatment and Collection Services Agreement

On November 18, 2009, the Town amended their wastewater treatment service agreement with the Southern Ute Indian Tribe (Tribe) wherein the Tribe has sole responsibility for wastewater treatment service to the Town and the Town Service Area through the Tribal Wastewater System. The Town agreed to pay the Tribe a monthly user fee per ERT for each customer of the Town. In addition, Plant Investment Fees and Readiness to Serve fees are required according to the agreement. The term of the agreement is for 10 years unless termination by either party in accordance with other terms of the agreement or by delivery of at least three years advance written notice. Starting in 2019, the Town is operating off of the prior agreement on a yearly basis.

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**REQUIRED SUPPLEMENTARY INFORMATION**

**PENSION PLANS**

**TOWN OF IGNACIO, COLORADO**  
**Required Supplementary Information**  
**Schedule of the Proportionate Share of the Net Pension Liability**  
**December 31, 2019**

	Police			
	Reporting Fiscal Year (Measurement Date)			
	2019 (2018)	2018 (2017)	2017 (2016)	2016 (2015) 2015 (2014)
Proportion of the net pension liability (asset)	0.069571%	0.073483%	0.074199%	0.085066% 0.086843%
Proportionate share of the net pension liability (asset)	\$ 87,958	\$ (105,716)	\$ 26,812	\$ (1,500) \$ (98,009)
Covered payroll	\$ 466,032	\$ 429,818	\$ 379,740	\$ 412,378 \$ 390,530
Proportionate share of the net pension liability (asset) as a percentage of its covered payroll	18.87%	-24.60%	7.06%	-0.36% -23.77%
Plan fiduciary net position as a percentage of the total pension liability	95.20%	106.30%	98.21%	100.10% 106.80%

Note: In accordance with GASB68, employers will need to disclose a 10-year history for the pension schedule above. Additional information will be displayed as it becomes available.

**TOWN OF IGNACIO, COLORADO**  
**Required Supplementary Information**  
**Schedule of Contributions**  
**December 31, 2019**

	Police				
	Reporting Fiscal Year				
	2019	2018	2017	2016	2014
Contractually required contribution	\$ 37,678	\$ 37,282	\$ 34,386	\$ 30,379	\$ 31,243
Contributions in relation to the contractually required contribution	\$ (37,678)	\$ (37,282)	\$ (34,386)	\$ (30,379)	\$ (31,243)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 470,967	\$ 466,032	\$ 429,818	\$ 379,740	\$ 390,530
Contributions as a percentage of covered payroll	8.00%	8.00%	8.00%	8.00%	8.00%

Note: In accordance with GASB68, employers will need to disclose a 10-year history for the pension schedule above. Additional information will be displayed as it becomes available.

**Note 1. Actuarially Determined Contribution Rates**

- Actuarial cost method
- Amortization method
- Remaining amortization period
- Asset valuation method
- Actuarial assumptions:
  - Investment rate of return:
  - Projected salary increase:
  - Inflation:
  - COLA:

**REQUIRED SUPPLEMENTARY INFORMATION**

**BUDGETARY COMPARISON SCHEDULES**

**FOR THE FOLLOWING MAJOR FUNDS:**

The **General Fund** is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.



**TOWN OF IGNACIO, COLORADO**  
**General Fund**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

Revenues	Budgeted Amounts		Actual Amounts	Variance with Final Budget
	Original	Final		
<b>Taxes:</b>				
Property tax	\$ 33,534	\$ 33,534	\$ 33,192	\$ (342)
Specific ownership taxes	2,500	2,500	3,584	1,084
Town sales tax	320,000	320,000	347,871	27,871
County sales tax	800,000	800,000	874,153	74,153
Franchise tax	500	500	1,182	682
Payment in lieu	500	500	416	(84)
Total taxes	1,157,034	1,157,034	1,260,398	103,364
<b>Licenses, permits and fees:</b>				
Liquor licenses	1,700	1,700	1,870	170
Permits	3,650	3,650	4,405	755
Business licenses	2,000	2,000	2,400	400
Animal licenses	200	200	780	580
Other licenses	2,000	2,000	2,805	805
Total licenses, permits and fees	9,550	9,550	12,260	2,710
<b>Intergovernmental:</b>				
Cigarette taxes	1,800	1,800	1,692	(108)
Motor vehicle registrations	2,500	2,500	3,946	1,446
Mineral lease	10,000	10,000	7,045	(2,955)
Highway user tax	24,798	24,798	31,576	6,778
Severance tax	12,000	12,000	21,911	9,911
County road and bridge	3,000	3,000	2,964	(36)
Other intergovernmental	244,731	244,731	221,380	(23,351)
Total intergovernmental	298,829	298,829	290,514	(8,315)
<b>Fines and forfeitures:</b>				
Court fines	1,000	1,000	921	(79)
Total fines and forfeitures	1,000	1,000	921	(79)
<b>Charges for services:</b>				
Trash	41,000	41,000	41,070	70
Snow removal	4,000	4,000	1,875	(2,125)
Planning zoning fees	-	-	2,175	2,175
Other fees	170	170	325	155
Total charges for services	45,170	45,170	45,445	275
<b>Other revenues:</b>				
Other revenues	388,335	388,335	52,377	(335,958)
Total other revenues	388,335	388,335	52,377	(335,958)
Total revenues	1,899,918	1,899,918	1,661,915	(238,003)

(continued)

**TOWN OF IGNACIO, COLORADO**  
**General Fund**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual, (Continued)**  
**For the Year Ended December 31, 2019**

<b>Expenditures</b>	<b>Budgeted Amounts</b>		<b>Actual Amounts</b>	<b>Variance with Final Budget</b>
	<b>Original</b>	<b>Final</b>		
<b>Legislative</b>				
Personnel services	12,273	12,273	7,189	5,084
Supplies	2,000	2,000	76	1,924
Purchased services	4,000	4,000	940	3,060
Total legislative	<u>18,273</u>	<u>18,273</u>	<u>8,205</u>	<u>10,068</u>
<b>Administration:</b>				
Personnel services	316,777	293,884	30,939	262,945
Supplies	14,452	14,452	8,437	6,015
Purchased services	44,265	44,265	132,556	(88,291)
Repairs and maintenance	22,000	22,000	2,285	19,715
Grants and contributions	18,808	18,808	18,808	-
Utilities	30,400	30,400	9,369	21,031
Other	46,555	46,555	22,814	23,741
Total administration	<u>493,257</u>	<u>470,364</u>	<u>225,208</u>	<u>245,156</u>
<b>Community Development:</b>				
Personnel services	-	-	89	(89)
Purchased services	68,000	68,000	50,766	17,234
Supplies	500	500	48	452
Other	1,750	1,750	450	1,300
Total community development	<u>70,250</u>	<u>70,250</u>	<u>51,353</u>	<u>18,897</u>
<b>Public Safety:</b>				
Personnel services	740,239	740,239	727,351	12,888
Supplies	11,500	11,500	8,922	2,578
Purchased services	-	-	3,770	(3,770)
Repairs and maintenance	7,000	7,000	18,560	(11,560)
Grants and contributions	16,989	16,989	16,983	6
Utilities	-	-	5,272	(5,272)
Other	36,185	36,185	35,989	196
Total public safety	<u>811,913</u>	<u>811,913</u>	<u>816,847</u>	<u>(4,934)</u>
<b>Public Works:</b>				
Personnel services	245,191	245,191	129,606	115,585
Supplies	3,700	3,700	6,702	(3,002)
Purchased services	39,000	39,000	53,354	(14,354)
Repairs and maintenance	85,500	85,500	54,297	31,203
Utilities	-	-	4,282	(4,282)
Other	13,300	13,300	21,169	(7,869)
Total public works	<u>386,691</u>	<u>386,691</u>	<u>269,410</u>	<u>117,281</u>

(continued)

**TOWN OF IGNACIO, COLORADO**  
**General Fund**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual, (Continued)**  
**For the Year Ended December 31, 2019**

<b>Expenditures</b>	<b>Budgeted Amounts</b>		<b>Actual Amounts</b>	<b>Variance with Final Budget</b>
	<b>Original</b>	<b>Final</b>		
<b>Parks:</b>				
Personnel services	14,695	14,695	-	14,695
Supplies	2,000	2,000	638	1,362
Other	4,577	4,577	5	4,572
Total parks	<u>21,272</u>	<u>21,272</u>	<u>643</u>	<u>20,629</u>
<b>Capital outlay:</b>				
Capital outlay	43,000	43,000	127,548	(84,548)
Total capital outlay	<u>43,000</u>	<u>43,000</u>	<u>127,548</u>	<u>(84,548)</u>
Total expenditures	<u>1,844,656</u>	<u>1,821,763</u>	<u>1,499,214</u>	<u>322,549</u>
Excess of revenues over (under) expenditures	<u>55,262</u>	<u>78,155</u>	<u>162,701</u>	<u>84,546</u>
Other financing sources (uses):				
Transfers in	14,219	14,219	14,219	-
Transfer out	-	(100,000)	(100,000)	-
Total other financing sources (uses)	<u>14,219</u>	<u>(85,781)</u>	<u>(85,781)</u>	<u>-</u>
Net change in fund balance	69,481	(7,626)	76,920	84,546
Fund balance, beginning of year	<u>869,234</u>	<u>869,234</u>	<u>869,234</u>	<u>-</u>
Fund balance, end of year	<u>\$ 938,715</u>	<u>\$ 861,608</u>	<u>\$ 946,154</u>	<u>\$ 84,546</u>

**TOWN OF IGNACIO, COLORADO**  
**SUPPLEMENTARY INFORMATION**  
**COMBINING STATEMENTS**  
**NONMAJOR GOVERNMENTAL FUNDS**

**Nonmajor Special Revenue Funds**

The **Economic Development Fund** is used to account for revenues and expenditures for economic development for the Town.

The **Conservation Trust Fund** accounts for the State of Colorado lottery funds to be used for parks and recreation services and capital investment.

**Nonmajor Capital Project Funds**

The **Capital Improvement Fund** accounts for acquisition or construction of major capital facilities (other than those belonging to enterprise funds).

The **Impact Fees Fund** accounts for impact fees charged on development to offset increased costs to the Town. The Town is no longer charging impact fees and this fund will be closed in 2020.

**TOWN OF IGNACIO, COLORADO**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**December 31, 2019**

	Special Revenue		Capital Projects		Total
	Economic Development	Conservation Trust	Capital Improvement	Impact Fees	
<b>Assets</b>					
Cash	\$ 132,960	\$ 61,696	\$ 151,657	\$ -	\$ 346,313
Due from other governments	-	-	32,325	-	32,325
Total assets	\$ 132,960	\$ 61,696	\$ 183,982	\$ -	\$ 378,638
<b>Liabilities and Fund Balance</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 22,297	\$ -	\$ -	\$ -	\$ 22,297
Total liabilities	22,297	-	-	-	22,297
<b>Fund Balances:</b>					
Restricted for:					
Parks and recreation	-	61,696	-	-	61,696
Capital improvements	-	-	183,982	-	183,982
Committed for:					
Economic development	110,663	-	-	-	110,663
Total fund balance	110,663	61,696	183,982	-	356,341
Total liabilities and fund balance	\$ 132,960	\$ 61,696	\$ 183,982	\$ -	\$ 378,638

**TOWN OF IGNACIO, COLORADO**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
**For the Year Ended December 31, 2019**

	Special Revenue		Capital Projects		
	Economic Development	Conservation Trust	Capital Improvement	Impact Fees Fund	Total
<b>Revenues</b>					
Intergovernmental	\$ 23,604	\$ 8,306	\$ 174,887	\$ -	\$ 206,797
Interest revenue	1	-	-	-	1
Total revenues	23,605	8,306	174,887	-	206,798
<b>Expenditures</b>					
Capital Outlay	44,595	-	11,654	-	56,249
Total expenditures	44,595	-	11,654	-	56,249
Excess of revenues over (under) expenditures	(20,990)	8,306	163,233	-	150,549
<b>Other financing sources (uses):</b>					
Transfers out	-	-	(100,000)	(14,219)	(114,219)
Total other financing sources (uses)	-	-	(100,000)	(14,219)	(114,219)
Net change in fund balances	(20,990)	8,306	63,233	(14,219)	36,330
Fund balance, beginning of year	131,653	53,390	120,749	14,219	320,011
Fund balance, end of year	\$ 110,663	\$ 61,696	\$ 183,982	\$ -	\$ 356,341

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**TOWN OF IGNACIO, COLORADO**  
**SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULES**  
**FOR THE FOLLOWING FUNDS:**

**Nonmajor Special Revenue Funds**

The **Economic Development Fund** is used to account for revenues and expenditures for economic development for the Town.

The **Conservation Trust Fund** accounts for the State of Colorado lottery funds to be used for parks and recreation services and capital investment.

**Nonmajor Capital Project Funds**

The **Capital Improvement Fund** accounts for acquisition or construction of major capital facilities (other than those belonging to enterprise funds).

The **Impact Fees Fund** accounts for impact fees charged on development to offset increased costs to the Town. The Town is no longer charging impact fees and this fund will be closed in 2020.

**Major and Nonmajor Enterprise Funds**

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The budgets for the enterprise funds have been prepared and presented on a modified accrual basis which is an accounting basis other than GAAP for enterprise funds.

The **Water Fund** accounts for the activities of the Town related to supplying water services to the citizens of the Town.

The **Gas Fund** accounts for the activities of the Town related to supplying natural gas services to the citizens of the Town.

The **Sewer Fund** accounts for the activities of the Town related to supplying sewer services to the citizens of the Town.

The **Irrigation Fund** accounts for user charges and contract payments for providing irrigation water handling services to the citizens of the Town.



**TOWN OF IGNACIO, COLORADO**  
**Economic Development Fund**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
<b>Revenues</b>				
Intergovernmental revenue	\$ 23,604	\$ 23,604	\$ 23,604	\$ -
Interest	-	-	1	1
Total revenues	23,604	23,604	23,605	1
<b>Expenditures</b>				
Capital outlay	44,101	50,000	44,595	5,405
Total expenditures	44,101	50,000	44,595	5,405
Net change in fund balance	(20,497)	(26,396)	(20,990)	5,406
Fund balance, beginning of year	131,653	131,653	131,653	-
Fund balance, end of year	\$ 111,156	\$ 105,257	\$ 110,663	\$ 5,406

**TOWN OF IGNACIO, COLORADO**  
**Conservation Trust Fund**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
<b>Revenues</b>				
Intergovernmental revenue	\$ 26,500	\$ 26,500	\$ 8,306	\$ (18,194)
Total revenue	26,500	26,500	8,306	(18,194)
<b>Expenditures</b>				
Other	40,000	40,000	-	40,000
Total expenditures	40,000	40,000	-	40,000
Excess of revenues over (under) expenditures	(13,500)	(13,500)	8,306	21,806
Net change in fund balance	(13,500)	(13,500)	8,306	21,806
Fund balance, beginning of year	53,390	53,390	53,390	-
Fund balance, end of year	\$ 39,890	\$ 39,890	\$ 61,696	\$ 21,806

**TOWN OF IGNACIO, COLORADO**  
**Capital Improvement Fund**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
<b>Revenues</b>				
Intergovernmental revenue	\$ 160,000	\$ 160,000	\$ 174,887	\$ 14,887
Total revenue	160,000	160,000	174,887	14,887
<b>Expenditures</b>				
Capital outlay	40,000	11,800	11,654	146
Total expenditures	40,000	11,800	11,654	146
Excess of revenues over (under) expenditures	120,000	148,200	163,233	15,033
Other financing sources (uses):				
Transfers out	(40,000)	(100,000)	(100,000)	-
Total other financing sources (uses):	(40,000)	(100,000)	(100,000)	-
Net change in fund balance	80,000	48,200	63,233	15,033
Fund balance, beginning of year	120,749	120,749	120,749	-
Fund balance, end of year	\$ 200,749	\$ 168,949	\$ 183,982	\$ 15,033

**TOWN OF IGNACIO, COLORADO**  
**Impact Fees Fund**  
**Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
<b>Revenues</b>				
Impact fees	\$ -	\$ -	\$ -	\$ -
Total revenue	-	-	-	-
<b>Expenditures</b>				
Capital outlay	-	-	-	-
Total expenditures	-	-	-	-
Excess of revenues over (under) expenditures	-	-	-	-
Other financing sources (uses):				
Transfers out	(14,219)	(14,219)	(14,219)	-
Total other financing sources (uses)	(14,219)	(14,219)	(14,219)	-
Net change in fund balance	(14,219)	(14,219)	(14,219)	-
Fund balance, beginning of year	14,219	14,219	14,219	-
Fund balance, end of year	\$ -	\$ -	\$ -	\$ -

**TOWN OF IGNACIO, COLORADO**  
**Water Fund**  
**Schedule of Revenues, Expenses and Changes in Available Resources**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
<b>Revenues</b>				
Charges for services	\$ 259,000	\$ 259,000	\$ 233,448	\$ (25,552)
Grant revenue	250,000	250,000	269,184	19,184
Tap fees	-	-	9,242	9,242
Transfers in	110,000	110,000	155,000	45,000
Total revenues	619,000	619,000	666,874	47,874
<b>Expenses</b>				
Commodity purchases	131,200	131,200	134,918	(3,718)
Personnel services	86,985	93,516	94,853	(1,337)
Contracted services	9,356	9,356	9,925	(569)
Supplies	3,205	3,205	2,651	554
Repairs and maintenance	1,208	1,208	1,270	(62)
Administrative	6,726	6,726	3,467	3,259
Capital outlay	370,575	410,575	-	410,575
Utilities	2,234	2,234	2,347	(113)
Total expenses	611,489	658,020	249,431	408,589
Change in net position - budget basis	\$ 7,511	\$ (39,020)	417,443	\$ 456,463
GAAP Basis Adjustments				
Depreciation			(39,821)	
Change in net position - GAAP basis			377,622	
Net position, beginning of year			1,398,988	
Net position, end of year			\$ 1,776,610	

**TOWN OF IGNACIO, COLORADO**  
**Gas Fund**  
**Schedule of Revenues, Expenses and Changes in Available Resources**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
<b>Revenues</b>				
Charges for services	\$ 263,500	\$ 263,500	\$ 505,069	\$ 241,569
Interest revenue	-	-	1	1
Tap fees	-	-	7,574	7,574
Total revenues	263,500	263,500	512,644	249,144
<b>Expenses</b>				
Commodity purchases	123,750	123,750	151,006	(27,256)
Personnel services	87,385	87,826	96,191	(8,365)
Contracted services	6,356	6,356	1,615	4,741
Supplies	3,205	3,205	1,553	1,652
Repairs and maintenance	1,208	1,208	1,270	(62)
Administrative	16,651	16,651	6,914	9,737
Utilities	2,234	2,234	2,347	(113)
Transfers out	110,000	400,000	380,000	20,000
Total expenses	350,789	641,230	640,896	334
Change in net position - budget basis	\$ (87,289)	\$ (377,730)	(128,252)	\$ 249,478
GAAP Basis Adjustments				
Depreciation			(67,857)	
Change in net position - GAAP basis			(196,109)	
Net position, beginning of year			2,083,984	
<b>Position, end of year</b>			<b>\$ 1,887,875</b>	

**TOWN OF IGNACIO, COLORADO**  
**Sewer Fund**  
**Schedule of Revenues, Expenses and Changes in Available Resources**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
<b>Revenues</b>				
Charges for services	\$ 524,000	\$ 524,000	\$ 508,900	\$ (15,100)
Tap fees	2,500	2,500	2,850	350
Transfers in	-	-	325,000	325,000
Total revenues	526,500	526,500	836,750	310,250
<b>Expenses</b>				
Personnel services	83,603	93,603	91,495	2,108
Contract services	446,477	701,984	474,582	227,402
Supplies	3,103	3,103	1,045	2,058
Repairs and maintenance	604	704	635	69
Administration	3,724	3,724	1,329	2,395
Utilities	1,117	1,217	1,174	43
Debt service	21,568	21,568	13,565	8,003
Total expenses	560,196	825,903	583,825	242,078
Change in net position - budget basis	<u>\$ (33,696)</u>	<u>\$ (299,403)</u>	252,925	<u>\$ 552,328</u>
GAAP Basis Adjustments				
Depreciation			(16,554)	
Change in net position - GAAP basis			236,371	
Net position - beginning of year			120,783	
<b>Net position - end of year</b>			<u>\$ 357,154</u>	

**TOWN OF IGNACIO, COLORADO**  
**Irrigation Fund**  
**Schedule of Revenues, Expenses and Changes in Available Resources**  
**Budget and Actual**  
**For the Year Ended December 31, 2019**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
<b>Revenues</b>				
Charges for services	\$ 38,000	\$ 38,000	\$ 31,631	\$ (6,369)
Grant revenue	-	-	4,875	4,875
Transfers in	40,000	40,000	100,000	60,000
Total revenues	78,000	78,000	136,506	60,000
<b>Expenses</b>				
Personnel Services	31,493	33,493	32,930	563
Contracted services	297	2,297	1,435	862
Supplies	4,865	5,968	5,118	850
Repairs and Maintenance	264	264	254	10
Administrative	249	249	241	8
Utilities	488	488	469	19
Capital outlay	40,000	114,000	-	114,000
Total expenses	77,656	156,759	40,447	116,312
Change in net position - budget basis	\$ 344	\$ (78,759)	\$ 96,059	\$ 176,312
GAAP Basis Adjustments				
Depreciation			(6,544)	
Change in net position - GAAP basis			89,515	
Net position - beginning of year			295,402	
<b>Net position - end of year</b>			<b>\$ 384,917</b>	



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**SUPPLEMENTARY INFORMATION**  
**LOCAL HIGHWAY FINANCE REPORT**

Section 43-2-132 of the Colorado Revised Statutes requires municipalities receiving Highway User Tax Funds to include a schedule of highway receipts and expenditures with the audit report. The said report is presented on the following two pages.

The public report burden for this information collection is estimated to average 380 hours annually.

<b>LOCAL HIGHWAY FINANCE REPORT</b>	City or County: Town of Ignacio, CO YEAR ENDING : December 2019
Prepared By: Dee Wesner, Finance Coordinator Phone: 1-970-563-9494	

**I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE**

ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes	D. Receipts from Federal Highway Administration
1. Total receipts available				
2. Minus amount used for collection expenses				
3. Minus amount used for nonhighway purposes				
4. Minus amount used for mass transit				
5. Remainder used for highway purposes				

**II. RECEIPTS FOR ROAD AND STREET PURPOSES**

ITEM	AMOUNT
<b>A. Receipts from local sources:</b>	
1. Local highway-user taxes	
a. Motor Fuel (from Item I.A.5.)	
b. Motor Vehicle (from Item I.B.5.)	
c. Total (a.+b.)	
2. General fund appropriations	0
3. Other local imposts (from page 2)	3,584
4. Miscellaneous local receipts (from page 2)	2,964
5. Transfers from toll facilities	
6. Proceeds of sale of bonds and notes:	
a. Bonds - Original Issues	
b. Bonds - Refunding Issues	
c. Notes	
d. Total (a. + b. + c.)	0
7. Total (1 through 6)	6,549
<b>B. Private Contributions</b>	
<b>C. Receipts from State government</b> (from page 2)	37,398
<b>D. Receipts from Federal Government</b> (from page 2)	0
<b>E. Total receipts (A.7 + B + C + D)</b>	43,947

**III. DISBURSEMENTS FOR ROAD AND STREET PURPOSES**

ITEM	AMOUNT
<b>A. Local highway disbursements:</b>	
1. Capital outlay (from page 2)	0
2. Maintenance:	27,804
3. Road and street services:	
a. Traffic control operations	
b. Snow and ice removal	0
c. Other	15,380
d. Total (a. through c.)	15,380
4. General administration & miscellaneous	762
5. Highway law enforcement and safety	
6. Total (1 through 5)	43,947
<b>B. Debt service on local obligations:</b>	
1. Bonds:	
a. Interest	
b. Redemption	
c. Total (a. + b.)	0
2. Notes:	
a. Interest	
b. Redemption	
c. Total (a. + b.)	0
3. Total (1.c + 2.c)	0
<b>C. Payments to State for highways</b>	
<b>D. Payments to toll facilities</b>	
<b>E. Total disbursements (A.6 + B.3 + C + D)</b>	43,947

**IV. LOCAL HIGHWAY DEBT STATUS**

(Show all entries at par)

	Opening Debt	Amount Issued	Redemptions	Closing Debt
<b>A. Bonds (Total)</b>				0
1. Bonds (Refunding Portion)				
<b>B. Notes (Total)</b>				0

**V. LOCAL ROAD AND STREET FUND BALANCE**

	A. Beginning Balance	B. Total Receipts	C. Total Disbursements	D. Ending Balance	E. Reconciliation
	0	43,947	43,947	(0)	0

Notes and Comments:

<b>LOCAL HIGHWAY FINANCE REPORT</b>	STATE: Colorado YEAR ENDING (mm/yy): December 2019
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## II. RECEIPTS FOR ROAD AND STREET PURPOSES - DETAIL

ITEM	AMOUNT	ITEM	AMOUNT
<b>A.3. Other local imposts:</b>		<b>A.4. Miscellaneous local receipts:</b>	
a. Property Taxes and Assessments		a. Interest on investments	
b. Other local imposts:		b. Traffic Fines & Penalties	
1. Sales Taxes		c. Parking Garage Fees	
2. Infrastructure & Impact Fees		d. Parking Meter Fees	
3. Liens		e. Sale of Surplus Property	
4. Licenses		f. Charges for Services	
5. Specific Ownership &/or Other	3,584	g. Other Misc. Receipts	
6. Total (1. through 5.)	3,584	h. Other - Road and Bridge	2,964
c. Total (a. + b.)	3,584	i. Total (a. through h.)	2,964
(Carry forward to page 1)		(Carry forward to page 1)	

ITEM	AMOUNT	ITEM	AMOUNT
<b>C. Receipts from State Government</b>		<b>D. Receipts from Federal Government</b>	
1. Highway-user taxes	31,576	1. FHWA (from Item I.D.5.)	
2. State general funds		2. Other Federal agencies:	
3. Other State funds:		a. Forest Service	
a. State bond proceeds		b. FEMA	
b. Project Match		c. HUD	
c. Motor Vehicle Registrations	3,946	d. Federal Transit Admin	
d. Other - Snow Removal	1,875	e. U.S. Corps of Engineers	
e. Other -		f. Other Federal	
f. Total (a. through e.)	5,821	g. Total (a. through f.)	0
4. Total (1. + 2. + 3.f)	37,398	3. Total (1. + 2.g)	
		(Carry forward to page 1)	

## III. DISBURSEMENTS FOR ROAD AND STREET PURPOSES - DETAIL

	ON NATIONAL HIGHWAY SYSTEM (a)	OFF NATIONAL HIGHWAY SYSTEM (b)	TOTAL (c)
<b>A.1. Capital outlay:</b>			
a. Right-Of-Way Costs			0
b. Engineering Costs		0	0
c. Construction:			
(1). New Facilities			0
(2). Capacity Improvements			0
(3). System Preservation		0	0
(4). System Enhancement & Operation			0
(5). Total Construction (1) + (2) + (3) + (4)	0	0	0
d. Total Capital Outlay (Lines 1.a. + 1.b. + 1.c.5)	0	0	0
(Carry forward to page 1)			

Notes and Comments:

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**Independent Auditors' Report on Internal Control  
over Financial Reporting and on Compliance and Other  
Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards***

The Honorable Mayor and Board  
Town of Ignacio, Colorado

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Ignacio, Colorado, as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise of the Town of Ignacio, Colorado's basic financial statements and have issued our report thereon dated August 10, 2020.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town of Ignacio, Colorado's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Ignacio, Colorado's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Ignacio, Colorado's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the findings and recommendations letter, we did identify certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the findings and recommendations letter that we consider to be a material weakness:

2019-001      Year End Accounting and Financial Statement Controls

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the findings and recommendations letter to be significant deficiencies:

2019-002      Bank Reconciliations

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



HintonBurdick, PLLC  
St. George, Utah  
August 10, 2020





## Findings and Recommendations For the Year Ended December 31, 2019

The Honorable Mayor and  
Town Board  
Ignacio, Colorado

Professional standards require that we communicate, in writing; deficiencies in internal control over financial reporting that are considered significant deficiencies or material weaknesses that are identified during the audit of the financial statements. We wish to commend the Town for their administrative achievements and oversight of the Town's accounting and budget system. During our audit of the funds of the Town of Ignacio for the year ended December 31, 2019 we noted a few areas that may need corrective action in order for the Town to be in compliance with laws and regulations and we found a few circumstances that, if improved, would strengthen the Town's accounting system and control over its assets. These items are discussed below for your consideration.

### INTERNAL CONTROL OVER FINANCIAL REPORTING:

#### Material Weaknesses:

##### 2019-001      Year End Accounting and Financial Statement Controls

*Criteria:* Auditing standards indicate that the identification by the auditor of misstatements in the financial statements may be a deficiency in the Town's internal controls.

*Condition:* A number of significant adjustments to the general ledger were required that were not initially identified by the Town's internal controls. We prepared and recorded entries for amounts due from other governments, corrections to beginning fund balance, capital asset adjustments, accrued payroll adjustments, accounts payable adjustments, as well as one month of unposted utility billings for \$83K that needed to be recorded.

*Cause:* Controls over year-end adjustments and reconciliations need to be designed and implemented to properly identify and correct significant accounting adjustments.

*Effect:* The Town's financial statements were not fairly stated in all material respects without the audit adjustments discussed above.

*Recommendation:* We recommend that management continue to review and understand the adjustments proposed by the auditor. We also recommend that the Town continue to develop a plan to ensure that all significant and material adjustments are posted to the general ledger before the annual audit takes place. The plan should address the need to perform accurate and timely reconciliations of various general ledger accounts. The Town should continue to improve its internal controls to a level where they will at least identify significant misstatements.



## Significant Deficiencies:

### 2019-002      Bank Reconciliations

*Criteria:* Bank reconciliations on all bank accounts should be completed and reviewed monthly to prevent and detect material misstatements in financial reporting.

*Conditions:* The monthly bank reconciliations for 2019 were not prepared in a timely manner, often three or four months after month end. We also noted significant manual adjustments being made on the bank reconciliations by management which resulted in corrections that were needed on the December 2019 bank reconciliation.

*Cause:* Due to turnover in the Town's finance department staff, bank reconciliations were not performed on a timely basis.

*Effect:* Misstatements in financial reporting occurred and went undetected for a period of time. Future misstatements may not be prevented and detected.

*Recommendation:* We recommend the Town personnel assigned to prepare the bank reconciliations obtain the assistance necessary to enable them to timely and accurately prepare the bank reconciliations for the Town.

## COMPLIANCE AND OTHER MATTERS:

### Compliance:

### 2018-001      Budget Amendments

*Criteria:* State budgeting guidelines specify that "to make a supplemental amendment to the budget requires a hearing to adopt an ordinance/resolution for a supplementary budget and appropriation. The hearing must be noticed in the same manner as the original budget hearing."

*Condition:* The supplemental budget for the 2019 year was approved during the December 16, 2019 meeting, but was not advertised in the same manner as the original budget hearing.

*Cause:* The Town has not designed and implemented controls to ensure compliance with state budgeting guidelines pertaining to supplemental budgets.

*Effect:* The Town did not comply with state budgeting guidelines.

*Recommendation:* We recommend the Town implement procedures to ensure the supplemental budget is advertised in the same manner as the original budget hearing to comply with state budgeting laws.

### Other Matters:

None noted

This report is intended solely for the information and use of the Town Board, management, and various federal and state agencies and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

It has been a pleasure to be of service to the Town this past year. We would like to express special thanks to all those who assisted us so efficiently in this year's audit. We invite you to ask questions of us throughout the year as you feel necessary. We look forward to a continued professional relationship.

Sincerely,



HintonBurdick, PLLC  
August 10, 2020



# Town of Ignacio, Colorado 12/31/19 Audit Presentation

Presented September 21, 2020  
By HintonBurdick CPAs & Advisors

# Getting started

- Thank you!
- Input and questions

# Audit Reports

- **Independent Auditors Report (Pg. 1)**
  - Unmodified opinion
- **Report on Compliance and on Internal Control over Financial Reporting (Pg. 69)**
  - Prior year - None
  - Current year
    - 2019-001 Year End Accounting and Financial Statement Controls
    - 2019-002 Bank Reconciliations

# Audit Reports, Continued

- **State Compliance**

- 2 compliance findings in the prior year:
  - 2015-002 – Expenditures in Excess of Budget Appropriations
  - 2018-001 – Budget Amendments
- 1 compliance finding in the current year.
  - 2018-001 – Budget Amendments

# Findings & Recommendations

- **See Findings and Recommendations letter**
  - Findings related to internal control over financial reporting:
    - 2019-001 Year End Accounting and Financial Statement Controls
    - 2019-002 Bank Reconciliations
  - Compliance related findings and other matters
    - 2018-001 – Budget Amendments

# Financial Highlights

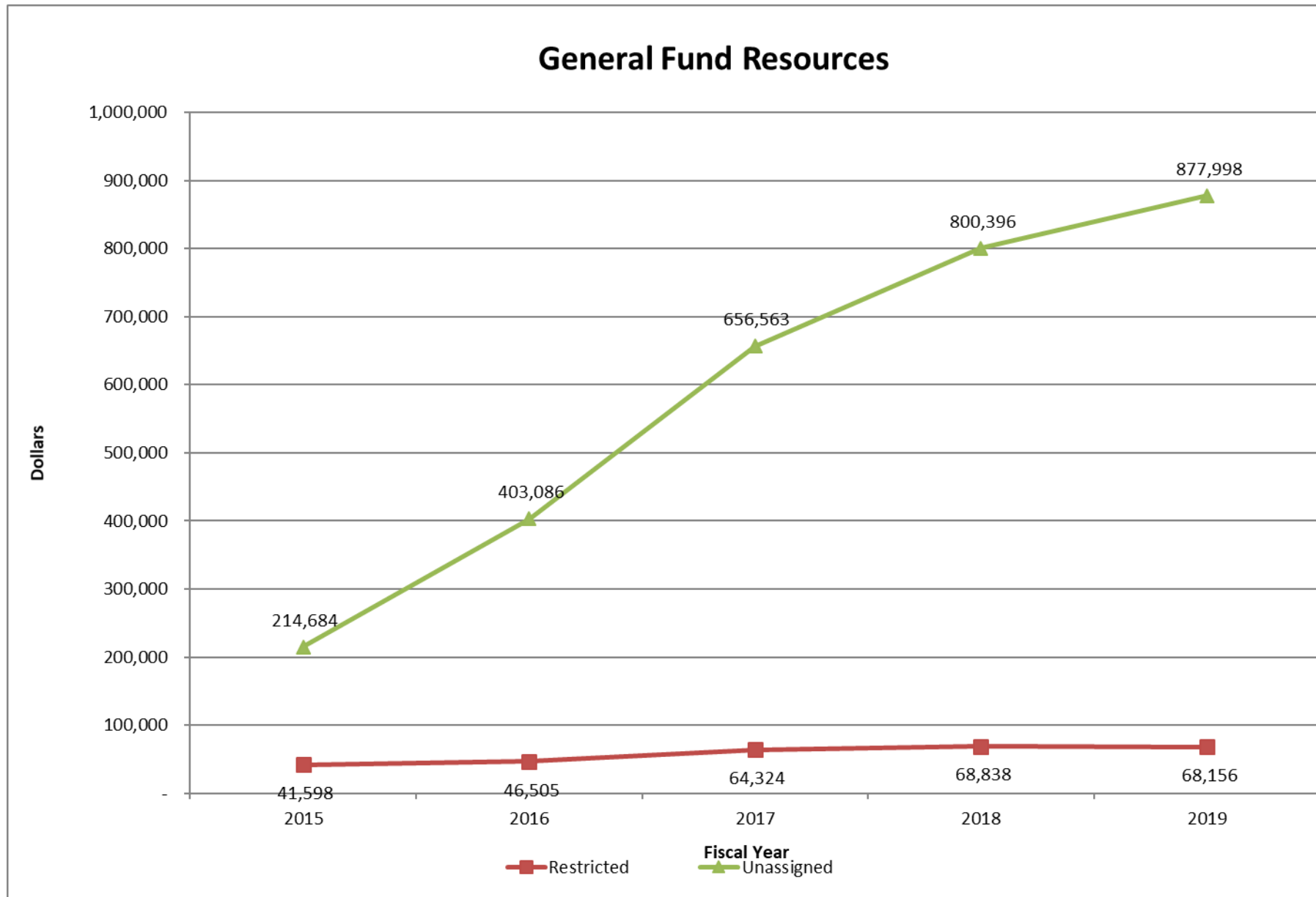
## Governmental Funds (Pg. 16)

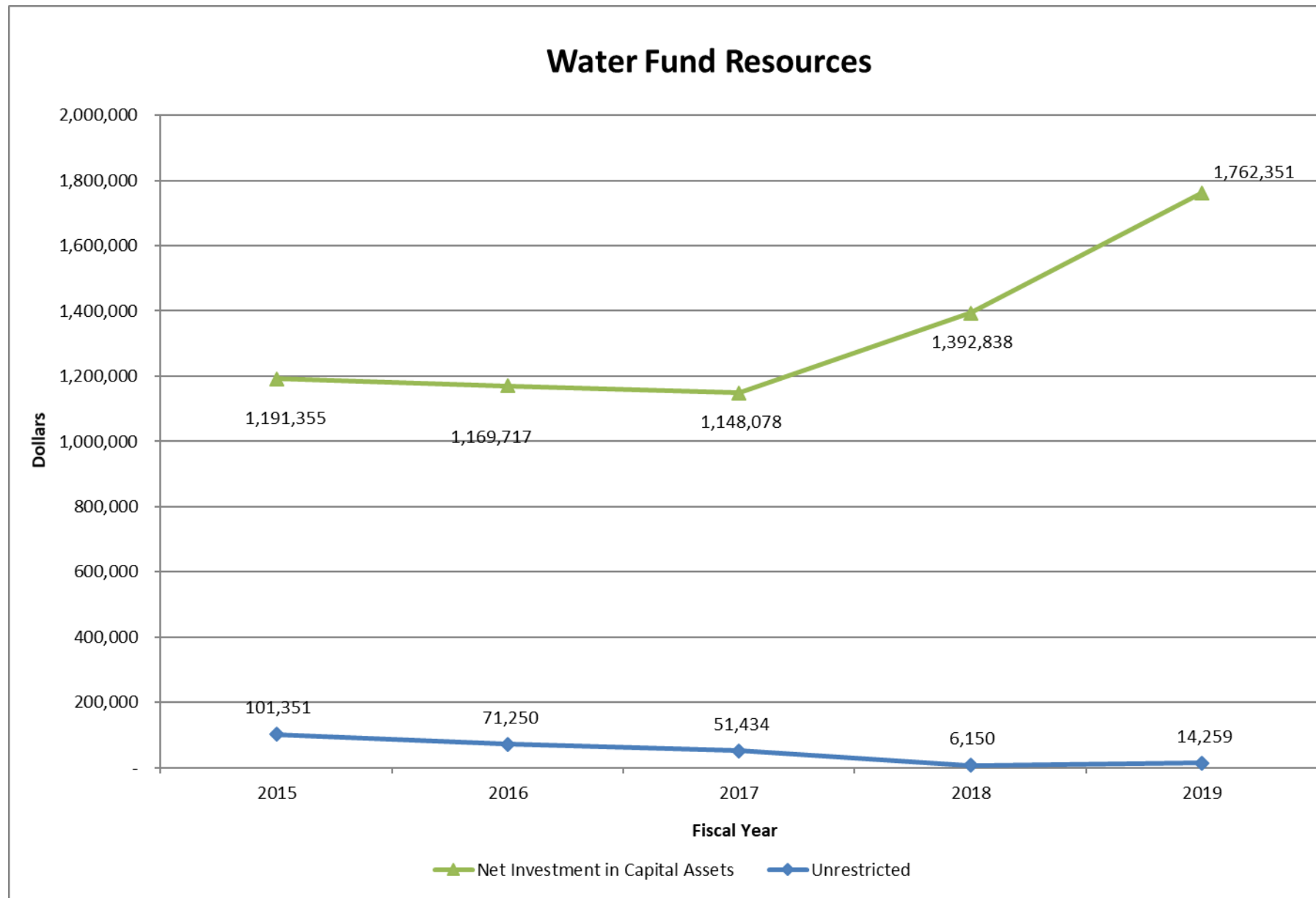
- See the net change in fund balances.
- All governmental funds operated within approved budgets.
- Budget and actual statements for all governmental funds start on page 48.

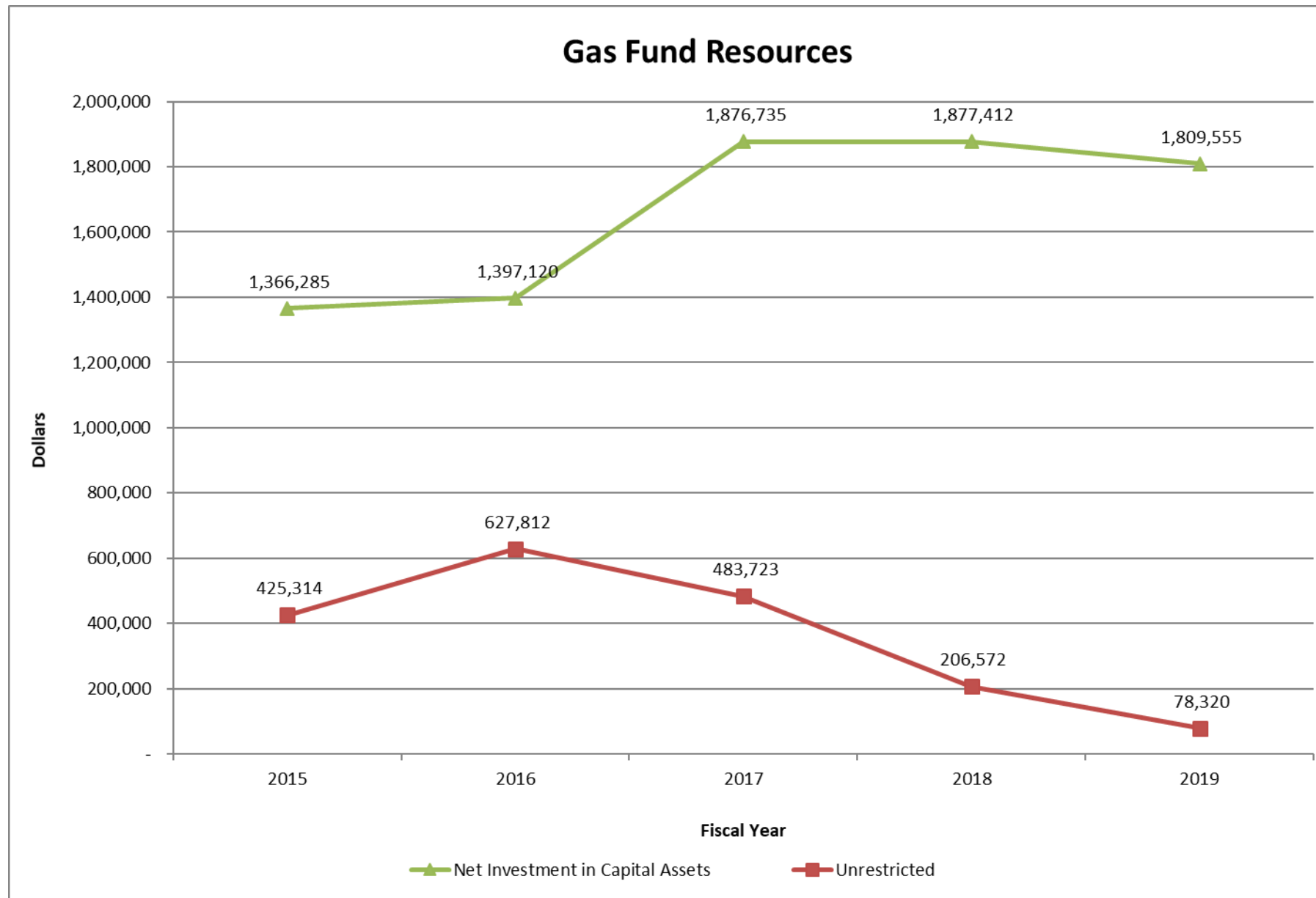


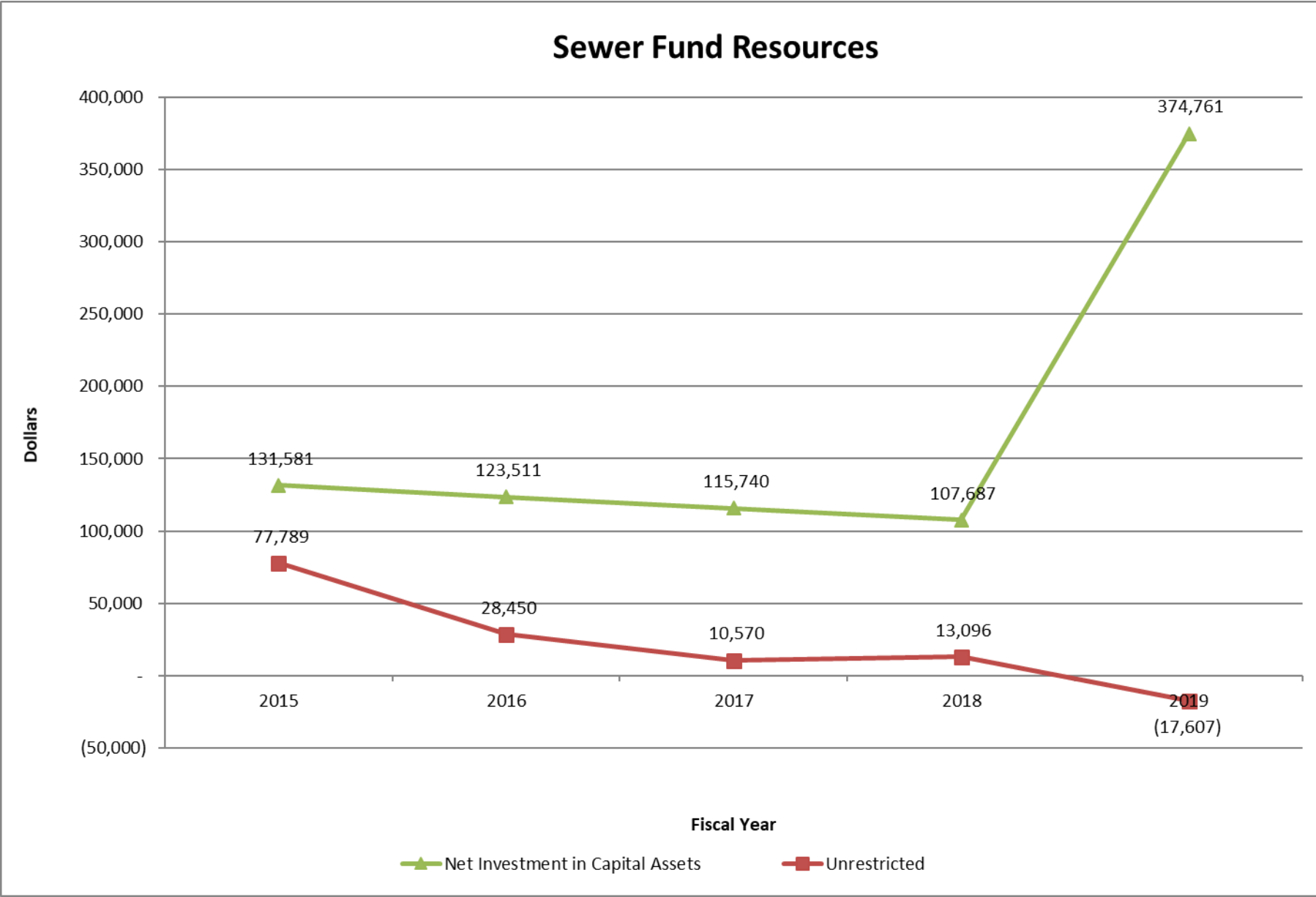
# Financial Highlights Proprietary Funds (Pg. 19)

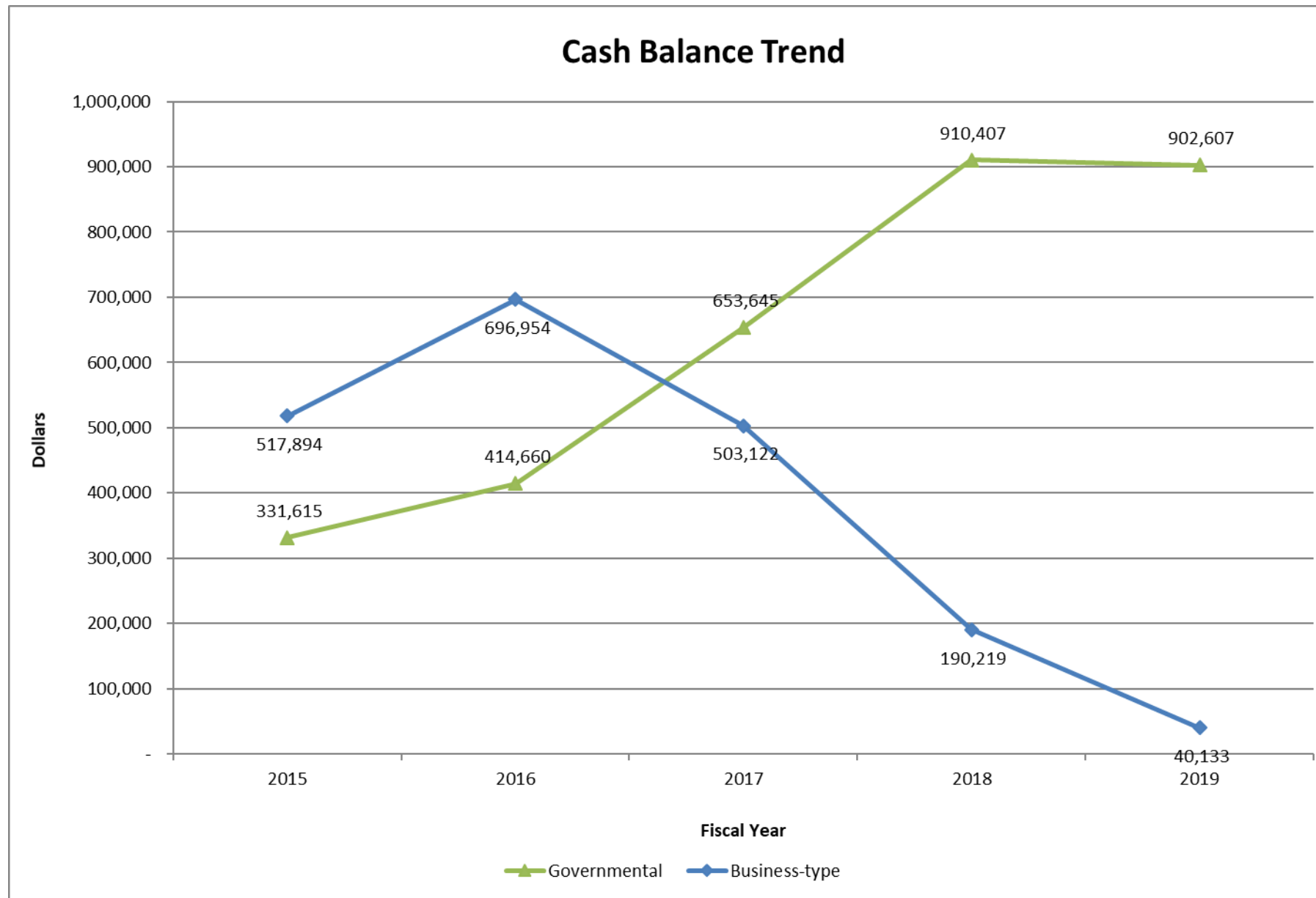
- See change in net position
- The gas, water, and irrigation funds operated within approved budgets.
- Budget and actual statements for the proprietary funds begin on page 60.













## Questions?

Please contact:

Chad B. Atkinson, CPA

Phone: 888-556-1277 ext. 207

Email: [catkinson@hintonburdick.com](mailto:catkinson@hintonburdick.com)

Or

Kelli Jones, CPA

Phone: 888-556-1277 ext. 215

Email: [kjones@hintonburdick.com](mailto:kjones@hintonburdick.com)

Thank You!



**Other Items Communicated to Management  
For the Year Ended December 31, 2019**

Management  
Town of Ignacio, Colorado

The following are findings and recommendations that have not been included with our findings and recommendations letter since they are only related to suggestions for improvements to accounting functions or they may be deemed to be less significant and/or management is aware of the findings and are working on resolutions.

**Control Deficiencies:**

2019-003      Utility Rates

The Board approved utility rate increase for 2019 was not recorded in the software and therefore was not passed along to the customers.

Recommendation

We recommend the Town design and implement procedures that ensure approved Board rates are recorded into the billing/accounting software at the time of approval.

2019-004      Budgeted Transfers

Budgeted transfers out should equal budgeted transfers in. A budget amendment increased Gas Fund transfers out to the Sewer and Water funds by \$290k and did not have a corresponding increase of \$275k in the Sewer Fund and \$15k in Water Fund transfers in. A budget amendment increased CIP Fund transfers out to the Irrigation Fund by \$60k and did not have a corresponding increase of total of \$100k in the Irrigation Fund transfers in. A budget amendment increased General Fund transfers out to the Sewer and Water funds by \$100k and did not have a corresponding increase of \$50k in the Sewer Fund and \$50k in Water Fund transfers in.

Recommendation

We recommend that all budgeted transfers out have a corresponding budgeted transfers in.

2018-002      Review of Payroll

We noted that the payroll register or ACH of payment did not have any initials indicating it had been reviewed.



Recommendation

We recommend the Town implement procedures to ensure payroll is being properly reviewed and documentation of the review is maintained.

2017-002

Billing Adjustments

We noted the adjustment journal summary that is prepared by the billing clerk or backup billing clerk is not being reviewed or signed to provide evidence for the review.

Recommendation

We recommend the Town implement procedures to ensure the adjustment journal is properly reviewed and documentation for the review is maintained.

2016-001

Bank Reconciliations

We noted the bank reconciliations are not being reviewed. Since the Town Treasurer can receipt cash, record cash transactions, and prepare bank reconciliations, there should be another individual reviewing the bank reconciliations.

Recommendation

We recommend the Town implement procedures to ensure the bank reconciliations are being reviewed and documentation for the review is maintained.

**Other Matters**

None noted

Respectfully submitted,



HintonBurdick, PLLC  
August 10, 2020

Ignacio Police Department  
Monthly Report  
September 2020

KE

We have advertised for a new officer and have had a couple of inquiries, but as of this time, we have no applications. (This position is fully funded by the school district.) Agencies around the region are experiencing short staffing levels because it is getting harder to find to qualified candidates.

Sgt. Crume and I attended a CIRSA law enforcement round-table in Durango on September 2, 2020. The purpose of the round-tables is to discuss high liability issues and address them from a command level. The main issue now facing agencies is Senate Bill 20-217 referred to as "Enhance law Enforcement Integrity Act."

As a result of SB 217, we have done an extensive policy review and re-write of our existing policies to be in compliance with the new law and have attended and/or will complete training that is also required from the law.

If you have any questions or concerns, please feel free to call me at 563-4206.



# Town Clerk / Treasurer Report

September 2020

Honorable Mayor and Trustees,

Thank you for the opportunity to report on my activities over the past month.

## **Utility Billing:**

Still responding to questions from citizens.

## **Audit:**

The audit is finished and Chad Atkinson will present the final audit report at this meeting.

## **Licensing:**

Animal: 57 current

Business: 68 current

Business Service: 58 current

## **Town of Ignacio Online:**

I continue to update the website with calendar events, newsletters, and other items of interest. I have also ensured that the Resolutions, Ordinances and Town Board Minutes are current, along with occasional updates for COVID-19. Ocianna continues to update the Facebook page.

## **Liquor Licensing:**

Family Dollar is a standard renewal application. This is included in your packet under the consent agenda, along with the statement from Chief Phillips.

## **Treasurer:**

The finance reports for the month of August 2020 were included in the consent agenda.

## **Meetings Attended/Events:**

I have attended Meetings for the Chamber of Commerce Board, Chamber of Commerce General Membership, Creative District Board, and Green Chile Fest.

The 4<sup>th</sup> Annual Green Chile Fest was a success! There were seven vendors and nine teams for the Corn Hole Tournament. Most people expressed appreciation that the event happened.

I would be happy to answer any questions you may have. Thank you.

Tuggy