HIGHLAND RESCUE TEAM AMBULANCE DISTRICT

Highland Rescue Team Ambulance District
317 S. Lookout Mountain Road
Golden, CO 80401
Tel. 303-526-9571

January 26, 2018

DIVISION OF LOCAL GOVERNMENT
Colorado Department of Local Affairs
1313 Sherman Street, Room 521
Denver, CO 80203

RE: Highland Rescue Team Ambulance District 2018 Budget

Division of Local Government:

Attached is the 2018 Budget for the Highland Rescue Team Ambulance District of Jefferson County, Colorado submitted pursuant to Section 29-1-116, C.R.S. After a public hearing at the regular meeting on November 14, 2017 as published, this budget was adopted on December 12, 2017. Also attached are the budget message, mill levy certification, and budget resolutions.

If there are any questions on the budget, please contact Chief Keating, Budget Officer, at telephone number 303-526-9571.

I, Christina Shea, certify that the attached is a true and accurate copy of the adopted 2018 Budget of the Highland Rescue Team Ambulance District.

Sincerely,

Christina Shea, Accountant
HIGHLAND RESCUE TEAM AMBULANCE DISTRICT

Highland Rescue Team Ambulance District Actual and Budget Worksheets:

Statement of Activities For the Years and Year to Date shown - Actual and Budget

		2016	2017			2018	
		Actual *Audited* 31-Dec-16	**Actual YTD** 30-Nov-17	**Forecast** 31-Dec-17	**Budget** *Original 12/31/17*	**Budget** Adopted	
	Revenues						
	Program Revenues						
1	Fees, transports & evaluations	308,236	321,131	342,000	342,000	330,000	1
2	Other - program related	66	10,050	10,050	0	0	2
3	Less- Disallowed revenue	(95,575)	(178,652)	(189,087)	(78,000)	(109,000)	3
4	Less- Provision for bad debts, net pmts	(137,720)	(37,921)	(41,421)	(50,000)	(65,000)	4
5	Less- Allowances, various	0	(1,613)	(4,000)	(4,000)	(2,000)	5
6	Less- Collection expense	(862)	(1,623)	(1,783)	(700)	(2,000)	6
7	Team outsource revenue	44,676	39,465	39,465	20,000	25,000	7
7a	Special event fee income	1,500	2,080	2,080	0	1,000	7a
8	Grants	94,690	3,548	3,548	3,500	0	8
9	Grants - HRT Foundation	20,000		0	10,000	20,000	9
10	*General Revenues*			0	0	0	10
11	Interest income	2,678	4,657	4,957	2,000	2,000	11
12	Other	1,497	2,008	2,008	500	3,472	12
13	Proceeds from sale of property			0	0	0	13
14	Total program and general revenues	239,186	163,130	167,818	245,300	203,472	14
15	*Tax Revenues*						15
16	Real property taxes	308,459	308,188	309,722	309,722	337,931	16
17	Rebate/refund/omitted real prop taxes	(260)	(200)	(300)	(500)	(250)	17
18	Less County treasurer's fees	(4,627)	(4,623)	(4,646)	(4,646)	(5,069)	18
19	Interest			0			19
20	Specific ownership taxes	24,882	25,300	29,500	23,000	23,000	20
21	Total net tax revenues	328,454	328,665	334,276	327,576	355,612	21
		572,267	*496,418*	*506,740*	*577,522*	*564,153*	
22	**Total revenues**	567,640	491,795	502,094	572,876	559,084	22
	Operations						
23	Salaries & wages, medical	133,685	120,146	143,146	145,000	157,547	23
24	Payroll Tax (FICA)	10,227	9,191	10,962	11,100	12,083	24
25	Unemployment insurance	993	569	619	1,700	900	25
26	Pension contribution	1,933	4,321	4,871	4,410	4,090	26
27	Member wellness program	2,914	3,270	3,570	3,000	3,600	27
28	Workers comp insurance	11,220	7,557	11,000	11,000	12,100	28
29	Health and life	13,365	11,312	12,400	12,400	13,550	29
30	Accident/Health insurance	5,651	4,862	5,800	5,800	4,115	30
31	Immunizations	979	99	350	350	350	31
32	Uniforms	9,781	3,428	9,570	10,000	10,000	32
33	Security systems maintenance	68	901	1,500	1,500	500	33
34	Supplies, medical	13,806	7,348	8,348	18,000	12,000	34
35	Supplies, medications	5,752	5,562	6,562	10,500	8,000	35
36	Team Outsource/wildland supplies	38,814	32,891	32,891	20,000	20,000	36
37	Operational software	857	3,234	4,066	7,066	5,400	37
38	Other, ERST (new for 2016)	0	0	0	1,000	0	38
39	Special events service and supplies	35	0	100	100	0	39
40	Recognition	13,129	8,222	12,222	8,000	11,000	40
42	Dispatch (Jeffcom911), mobile, paging services	2,850	2,136	2,860	2,860	16,400	42
43	Total operations	266,059	225,049	270,837	273,786	291,635	43
	Safety & Training						
44	Exams & certifications	25	859	1,500	1,500	1,000	44
45	Seminars & tuition, incl travel	16,004	5,350	6,350	20,600	24,000	45
46	Training media	212	722	1,000	1,000	500	46
47	Supplies, training	573	1,056	1,500	1,500	1,000	47
48	Total safety & training	16,814	7,987	10,350	24,600	26,500	48
	Apparatus & Equipment						
49	Insurance, auto liability	5,274	4,626	5,040	4,883	5,270	49
50	R&M, communications equip	846	2,159	2,409	2,000	1,800	50
51	Repair & Maintenance	5,505	3,037	4,000	8,000	6,000	51
52	R&M, bodies	67	207	1,000	2,000	1,000	52
53	R&M, medical equipment	10,019	9,174	11,000	11,000	11,000	53
54	R&M, preventive	2,073	682	2,000	4,000	3,500	54
56	Tires	584	1,649	2,000	2,000	2,000	56
57	Fuel	3,414	3,069	3,869	5,000	4,000	57
58	Total apparatus & equipment	27,782	24,603	31,318	38,883	34,570	58

Highland Rescue Team Ambulance District Actual and Budget Worksheets:

Statement of Activities For the Years and Year to Date shown - Actual and Budget

		2016	2017			2018	
		Actual *Audited* 31-Dec-16	**Actual YTD** 30-Nov-17	**Forecast** 31-Dec-17	**Budget** *Original 12/31/17*	**Budget** Adopted	
	Facilities/Station						
59	Insurance, package	3,508	3,086	3,332	3,332	3,500	59
60	Other supplies & services	0	0	0	*0*	0	60
61	R&M, building & grounds	6,315	2,005	4,000	5,000	5,500	61
61a	Security and access control	523	0	0	0	0	
62	Trash and recycling	1,283	1,060	1,200	1,400	1,400	62
62a	Medical waste	1,185	0	0	1,000	200	62a
63	Snow plowing	350	245	700	700	500	63
64	Pest control	532	568	568	500	550	64
65	TV service	1,917	1,860	1,950	1,950	2,200	65
66	Electricity	2,078	2,534	2,784	2,200	2,700	66
67	Gas	5,060	3,103	4,503	7,000	4,500	67
68	Water	1,383	1,289	1,539	1,400	1,500	68
69	Septic pumping	4,540	4,982	5,482	4,680	5,000	69
70	Station supplies	3,868	3,490	4,000	4,000	4,000	70
71	Total facilities	32,542	24,222	30,058	33,162	31,550	71
	Administration						
72	Wages & salaries, administrative	57,365	38,599	47,129	63,129	40,963	72
73	Payroll Tax (FICA) and processing fees	5,299	3,900	5,300	5,300	3,370	73
74	Unemployment insurance	0	0	250	250	100	74
75	Workers compensation	162	85	125	125	100	75
76	Health and life; pension	7,376	5,662	6,120	6,120	7,400	76
77	Recruiting	46	257	200	200	250	77
78	Legal fees	4,274	1,914	3,000	3,000	5,000	78
79	Accounting fees	15,149	13,993	15,093	12,500	12,500	79
80	Audit fees	4,950	4,800	5,000	5,000	7,000	80
81	Insurance, general & umbrella liability	7,175	5,357	6,849	6,849	7,200	81
82	Insurance, public officials & crime	2,763	2,237	3,922	3,922	3,950	82
83	Meetings, including meals	617	214	1,000	1,000	500	83
84	Dues and subscriptions	580	1,181	1,831	1,350	1,400	84
85	Admin-supplies, printing, computer	2,437	2,759	4,000	4,000	2,800	85
86	Billing-supplies, postage, printing	193	554	600	600	1,000	86
87	Billing-postage	323	246	500	500	above	87
88	Billing-Software maint and computer	3,584	596	1,000	1,000	below	88
New	Billing - contract billing services		6,069	10,000	0	8,000	0
89	Admin--Postage & shipping	455	503	1,000	1,000	800	89
90	Telephone	2,703	2,044	2,800	2,800	2,800	90
91	Bank & credit card service charges	1,173	1,489	1,800	1,800	1,600	91
92	Community relations	2,236	2,330	3,000	3,000	3,200	92
93	Election expense	13,667	0	0	0	12,000	93
94	Total administration	132,527	94,789	120,519	123,445	121,933	94
	Capital Expenditures						
	Vehicles-						
	Ambulance purchase/remount	105,713		0			
	QRV (Quick Response Vehicle)			0			
	Power lifts (x3)	69,934		0			
	Medical Equipment-			0			
	AED			0			
	Lifepak/AED			0			
	Stretchers			0			
	Pram (power)			0			
	Cardiac Monitor, Stair chairs, other (Grant-50%)			0			
	Other Response Equipment-			0			
	Radio/communications equipment	5,544		0	5,000		
	E-PCR with computers/ESO Software	7,110		0	0		
	PPE	405	206	706	3,000		
	Station Furnishings & Equipment-			0			
	Furniture and Improvements			1,000	1,000		
	Training equipment: EMS Matching Grant			0			
	ID system/Security/Surveillance/Knox	1,017		1,000	1,000	750	
	Computers	987	1,456	2,000	2,000	0	
	Building & Site Improvements-			0			
	Emergency generator			0			
	Station improvements			0			
	Floor coating for bay			0			
	Matching funds-grant contingency			0	0		
95	Total capital expenditures	190,710	1,662	4,706	12,000	750	95

Highland Rescue Team Ambulance District Actual and Budget Worksheets:

Statement of Activities For the Years and Year to Date shown - Actual and Budget

		2016	2017			2018	
		Actual *Audited* 31-Dec-16	**Actual YTD** 30-Nov-17	**Forecast** 31-Dec-17	**Budget** *Original 12/31/17*	**Budget** Adopted	
96	LOSAP	60,850	0	50,000	67,000	50,000	96
97	**Total expenses**	727,284	378,312	517,788	572,876	556,938	97
		731,911	*381,273*	*522,434*	*577,522*	*562,007*	
98	**Net change in fund balance**	(159,644)	113,483	(15,694)	0	2,146	98
	or Excess/(Deficiency) of Revenues over Expenditures						
						0	99a
99	**Net change in fund balance**	(159,644)	113,483	(15,694)	0	2,146	99b
100	**Beginning funds available (general fund)**	517,315	357,671	357,671	***557,360***	***341,977***	100
101	**Ending funds available (general fund)**	357,671	471,154	341,977	557,360	346,269	101
	Current Assets	946,033	743,675				
	Less Liabilities	(588,362)	(272,038)				
	Total ending funds available (general fund)	357,671	471,637				
		0					
	Reconciliation to Statement of Activities (GAAP Basis)						
	Net change in fund balance	(159,644)	113,483	(15,694)		2,146	
	Add Capital expenditures	190,710	1,662	4,706		750	
	Deduct Depreciation expense	(126,373)	0	(125,000)		(125,000)	
	Deduct book value of sold assets	0	0	0		0	
	Add principal portion of debt	.	.	.		0	
	Add accrued payroll expenses	0	0	0		0	
	Deduct change-accrued interest payable, rounding	0	4	0		0	
102	Change in net assets ("Net Income/(Loss)")	(95,307)	115,149	(135,988)		(122,104)	102
	Cash balances -- these funds are cumulative balance for the stated period						
103	Cash, beginning balance	502,609	456,765				103
104	Cash, ending balance	456,765	659,930				104
105	Increase/(Decrease) in cash	(45,844)	203,165				105
	Funds (not cash)						
106	Restricted for Emergencies (TABOR)	21,000	20,000	20,000	20,000	20,000	106
107	Committed for LOSAP Liability	263,554	313,554	313,554	354,939	363,554	107
108	Assigned for Ambulance Replacement *	49,000	85,000	85,000	85,000	109,000	108
109	Unassigned and Prepaids	24,117	53,083	(76,577)	97,421	(146,285)	109
110	Total funds, ending balance	357,671	471,637	341,977	557,360	346,269	110

** cash surplus earmarked for ambulance replacement (cumulative)*

111	Assessed Valuation	155,105,663			154,860,839	168,965,587	111

RESOLUTIONS

COMBINED RESOLUTIONS OF THE HIGHLAND RESCUE TEAM AMBULANCE DISTRICT ADOPTING THE BUDGET, SETTING THE MILL LEVY AND APPROPRIATING SUMS OF MONEY

TO ADOPT BUDGET

WHEREAS, the Board of Directors of the Highland Rescue Team Ambulance District has appointed a Budget Officer to prepare and submit a proposed 2018 budget to the Board at the proper time; and

WHEREAS, said Budget Officer has submitted a proposed budget to this Board on or before October 15, 2017, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law said proposed budget was open for inspection by the public at a designated place and a public hearing was held on November 14, 2017 and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Highland Rescue Team Ambulance District:

1. That estimated expenditures for each fund are as follows:

General Fund	$ 562,007

2. That estimated revenues are as follows:

General Fund:

From unappropriated surpluses	$ - 0 -
From sources other than general property taxes	226,222
From the general property tax levy	337,931
	$ 564,153

3. That reserves have been or are hereby established for each appropriate fund or combined as a single reserve fund as set forth in the Budget to preserve the spending exemption for reserves under Article X, Section 20 of the Colorado Constitution, and all such reserves shall be transferred or expended within any fund as set forth in the Budget.

4. That the Budget, as submitted and herein summarized by fund, be and the same hereby is, approved and adopted as the Budget of the for the 2018 fiscal year.

5. That the Budget, as hereby approved and adopted, shall be certified by the Treasurer or President of the District to all appropriate agencies and is made a part of the public records of the District.

TO SET MILL LEVY

WHEREAS, the 2017 valuation for assessment for the Highland Rescue Team Ambulance District, as certified by the Jefferson County Assessor, is $168,965,587

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of Highland Rescue Team Ambulance District:

1. That for the purposes of meeting general operating expenses of the District during the 2018 budget year, there is hereby levied a tax of 2.000 mills upon each dollar of the total valuation for assessment of all taxable property within the District, to raise $337,931 in revenue.

2. That the Treasurer or President of the District is hereby authorized and will direct staff to immediately certify to the County Commissioners of Jefferson County, Colorado, the mill levy for the District as herein above determined and set.

TO APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of Highland Rescue Team Ambulance District has made provision therein for revenues in an amount equal to the total proposed expenditures as set forth in its Budget for 2018; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the Budget to and for the purposes described below, as more fully set forth in the Budget, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Highland Rescue Team Ambulance District that the following sums are hereby appropriated from the revenues of each fund, to each fund for the purposes stated:

General Fund	$ 564,153

ADOPTED AND APPROVED this 12th day of December, 2017,

Board of Directors
HIGHLAND RESCUE TEAM AMBULANCE DISTRICT

President or Treasurer

ATTEST:

Secretary or Vice President

BUDGET MESSAGE

Highland Rescue Team Ambulance District

The 2018 Budget for the Highland Rescue Team Ambulance District includes key features as outlined below. The District maintains its accounts on a modified accrual basis and its budget on a modified cash basis.

The services to be provided during the budget year are the following:

Ambulance and emergency medical response services within the District boundaries (these boundaries are generally known as the Genesee Fire Protection District and Foothills Fire Protection District, combined). Services include staffing and operation of a program to provide paramedic and advanced life support on a full-time basis, utilizing volunteer staff and paid staff. Estimated population of the service area is 11,500, with estimated build-out for the area of 11,684.

Revenue:

The two primary revenue sources are real property taxes (59% of revenues) and fees for transporting and evaluating patients (net fees are 27% of revenues). Gross fee revenue is subject to significant reductions for write-offs required by law and other allowances and uncollectible amounts. Other major sources of revenue are ownership taxes and grants.

Expenses and Capital Expenditures:

The seven expense categories include Operations, Safety and Training, Apparatus and Equipment, Station, Administration, Length of Service Plan, and Capital Expenditures. The combined total of Operations and Administration salaries, wages, payroll taxes and benefits account for the largest expenditure in the budget; Operations expenditures including Length of Service Plan make about 61% of the total expenditures. Less than 1% of total expenses have been allocated to capital expenditures this budget year. Administration accounts for about 22% of total expenditures. The District has no debt. The District sets aside funds for scheduled ambulance replacements.

The table below shows the budgeted dollar amount of each revenue and expense category and the difference between each for the budget year of 2018:

Revenues	
Patient Related Fees	$ 152,000
Property Taxes (net of County fees)	332,612
Grants and Other	74,472
Total revenues	559,084
Expenses	
Operations	291,635
Safety & Training	26,500
Apparatus & Equipment	34,570
Facilities/Station	31,550
Administration	121,933
Capital Expenditures	750
Length of Service Program	50,000
Total expenses	556,938
Revenues Less Expenses/	
Net Change to Fund Balance	$ 2,146

Revenues Exceed Expenditures:

The budget revenues exceed expenditures and therefore adds to fund reserves.

4392 County Tax Entity Code

DOLA LGID/SID ____/____

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners[1] of Jefferson, Colorado.

On behalf of the Highland Rescue Team Ambulance District[A], (taxing entity)

the Board of Directors (governing body)[B]

of the ***Highland Rescue Team Ambulance District*** (local government)[C]

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS assessed valuation of: $ 168,965,587 (GROSS[D] assessed valuation, Line 2 of the Certification of Valuation Form DLG 57[E])

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area[F] the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: $ _____ (NET[G] assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)

Submitted: ***12/13/2017*** (not later than Dec. 15) (mm/dd/yyyy) for budget/fiscal year ***2018*** (yyyy).

PURPOSE (see end notes for definitions and examples)	**LEVY**[2]		**REVENUE**[2]
1. General Operating Expenses[H]	2.000	mills	$ 337,931
2. <**Minus**> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction[I]	< 0 >	mills	$< 0 >
SUBTOTAL FOR GENERAL OPERATING:	2.000	**mills**	$ 337,931
3. General Obligation Bonds and Interest[J]		mills	$
4. Contractual Obligations[K]		mills	$
5. Capital Expenditures[L]		mills	$
6. Refunds/Abatements[M]		mills	$
7. Other[N] (specify): _____		mills	$
_____		mills	$
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	2.000	**mills**	$ 337,931

Contact person: (print) Christina Shea Daytime phone: (303) 526-4266

Signed: Christina Shea Title: Accountant

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 866-2156.

[1] If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

[2] Levies must be rounded to three decimal places and revenue must be calculated from the total *NET assessed valuation* (Line 4 of Form DLG57 on the County Assessor's *final* certification of valuation).

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS[J]:

1. Purpose of Issue: N/A
   Series:
   Date of Issue:
   Coupon Rate:
   Maturity Date:
   Levy:
   Revenue:

2. Purpose of Issue: N/A
   Series:
   Date of Issue:
   Coupon Rate:
   Maturity Date:
   Levy:
   Revenue:

CONTRACTS[K]:

3. Purpose of Contract: N/A
   Title:
   Date:
   Principal Amount:
   Maturity Date:
   Levy:
   Revenue:

4. Purpose of Contract: N/A
   Title:
   Date:
   Principal Amount:
   Maturity Date:
   Levy:
   Revenue:

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

Notes:

[A] **Taxing Entity**—A jurisdiction authorized by law to impose ad valorem property taxes on taxable property located within its territorial limits (please see notes B, C, and H below). For purposes of the DLG 70 only, a taxing entity is also a geographic area formerly located within a *taxing entity's* boundaries for which the county assessor certifies a valuation for assessment and which is responsible for payment of its share until retirement of financial obligations incurred by the *taxing entity* when the area was part of the *taxing entity*. For example: an area of excluded property formerly within a special district with outstanding general obligation debt at the time of the exclusion or the area located within the former boundaries of a dissolved district whose outstanding general obligation debt service is administered by another local government[C].

[B] **Governing Body**—The board of county commissioners, the city council, the board of trustees, the board of directors, or the board of any other entity that is responsible for the certification of the *taxing entity's* mill levy. For example: the board of county commissioners is the governing board ex officio of a county public improvement district (PID); the board of a water and sanitation district constitutes ex officio the board of directors of the water subdistrict.

[C] **Local Government** - For purposes of this line on Page 1of the DLG 70, the local government is the political subdivision under whose authority and within whose boundaries the *taxing entity* was created. The local government is authorized to levy property taxes on behalf of the *taxing entity*. For example, for the purposes of this form:

1. a municipality is both the local government and the *taxing entity* when levying its own levy for its entire jurisdiction;
2. a city is the local government when levying a tax on behalf of a business improvement district (BID) *taxing entity* which it created and whose city council is the BID board;
3. a fire district is the local government if it created a subdistrict, the *taxing entity*, on whose behalf the fire district levies property taxes.
4. a town is the local government when it provides the service for a dissolved water district and the town board serves as the board of a dissolved water district, the *taxing entity*, for the purpose of certifying a levy for the annual debt service on outstanding obligations.

[D] **GROSS Assessed Value** - There will be a difference between gross assessed valuation and net assessed valuation reported by the county assessor only if there is a "tax increment financing" entity (see below), such as a downtown development authority or an urban renewal authority, within the boundaries of the *taxing entity*. The board of county commissioners certifies each *taxing entity's* total mills upon the *taxing entity's* Gross Assessed Value found on Line 2 of Form DLG 57.

[E] **Certification of Valuation by County Assessor, Form DLG 57** - The county assessor(s) uses this form (or one similar) to provide valuation for assessment information to a *taxing entity*. The county assessor must provide this certification no later than August 25th each year and may amend it, one time, prior to December 10th.

[F] **TIF Area**—A downtown development authority (DDA) or urban renewal authority (URA), may form plan areas that use "tax increment financing" to derive revenue from increases in assessed valuation (gross minus net, Form DLG 57 Line 3) attributed to the activities/improvements within the plan area. The DDA or URA receives the differential revenue of each overlapping *taxing entity's* mill levy applied against the *taxing entity's* gross assessed value after subtracting the *taxing entity's* revenues derived from its mill levy applied against the net assessed value.

[G] **NET Assessed Value**—The total taxable assessed valuation from which the *taxing entity* will derive revenues for its uses. It is found on Line 4 of Form DLG 57.

[H] **General Operating Expenses (DLG 70 Page 1 Line 1)**—The levy and accompanying revenue reported on Line 1 is for general operations and includes, in aggregate, all levies for and revenues raised by a *taxing entity* for purposes not lawfully exempted and detailed in Lines 3 through 7 on Page 1 of the DLG 70. For example: a fire pension levy is included in general operating expenses, unless the pension is voter-approved, if voter-approved, use Line 7 (Other).

[I] **Temporary Tax Credit for Operations (DLG 70 Page 1 Line 2)**—The Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction of 39-1-111.5, C.R.S. may be applied to the *taxing entity*'s levy for general operations to effect refunds. Temporary Tax Credits (TTCs) are not necessary for other types of levies (non-general operations) certified on this form because these levies are adjusted from year to year as specified by the provisions of any contract or schedule of payments established for the payment of any obligation incurred by the *taxing entity* per 29-1-301(1.7), C.R.S., or they are certified as authorized at election per 29-1-302(2)(b), C.R.S.

[J] **General Obligation Bonds and Interest (DLG 70 Page 1 Line 3)**—Enter on this line the total levy required to pay the annual debt service of all general obligation bonds. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments. Title 32, Article 1 Special districts and subdistricts must complete Page 2 of the DLG 70.

[K] **Contractual Obligation (DLG 70 Page 1 Line 4)**—If repayment of a contractual obligation with property tax has been approved at election and it is not a general obligation bond (shown on Line 3), the mill levy is entered on this line. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments.

[L] **Capital Expenditures (DLG 70 Page 1 Line 5)**—These revenues are not subject to the statutory property tax revenue limit if they are approved by counties and municipalities through public hearings pursuant to 29-1-301(1.2) C.R.S. and for special districts through approval from the Division of Local Government pursuant to 29-1-302(1.5) C.R.S. or for any *taxing entity* if approved at election. Only levies approved by these methods should be entered on Line 5.

[M] **Refunds/Abatements (DLG 70 Page 1 Line 6)**—The county assessor reports on the Certification of Valuation (DLG 57 Line 11) the amount of revenue from property tax that the local government did not receive in the prior year because taxpayers were given refunds for taxes they had paid or they were given abatements for taxes originally charged to them due to errors made in their property valuation. The local government was due the tax revenue and would have collected it through an adjusted mill levy if the valuation errors had not occurred. Since the government was due the revenue, it may levy, in the subsequent year, a mill to collect the refund/abatement revenue. An abatement/refund mill levy may generate revenues up to, but not exceeding, the refund/abatement amount from Form DLG 57 Line 11.

1. Please Note: If the *taxing entity* is in more than one county, as with all levies, the abatement levy must be uniform throughout the entity's boundaries and certified the same to each county. To calculate the abatement/refund levy for a *taxing entity* that is located in more than one county, first total the abatement/refund amounts reported by each county assessor, then divide by the *taxing entity*'s total net assessed value, then multiply by 1,000 and round down to the nearest three decimals to prevent levying for more revenue than was abated/refunded. This results in an abatement/refund mill levy that will be uniformly certified to all of the counties in which the *taxing entity* is located even though the abatement/refund did not occur in all the counties.

[N] **Other (DLG 70 Page 1 Line 7)**—Report other levies and revenue not subject to 29-1-301 C.R.S. that were not reported above. For example: a levy for the purposes of television relay or translator facilities as specified in sections 29-7-101, 29-7-102, and 29-7-105 and 32-1-1005 (1) (a), C.R.S.; a voter-approved fire pension levy; a levy for special purposes such as developmental disabilities, open space, etc.