

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Wednesday, April 9, 2025

Regular Session starting at: 7:00 p.m.

Meeting at: 1670 Naturita Street, Norwood CO 81423 at Norwood Town Hall and Zoom option.

CALL REGULAR MEETING TO ORDER:

The regular meeting of the Town of Norwood Board of Trustees, San Miguel County, and State of Colorado was called to order by Mayor Candy Meehan at 7:00 pm.

BOARD ATTENDANCE:

MAYOR - CANDY MEEHAN- PRESENT

MAYOR PRO TEM - SHAWN FALLON- ABSENT

TRUSTEE – NIVEN DRYBROUGH- PRESENT

TRUSTEE – MICHAEL GRADY- PRESENT

TRUSTEE – LIZA TANGUAY – PRESENT

STAFF ATTENDANCE:

ADMINISTRATIVE DIRECTOR – SARA OWENS - PRESENT

TOWN CLERK – AMANDA PIERCE- PRESENT

PUBLIC WORKS DIRECTOR – RANDY HARRIS- PRESENT

DEPUTY TOWN CLERK – BECKY HANNIGAN- PRESENT

OTHER ATTENDANCE: Multiple community members via Zoom. Those in person are asked to sign in on the sign in sheet.

PUBLIC COMMENT:

SPECIAL DISTRICT AND STAKEHOLDER REPORTS OR ANNOUNCEMENTS:

Daiva with Music on the Mesa, gave an update on the booked bands. Thanked the new sponsors that signed up this year. Still looking for vendors. Will have posters up soon. Thanked the Public Works for the assistance with the street closure last year and asking for this year. Liza mentioned that Pickleball is moving outdoors for the season. Becky gave a report for the Norwood Chamber of Commerce and their Night of Excellence banquet to be held on May 3, 2025.

CONSENT AGENDA:

Minutes of March 12, 2025

Minutes of March 26, 2025

March Financials

Special Event Liquor License Application, Norwood Chamber of Commerce, 1455 Pinion St. Norwood CO 81423

CBI-CJIS Security Policies

MOTION: Liza Tanguay made a motion to approve the consent agenda.

- a. Mike Grady seconded.
- b. All others approved. Motion Passed.

Continued, next page

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BOARD BUSINESS AGENDA:

Marijuana License Renewal for Alpine Wellness, 1630 Grand Ave. Norwood, CO 81423

Mike Grady removed himself from the board table for this discussion. Mike gave a brief presentation as well.

MOTION: Niven Drybrough made a motion to remove the word Federal from the statement on the application.

- a. Liza Tanguay seconded.
- b. Mike Grady abstained from the vote. All others approved. Motion Passed.

MOTION: Niven Drybrough made a motion to accept the application from Alpine Wellness.

- a. Liza Tanguay seconded.
- b. Mike Grady abstained from the vote. All others approved. Motion Passed.

Community Garden Porta Potty Costs per Sara

The board requested an agreement with the Community Gardens and staff regarding the shared cost.

MOTION: Liza Tanguay made a motion to approve the copayment on the community gardens Porto potty with the new rate.

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed.

SGM Drainage Study Agreement

MOTION: Mike Grady made a motion to accept the SGM Drainage Study Agreement

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed.

Resolution 0409 Series 2025 – Approval of Master Service Agreement with KLJ Engineering

MOTION: Liza Tanguay made a motion to approve Resolution 0409 Series 2025 A Resolution Approving a Master Agreement for professional services task between the town of Norwood and KLJ Engineering LLC, for planning services.

- a. Mike Grady seconded.
- b. All others approved. Motion Passed.

STAFF REPORTS:

San Miguel Sheriff's Office, Sargent Donnellon, presented this month's report and an informative discussion with the board regarding the report. Will move San Miguel Sheriff's report next month to stakeholder section.

Public Works Director, Randy Harris – Written report in supporting documents on the Town of Norwood website and in the complete packet.

- Getting streets and alleys in order
- Have a weed sprayer, will use natural herbicides around town.

Continued, next page

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Administrative Director, Sara Owens – Written report in supporting documents on the Town of Norwood website and in the complete packet.

- Shawny resigned early, so the staff is taking on those additional duties. Have interviews set up for next week.
- Personal policy, requesting a joint meeting
- Reached out to West Region Wildfire group to do fire mitigation for all town property
- DOLA is helping with Redundant line.

Town Clerk, Amanda Pierce –Written report in supporting documents on the Town of Norwood website and in the complete packet.

- Did We Vision Presented to Montrose BOCC meeting
- Farmers Market at the Pocket Park this year, June 12th – Aug 16th
- Makayla Gordon with WEEDC is working on a Wright’s Mesa Solution Group like the West End has.
- Looking at getting funds for the CDOT project
- Requesting the board to do a survey for the We VSION Leadership dinner.
- Submitted first CDS grant
- Reminder the Narcan ribbon cutting
- Looking at repairing the fence for the Water Treatment Plant using a possible Homeland Security grant
- Asking for approval for a Town Hall closure for Monday April 28th due to already approved personal PTO for Becky and other staff needing to attend a scheduled conference.

MOTION: Mike Grady made a motion to approve closing on April 28th to support the PTO and staff trip.

- a. Liza Tanguay seconded.
- b. All others approved. Motion Passed.

- Discussed a master plan update on possible cost.
- School Reuse Conceptual Discussion, will be on the agenda every month

MAYOR AND TRUSTEE REPORTS AND ANNOUNCEMENTS:

Mayors Report – Written report in supporting documents on the Town of Norwood website and in the complete packet.

- Went over the written report
- Candy Would like to personally pay for our Community Center piano to be tuned
- Discussed possible times for the Water Days in May or June.
- Cottonwood Creek has been approved for solar

Liza Tanguay reported on Norwood Parks and Rec. Dist. updates

- Outdoor Pickleball starting
- WE Vison Taco dinner is May 1st at the Community Center

Continued, next page

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Norwood Water Commission is cancelling the Joint Executive Session due to not having a quorum.

MOTION: Mike Grady made a motion to go into the executive session Regarding Land Acquisition pursuant to C.R.S. § 24-6- 402(4)(a) to discuss the potential purchase, acquisition, and terms of a real property interest.

- c. Niven Drybrough seconded.
- d. All others approved. Motion Passed.

Joint Executive Session with Norwood Water Commission

- Regarding Land Acquisition pursuant to C.R.S. § 24-6- 402(4)(a) to discuss the potential purchase, acquisition, and terms of a real property interest.

Board Business Agenda (cont.)

Possible Action/Decision on potential purchase, acquisition, and terms of a real property interest

Mayor Meehan read, "The time is now 9:33 pm and the executive session has been concluded. For the record if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into executive session occurred during the session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record."

No concerns at all

ADJOURN:

MOTION: Liza Tanguay made a motion to adjourn at 9:34 pm

- e. Niven Drybrough seconded.
- f. All others approved. Motion Passed.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED:

Minutes Taken by: Becky Hannigan, Deputy Town Clerk

Amanda Pierce, Town Clerk

TOWN OF NORWOOD
ACCOUNTS PAYABLE - Paid April 2025

			TOWN PAID	NWC Portion	NSD Portion
1022250	Aflac	Employee Insurance	\$ 1,120.50	\$ -	\$ -
1043240	Amazon	Office supplies	\$ 139.11	\$ 87.62	\$ 87.61
1060480	Amazon	Streets	\$ 560.00	\$ -	\$ -
1052275	Black Hills Energy	CC Gas	\$ 205.50	\$ -	\$ -
1060270	Bruin Waste Mngt.	1475 S Pine	\$ 42.80	\$ -	\$ -
1052495	Bruin Waste Mngt.	Trash Service at Town Hall 1670 Naturita st.	\$ 188.32	\$ -	\$ -
1060270	Bruin Waste Mngt.	Trash Service at PW Shop 2096 Cnty Rd	\$ 124.12	\$ -	\$ -
1060310	Brainstorm (Vero Netorks)	Internet at the Shop	\$ 38.00	\$ -	\$ -
1060480	Capital One Trade Credit	Materials and Supplies	\$ 401.93	\$ 34.17	\$ -
1043132	CEBT	Employee Insurance	\$ 3,082.23	\$ 1,828.18	\$ 1,136.99
1042380	Clearnetworx	Office Phones	\$ 260.00		
1043740	Codeworx	IT Support and Maintenance	\$ 718.75	\$ -	\$ -
1043240	Clarks	Office supplies	\$ 16.32	\$ -	\$ -
1050310	Dufford Waldeck	Legal Services April . Acct: 002 and 003	\$ 2,952.00	\$ -	\$ -
1043431	EcoAction Partners	Donation	\$ 800.00	\$ -	\$ -
1043250	FP Mailing Solutions	Postage	\$ 39.29	\$ 337.75	\$ 155.61
1043210	ICMA	Membership 2024 Sara Owens	\$ 189.60	\$ -	\$ -
1043132	MASA	Medical Transport annual for M Grady	\$ 160.00		
1043210	Microsoft	Monthly License	\$ 75.00	\$ -	\$ -
1060250	Montrose Garage Doors	Maintenance on PW shop garage door	\$ 1,299.36	\$ -	\$ -
1043460	Norwood Parks and Rec	Music on the Mesa	\$ 5,000.00		
1060250	Norwood Pit Stop	Parts and Supplies	\$ 191.61	\$ -	\$ -
1060480	Oliver Construction LLC	Road base and rock for Town and PW	\$ 730.00	9.35.00	\$ -
1043430	Prime Time Early Learning	Child Scholarship April and May	\$ 628.00	\$ -	\$ -
1080603	PST Engineering	Safer Sidewalks Project	\$ 2,433.75	\$ -	\$ -
1058310	San Miguel County	Building Inspector	\$ 100.00	\$ -	\$ -
1043423	San Migue County Sherriff	Juvenile Dirvision	\$ 2,500.00	\$ -	\$ -
1060270	San Miguel Power	Lights & Flashers	\$ 367.21	\$ -	\$ -
1043270	San Miguel Power	1130 Lucerne, abd 1475 S Pine	\$ 28.67	\$ -	\$ -
1060270	San Miguel Power Association	1475 S Pine	\$ 214.00	\$ -	\$ -
1052270	San Miguel Power	1670 Naturita St	\$ 189.24	\$ -	\$ -
1060270	San Miguel Power	2096 County Rd Y43	\$ 134.97	\$ -	\$ -
1080601	Streamline	Website setup and maintenance	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
1042310	Law Office of Daniel T Zemke	Municipal Judge	\$ 400.00	\$ -	\$ -
	TG Allocation	TON Employee Salaries- March	\$ 22,067.88	\$ 13,343.00	\$ 6,900.55
1022210	US Bank	Emp. SS & Med April	\$ 932.80	\$ -	\$ -
1022210	US Bank	Town SS & Med April	\$ 741.12	\$ -	\$ -
1022220	US Bank	Emp. FWT April	\$ 741.12	\$ -	\$ -
1022210	US Bank	Emp. SS & end April	\$ 1,793.88	\$ -	\$ -
1022210	US Bank	Town SS & end April	\$ 1,793.88	\$ -	\$ -
1022220	US Bank	Emp. FWT end April	\$ 2,307.82	\$ 1,020.74	\$ 527.89
1043132	United Life Ins	Emp. Life Ins	\$ 61.34		
1060310	Vero Broadband LLC	Wireless internet	\$ 38.00	\$ -	\$ -
	Zoom One Pro	Annual payment	\$ 10.69	\$ -	\$ -
			\$ 58,218.81	\$ 19,051.46	\$ 11,208.65
RAW WATER					
	San Miguel Power	Raw Water Shack	\$ 98.83		
	Town of Norwood	FB Mailing Reimbursement	\$ 132.00	\$ 134.00	\$ 134.00

Mental Health Awareness Month Proclamation

This Proclamation designates **May 2025** as “**Mental Health Awareness Month**” in **NORWOOD**

- **WHEREAS**, mental health is essential to the well-being of our community;
 - **WHEREAS**, Colorado ranks 50th in prevalence of mental illness, indicating Coloradans experience more mental health challenges and substance use challenges than every state except one (Mental Health America);
 - **WHEREAS**, according to a Colorado Health Foundation poll in 2024, 3 in 5 Coloradans (59%) reported experiencing a mental health challenge in the past year;
 - **WHEREAS**, stigma persists in being a barrier to accessing care, with nearly 50% of Coloradans who needed mental health support reporting they did not seek out care due to stigma (Mental Health America);
 - **WHEREAS**, the most recent data on suicide death in our combined region of Delta, Montrose, Ouray, San Miguel, Gunnison, and Hinsdale Counties indicates 33 community members died by suicide in 2023 (CO Vital Statistics);
1. **WHEREAS**, organizations such as Tri-County Health Network are dedicated to shining a light on mental health and bringing hope to those experiencing a mental health challenge through research, education, advocacy, and resources and urge that we:
 2. Recognize mental health challenges affect all members of our community.
 3. Normalize conversations about mental health, suicide, and substance use in open and understanding ways to erase stigma and remind community members they are not alone in anything they may be experiencing.
 4. Acknowledge that there is no one size fits all program or effort that will be appropriate for all populations or communities, and address the disparity in access to mental healthcare for underserved and underrepresented groups while advocating to end these disparities.
 5. Support the efforts of social movements like We Are The Ones that build upon the innate ability of every individual to take meaningful action to strengthen our communities.

Therefore, BE IT RESOLVED that, I, Mayor Candy Meehan for the Town of Norwood hereby designate May 2025 as “Mental Health Awareness Month” in Norwood Colorado.

DR 8400 (02/16/24)
COLORADO DEPARTMENT OF REVENUE
 Liquor Enforcement Division
 PO BOX 17087
 Denver CO 80217-0087
 (303) 205-2300

Submit to Local Licensing Authority

Fees Due	
Annual Renewal Application Fee	\$ 250
Renewal Fee	
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

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.

Retail Liquor License Renewal Application

Please verify & update all information below. Return to city or county licensing authority by due date.

Note that the Division will not accept cash.

Paid by check
 Paid online

Uploaded to MoveIt on Date

Licensee Name

Norwood Grocery LLC

Doing Business As Name (DBA)

Clark's Market

Liquor License Number

04-01327

License Type

Fermented Malt Beverage and Wine (city)

Sales Tax License Number

01235189

Expiration Date

06/16/2025

Due Date

05/02/2025

Business Address

Street Address

1435 Grand Avenue

Phone Number

(970) 327-4211

City

Norwood

State ZIP Code

CO	81423
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Mailing Address

Street Address

818 S. Main Street

City

Blanding

State ZIP Code

UT	84511
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Email

jon@geberslicensing.com

Operating Manager

Date of Birth

Marco Dominguez

12/19/1993

Home Address

Street Address

Phone Number

2390 County Road 42ZN

(708) 209-6442

City

State ZIP Code

Norwood

CO

81423

1. Do you have legal possession of the premises at the street address?..... Yes No

Are the premises owned or rented? Owned

*If rented, expiration date of lease

Rented*

12/2037

2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility?..... Yes No

If yes, please see the table in the upper right hand corner and include all fees due.

3. Are you renewing a takeout and/or delivery permit?..... Yes No

(Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges)

If selecting 'Yes', an additional \$11.00 is required to renew the permit.

If so, which are you renewing?..... Delivery Takeout Both Takeout and Delivery

4. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business?..... Yes No

Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.?..... Yes No

5. Since the date of filing of the last 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)?..... Yes No

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.

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime?..... Yes No
If yes, attach a detailed explanation.

7. Since the date of filing of the last 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?..... Yes No
If yes, attach a detailed explanation.

8. 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?..... Yes No
If yes, attach a detailed explanation.

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

Tom Clark, Jr.

Title

President

Signature

Tom Clark

Date (MM/DD/YY)

4/8/2025

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 44, Articles 4 and 3, C.R.S., and Liquor Rules.

Therefore this application is approved.

Local Licensing Authority For

Title

Attest

Signature

Date (MM/DD/YY)

BEFORE THE EXECUTIVE DIRECTOR, DEPARTMENT OF REVENUE

STATE OF COLORADO

STIPULATION, AGREEMENT, AND ORDER
SA 24-GJ-44

IN THE MATTER OF:

**BATTLEMENT GROCERY, LLC
D/B/A CLARK'S MARKET
71 SIPPELLE DRIVE
PARACHUTE, COLORADO 81635**

Fermented Malt Beverage and Wine (county) License No. 04-01231

The State of Colorado, Liquor Enforcement Division ("Division") and Battlement Grocery, LLC, D/B/A Clark's Market, 71 Sippelle Drive, Parachute, Colorado 81635 ("Licensee") hereby stipulate and agree as follows:

1. Licensee has been the subject of an investigation conducted by the Division. Agents of the Division allege violation of the Colorado Liquor Code, Sections 44-3-901(1)(b)(I), and 44-3-901(11).

IT IS ALLEGED THAT:

- A. On April 16, 2024, the Licensee, by and through its employee/agent, Jeffrey M. Miller, permitted the selling, serving, giving, or procuring of an alcohol beverage (a can of Twisted Tea fermented malt beverage) to 23FLK17074, a seventeen-year-old Liquor Enforcement Division underage purchaser.
 - B. Jeffrey M. Miller failed to verify that the consumer was at least twenty-one years of age by requiring the consumer to present a valid identification and who appeared to be under the age of fifty (50).
2. Licensee acknowledges receipt of sufficient notice, advisement of rights, and process of the proceedings and wishes to resolve all issues which were the subject of the investigation, by entering into this Stipulation, Agreement, and Order ("Order").
 3. The Division and Licensee have discussed the merits of the investigation and allegations, and they have come to a mutual agreement and understanding to jointly propose to the State Licensing Authority a resolution of the allegations in lieu of proceeding to the issuance by the State Licensing Authority of an Order to Show Cause and conducting a

Stipulation, Agreement, and Order
Clark's Market
Grand Junction Office
Page 2

hearing to determine the merits of such allegations. The terms and conditions of this Order are subject to approval by the State Licensing Authority.

4. Licensee admits the violations as alleged above in paragraph 1.
5. Licensee agrees, in lieu of the issuance of an Order to Show Cause, and subsequent proceedings, to submit to the following sanctions:
 - A. A **seven (7) day** suspension of Licensee's **Fermented Malt Beverage and Wine (county) License** to take place as follows:
 - i. License to be actively suspended for **three (3) days** from 12:01 a.m. on **December 27, 2024**, until 11:59 p.m. on **December 29, 2024**.
 - ii. During any period of active license suspension, Licensee shall post signs on its premises in compliance with Regulation 47-600(F), 1 C.C.R. 203-2.
 - iii. **Four (4) days** of the suspension to be held in abeyance for a period of one (1) year, from the date of approval of this agreement by the state licensing authority, pending no further violations of the Colorado Liquor Code Section 44-3-901(1)(b)(I), C.R.S., during this period.
6. The Licensee has filed a written petition to the Division in accordance with 44-3-601(3), C.R.S. requesting that the Licensee be allowed to pay a fine in lieu of active suspension in paragraph 5(A)(i). The Division finds that the petition supports the following:
 - A. That the public welfare and morals would not be impaired by permitting the Licensee to operate during the period set for suspension and that the payment of the fine will achieve the desired disciplinary purposes; and
 - B. That the books and records of the Licensee are kept in such a manner that loss of sales of alcohol beverages which the Licensee would have suffered had the suspension gone into effect can be determined with reasonable accuracy.
7. The parties agree that the fine shall be the equivalent of twenty percent (20%) of the Licensee's estimated gross revenues from the sales of alcohol beverages during a period of three (3) days, except that the fine shall not be less than five hundred dollars (\$500.00) nor more than one-hundred thousand dollars (\$100,000.00). The parties agree that the average days' sales for the month of **April 2024** shall be the appropriate measure of said estimated gross revenues. Based upon these records, the amount of the fine has been determined to be **\$500.00**.

Stipulation, Agreement, and Order

Clark's Market

Grand Junction Office

Page 3

- A. Payment of the fine pursuant to the provisions of this agreement shall either be made online at <https://secure.colorado.gov/payment/liquor>, select Administrative Action Fee or Fine and include the amount listed above or shall be in the form of a **certified check or a cashier's check** made payable to the Colorado Department of Revenue. Said fine shall be paid and mailed to the Department of Revenue, Attn: Liquor Enforcement Division, P.O. Box 17087, Denver, Colorado 80217-0087, on or before **December 6, 2024**.
 - B. Upon the timely payment of the fine agreed upon in this paragraph, Licensee's three (3) day suspension as set forth in paragraph 5(A)(i) of this stipulation and agreement shall be deemed automatically permanently stayed.
 - C. If the Licensee fails to make payment in a timely manner as detailed in this paragraph, the full three (3) day suspension shall be served as detailed in paragraph 5.
8. This Order shall be admissible as evidence in future proceedings concerning any alleged violation of this Order. The matters at issue in said future proceeding shall be limited to the question of whether or not Licensee has failed to comply with the terms of this Order. Any issues relating to the underlying complaint or investigation that formed the basis for action against Licensee (and any defenses that Licensee may have to such complaint and investigation) shall specifically not be at issue in the proceeding against Licensee for failing to comply with the terms of this Order. In the event an alleged violation of this Order is taken to hearing and the State Licensing Authority determines that the allegations are proven, or Licensee enters into a stipulation in lieu of hearing in which it admits such allegations, the State Licensing Authority shall, in addition to any other penalty imposed, order Licensee to serve all or any days of suspension presently held in abeyance pursuant to this agreement. In the event an alleged violation of this Order is taken to hearing and the State Licensing Authority determines that the allegations are unproven, then the Division shall take no further action and this Order shall remain operative and in full force and effect.
 9. Upon execution by all parties, this Order and all its terms shall have the same force and effect as an order entered after a formal hearing pursuant to § 44-3-601, C.R.S., except that it may not be appealed. Failure to comply with the terms of this Order may be sanctioned by the State Licensing Authority as set forth in §§44-3-103(19)(b) and 44-3-601, C.R.S.
 10. Licensee expressly agrees and acknowledges that Licensee has entered into this Order knowingly and voluntarily. Licensee acknowledges that the terms of this Order were mutually negotiated and agreed upon. After the opportunity to consult with legal counsel, Licensee affirms that Licensee has read this Order and fully understands its nature,

Stipulation, Agreement, and Order
Clark's Market
Grand Junction Office
Page 4

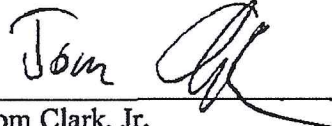
meaning and content. Licensee agrees that upon execution of this Order, no subsequent action or assertion shall be maintained or pursued by Licensee asserting the invalidity in any manner of this Order.

11. Upon execution by all parties, this Order shall represent the entire and final agreement of the parties. In the event that any provision of this Order is deemed unenforceable by a court of competent jurisdiction, such provision shall be severed, and the remainder of this Order shall be given full force and effect.
12. Licensee understands and knowingly and voluntarily enters into this Order. Licensee further understands and knowingly and voluntarily waives the following rights:
 - A. The right to a formal disciplinary hearing on the merits of the matters forming the basis of this Order and the right to require the State Licensing Authority to meet its burden of proof in a formal hearing;
 - B. The right to cross-examine all witnesses against Licensee at a formal hearing;
 - C. The right to subpoena witnesses, present evidence and to testify on Licensee's own behalf at a formal hearing;
 - D. The right to be represented by counsel of Licensee's own choosing and at Licensee's expense at any stage of this proceeding;
 - E. The right to engage in pre-hearing discovery of the State Licensing Authority's evidence; and
 - F. The right to appeal this Order.
13. All the costs and expenses incurred by Licensee to comply with this Order shall be the sole responsibility of the Licensee, and shall not in any way be the obligation of the Division.
14. This Order shall be effective on the date approved and ordered by the Executive Director of the Department of Revenue, as the State Licensing Authority. Should the State Licensing Authority reject the terms hereof, Respondent's admissions herein shall be withdrawn, and the matter scheduled for a hearing after issuance of an Order to Show Cause.
15. Upon approval and order of the State Licensing Authority, this Order shall become a permanent part of the record, and shall be open to public inspection and published pursuant to the Division's standard policies and procedures or applicable law.

Stipulation, Agreement, and Order
Clark's Market
Grand Junction Office
Page 5

Christine Schmid as proxy for Michelle Stone-Principato
Digitally signed by Christine Schmid as proxy for Michelle Stone-Principato
Date: 2024.11.07 08:46:52 -07'00'

Michelle Stone-Principato
Division Director
Liquor Enforcement Division



Tom Clark, Jr.
Battlement Grocery, LLC

11-5-24

Date

APPROVED and ORDERED as dated in the Electronic Signature below.

Heidi Humphreys
Digitally signed by Heidi Humphreys
Date: 2024.11.19 16:28:04 -07'00'

Heidi Humphreys
Executive Director/CEO
Department of Revenue
State Licensing Authority

Telecopy or electronic versions of this stipulation which contain telecopy facsimiles of signatures shall be deemed duplicate executed originals of this stipulation. This stipulation may be executed in counterparts and delivered by facsimile, U.S. Mail (or private carrier), or .pdf transmission.

Stipulation, Agreement, and Order
Clark's Market
Grand Junction Office
Page 6

CERTIFICATE OF SERVICE

I hereby certify that a true and accurate copy of the foregoing **STIPULATION, AGREEMENT, AND ORDER** was placed in the United States Mail on the date in the electronic signature below, addressed as follows:

<u>Licensee Business Address</u> Battlement Grocery, LLC d/b/a Clark's Market 71 Sipprelle Drive Parachute, CO 81635 John@clarksmarket.com Fermented Malt Beverage and Wine (county) License No. 04-01231	<u>Licensee Mailing Address</u> Battlement Grocery, LLC d/b/a Clark's Market 818 South Blanding Blanding, UT 84511 John@clarksmarket.com
Liquor Enforcement Division P.O. Box 17087 Denver, CO 80217-0087 led_adminactions@state.co.us	

By: **Alexandra Prichard**
Allie Prichard

Digitally signed by
Alexandra Prichard
Date: 2024.11.21
09:52:44 -07'00'

Renewal Application (continued)
Norwood Grocery LLC

Q. 8 – Other License Ownership

The applicant's ownership currently has interest in the following Colorado liquor licenses:

Battlement Grocery, LLC d/b/a Clark's Market
71 Sippelle Drive, Parachute, CO 81634
Fermented Malt Beverage (County) License - #04-01231

Crested Butte Grocery LLC d/b/a Clark's Market
500 Belleview Avenue, Crested Butte, CO 81224
Fermented Malt Beverage (City) License - #04-00825

Lowry Grocery, LLC d/b/a Clark's Market
7059 E. Lowry Boulevard, Suite 102, Denver, CO 80224
Liquor Store (City) License - #03-20250

Meeker Grocery, LLC d/b/a Watt Ranch Market / Clark's Market
271 East Market Street, Meeker, CO 81641
Fermented Malt Beverage On/Off (City) - #04-02061

Clark's Market Inc.
215 South Monarch Street, Aspen, CO 81611
Master File (Business) - #03-22800

DR 8495 (02/16/24)
COLORADO DEPARTMENT OF REVENUE
Liquor Enforcement Division
PO BOX 17087
Denver CO 80217-0087
(303) 205-2300

Tax Check Authorization, Waiver, and Request to Release Information

I, Tom Clark, Jr.

am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter “Waiver”) on behalf of

(the “Applicant/Licensee”)

Norwood Grocery LLC

to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee’s liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101. et seq. (“Liquor Code”), and the Colorado Liquor Rules, 1 CCR 203-2 (“Liquor Rules”), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and its duly authorized employees, to act as the Applicant’s/Licensee’s duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business)

Norwood Grocery LLC

Social Security Number/Tax Identification Number

84-1351607

Home Phone Number

Business/Work Phone Number

(970) 327-4211

Street Address

1435 Grand Avenue

City

Norwood

State

CO

ZIP Code

81423

Printed name of person signing on behalf of the Applicant/Licensee

Tom Clark, Jr.

Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information)

Date Signed

Tom Clark

4/8/2025

887FD6D4B9864CE...

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).

Town of Norwood
Financial Statements and
Independent Auditor's Report
as of
December 31, 2023

Town of Norwood
Table of Contents

	Page
Independent Auditor’s Report.....	1
Management’s Discussion and Analysis.....	3
Basic Financial Statements:	
Government-wide Financial Statements:	
Statement of Net Position.....	11
Statement of Activities.....	12
Fund Financial Statements:	
Governmental Funds Balance Sheet.....	13
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position.....	14
Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances.....	15
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities.....	16
Statement of Net Position-Enterprise Fund.....	17
Statement of Revenues, Expenses and Changes in Net Position-Enterprise Fund.....	18
Statement of Cash Flows-Enterprise Fund.....	19
Notes to Basic Financial Statements.....	20
Required Supplementary Information	
Schedule of Revenues, Expenditures and Changes in Fund Balances-Budget and Actual: General Fund.....	33
Other Supplementary Information	
Schedules of Revenues, Expenditures, and Changes in Fund Balances-Budget and Actual-Governmental Funds: Contingency Fund.....	34
Conservation Trust.....	35
Schedules of Revenues, Expenditures and Changes in Available Resources-Budget and Actual-Enterprise Funds: Water Fund.....	36
Local Highway Finance Report.....	37



INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Town of Norwood, Colorado

Opinions

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 Norwood, Colorado, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Town of Norwood, Colorado's basic financial statements as listed in the table of contents.

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 Norwood, Colorado, as of December 31, 2023, 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.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Norwood, Colorado, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Norwood, Colorado's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Town of Norwood, Colorado's internal control. Accordingly, no such opinion is expressed.

Certified Public Accountants

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Norwood, Colorado's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (pages 3 - 10) and budgetary comparison information (page 33) be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Norwood, Colorado's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Blair and Associates, P.C.

Cedaredge, Colorado

March 26, 2025

TOWN OF NORWOOD
Management's Discussion and Analysis
Fiscal Year Ended December 31, 2023

As management of the Town of Norwood (the "Town"), we offer readers of the Town's basic financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended December 31, 2023. We encourage readers to consider the information presented here in conjunction with additional information provided in the financial statements.

FINANCIAL HIGHLIGHTS

- The Town's assets exceeded its liabilities and deferred inflows of resources by \$ 7,727,275 (i.e. net position) as of December 31, 2023, an increase of \$ 263,914 in comparison to the prior year.
- Governmental funds reported combined fund balances of \$ 1,702,031, an increase of \$ 355,905 in comparison with the prior year.
- The Town's fund balance for the General Fund was \$ 1,228,815, an increase of \$ 357,471 in comparison to the prior year.
- General property tax, sales tax, and other tax totaled \$ 619,964, or 55% of general revenues.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The basic statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances in a manner similar to a private-sector business.

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

The **statement of activities** presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses reported in this statement for some items will result in cash flows in future periods (e.g. uncollected taxes and earned but unused personal time).

The government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*Governmental Activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*Business-type Activities*). The Governmental Activities of the Town include general government administration, police, fire, public works, and community center. The Business-type Activities of the Town include a water fund.

Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. The Town's funds can be divided into two categories: Governmental Funds and Proprietary Funds.

Governmental Funds – *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *short-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's short-term financing requirements. The accounting method is called *modified accrual* accounting.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental activities in the *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town maintains two major government funds, the General and Contingency Funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General and Contingency Funds.

Proprietary Funds – The Town maintains one type of proprietary fund. *Enterprise Funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses separate enterprise funds to account for its utility funds: Water and Raw Water Irrigation System Funds.

Notes to Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Position

As noted previously, net position may serve over time as a useful indicator of the Town's financial position. For the year ended December 31, 2023, the Town's combined assets exceed liabilities and deferred inflows of resources by \$ 7,727,275. Of this amount, \$ 2,395,281 is unrestricted and available to meet the Town's ongoing financial obligations.

By far the largest portion of net position is the investment in capital assets (net of related debt) of \$ 4,821,328 (62% of 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.

The following table summarizes the Town's governmental and business-type net position for 2022 and 2023:

	Governmental Activities		Business-Type Activities		Total	
	2022	2023	2022	2023	2022	2023
Assets						
Current and other assets	\$ 1,481,127	\$ 1,837,697	\$ 1,074,294	\$ 1,283,091	\$ 2,555,421	\$ 3,120,788
Capital assets	1,530,627	1,465,943	3,720,469	3,561,797	5,251,096	5,027,740
Total assets	3,011,754	3,303,640	4,794,763	4,844,888	7,806,517	8,148,528
Current liabilities	52,133	58,498	45,128	52,457	97,261	110,955
Non-current liabilities						
Loans payable	-	-	206,412	206,412	206,412	206,412
Total liabilities	52,133	58,498	251,540	258,869	303,673	317,367
Deferred inflow of resources						
Deferred property taxes	97,084	103,887	-	-	97,084	103,887
Net position						
Investment in capital assets, net of related debt	1,530,627	1,465,943	3,514,057	3,355,385	5,044,684	4,821,328
Restricted	512,232	510,666			512,232	510,666
Unrestricted	819,679	1,164,647	1,029,166	1,230,634	1,848,845	2,395,281
Total net position	\$ 2,862,538	\$ 3,141,256	\$ 4,543,223	\$ 4,586,019	\$ 7,405,761	\$ 7,727,275

An additional portion of net position, \$ 510,666, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position, \$ 2,395,281 (31% of net position), may be used to meet the government's ongoing obligations to citizens and creditors.

Change in Net Position

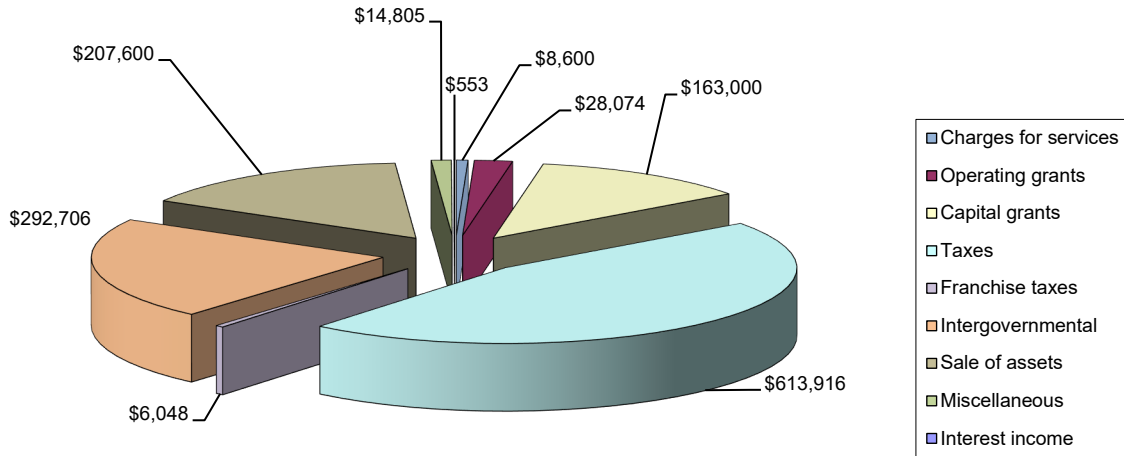
Governmental and business-type activities increased the Town's net position by \$ 263,914 in 2023.

	Governmental Activities		Business-Type Activities		Totals	
	2022	2023	2022	2023	2022	2023
Revenues						
Program revenues						
Charges for services	\$ 13,148	\$ 8,600	\$ 532,591	\$ 578,725	\$ 545,739	\$ 587,325
Operating grants	97,329	28,074	-	-	97,329	28,074
Capital contributions	360,000	163,000	288,000	450	648,000	163,450
General Revenues						
Property taxes	102,767	93,766	-	-	102,767	93,766
Specific ownership	4,634	3,932	-	-	4,634	3,932
Sales taxes and other	484,625	516,218	-	-	484,625	516,218
Franchise taxes	6,197	6,048	-	-	6,197	6,048
Miscellaneous	15,049	14,805	500	4,450	15,549	19,255
Intergovernmental	255,853	292,706	-	-	255,853	292,706
Interest income	56	553	52	502	108	1,055
Sale of assets	-	207,600	-	-	-	207,600
Totals	1,339,658	1,335,302	821,143	584,127	2,160,801	1,919,429
Expenses						
General Government	288,424	530,537	-	-	288,424	530,537
Judicial	3,300	3,150	-	-	3,300	3,150
Public safety	174,582	52,079	-	-	174,582	52,079
Public works	558,869	427,762	696,805	598,931	1,255,674	1,026,693
Culture and recreation	44,975	43,056	-	-	44,975	43,056
Total Expenses	1,070,150	1,056,584	696,805	598,931	1,766,955	1,655,515
Increase in net position	269,508	278,718	124,338	(14,804)	393,846	263,914
Beginning	2,593,030	2,862,538	4,418,885	4,600,823	7,011,915	7,463,361
Ending	\$ 2,862,538	\$ 3,141,256	\$ 4,543,223	\$ 4,586,019	\$ 7,405,761	\$ 7,727,275

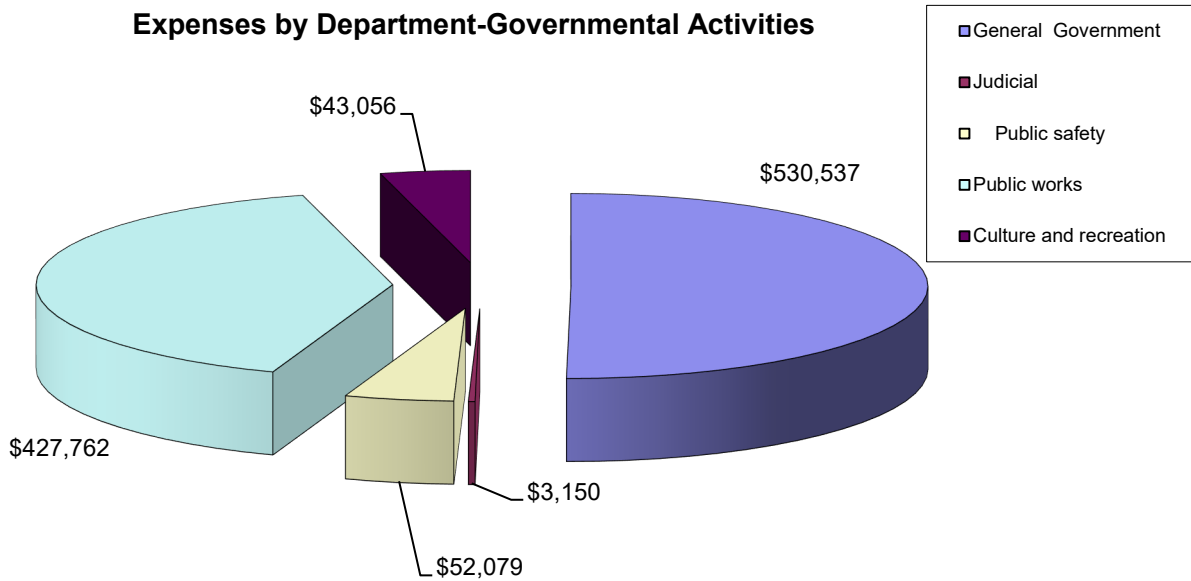
Governmental Activities

Governmental activities increased the Town's net position by \$ 393,846.

Revenues by Source-Governmental Activities



Expenses by Department-Governmental Activities



Business-type Activities

Business-type activities for the year resulted in a decrease in net position of \$ 14,804. Charges for services accounted for 99% of total revenues.

FINANCIAL ANALYSIS OF GOVERNMENT'S FUNDS

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 the Town's net resources available for spending at the end of the fiscal year.

As of the end of 2023, the Town's governmental funds reported combined ending fund balances of \$ 1,702,031, an increase of \$ 355,905 in comparison with the prior year. Of the combined ending fund balances for all governmental funds 70% of this total amount, \$ 1,191,365, constitutes unreserved fund balance, which is available for appropriation at the Town's discretion. The remainder of the fund balance is reserved to indicate that it is not available for new spending because it is already committed to meet a State constitution mandated emergency reserve, \$ 37,450, restricted for parks and recreation \$16,024 and \$ 457,192 for other purposes.

The Town has two major governmental funds, the General and Contingency Funds. At the end of 2023, the unreserved fund balance of the General Fund was \$ 1,191,365, while the total fund balance was \$ 1,228,815. As a measure of the General Fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. The fund balance of the Town's General Fund increased by \$ 357,471 during 2023.

Proprietary funds - The Town's proprietary fund statements provide the same type of information found in the government-wide financial statements, but in more detail.

The Town has two enterprise funds: Water and Raw Water Irrigation Funds. At the end of 2023, the fund represented the following net position amounts:

Fund:	Water	Raw Water Irrigation System
Unrestricted net position	\$ 1,054,105	\$ 176,529
Total net position	\$ 3,056,350	\$ 1,529,669
Increase or (decrease) in net position	\$32,369	(\$ 47,173)

GENERAL FUND BUDGETARY HIGHLIGHTS

The Town budgeted \$ 1,248,899 for 2023 expenditures. The actual expenditures were \$ 973,509. There was no amendment to the original budget for General Fund.

CAPITAL ASSET AND DEBT ADMINISTRATION

The Town's investment in capital assets for its governmental and business-type activities as of December 31, 2023, was \$ 4,821,328. As required by GASB 34, the investment in capital assets includes land, buildings, building improvements, and equipment.

	Balance January 1, 2023	Additions	Dispositions	Balance December 31, 2023
Governmental Activities				
Capital assets not being depreciated				
Land	\$ 545,901	\$ -	\$ -	\$ 545,901
	<u>545,901</u>	<u>-</u>	<u>-</u>	<u>545,901</u>
Capital assets being depreciated				
Buildings	385,962	-	-	385,962
Equipment	397,082	16,173	-	413,255
Park Expansion	511,853	-	-	511,853
Infrastrucure	272,764	-	-	272,764
	<u>1,567,661</u>	<u>16,173</u>	<u>-</u>	<u>1,583,834</u>
Less accumulated depreciation				
Buildings	(109,459)	(9,055)	-	(118,514)
Equipment	(210,251)	(38,930)	-	(249,181)
Park Expansion	(97,135)	(22,159)	-	(119,294)
Infrastrucure	(166,090)	(10,713)	-	(176,803)
	<u>(582,935)</u>	<u>(80,857)</u>	<u>-</u>	<u>(663,792)</u>
Capital assets being depreciated, net	<u>984,726</u>	<u>(64,684)</u>	<u>-</u>	<u>920,042</u>
 Total Governmental Activities Capital Assets	 <u>\$ 1,530,627</u>	 <u>\$ (64,684)</u>	 <u>\$ -</u>	 <u>\$ 1,465,943</u>
 Business - Type Activities				
Capital assets not being depreciated				
Land and source of supply	\$ 290,207	\$ -	\$ -	\$ 290,207
Capital assets being depreciated				
Utility plant	6,669,360	-	-	6,669,360
Vehicles and equipment	37,528	-	-	37,528
Less accumulated depreciation	(3,276,626)	(158,672)	-	(3,435,298)
Capital assets being depreciated, net	<u>3,430,262</u>	<u>(158,672)</u>	<u>-</u>	<u>3,271,590</u>
 Total Business-Type Activities Capital Assets	 <u>\$ 3,720,469</u>	 <u>\$ (158,672)</u>	 <u>\$ -</u>	 <u>\$ 3,561,797</u>

Long-term Debt

As of December 31, 2023, the Town had long-term debt as follows:

Enterprise Activities	Balance	Additions	Reductions	Balance	Due Within
	1/1/2023			12/31/2023	One Year
Loans-CWCB	\$ 206,412	\$ -	\$ -	\$ 206,412	\$ 88,013
Totals	\$ 206,412	\$ -	\$ -	\$ 206,412	\$ 88,013

Management's Discussion and Analysis Economic Factors and Next Year's Budget

- The Town of Norwood is in good financial condition.
- The Town's CD has a fund balance that will cover twelve months of the normal expenditures.
- The service levels for Building Inspection, Community Center and Park are budgeted to remain the same. The streets budget has increased due to the rising costs of fuel and employee wages.
- The Town of Norwood has contracted with University of Colorado Denver, DOLA, and Colorado, to prepare a Master Park Plan and Open Space Study/Assessment.
- The capital Improvement plan for 2022 is to continue to resurface the streets systematically and improve drainage on our streets and alleys.
- The Town of Norwood budgeted to hire a full-time Deputy position to the Marshal's Department which provides protective services to ensure the health, safety and welfare of our community.
- The Town Board continues to actively work toward replacement of equipment for the Public Works Department.
- The Town of Norwood continues to budget for donations to various non-profit organizations providing services to the citizens of our community.
- The Town of Norwood is working with Telluride Foundation for a 24-unit project to provide housing, for purchase at an affordable price, by the local workforce.
- The Norwood Water Commission has filed for due diligence on the 5cfs on the San Miguel River and will actively seek engineering for the project to bring the water up from the San Miguel and engineering for the construction of a third 33,000,000-gallon reservoir.

Request for Information:

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in the report or requests for additional financial information should be addressed to:

Patti Grafmyer, Administrator
P.O. Box 528
Norwood, CO 81423

**Town of Norwood
Statement of Net Position
December 31, 2023**

	Governmental Activities	Business -Type Activities	Total
ASSETS			
Cash and cash equivalents	\$ 1,665,801	\$ 1,185,258	\$ 2,851,059
Property taxes receivable	103,887	-	103,887
Accounts receivables	66,912	47,165	114,077
Due from state	1,097	-	1,097
Advance water assessments-net	-	50,668	50,668
Capital assets, net	1,465,943	3,561,797	5,027,740
Total assets	3,303,640	4,844,888	8,148,528
LIABILITIES			
Accounts payable	31,479	47,699	79,178
Customer deposits	-	4,613	4,613
Accrued payroll taxes	300	-	300
Accrued compensated absences	26,719	-	26,719
Accrued interest payable	-	145	145
Non current liabilities			
Due within one year	-	43,144	43,144
Due in more than one year	-	163,268	163,268
Total liabilities	58,498	258,869	317,367
DEFERRED INFLOWS OF RESOURCES			
Property taxes revenues	103,887	-	103,887
NET POSITION			
Invested in capital assets, net of related debt	1,465,943	3,355,385	4,821,328
Restricted for:			
Emergencies	37,450	-	37,450
Other purposes	473,216	-	473,216
Unrestricted	1,164,647	1,230,634	2,395,281
Total net position	\$ 3,141,256	\$ 4,586,019	\$ 7,727,275

The accompanying notes are an integral part of this statement.

**Town of Norwood
Statement of Activities
For the Year Ended December 31, 2023**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Service and Fees	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		
Primary government:					Governmental Activities	Business-Type Activities	Total
Governmental activities:							
General government	\$ 530,537	\$ 3,386	\$ -	\$ 163,000	\$ (364,151)	\$ -	\$ (364,151)
Judicial	3,150	-	-	-	(3,150)	-	(3,150)
Public Safety	52,079	1,783	-	-	(50,296)	-	(50,296)
Public Works	427,762	1,916	24,306	-	(401,540)	-	(401,540)
Culture and Recreation	43,056	1,515	3,768	-	(37,773)	-	(37,773)
Total governmental activities	1,056,584	8,600	28,074	163,000	(856,910)	-	(856,910)
Business-type activities:							
Water	524,292	551,259	-	450	-	27,417	27,417
Raw Water Irrigation System	74,639	27,466	-	-	-	(47,173)	(47,173)
Total business-type activities	598,931	578,725	-	450	-	(19,756)	(19,756)
Total primary government	\$ 1,655,515	\$ 587,325	\$ 28,074	\$ 163,450	(856,910)	(19,756)	(876,666)
General Revenues							
Taxes:							
Property taxes					93,766	-	93,766
Specific ownership					3,932	-	3,932
Sales taxes and miscellaneous					516,218	-	516,218
Franchise taxes					6,048	-	6,048
Mineral leasing and severance taxes					2,258	-	2,258
Miscellaneous					14,805	4,450	19,255
Intergovernmental					290,448	-	290,448
Investment earnings					553	502	1,055
Sale of asset					207,600		
Total General Revenues					1,135,628	4,952	932,980
Changes in Net Position					278,718	(14,804)	263,914
Net Position-January 1					2,862,538	4,600,823	7,463,361
Net Position-December 31					\$ 3,141,256	\$ 4,586,019	\$ 7,727,275

The accompanying notes are an integral part of this statement.

**Town of Norwood
Governmental Funds
Balance Sheet
December 31, 2023**

	<u>General Fund</u>	<u>Contingency Fund</u>	<u>Non-major Funds</u>	<u>Total Governmental Funds</u>
Assets				
Cash and cash equivalents	\$ 1,193,682	\$ 457,192	\$ 14,927	\$ 1,665,801
Taxes receivable	103,887	-	-	103,887
Due from state	-	-	1,097	1,097
Accounts receivable	66,912	-	-	66,912
Total assets	<u>1,364,481</u>	<u>457,192</u>	<u>16,024</u>	<u>1,837,697</u>
Liabilities				
Accounts payable	31,479	-	-	31,479
Accrued payroll taxes	300	-	-	300
Total liabilities	<u>31,779</u>	<u>-</u>	<u>-</u>	<u>31,779</u>
Deferred inflows of resources				
Deferred property taxes	103,887	-	-	103,887
Fund balance				
Restricted for emergencies	37,450	-	-	37,450
Restricted for Parks and Recreation	-	-	16,024	16,024
Committed for capital Improvements	-	457,192	-	457,192
Unassigned	1,191,365	-	-	1,191,365
Total fund balance	<u>\$ 1,228,815</u>	<u>\$ 457,192</u>	<u>\$ 16,024</u>	<u>\$ 1,702,031</u>

The accompanying notes are an integral part of this statement.

Town of Norwood
Reconciliation of the Governmental Funds Balance
Sheet to the Statement of Net Position
December 31, 2023

Total fund balance, governmental funds \$ 1,702,031

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not current period expenditures and therefore are not reported in this fund financial statement, but are reported in the governmental activities of the Statement of Net Position.

Cost of capital assets	\$ 2,129,735	
Less accumulated depreciation	<u>(663,792)</u>	1,465,943

Some liabilities, (such as Notes Payable, Capital Lease Contract Payable, Long-term Compensated Absences, and Bonds Payable), are not due and payable in the current period and are not included in the fund financial statement, but are included in the governmental activities of the Statement of Net Position.

Compensated absences	(26,719)
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Net Position of Governmental Activities in the Statement of Net Position \$ 3,141,255

The accompanying notes are an integral part of this statement.

**Town of Norwood
Governmental Funds
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Year Ended December 31, 2023**

	General Fund	Contingency Fund	Non-major Funds	Total Governmental Funds
Revenues				
Taxes	\$ 640,338	\$ -	\$ -	\$ 640,338
Licenses and permits	3,651	-	-	3,651
Intergovernmental	453,975	-	3,768	457,743
Charges for services	866	-	-	866
Fines and forfeitures	1,783	-	-	1,783
Miscellaneous	230,367	530	23	230,920
Total revenues	1,330,980	530	3,791	1,335,301
Expenditures				
Current:				
General government	417,070	-	-	417,070
Judicial	3,150	-	-	3,150
Police department	52,079	-	-	52,079
Public works	270,728	-	-	270,728
Culture and recreation	12,318	-	5,887	18,205
Capital Outlay	218,164	-	-	218,164
Total expenditures	973,509	-	5,887	979,396
Excess of revenues over expenditures	357,471	530	(2,096)	355,905
Fund balance, January 1	871,344	456,662	18,120	1,346,126
Fund balance, December 31	\$ 1,228,815	\$ 457,192	\$ 16,024	\$ 1,702,031

The accompanying notes are an integral part of this statement.

Town of Norwood
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures,
and Changes in Fund Balances to the Statement of Activities
For the Year Ended December 31, 2023

Net change in fund balances - total governmental funds \$ 355,905

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

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense exceeded capital outlays in the current period.

Fixed assets current additions	\$ 16,173	
Depreciation expense	(80,857)	
Excess of capital outlay over depreciation	(64,684)	(64,684)

Under the modified accrual basis of accounting used in governmental funds, expenditures are not recognized for transactions that are not normally paid with expendable available financial resources and revenues are not recognized until they become both measurable and available. In the statement of activities however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when the financial resources are available.

Changes in compensated absences		(12,504)
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Change in net position of governmental funds \$ 278,717

The accompanying notes are an integral part of this statement.

**Town of Norwood
Statement of Net Position
Enterprise Funds
December 31, 2023**

	<u>Enterprise Funds</u>		<u>Totals</u>
	<u>Water Fund</u>	<u>Raw Water Irrigation System Fund</u>	
ASSETS			
Current Assets			
Cash and cash equivalents	\$ 1,008,729	\$ 176,529	\$ 1,185,258
Accounts receivable, net	47,165	-	47,165
Total Current Assets	<u>1,055,894</u>	<u>176,529</u>	<u>1,232,423</u>
Other Assets			
Advance water assessments-net	<u>50,668</u>	<u>-</u>	<u>50,668</u>
Noncurrent Assets			
Capital assets			
Water rights	290,207	-	290,207
Utility system	5,126,935	1,542,425	6,669,360
Equipment and furniture	37,528	-	37,528
Less accumulated depreciation	<u>(3,246,013)</u>	<u>(189,285)</u>	<u>(3,435,298)</u>
Total Noncurrent Assets	<u>2,208,657</u>	<u>1,353,140</u>	<u>3,561,797</u>
Total Assets	<u>\$ 3,315,219</u>	<u>\$ 1,529,669</u>	<u>\$ 4,844,888</u>
LIABILITIES			
Current Liabilities			
Accounts payable	\$ 47,699	\$ -	\$ 47,699
Customer deposits	4,613	-	4,613
Accrued interest payable	145	-	145
Current portion on long-term debt	<u>43,144</u>	<u>-</u>	<u>43,144</u>
Total Current Liabilities	<u>95,601</u>	<u>-</u>	<u>95,601</u>
Long-Term Debt			
Loans payable	<u>163,268</u>	<u>-</u>	<u>163,268</u>
Total Long-Term Debt	<u>163,268</u>	<u>-</u>	<u>163,268</u>
Net Position			
Invested in capital assets, net of related debt	2,002,245	1,353,140	3,355,385
Unrestricted	<u>1,054,105</u>	<u>176,529</u>	<u>1,230,634</u>
Total Net Position	<u>\$ 3,056,350</u>	<u>\$ 1,529,669</u>	<u>\$ 4,586,019</u>

The accompanying notes are an integral part of this statement.

Town of Norwood
Statement of Revenues, Expenses and Changes in Net Position
Enterprise Funds
Year Ended December 31, 2023

	<u>Enterprise Funds</u>		<u>Totals</u>
	<u>Water Fund</u>	<u>Raw Water Irrigation System Fund</u>	
Operating revenues:			
Charges for services	\$ 551,259	\$ 27,466	\$ 578,725
Total operating revenues	<u>551,259</u>	<u>27,466</u>	<u>578,725</u>
Operating expenses:			
Salaries and benefits	209,443	-	209,443
Maintenance and supplies	106,127	-	106,127
Water assessments	19,080	-	19,080
Utilities	29,760	658	30,418
Other expenses	64,305	10,886	75,191
Depreciation	95,577	63,095	158,672
Total operating expenses	<u>524,292</u>	<u>74,639</u>	<u>598,931</u>
Operating income (loss)	<u>26,967</u>	<u>(47,173)</u>	<u>(20,206)</u>
Nonoperating revenues (expenses):			
Interest income	502	-	502
Miscellaneous	4,450	-	4,450
Interest expense	-	-	-
Total nonoperating revenues (expenses)	<u>4,952</u>	<u>-</u>	<u>4,952</u>
Income (loss) before transfers and capital contributions	31,919	(47,173)	(15,254)
Capital contributions-Tap fees	450	-	450
Change in net position	32,369	(47,173)	(14,804)
Total net position, January 1	<u>3,023,981</u>	<u>1,576,842</u>	<u>4,600,823</u>
Total net position, December 31	<u>\$ 3,056,350</u>	<u>\$ 1,529,669</u>	<u>\$ 4,586,019</u>

The accompanying notes are an integral part of this statement.

**Town of Norwood
Statement of Cash Flows
Enterprise Funds
Year Ended December 31, 2023**

	<u>Enterprise Funds</u>		<u>Totals</u>
	<u>Water Fund</u>	<u>Raw Water Irrigation System Fund</u>	
Cash Flows From Operating Activities			
Cash received from charges for services	\$ 757,663	\$ 27,466	\$ 785,129
Cash payments for salaries and benefits	(209,443)	-	(209,443)
Cash payments for goods and services	(210,610)	(11,544)	(222,154)
Net cash provided (used) by operating activities	<u>337,610</u>	<u>15,922</u>	<u>353,532</u>
Cash Flows from Noncapital Financing Activities			
Miscellaneous revenues	4,450	-	4,450
Net cash provided (used) by noncapital financing activities	<u>4,450</u>	<u>-</u>	<u>4,450</u>
Cash Flows from Capital and Related Financing Activities			
Tap fees	450	57,600	58,050
Purchase of capital assets	-	-	-
Principal paid on loans and leases	-	-	-
Interest expense	-	-	-
Net cash provided (used) by capital and related financing activities	<u>450</u>	<u>57,600</u>	<u>58,050</u>
Cash Flows from Investing Activities			
Interest on investments	502	-	502
Net increase (decrease) in cash and equivalents	343,012	73,522	416,534
Cash balances, January 1	<u>665,717</u>	<u>103,007</u>	<u>768,724</u>
Cash balances, December 31	<u>\$ 1,008,729</u>	<u>\$ 176,529</u>	<u>\$ 1,185,258</u>
Reconciling of operating income (loss) to net cash provided (used) by operating activities:			
Operating income (loss)	\$ 26,967	\$ (47,173)	\$ (20,206)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation expense	96,910	63,095	160,005
Assets (increase) decrease:			
Accounts receivables	206,404	-	206,404
Liabilities increase (decrease):			
Accounts payable	7,912	-	7,912
Customer deposits	(583)	-	(583)
Total adjustments	<u>310,643</u>	<u>63,095</u>	<u>373,738</u>
Net cash provided (used) by operating activities	<u>\$ 337,610</u>	<u>\$ 15,922</u>	<u>\$ 353,532</u>

The accompanying notes are an integral part of this statement.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 1 – Summary of Significant Accounting Policies

The financial statements of the Town of Norwood, Colorado (the Town) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The more significant of the Town’s accounting policies are described below:

A. Financial Reporting Entity

The Town is a statutory municipality with a mayor – council form of government with five elected Council members. As required by accounting principles generally accepted in the United States of America, these financial statements present the Town of Norwood (the primary government). The Town has no oversight responsibility for any other governmental entity since no other entities are considered to be controlled by or dependent on the Town. Control or dependence is determined on the basis of budget adoption, taxing authority, funding, and appointment of the respect governing body.

B. Government-wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of changes in net position) report information on all of the activities of the Town. For the most part, the effect of inter-fund activity has been removed from these statements. Governmental activities, which normally are supported by taxes, charges for services and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on user charges for support.

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

C. Fund Financial Statements

The accounts of the Town are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

All governmental funds are accounted for on a flow of current financial resources basis. Balance sheets for these funds generally include only current assets and current liabilities. Reported fund balances are considered a measure of available, spendable resources. Operating statements for these funds present a summary of available, spendable resources and expenditures for the period.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 1 – Summary of Significant Accounting Policies – (continued)

C. Fund Financial Statements – (continued)

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The Town reports the following major governmental fund:

- The General Fund is the Town’s primary operating fund. It accounts for all financial resources of the Town, except those required to be accounted for in another fund.

The remaining governmental funds are aggregated and presented as non-major funds. Those funds include:

- Contingency Fund, which accounts for expenditures that could not have been reasonably foreseen.
- The Conservation Trust Fund, which accounts for State of Colorado lottery funds to be used for parks and recreation services and capital investment.

Enterprise Funds 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. Enterprise funds are considered major funds because of community interests in the activities and sources of funding supporting these operations.

Enterprise 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 an enterprise fund’s principal ongoing operations. The principal operating revenues of the Town are charges for water fees. Operating expenses for the enterprise funds include purchased services, utilities, repairs and maintenance, supplies, insurance and depreciation cost. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses. When both restricted and unrestricted resources are available for use, it is the Town’s policy to use restricted resources first, then unrestricted resources as needed.

The Town reports the following major enterprise fund business-type activity:

- Water Fund, which accounts for all operations of the Town’s water services. This is primarily financed by user charges.
- Raw Water Irrigation System Fund, which accounts for all operations of the Town’s raw water irrigation services. This is primarily financed by grants and contributions and by user charges.

D. Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the enterprise fund financial statements. Revenues are recorded when earned and expenses are recorded when 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 Norwood
Notes to the Financial Statements
December 31, 2023

Note 1 – Summary of Significant Accounting Policies – (continued)

D. Measurement Focus and Basis of Accounting – (continued)

The modified accrual basis of accounting is used by all governmental funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days at the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt which is recognized when due, and compensated absences which are recognized when the obligations are expected to be liquidated with expendable available resources.

Those revenues susceptible to accrual are interest revenue and charges for services. Entitlement revenues are not susceptible to accrual because generally, they are not measurable until received. Grant revenues are recognized as they are earned.

The accrual basis of accounting is utilized by enterprise funds. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Deferred Outflows / Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section of 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 will not be recognized as an outflow of resources (expense/ expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section of 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 will not be recognized as an inflow of resources (revenue) until that time. Property taxes revenue that are related to a future period have been recorded as deferred inflows. Grants and entitlements received before eligibility requirements are met (e.g., cash advances) are recorded as deferred inflows. These amounts are deferred and will be recognized as an inflow of resources in the period that the amounts become available.

E. Cash and Cash Equivalents

For the purposes of the statement of cash flows of the enterprise funds, cash and cash equivalents consist of operating and restricted cash and highly liquid securities with an initial maturity of three months or less.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 1 – Summary of Significant Accounting Policies – (continued)

F. 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 reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

G. Property Taxes

Property taxes for the current year are levied and attached 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. Property taxes levied in the current year and collected in the following year are reported as receivable at December 31. However, since the taxes are not available to pay current liabilities, the receivable is recorded as deferred inflows of resources in the governmental and enterprise funds.

H. Capital Assets

Capital assets, which include property, equipment and infrastructure assets, are reported in the applicable governmental or business-type activities columns in government-wide financial statements. Capitalized assets are defined by the Town as assets that have a useful life of one or more years, and for which the initial, individual value equals or exceeds \$ 5,000.

All purchased assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated assets are valued at their estimated fair market value on the date received. The cost of normal maintenance and repairs that does not add to the value of an asset or materially extend asset life is not capitalized.

Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

<u>Asset Class</u>	<u>Useful Life</u>
Utility Plant and System	50 years
Machinery and Equipment	5-10 years
Infrastructure assets	15-40 years

Public domain assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems are examples of infrastructure assets. Infrastructure assets are distinguished from other capitalized assets as their useful life often extends beyond most other capital assets and are stationary in nature. General infrastructure assets are those associated with or arising from governmental activities.

Under GASB 34 the town is not required to retroactively report on infrastructure assets before June 30, 2004. Therefore, infrastructure assets before that date are not shown on the financial statements.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 1 – Summary of Significant Accounting Policies – (continued)

I. Long-Term Liabilities

In the government-wide financial statements, and enterprise fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable government activities, business-type activities, or enterprise fund type statement of net position.

The long-term compensated absences are serviced from revenues of the General Fund from future appropriations.

J. Compensated Absences

A total of 15 days of vacation for the 1 to 9 years of service and 20 days for 10 years of service may be accrued by each employee. Employees are paid for the accumulated vacation leave upon retirement or other termination. Employees are encouraged to use accumulated vacation by the end of each year and are not allowed to accumulate more than 20 days.

K. Net Position

Net position represents the difference between assets, deferred outflows of resources, liabilities and deferred inflows of resources. Net position invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition or construction of improvements on those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, laws or regulations of other governments.

L. Interfund Transactions

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed. At year end, outstanding balances between funds are reported as “due to/from other funds.” Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.”

M. Encumbrances

The Town does not use an encumbrance system for budgetary control.

N. Accounts Receivable

The Town considers accounts receivable for the water fund to be fully collectible because the Town can place liens on the individual properties; accordingly, no allowance for doubtful accounts is required. If amounts become uncollectible, they will be charged to operations when that determination is made.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 1 – Summary of Significant Accounting Policies – (continued)

O. Fund Equity

In the fund financial statements, governmental funds report the following classifications of fund balance:

- Non-spendable fund balance-amounts that are not in spendable form (such as inventory) or are required to be maintained intact;
- Restricted fund balance-amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions or by enabling legislation;
- Committed fund balance-amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint;
- Assigned fund balance-amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- Unassigned fund balance-amounts that are available for any purpose; positive amounts are reported only in the general fund.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Town considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Town considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless Town Council has provided otherwise in its commitment or assignment actions.

Note 2 – Reconciliation of Government-wide and Fund Financial Statements

The governmental funds balance sheet includes reconciliation between fund balances total governmental funds and net position - governmental activities as reported in the government-wide statement of net position. Additionally, the governmental fund statement of revenues, expenditures, and changes in fund balances includes reconciliation between net change in fund balances - total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities. The enterprise fund statement of net position and statement of revenues, expenses and changes in net position also includes reconciliation to the government-wide statement of net position and activities.

These reconciliations detail items that require adjustment to convert from the current resources' measurement and modified accrual basis for governmental fund statements to the economic resources measurement and full accrual basis used for government-wide statements. However, certain items having no effect on measurement and basis of accounting were eliminated from the governmental fund statements during the consolidation of governmental activities.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 3 – 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. The amendment is complex and subject to judicial interpretation. However, the Town had made certain interpretations of the amendment's language in order to determine its compliance.

On the November 8, 1994 municipal election ballot, the voters authorized the Town, without any increase in the Town's Current tax mill levy rate of 15.129 mills or any increase in the Town's current sales tax and use tax rate of 2.0%, except by prior voter approval, to be authorized to generate, collect and retain all revenues from and in fiscal year 1993 and subsequent years and increase fiscal year spending up to the amount of such revenues generated and collected without limitation under Article X, Section 20, Colorado Constitution, or any other law, and without limiting in any year the amount of all lawful sources of Town revenues that may be collected and spent by the Town of Norwood for street improvements and maintenance, capital improvements and construction, and all other lawfully authorized municipal; purposes, including but not limited to property taxes at current level of 15.129 mills, sales and use tax of 2.0%, and any state, federal or other grants; provided that such voter-approved revenue change for fiscal year 1993 shall be in the amount of \$ 10,000.

Note 4 – Budgets

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

- A. By October of each year, the Finance Officer gives public notice of the budget calendar for the next fiscal year. The Finance Officer asks that all Town departments, boards, commissions, or citizens submit within thirty days from the notice any request for funds under the budget being prepared. The Finance Officer then prepares a proposed budget for the ensuing fiscal year and submits it to the Council no later than forty-five days prior to any date required by state law for the certification to the County of the tax levy.
- B. The budget provides a complete financial plan of all Town funds and activities for the ensuing fiscal year indicating anticipated revenues, proposed operating and capital expenditures, a provision for contingencies, and anticipated net surplus or deficit for the ensuing fiscal year.
- C. A public hearing on the proposed budget is held by the Council in early December.
- D. The Council adopts the budget by resolution on or before the final day established by law for the certification of the ensuing year's tax levy to the County. Adoption of the budget by the Council shall constitute appropriations of the amounts specified therein as expenditures from the funds indicated and shall constitute a levy of the property tax therein proposed.
- E. If during the fiscal year the Finance Officer determines that there are expenses in excess of those estimated in the budget, the Council by resolution may make supplemental appropriations for the year up to the amount of such excess. To meet an emergency affecting public property, health, peace or safety, the Council may make emergency appropriations. If at any time during the fiscal year it appears probable to the Finance Officer that the revenues available will be insufficient to meet the amount appropriated, the Finance Officer reports to the Council, indicating the estimated amount of deficit, any remedial action already taken, and a recommendation as to any other steps to be taken. At any time during the fiscal year the Finance Officer may transfer part or all of any unencumbered appropriation balance within a department.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 4 – Budgets – (continued)

- F. Budget appropriations lapse at the end of each year.
- G. Expenditures may not exceed appropriations at the fund level. Budget amounts included in the financial statements are based on the final amended budget. No revisions were made to the original budget.
- H. Budgets for governmental funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP), 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. The Town could be in violation of Colorado Budget Law because the following funds actual expenditures exceeded budgetary amounts in the Contingency Fund.

Note 5 – Deposits and Investments

The Colorado Public Deposit Protection Act (PDPA) requires that all units of local government deposit cash in eligible public depositories; eligibility is determined by state regulators. Amounts on deposit in excess of federal insurance levels must be collateralized. The eligible collateral is determined by the PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool 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, 2023, the bank balance of the Town's deposits was \$2,894,852 of which \$250,000 was covered by federal depository insurance and \$2,644,852 was collateralized under PDPA.

The composition of all cash and cash investments held by the Town at December 31, 2023, is as follows

Cash on hand and with the County Treasurer	\$ 800
Cash in bank and savings accounts	<u>2,850,259</u>
Total cash and investments	<u>\$ 2,851,059</u>

Interest rate risk-The town does not have a formal policy limiting investment maturities, other than that established by the state statute of five years, which would help manage its exposure to fair value losses from increasing interest rates.

Credit risk-Credit risk is the risk that the issuer or other counterparty to an investment will not fulfill its obligations. It is the Town's policy to limit its investments to U.S. Treasury obligations, certain U.S. government agencies securities, commercial paper, local government investment pools, repurchase agreements and money market funds.

Custodial Credit Risk- For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 6 – Long-Term Liabilities

	Balance 1/1/2023	Additions	Reductions	Balance 12/31/2023	Due Within One Year
Enterprise Activities					
Loans- CWCB	206,412	-	-	206,412	88,013
Totals	<u>\$ 206,412</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 206,412</u>	<u>\$ 88,013</u>

Note Payable- CWCB - The Town obtained loans from the Colorado Water Conservation Board (CWCB) in the amount of \$950,000, to build a 92-acre-foot reservoir. The remaining loan of \$630,000 will be at an annual interest rate of 4% over 40 years at \$ 31,830 with an additional payment of \$19,570. The first payments are due January 1, 1998, and are due annually on the first of each year. The following is the annual maturities for the years subsequent to 2023:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 43,144	\$ 8,256	\$ 51,400
2024	44,869	6,531	51,400
2025	46,664	4,736	51,400
2026	48,531	2,869	51,400
2027	23,204	928	24,132
Total	<u>\$ 206,412</u>	<u>\$ 23,320</u>	<u>\$ 229,732</u>

Note 7 – Proprietary Fund Type Non-GAAP Budgetary Basis

The accompanying schedules of revenues, expenditures and changes in available resources, budget and actual (Non-GAAP budgetary basis) for the proprietary fund types, presents comparisons of the legally adopted budget with actual data on a budgetary basis. Since accounting principles applied for purposes of developing data on a budgetary basis differ significantly from those used to present financial statements in conformity with generally accepted accounting principles, a reconciliation of resultant basis, timing, perspective, and entity differences in the excess (deficiency) of financial resources over expenditures and other uses of financial resources for the year ended December 31, 2023 is presented below:

Expenses (GAAP Basis)	\$ 598,931
Adjustments	
Add:	
Capital assets purchased	-
Principal payments	-
Less:	
Depreciation expense	(158,672)
Expenditures (Budgetary Basis)	<u>\$ 440,259</u>

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 8 – State Impact Assistance Grant

During 1988, the Town applied for and received a grant from the Colorado Department of Local Affairs in the amount of \$100,000. The grant proceeds were passed through to the Farmers Water Development Company (FWDC) to finance improvements to the Gurley Reservoir, which the FWDC owns and operates and from which the Town draws its water.

In order for public financing of improvements to the Gurley Reservoir to be legal, the funds must be used for public purposes. Since the grant proceeds were passed through to the FWDC, which is privately owned, the terms of the grant agreement include the stipulation that the FWDC will not charge the Town its yearly water assessment until the amount of \$100,000 is exceeded. The Town's yearly assessment in past years has been \$ 500 to \$ 600. The Town has recorded the \$100,000 grant receipts as contributed capital and the resulting prepayment of water assessments as an asset. A period of seventy-five years was used to amortize the prepaid water assessments based on the estimated life of the improvements financed by the grant. Amortization began in 1989 and amounts to \$ 1,333 per year. At December 31, 2023, a total of \$ 49,332 had been amortized, leaving a balance of \$ 50,668 of advanced water assessments remaining unamortized.

Note 9 – Contingent Liabilities

Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damages to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town pays an annual premium to CIRSA Property/Casualty and Workers' Compensation for its general liability and workmen's compensation insurance coverage. The agreement with CIRSA will be self-sustaining through member premiums. CIRSA rate-setting policies are established by the Board of Directors, in consultation with independent actuaries. The Board of Directors may credit member municipalities' future contributions in the event of a surplus. Although it has never occurred, CIRSA member municipalities are subject to a supplemental assessment in the event of a deficiency.

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 10 – Capital Assets

	Balance 1/1/2023	Additions	Dispositions	Balance 12/31/2023
Governmental Activities				
Capital assets not being depreciated				
Land and improvements	\$ 545,901	\$ -	\$ -	\$ 545,901
	545,901	-	-	545,901
Capital assets being depreciated				
Buildings	385,962	-	-	385,962
Equipment	397,082	16,173	-	413,255
Park Expansion	511,853	-	-	511,853
Infrastructure	272,764	-	-	272,764
	1,567,661	16,173	-	1,583,834
Less accumulated depreciation				
Buildings	(109,459)	(9,055)		(118,514)
Equipment	(210,251)	(38,930)		(249,181)
Park Expansion	(97,135)	(22,159)		(119,294)
Infrastructure	(166,090)	(10,713)		(176,803)
	(582,935)	(80,857)	-	(663,792)
Capital assets being depreciated, net	984,726	(64,684)	-	920,042
 Total governmental Activities capital assets	 \$ 1,530,627	 \$ (64,684)	 \$ -	 \$ 1,465,943
 Business-type Activities	Balance 1/1/2023	Addition	Disposition	Balance 12/31/2023
Capital assets not being depreciated				
Land and source of supply	\$ 290,207	\$ -	\$ -	\$ 290,207
Capital assets being depreciated				
Utility plant	6,669,360	-	-	6,669,360
Vehicles and equipment	37,528	-	-	37,528
Less accumulated depreciation	(3,276,626)	(158,672)	-	(3,435,298)
Capital assets being depreciated, net	3,430,262	(158,672)	-	3,271,590
 Total business-type activities capital assets	 \$ 3,720,469	 \$ (158,672)	 \$ -	 \$ 3,561,797

Town of Norwood
Notes to the Financial Statements
December 31, 2023

Note 10 – Capital Assets – (continued)

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

General government	\$ 1,784
Culture and recreation	24,851
Public works, including depreciation of general infrastructure assets	<u>54,222</u>
Total depreciation expenses	<u><u>\$ 80,857</u></u>
Water - depreciation	\$ 94,244
Water - amortization	1,333
Raw water - depreciation	<u>63,095</u>
Total	<u><u>\$ 158,672</u></u>

Required Supplementary Information

Town of Norwood
Schedule of Revenues, Expenditures and Changes in Fund Balance-Budget and Actual
General Fund
For the Year Ended December 31, 2023

Revenues	Budgeted		Actual	Favorable (Unfavorable)
	Original	Final		
Taxes	\$ 578,755	\$ 578,755	\$ 640,338	\$ 61,583
Licenses and permits	5,600	5,600	3,651	(1,949)
Intergovernmental revenues	308,944	308,944	453,975	145,031
Charges for services	7,000	7,000	866	(6,134)
Fines and forfeitures	5,000	5,000	1,783	(3,217)
Miscellaneous revenue	342,600	342,600	230,367	(112,233)
Total revenues	1,247,899	1,247,899	1,330,980	83,081
Expenditures				
General government	446,335	446,335	417,070	29,265
Judicial	3,675	3,675	3,150	525
Police department	100,000	100,000	52,079	47,921
Public works	390,359	390,359	270,728	119,631
Health and welfare	1,000	1,000	-	1,000
Culture and recreation	18,900	18,900	12,318	6,582
Capital Outlay	288,630	288,630	218,164	70,466
Total Expenditures	1,248,899	1,248,899	973,509	275,390
Excess of revenues over (under) expenditures	(1,000)	(1,000)	357,471	358,471
Fund balance, January 1	824,462	824,462	871,344	46,882
Fund balance, December 31	\$ 823,462	\$ 823,462	\$ 1,228,815	\$ 405,353

The accompanying notes are an integral part of this statement.

**Town of Norwood
Contingency Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
Year Ended December 31, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Favorable (Unfavorable)</u>
Revenues				
Interest income	\$ -	\$ -	\$ 530	\$ 530
Total revenues	<u>-</u>	<u>-</u>	<u>530</u>	<u>530</u>
Expenditures				
Capital outlay	120,000	120,000	-	120,000
Total expenditures	<u>120,000</u>	<u>120,000</u>	<u>-</u>	<u>120,000</u>
Excess of revenues over (under) expenditures	(120,000)	(120,000)	530	120,530
Fund balance, January 1	<u>456,608</u>	<u>456,608</u>	<u>456,662</u>	<u>54</u>
Fund balance, December 31	<u>\$ 336,608</u>	<u>\$ 336,608</u>	<u>\$ 457,192</u>	<u>\$ 120,584</u>

**Town of Norwood
Conservation Trust Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
Year Ended December 31, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Favorable (Unfavorable)</u>
Revenues				
Lottery	\$ 3,450	\$ 3,450	\$ 3,768	\$ 318
Interest income	5	5	23	18
Total revenues	<u>3,455</u>	<u>3,455</u>	<u>3,791</u>	<u>336</u>
Expenditures				
Parks	2,500	2,500	5,887	(3,387)
Total expenditures	<u>2,500</u>	<u>2,500</u>	<u>5,887</u>	<u>(3,387)</u>
Excess of revenues over (under) expenditures	955	955	(2,096)	(3,051)
Fund balance, January 1	<u>19,517</u>	<u>19,517</u>	<u>18,120</u>	<u>(1,397)</u>
Fund balance, December 31	<u>\$ 20,472</u>	<u>\$ 20,472</u>	<u>\$ 16,024</u>	<u>\$ (4,448)</u>

**Town of Norwood
Water Fund
Schedule of Revenues, Expenditures and Changes in Available
Resources-Budget and Actual
(Non-GAAP Budgetary Basis)
Year Ended December 31, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Favorable (Unfavorable)</u>
Revenues				
Water fees	\$ 453,500	\$ 453,500	\$ 548,585	\$ 95,085
Tap fees	60,000	60,000	450	(59,550)
Public Water Meter/shack	9,000	9,000	2,674	(6,326)
Interest Income	-	-	502	502
Grants and loans	8,120	8,120	-	(8,120)
Miscellaneous	7,050	7,050	4,450	(2,600)
Total revenues	<u>537,670</u>	<u>537,670</u>	<u>556,661</u>	<u>18,991</u>
Expenditures				
Salaries and benefits	248,344	248,344	209,443	38,901
Maintenance and supplies	106,200	106,200	90,327	15,873
Water assessments	30,000	30,000	19,080	10,920
Utilities	40,000	40,000	29,760	10,240
Other expenses	100,000	100,000	64,304	35,696
Capital Outlay	26,726	26,726	15,800	10,926
Debt service	51,400	51,400	-	51,400
Total expenditures	<u>602,670</u>	<u>602,670</u>	<u>428,714</u>	<u>173,956</u>
Excess of revenues over (under) expenditures	(65,000)	(65,000)	127,947	192,947
Fund balance, January 1	<u>929,356</u>	<u>929,356</u>	<u>926,158</u>	<u>(3,198)</u>
Fund balance, December 31	<u>\$ 864,356</u>	<u>\$ 864,356</u>	<u>\$ 1,054,105</u>	<u>\$ 189,749</u>

Town of Norwood
Raw Water Irrigation System Fund
Schedule of Revenues, Expenditures and Changes in Available
Resources-Budget and Actual
(Non-GAAP Budgetary Basis)
Year Ended December 31, 2023

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Favorable (Unfavorable)</u>
Available resources				
January 1	\$ -	\$ -	\$ 160,607	\$ 160,607
Revenues				
Tap fees	-	-	-	-
Charges for services	-	-	27,466	27,466
Total revenues	<u>-</u>	<u>-</u>	<u>27,466</u>	<u>27,466</u>
Total available resources	<u>-</u>	<u>-</u>	<u>188,073</u>	<u>188,073</u>
Expenditures				
Utilities	-	-	658	(658)
Miscellaneous	-	-	10,886	(10,886)
Total expenditures	<u>-</u>	<u>-</u>	<u>11,544</u>	<u>(11,544)</u>
Available resources				
December 31	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 176,529</u>	<u>\$ 176,529</u>



PUBLIC WORKS DIRECTOR REPORT – May 2025

Norwood Water Commission

- Service Line Repairs– 5
- Main Line Repairs – 0
- Inspections – 2
 - * Patty Herold Indian Ridge Trail
 - *Joseph Zikor 2135 42ZN
- Projects
 - Working on cleaning water plant up.
 - Continuing fire hazard mitigation around water plant
 - PM's on PRV's
 - PM's on fire hydrants and valves
 - Started reservoir fill 5-13-25
- Capital Improvements
 - We had filter tech install a new level control valve for #1 clarifier. Still waiting for #3 level controls.

Work Orders:

- Water - 9
- Sanitation - 3
- Town – 4

Utility Locates:

- 42
- 5- emergency

Raw Water Irrigation System

- Hopeful to have enough call on the ditch to start the raw water system 5-15-25
It will take a couple of days to charge the lines in town.

Norwood Sanitation District

- Service Line Repairs - 3
- Main Repairs – 0
- Lagoon / discharge permit
 - I had a meeting with CDPHE to discuss new permit.
 - We had a meeting with RESPEC to figure out how to move forward with new permit.
- Projects
 - Did our annual PM sewer jetting. We went from Mesa Street to sheriff's annex and back through the school to the main line. Root treated 4 sections by Motion sense.
 - PM's on lagoon equipment

Town

- **Projects:**
 - We are continuing with pothole repairs. It is our goal to replace all the raw water crossings this year.



- Earl has been busy sweeping streets.
- Sign replacement
- Still working in the alleys, it will take some time to get them back in shape.
- We have begun weed mitigation around town.
- Working on getting splash pad ready to run for summer.
- We will assist with spring cleanup this Saturday.
- We are in the process of Town Hall beautification.
- Park maintenance/sprinkler system

Training, Meetings, Community Outreach, and Other Information:

- We have begun writing SOP's for some of our day-to-day tasks.
- I was asked to help prepare the high school agriculture class for their Ag Day competition.
- Weekly tailgate safety meetings
- I renewed my wastewater and collection certifications.
- Earl is trying to obtain his class C water treatment certification.
- Earl and I will continue online training to get enough credits to renew certifications.



ADMINISTRATIVE DIRECTOR REPORT – MAY 2025

STAFF

- Weekly staff meetings
- Hired billing clerk Cidney Ross

OPERATIONS

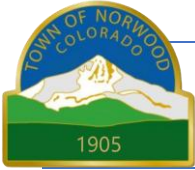
- Civil Asset Forfeiture report submitted
- Water and Sanitation contract clean up
- Water storage kickoff meeting with SGM
- Splash Pad – Login and Training
- Xpress Bill Pay – Login and Training
- Floating Solar meeting with EcoAction Partners
- Ballot pick up NSD
- Water/Sewer Transfers and Final Billing
- Delinquent Account Payment Plan
- Interviews for billing clerk
- Adding Landlords to Water/Sewer Accounts
- RMA – Gazebo
- CEPA (Colorado Emergency Preparedness Assessment) Meeting
- DOLA A328 reporting meeting with Ted
- Sewer clean out calls
- Community needs assessment for Growing Water Smart Workshop submitted
- Process Payroll
- DOLA EIAF 25-098 follow up meeting
- CPF water and sewer application
- SEB Spring meeting
- Public Complaint follow up
- Motion Sense Lease

TRAINING

- CCCMA Annual Conference
- Growing Watersmart Workshop
- CIRSA renewal webinar

PUBLIC OUTREACH

- Attended WE Vision Taco Party



TOWN CLERK – May 2024 **BOARD OF TRUSTEES REPORT**

➤ **LICENSING**

Business Licenses: We will be sending out Business License Renewal Reminders this month. 3 new licenses have been issued in the last 30 days. Hair salon, Massage and Wellness, and Handy Man services.

Special Construction Permits: Over the last 30 days, 1 new have been issued.

Liquor Licenses: Over the last 30 days, 0 new and renewed licenses were issued.
Staff are working on procedures and requirements for applicants when they submit their special event permit applications such as what is needed with parking plans and notices etc...

Marijuana Licenses: Over the last 30 days, 0 new and 1 renewed licenses were issued.

Short-Term Rental Licenses: Over the last 30 days, 0 new and renewed licenses were issued.

Permit and Development Application: We currently have 4 pending land use applications. KLJ has applications and is reviewing them with our code.

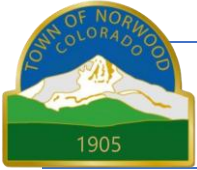
➤ **DOCUMENTATION**

CORA Requests: The Town has received 2 (two) CORA requests over the last 30 days.

- List of offices held for all three entities for NSD Candidates
- Every CORA Request since 1.1.2024. Needed to consult with Attorney since a lawsuit was threatened in communications with requestor.

➤ **TRAINING, Meetings and FYI**

- **CPS Request** – Sara and I worked on submitting funding request through Rep Hurd for water and sewer projects while at Growing Water Smart Conference.
- **Interviews for Billing Clerk** – Conducted multiple interviews for Billing Clerk. We decided on Cidney Ross. Cidney has already started and doing amazing in her role already.
- **Wrights Mesa Water Coalition** – Multiple stakeholder meetings
- **Growing Water Smart Conference** – Sara, Candy, Tony, Galena, and Kat (KLJ) attended the Growing Water Smart Conference in Montrose where we brain stormed and started working on action plan and funding opportunities.
- **Wright’s Mesa Solutions Group**– Makayla and I are in the planning stages of starting a Wright’s Mesa Solutions Group, similar to the West End Solutions Group. This is a place for community members to come talk about things that are coming up or want to be a part of the solution to concerns they see. We will be inviting San Miguel County Commissioner as well to be apart of this group. Stay tuned for more to come ☺
- **JUST Transition Task Force Meeting**- Monthly meeting on updates and funding.
- **WE Vision** – Multiple check in calls to start planning for next stage of vision project, community events, and leadership dinner.



PO Box 528; 1670 Naturita St, Norwood, CO 81423

Phone: 970-327-4288 - Fax: 970-327-0451; www.norwoodtown.com

- **CDS Meetings** – Discussed CDS funding with representatives. Due to the high request, they asked to narrow down the project. It was decided by the representative to narrow the request for the Norwood Sanitation District Lagoons due to regulation changes.
- **Rate Study** – In person meeting with Scott Thomas on the rate study for NWC and NSD
- **DOLA Meetings** – Multiple meetings with DOLA for grants and update reportings

➤ **MARK YOUR CALENDARS**

- **CML District Meeting** – May 29th in Delta
- **Scholarship Award** – May 23rd
- **Norwood Graduation** – May 24th

➤ **GRANTS**

- **FY26 CDS Request**– Updated CDS Request to focus on Norwood Sanitation District Lagoon Funding opportunities.
- **FY26 CPS Request** – Applied for funding through Rep. Hurds office for both water and sewer projects.

➤ **QUARTERLY FINANCIALS as of March 2025**

- **Colotrust** – YTD Interest \$5123.53 and Current Balance \$707,549.74 (4.473%)
- **Capital Improvement/Street Fund** – Current Balance \$417,706.58
- **Conservation Trust** – Current Balance \$14,135.02
- **General Fund** - Current Balance \$330,171.73
- **Fireworks Fund** – Current Balance \$2543.67

As always, please reach out if you have any questions.

Amanda Pierce, Town Clerk

May 2025 – Mayor’s Report

Correspondence:

1. Preparing next presentation for NPS Funding request
2. Follow Up email from CHFA confirming grant award to our Town for Master Plan
3. Animals at large
4. Organizing a meet and greet for NPS Students with Senator Cleave Simpson at the Capitol
5. Preparing for IGM next month
6. WMWC – Articles for FWC, LCDRC, WEEDC, NFPD, SMWC and NWC; preparing TON, BHI and WMWC
7. Mountains to Desert 2025 (Monet Ragsdale)

Meetings:

1. NPS Funding Request with potential investors
2. TDI – Meeting with Mike Bordogna
3. GWS – Workshop
4. CML Executive Board Meeting - preparing for District Meeting and Annual Conference
5. WMWC
 1. Articles
 2. Working on next phase of information and planning with all groups at the table
6. SMWCD – Preparing for board seat application process closing 06.01.2025
7. Club 20 – Attended Spring Conference
8. CRC – Appointed to Ad Hoc Committee
9. SWBRT – No updates to report
10. SMWC – Quarterly meeting in June
11. SMBOCC – Regular meetings
12. WES / BRECC – Attended WEV event in Norwood and Leadership event in Redvale
13. NCC – Attended annual event

Education:

1. Continuing 2025 CML Training
2. WEP - Webinar

Administrative Requests:

1. 2025 Planning Commission Candidates
 1. Prep for review and revision of LUC to complement our work currently going on and to fortify out Master Plan
2. 2025 Property annexations – On Hold
3. 2025 Building Department development– On Hold
4. 2025 Update WES & BRECC (Master Planning, Capital Improvement, and Strategic Planning)
5. 2025 Parks Planning Conceptual Design Project Progress Update from Staff
6. 2025 Plan for quarterly community meetings with stakeholders – On Hold
7. 2025 Home Rule Consideration, Opportunities and Obstacles / Planning – On Hold
8. Schedule recurring work sessions for the first Tuesday of each month- On Hold