

# NORWOOD WATER COMMISSION

**Meeting on:** Tuesday, December 09, 2025

**Regular Session starting at:** 6:30 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 Norwood Water Commission was called to order by Finn Kjome at 6:30 pm.

## Board Attendance:

Board Chair - Finn Kjome – Present

Vice Chair - Tony Daranyi – Present

Member – Ray Cossey - Present

Member – Jenny Russell – Present

Member – Ryan Howe – Present

Member- Jaime Perce- Present

## Staff Attendance:

Town Manager – Sara Owens – Present

Public Works Director – Randy Harris – Present

Billing Clerk – Miracle Ubence-Present

## Public Attendance:

None

## Call Regular Meeting To Order

The Norwood Water Commission Regular Meeting was called to order at 6:33 by Finn Kjome.

## Public Comment for Items Not on The Agenda

There were no public comments.

## Executive Session

None

## Review Agenda Items

## Consent Agenda

MOTION: Tony Daranyi motioned to approve the consent agenda. Jenny Russell seconded the motion. All voted, motion carried.

1. November Financials

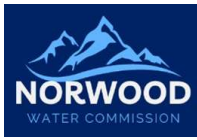
2. November 14, 2025, Minutes

- MOTION: Tony Daranyi made a motion to change minutes in regards verbiage for Lewis Williams account from pay PIF to lose taps. Jenny Russell seconded the motion.

## Board Business Agenda

1. San Miguel County Donation

The Norwood Water Commission discussed the San Miguel County donation of \$1 million for water infrastructure, with Jenny and Finn agreeing to draft a thank you letter to the county commissioners while awaiting further details from Mike Bardonia about implementation timing and process.



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MOTION: No motions were made but the board did agree on reaching out to San Miguel County in regard to this donation.

## 2. Floating Solar Opportunity

- The board discussed two main topics: water management and floating solar panels. For water management, they agreed to appoint Ryan as the point person through the end of his term to communicate with the county manager about ongoing projects. They also decided to draft a thank you letter to stakeholders without making specific suggestions. Regarding floating solar panels, Tony explained that a feasibility study is being conducted by the School of Mines at no cost, which will assess the project's benefits of reducing evaporation, algae, and power generation. The board expressed support for the project, though Randy noted it would require additional maintenance and material costs if funded.

## 3. Redundant Line Easement Check In

- The State Land Board has signed off on the easement, and it is now awaiting judicial approval, which could take up to three weeks. Nicole will begin discussions with the State Land Board about modifying the existing easement to match Catherine's design after the court's approval. Meanwhile, progress is being made with Mr. Bellock regarding the Valentine Jubilee easement, as his attorney has indicated approval of the alternative route, pending finalization of the easement language. The team is in a holding pattern regarding the potential purchase of the property by the town, which may be revisited in January.

## 4. Board Processes

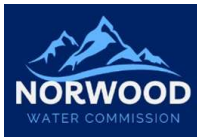
- The board discussed communication and decision-making processes, emphasizing the importance of adhering to Sunshine Law requirements while fostering collaboration. They agreed that individual phone calls or informal conversations were permissible, but group discussions about board business should occur during public meetings. They also discussed the San Miguel Water Conservancy District's request for a meeting with the county and Norwood Water Commission to ensure due diligence regarding water rights. Ryan Howe informed the group about a potential press opportunity with a Dakota rural news reporter interested in interviewing and recording sounds related to the Water Infrastructure Fund.

## 5. Delegation of Board Member Tasks

- The group also addressed project progress, with Ryan expressing concerns about delays, which Town and others countered by highlighting the project's ongoing advancements, including grants secured and work on easements and the state land board. They decided to trust the current process and avoid setting artificial deadlines that might be out of their control, while acknowledging the need to wait for legal and governmental approvals on key issues.

## 6. Staff Time/Request Procedures

- The board discussed a new procedure for requesting staff time, which Sarah presented based on Robert's Rules of Order. They agreed that requests for minor tasks could be made to the chair, while more substantial requests requiring board approval would need to be made during meetings.



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## 7. Discussion of Tabor Status

- The board also reviewed their status under the Tabor amendment, confirming they are an enterprise authorized to issue revenue bonds and receive grants from state and local governments, including the county. The board discussed the implications of accepting a million-dollar donation, which would change their status from a Tabor Enterprise to a water commission of the town. They explored options for receiving funding without losing their enterprise status, including federal funding and potential workarounds. The group agreed to consult with their attorney, Nicole, and consider scheduling a meeting with the town board in January to discuss these issues further. They also touched on the possibility of becoming their own district or exploring other options for funding and operation.

## Board Member Reports and Announcements

- The meeting covered several key topics, including the final approval of the 2026 budget resolution, which was adopted with a 10% increase. Sarah reported that the 2024 audit was filed, though slightly late. The group discussed a recent meeting with the Wrights Mesa Water Group, where they explored the potential of a straw dam project and lining ditches as water conservation measures. They also touched on the Wildfire Ready Action Plan, which received a \$5,000 donation from the commission. Lastly, there was a mention of a new five-year contract with Farmers Water, which Randy was tasked with following up on.

## Staff Reports and Announcements

Randy Harris- Randy reported on plans to top off reservoirs next week and discussed water production levels from various sources. Sarah provided updates on budget reconciliations, website cleanup, and ongoing audits, and highlighted the need for staff training and community initiatives. The group agreed to schedule separate work sessions to update the fee schedule and rules and regulations, and discussed the need to review how Public Works wages are split among entities.

Sara Owens- A written report will be provided.

## Adjourn

MOTION: The Norwood Water Commission Regular Meeting was adjourned at 8:34 p.m. by Tony Darayni. The motion was seconded by Ray Cossey. All voted; the meeting adjourned.

**NWC December Financials 2025**

		NWC Portion
Bruin Waste Management	Trash Services	\$ 41.37
Capital One Trade Credit	Norwood Water Commission CC	\$ 1,535.35
Century Link	Monthly Service	\$ 111.57
Century Link	Monthly Service	\$ 223.14
Column Software PBC	Nowood Post (Rate Increase)	\$ 14.45
Colorado Analytical Laboratories	Chemical/Supplies	\$ 1,429.00
Dufford Waldeck	Legal Services	\$ 1,631.00
Ferguson Waterworks	Material/Supplies	\$ 13,025.00
Garfield & Hecht	General Legal	\$ 708.00
Mesa County Public Health	E. Coli and Coliform Testing	\$ 25.00
San Miguel Power	Treatment Plant	\$ 1,553.67
San Miguel Power	Water Meter	\$ 36.58
San Miguel Power	Blue Tank	\$ 31.74
San Miguel Power	Cottonwood Creek Estates	\$ 56.05
San Miguel Power	Coventry Tank	\$ 28.00
San Miguel Power	162 Gurley Drive	\$ 37.90
San Miguel Power	10000 GAL Tank	\$ 47.80
SGM	Redundant Transmission Main	\$ 5,883.38
SGM	Water Storage and Supply Planning	\$ 6,052.25
Telluride Local Media	Public Notices	\$ 47.42
Town of Norwood - Salary	Earl McWilliams	\$ 2,382.41
Town of Norwood - Salary	Earl McWilliams	\$ 2,595.46
Town of Norwood - Salary	Austin Overholt	\$ 995.46
Town of Norwood - Salary	Austin Overholt	\$ 1,039.77
Town of Norwood - Salary	Cory Colombo	\$ 4,542.07
Town of Norwood - Salary	Randy Harris	\$ 2,776.76
Town of Norwood - Salary	Randy Harris	\$ 2,776.76
Town of Norwood - Salary	Miracle Ubence	\$ 1,457.50
Town of Norwood - Salary	Miracle Ubence	\$ 1,605.35
Town of Norwood	FICA Reimbursement	\$ 929.80
Town of Norwood	FICA Reimbursement	\$ 966.64
Town of Norwood	CEBT Reinbursements	\$ 865.28
Town of Norwood - Reimbursement	Dominion Payroll Services	\$ 68.45
Town of Norwood - Reimbursement	DocAccess Essentials	\$ 100.00
Town of Norwood - Reimbursement	Image Net	\$ 43.20
Town of Norwood - Reimbursement	Colorado 811	\$ 75.00
Town of Norwood - Reimbursement	Blair and Associates Reinbursements	\$ 5,875.00
Town of Norwood - Reimbursement	Postage Reinbursement	\$ 320.55
Town of Norwood - Reimbursement	Postage Reinbursement	\$ 379.80
Town of Norwood - Reimbursement	Printer Rental Reinbursement	\$ 43.70
United Life Insurance Company	Employee Life Insurance	\$ 6.54
Wash Gear	Card Mate2	\$ 315.29
Xpress Bill Pay	Monthly Maintenance and Support	\$ 84.75
	<b>TOTAL</b>	<b>\$ 60,675.88</b>

Report Criteria:

Includes all accounts

Includes grand totals

Account Number	Account Title	2025-25 Current year Actual	2025-25 Current year Budget	Earned Expended Percent
10-36-900	Sundry Revenues	.00	.00	.00
10-36-905	Sale of Assets	.00	.00	.00
Total :		.00	.00	.00
10-37-001	DOLA Grant	.00	.00	.00
Total :		.00	.00	.00
Revenue Total:		.00	.00	.00
Total :		.00	.00	.00

Account Number	Account Title	2025-25 Current year Actual	2025-25 Current year Budget	Earned Expended Percent
<b>WATER FUND</b>				
<b>WATER FUND</b>				
51-37-100	WATER SALES	616,260.64	.00	.00
51-37-200	CONNECTION FEES/RECONNECT	.00	.00	.00
51-37-250	WATER TAPS CHARGES	60,000.00	.00	.00
51-37-300	DELINQUENT CHARGES	4,755.47	.00	.00
51-37-350	PUBLIC WATER METER/SHACK	22,094.21	.00	.00
Total WATER FUND:		703,110.32	.00	.00
<b>WATER FUND</b>				
51-38-100	INTEREST EARNINGS	547.46	.00	.00
51-38-200	PROJECT	42,107.94	.00	.00
51-38-201	EIAF 25-098-GRANT REDUNDANT	.00	.00	.00
51-38-202	SRF D&E	.00	.00	.00
51-38-203	Administrative Planning Grant	.00	.00	.00
51-38-300	MISCELLANEOUS REVENUES	3,086.70	.00	.00
51-38-800	TAP INSTALLATION	.00	.00	.00
51-38-900	DEPOSITS/APP FEES	4,540.00	.00	.00
51-38-950	GRANTS/LOANS/LEASE	.00	.00	.00
51-38-975	Uncleared checks/misc revenue	.00	.00	.00
Total WATER FUND:		50,282.10	.00	.00
<b>WATER FUND</b>				
51-39-500	CARRY OVER WATER FUND	.00	.00	.00
51-39-600	STATE GRANTS/LOAN/WATER/DOLA	.00	.00	.00
51-39-700	BEGINNING FUND BALANC/TRANSFER	.00	.00	.00
51-39-800	MISCELLANEOUS REVENUES	.00	.00	.00
Total WATER FUND:		.00	.00	.00
<b>WATER FUND</b>				
51-40-110	SALARY REIMBURSEMENT - TOWN	191,225.01	175,500.00	108.96
51-40-115	GRANT WRITER	810.00	25,000.00	3.24
51-40-132	EMPLOYEE BENEFITS - HEALTH INS	14,100.41	18,000.00	78.34
51-40-134	EMPLOYEE BENEFITS - OVERTIME	.00	.00	.00
51-40-210	DUES/CONFERENCES	563.42	4,000.00	14.09
51-40-230	TRAVEL	214.00	2,000.00	10.70
51-40-235	Progress Incentive	.00	.00	.00
51-40-240	OFFICE SUPPLIES AND EXPENSE	1,340.32	1,200.00	111.69
51-40-245	Freight	2,487.16	3,000.00	82.91
51-40-250	CHEMICALS/SUPPLIES/MAINT	36,649.58	47,000.00	77.98
51-40-255	VEHICLE EXPENSES	1,442.53	6,000.00	24.04
51-40-257	VEHICLE PURCHASE	15,000.00	15,000.00	100.00
51-40-260	MATERIAL & SUPPLIES	.00	.00	.00
51-40-270	FICA MATCHING/IRA REIMBURSEMEN	11,364.12	19,000.00	59.81
51-40-275	UTILITIES -	21,596.39	35,000.00	61.70
51-40-280	TELEPHONE	2,355.00	5,000.00	47.10
51-40-290	POSTAGE	5,139.43	3,000.00	171.31
51-40-310	CONTRACT LABOR	11,375.49	43,000.00	26.45
51-40-315	CONTRACT LABOR - TOWN	.00	.00	.00

Account Number	Account Title	2025-25 Current year Actual	2025-25 Current year Budget	Earned Expended Percent
51-40-420	CREDITS/ADJUSTMENTS	889.11-	250.00	355.64-
51-40-430	SERVICE CHARGE	1,970.60	3,100.00	63.57
51-40-440	SERVICE CHARGES - PROJECT	.00	.00	.00
51-40-460	ATTORNEY FEES	34,013.92	30,000.00	113.38
51-40-480	MATERIALS & SUPPLIES	21,369.45	35,000.00	61.06
51-40-485	MATERIALS & SUPPLIES - TOWN	.00	.00	.00
51-40-490	PROF/TECHNICAL/AUDIT	10,750.00	5,500.00	195.45
51-40-510	INSURANCE AND SURETY BONDS	21,678.01	21,981.00	98.62
51-40-610	MISCELLANEOUS SUPPLIES	.00	.00	.00
51-40-620	MISCELLANEOUS SERVICES	7,565.94	8,000.00	94.57
51-40-630	WATER TESTING	5,882.58	10,000.00	58.83
51-40-650	DEBT SERVICE/LOAN/DOLA	.00	.00	.00
51-40-651	DEPRECIATION	.00	.00	.00
51-40-660	DEPRECIATION	.00	.00	.00
51-40-661	WATER ASSESSMENTS - FWDC	41,507.50	30,000.00	138.36
51-40-740	CAPITAL OUTLAY/EQUIPMENT/PLANT	3,000.00	16,500.00	18.18
51-40-741	AERATOR	.00	.00	.00
51-40-742	PRESSURE REDUCING VALVE	.00	.00	.00
51-40-743	TANK MAINTENANCE	.00	.00	.00
51-40-744	FILTER SAND REPLACEMENT	.00	.00	.00
51-40-750	ENGINEERING	1,038.00	40,000.00	2.60
51-40-760	CAPITAL PROJECT/SYSTEM IMPROVE	69,454.93	200,000.00	34.73
51-40-761	REDUNDANT LINE EA COST	.00	.00	.00
51-40-762	ADMINISTRATIVE PLANNING GRANT	.00	50,000.00	.00
51-40-764	AERATOR	.00	62,000.00	.00
51-40-766	PRESSURE REDUCING VAULT	.00	78,500.00	.00
51-40-768	TANK MAINTENANCE	.00	75,000.00	.00
51-40-770	DEBT SERVICE/WESTERN CO BANK	.00	193,028.00	.00
51-40-780	CONTINGENCY-SYSTEM UPGRADE	.00	.00	.00
51-40-810	DEBT SERVICE/PRINCIPAL/BERKADI	.00	.00	.00
51-40-820	DEBT SERVICE/INTEREST/BERKADIA	.00	.00	.00
51-40-825	DEBT SERVICE/PRIN/INT/GMAC	.00	.00	.00
51-40-830	DEBT SERVICE/LOAN/CWCB	51,400.00	51,401.00	100.00
51-40-835	TRANSFER OF FUNDS - CKG/MMA	.00	.00	.00
51-40-837	JOB EXPENSE	.00	.00	.00
51-40-840	SYSTEM UPGRADES	4,333.00	10,000.00	43.33
51-40-910	RIVER FILING 94CW244	.00	.00	.00
Total WATER FUND:		588,737.68	1,321,960.00	44.54
<b>WATER FUND</b>				
51-41-001	Amortization Costs	.00	.00	.00
Total WATER FUND:		.00	.00	.00
WATER FUND Revenue Total:		753,392.42	.00	.00
WATER FUND Expenditure Total:		588,737.68	1,321,960.00	44.54
Total WATER FUND:		164,654.74	1,321,960.00-	12.46-

Account Number	Account Title	2025-25 Current year Actual	2025-25 Current year Budget	Earned Expended Percent
<b>WATER FUND</b>				
<b>WATER FUND</b>				
52-37-250	Tap Fees	.00	.00	.00
Total WATER FUND:		.00	.00	.00
WATER FUND Revenue Total:		.00	.00	.00
Total WATER FUND:		.00	.00	.00

Account Number	Account Title	2025-25 Current year Actual	2025-25 Current year Budget	Earned Expended Percent
<b>WATER FUND</b>				
<b>WATER FUND</b>				
61-37-400	TOWN OF NORWOOD	.00	.00	.00
Total WATER FUND:		.00	.00	.00
WATER FUND Revenue Total:		.00	.00	.00
Total WATER FUND:		.00	.00	.00
Grand Totals:		164,654.74	1,321,960.00-	12.46-

Report Criteria:

Includes all accounts

Includes grand totals



51-40-460	Attorney Fees	10,000	10,000	34,015	35,000
51-40-480	Materials & Supplies	33,000	35,000	21,370	35,000
51-40-490	Prof/Technical/Audit	5,100	5,200	10,750	5,500
51-40-510	Insurance & Surety Bonds	16,000	16,000	21,678	22,000
51-40-620	Miscellaneous Contracts	6,500	8,000	7,566	8,000
51-40-630	Water Testing	8,000	10,000	5,883	8,000
51-40-661	Water Assessments/FWDC	30,000	30,000	41,507	31,500
51-40-750	Engineering	10,000	10,000	1,038	40,000
51-40-830	CWCB Payment	51,400	51,400	51,400	51,401
51-40-840	System Upgrades	6,726	17,044	4,333	10,000
51-40-910	River Filing	500	500	0	0
<b>Norwood Water Commission Expenditures</b>		<b>584,693</b>	<b>593,246</b>	<b>608,957</b>	<b>\$ 641,172.00</b>

#### **Norwood Water Commission Capital/Grants**

51-40-740	Equipment	10,000	10,000	16,500	34,193
51-40-741	Aerator	0	0	62,000	72,913
51-40-742	Pressure Reducing Vault	0	0	78,500	78,500
51-40-743	Tank Maintenance	0	0	75,000	100,000
51-40-744	Filter Sand Replacement	0	0	0	25,000
51-40-760	D&E Redundant Line Cost	10,000	350,000	300,000	411,000
51-40-761	Redundant Line EA Cost	0	0	0	12,800
51-40-770	CWCB Water Storage	0	0	193,028	165,016
<b>Norwood Water Commission Capital/Grants Expenditures</b>		<b>20,000</b>	<b>360,000</b>	<b>725,028</b>	<b>\$ 899,422.00</b>

<b>Total Expenditures</b>	<b>604,693</b>	<b>953,246</b>	<b>1,333,985</b>	<b>\$ 1,540,594.00</b>
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<b>Excess (-Deficit) of Revenues</b>	<b>23,354</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Over Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance NWC-Beginning</b>	<b>918,604</b>	<b>951,222</b>	<b>708,555</b>	<b>333,888</b>
<b>Fund Balance NWC-Ending</b>	<b>941,958</b>	<b>951,222</b>	<b>708,555</b>	<b>115,888</b>

#### **ICS Savings**

##### **Revenue**

Interest-Contingency 3.75%				17,500
Transfer from Operating				0
<b>Total Revenues</b>				<b>17,500</b>

##### **Expenditures**

Capital Outlay				0
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Transfer to Operating		0
<b>Total Expenditures</b>		0
<b>Excess (-Deficit) of Savings</b>		17,500
<b>Over Expenditures</b>		0
<b>Fund Balance ICS Beginning</b>	<b>\$</b>	<b>700,000.00</b>
<b>Fund Balance ICS Ending</b>	<b>\$</b>	<b>717,500.00</b>

**Money Market Donation**

**Revenue**

Interest -APY .089%		115
Donations		200,000
<b>Total Revenues</b>		200,115

**Expenditures**

Redundant Line		0
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<b>Excess (-Deficit) of Savings</b>		115
<b>Over Expenditures</b>		0
<b>Fund Balance Money Market Beginning</b>	<b>\$</b>	<b>200,000.00</b>
<b>Fund Balance Money Market Ending</b>	<b>\$</b>	<b>200,115.00</b>

Adopted this 13th day of January 2026

By: \_\_\_\_\_  
NWC Chair

Attest: \_\_\_\_\_  
Miracle Ubence, NWC Billing Clerk

**RESOLUTION No. 0113 SERIES 2026**  
**RESOLUTION TO ADOPT BUDGET**  
**NORWOOD WATER COMMISSION**  
**NORWOOD, COLORADO**

**A RESOLUTION AMENDMENT SUMMARIZING EXPENDITURES AND REVENUES**  
**ADOPTING A BUDGET FOR THE NORWOOD WATER COMMISSION FOR THE**  
**CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2026 AND**  
**ENDING THE LAST DAY OF DECEMBER 2026.**

**Whereas**, the Norwood Water Commission has appointed Sara Owens, Administrative Director, to prepare and submit a proposed budget to said government body on December 9th, 2025, for its consideration; and

**Whereas**, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at the Norwood Community Center, a public hearing held on November 18th, 2025, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

**Whereas**, whatsoever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law; and

**Now, Therefore, Be It Resolved By the Norwood Water Commission:**

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

Norwood Water Commission	\$ 1,540,594
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Section 2. That estimated revenues for each fund are as follows:

Norwood Water Commission	\$ 1,540,594
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Section 3. That the budget is submitted amended, and hereinafter summarized by fund and is hereby approved as the budget of the Norwood Water Commission for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by the Chairman and Billing Clerk and made a part of the public records of the Norwood Water Commission.

Section 5. That the budget for the Water Activity Enterprise fund be adopted by

its governing board the Norwood Water Commission.

**ADOPTED, THIS 13th DAY OF JANUARY, 2026.**

\_\_\_\_\_  
NWC Chair

**ATTEST:**

\_\_\_\_\_  
Miracle Ubence, Billing Clerk

**Norwood Water Commission**  
**Town of Norwood, San Miguel County, Colorado**  
**Resolution No. 0113 Series 2026**

A RESOLUTION TO APPROPRIATE SUMS OF MONEY IN THE  
2026 BUDGET

WHEREAS, the Board of Directors of the Norwood Water Commission has made provision in the budget for revenues in an amount equal to the total proposed expenditures as set forth therein; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any inter-fund transfers listed therein, so as not to impair the operations of the Commission.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Norwood Water Commission that the following sums are hereby appropriated from the revenues of each fund, to each fund, for the purposes stated in the budget:

General Fund:	\$1,540,594
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Total	\$1,540,594
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**Adopted this 13th day of January, 2026.**

**NORWOOD WATER COMMISSION**

By: \_\_\_\_\_  
NWC Chair

**Attest:**

\_\_\_\_\_  
Miracle Ubence, NWC Billing Clerk

# **Norwood Water Commission**

**Town of Norwood, San Miguel County, Colorado**

**Resolution No. 0113 Series: 2026**

## **A RESOLUTION REGARDING POSTING LOCATIONS FOR NOTICE OF ORDINANCES AND PUBLIC MEETINGS**

**WHEREAS**, The Norwood Water Commission Board of Trustees ("Board"), is a water activity enterprise fund duly organized and operating under the Constitution and laws of the State of Colorado; and

**WHEREAS**, the Open Meeting Law (Sunshine Law) was enacted by the Colorado State Legislature on April 29, 1991, and this law declares that the formation of public policy is public business and may not be conducted in secret; and

**WHEREAS**, the Norwood Water Commission Board of Trustees has determined that it is in the best interest of the citizens of the Town of Norwood to post a listing of public meetings as provided in this resolution; and

**WHEREAS**, The Sunshine Law also stipulates that the public place or places for posting such notices shall be designated annually; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORWOOD WATER COMMISSION, AS FOLLOWS:**

Posting locations to give notice of public meetings:

- I. Town Hall, 1670 Naturita Street, Norwood, CO 81423
2. US Post Office, 1555 Grand Ave, Norwood, CO 81423
3. Town of Norwood Website, [norwoodtown.com](http://norwoodtown.com)

Posting locations to give notice of ordinances:

- I. Town Hall, 1670 Naturita Street, Norwood, CO 81423
2. Town of Norwood Website, [norwoodtown.com](http://norwoodtown.com)
3. TITLE ONLY - Norwood Post (Newspaper of record)

**ADOPTED** at the regular meeting of the Board of Trustees of the Norwood Water Commission held January 13, 2026.

**NORWOOD WATER COMMISSION**

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**Chair**

**ATTEST:**

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**Miracle Ubence, NWC Billing Clerk**



## TOWN MANAGER REPORT – JANUARY 2026

### STAFF

- Weekly staff meetings
- Monthly board meetings

### OPERATIONS

- Reconciliations
- 2026 Pay Schedule
- Employee Benefit Payroll Deduction Updated
- CDOT annual check in
- Telluride Foundation Community Grant follow up with Kendra
- Staff access to email and isolved
- Fire Suppression System follow up
- Neptune Meter Reader follow up
- Budget to Actuals TON/NWC
- 2026 Budget Resolution
- TON/NSD Cert of Tax Levy
- Agenda/Supporting Documents
- NWC grant reimbursement
- Process Payroll
- Bank Cards requested for Randy
- Round 2 Accelerator Impact Meeting
- CDOT Sidewalk Project check in with Tommy and Steve
- Follow up RMA legal bill
- Pocket Park follow up with KLJ
- NPS property purchase contract
- Submitted Affordable Housing Resolution to the State
- Staff pay increases entered
- NSD saving account follow up
- LPC grant contract review
- OJT pre application meeting
- Resolutions on website
- Updated Admin Director and Public Works Director job descriptions
- Working on Fuel Tax Exempt Cert
- Reviewing all bills
- Permission to enter property letters NWC water line
- Accounting error NWC/NSD fix
- Employee file scan/save
- Annual staff/board party planning

### TRAINING

- CIRSA Anti-Harassment Training
- CIRSA Violence in the Workplace Training
- Streamline Webinar

### PUBLIC OUTREACH

- WE Vision Working Group
- NWC Water Rate Increase
- Brownsfield Engagement Materials