

NORWOOD WATER COMMISSION

Meeting on: Tuesday, October 14, 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, via Zoom

Member – Ray Cossey - Present

Member – Jenny Russell – Present

Member – Ryan Howe – Present

Member- Jaime Perce- Present

Staff Attendance:

Administrator Director – Sara Owens – Present

Town Clerk – Cidney Ross - Present

Public Works Director – Randy Harris – Present

Billing Clerk – Miracle Ubence-Present

Public Attendance:

Cathrine Carella- SGM- Present

Call Regular Meeting To Order

The Norwood Water Commission Regular Meeting was called to order at 6:30 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: Finn Kjome motioned to approve the consent agenda. Jenny Russell seconded the motion. All voted, motion carried.

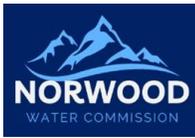
1. September Financials
2. September 09, 2025 Minutes

Board Business Agenda

1. Application Approval for Kenny and Karen Heldman –

The board discussed Kenny Heldman's application for a new water service tap, located at the end of Forest Street. They agreed to approve the tap, contingent on Kenny extending the main water line 70 feet to his property. The board also decided to limit the tap to one residence and restrict it to the portion of the property adjacent to the current end of Forest Street.

MOTION: Ray Cossey Motioned to approve a new water tap for Kenny and Karne Heldman. Jenny Russell seconded that motion. All voted. Motion carried.



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2. Revised Proposed Engineering Services

Catherine Carella presented the updated proposal, which aims to save \$49,000 compared to the original estimate of \$460,000. The project timeline starts in August 2025, with a project kickoff meeting planned for later this month. Catherine noted that the design grant runs out in November 2026, and the project has secured \$175,000 from DOLA and potentially \$300,000 from the State Revolving Fund for design and engineering. The group discussed the need to push forward with private landowner negotiations, particularly with Jubilee, and considered reaching out to Mr. Belk for further engagement.

MOTION: Jenny Russell Motioned to approve new proposal. Ray Cossey seconded that motion. All voted. Motion carried.

3. 5K Donation to WRAP

The Norwood Water Commission focused on approving a revised engineering services proposal and approving a \$5,000 donation to the WRAP project. The group discussed a new route for a county road project, which would add 5,000 lineal feet, and approved the SGM Revised Engineering Services proposal. They also agreed to support the WRAP project, which aims to assess and improve the watershed's wildfire readiness, with Tony making the motion to approve the \$5,000 donation. Sarah reported that the budget was reconciled through September, with some outstanding reimbursements still needed from the Water Commission.

MOTION: Tony Daranyi motioned to approve donation. Ray Cossey seconded the motion. All voted. Motion carried.

4. Budget to Actuals

The board discussed the status of interest payments from U.S. Bank, with Sara Owens reporting that the savings account transfer was finalized but back-owed interest was still pending, though she remained optimistic about receiving it by year-end. They reviewed the budget-to-actuals comparison, noting concerns about missing debt service payments for Western Colorado Bank and other capital projects, which Sara agreed to investigate.

5. Draft 2026 Budget

The board agreed to schedule a work session to review the draft 2026 budget, with Sara planning to incorporate feedback before a public hearing in November and final adoption in December. Tony raised concerns about water usage and pricing, suggesting a tiered approach to encourage conservation among heavy water users.

6. Website Documents

The board discussed document retention requirements, agreeing to keep foundational documents like the 2020 Master Plan and 2022 update indefinitely, while other documents would be stored for one year to reduce costs. Town proposed adding a review of rules and regulations to the next agenda, particularly regarding property time limitations.

Board Member Reports and Announcements

- Town proposed adding a review of rules and regulations to the next agenda, particularly regarding property time limitations. The board also discussed supporting the Straw Dam project, with Town suggesting they should align with farmers and potentially provide financial or written support, though he noted this would require farmer initiative to come to them first.

Staff Reports and Announcements

- Randy Harris, Public Works Director – Written Report is posted on the Town of Norwood Website. Randy Harris reviewed water service applications, approving one new connection for Dane and Sandy Schaefer and discussing two additional applications pending review. They noted that recent rain significantly reduced water production from 200 to 100 gallons per minute, returning to normal winter levels.



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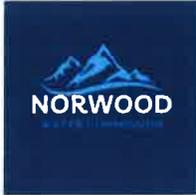
- Sara Owens, Town Administrative Director – Written Report is posted on the Town of Norwood Website.

Adjourn

MOTION: The Norwood Water Commission Regular Meeting was adjourned at 8:27 p.m. by Ray Cossey. The motion was seconded by Jenny Russell. All voted, meeting adjourned.

		NWC Portion	NSD Portion	TON Portion
ACM Excavation, LLC	Water line break Repair	\$	2,345.00	
ACM Excavation, LLC	Gurley Dr Water Break	\$	2,550.00	
CodeWorx Inc.	Hardware and Support	\$	215.63	
CodeWorx Inc.	Hardware and Support	\$	2,846.46	
Colorado Analytical	Water Testing	\$	245.00	
Colorado Analytical	Water Testing	\$	331.00	
Clearnetworkx	internet service	\$	60.00	
Clearnetworkx	Norwood Water Treatment	\$	120.00	
Dufford Waldeck	Legal Services	\$	1,496.00	
Divide Restaurant	Water break Meals	\$	77.52	
Divide Restaurant	Water break Meals	\$	110.41	
Ferguson Enterprise	Materials	\$	2,832.39	
Ferguson Waterworks	4 S80 Parts	\$	1,568.83	
Ferguson Waterworks	Pressure Tank	\$	2,832.30	
Grand Junction Laboratories	Water Testing	\$	377.25	
Garfield & Hecht	Forest St Sub Drain	\$	127.50	
Garfield & Hecht	Redundant Water Line Project	\$	1,652.00	
Garfield & Hecht	General Matters	\$	177.00	
Mountain Land Supply Company	Supplies and Materials	\$	593.09	
Mountain Land Supply Company	Supplies and Materials	\$	441.52	
Pinyon Envoinrmental INC	Norwood Grant Writing Services	\$	175.00	
San Miguel Power	Treatment Plant	\$	1,641.31	
San Miguel Power	Water Meter	\$	36.25	
San Miguel Power	Blue Tank	\$	28.00	
San Miguel Power	Coventry Tank	\$	28.00	
San Miguel Power	Master Tank	\$	42.08	
San Miguel Power	162 Gurley Drive	\$	33.94	
SGM	Norwood WC AGOL	\$	18,793.53	
SGM	Redundant Transmission Main	\$	7,821.25	
SGM	Norwood Storage And Supply Planning	\$	2,397.75	
Timberline Ace Hardware/Capital One	Town Account - Maintenance Supplies	\$	29.98	
Timberline Ace Hardware/Capital One	Town Account - Maintenance Supplies	\$	1,955.26	
Timberline Ace Hardware/Capital One	Town Account - Maintenance Supplies	\$	19.99	
Town of Norwood - Monthly Wages	April Salary	\$	13,424.05	
Town of Norwood - Monthly Wages	April FICA	\$	1,026.94	
Town of Norwood - Monthly Wages	August Salary	\$	11,381.00	
Town of Norwood - Monthly Wages	August FICA	\$	870.65	
Town of Norwood - Monthly Wages	September Salary	\$	10,791.89	
Town of Norwood - Monthly Wages	September FICA	\$	825.58	
Town of Norwood - Monthly Wages	October FICA	\$	925.39	
Town of Norwood - Monthly Wages	October Payroll	\$	12,096.61	
Town of Norwood	Postage Reimbursment - March	\$	347.97	
Town of Norwood	Postage Reimbursment - April	\$	329.82	
Town of Norwood	Postage Reimbursment - May	\$	665.43	
Town of Norwood	Postage Reimbursment - June	\$	390.08	
Town of Norwood	Postage Reimbursment - July	\$	358.47	
Town of Norwood	Postage Reimbursment - August	\$	369.26	
Town of Norwood	Postage Reimbursment - September	\$	336.90	
Town of Norwood	Harris Retirement	\$	1,050.00	
Town of Norwood	McWilliams Retirement	\$	1,500.00	
Town of Norwood	CEBT Reimbursment - January	\$	1,804.20	
Town of Norwood	CEBT Reimbursment - February	\$	1,804.20	
Town of Norwood	CEBT Reimbursment - August	\$	1,678.08	

Town of Norwood	CEBT Reimbursement - September	\$ 865.28
Town of Norwood	1475 Pine Street	\$ 45.65
Town of Norwood	Vehicle Tire Repair	\$ 25.00
Town of Norwood - Reimbursement	Administrative Services	\$ 8,573.50
TSG Assett Holding LLC	Bill overpayment Refund	\$ 966.50
Water treatment Chemicals INC	su-1000, s-p30	\$ 9,557.17
West Elk Supply	Chlorine Clylinder Rental	\$ 200.00
West End Wash LLC	Car Wash	\$ 5.59
	TOTAL	131315.86



NORWOOD WATER COMMISSION

PO Box 528; 1670 Naturita St, Norwood, CO 81423
Phone: 970-327-4288 www.norwoodtown.com

APPLICATION FOR NEW WATER SERVICE

I. PROCEDURES

A. Submit a completed Application for New Water Service, vicinity map of tap location, Proof of ownership, and a \$50 non-refundable Application Fee payable to "Norwood Water Commission."

B. The Public Works Director will review each new water service request. If the Director has technical concerns about the feasibility of service, he will request the Customer to submit an Engineering Feasibility Study together with a \$500 Deposit for Engineering Review.

C. Upon Commission determination that the requested service is feasible, a Customer shall submit a Water Service Contract, in a form provided by the Water Commission and pay the applicable Plant Investment Fee. The Plant Investment Fee does not include the cost of materials or installation of meter(s) or Service Line(s). The applicant has 30 days after date of approval to purchase the water tap.

OWNER/APPLICANT'S NAME Elizabeth Foley PHONE # 970 708 0079
PARTY TO EXECUTE WATER SERVICE CONTRACT: TBD ?

WATER SERVICE ADDRESS: 1210 242 Road
(Attach vicinity locator map 8.5"X11") Project Location.

BILLING ADDRESS: P o Box 745 81423

EMAIL: foleye2010@gmail.com

DESCRIBE THE TYPE OF SERVICE REQUESTED, INCLUDE: NUMBER OF BUILDINGS; SIZE OF EACH BUILDING, USE OF EACH BUILDING; IF A MOTEL OR HOTEL, NUMBER OF ROOMS; NUMBER OF BATHROOMS AND THEIR FIXTURES; TYPE OF AND NUMBER OF LAUNDRY FACILITIES; AND TYPE OF AND NUMBER OF OTHER WATER FIXTURES. (IF MORE ROOM IS NEEDED TO DESCRIBE THE PROPERTY, PLEASE USE REVERSE SIDE.)

NUMBER OF RESIDENCES TO BE SERVED? 1

PROPERTY LIEN: In the event any user of Commission water service fails to pay the rates, fees, and/or other charges fixed by the Commission for the connection to the facilities of the Commission, such rates, fees and/or charges may be certified by the Secretary of the Commission to the County to become a lien upon the real property served, and may be collected as if they were part of the taxes upon said real property.

RULES & REGULATIONS OF THE NORWOOD WATER COMMISSION: All Applicants for water service are deemed to have read the Commission's Rules & Regulations of the Water Commission PRIOR to applying for service. By signing the application, the new customer agrees to all the Rules and Regulations of the Water Commission as the same are amended from time to time. The Rules are incorporated by reference in this Application.

The facts stated in this Application are accurate to the best of my knowledge.

By:  _____
Property Owner/Applicant

Date: 9/8/25 _____

FOR OFFICE USE ONLY

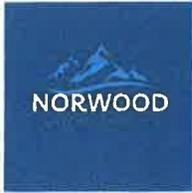
DATE APPLICATION RECEIVED: _____

ACCOUNT #: _____

APPLICATION FEE PAID: \$ _____

DATE RECORDS UPDATED: _____

INITIALS: _____



NORWOOD WATER COMMISSION

PO Box 528; 1670 Naturita St, Norwood, CO 81423
Phone: 970-327-4288 www.norwoodtown.com

APPLICATION FOR NEW WATER SERVICE

I. PROCEDURES

- A. Submit a completed Application for New Water Service, vicinity map of tap location, Proof of ownership, and a \$50 non-refundable Application Fee payable to "Norwood Water Commission."
- B. The Public Works Director will review each new water service request. If the Director has technical concerns about the feasibility of service, he will request the Customer to submit an Engineering Feasibility Study together with a \$500 Deposit for Engineering Review.
- C. Upon Commission determination that the requested service is feasible, a Customer shall submit a Water Service Contract, in a form provided by the Water Commission and pay the applicable Plant Investment Fee. The Plant Investment Fee does not include the cost of materials or installation of meter(s) or Service Line(s). The applicant has 30 days after date of approval to purchase the water tap.

OWNER/APPLICANT'S NAME GUSTAV RYERSON PHONE # 970-708-1108
PARTY TO EXECUTE WATER SERVICE CONTRACT: _____

WATER SERVICE ADDRESS: 2554 COUNTY RD 42Z N, NORWOOD, CO 81423 (Parcel: R0010955)
(Attach vicinity locator map 8.5"X11") Project Location.

BILLING ADDRESS: PO Box 852, NORWOOD, CO 81423

EMAIL: grye@chaosfoundry.com

DESCRIBE THE TYPE OF SERVICE REQUESTED, INCLUDE: NUMBER OF BUILDINGS; SIZE OF EACH BUILDING, USE OF EACH BUILDING; IF A MOTEL OR HOTEL, NUMBER OF ROOMS; NUMBER OF BATHROOMS AND THEIR FIXTURES; TYPE OF AND NUMBER OF LAUNDRY FACILITIES; AND TYPE OF AND NUMBER OF OTHER WATER FIXTURES. (IF MORE ROOM IS NEEDED TO DESCRIBE THE PROPERTY, PLEASE USE REVERSE SIDE.)

NUMBER OF RESIDENCES TO BE SERVED? 1-2 (future)

PROPERTY LIEN: In the event any user of Commission water service fails to pay the rates, fees, and/or other charges fixed by the Commission for the connection to the facilities of the Commission, such rates, fees and/or charges may be certified by the Secretary of the Commission to the County to become a lien upon the real property served, and may be collected as if they were part of the taxes upon said real property.

RULES & REGULATIONS OF THE NORWOOD WATER COMMISSION: All Applicants for water service are deemed to have read the Commission's Rules & Regulations of the Water Commission PRIOR to applying for service. By signing the application, the new customer agrees to all the Rules and Regulations of the Water Commission as the same are amended from time to time. The Rules are incorporated by reference in this Application.

The facts stated in this Application are accurate to the best of my knowledge.

By: 

Property Owner/Applicant

Date: 9 Oct 2025

FOR OFFICE USE ONLY

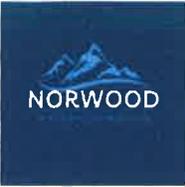
DATE APPLICATION RECEIVED: _____

ACCOUNT #: _____

APPLICATION FEE PAID: \$ _____

DATE RECORDS UPDATED: _____

INITIALS: _____



NORWOOD WATER COMMISSION
PO Box 528; 1670 Naturita St, Norwood, CO 81423
Phone: 970-327-4288 www.norwoodtown.com

APPLICATION FOR WATER SERVICE EXTENSION

I. PROCEDURE

- A. Customer shall submit a completed Application for Water Service, together with an engineering feasibility study, a \$50 Application Fee payable to the "Norwood Water Commission," and a \$500 Deposit for Engineer's Review.
- B. The Applicant is responsible for reimbursing the Water Commission for the Actual Cost of review of the Feasibility Study by the Commission's engineer. If the cost is less than \$500, any balance of the Deposit for Engineer's Review shall be refunded to the Applicant. If the cost is more than \$500 deposit, the Deposit will be applied against the cost of engineering review and the Applicant shall be responsible for the additional cost.
- C. As soon as possible, the Commission's engineer and the Public Works Director will complete a review of the proposed water line extension and make a determination of service feasibility consistent with the Water Commission's Rules and Regulations.
- D. Upon a determination that the requested service is feasible, a Customer shall submit a Water Service Contract, in a form provided by the Water Commission and pay the applicable Plant Investment Fee(s).
- E. The Plant Investment Fee does not include the cost of the acquisition of easement(s), materials or the installation of water main(s), distribution line(s), meter(s), Service Line(s) or first year's maintenance of main and/or distribution line(s). In addition, looping of lines may be required at Developer's expense.

OWNER/APPLICANT'S NAME: Bon Family Trust

PHONE #: 707-292-0784 EMAIL: s.bon@sbcglobal.net

BILLING ADDRESS: P.O. Box 1328
Norwood, CO 81423

PROJECT LOCATION: 161 Gurley Dr. Norwood
(attach vicinity locator map 8.5" by 11")

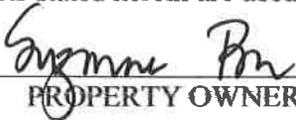
ENGINEERING FEASIBILITY STUDY (MANDATORY) ATTACHED? _____

DESCRIPTION OF PROJECT: Describe the Property including number of buildings; size of each building; if a motel or hotel, number of rooms; number of bathrooms and their fixtures; type of and number of laundry facilities; and type of and number of other water features (If more room is needed to describe the Property, please use reverse side or attach additional sheets).

PROPERTY LIEN: In the event a Customer applying for water service pursuant to this application fails to pay the rates, fees, and/or other charges fixed by the Board of the Water Commission for the Connection to and use of the facilities of the Commission, such rates, fees and/or charges due may be certified by the Secretary of the Commission to the County and shall become a lien upon the real property served, and collected as if they were part of the taxes upon said real property.

RULES & REGULATIONS OF THE NORWOOD WATER COMMISSION: All Applicants for water service are deemed to have read the Commission's Rules and Regulations Prior to applying for service. By applying for Commission water service, Customers agree to the terms and conditions contained therein, which are incorporated by reference in this Application.

The facts stated herein are accurate to the best of my knowledge.


PROPERTY OWNER/APPLICANT

11/3/2025
DATE

FOR OFFICE USE ONLY	
DATE APPLICATION RECEIVED: _____	ACCOUNT #: _____
APPLICATION FEE PAID: \$ _____	RECEIPT #: _____
DEPOSIT FOR ENGINEERS REVIEW: \$ _____	
DATE RECORDS UPDATED: _____	INITIALS: _____

Compose

← Back ↶ ↷ → Archive Move Delete Spam Settings ⚙

- Inbox 47K
- Unread
- Starred
- Drafts 622
- Sent
- Archive
- Spam
- Trash
- ^ Less
- Views Show
- Folders Hide
- + New Folder
- Chris
- Ed's Reviews 86
- Emerge 48
- Gurley Drive Docs
- Hinman
- History 5
- Holidays Etc
- Jeanne's Reviews
- left bank 95
- Notes
- Patty
- Robbie's Reviews
- Sent Messages
- Tix
- Travel Docs 11



harris@norwoodtown.com
'Samuel Bon'
'Patti Grafmyer'

Hello Sam,

We finally received good news from our engineers on your cistern service. They confirmed that there would be adequate pressure to service your existing cistern's elevation. With this I believe you are good to proceed with your project. Please let me know if you have any questions or if I can help with anything else.

Thank you,

Randy Harris
Public Works Director
PO Box 528
Norwood, CO 81423
(970) 729-0112 – Cell
<http://www.norwoodtown.com/>



From: Samuel Bon <s.bon@sbcglobal.net>
Sent: Thursday, May 18, 2023 6:22 PM
To: harris@norwoodtown.com
Cc: grafmyer@norwoodtown.com; Suz Bon <trailrunningmom@sbcglobal.net>
Subject: Re: Approval Letter NWC

Thank you
Sent from my iPhone

On May 18, 2023, at 4:26 PM, harris@norwoodtown.com wrote:

Hello Sam,



harris@norwoodtown.com
harris@norwoodtown.com
+ Add to contacts

2025 CADILLAC LYRIQ

2.9% APR¹
FOR 60 MONTHS

FOR FULL DETAILS VISIT www.cadillac.com

1.20% financing rate for 60 months for new 2025 Cadillac Lyriq. See dealer for details. Offer subject to credit review. See dealer for restrictions. ©2023 GM Corp.

VIEW DEAL NOW

Norwood Water Commission
P.O. Box 528
Norwood, CO 81423
(970) 327-4288

February 21, 2023

Samuel & Suzanna Bon
PO Box 1328
Norwood, CO 81423

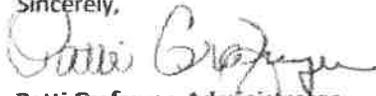
RE: Water Tap Application for 161 Gurley Drive.

Dear Samuel & Suzanna:

Your application for a ¾ inch water tap to serve a single-family residence has been approved by the Norwood Water Commission Board at the regular monthly meeting on February 14, 2023, with the stipulation of the installation of the approve cistern design.

Per the water tap application, you must pay the \$12,000 Plant Investment Fee (PIF) within 30 days of notification of approval, which is March 21, 2023. The PIF does not include the cost of the installation of the tap installation, service line installation, any required equipment or permits you must acquire prior to the installation, and in your case, the Norwood Water Commission approved cistern. It would be beneficial to all, to notify Randy Harris, 10 days prior to your planned installation. Randy Harris' contact number is 970-729-0112. The Norwood Water Commission will charge a onetime \$150 inspection fee. Per the Cross-Connection program, there are no "stop and waste valves" or frost free hydrants allowed on our system unless an approved back flow device is installed prior to the hydrant. The customer must provide the proper documentation showing that the meter has been tested by a certified backflow technician before the water will be turned on. The Norwood Water Commission has a list of certified backflow technicians, which is included. Attached also, you will find a copy of the Norwood Water Commission's Material Specification list, which must be signed by your contractor and submitted prior to beginning your installation project. Please submit your proposed system design, for review, with the signed Material and Specs list. If you have questions, please contact our office staff at 970-327-4288 or contact Randy Harris at the above-mentioned number.

Sincerely,



Patti Grafmyer, Administrator
Norwood Water Commission

Enc.

Norwood Water Commission 2026 Budget

Operating Revenues

51-37-100	Water Sales	715,000
51-37-200	Connection Fees/Reconnect	400
51-37-250	Water Tap Charges-PIF	12,000
51-37-300	Delinquent Charges	4,000
51-37-350	Public Water Meter/Shack	22,000
Total Operating Revenue		\$ 753,400.00

Non-Operating Revenue

51-38-200	Capacity Grant CWCB 75%	120,857
	EIAF 25-098-Grant Redundant line D&E	175,000
	SRF D&E	300,000
	Administrative Planning Grant EIAF328 50%	8,687
51-38-300	Miscellaneous Revenues	150
51-38-900	Deposit/App Fees	4,500
51-39-600	Grants/Loans/Leases	
Total Non-Operating Revenue		\$ 609,194.00

Contributions

51-39-700	Beginning Fund Balance Transfer	\$ 218,000.00
Total Contributions		

Total Norwood Water Commission Revenues **\$ 1,580,594.00**

Account # Account Description

51-40-110	Salary Reimbursement	202,515
51-40-115	Grant Writer	25,000
51-40-132	Employee Benefits	21,500
51-40-210	Dues/Conferences	4,000
51-40-230	Travel/Training	2,000
51-40-235	Progress Initiative	5,000
51-40-240	Office Supplies & Expense	2,500
51-40-245	Freight	3000
51-40-250	Chemicals/Supplies/Maint.	35,906
51-40-255	Vehicle Expense	3,000
51-40-270	FICA Matching & Retirement	19,000
51-40-275	Utilities	30,000
51-40-280	Telephone/Cell	3,500
51-40-290	Postage	5,500
51-40-310	Contract Labor	30,000
51-40-420	Credits/Adjustments	350

51-40-430	Service Charge	2,000
51-40-460	Attorney Fees	35,000
51-40-480	Materials & Supplies	35,000
51-40-490	Prof/Technical/Audit	5,500
51-40-510	Insurance & Surety Bonds	22,000
51-40-620	Miscellaneous Contracts	8,000
51-40-630	Water Testing	8,000
51-40-650	Debt Service/Loan DOLA	
51-40-661	Water Assessments/FWDC	31,500
51-40-750	Engineering	40,000
51-40-830	CWCB Payment	51,401
51-40-840	System Upgrades	10,000
51-40-910	River Filing	

Norwood Water Commission Expenditures **\$ 641,172.00**

Norwood Water Commission Capital/Grants

51-40-740	Equipment	74,193
	Aerator	72,913
	Pressure Reducing Vault	78,500
	Tank Maintenance	100,000
	Filter Sand Replacement	25,000
51-40-760	D&E Redundant Line Cost	411,000
	Redundant Line EA Cost	12,800
	CWCB Water Storage	165,016

Norwood Water Commission Capital/Grants Expenditures **\$ 939,422.00**

Total Expenditures **\$ 1,580,594.00**

Excess (-Deficit) of Revenues	0
Over Expenditures	0
Fund Balance NWC-Beginning	333,888
Fund Balance NWC-Ending	115,888

ICS Savings Account

Revenue

Interest-Contingency	3.75%	17,500
Transfer from Operating		
Total Revenues		17,500

Expenditures

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

Adopted this 9th day of December 2025

By: _____
 Finn Kjome, Chair

Attest: _____
 Miracle Ubence, NWC Billing Clerk

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
WATER FUND				
WATER FUND				
51-37-100	WATER SALES	625,833.13	.00	.00
51-37-200	CONNECTION FEES/RECONNECT	.00	.00	.00
51-37-250	WATER TAPS CHARGES	24,000.00	.00	.00
51-37-300	DELINQUENT CHARGES	4,066.12	.00	.00
51-37-350	PUBLIC WATER METER/SHACK	17,931.06	.00	.00
Total WATER FUND:		671,830.31	.00	.00
WATER FUND				
51-38-100	INTEREST EARNINGS	483.77	.00	.00
51-38-200	PROJECT	39,103.19	.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	3,990.00	.00	.00
51-38-950	GRANTS/LOANS/LEASE	.00	.00	.00
51-38-975	Uncleared checks/misc revenue	.00	.00	.00
Total WATER FUND:		46,663.66	.00	.00
WATER FUND				
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
WATER FUND				
51-40-110	SALARY REIMBURSEMENT - TOWN	169,157.03	175,500.00	96.39
51-40-115	GRANT WRITER	810.00	25,000.00	3.24
51-40-132	EMPLOYEE BENEFITS - HEALTH INS	12,338.09	18,000.00	68.54
51-40-134	EMPLOYEE BENEFITS - OVERTIME	.00	.00	.00
51-40-210	DUES/CONFERENCES	516.00	4,000.00	12.90
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	1,270.31	1,200.00	105.86
51-40-245	Freight	2,487.16	3,000.00	82.91
51-40-250	CHEMICALS/SUPPLIES/MAINT	34,505.29	47,000.00	73.42
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 -	19,675.58	35,000.00	56.22
51-40-280	TELEPHONE	1,595.98	5,000.00	31.92
51-40-290	POSTAGE	4,439.08	3,000.00	147.97
51-40-310	CONTRACT LABOR	10,435.49	43,000.00	24.27
51-40-315	CONTRACT LABOR - TOWN	.00	.00	.00
51-40-420	CREDITS/ADJUSTMENTS	77.39	250.00	30.96
51-40-430	SERVICE CHARGE	1,255.89	3,100.00	40.51
51-40-440	SERVICE CHARGES - PROJECT	.00	.00	.00

Account Number	Account Title	2025-25 Current year Actual	2025-25 Current year Budget	Earned Expended Percent
51-40-460	ATTORNEY FEES	31,121.92	30,000.00	103.74
51-40-480	MATERIALS & SUPPLIES	11,224.02	35,000.00	32.07
51-40-485	MATERIALS & SUPPLIES - TOWN	.00	.00	.00
51-40-490	PROF/TECHNICAL/AUDIT	4,875.00	5,500.00	88.64
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	7,264.80	8,000.00	90.81
51-40-630	WATER TESTING	3,460.58	10,000.00	34.61
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	.00	30,000.00	.00
51-40-740	CAPITAL OUTLAY/EQUIPMENT/PLANT	3,000.00	16,500.00	18.18
51-40-750	ENGINEERING	1,038.00	40,000.00	2.60
51-40-760	CAPITAL PROJECT/SYSTEM IMPROVE	57,519.30	200,000.00	28.76
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:		483,498.57	1,321,960.00	36.57
WATER FUND				
51-41-001	Amortization Costs	.00	.00	.00
Total WATER FUND:		.00	.00	.00
WATER FUND Revenue Total:		718,493.97	.00	.00
WATER FUND Expenditure Total:		483,498.57	1,321,960.00	36.57
Total WATER FUND:		234,995.40	1,321,960.00-	17.78-

Account Number	Account Title	2025-25 Current year Actual	2025-25 Current year Budget	Earned Expended Percent
WATER FUND				
WATER FUND				
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
WATER FUND				
WATER FUND				
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:		234,995.40	1,321,960.00-	17.78-

Report Criteria:

Includes all accounts

Includes grand totals



PUBLIC WORKS DIRECTOR REPORT – August 2025

Norwood Water Commission

- Service Line Repairs– 5
- Main Line Repairs – 0
 -
- Inspections
 - 0
- Water service applications
 - 1- not completed, need more information
- Projects
 - Working on cleaning water plant up.
 - Winterization of water plant, tanks, and out buildings.
 - Topped off reservoir for the year 45.54 acre feet
 - Continuing flushing especially in Redvale area
 - Remodeled Reed pump house and replaced one of the pressure tanks and re-plumbed piping.
 - Working on PRV #1
 - Filter tech will be in water plant this month replacing float controls and maintenance on flow control for #3
 - Still updating our digital mapping system

Work Orders:

- Water - 6
- Sanitation - 2
- Town – 8

Utility Locates:

- 24
- 2- emergency

Raw Water Irrigation System

- Winterized and put to bed

Norwood Sanitation District

- Service Line Repairs - 2
- Main Repairs – 0
- Lagoon / discharge permit
 - Still in contact with the state regarding discharge permit. No news to report
- Projects
 - PM's on lagoon equipment/chlorine injection
 - Rotated direction of aerators
 - Winterizing buildings and equipment
 - Degreased Pioneer lift station
 - Samples are all good



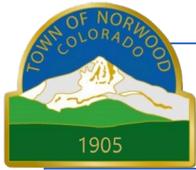
Town

○ **Projects:**

- We are continuing with pothole repairs.
- Street sweeper is getting lots of use. (leafs)
- Winterization of park sprinklers, splash pad, and out buildings
- Still working in the alleys, bringing in road base to get them in shape before winter hits.
- Working on rock garden/parking in front of town hall. Metal edging and resurfacing walking area.
- Equipment maintenance- skid steer, mini-ex, UTV
- Vehicle maintenance
- Continual collaboration with engineers for drainage study.
- Park clean up
- Shoulder repair on streets
- Drainage work
- Brush and branch removal from alleys

Training, Meetings, Community Outreach, and Other Information:

- We are writing SOP's for our day-to-day tasks.
- I recently acquired Waste Water Treatment class C and Waste Water Collection class II certifications.
- Weekly tailgate safety meetings
 - Working in cold weather
 - Winter driving



ADMINISTRATIVE DIRECTOR REPORT – NOVEMBER 2025

STAFF

- Weekly staff meetings
- Monthly board meetings
- Budget work sessions

OPERATIONS

- Reconciliations
- 2026 Draft Budget Town/Water/Sanitation
- Water line repair notice and phone calls to customers
- NWC/NSD quarterly admin bill
- Website, contact list and birthday list updated
- HUFT 2024 report filed
- Current budget clean up
- Benefits Presentation AFLAC and CEBT
- NWC 2024 audit documents
- Four Seasons Meeting with Developer
- CDOT Sidewalk Project check in with Tommy
- Agenda/Supporting Documents
- Public relations skunk issue
- Process Payroll
- Document retention research
- Tax lien chat with NWC legal
- NWC/NSD rate study follow up with CRWA Scott Thomas
- New debit cards
- LCLT grant acceptance (\$1000 Pocket Park)
- CIRSA renewal
- SDA board training information to NSD
- GWS Technical Assistance Grant pre-app meeting
- 2026 Budget Work Sessions
- LPC grant awarded
- Draft resolution Prop 123 Commitment
- Payments and Customer Support
- NWC grant reimbursement
- IRA payout reminders
- Tax Notice research with assistance from auditor
- Delinquent accounts customer outreach
- Open storage property violation follow up
- MASA board member follow up
- Waiting room reorganizing
- Customer dispute NSD
- Town Caselle – IT issue
- Drainage Study reimbursement
- Board member password resets
- Annual donation follow up with organizations
- Congressman Hurd stakeholder meeting
- Submitted GWS grant with Candy assistance
- Budget notices

- Employee pay breakdown to all boards
- Evaluation forms

TRAINING

- Zayzoom (pay on demand) training

PUBLIC OUTREACH

- WE Vision