

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Wednesday November 6, 2024

Special Executive Meeting starting at: 6:00 p.m.

Meeting: Zoom only option.

CALL SPECIAL EXECUTIVE MEETING TO ORDER:

The special 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 6:00 pm.

BOARD ATTENDANCE:

MAYOR - CANDY MEEHAN- PRESENT

MAYOR PRO TEM - SHAWN FALLON- PRESENT

TRUSTEE – NIVEN DRYBROUGH- PRESENT

TRUSTEE – MICHAEL GRADY- PRESENT

KATHERINE FRY.

MOTION: Candy Meehan made a motion to go into executive session for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiation; and instruction to negotiators under C.R.S. 24.6.402(4)(e)(I).

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

EXECUTIVE SESSION

Review of Administrative Director Applications • For the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiation; and instruction to negotiators under C.R.S. 24.6.402(4)(e)(I).

Interviews for Administrative Director • For discussion of a personnel matter under C.R.S. Section 24.6.402(4)(f)

ADJOURN:

MOTION: Niven Drybrough made a motion to adjourn

- a) Shawn Fallon seconded.
- b) All others approved. Motion Passed.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED:

Minutes Taken by: Becky Hannigan, Deputy Town Clerk

Amanda Pierce, Town Clerk

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Thursday, November 21, 2024

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

Meeting: Zoom only option.

WORK SESSION

Mayor Candy Meehan called the work session to order at 6:02 pm.

CALL REGULAR MEETING TO ORDER:

The special 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- PRESENT

TRUSTEE – NIVEN DRYBROUGH- PRESENT

TRUSTEE – MICHAEL GRADY- PRESENT

STAFF ATTENDANCE:

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:

NONE

SPECIAL DISTRICT AND STAKEHOLDER REPORTS OR ANNOUNCEMENTS:

Liza Tanguay Norwood Parks and Rec. commented about the Kiosk Booth dedication for John Mansfield will be Noel Night. Ice rink will be put together this coming weekend. Nordic Association is having kick off on Dec. 13th. Norwood NQ will be having an audition for certain age groups of kids. Check out the website calendar for all the activities. Becky Hannigan of the Norwood Chamber talk of the Noel Night events Sants and Fire truck rides 3:30, Vendors set up at the Old Hardware courtesy of Demian Brooks, Friday and Sat. Grinch will be out, Dark Sky Advocates will have a telescope to see the stars. Candy mentioned that the Fire Department will be having the Santa Breakfast on Saturday Morning,

CONSENT AGENDA:

Minutes of October 9, 2024

Minutes of October 30. 2024

October Financials

MOTION: Shawn Fallon made a motion to approve the consent agenda with the amendment of changing Niven Drybrough as present on October 9, 2024, meeting.

Mike Grady seconded.

All others approved. Motion Passed.

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Thursday, November 21, 2024

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

Meeting: Zoom only option.

BOARD BUSINESS AGENDA

MOTION: Niven Drybrough made a motion to move line-item D to the top of the agenda.

Mike Grady seconded.

All others approved. Motion Passed

d. Wendy Crank, San Miguel Juvenile Services, gave a presentation for all the services and data on what the San Miguel Juvenile Services offers for our community. Their services aid youth at an early stage of early intervention. Please view the presentation on our website for full presentation.

- a. Katherine Fry Project Proposal Cost Estimates for the additional services of her company Marble Peak Consulting LLC. The Code of Conduct and Personnel Policy estimated cost \$5000.00 each. Additional cost of \$4000.00 for training board and staff. Katherine discussed her knowledge and background in her field. The board wanted to have their work session before a decision is made to move forward on this estimate.

MOTION: Shawn Fallon made a motion to move subset C ahead of subset B.

Mike Grady seconded.

All others approved. Motion Passed

- c. Mackinzie Taylor, Sustainability Plan presentation, revamped the name to, The West End Vision Project. Part of the presentation was revisiting the Building Resilient Economies in the Coal Communities, (BRECC) and its hand with the WE Vision. BRECC helps with the data for the Vision Project. With the data update, over 450 community members are coming out to the community events for Norwood, Naturita, and Nucla to voice their values. Some of the shared values have been landscape, freedom, community, jobs, housing and prosperity. More steps are in the making for this project. Please view the presentation on our website for the full presentation.

- b. Policy Presentation for Submission of Documentation for Municipality Board Meetings

To establish a clear and organized process for submitting documentation in advance of municipality board meetings, I propose the following policy:

The board is not making any changes to this resolution currently.

MOTION: Shawn Fallon made a motion to move the staff report before the executive session.

Candy Meehan seconded.

All others approved. Motion Passed.

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Thursday, November 21, 2024

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

Meeting: Zoom only option.

STAFF REPORTS:

- San Miguel Sheriff's Office 37 Calls for Service, written report, review no questions. Officer Donnellon spoke about the changes in the new forms presented and will continue to send them to the board for review.

Public Works Director, Randy Harris –

- Our current Dakota vehicle is not in good shape, will get pricing for another vehicle.
- The Yukon needs repairs and has 11,000 hours on it. Randy recommends selling and will use the code enforcement vehicle for the time being. Will start working on plans for vehicles turnaround. Leasing was suggested and Randy will investigate the prospect.
- Broke ground on the new shop.
- The Public Works crew is working on winterization.

Town Clerk, Amanda Pierce –

- CMCA Conference
- Becky and I attended the CMCA Conference. Becky received Rookie of the Year, and I received Clerk of the Year for Small Communities!

Training **Attended:**

- (Becky Only) New Clerk Orientation and Nuts and Bolts
- Liar Liar Pants on Fire
- Clerk Use for AI
- Insights Discovery
- LED Presentation
- Civic Capacity Index Boards and Commissions
- Root Cause Analysis and FC Lean, I was asked to become LEAN certified!!!
- Government Budgeting and Accounting 101
- CML Legislative Updates
- CMCA Membership Meeting
- The Rolling Stones Got It Wrong -Positive Psychology
- Senior Meals and Evergreen boxes, Evergreen Boxes for Seniors can still be picked up at Town Hall. Working well with FRESH Foundation on Senior Meals weekly.
- Audit Working on buttoning up our 2023 audit.
- Christmas Party, Will be sending dates for Christmas Party options.
- Attorney Training, David would like to set up a retreat next year to do an in-depth board and staff training at a lower cost than contracted. I would like to do some master and strategic planning.
- Property Audit (Cirsa) We received a 104% on property audit and risk assessments.

▪

▪

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Thursday, November 21, 2024

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

Meeting: Zoom only option.

- CDOT GRANT – Design and Engineering is almost complete. Starting to work on getting reimbursement from DOLA. Plan to be in construction summer 2025 or spring 2026. Looking for gap grant funding to complete project due to increase in construction costs, however the Town had budgeted for additional costs within the 2024 budget.
- Lone Cone Legacy Trust – APPROVED for \$1000 match to help with Town Pocket Park Funding Project
- Telluride Foundation – (PENDING) Applied for match funding for Town Park Project

Brownfields Scope Approved – Approved to move forward on community engagement and planning for the possibility of what the reuse of the current school property would be. Will start community engagement in 2025. Reuses include Moving town hall, fire department, apartments, pool, rec center, or whatever else the community may need to fit the needs. This is phase one of getting the abatement taken care of at the school on their contamination.

MAYOR AND TRUSTEE REPORTS AND ANNOUNCEMENTS

- Mayors Report – Didn't send the report in time but still is working on the items from last meeting and continuing to go to all the meetings monthly.
- Trustees none

MOTION: Shawn Fallon made a motion to under the Discussion of personnel matter under CRS Section 24-6-402-(4)(f) Amanda Pierce, Town Clerk
Niven Drybrough seconded.
All others approved. Motion Passed.

EXECUTIVE SESSION

- A. DISCUSSION OF PERSONNEL MATTER UNDER CRS SECTION 24-6-402-(4)(F) AMANDA PIERCE, TOWN CLERK

Mayor Meehan read the following “The time is now 9:41pm 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.”

ADJOURN:

MOTION: Shawn Fallon made a motion to adjourn at 9:10 pm
Mike Grady seconded.
All others approved. Motion Passed.

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Thursday, November 21, 2024

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

Meeting: Zoom only option.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED:

Minutes Taken by: Becky Hannigan, Deputy Town Clerk

Amanda Pierce, Town Clerk

TOWN OF NORWOOD
ACCOUNTS PAYABLE - November 2024

				TOWN PAID	NWC Portion	NSD Portion
PDAD	1022250	Aflac	Employee Insurance	\$ 1,427.68	\$ -	\$ -
PDCC	1043240	Amazon	Office Supplies	\$ 93.32	\$ -	\$ -
PDCC	1043450	Amazon	Noel Night Parade hand out items	\$ 115.97	\$ -	\$ -
PD	1060280	AT&T/ First Net	Telephone	\$ 115.24	\$ 104.41	\$ 45.69
PD	1052275	Black Hills Energy	CC Gas	\$ 48.61	\$ -	\$ -
PD	1052495	Bruin Waste Mngt.	Trash Service at 2096 Cnty Rd	\$ 118.77		
PD	1052495	Bruin Waste Mngt.	Trash Service at 1670 Naturita St	\$ 179.67		
PD	1043285	Bruin Waste Mngt.	Trash Service at 1475 S Pine	\$ 41.73		
PD	1060250	Capital One Trade	Supplies	\$ 292.41		
PD	1060480	Capital One Trade	Maintenance	\$ 1,439.05	\$ 4.99	\$ -
PD	1043132	CEBT	Employee Insurance	\$ 2,156.25	\$ 2,185.66	\$ 910.54
PD	1041230	CML	Membership for Amanda Pierce	\$ 636.00	\$ -	\$ -
PD	1054372	Clearnetworkx	PD Office Phones	\$ 260.00	\$ -	\$ -
PD	1043420	FP Mailing Solutions	Postage	\$ 150.00	\$ 150.00	\$ 100.00
PD	1043310	Hemphill Planning LLC	October Hours	\$ 200.00	\$ -	\$ -
PD	1042310	Law Office of Daniel T Zemke	Municipal Judge	\$ 300.00		
PD	1042310	Mayra Castillo	Interperter Services for Muin Court	\$ 125.00	\$ -	\$ -
PD	1043127	Marble Peak Consulting LLC	Town Mamaager Recruitment	\$ 3,687.50	\$ -	\$ -
PD	1060250	Norwood Pit Stop	Maintenance Parts	\$ 172.03	\$ -	\$ -
PD	1060134	Sams Service	Fuel	\$ 496.57		
PD	1060480	Sams Service	Streets Fuel	\$ 81.60		
PD	1058310	San Miguel County	Building Inspector Aug and Nov.	\$ 200.00	\$ -	\$ -
PD	1060270	San Miguel Power	1670 Naturita Street	\$ 331.18	\$ -	\$ -
PD	1043270	San Miguel Power	Lights & Flashers	\$ 579.11	\$ -	\$ -
PD	1052270	San Miguel Power	1130 Lucerne	\$ 25.00	\$ -	\$ -
PD	1060270	San Miguel Power	PW Shop 2096 County Rd	\$ 75.66	\$ -	\$ -
PD	1060250	San Miguel County	1475 S, Pine	\$ 84.00	\$ -	\$ -
PD	1043427	San Miguel Resource Center	Donation	\$ 500.00	\$ -	\$ -
PD	1463360	Scott's Printing	Printing Form for Mayoral Recall	\$ 172.49	\$ -	\$ -
PDCC	1043490	The Divide Restaurant	Staff Lunch Cory	\$ 159.89	\$ -	\$ -
PD	1043132	United Life Ins	Emp. Life Ins	\$ 61.34	\$ -	\$ -
PDCC	1043490	The Divide Restaurant	Staff Lunch Earls	\$ 151.69	\$ -	\$ -
PDCC	1043490	The Divide Restaurant	Board of Trustees Budget workses:	\$ 151.69	\$ -	\$ -
		TG Allocation	Employee Salaries	\$ 15,936.99	\$ 11,312.81	\$ 6,884.60
	1022210	US Bank	Emp. SS & Med Nov. 15th	\$ 1,372.12	\$ -	\$ -
	1022210	US Bank	Town SS & Med Nov. 15th	\$ 1,372.12	\$ -	\$ -
	1022220	US Bank	Emp. FWT Nov. 15th	\$ 1,624.58	\$ -	\$ -
	1022210	US Bank	Emp. SS & Med Nov 30th	\$ 1,315.65	\$ -	\$ -
	1022210	US Bank	Town SS & Med Nov 30th	\$ 1,315.65	\$ -	\$ -
	1022220	US Bank	Emp. FWT Nov 30th	\$ 1,525.85	\$ 937.12	\$ 570.30
PD	1060310	Brainstorm/ Vero	Internet at the Shop	\$ 38.00	\$ -	\$ -
PD	1060310	West End Wash	Vehicle wash	\$ 45.00	\$ -	\$ -
				\$ 39,175.41		
		RAW WATER				
PD		San Miguel Power	Water Palace	\$ 24.35	\$ -	\$ -
PD		Sams Service	Fuel for RWIS Streets	\$ 62.69	\$ -	\$ -
		CONSERVATION TRUST				

TOWN OF NORWOOD, COLORADO

RESOLUTION NO. 1211 SERIES 2024

A RESOLUTION OF THE BOARD OF TRUSTEES SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF NORWOOD FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2025, AND ENDING THE LAST DAY OF DECEMBER 2025.

Whereas, the Board of Trustees of the Town of Norwood has appointed Amanda Pierce, Interim Administrative Director, to prepare and submit a proposed budget to said government body on December 11, 2024 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 December 11, 2024 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 Board of Trustees of the Town of Norwood, Colorado:

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

General Fund	\$ 2,330,990
Conservation Trust Fund	\$ 3,100
Contingency/Capital Improvements	\$ 75,000
ColoTrust Investment Account	\$ 30,000

Section 2. That estimated revenues for each fund are as follows:

General Fund	\$ 2,330,990
Conservation Trust Fund	\$ 3,400
Contingency/Capital Improvements	\$ 300
ColoTrust Investment Account	\$ 28,000

Section 3. That the budget is submitted, and hereinafter summarized by fund, and is hereby approved as the budget of the Town of Norwood for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by the Mayor and Clerk and made a part of the public records of the Town Clerk.

Section 5. That the budget for the Water Activity Enterprise fund will be adopted by its governing board the Norwood Water Commission and be made a part of the official records of the Town of Norwood.

ADOPTED, This ELEVENTH day of DECEMBER, A.D., 2024.

Candy A Meehan, Mayor

ATTEST:

Amanda Pierce, Town Clerk

2025 Town of Norwood

<u>Account #</u>	<u>Account Description</u>	<u>BUDGET</u> <u>2022</u>	<u>BUDGET</u> <u>2023</u>	<u>2024 Budget</u>	<u>2025 Budget</u>
10-39-500	Carryover General Fund				
General Fund Revenues					
<u>Taxes</u>					
10-31-100	Current Year Property Taxes	102,767	97,084	102,074	105,266
10-31-300	Sales Tax	469,837	447,000	470,000	450,000
10-31-350	Marijuana Tax	10,953	6,200	6,200	6,500
10-31-400	Franchise Taxes-Black Hills	6,150	7,000	7,000	7,000
10-31-500	Cigarette Tax	933	1,000	1,000	1,000
10-31-600	Highway Users Tax	20,480	20,471	20,471	21,722
	Total Taxes	<u>611,120</u>	<u>578,755</u>	<u>606,745</u>	<u>591,488</u>
<u>Licenses and Permits</u>					
10-32-100	Dog Licenses	570	800	800	800
10-32-210	Special Construction Permits	400	250	250	200
10-32-250	Marijuana App./Lic	1500	4000	4000	8000
10-32-300	Liquor Licenses	<u>1539</u>	550	550	1200
	Total Licenses	<u>3,704</u>	<u>5,600</u>	<u>5,600</u>	<u>10200</u>
<u>Intergovernmental Revenue</u>					
10-33-540	County App-Road & Bridge	6,375	6,000	6,000	6,000
10-33-550	Salary Reimbursement-NSD	70,959	82,230	89,452	103,295
10-33-560	Salary Reimbursement-NWC	149,639	220,714	220,714	194,522
	Total Intergvrnmtl	<u>226,973</u>	<u>308,944</u>	<u>316,166</u>	<u>303,817</u>
<u>Charges For Services</u>					
10-34-240	Annexation & Subdivision Fees/Planning	840	7,000	7,000	7000
	Total Charges	<u>840</u>	<u>7,000</u>	<u>7,000</u>	<u>7000</u>
<u>Fines and Forfeitures</u>					
10-35-100	Court Fines	2,347	5,000	5,000	5,000
	Total Fines	<u>2,347</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<u>Miscellaneous Revenue</u>					
	Checking Acct Interest				300
10-36-120	Community Center-User Fees	595	1,000	1,000	800
10-36-500	Specific Ownership	4,634	4,200	4,500	4500
10-36-700	Auto Registration	3,681	4,000	4,000	4000
10-36-300	Rental Income	16,800	16,800	16,800	17400
10-36-800	Mineral Lease/Sev Tax				
10-36-850	Business License	5,337	3,600	0	0
10-36-900	Sundry Revenues	80,000	313,000	313,000	35,000

Total Miscellaneous	<u>111,047</u>	<u>342,600</u>	<u>339,300</u>	<u>61,700</u>
----------------------------	-----------------------	-----------------------	-----------------------	----------------------

Contributions and Transfers

10-39-200	Summit Sidewalk Project		0	658,455	550,000
	Grant Matching				566,537
10-39-300	Contingency Fund - Transfer	0	0	0	0
10-39-400	Conservation Trust - Transfer	<u>0</u>	<u>0</u>	<u>0</u>	0
	Total Cont/Transfers	0	<u>0</u>	<u>658,455</u>	<u>1,116,537</u>

Total Revenues	<u>876,370</u>	<u>1,247,899</u>	<u>1,938,266</u>	<u>2,069,042</u>
-----------------------	-----------------------	-------------------------	-------------------------	-------------------------

<u>Account #</u>	<u>Account Description</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
------------------	----------------------------	-------------	-------------	-------------	-------------

General Fund Expenditures

Legislative

10-41-230	Travel/Training-Board	<u>96</u>	400	3500	3500
10-41-240	MASA-Board			800	800
	Total Legislative	<u>96</u>	<u>400</u>	<u>4300</u>	<u>4300</u>

Court

10-42-310	Prof & Technical-Magistrate	3300	3600	3600	6000
10-42-320	Postage	0	0	0	50
10-42-330	Office Supplies/Forms	<u>0</u>	0	0	50
10-42-340	State Fees/Reimbursements	<u>0</u>	75	75	0
	Total Court	3300	<u>3,675</u>	<u>3,675</u>	<u>6100</u>

Administrative-Town Hall

10-43-110	Administrator	67,631	73,718	100,000	85,000
10-43-120	Town Clerk	47,077	51,239	54,826	60,278
10-43-125	Deputy Clerk	0	41,600	44,096	54,080
10-43-127	Code Enforcement Officer	0	30,000	30,000	5,000
10-43-131	Benefits/FICA/Town Share	14,223	25,000	25,000	25,000
10-43-132	Benefits/Health Insurance/Gym	15,926	41,636	25,000	25,000
10-43-134	Benefits/Unemployment	2,500	2,500	2,700	2,500
	ASAP - Payroll				3,000
10-43-430	Child Care Employee Benefit			3,600	5,000
10-43-210	Book/Subscriptions/Membership	3,425	3,300	3,300	4,000
10-43-220	Printing & Publishing	84	1,000	1,000	400
10-43-230	Travel/Training	4,895	4,000	5,500	5,500
10-43-240	Office Supplies and Expense	1,046	2,500	2,000	2,000
10-43-250	Equipment - Service Contract	2,886	3,500	3,500	3,500
10-43-251	Iworks Annual Contract			4,600	4,600
10-43-260	Buildings/Repairs/Cleaning	0	400	0	0
10-43-270	Utilities - Electricity	356	400	400	1,000
10-43-280	Telephone	3,055	4,000	4,000	2,000
10-43-285	Utilities - Employees	765	800	1,080	0

10-43-290	Professional/Contract/Eng	0	5,000	5,000	5,000
10-43-310	Professional/Technical/Planner	6,700	6,500	6,500	5,000
10-43-315	Office-Billing Clerk	35,719	38,542	41,600	44,132
10-43-360	Elections	891	3,000	3,000	1,500
10-43-420	Postage	1,630	1,200	2,500	2,000
10-43-421	Spring Clean-up	1,500	2,000	3,000	4,000
10-43-422	Donation - Axis Health System	500	500	500	500
10-43-423	Donation - Juvenile Diversion	2,000	2,500	2,500	3,000
10-43-424	Fireworks	2,500	3,000	3,000	4,000
10-43-425	Hanging Baskets/Beautification	1,339	3,500	3,500	2,500
10-43-426	Donation -UnawEEP Tabeguache Byway	1,000	500	500	500
10-43-427	Donation - San Miguel Resource	500	500	500	500
10-43-428	Donation - Norwood Roping Club	500	500	500	500
10-43-429	Donation - Wright Stuff	5,000	5,000	5,000	7,000
10-43-431	Donation -EcoAction Partners	500	500	750	800
10-43-435	High School Scholarship	250	1,000	1,000	1,000
10-43-440	Hoof & Paw TNR Program			1,500	1,000
10-43-445	Donation -Local Food Bank			5,000	3,000
10-43-450	Local Celebrations			3,000	1,000
10-43-455	Norwood Cemetary			1,000	3,000
10-43-460	Music on the Mesa			5,000	5,000
10-43-480	Special Department Supplies	252	1,000	2,500	2,500
10-43-490	Public Relations	1,476	1,500	1,500	2,000
10-43-510	Insurance & Surety Bonds	9,094	18,000	18,000	13,000
10-43-610	Team Building	33	200	1,600	2,000
10-43-630	Bank Service Charges	3,187	3,000	3,200	1,000
10-43-740	Capital Outlay/Equipment/Bldg	16,651	17,000	10,000	10,000
10-43-760	IRA-Retirement Allocation	3,000	21,000	24,000	24,000
10-43-770	Computer/Software Upgrade	561	2,500	2,500	2,500
	Total Administrative	<u>266,630</u>	<u>423,536</u>	<u>472,952</u>	<u>439,790</u>

Non-Departmental

10-50-310	Professional Services-Legal Fees	5,640	12,000	10,000	15,000
10-50-320	Professional Services-Audit	4,950	5,000	5,300	5,500
	Total Non-Depart	<u>10,590</u>	<u>17,100</u>	<u>15,300</u>	<u>20,500</u>

Community Center

10-52-260	Building Cleaning & Maintenance	2,424	4,500	4,500	6000
10-52-270	Utilities - Power	2,267	4,500	5,000	5300
10-52-275	Utilities - Heat	1,467	2,400	2,800	2800
10-52-485	Special Supplies/Landscaping	712	5,000	5,000	3500
10-52-495	Trash Service	1,649	2,500	2,500	1000
	Total Community	<u>8,519</u>	<u>18,900</u>	<u>19,800</u>	<u>18600</u>

Miscellaneous Improvements

10-53-260	Miscellaneous Park Expenses	2,404	2,000	2,000	2000
10-53-270	Lease Propetrty Expenditures	0		5,000	6000
	Total Miscellaneous	<u>2,404</u>	<u>2,000</u>	<u>7,000</u>	<u>8000</u>

Peace Keeping

10-54-300	Contract SMCSO	50,000	100,000	100,000	106,000
10-43-520	Fuel/Code Enforcement		0	1,200	0
10-43-550	Code EnforcementSupplies/Miscellaneous		0	2,000	0
10-43-560	Code EnforcementTravel & Training		0	1,000	0
	Total Peace Keeping	<u>50,000</u>	<u>100,000</u>	<u>100,000</u>	<u>106,000</u>

Building Inspection

10-58-310	Professional Service-Bldg Inspn	<u>1,200</u>	1,200	1,200	1,200
	Total Bldg Inspect	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>

Streets Department/Groundskeeper

10-60-110	Public Works II	47,323	54,180	58,357	61,000
10-60-120	Contractor/NWC/PW Seasonal	0	7,000	10,000	0
10-60-130	Public Works I	30,548	50,843	50,630	56,667
10-60-131	Public Works III	46,199	54,180	56,193	58,820
	Parttime ORC/Consultant	17,100	15,000	0	0
10-60-132	PW Director	68,648	84,456	87,834	99,840
10-60-134	Fuel	3,074	4,000	3,800	7,000
10-60-220	Clothing Allowance/PW Shirts	518	700	700	700
10-60-230	Travel/Training	0	1000	1000	4000
10-60-240	Safety	0	1,000	1,000	1000
10-60-250	Equipment/Repairs & Maint.	16,438	20,000	25,000	25000
10-60-260	ADA Improvements	-	500	500	500
10-60-270	Utilities - Electricity	11,069	15,000	15,000	15000
10-60-280	Phones	951	2,000	2,000	1500
10-60-310	Prof Services - Contract Labor	1,652	7,000	15,000	10000
10-60-460	Snow Removal & Street Cleaning	2,653	6,000	6,000	6000
10-60-470	Street & Alley Drainage	1,861	7,500	7,500	7500
10-60-480	Materials/Supplies/Streets	22,601	30,000	30,000	45000
10-60-490	Contingency/PW Infastructures	6,500	30,000		4,000
	Total Streets/Maint	<u>277,135</u>	<u>390,359</u>	<u>370,514</u>	<u>403,527</u>

Grant and Capital

10-80-601	Future Projects Matching			84,190	30,000
10-80-602	Drainage Study/JTF			313,000	313,000
10-80-603	Safe to School CDOT	48,259	329,933	546,335	707,382
	Pocket Park				252,591
	Capital Outlay	295,346	0	0	20,000
	Total Grant/Capital	<u>343,605</u>	<u>329,993</u>	<u>953,254</u>	<u>1,322,973</u>

Transfers

10-90-100	Transfer to Conservation Trust		0	0	0
10-90-200	Transfer to Contingency Fund	0	0	0	0
	Total Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

<u>Account #</u>	<u>Account Description</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
	Total General Fund Expenditures	<u>1,075,126</u>	<u>1,262,474</u>	<u>1,938,266</u>	<u>2,330,990</u>
	Grand Total Expenditures with Transfers	<u>1,075,126</u>	<u>1,262,474</u>	<u>1,938,266</u>	<u>2,330,990</u>

Excess (-Deficit) of Revenues					-261,948
Over Expenditures General Fund	198,756	0	0	0	0
Fund Balance General Fund - Beginning	964,061	824,462	1,108,692	300,008	
Fund Balance General Fund - Ending	765,305	824,462	1,108,692	300,008	

Conservation Trust Fund**(Lottery Proceeds)****Revenue**

20-30-100	Lottery Proceeds	3,374	3,450	3,450	3,400
20-30-200	Interest-Conservation Trust	1	5	5	7
	Total Revenue	<u>3,375</u>	<u>3,455</u>	<u>3,455</u>	<u>3,407</u>

Expenditures

20-40-550	General Government	0	0	0	0
20-40-560	Recreation/Facilities	3,006	2,400	3,000	3,100
	Total Expenditures	<u>3,006</u>	<u>2,400</u>	<u>3,000</u>	<u>3,100</u>

Excess (-Deficit) of Revenues	487	601	455	307
Over Expenditures		0	0	0
Fund Balance Conservation Trust-Beginning	16,576	19,517	19,804	16,270
Fund Balance Conservation Trust-Ending	17,063	20,472	19,804	16,577

Contingency-Money Market/Capital Improvements**Revenue**

20-30-200	Interest-Contingency	52	100	0	300
22-30-800	Transfer/General/CD	0	0	0	0
	Total Revenues	<u>52</u>	<u>100</u>	<u>0</u>	<u>300</u>

Expenditures

22-40-550	General Government	0	0	0	0
20-40-740	Capital Outlay	-	120,000	120,000	75000

Total Expenditures	<u>0</u>	<u>120,000</u>	<u>120,000</u>	<u>75000</u>
Excess (-Deficit) of Revenues	0	0	0	-74700
Over Expenditures	0	0	0	0
Fund Balance Contingency-Beginning	456,556	416,585	456,608	417,583
Fund Balance Contingency-Ending	456,608	351,858	336,608	342,883

ColoTrust Investment Account

Revenue

Interest-Contingency				28,000
Transfer/General/CD				0
Total Revenues	<u>52</u>	<u>100</u>	<u>0</u>	<u>28000</u>

Expenditures

Grant Matching	-			30,000
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>30000</u>

Excess (-Deficit) of Revenues	0	0	0	-2000
Over Expenditures	0	0	0	0
Fund Balance Contingency-Beginning	0	0	0	700,000
Fund Balance Contingency-Ending	0	0	0	698,000

Adopted this 11th Day of December 2024

By: _____

Candy A. Meehan, Mayor

Attest: _____

Amanda Pierce, Town Clerk

I Amanda Pierce, certify that the attached is a **true and accurate** copy of the adopted budget of the **Town of Norwood**

Town of Norwood

Town of Norwood, San Miguel County, Colorado

Resolution No 1212 Series: 2024

A RESOLUTION OF THE BOARD OF TRUSTEES LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2025, TO HELP DEFRAY THE COSTS OF THE GOVERNMENT FOR THE TOWN OF NORWOOD, COLORADO FOR THE 2025 YEAR

WHEREAS, the Board of Trustees of the Town of Norwood has adopted the annual budget in accordance with the Local Government Budget law on December 11, 2024, and

WHEREAS, the amount of money necessary to balance for general operating purposes for expenditures is \$2,330,990; and

WHEREAS, the amount of money necessary to balance for revenues is \$2,330,990; and

Whereas, the 2025 valuation for assessment for the Town of Norwood as certified by the County Assessors is \$6,957,897; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF NORWOOD, AS FOLLOWS:

Section 1. That for the purpose of meeting all general operating expenses of the Town during the 2025 budget year, there is hereby levied a tax of 15.129 mills upon each dollar of the total valuation for assessments of all taxable property with the Town limits for the year 2025.

Section 2. That the Clerk is hereby authorized and directed to immediately certify to the County Commissioners of San Miguel County, Colorado, the mill levies for the Town of Norwood as hereinabove determined and set.

ADOPTED at the regular meeting of the Board of Trustees of the Town of Norwood held December 11, 2024.

TOWN OF NORWOOD

Mayor

ATTEST:

Town Clerk

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of _____, Colorado.

On behalf of the _____,
(taxing entity)^A

the _____,
(governing body)^B

of the _____,
(local government)^C

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

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ _____
(NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: _____ for budget/fiscal year _____.
(no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY²	REVENUE²
1. General Operating Expenses ^H	_____ mills	\$ _____
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< _____ > mills	\$ < _____ >
SUBTOTAL FOR GENERAL OPERATING:	<input type="text"/> mills	\$ <input type="text"/>
3. General Obligation Bonds and Interest ^J	_____ mills	\$ _____
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	<input type="text"/> mills	\$ <input type="text"/>

Contact person: _____ Daytime phone: () _____
(print)

Signed: _____ Title: _____

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

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

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

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

THE DIVIDE
P.O. BOX 6
Norwood CO 81423

Fees Due	
Annual Renewal Application Fee	\$
Renewal Fee	750.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$ 75.00
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$825.00

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

Uploaded to MoveIt on Date

Paid Online

Licensee Name

SCOT ROMAINE

Doing Business As Name (DBA)

THE DIVIDE

Liquor License Number

03-09370

License Type

Hotel & Restaurant (city)

Sales Tax License Number

35814495

Expiration Date

02/14/2025

Due Date

12/31/2024

Business Address

Street Address

1610 GRAND AVENUE

Phone Number

9703270227

City, State, ZIP Code

Norwood CO 81423

Mailing Address

Street Address

P.O. BOX 6

City, State, ZIP Code

Norwood CO 81423

Email

thedividerestaurant@gmail.com

Operating Manager

Scot Romaine

Date of Birth

08/08/1978

Home Address

Street Address		Phone Number
37544 ii Rd		970-327-0227
City	State	ZIP Code
Redvate	CO	81431

1. Do you have legal possession of the premises at the street address?..... Yes No
- Are the premises owned or rented? Owned Rented* *If rented, expiration date of lease
-

1. 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.

2. 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

3. 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

4. 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.

Name (Individual/Business)

Scot Romaine / The Divide

Social Security Number/Tax Identification Number

82-3086895

Home Phone Number

970.417.0574

Business/Work Phone Number

970.327.0227

Street Address

1610 Grand Ave

City

Norwood

State ZIP Code

CO

81423

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

Scot Romaine

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

Scot Romaine

12.5.24

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).

(This page intentionally left blank)

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, Slot Romaine

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

(the "Applicant/Licensee")

The Divide

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 is 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.

1. 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.

2. 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.

3. 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

Scot Romaine

Title

Owner

Signature

Scot Romaine

Date (MM/DD/YY)

12.05.24

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)

	NWC	NSD	TON	Total
	\$ 5,100.00	\$ 3,600.00	\$ 5,800.00	\$ 14,500.00