

TOWN OF MANCOS
BOARD of TRUSTEES WORKSHOP
September 27, 2023 6:00 P.M.

Workshop – 2024 Budget Final Draft
Town Hall Board Room

Monthly Board Workshops are for Board discussion purposes only. Decisions cannot be made during these sessions. These workshops are open to the public, however public comment will not be accepted.

BOARD of TRUSTEES MEETING
September 27, 2023 7:00 p.m.

AGENDA

- A. Call to Order
- B. Pledge of Allegiance and Moment of Silence
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of the Minutes of September 13, 2023
- F. DOLA Main Street Program Presentation
- G. Audience Business
- H. Announcements
- I. Committee Reports
 - Montezuma County Commissioner Update
 - Montezuma County Planning Commission
 - Region 9
 - CDOT TPR
 - Mancos Planning Commission
- J. Discussion and Action Items
 - 1. Agency Contributions
 - 2. Resolution 10 Series 2023: 2023 Homecoming Bonfire
 - 3. Mancos Conservation District Letter of Support
 - 4. LivWell Retail Marijuana Business License Renewal
 - 5. El Rio Cantina Liquor License Renewal
- K. *Items for October 11, 2023 Agenda*
 - *Workshop: Mancos Conservation District/Turf Replacement*
 - *Public Hearing: 2024 Budget Presentation*
 - *Student Liaison Appointment*
 - *2023 2nd Round Agency Contribution Follow Up Reports*
 - *Proposition 123 Housing Commitment*
- L. Executive Session – For a conference with the Town Attorney for purposes of receiving legal advice on specific legal questions under C.R.S Section 24-6-402(4)(b) **regarding 422 Grand Ave., Mancos, CO 81328**

M. Adjournment

TOWN OF MANCOS
BOARD of TRUSTEES MEETING MINUTES
September 13, 2023
7:00 p.m.

- A. CALL TO ORDER:** Mayor Queenie Barz called the meeting to order at 7:02 p.m.
- B. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- C. ROLL CALL:** Present: Mayor Queenie Barz, Mayor pro tem Cindy Simpson, Trustee Ed Hallam, Trustee Richard Tokar, and Trustee Nick Manning.
- Absent:** Trustee Brent McWhirter and Trustee Janice Bryan
- Staff Present: Town Administrator Heather Alvarez, Public Works Director Terry Jennings, Attorney David Liberman, Planning and Economic Coordinator Jason Armstrong, Mancos Marshal Justen Goodall, Town Clerk Treasurer Jamie Higgins and Deputy Town Clerk Mercedes Yanito.
- D. APPROVAL OF THE AGENDA:** Trustee Richard Tokar made the motion to approve the September 13, 2023 agenda. Trustee Ed Hallam seconds the motion. Motion passed.
- E. APPROVAL OF THE MINUTES:** Mayor Pro Tem Cindy Simpson made a motion to approve the minutes, as presented by staff, from August 23, 2023. Trustee Richard Tokar seconds the motion. Motion Passed.
- F. AUDIENCE BUSINESS:**
- None
- G. ANNOUNCEMENTS:**
- Public Works spent several hours fixing a water break on the north side of town today. Project complete.
 - We've extended our DOLA grant for affordable housing land use code updates. We hope to bring information to the Planning Commission and Board of Trustees no later than November.
 - Water tank materials have been delivered. Construction planned for end of October.
 - Agency Contribution Applications will be presented at next meeting.
 - Student Liaison applications will be presented at first meeting in October.
 - Final draft 2024 budget will be discussed at next workshop.
 - P&Z Meeting cancelled for September
 - Cindy – LivWell Mural update – artist was selected and a rendition requested. This will be presented to LivWell for legal review.
 - Medicine Horse sent a thank you to the Town for the golf sponsorship for Michele Black.
 - Mancos Track is open to the public 6pm-7:30pm on Wednesdays.

H. TREASURER REPORT – AUGUST BILLS AND CLAIMS

Mayor Pro Tem Cindy Simpson made a motion to approve August’s Bills and Claims in context and format. Trustee Nick Manning seconds the motion. Motion passed.

I. COMMITTEE REPORTS

- Montezuma County Commissioner Update – No update
- Montezuma County Planning Commission Update – The Wedding venue on Webber will be on the next agenda
- Region 9 – No update
- CDOT TPR – No update
- Mancos Planning Commission – No update

J. DISCUSSION AND ACTION ITEMS:

1. Trustee Ed Hallam made a motion to reappoint Victoria Peterson to the Tree Board. Trustees Nick Manning and Richard Tokar seconds the motion. Motion passed with a unanimous vote.
2. Electric Vehicle Charging Station Update – Heather Alvarez and Jamie Higgins updated the Board and will bring back more information at another meeting.

K. Items for September 27, 2023 Agenda

- *Workshop: 2024 Budget Discussion*
- *Turf Replacement Discussion (October 11)*

L. ADJOURNMENT

Trustee Ed Hallam made the motion to adjourn the meeting at 7:35 pm.

Mayor Queenie Barz

Town Clerk/Treasurer Jamie Higgins

STAFF REPORT

To: Honorable Mayor and Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 20, 2023
Re: 2024 First Round Agency Contribution Requests

Recommendation

Discuss and decide which 2024 first round Agency Contribution requests to award

Background/Discussion

We received four agency contribution requests for the first round 2024 cycle. There is \$15,000 in this proposed line item for 2024. The requests total \$6,000. Attached is a summary for your review. All applicants were invited to this meeting to offer a short 2 – 3 minute presentation and answer questions from the Board.

The Board is not required to fund every request, nor are you required to fully fund the requested amounts. Also, please keep in mind the Board's priorities and other outside funding commitments when discussing this topic.

2023 second round recipients will be invited to the October 11, 2023 Board meeting to provide a follow-up report.

Attachments

2024 First Round Agency Contribution Request Summary
2024 First Round Applications

2024 Info - Round 1 January 2024													
Company	Complete?	Amt Requested	Mancos	County	Other	Non Profit?	2023Contributions	Unique Need?	Broad Spectrum?	Overlap?	Amt Approved	9/27/2023 BoT	FU Report (4/2024)
Cancer Resource alliance of Montezuma & Dolo	Y	\$ 1,500.00	10%	84%	6%	Yes		Y	Y	N			
Commuity Connections	Y	\$ 1,500.00	100%	0%	0%	Yes		Y	N	N			
Four Corners Recycling	Y	\$ 1,500.00	100%	0%	0%	Yes		Y	Y	N			
Mancos Gear Share	Y	\$ 1,500.00	100%	0%	0%	Yes - MVR		Y	Y	N			
		\$ 6,000.00											
2023 Info - Round 2 April 2023													
Company	Complete?	Amt Requested	Mancos	County	Other	Non Profit?		Unique Need?	Broad Spectrum?	Overlap?	Amt Approved		FU Report (10/23)
Chicken Creek Nordic Area	Yes	\$ 1,500.00	100%			Y - through MVR		Y	Y	N	\$ 600.00		
Community Connections, Inc.	Yes	\$ 1,500.00	100%			Y		Y	N	N	\$ 600.00		
Imagination Library	Yes	\$ 1,500.00	15%	100%	0%	Y - through Onward		Y	Y	N	\$ 600.00		
Mancos Creative District	Yes	\$ 1,500.00				Y							
Mancos Food Share	Yes	\$ 1,500.00	100%			Y - through MVR		Y	Y	N	\$ 600.00		
Mancos Senior Center	Yes	\$ 1,500.00	100%			N - through MC Senior Services		Y	Y	N			
Pay It Forward	Yes	\$ 1,500.00	100%			Y - through MVR		Y	Y	Y	\$ 600.00		
		\$ 10,500.00											
2023 Info - Round 1 January 2023													
Company	Complete?	Amt Requested	Mancos	County	Other	Non Profit?		Unique Need?	Broad Spectrum?	Overlap?	Amt Approved	10/12/2022 BoT	FU Report (4/26/2023)
Axis Health Systems	Y	\$ 1,500.00	100%	0%	0%	Y		Y	N	N	\$ 1,500.00		
Four Corners Recycling	Y	\$ 1,500.00	100%	0%	0%	Y		Y	N	N	\$ -		N/A
Hospice of Montezuma	Y	\$ 1,500.00	12%	73%	15%	Y		Y	Y	N	\$ 1,500.00		
Mt. Lookout Grange	Y	\$ 1,500.00	100%	0%	0%	Y		Y	Y	N	\$ 1,500.00		
Mancos Common Press	Y	\$ 1,500.00	100%	0%	0%	Y		Y	N	N	\$ 1,500.00		
Mancos Foodshare	Y	\$ 1,500.00	100%	0%	0%	Y - through MVR		Y	Y	N	\$ -		N/A
Mancos Valley Resources	Y	\$ 1,500.00	100%	0%	0%	Y		Y	Y	N	\$ 1,500.00		
School Commuity Youth Collaborative	Y	\$ 1,500.00	90%	10%	0%	Y - through Onward		Y	N	N	\$ 1,500.00		
		\$ 12,000.00									\$ 9,000.00		
2022 Info - Round 2 April 2022													
Company	Complete?	Amt Requested	Mancos	County	Other	Non Profit?		Unique Need?	Broad Spectrum?	Overlap?	Amt Approved		FU Report (10/12/2022)
Mancos Trails Group	Y	\$ 1,500.00	100%	0%	0%	Y - through MVR					\$ 1,500.00	4/27/2022 BoT	Y
2022 Info - Round 1 January 2022													
Company	Complete?	Amt Requested	Mancos	County	Other	Non Profit?		Unique Need?	Broad Spectrum?	Overlap?	Amt Approved	9/22/2021 BoT	
Axis Health Systems	Y	\$ 1,500.00	100%	0%	0%	Y		Y	N	N	\$ 1,500.00		
Community Connections, Inc.	Y	\$ 1,500.00	100%	0%	0%	Y					\$ 1,500.00		
Hospice of Montezuma	Y	\$ 1,500.00	11%	86%	14%	Y					\$ 1,500.00		
Mancos Gear Share	Y	\$ 1,500.00	75%	25%	0%	Y - Mancos Creative District					\$ 1,000.00		
Mancos Common Press	Y	\$ 1,000.00	10%	30%	60%	Y					\$ 1,000.00		
The Vault - Mancos Makers Lab	N - P&L missing	\$ 1,500.00	100%	0%	0%	N - waiting for umbrella co approval					\$ -		
		\$ 8,500.00									\$ 6,500.00	9/22/2021 BoT	
2021 Info - Round 1 January 2021													
Company	Complete?	Amt Requested	Mancos	County	Other	Non Profit?		Unique Need?	Broad Spectrum?	Overlap?	Amt Approved		
Axis Health Systems	Y	\$ 1,500.00	100%	0%	0%	Y		Y	N	N	\$ 1,500.00	9/23/2020 BoT	
2020 Info - Round 1 January 2020													
Company	Complete?	Amt Requested	Mancos	County	Other	Non Profit?		Unique Need?	Broad Spectrum?	Overlap?	Amt Approved		
School Community Youth Collaborative	Y	\$ 1,000.00	25%	75%	25%	Y - through Onward		Y	N	N	\$0 - did not appear	10/9/19 BoT	
Community Connections, Inc.	Y	\$ 1,125.00	100%	0%	0%	Y					\$1,500		
		\$ 2,125.00									\$1,500		

**Town of Mancos
Request for Contribution**

**Application must be completed IN FULL in order to be considered.
Application Deadline is 5:00 p.m. on April 15 (1st round) and September 15 (2nd round). If the 15th falls on a weekend or holiday, the application is due by close of business the Monday following the weekend or holiday. Please submit one original to:**

**Town of Mancos
117 North Main
P.O. Box 487
Mancos, CO 81328
Attn: Heather Alvarez
halvarez@mancoscolorado.com**

Part 1: Applicant Information

Name of applicant organization: Cancer Resource Alliance of Montezuma and Dolores Counties

Name of umbrella organization (if applicable): _____

Applicant contact person: Tiffani Randall, President 

Phone: 970-749-2613 Fax: _____ E-Mail Address: waters.tiffani@gmail.com

Mailing address: P.O. Box 569 City: Cortez

State: CO Zip: 81321 Non-profit tax ID number 27-4284373 (attach proof of non profit status)

List Board of Directors: Tiffani Randall, President Susan Keck, Vice President Sue Tompkins, Treasurer
Susan Hodgdon Sharon Quam Connie Fisher Maxine Anderson Joyce Stevenson Michelle Bridgewater

How many years has your organization been in existence? 19 Years

Part 2: Contribution Request

Cash Request: \$ 1500 (max \$1,500)

Part 3: Detailed Information

Please respond to the following in no more than 3 double sided (10 point font minimum) pages. Follow the format, number system, and headings as presented in the Contribution Request. Make sure you include the number and heading for the information requested so reviewing board members can readily find the various categories as presented in the Contribution Request.

Check each line to confirm you have included the appropriate information and submit with your Contribution Request.

1. Include:
 - A. Mission Statement (if available)
A clear and concise statement of organization’s mission, not including goals and objectives
 - B. Goals and Objectives (if available)
Goals = desired future state or direction (1 year or more)
Objectives = intended results or outcomes that are measures of progress towards a goal (1 year or less)
2. State precisely:
 - A. Purpose of requested funds
*List budget items for which funds will be expended
 - B. Geographical location of where funds will be expended
*Quantify the percentage of programs/activities accessible to the community of the following locations (percentages should add up to 100%:
 - Town of Mancos limits
 - Montezuma County including 81328 outside Town limits
 - Other (outside of Montezuma County)
 - C. Why it is critical you receive this funding
3. How will funding of your organizations activities meet the Board of Trustees funding priorities (from page 1)?
4. Describe the community support for your organization or program.
5. How will you evaluate the success of your organization or program?
6. Please list other support provided to your organization by the Town of Mancos, Montezuma County, the State of Colorado, or the U.S. Government (if any).

Part 4: Financial Information

Submit the following financial statements for your organization:

 x Profit & Loss Statement (budget vs. actual)
 x Current year to date
 x Previous completed fiscal year
 x Balance Sheets (summary)
 x Current year to date
 x Previous completed fiscal year
 3 – 5 year plan (if available)

Part 5: Follow-up Report

An oral follow up report shall be presented to the Board of Trustees during the next round of contributions. Organizations that received funding will be notified by the Town of Mancos of the date of the Board meeting. An organization’s failure to present a follow up report to the Board may result in ineligibility for future funding by the Town of Mancos.

TOWN OF MANCOS
AGENCY CONTRIBUTION REQUEST

PART 3: DETAILED INFORMATION:

1. A. Mission Statement

The mission of our organization is to help residents of Montezuma and Dolores counties (men, women, and children) with costs associated with a cancer diagnosis. These costs can include medical and non-medical expenses. In addition, our organization continues to educate the public about cancer and provide free breast and reproductive cancer screenings for women through our providers. In accordance with our mission, the Cancer Resource Alliance program provides grants up to \$750 to help residents in Montezuma and Dolores counties with their expenses, both medical and non-medical.

1 .B. Goals and Objectives

Goal: Our goal is to increase awareness of our program and be able to increase grants to \$1,000 and provide more assistance to residents of Montezuma and Dolores counties dealing with a cancer diagnosis.

Objective: To increase funds raised through Pretty in Pink and “round-up” campaigns, and to seek applicable grants.

2. A. Purpose of Requested Funds

Funds will be used for grants up to \$750 to individuals in Montezuma and Dolores Counties with a cancer diagnosis. These funds can be used for medical and/or non-medical expenses. The Cancer Resource Alliance has no paid staff and very minimal administrative expenses. In 2022 only \$1050 was expended on administrative items (postage, envelopes, P.O. Box rental, rack card printing, website maintenance, etc.)

2. B. Geographical location of where funds will be expended

Funds are available to all residents of Montezuma and Dolores Counties. Percentages below reflect the actual distribution of grants from January 1, 2022 through December, 2022.

10% Mancos (81328 zip code)

84% Montezuma County

6% Dolores County

As of 2021 statistics, those with a zip code of 81328 represent 14% of Montezuma County’s population.

2. C. Why is it critical you receive this funding

As of 7/31/23 we have awarded 66 assistance grants. This is almost double the requests funded in 2022 during the same period. We funded a total of 70 applications in 2022 and we are well on our way to exceeding that number. Awareness of and demand for our program continues to increase. In 2022, however, funds raised at our annual Pretty in Pink fundraiser were lower than expected. Only \$11,735 was raised at the event (as compared to \$20,500 in 2121). This funding shortfall coupled with the dramatic increase in applicants has hampered our ability to fund grant requests. Currently we have reduced grants from \$750 to \$600 and have put a hold on grants to repeat applicants (residents with a cancer diagnosis can apply once every calendar year for assistance).

3. How will funding of your organization's activities met the Board of Trustees funding priorities?

The Cancer Resource Alliance meets the funding priorities of the Mancos Town Council because:

- 1. We have 501(c)(3) nonprofit status (see attached documentation).**
- 2. By providing funds to assist residents undergoing cancer treatment with medical and non-medical expenses we meet the unique need of grant assistance to those individuals during a most difficult part of their lives.**
- 3. The Cancer Resource Alliance serves a broad spectrum of the community by providing grant assistance to any resident of Montezuma or Dolores counties regardless of age, gender, income, or type of cancer.**
- 4. We believe the Cancer Resource Alliance is the only active provider of grants in Montezuma County to assist residents with a cancer diagnosis with both medical and non-medical expenses. Other organizations in our area which have provided similar services, i.e. Southwest Memorial Hospital Foundation Montelores Cancer Care Fund and the Clara Ormiston Cancer Treatment Fund, do not currently appear to be viable within Montezuma County (Dolores County still awards assistance under the Ormiston fund). The Cancer Resource Alliance, therefore, is the only organization actively seeking and granting funds to assist cancer patients in both Montezuma and Dolores Counties.**
- 5. The Cancer Resource Alliance has an established relationship with the Women's Wellness Connection, a CDC instituted program which provides income and age eligible women who live in Colorado free breast and cervical cancer screenings. At this time, however, there are no WWC providers in Montezuma or Dolores counties. We collaborate**

with the Cancer Coalition of Southwest Colorado centered in Durango which provides funds for cancer screening/treatment to patients in all southwest Colorado counties except for Montezuma and Dolores (thus the impetus for the Cancer Resource Alliance to serve these patients). Volunteers from the Cancer Coalition staff the American Cancer Society office at Mercy Hospital where they distribute OUR fund applications to cancer patients who live in our served counties. The Mercy Oncology Department also distributes our applications. The Cancer Resource Alliance distributes information about our program and applications to doctors within our area and Southwest Health Systems.

4. Describe the community support for your program.

Historically the primary fund raiser for the Cancer Resource Alliance has been the annual Pretty in Pink Fashion Show. The success of this event over the last 11 years illustrates the community support for our program. Since the inception of the Fashion Show in 2011 over \$120,000 has been donated to the Cancer Resource Alliance. These funds come from sponsorships of the event, attendees and private donors. We have averaged 225 attendees at the event and numerous sponsorships including dollar contributions and silent auction items have been contributed. Over the years the Cancer Resource Alliance has assisted hundreds of individuals: 33 in 2018, 41 in 2019, 43 in 2020, 58 in 2021, and 70 in 2022. Year to date we have already funded 66+ applicants and expect that 2023 grants will well exceed those in 2022. We consistently continue to receive applications. Although we plan to hold the 12th annual Pretty in Pink Fashion Show fundraiser, the success of the event is unknown at this time.

Community support is also evidenced by the success of last year's Round-Up campaign. This is a new fund raiser for CRA wherein residents are asked to "round-up" their purchase amount to the nearest dollar. The amount added to the purchase is then donated to CRA. Last year 10 businesses participated and over \$2000 was raised.

5. How will you evaluate the success of your organization or program?

The success of our program is evaluated by the number of applicants we are able to assist and our ability to increase the grant amounts to applicants. In 2022 we were able to increase grants to \$750. Currently our grants are \$600 to new applicants and \$300 to repeat applicants (although funding repeat applications has been suspended for the time being because of a shortage of funds). Our success will be measured by our ability to increase grants to \$750 and fund repeat applicants. Our success is also measured by our ability to provide grant funds to all qualified applicants in 2023, 2024 and beyond.

6. Please list other support provided to your organization by the Town of Mancos, Montezuma County, the State of Colorado, or the U.S. Government (if any).

CRA has not yet received any funding from the Town of Mancos, Montezuma County, State of Colorado, or the U.S. Government. However, in 2021 the City of Cortez granted us \$2500 through the Community Grant program for 2022 and granted \$4000 for 2023.

The Cortez Retail Enhancement (CREA) program provided radio advertising for our 2019 Pretty in Pink fundraiser and provided the same assistance in 2021, 2022 and 2023 (our Pretty in Pink fundraiser was not held in 2020 due to the COVID-19 pandemic). In 2022 CREA assisted with our new “round-up” campaign in which participating local businesses ask customers if they want to “round-up” their purchase as a donation to the Cancer Resource Alliance. CREA printed and mailed out flyers to Cortez businesses which described the mechanics of the program. In 2023 CREA will provide similar support and also advertise the “round-up” campaign in local and social media.

CRA applied for and received a \$2500 grant from the Ballantine Family Fund and a \$2500 grant from El Pomar.

PART 4: FINANCIAL INFORMATION

Attached is the requested financial information.

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO
CERTIFICATE OF REGISTRATION

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

**CANCER RESOURCE ALLIANCE SERVING MONTEZUMA AND
DOLORES COUNTIES**

is a **Charitable Organization** registered to solicit contributions in Colorado as required by the Colorado Charitable Solicitation Act, Title 6, Article 16, C.R.S.

This organization has been assigned a registration number of 20103034068.

The status of its registration is **Good**, and this status has been in effect since 05/17/2023.

The organization's registration expires on 08/15/2024.

Registrants may legally solicit contributions, provide consulting services in connection with a solicitation campaign, and conduct solicitation campaigns in Colorado until the registration expires or is withdrawn, suspended, or revoked.

This certificate reflects facts established or disclosed by documents delivered to this office electronically through 09/08/2023.

IN TESTIMONY WHEREOF I have hereunto set my hand and affixed the Great Seal of Colorado, at the City of Denver on 09-08-2023 11:38:54



Jena Griswold

Secretary of State of the State of Colorado

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective.

INCOME STATEMENT (P & L) CANCER RESOURCE ALLIANCE			
	BUDGET 2022	FISCAL YEAR 2022	Y-T-D THRU 7-31-23
INCOME			
Special Contributions (Pretty in Pink)	\$ 21,000.00	\$ 11,735.00	
Individual Contributions		\$ 10,050.00	\$ 1,671.00
Bank Interest Income	\$ 20.00	\$ 22.92	\$ 25.90
Grants	\$ 2,500.00	\$ 4,500.00	\$ 6,500.00
Other		\$ 3,805.79	\$ 99.41
TOTAL INCOME	\$ 23,520.00	\$ 30,113.71	\$ 8,296.31
EXPENSES			
Administration/Operations	\$ 905.00	\$ 1,049.88	\$ 500.32
Projects (Grants/Cancer Screenings)	\$ 40,000.00	\$ 48,000.00	\$ 35,985.00
TOTAL EXPENSES	\$ 40,905.00	\$ 49,049.88	\$ 36,485.32
NET INCOME(LOSS)	\$ (17,385.00)	\$ (18,936.17)	\$ (28,189.01)

INCOME STATEMENT (P & L) CANCER RESOURCE ALLIANCE		
	FISCAL YEAR 2022	Y-T-D THRU 8-31-23
INCOME		
Special Contributions (Pretty in Pink)	\$ 11,735.00	\$ 1,200.00
Individual Contributions	\$ 10,050.00	\$ 1,671.00
Bank Interest Income	\$ 22.92	\$ 27.35
Grants	\$ 4,500.00	\$ 6,500.00
Other	\$ 3,805.79	\$ 99.41
TOTAL INCOME	\$ 30,113.71	\$ 9,497.76
EXPENSES		
Administration/Operations	\$ 1,049.88	\$ 500.32
Projects (Grants/Cancer Screenings)	\$ 48,000.00	\$ 41,385.00
TOTAL EXPENSES	\$ 49,049.88	\$ 41,885.32
NET INCOME(LOSS)	\$ (18,936.17)	\$ (32,387.56)

BALANCE SHEET CANCER RESOURCE ALLIANCE		
	PREVIOUS FISCAL YEAR	7/31/2023
ASSETS		
Current Assets		
Cash	\$ 55,399.62	\$ 15,160.72
Accounts Receivable	\$ 30,113.71	
Inventory		
Interest Income		\$ 2.72
TOTAL CURRENT ASSETS	\$ 85,513.33	\$ 15,163.44
Fixed (Long-Term) Assets		
Long Term Investments		
Property & Equipment		
TOTAL FIXED ASSETS	\$ -	\$ -
TOTAL ASSETS	\$ 85,513.33	\$ 15,163.44
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 49,049.88	\$ 6,889.00
Short Term Loans		
Outstanding Checks(Grants/Program Expenses)		\$ 1,950.00
Deferred Grant Revenue		
TOTAL CURRENT LIABILITIES	\$ 49,049.88	\$ 8,839.00
Long Term Liabilities		
Long Term Debt		
TOTAL LONG TERM LIABILITIES	\$ -	\$ -
Owners Equity	\$ 36,463.45	\$ 6,324.44
TOTAL LIABILITIES AND OWNERS EQUITY	\$ 85,513.33	\$ 15,163.44

BALANCE SHEET CANCER RESOURCE ALLIANCE		
	PREVIOUS FISCAL YEAR	8/31/2023
ASSETS		
Current Assets		
Cash	\$ 55,399.62	\$ 8,274.44
Accounts Receivable	\$ 30,113.71	
Pretty in Pink Advance		\$ 1,200.00
Interest Income		\$ 1.45
TOTAL CURRENT ASSETS	\$ 85,513.33	\$ 9,475.89
Fixed (Long-Term) Assets		
Long Term Investments		
Prperty & Equipment		
TOTAL FIXED ASSETS	\$ -	\$ -
TOTAL ASSETS	\$ 85,513.33	\$ 9,475.89
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 49,049.88	\$ 5,400.00
Short Term Loans		
Outstanding Checks(Grants/Program Expenses)		\$ 2,400.00
Deferred Grant Revenue		
TOTAL CURRENT LIABILITIES	\$ 49,049.88	\$ 7,800.00
Long Term Liabilities		
Long Term Debt		
TOTAL LONG TERM LIABILITIES	\$ -	\$ -
Owners Equity	\$ 36,463.45	\$ 1,675.89
TOTAL LIABILITIES AND OWNERS EQUITY	\$ 85,513.33	\$ 9,475.89



September 13, 2023

Board of Trustees
Town of Mancos
117 North Main
P.O. Box 487
Mancos, CO 81328

Honorable Mayor Barz and Town of Mancos Trustees:

I am writing to update you on Community Connections and to request renewed financial support of \$1,500 in 2024.

As you know, Community Connections is a non-profit organization founded in 1985 that is dedicated to the mission of creating opportunities for children and adults with intellectual and developmental disabilities to lead healthy and fulfilling lives in our community. We envision Southwest Colorado as a place where all people with disabilities have the same opportunities as other community members and can experience a true sense of belonging and inclusion.

Community Connections serves approximately 900 people each year with more than 400,000 hours of service across a five-county region including Archuleta, Dolores, La Plata, Montezuma, and San Juan Counties. As the designated Community Centered Board (CCB) for our region, CCI provides case management, early intervention, and family support services. We also operate as a Program Approved Service Agency (PASA), offering a variety of direct services including residential services, in-home care, community access, employment support, transportation, and mentorship and coaching for independent living. By operating as both a CCB and PASA, we can respond to the needs of clients and caregivers in a holistic way – an advantage in rural Southwest Colorado where fewer care options exist.

Due to regulation changes at the state and federal level, these two branches of our organization must now be uncoupled. During the coming year, we will create a new, stand-alone organization called Our Own Lives to carry on our important direct services work in the community. At the same time, we will strive to continue current operations without disruption or loss of quality. As we undergo this transition, support from local municipalities like the Town of Mancos is more critical than ever and ensures our ability to continue providing essential services for town residents with disabilities.

We are deeply grateful for the Town of Mancos' past partnership, which helps create a more compassionate, equitable and inclusive community in Southwest Colorado. We look forward to your continued investment in 2024 and appreciate your consideration of this request. You can reach me at tara@cci-colorado.org or 970-385-3443 should you have any questions or concerns.

Sincerely,

Tara Kiene
President/CEO



Creating opportunities for children and adults with intellectual, developmental and other disabilities to lead healthy, fulfilling and inclusive lives in Archuleta, Dolores, La Plata, Montezuma and San Juan counties since 1985.

Town of Mancos Request for Contribution

**Application must be completed IN FULL in order to be considered.
Application Deadline is 5:00 p.m. on April 15 (1st round) and September 15 (2nd round). If the 15th falls on a weekend or holiday, the application is due by close of business the Monday following the weekend or holiday. Please submit one original to:**

**Town of Mancos
117 North Main
P.O. Box 487
Mancos, CO 81328
Attn: Heather Alvarez
halvarez@mancoscolorado.com**

Part 1: Applicant Information

Name of applicant organization: Community Connections, Inc. (CCI)

Name of umbrella organization (if applicable): Not Applicable

Applicant contact person: Tara Kiene, President/CEO

Phone: 970-385-3443 **Fax:** 970-259-2618 **E-Mail Address:** tara@cci-colorado.org

Mailing address: 281 Sawyer Drive, Ste. 200 **City:** Durango

State: CO **Zip:** 81303 **Non-profit tax ID number:** 74-238415 (proof of non-profit status attached)

List Board of Directors: Please see attached

How many years has your organization been in existence? 39 years

Part 2: Contribution Request

Cash Request (max \$1,500): \$1,500

Part 3: Detailed Information

Please respond to the following in **no more than 3 double sided (10 point font minimum) pages**. Follow the format, number system, and headings as presented in the Contribution Request. Make sure you include the number and heading for the information requested so reviewing board members can readily find the various categories as presented in the Contribution Request.

Check each line to confirm you have included the appropriate information and submit with your Contribution Request.

- 1. Include: X A. Mission Statement (if available)
A clear and concise statement of organization’s mission, not including goals and objectives

 X B. Goals and Objectives (if available)
Goals = desired future state or direction (1 year or more)
Objectives = intended results or outcomes that are measures of progress towards a goal (1 year or less)

- 2. State precisely: X A. Purpose of requested funds
*List budget items for which funds will be expended

 X B. Geographical location of where funds will be expended
*Quantify the percentage of programs/activities accessible to the community of the following locations (percentages should add up to 100%:
 100% Town of Mancos
 Montezuma County
 Other (outside of Montezuma County)

 X C. Why it is critical you receive this funding

- 3. X How will funding of your organizations activities meet the Board of Trustees funding priorities (from page 1)?

- 4. X Describe the community support for your organization or program.

- 5. X How will you evaluate the success of your organization or program?

- 6. X Please list other support provided to your organization by the Town of Mancos, Montezuma County, the State of Colorado, or the U.S. Government (if any).

Part 4: Financial Information –

Submit the following financial statements for your organization:

- X Profit & Loss Statement (budget vs. actual)
 - X Current year to date
 - X Previous completed fiscal year

- Balance Sheets (summary)
 - Current year to date
 - Previous completed fiscal year

3 – 5 year plan (if available)

Community Connection's 10-year Strategic Plan (2018 – 2028) can be downloaded with the following link: <https://tinyurl.com/CCIStrategicPlan>.

PART 3: Detailed Information

1.A. Mission Statement

Community Connections, Inc. (CCI) is dedicated to the mission of creating opportunities for children and adults with intellectual and developmental disabilities to live healthy and fulfilling lives in our community.

1.B. Goals and Objectives

CCI's main goal is to achieve social integration for children and adults with intellectual and developmental disabilities in their communities. Our strategic priorities and objectives include:

Priority 1: Improve opportunities for people with disabilities to engage.

Objectives: Educate people with intellectual and developmental disabilities about benefits of broadened engagement and opportunities; Increase transportation opportunities provided by paid or unpaid supports; Increase community employment and volunteering. Increase access to and appropriate use of technology that supports integration.

Priority 2: Increase community education and outreach.

Objectives: Increase engagement of community members with individuals with intellectual and developmental disabilities; Equip employees and volunteers as community ambassadors.

Priority 3: Diversify and increase funding.

Objectives: Increase funding from sources other than Medicaid, State General Fund, and Part C Federal funds.

Priority 4: Improve processes and operations.

Objectives: Develop a robust program evaluation program; Implement accepted principles of Quality Improvement Strategies throughout the organization; Implement a coordinated, competency-based training program that covers all agency positions.

2.A. Purpose of requested funds:

With the Town of Mancos's support, in fiscal year 2023 (July 2022 – June 2023) CCI provided eligibility and enrollment, case management and direct services to 17 Mancos residents including:

- Essential early intervention therapies to 9 infants and toddlers with developmental delays or disabilities;
- Financial and case management support and targeted services to 5 families that prevented the need for costly and distressing out-of-home foster care placements;
- Community-based mentoring services ranging from vocational support to help with maintaining a home and managing money for 2 adults with significant intellectual disabilities; and
- Residential Services for 1 adult with disabilities, providing 24/7 essential services such as feeding and bathing 365 days/year.

CCI is the only organization providing comprehensive residential services, eligibility, enrollment, case management and other essential direct services to children and adults with intellectual and developmental disabilities like autism, Down syndrome and cerebral palsy within the Town of Mancos. Our cost of delivering these services continues to grow and reimbursements rates are not

keeping pace. Financial support from local municipalities and counties is critical to our effectiveness in all the communities we serve and to our ability to leverage additional financial support from other public and private funders.

For Fiscal Year 2024, we are requesting a contribution of \$1,500 from the Town of Mancos Board of Trustees to support partial unreimbursed personnel costs CCI incurs annually to deliver programs and services to Mancos residents with intellectual and developmental disabilities. This represents an investment of approximately \$88 per person/family served.

2.B. Where funds will be expended:

In FY2023, CCI served 17 children and adults (and their families) with the Town of Mancos (15% of the 109 people served in Montezuma County). In 2023, 100% of funding secured from the Town of Mancos would be used to provide services to Mancos residents with intellectual and developmental disabilities.

2.C. Why it is critical you receive this funding?

CCI serves over 900 people each year with more than 400,000 hours of service across a five-county region. As the designated Community Centered Board (CCB) for our region, we provide case management, early intervention, and family support services. We also operate as a Program Approved Service Agency (PASA), offering a variety of direct services including residential services, in-home care, community access, employment support, transportation, and mentorship and coaching for independent living. By operating as both a CCB and PASA, we are able to respond to the needs of clients and caregivers in a holistic way – an advantage in rural Southwest Colorado where fewer care options exist. However, due to regulation changes at the state and federal level, these two branches of our organization must now be uncoupled. An explanation of the changes can be found here: <https://hcpf.colorado.gov/case-management-redesign>.

In the coming year, our organization will undergo a transition that will transform it into two separate entities. To accomplish this, CCI will remain the case management agency, early intervention, and family support services provider for the region. But because we are the only current IDD service provider for most counties in our region, we will also create a new, separate 501c3 nonprofit organization called Our Own Lives to continue providing all direct services.

During the next twelve months, we will be creating new leadership teams, strategic plans, organizational structures, missions, branding and marketing, websites, and organizational cultures for two organizations: both our legacy organization (CCI) and the new organization (OOL). The costs of these changes are extraordinary and are not funded by our normal revenue streams. Though our financial projections reflect long-term sustainability of each organization, we need assistance with the up-front costs. Because we are dividing assets between the organizations and assuming the financial risks of start-up, it is not feasible to utilize our limited reserves for those costs. The Town of Mancos' continued investment in CCI at this critical time will ensure availability of critical supports, continuity of care, and sustained quality of services for people with disabilities in Southwest Colorado, now and into the future.

Ultimately, becoming two separate entities will not only address issues of federal compliance but allow us to expand capacity for the benefit of the people we serve. It opens the door to creating new programs that increase availability of services in a region that has been experiencing provider

shortages for years. While the transition creates short-term challenges, the positive impacts will be significant and lasting for Southwest Colorado's residents with disabilities.

3. How will funding of your organization's activities meet the Board of Trustees funding priorities?

Funding will fulfill the Trustees' commitment to not-for-profit organizations that address a unique community need, avoid overlapping services and "to support community organizations that preserve or enrich the health, education, welfare and fitness of the community." In 2024, CCI will continue to provide Town of Mancos residents essential early intervention therapies for infants and toddlers; financial and case management support and targeted services for families; and community-based services that enable adults with intellectual and developmental disabilities to live as independently as possible in their own or their family's home.

4. Describe the community support for your organization or program?

Community Connections has been supporting Southwest Colorado residents with intellectual and developmental disabilities since 1985. The agency has a 39-year track record of providing excellent service delivery and securing modest cash and in-kind contributions from individuals, local businesses and governments, the United Way of Southwest Colorado, private foundations, corporate sponsors, Community Connections' board of directors, community partners and volunteers.

5. How will you evaluate the success of your organization or program?

The following outcomes continue to be the most effective means of assessing success and the benefits of our services to residents with intellectual and developmental disabilities:

- Hospitalization rate: reflecting the overall health of our clients;
- Percent of clients that have jobs of those who want jobs;
- The number of young children that increase their knowledge and skills by the time they leave our Early Intervention Program;
- Percent of families for whom Community Connections prevented an out-of-home placement of their child; and
- Staff turnover rate: reflecting our training and ability to maintain quality staff to provide essential services.

6. Please list other support provided to your organization by the Town of Mancos, Montezuma County, the State of Colorado, or the U.S. Government (if any).

In FY23 (ending 6/30/23): Town of Mancos - \$600, Montezuma County - \$10,000, State of Colorado - \$ 1,757,075, Medicaid - \$ 3,743,503. Approximately 90% of our funding comes from the State of Colorado and Medicaid, with roughly 10% comprised of grants and contributions.



BOARD MEMBER/OFFICER LIST
2023-2024

NAME/POSITION/EXPERTISE	3-YEAR BOARD TERM EXPIRES	2-YEAR OFFICER TERM EXPIRES	CONTACT INFORMATION
Sarah Kahn, Chairperson Professional Counselor Expertise: Life skills coaching	September 2024	September 2024	280 Clearspring Avenue, Durango, CO 81301 sarahwebbshedd@gmail.com Mobile: 970-551-0825
George Glass, Vice Chairperson Small Business Owner Expertise: Healthcare Clinic Owner/Manager/Practitioner	April 2024	September 2024	2106 Forest Ave., Durango CO 81301 georgecourtenayglass@gmail.com Mobile: 970-403-5453
Jim Denier Co-owner of Bechtolt Engineering Expertise: Business	October 2024		P.O. Box 1872, Durango, CO 81302 jddenier@yahoo.com Mobile: 970-749-5571
Janice Moen, Treasurer CPA Expertise: Not-for-profit management and finance	September 2023	September 2024	P O Box 675, Cortez, CO 81321 janicemoen@janicemoencpa.com Home/Mobile: 505-250-2231
Cynthia Sadler, Secretary* Teacher & Trust Administrator Expertise: Parent	September 2023	September 2024	22655 Road K, Cortez, CO 81321 cynsadler@gmail.com Home: 970-739-4977
Bob Conrad Retired Hospital Administrator Expertise: Organizational administration	October 2023		2560 W 2 nd Ave, Durango, CO 81301 bobnancyconrad@gmail.com Home: 970-247-0235 Mobile: 970-946-7715
Alexandra Rodriquez* StoneAge Waterblast Tools Expertise: Program Participant	September 2023		3180 E. Animas Village Drive #110, Durango, CO 81301 alexandrarodriquez747@yahoo.com Mobile: 970-903-1986
Kirsten (Kicki) Searfus, MD* Family Physician, Direct Primary Care Practice Expertise: MD, Parent	December 2024		2743 Rim Drive, Durango, CO 81301 kickimd@gmail.com Mobile: 970-769-6026
Ernie Lau CFO, Finance Advisor Expertise: Finances	June 2025		53 Oak Valley Drive, Durango, CO 81301 Ernielau7@gmail.com Mobile: 970-749-5913
Cathy Sykes Lifeguard, Durango Community Center Expertise: Program Participant	February 2026		3727 W. 2nd Ave., Durango, CO 81301 Catswim14@gmail.com Mobile: 970-426-2431

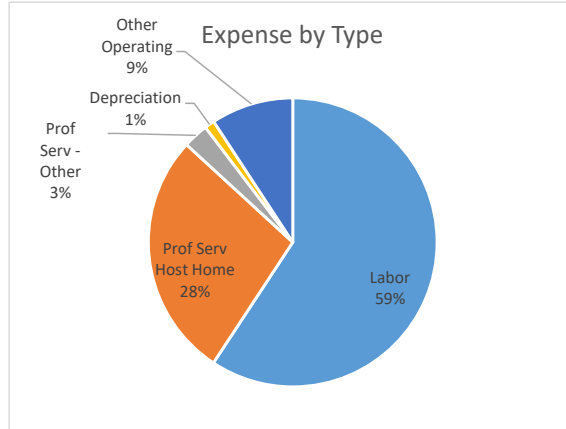
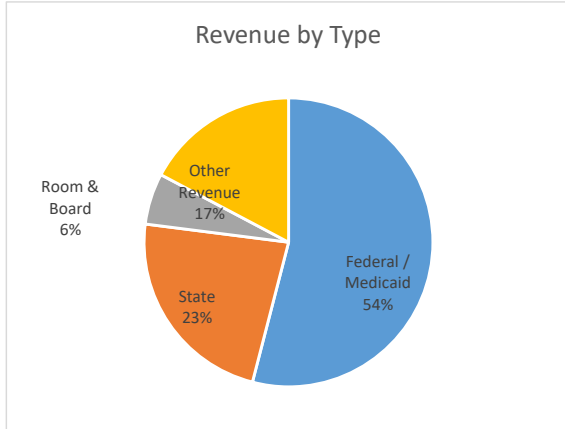
*Knowledge of agency operations in compliance with 6 CCR 1011-1, Chapter 26, Section 8.1

Community Connections, Inc.

Budget to Actual

For the month ended July 31, 2023

	Current Period Actual	Current Period Budget	Year to Date Actual	Year to Date Budget	YTD Variance of Budget	% YTD Variance of Budget	Total Annual Budget
Revenue							
Federal / Medicaid	\$ 246,054	\$ 333,366	\$ 246,054	\$ 333,366	\$ (87,312)	(26.19)%	\$ 4,000,389
State	104,933	151,479	104,933	151,479	(46,546)	(30.72)%	1,817,750
Room & Board	26,032	26,724	26,032	26,724	(692)	(2.58)%	320,687
Other Revenue	78,660	27,263	78,660	27,263	51,397	188.52%	327,150
Total Revenue	455,679	538,831	455,679	538,831	(83,153)	(15.43)%	6,465,976
Expenditures							
Labor	257,436	269,639	257,436	269,639	12,203	(4.52)%	3,235,668
Prof Serv Host Home	119,822	128,828	119,822	128,828	9,006	(6.99)%	1,545,932
Prof Serv - Other	12,272	33,077	12,272	33,077	20,805	(62.89)%	396,918
Depreciation	4,811	5,367	4,811	5,367	556	(10.35)%	64,409
Other Operating	40,038	88,527	40,038	88,527	48,489	(54.77)%	1,062,328
Total Expenditures	434,380	525,438	434,380	525,438	91,058	(17.33)%	6,305,256
Operating Net Surplus (Deficit)	\$ 21,299	\$ 13,393	\$ 21,299	\$ 13,393	\$ 7,906	59.02%	\$ 160,720
Non-Operating Income							
Unrealized Gain / Loss	8,196	833	8,196	833	7,363	883.53%	10,000
Interest Income	471	167	471	167	304	182.61%	2,000
Total Non-Operating Income	8,667	1,000	8,667	1,000	7,667	766.72%	12,000
Net Surplus (Deficit)	\$ 29,966	\$ 14,393	\$ 29,966	\$ 14,393	\$ 15,573	108.19%	\$ 172,720



Community Connections, Inc.

Statement of Financial Position

As of:

	<u>7/31/2023</u>	<u>6/30/2023</u>	<u>YTD Change</u>	<u>YTD % Change</u>
Assets				
Current Assets				
Operating Cash-Checking	\$ 1,091,206	\$ 896,021	\$ 195,186	21.78
Operating Cash-Board Operating	282,857	166,259	116,598	(0.03)
CDs-Board Operating Reserves	753,115	752,859	256	0.03
Accounts Receivable	597,116	1,033,505	(436,389)	(42.22)
Prepaid Expenses	78,758	72,019	6,739	9.36
Other Current Assets	<u>9,250</u>	<u>9,250</u>	<u>-</u>	<u>0.00</u>
Total Current Assets	<u>2,812,302</u>	<u>2,929,912</u>	<u>(117,610)</u>	<u>(4.01)</u>
Long-term Assets				
Property & Equipment	798,312	772,137	26,175	3.39
Long-term Investments	502,577	494,381	8,196	1.66
Other Long-term Assets	<u>(771)</u>	<u>-</u>	<u>(771)</u>	<u>(100.00)</u>
Total Long-term Assets	<u>1,300,118</u>	<u>1,266,518</u>	<u>33,600</u>	<u>2.65</u>
Total Assets	<u>\$ 4,112,420</u>	<u>\$ 4,196,431</u>	<u>\$ (84,010)</u>	<u>(2.00)</u>
Liabilities				
Short-term Liabilities				
Accounts Payable	\$ 660,907	\$ 774,571	\$ (113,664)	(14.67)
Other Short-term Debt	<u>10,293</u>	<u>10,293</u>	<u>-</u>	<u>0.00</u>
Total Short-term Liabilities	<u>671,199</u>	<u>784,864</u>	<u>(113,664)</u>	<u>(14.48)</u>
Long-term Liabilities				
Long-term Debt	<u>54,919</u>	<u>55,231</u>	<u>(312)</u>	<u>(0.57)</u>
Total Liabilities	<u>726,118</u>	<u>840,095</u>	<u>(113,977)</u>	<u>(13.57)</u>
Net Assets				
Unrestricted	3,339,236	3,309,270	29,966	0.91
Temporarily Restricted	28,015	28,015	-	0.00
Donor restrictions	<u>19,051</u>	<u>19,051</u>	<u>-</u>	<u>0.00</u>
Total Net Assets	<u>3,386,302</u>	<u>3,356,336</u>	<u>29,966</u>	<u>0.89</u>
Total Liabilities and Net Assets	<u>\$ 4,112,420</u>	<u>\$ 4,196,431</u>	<u>\$ (84,010)</u>	<u>(2.00)</u>



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
PO Box 2508
Cincinnati, OH 45201

Date:
June 6, 2022
Person to contact:
Name: Kathryn Seibert
ID number: 1000197409
Telephone: 877-829-5500

COMMUNITY CONNECTIONS INC
LISA BRANNER
281 SAWYER DR STE 200
DURANGO, CO 81303

Dear Sir or Madam:

We're responding to your letter dated October 07, 2021, requesting copies of COMMUNITY CONNECTIONS INC.

Your copies are enclosed.

If you have questions, you can contact the person listed above.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Enclosure:
Your Copies





Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
PO Box 2508
Cincinnati, OH 45201

COMMUNITY CONNECTIONS INC
LISA BRANNER
281 SAWYER DR STE 200
DURANGO, CO 81303

Date:
June 6, 2022
Employer ID number:
74-2384155
Form 990 required:
990, Yes
Person to contact:
Name: Kathryn Seibert
ID number: 1000197409

Dear Sir or Madam:

We're responding to your request dated October 07, 2021, about your tax-exempt status.

We issued you a determination letter in May 1986, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax-deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period.

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Internal Revenue Service
District Director

Department of the Treasury

Date:

MAY 1988

FFN: 750118503

Employer Identification Number:

74-2384155

Case Number:

758048008EO

Person to Contact:

EO Technical Assistor

Contact Telephone Number:

(214) 767-3526 EO:7213:4913:DAL

Caveat Applies:

NO

Services For Developmental
Disabilities, Inc.
129 County Road 250
Durango, CO 81301

Dear Sir or Madam:

[Salutation]

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are an organization described in section 509(a)(1) & 170(b)(1)(A)(vi)

Your exempt status under section 501(c)(3) of the Code is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status:


This supersedes our letter dated October 13, 1987.

If the above heading indicates that a caveat applies, the caveat below is an integral part of the letter.

Because this letter could help resolve any questions about your foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,


Glenn Cagle
District Director

1100 Commerce St., Dallas, Texas 75242

Letter 1078(DO) (Rev. 4-86)

Town of Mancos Request for Contribution

Application must be completed IN FULL in order to be considered.
Application Deadline is 5:00 p.m. on April 15 (1st round) and September 15 (2nd round). If the 15th falls on a weekend or holiday, the application is due by close of business the Monday following the weekend or holiday. Please submit one original to:

Town of Mancos
117 North Main
P.O. Box 487
Mancos, CO 81328
Attn: Heather Alvarez
halvarez@mancoscolorado.com

Part 1: Applicant Information

Name of applicant organization: Four Corners Recycling Initiative

Name of umbrella organization (if applicable): _____

Applicant contact person: Casey Simpson

Phone: 970-232-6832 Fax: _____ E-Mail Address: lonelywisdom@gmail.com

Mailing address: PO Box 1538 City: Cortez

State: CO Zip: 81321 Non-profit tax ID number: _____ (attach proof of non profit status)

List Board of Directors: Casey Simpson, Marianne Mate, Joyce Porter,
Caleb Caldwell, Lisa Roche, Scott Clow, Colby Early

How many years has your organization been in existence? 15

Part 2: Contribution Request

Cash Request: \$1500⁰⁰ (max \$1,500)

Part 3: Detailed Information

Please respond to the following in **no more than 3 double sided** (10 point font minimum) pages. Follow the format, number system, and headings as presented in the Contribution Request. Make sure you include the number and heading for the information requested so reviewing board members can readily find the various categories as presented in the Contribution Request.

Check each line to confirm you have included the appropriate information and submit with your Contribution Request.

- 1. Include:
 - A. Mission Statement (if available)
A clear and concise statement of organization’s mission, not including goals and objectives
 - B. Goals and Objectives (if available)
Goals = desired future state or direction (1 year or more)
Objectives = intended results or outcomes that are measures of progress towards a goal (1 year or less)
- 2. State precisely:
 - A. Purpose of requested funds
*List budget items for which funds will be expended
 - B. Geographical location of where funds will be expended
*Quantify the percentage of programs/activities accessible to the community of the following locations (percentages should add up to 100%:
 - Town of Mancos limits
 - Montezuma County including 81328 outside Town limits
 - Other (outside of Montezuma County)
 - C. Why it is critical you receive this funding
- 3. How will funding of your organizations activities meet the Board of Trustees funding priorities (from page 1)?
- 4. Describe the community support for your organization or program.
- 5. How will you evaluate the success of your organization or program?
- 6. Please list other support provided to your organization by the Town of Mancos, Montezuma County, the State of Colorado, or the U.S. Government (if any).

Part 4: Financial Information

Submit the following financial statements for your organization:

- Profit & Loss Statement (budget vs. actual)
 - Current year to date
 - Previous completed fiscal year
- Balance Sheets (summary)
 - Current year to date
 - Previous completed fiscal year
- 3 – 5 year plan (if available)

Part 5: Follow-up Report

An oral follow up report shall be presented to the Board of Trustees during the next round of contributions. Organizations that received funding will be notified by the Town of Mancos of the date of the Board meeting. An organization’s failure to present a follow up report to the Board may result in ineligibility for future funding by the Town of Mancos.

1. **Mission and Goals**

A. *Mission Statement:* The mission of the Four Corners Recycling Initiative is to promote sustainable living through waste diversion and recycling, education and outreach, and economic opportunities while minimizing the financial burden on those we serve.

B. *Goals and Objectives:*

Goal #1: Financial Sustainability	
Objective #1: Maintain and Expand Recycling Capacity	
Primary Activity #1 <i>(Needed to meet the project goal/objective)</i>	<ul style="list-style-type: none"> ● Obtain funding for continued hauling of existing roll off dumpster
Sub-Activities <i>(Needed to complete the Primary Activity)</i>	<ol style="list-style-type: none"> 1. Continue to write grants for funding of bin hauls 2. Collaborate with Mancos to align community goals with grant proposal 3. Submit grant by Sept 15, 2023
Primary Activity #2 <i>(Needed to meet the project goal/objective)</i>	<ul style="list-style-type: none"> ● Enhance the quality of public recycling participation in order to reduce bin contamination and bin overflow.
Sub-Activities <i>(Needed to complete the Primary Activity)</i>	<ol style="list-style-type: none"> 1. Collaborate with Bitterwater Recycling, Mancos School District, and Montezuma County to enhance signage at all Recycling sites. 2. Contract with Bitterwater Recycling to service additional bin pulls at Mancos drop off site. 3. Contract with Bitterwater Recycling to install signage on each new bin and place at each respective public drop-off site.

2. **Purpose, Geographic Area, And Critical Necessity of Funding**

A. *Purpose of Requested Funds:* The purpose of this grant proposal is to request funding to enhance and solidify the long-term sustainability of the recycling program, in Mancos, started in 2008, by the Four Corners Recycling Initiative.

i. *Budget Items:* The entirety of the awarded grant funds will be expended on bin

haul fees for the Mancos recycling site.

- B. *Geographic Location:* 100% of the funds will be directed into services being provided for the town of Mancos.
- C. *Why is it critical for FCRI to receive this funding?* Without the financial support from the town, FCRI will be unable to provide adequate recycling services to the community causing bin overflow. This overflow causes environmental contamination and is indicative of a regional opportunity and need to increase diversion. When the public encounters full and/or overflowing bins they either leave the cardboard near the bin which then contaminates nearby areas, or they throw the cardboard away.

3. **How will funding of your organization's activities meet the Board of Trustees funding priorities?**

- A. FCRI's recycling program addresses a unique community need as rural communities, such as Mancos, struggle to provide recycling services due to the high costs of hauling long distances and the absence of infrastructure. Additionally, rural communities often struggle economically as industry tends to be centered in urban areas. Fortunately, FCRI's programming has a direct impact on the local economy as revenue comes into the local economy from the sale of the recycled commodities on the open market. Income received from the sale of these commodities will be coming into the community from an external source. This transaction effectively increases the money in circulation locally and as reinvestments are made, also increases the velocity of the money in the local economy. Another direct economic impact to the local community is job creation. One position has been created at the landfill in response to increased waste diversion. In fact, the formation of a new transport company that focuses strictly on transporting recyclables has been witnessed with five private business positions created as a direct result of FCRI's programs.
- B. The FCRI organization serves a broad spectrum of the community by providing non-denominational, apolitical, non-discriminatory, free, public recycling. That is to say, anyone can recycle, as much as they would like, whenever they would like, as often as they would like.
- C. FCRI is an organization that avoids providing overlapping services. In fact, there are no other recycling providers in the community.

4. **Describe community Support for FCRI:** This recycling program is a collaborative effort consisting of the local Mancos school district, private entities, and the Town of Mancos. This will be the tenth year of successfully diverting mixed paper, corrugated cardboard, and mixed metals from our local landfill. Additionally, this will be the third year of diverting type 1 & 2 plastics from the local landfill. If funded, this grant will enable the continued and expanded availability of waste diversion (recycling) services in Mancos and allow additional partners to become involved in the effort. Furthermore, for the last two years we have received generous support from Mancos residents, Fenceline Cidery, Alpacka Rafts and the Mancos Brewery, and for the last 5 years we have received funding from the Absolute Bakery to help promote recycling services in Mancos. We raised over \$1600 at the Mancos silent auction event (support from many businesses) last Dec. 2022 We have received \$2500 from the Town of Dolores for 2023, \$1500 from Dolores Schools, and \$1920 from Mancos schools. We are receiving some money from our website and facebook, small amounts monthly. \$14,145 from CDPHE rebate.

Mancos is double the hauling costs of Dolores annually at \$16640 since it's two bins once a week.

Thus, there is clear support and need for funding for recycling in Mancos.

5. **How will we evaluate success?** We will use the 2023 Montezuma county landfill workload statistics and the 2022-2023 program results as a baseline to measure results in absolute terms and identify trends or impacts from the waste diversion expansion. FCRI is currently averaging approximately 6-7 tons of recyclable material collections per month delivered in the bins collectively. We keep detailed records and track each bin individually from each of our locations. In addition, FCRI board members, the public, and the Mancos town board will observe the bin site to ensure reduced environmental contamination due to recyclable bin overflow.
6. **What other Governmental Support does FCRI receive?** FCRI submits grant applications to the state to pay for infrastructure improvements and expanded services annually. State grant awards are disbursed in August. FCRI relies largely on Colorado State recycling rebates to fund its programming.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 08 2009

FOUR CORNERS RECYCLING INITIATIVE
PO BOX 1538
CORTEZ, CO 81321-1538

Employer Identification Number:
27-0876254
DLN:
17053316331009
Contact Person:
JEFFERY A CULLEN ID# 31215
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 3, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

Four Corners Recycling Initiative

Balance Sheet

As of September 7, 2023

	<u>Sep 7, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash	8.35
Dolores State Bank	25,631.10
Total Checking/Savings	<u>25,639.45</u>
Total Current Assets	<u>25,639.45</u>
TOTAL ASSETS	<u>25,639.45</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	15,281.85
Unrestricted Net Assets	2,845.88
Net Income	7,511.72
Total Equity	<u>25,639.45</u>
TOTAL LIABILITIES & EQUITY	<u>25,639.45</u>

Four Corners Recycling Initiative
Profit & Loss
 January 1 through September 1, 2023

	Jan 1 - Sep 1, 23
Ordinary Income/Expense	
Income	
Direct Public Support	
Fundraiser	70.00
Individ, Business Contributions	20,065.86
Total Direct Public Support	20,135.86
Indirect Public Support	
Social Media	264.06
Total Indirect Public Support	264.06
Total Income	20,399.92
Expense	
Facilities and Equipment	
Property Insurance	1,076.00
Total Facilities and Equipment	1,076.00
Merchant Fees	
Stripe	6.20
Total Merchant Fees	6.20
Operations	
Postage, Mailing Service	289.00
Supplies	79.00
Total Operations	368.00
Other Types of Expenses	
Insurance - Liability, D and O	748.00
Total Other Types of Expenses	748.00
Roll Off Fees	
Dolores	3,680.00
Mancos	7,010.00
Total Roll Off Fees	10,690.00
Total Expense	12,888.20
Net Ordinary Income	7,511.72
Net Income	7,511.72

**Town of Mancos
Request for Contribution**

**Application must be completed IN FULL in order to be considered.
Application Deadline is 5:00 p.m. on April 15 (1st round) and September 15 (2nd round). If the 15th falls on a weekend or holiday, the application is due by close of business the Monday following the weekend or holiday. Please submit one original to:**

Town of Mancos
117 North Main
P.O. Box 487
Mancos, CO 81328
Attn: Heather Alvarez
halvarez@mancoscolorado.com

Part 1: Applicant Information

Name of applicant organization: Mancos Gear Share

Name of umbrella organization (if applicable): Mancos Valley Resources

Applicant contact person: ED Whritner for Mancos Gear Share

Phone: 845-332-3634 Fax: / E-Mail Address: ewhritner@mancosreb.org

Mailing address: PO Box 204 City: Mancos

State: CO Zip: 81328 Non-profit tax ID number: _____ (attach proof of non profit status)

List Board of Directors: Ed Whritner, Craig Melure, Kira Taylor
Joie McLann, Ben Volper, Sam Mix

How many years has your organization been in existence? MCD certified in 2016

Part 2: Contribution Request Cash Request: \$ 1500⁰⁰ (max \$1,500)

Part 3: Detailed Information

Please respond to the following in no more than 3 double sided (10 point font minimum) pages. Follow the format, number system, and headings as presented in the Contribution Request. Make sure you include the number and heading for the information requested so reviewing board members can readily find the various categories as presented in the Contribution Request.

Check each line to confirm you have included the appropriate information and submit with your Contribution Request.

- 1. Include:
 - A. Mission Statement (if available)
A clear and concise statement of organization's mission, not including goals and objectives
 - B. Goals and Objectives (if available)
Goals = desired future state or direction (1 year or more)
Objectives = intended results or outcomes that are measures of progress towards a goal (1 year or less)
- 2. State precisely:
 - A. Purpose of requested funds
*List budget items for which funds will be expended
 - B. Geographical location of where funds will be expended
*Quantify the percentage of programs/activities accessible to the community of the following locations (percentages should add up to 100%:
 - 70% Town of Mancos limits
 - 25% Montezuma County including 81328 outside Town limits
 - Other (outside of Montezuma County)
 - C. Why it is critical you receive this funding
- 3. How will funding of your organizations activities meet the Board of Trustees funding priorities (from page 1)?
- 4. Describe the community support for your organization or program.
- 5. How will you evaluate the success of your organization or program?
- 6. Please list other support provided to your organization by the Town of Mancos, Montezuma County, the State of Colorado, or the U.S. Government (if any).

Part 4: Financial Information

Submit the following financial statements for your organization:

- Profit & Loss Statement (budget vs. actual)
 - Current year to date
 - Previous completed fiscal year
- Balance Sheets (summary)
 - Current year to date
 - Previous completed fiscal year
- 3 – 5 year plan (if available)

Part 5: Follow-up Report

An oral follow up report shall be presented to the Board of Trustees during the next round of contributions. Organizations that received funding will be notified by the Town of Mancos of the date of the Board meeting. An organization’s failure to present a follow up report to the Board may result in ineligibility for future funding by the Town of Mancos.

Mancos Gear Share

The Mancos Gear Share (MGS) is a nonprofit, community-sponsored project dedicated to creating opportunities for local families and youth to pursue healthy outdoor activities. We will achieve this vision by providing outdoor equipment, training on safe equipment use, and engaging outdoor programming at little to no cost to the users. The vision for this project has been designed to develop programs that engage local families and youth—ideally underserved families—in pursuing healthy outdoor activities without having the financial barrier of costly equipment, or the lack of knowledge about how to use it in a safe way.

In collaboration with the Mancos Valley Resources, the Mancos Public Library, the Town of Mancos, the Outdoors Empowered Network (OEN), and the Mancos School District, the MGS has accomplished most of its initial goals. The initial goals included establishing a comprehensive inventory of outdoor activity gear, acquiring a storage facility to house the gear, developing a website for users to learn about and register for membership in the MGS, and developing user software within our website for gear checkout/in. MGS conducted a “soft” opening at the Mancos farmers market on August 31st to begin promoting our program as officially open to the public, and our website is currently live at <https://mancosgearshare.org/>.

Currently, our goals have shifted to a more operational focus. Our goal now is to build a solid membership base that will generate revenue to sustain the MGS and to build community programming that utilizes the MGS inventory. Now that we are ready to begin creating memberships, lending out gear, and building programs that utilize the MGS inventory, our objective is to intensify our marketing strategy and establish a welcoming and functional meeting space for the MGS users and volunteers to work out of. We also plan to dedicate the time of the Mancos School District Social Worker and Student intern to establishing community outdoor programming, as an additional objective.

At this point in time, we find ourselves in need of more space. What we plan to do with the Agency Contribution funds, if they were to be awarded to MGS, would be it to contribute to the purchase of a functional 12'x14' or 14'x16' shed to serve as the “shop” for the MGS program in Cottonwood Park. Currently, our 20'x8' storage container is full of gear, which is a good problem to have, but it leaves us with no space to meet with MGS members, showcase available gear, clean/maintain gear, and prepare orders to be checked in & out.

Mancos Valley Resources - Board of Directors

President: Kelsea Ferrato
Vice President: Seat Currently Vacant
Treasurer: Jane Chipman
Secretary: Laurie Webster

Mancos Gear Share - Steering Committee

Ed Whritner - Director
Ben Volpe - Student Intern Member
Kira Taylor - Library Tech - Member
Craig McClure - Member
Sam Mix - Member

Mancos Creative District Profit and Loss for Mancos Gear Share

	Mancos Gear Share
Income	
Direct Public Support	
October 2021 Fundraising	2,178.94
November 2021 Fundraising	5,500.00
Total Direct Public Support	\$ 7,678.94
 Grant Income	
Ballentine Family Foundation (2022)	3,000.00
Town of Mancos (2022)	1,000.00
Partners in the Outdoors (2023)	6,712.50
Total Grant Income	\$ 10,712.50
 Total Cash Operating Revenue	 \$ 18,391.44
Gross Profit	\$ 18,391.44
 Expenses	
Operations	
Fundraising Expense (Inner Orbit Sound)	450.00
Zircon	5,125.00
Materials/Supplies	1,545.34
Insurance	2,611.05
Towing	390.00
Webhosting	240.00
Bicycles	4,807.32
Total Operations	\$ 15,168.71
 Fiscal Charge	
2021-2022 at 5%	583.95
2023 at 3%	201.37
Total Fiscal Charge	\$ 785.32
 Total Expenses	 \$ 15,954.03
Net Operating Income	\$ 2,437.41
Net Income	\$ 2,437.41

Wednesday, Jul 26, 2023 10:01:46 AM GMT-7 - Accrual Basis

Join the Mancos Gear Share!

Gain access to loads of outdoor recreation equipment with a low annual membership!

INDIVIDUALS

FAMILIES



WWW.MANCOSGEARSHARE.ORG



What is the Mancos Gear Share?

In March of 2021, a partnership between the Mancos school district and the Mancos public library began with the idea to create a local, grass-roots resource to create more equitable access to outdoor recreation for Mancos Valley residents. After partnering with the Outdoors Empowered Network (OEN), a national network of community-led, youth-centered outdoor education groups, receiving numerous donations and outdoor gear from local residents, businesses, and organizations, the Mancos Gear Share was born.



Mission

The MGS is a nonprofit, community sponsored project dedicated to creating opportunities for local families, youth, and groups that have been historically underrepresented and underserved to experience outdoor spaces and activities.

Hours & Location CURRENT HOURS

Membership application, user agreement, and gear reservation can be done at any time online at <https://mancosgearshare.org/>

Gear Check Out/In

- Thursdays: 4:30pm-7pm - This is when gear can be checked out AND in.
- **Bicycles need to be returned at 5pm on the Monday after checkout**

Gear Library Location
Cottonwood Park,
230 Cedar St. - Mancos, Colorado 81328

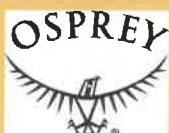
Membership Info

Individual Annual Membership
\$90 (Suggested Contribution)

Household Annual Membership
\$150 (Suggested Contribution)

- Is the suggested contribution a hardship?
- Have you historically felt uncomfortable accessing the outdoors?

The Mancos Gear Share is for you.
Please don't hesitate to let us know how we can support you.



STAFF REPORT

To: Honorable Mayor and Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 20, 2023
Re: Homecoming Bonfire Approval

Recommendation

Approve Resolution 10 Series 2023 A Resolution Temporarily Lifting the Ban On Open Fires Within Town of Mancos Limits For the Mancos School District Homecoming Bonfire

Background/Discussion

Mancos School District will host their homecoming bonfire on October 10, 2023 at 8:00 p.m. this year. Mancos Municipal Code 7-9-50(c) allows the Board of Trustees to suspend the ban on open fires and fireworks via resolution. Attached is the resolution for your review and decision.

The homecoming parade will be held on October 12, 2023. CDOT has provided written approval for the use of Grand Ave. All affected staff have been apprised of the event.

Attachments

Resolution 10 Series 2023

TOWN OF MANCOS

Resolution 10 Series 2023

A Resolution Temporarily Lifting the Ban On Open Fires Within Town of Mancos Limits For the Mancos School District Homecoming Bonfire

WHEREAS, the Board of Trustees has determined that it is necessary to amend Section 7-9-50 of the Mancos Municipal Code with respect to regulating open fires and fireworks; and

WHEREAS, Mancos Municipal Code 7-9-50(c) authorizes the Board of Trustees to suspend said ban from time to time; and

WHEREAS, the Board of Trustees has determined that 2023 Mancos School District Homecoming Bonfire shall be allowed within Town of Mancos limits on Tuesday, October 10, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF MANCOS, that the 2023 Mancos School District Homecoming Bonfire is allowed within Town of Mancos limits on Tuesday, October 10, 2023 subject to the following conditions:

1. Prior to beginning the burn, citizens must call a controlled burn into Cortez Dispatch at (970) 565-8441.
2. Fire must be actively monitored and attended at all times by a person during their use until the fire and all embers and coals from it are entirely extinguished.
3. The Mancos Fire Protection District must approve the bonfire.
4. Violation of this resolution is subject to all penalties set forth in Mancos Municipal Code Section 7-9-50(e).

Passed, adopted and approved this 20th day of September 2023.

Mayor Ellen "Queenie" Barz

Jamie Higgins
Town Clerk/Treasurer

STAFF REPORT

To: Honorable Mayor and Board of Trustees
From: Heather Alvarez, Town Administrator
Date: September 20, 2023
Re: Mancos Conservation District Forestry Grant Letter of Support

Recommendation

Authorize the Mayor to sign the attached letter of support for the Mancos Conservation District Forestry Grant Application

Background/Discussion

Mancos Conservation District is submitting a grant application for staffing and a truck purchase to assist with forestry programs, chipper programs and data collection.

Attached is a draft letter of support for your review and decision.

Attachments

Mancos Conservation District Forestry Grant Letter of Support



September 21, 2023

On behalf of Town of Mancos, I would like to express my support for your application to the Forest Restoration and Wildfire Risk Mitigation Grant Program to hire additional capacity to assist the Mancos Conservation District's (MCD) Forestry Program in overseeing forestry projects on private lands, collecting and organizing GIS and spatial data, and running the chipper program. This capacity will also help ensure that forest crew activities comply with government and grant regulations and complete post implementation inspections.

In addition, I would like to express my support for MCD's proposed capacity funding for a truck purchase. This truck would be used by the proposed assistant to haul the chipper - already under MCD ownership - to post-treatment project areas where slash piles created by forest management will be chipped and either spread out or hauled off site to further reduce wildfire risks.

The focal area for this Grant is within the highest priority locations identified in the updated Montezuma County Community Wildfire Protection Plan and the priority area for Rocky Mountain Restoration Initiative (RMRI). The region includes Jackson Gulch and Summit Reservoirs, as well as Chicken Creek and Lost Canyon Creek, all of which play vital roles in the Mancos Watershed. If a severe wildfire were to occur in this area, post-fire run-off would significantly impact the community's water supply.

This forest health project will be like other forest health projects around the state dealing with comparable environmental variables that foster comparable decline. The difference with this project is that there are fewer options, due to socio-economic limitations, for landscape-scale treatment when dealing with commercially less-desirable communities and native species. Funding for private land forest stand improvement outside of defensible space zones is needed to round out resilience treatment opportunities in this critical target landscape. We support this proposal because it will provide additional capacity to address the areas between public and private lands in the event of any large-scale, severe wildfire.

We appreciate the efforts of the Mancos Conservation District and support their FRWRM proposal to further address wildfire risk to our source water.

Sincerely,

Ellen "Queenie" Barz
Mayor

117 North Main Street • P.O. Box 487 • Mancos, Colorado 81328

Phone (970) 533-7725 • Fax (970) 533-7727

www.mancoscolorado.com

STAFF REPORT

To: Honorable Mayor and Board of Trustees
From: Jamie Higgins, Town Clerk/Treasurer
Date: September 27, 2023
Re: Green Kiwi 5, LLC Retail Marijuana License Renewal

Recommendation

Approve the renewal of the Retail Marijuana business permit for Green Kiwi 5, LLC, dba LivWell conditional upon receiving the renewal license from the State of Colorado and authorize the Town Clerk/Treasurer to send approval to State

Background/Discussion

The retail marijuana license for Green Kiwi 5, LLC dba LivWell is expiring on November 3, 2023. The renewal application is attached for your review.

There have been no violations in the past twelve months. The Mancos Marshal's Office has no objections to the renewal.

Attachments

Application

TOWN OF MANCOS

MARIJUANA RENEWAL APPLICATION

DOCUMENT CHECKLIST & WORKSHEET

This check list should be utilized to assist applicants with filing all required documents. All documents must be properly signed and correspond with the name of the application exactly. All documents must be typed or legibly printed. Upon final Town approval, the applicant will be contacted. **All fees are non-refundable.**

1. APPLICANT INFORMATION

- A. Applicant/Licensee identified
- B. Completed Renewal Application
- C. Return originals to Town Clerk

2. STATE INFORMATION

- A. Application
- B. Supporting Documentation

3. ADDITIONAL REQUIRED INFORMATION

- A. Copy of State License(s)
- B. Copy of Sale Tax License
- C. Updated Employee List

4. REQUIRED FEES

- A. Renewal Fees Current State Fees

Official Use Only

Application Received by Town Clerk	Date <i>Sept</i>	Initials <i>Ami</i>
Application & Fees Complete	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Application Reviewed by Town Marshal	Date	Initials
Application to Board of Trustees	Date	
Board of Trustees Action (attach meeting minutes)	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Date Permits Issued	<input type="checkbox"/> Business Permit Exp. Date	

TOWN OF MANCOS MARIJUANA BUSINESS PERMIT RENEWAL APPLICATION

Applicant is applying as a: <input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input checked="" type="checkbox"/> LLC <input type="checkbox"/> Other _____ <input type="checkbox"/> Partnership (includes Limited Liability & Husband and Wife Partnerships)				
Applicant if an LLC, name of LLC; if Partnership, all partner's names; if Corp, name of Corp Green Kiwi 5, LLC				
Trade Name of Establishment (DBA) LivWell				
Address of Premises(exact location of premises) 101 W Railroad Avenue				
City Mancos	County Montezuma	State CO	Zip Code 81328	
Mailing Address 400 East 84th Avenue, Suite W-5				
City Thornton	County Adams	State CO	Zip Code 80229	
FEIN # [REDACTED]	State Sales Tax # 30318798-0000	Business Phone (720) 240-9885	Business Fax N/A	Email co.licensing@pharmacann.com
Emergency Contact Name James Bauer				
City Thornton	County Adams	State CO	Zip Code 80229	
Cell Phone (856) 381-5851	Fax Number N/A	Email security@livwell.com		

If the applicant is a corporation, partnership or limited liability company, applicant must list all officers, directors, general partners, managing members and stockholders.

NAME	HOME ADDRESS, CITY & STATE	DOB	POSITION	% OWNED
	See attached list			


- Total ownership must equal 100%

OATH OF APPLICANT

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. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Town of Mancos and the State of Colorado which affect my license.

I understand that the employees of the proposed marijuana business, myself included, may be subject to prosecution under federal law.

I understand that the Town of Mancos accepts no legal liability in connection with the approval and subsequent operation of the dispensary. I hereby release the Town of Mancos, it's employees, and elected or appointed officials from any and all liability in connection to the approval and subsequent operation of the proposed dispensary.



 Authorized Signature & Title

Robert B. McQueen,
Chief Legal Officer

8-9-23

 Date

STAFF REPORT

To: Town Administrator, Honorable Mayor and Trustees
From: Jamie Higgins, Town Clerk/Treasurer
Date: September 27, 2023
Re: El Rio Cantina Liquor License Renewal

Recommendation

Approve the El Rio Cantina Liquor License Renewal and authorize the Town Clerk/Treasurer to submit the renewal application to the Dept. of Revenue

Background/Discussion

The liquor license for El Rio Cantina will renew on December 1, 2023. Jonathan Navarro has submitted the renewal application to the Town for your review.

There have been no violations in the past twelve months. The Mancos Marshal's Office has no objections to the renewal.

Policy Implications

None

Resource Impact

\$625.00 Renewal Fee to Town of Mancos

Attachments

Renewal Application

Submit to Local Licensing Authority

**EL RIO CANTINA
 350 RAILROAD AVENUE
 Mancos CO 81328**

Fees Due	
Renewal Fee	625.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$ 625.00

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.

Colorado Beer and Wine License Renewal Application

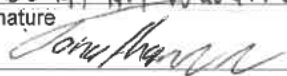
Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name JONATHAN NAVVARRO RASON		Doing Business As Name (DBA) EL RIO CANTINA	
Liquor License # 03-17987	License Type Tavern (city)		
Sales Tax License Number 29959426	Expiration Date 12/01/2023	Due Date 10/17/2023	
Business Address 140 NORTH MESA Mancos CO 81328			Phone Number 7025285446
Mailing Address 350 RAILROAD AVENUE Mancos CO 81328		Email [REDACTED]	
Operating Manager <i>Jonathan Navarro</i> <i>Rason</i>	Date of Birth [REDACTED]	Home Address [REDACTED]	Phone Number [REDACTED]
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease 08-31-25			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. 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? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. 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.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? 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. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

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	Title	
Jonathan Navarro Rascon	Owner	
Signature	Date	
	09/19/23	
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	Date	
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Jonathan Navarro Rascon am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Jonathan Navarro Rascon (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

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

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

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

Name (Individual/Business) <u>Jonathan Navarro Rascon</u>		Social Security Number/Tax Identification Number [REDACTED]	
Address <u>350 Railroad Ave</u>			
City <u>Manitou</u>		State <u>CO</u>	Zip <u>81328</u>
Home Phone Number [REDACTED]		Business/Work Phone Number <u>702 528 5446</u>	
Printed name of person signing on behalf of the Applicant/Licensee <u>Jonathan Navarro Rascon</u>			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <u>[Signature]</u>			Date signed <u>09/19/23</u>

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).

El Rio Cantina
Jonathan Navarro
140 N. Mesa St.
Mancos, CO 81328

1269
82-492/1021

09/19/23
Date

Pay To The
Order Of

Colorado Department of Revenue \$ 625.⁰⁰
Six hundred and twenty five dollars

Dollars  Security features included. Details on back.



970-882-7600
www.mydsb.com

For

[Redacted]

Jonathan

MP


El Rio Cantina
Jonathan Navarro
140 N. Mesa St.
Mancos, CO 81328

1268
82-492/1021

09/19/23
Date

Pay To The
Order Of

Town of Mancos \$ 625.00
Six hundred and twenty five dollars

Dollars  Security features included. Details on back.



970-882-7600
www.mydsb.com

For

[Redacted]

Jonathan Navarro

MP