

AGENDA

DOLORES COLORADO

TOWN BOARD OF TRUSTEES

September 29, 2025, 5:30 P.M. SPECIAL MEETING, 5:45 P.M. WORKSHOP

THE SPECIAL MEETING AND WORKSHOP WILL BE HELD AT THE TOWN HALL 601 CENTRAL AVENUE.

IF YOU WISH TO ATTEND VIRTUALLY, PLEASE VISIT THE TOWN WEBSITE UNDER GOVERNMENT TOWN BOARD MEETING FOR THE TEAMS LINK

<https://townofdolores.colorado.gov>

[There are separate links for the Town Board Meetings and Workshops.](#)

SPECIAL MEETING: 5:30 P.M.

- 1. Pledge of Allegiance**
- 2. Roll Call:**
- 3. Purpose of Meeting:**
 - 3.1. Special Event Liquor License: Chamber of Commerce- Harvest Fest- October 4, 2025**
- 4. Adjournment**

WORKSHOP: 5:45 P.M.:

- 1. Preliminary Budget**
 - a. Items provided here will also be provided during the workshop, you do not need to copy or print them.**
 - b. Please bring a pen, the goal is for the workshop to be an intentional and collaborative effort to meet the needs of the town and its citizens**

Application for a Special Events Permit

Liquor Permit Number (Do Not Fill Out)

In order to qualify for a Special Events Permit, You **Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)**

- ☐ Social ☐ Athletic ☐ Philanthropic Institution
☐ Fraternal ☐ Chartered Branch, Lodge or Chapter ☐ Political Candidate
☐ Patriotic ☐ National Organization or Society ☐ Municipality Owned Arts Facilities
☐ Political ☐ Religious Institution ☒ Chamber of Commerce

LIAB Type of Special Event Applicant is Applying for:

2110 ☒ Malt, Vinous And Spirituous Liquor \$25.00 Per Day

2170 ☐ Fermented Malt Beverage \$10.00 Per Day

Name of Applicant Organization or Political Candidate

Dolores Chamber of Commerce

State Sales Tax Number (Required)

84-1146629

Mailing Address of Organization or Political Candidate

201 Railroad Ave, PO Box 602

City

Dolores

State

CO

ZIP Code

81323

Address of Place to Have Special Event

Joe Rowell Park, 100 Railroad Avenue

City

Dolores

State

CO

ZIP Code

81323

Authorized Representative of Qualifying Organization or Political Candidate

Susan Lisak

Date of Birth (MM/DD/YY)

11/08/74

Phone Number

(970)426-9902

Authorized Representative's Mailing Address (if different than address provided in Question 2.)

City

State

ZIP Code

Event Manager

Susan Lisak

Date of Birth (MM/DD/YY)

11/08/74

Phone Number

(970)426-9902

Event Manager Home Address

27933 Road P

City

Dolores

State

CO

ZIP Code

81323

Email Address of Event Manager

doloreschamber@gmail.com

1. Is the place to have the Special Event located on State-owned property?

☐ Yes ☒ No

2. Has Applicant Organization or Political Candidate been issued a Special Event Permit this Calendar Year?

☐ No ☒ Yes, How many days?

4

3. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes?

☒ No ☐ Yes, License Number

4. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed?

☒ Yes ☐ No

5. For Chambers of Commerce - Each member who holds a retail establishment permit attests they are not exercising the privileges of the retail establishment permit for the duration of the SEP days.

☒ Yes ☐ No

6. For Chambers of Commerce - Please list all members participating in the SEP.

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date 10/4/25	Date
From: 10am	From:
To: 6pm	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:
Date	Date
From:	From:
To:	To:

Oath of Applicant

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Title

Executive Director

Signature

Susan Risak

Date (MM/DD/YY)

9/24/25

Report and Approval of Local Licensing Authority (City or County)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

Therefore, this Application is Approved.

Local Licensing Authority (City or County)

☐ City ☐ County

Telephone Number of City/County Clerk

Title

Signature

Date (MM/DD/YY)

Do Not Write in this Space - For Department of Revenue Use Only

Liability Information

License Account Number

Liability Date

State

Total

-750 (999) \$.00

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- ☒ Appropriate fee.
 - ☒ Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
 - ☐ Copy of deed, lease, or written permission of owner for use of the premises.
 - ☒ Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; **or**
 - ☒ If not incorporated, a NONPROFIT charter; **or**
 - ☐ If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.
-
- ☐ Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
 - ☐ Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
 - ☐ State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
 - ☐ Check payable to the Colorado Department Of Revenue

Qualifications for Special Events Permit

(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

JOE ROWELL PARK CONTRACT



Town of Dolores
420 Central Ave
P O Box 630
Dolores, CO. 81323
Phone 970-882-7720
Fax 970-882-7466

JOE ROWELL PARK
APPLICATION/AGREEMENT

DATE OF APPLICATION: 6/10/25

General Information

1) Will you be applying for a Special Event permit? Yes ☒ No ☐

If you are a non-profit and will be applying for a Special Events permit for alcohol there is a **minimum 60 day process.** Please inquire at the Dolores Town Hall 970-882-7720.(See page #4 for supplemental requirements.)

2) Describe area and provide a detailed drawing of location and layout for the event.

Soccer Fields at JRP

Organization/ Group Name: **Dolores Chamber of Commerce**

Contact Person's Name: **Susan Lisak**

Mailing Address: **PO Box 602, Dolores CO 81323**

Phone Number: _____ E-mail: **doloreschamber@gmail.com**

Cell Number: **970-426-9902**

Alternate Contact Person: **Deanna Truelsen** E-mail: **dd.truelsen@gmail.com**

Phone Number: _____ Cell Number **970-394-9158**

3) Date and Times of Use **Oct 4, 2025** from: **10am** to: **6pm**

4) Purpose of Use

DOLORES HARVEST FESTIVAL

5) Activities:

Vendors, Beer Garden, Kids Games, Car Show, Music

JOE ROWELL PARK CONTRACT

6) Size of Group ~1000 people

7) Park/Pavilion use fees

Under 100		
Single day	\$50	\$ _____
Multi-day	\$250	\$ _____
Over 100		
Single day	\$250	\$ \$250
Multi-day	\$500	\$ _____
Damage Deposit:	\$100 small group	\$ _____
	\$500 large group	\$ \$500

8) Additional fees:

Ball fields free for sports use.
for other than sports games: \$20.00 each/day \$ _____

Electricity use:

Accessory power pole:	\$10.00/day	\$ \$10
Ball field lights:	\$10.00/day	\$ _____
Equipment loans:	\$25.00/day	\$ _____
Parking lot closure:	\$10.00/day	\$ _____

Total Fees: \$ **\$260**

9) PAYMENT in Separate Checks Please: Fee **\$260** Deposit **\$500**

10) Conditions of Use: Permit Holder shall agree to the following conditions selected:

- ☒ Proof of insurance in accordance with Town of Dolores Ordinance #497
- ☒ Clean up the area used
- ☒ Provide portable toilets (see page 4)
- ☒ Provide trash removal services (see page 4)
- ☒ Provide law enforcement
- ☐ Provide security
- ☒ Provide fencing
- ☐ Access to second street gate
- ☒ Permission to enter grass area with a vehicle (sprinklers to be marked in advance. NO ONE will enter until marking is done. NOTE- Town Staff requires 1 week notice minimum)

* Dogs are not allowed in playground.

*Dogs are required to be on leash at all times. *Town Ordinance #470

Camping

Camping in designated areas only with prior approval

_____ Tent camping \$5 per person per night

_____ RV \$15 per vehicle per night

Campsite Location: _____ Approved: _____

Authorized Signature: *Susan P. Sak* Date: **6/10/25**

JOE ROWELL PARK CONTRACT

Familiarity with the Law

Applicant acknowledges that he / she have been provided with a copy of the Town of Dolores Municipal Code Chapter 12.06 "Use of Public Places" and that Applicant has read and become familiar with such law. Further, by signing this Agreement, Applicant agrees to be bound by the terms, provisions and requirements of the said Chapter 12.06 of the Town of Dolores Municipal Code.

Payment of Costs

The Applicant hereby agrees to pay the Town of Dolores upon request, or within 30 days hereafter, the actual costs incurred by the Town of Dolores in providing any additional municipal services that may be required as a result or which shall arise from the Applicant's use of the park. Such costs may include any regular or overtime salaries for town personnel, and the use of Town equipment and fuel for such equipment.

Insurance

The applicant shall pay for and provide public liability and spectator's insurance in the following amounts: at least \$150,000 per occurrence / \$600,000 per aggregate occurrence. The Town of Dolores must be included as a named insured on your insurance policy, and a loss payable clause must be received prior to the event. Such coverage must be in full force and effect throughout the entire time Applicant uses the park. If, for any reason, the required insurance is not in full force and effect on the dates and times specified in this Section 9, the Town's permission to use the park shall be deemed to have been revoked and the Applicant shall not be permitted to use the park. Evidence of the required insurance shall be filed with and approved by the Town Manager at least one week prior to the commencement of Applicant's use of the park.

Conduct of Applicant

Applicant shall see that all members, guests, participants, spectators and others shall act in a responsible manner at all times while using the park, and the special event(s) sponsored by the Applicant shall be held in such a manner so as to cause the least amount of disturbance to those persons residing near the park and to minimize the damage to public property.

Waste and Sanitation Facilities

Applicant shall insure that sufficient waste containers and port – a – pots be supplied should the number of attendees exceed normal handling capacities of those facilities on site or provided by the Town.

Damages

Applicant hereby assumes financial responsibility for all damages done to public property during the time Applicant uses the park, and Applicant agrees to pay for any damages done to public property during such usage.

Revocation of Permit

This Permit may be revoked at any time by the Town.

Authority

The undersigned person represents and warrants to the Town and he / she is fully authorized to execute this Agreement on behalf of the Applicant. By signing this application the Applicant acknowledges their commitment to abide by the laws of the Town of Dolores and the conditions of this Agreement.

Signature

Date: 6/10/25

Printed Name Susan Lisak

Town Manager Approval

Date

JOE ROWELL PARK

DOLORES HARVEST Festival
...and Car Show!

OVERLOOK VENDOR





DO NOT SEND

DR 0589 (07/07/22)
 COLORADO DEPARTMENT OF REVENUE
 Taxpayer Service Center
 PO Box 17087
 Denver CO 80217-0087

Special Event Sales Tax Application

General Instructions

Businesses that have no permanent place of business but sell goods at fairs, festivals, bazaars, etc. or businesses that meet the requirements for a standard sales tax license, but also sell at other locations, such as fairs and festivals are required to obtain a Special Event Sales Tax License using the Special Event Sales Tax Application (DR 0589).

A standard sales tax license is required if you participate in an event that occurs more than three times at the same location during any calendar year. For example, if you participate in a Farmer's Market or flea market and sell prepared (ready-to-eat) food or other tangible property, you need a standard sales tax license. To apply for a standard sales tax license, complete the Colorado Sales Tax and Withholding Account Application (CR 0100).

Anyone who sells retail in Colorado without obtaining a sales tax license commits a class 3 misdemeanor and may also be subject to civil penalty of \$50 per day to a maximum penalty of \$1,000.

For additional Special Event Sales Tax Licensing information, refer to [Tax.Colorado.gov/sales-tax-guide](https://tax.colorado.gov/sales-tax-guide).

Specific Instructions

Line 1. If you have a Colorado sales tax account, check Yes and enter your Colorado account number. If not, check No.

Line 2. Enter the name of the event you are attending.

Line 3. Enter the city, county and zip code for the event. For a multiple event license, enter the city of your first event.

Line 4. Check the box that indicates the legal structure of your business or organization.

Note: All entities must have a Federal Employer Identification Number (FEIN). This includes married couples who register as a general partnership. Individuals or sole proprietorships may use their SSN or ITIN.

Business Information

Line 1a & 1b. SSN or ITIN (Required)

- Individuals/Sole Proprietor - Enter last name, first name, check the appropriate box and write in your SSN or ITIN. If the Sole Proprietor has a FEIN, complete Line 2c.

Line 2a – 2c. Business Name, Trade Name, and Federal Employer Identification Number (FEIN). If operating as any other type of organization other than Individual/Sole Proprietor, enter the business name as registered with the IRS. FEIN is issued by the Internal Revenue Service at [IRS.gov](https://irs.gov). All entities listed as follows must have an FEIN.

- General Partnership, Association, or Joint Venture** - Enter the business name, tradename (if applicable), and FEIN. Note: Married couples must register as general partnership if both are owners of the business. General partnerships require a FEIN.

- Limited Partnership (LP), Limited Liability Company (LLC), Limited Liability Partnership (LLP), Limited Liability Limited Partnership (LLLLP), or Corporation/S Corp** - Enter the legal name of the business and FEIN as filed with the IRS. This must match the FEIN documentation from the IRS.
- Government** - Enter the legal name of the government agency and FEIN.
- Estate/Trust** - Enter the legal name of the Estate/Trust and FEIN.
- Nonprofit** - Enter the name of the Nonprofit Organization and FEIN.

Trade Name/Doing Business As (DBA). If the individual or the business will be doing business under any name other than the legal name listed on Line 1 or Line 2, enter the trade name. Trade names are registered with the Colorado Secretary of State.

Line 3a. Enter the mailing address where the business will receive mail from the Colorado Department of Revenue (DOR).

Line 3b. Enter the county to your mailing address.

Line 4 - 5. Enter the business phone number and email address.

Line 6. List the specific products you sell and/or services you provide. Write a brief description of products, services and/or function of the business. The information you provide will help determine the appropriate North American Industry Classification System (NAICS) code for your business. It will also assist in getting tax information and updates to you based on your business type.

Owners/Partners/Members/Officers

Lines 1a - 2d. All organizations, including sole proprietors, must complete these lines. Enter the name, job title, SSN, and address of each:

- Individual Owner (if the business is a sole proprietorship),
- Managing Partner (if the business is a partnership),
- Managing Member (if the business is a limited liability company), or
- Principal Officer (if the business is a corporation).

Note: If there are more than two owners, attach a separate sheet listing all additional owners.

License Type and Fee

Single Event or Multiple Event?

A single event sales tax license is required if you participate in a retail sales event at one location where there are three or more vendors.

If you sell retail at more than one special event where there are three or more vendors in any two-year period, the multiple events sales tax license allows you to participate in any number of events at various locations during the two-year period.



DO NOT SEND

DR 0589 (07/07/22)
COLORADO DEPARTMENT OF REVENUE
Taxpayer Service Center
PO Box 17087
Denver CO 80217-0087

Event Period

Indicate the duration of the special event.

For a single event, enter the dates from the beginning of the event to the end of the event.

For a multiple event, refer to the fee schedule and use the same filing fee period as your event period.

License Fee

The fee for a Single Event License is \$8 per event.

The fee for a Multiple Event License is \$16 for a two-year period.

The license is renewed at the beginning of each even-numbered year and expires at the end of each odd-numbered year (e.g. Jan. 1, 2020 - Dec. 31, 2021). It is prorated in increments of six months if the license is purchased after June 30 of any year.

Multiple Event Fee Schedule

If first day of sales is from:

January to June on even-numbered years (2022, 2024, 2026)	\$ 16.00
July to December on even-numbered years (2022, 2024, 2026)	\$ 12.00
January to June on odd-numbered years (2023, 2025, 2027)	\$ 8.00
July to December on odd-numbered years (2023, 2025, 2027)	\$ 4.00

Note: There is no fee for vendors who already have a standard sales tax license.

How to Apply

1. Mail the DR 0589

Download the form from the DOR taxation website at [Tax.Colorado.gov](https://tax.colorado.gov) under Forms. Complete the form and mail the original application along with a valid picture ID (see ID Requirements) and a check or money order for the applicable license fees to the following address

Colorado Department of Revenue
Taxpayer Service Center
PO Box 17087
Denver, CO 80217-0087

Allow 4 to 6 weeks for processing. Retain a copy of this application for your records. This copy will serve as your temporary license until you receive your official license in the mail

ID Requirements:

All mail-in and Taxpayer Service Center visit for Special Event Sales Tax Applications must provide a valid proof of identification. Valid proof includes: Colorado Driver's License or ID, out of state driver's license or ID, United States Passport, Resident Alien Card, United States Naturalization papers, or Military ID Card. If the application is provided by any individual other than the Owner, Partner, Member, or Officer of the business, a photo copy of a valid ID for the Owner, Partner, Member, or Officer who signed the application must be submitted.

2. Visit a Taxpayer Service Center

Bring the completed DR 0589 Special Event Sales Tax Application along with a valid picture ID (see ID Requirements) and a check or money order for the applicable license fees to a service center location listed. You will receive your license during your visit.

Denver Metro
1881 Pierce St - Entrance B
Lakewood CO 80214

Colorado Springs
2447 N Union Blvd
Colorado Springs CO 80909

Pueblo
827 W 4th St Suite A
Pueblo CO 81003

Fort Collins
3030 S College Ave
Fort Collins CO 80525

Grand Junction
222 S 6th St - 2nd Floor
Grand Junction CO 81501

Locations and hours of operation subject to change, please visit the DOR taxation website at [Tax.Colorado.gov](https://tax.colorado.gov), click on Contact Us or call 303-238-SERV (7378).

Signature

- A signature must be on this document or it will not be processed.
- Please include the title of the person signing and the date signed. Allow 4 to 6 weeks to receive a license by mail when completing and sending in a DR 0589 form.



220589 19999

DR 0589 (07/07/22)
COLORADO DEPARTMENT OF REVENUE
Taxpayer Service Center
PO Box 17087
Denver CO 80217-0087
Page 1 of 2

Special Event Sales Tax Application

1. Do you have a sales tax account in Colorado?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If Yes, enter the Colorado Account Number	
				02634331-0000	
2. Name of Event					
Dolores Flea Market (July 14) + Escalante Days (August 9, 2025) + Harvest Fest (Oct 4, 2025)					
3. City in which the event is being held (for multiple events, use the city of the 1st event)			County in which the event is being held		ZIP
Dolores			Montezuma		81323
4. Indicate Type of Organization. If you are not registering as an Individual, you must have a FEIN number.					
<input type="checkbox"/> Individual/Sole Proprietor		<input type="checkbox"/> Limited Liability Company (LLC)		<input checked="" type="checkbox"/> Corporation/S Corp	
<input type="checkbox"/> General Partnership		<input type="checkbox"/> Limited Liability Partnership (LLP)		<input type="checkbox"/> Association	
<input type="checkbox"/> Limited Partnership		<input type="checkbox"/> Limited Liability Limited Partnership (LLLP)		<input type="checkbox"/> Estate/Trust	
				<input checked="" type="checkbox"/> Nonprofit (Charitable)	
Business Information					
1a. Last Name (If registering as SSN or ITIN)			First Name		
Check the applicable box and write your SSN or ITIN in box 1b			1b. SSN or ITIN (Required)		
<input type="checkbox"/> SSN <input type="checkbox"/> ITIN					
2a. Business Name (If registering as FEIN)		2b. Trade Name / DBA (If applicable)		2c. FEIN (Required)	
Dolores Chamber of Commerce				84-1146629	
3a. Mailing Address		City		State	ZIP
PO Box 602		Dolores		CO	81323
3b. County	4. Phone Number		5. Email		
Montezuma	(970)882-4018		doloreschamber@gmail.com		
6. List the specific products you sell (Required) or indicate the NAICS code. To look up the code, go to www.naics.com/search					NAICS Code
We are the event planner for above events. I sell vendor spaces and sell alcohol at the events					
Owners/Partners/Members/Officers					
1a. Last Name		First Name			
Lisak		Susan			
Job Title		1b. SSN		1c. Phone Number	
Executive Director		385-98-5235		970-426-9902	
1d. Address		City		State	ZIP
27933 Road P		Dolores		CO	81323



220589 29999

DR 0589 (07/07/22)
COLORADO DEPARTMENT OF REVENUE
Taxpayer Service Center
Page 2 of 2

Colorado Account Number (Dept Use Only)

Owners/Partners/Members/Officers (continued)

2a. Last Name	First Name		
Truelson	Deanna		
Job Title	2b. SSN	2c. Phone Number	
Board Secretary	521-56-9168	970-394-9158	
2d. Address	City	State	ZIP
206 Central Ave	Dolores	CO	81323

Additional Owners/Partners/Members/Officers on a separate paper

License Type and Fees

Indicate the type of license	Event Period		License Fee			
	From (MM/YY)	To (MM/YY)				
<input type="checkbox"/> Single Event	06/25	10/26	(0120-750)	Single Event	(999)	\$
<input checked="" type="checkbox"/> Multiple Event			(0140-750)	Multiple Event	(999)	\$

Mail and Make the Check Payable to:
Colorado Department of Revenue
PO Box 17087, Denver CO 80217-0087

Amount Owed \$

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 of Revenue may collect the payment amount directly from your bank account electronically.

I declare under penalty of perjury in the second degree that the statements made in this application are true and complete to the best of my knowledge.

Signature of Owner, Partner, Member, or Officer (Required)	Job Title	Date (MM/DD/YYYY)
<i>Susan Risak</i>	Executive Director	09/24/2025




CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/28/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

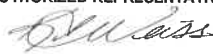
PRODUCER  Katrina Weiss 15 N. Chestnut Cortez CO 813213237		CONTACT NAME: Katrina Weiss PHONE (A/C, No, Ext): 970-565-3032 E-MAIL ADDRESS: katrina.weiss.u3c9@statefarm.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A : State Farm Fire and Casualty Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : NAIC # 25143	
INSURED DOLORES CHAMBER OF COMMERCE PO BOX 602 DOLORES CO 813230602			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	N	N	96-AP-H949-6	07/27/2025	07/27/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATE <input type="checkbox"/> OTH-ER <input type="checkbox"/> \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER The Town of Dolores 601 Central Avenida Dolores CO 81323	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  This form was system-generated on 07/28/2025
---	---

OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

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

Dolores Chamber of Commerce

is a

Nonprofit Corporation

formed or registered on 07/02/1986 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19871679667 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 02/24/2025 that have been posted, and by documents delivered to this office electronically through 02/25/2025 @ 10:55:03 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 02/25/2025 @ 10:55:03 in accordance with applicable law. This certificate is assigned Confirmation Number 17035160 .



Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

Goals for 2026 Budget Workshop

- Determine Resources
- Estimate Costs
- Prioritize Goals
- Summarize Data
- Communicate



Budgeting with the Financial Foundations Framework



Local Government Budget Calendar

The budget calendar is a general listing of the deadlines for the budget, for an audit and for the property tax certification process. Some deadlines are not statutory, but reflect good budgeting practices. For details on the applicable statutes listed below, please refer to the most current Colorado Revised Statutes (CRS).

August 25

- Assessors certify to all taxing entities and to the Division of Local Government the total new assessed and actual values (for real and personal property) used to compute the statutory and TABOR property tax revenue limits (CRS 39-5-121(2)(b) and 39-5-128).
- If applicable, upon receipt of the Certification of Valuation, submit to the Division certifications of service impact from increased mining production and/or from increased valuation due to previously exempt federal property which has become taxable. Certifications of impact are required if the value is to be excluded from the tax revenue limit.
- If applicable, apply to the Division for authorization to exclude from the limit the assessed valuation attributed to new primary oil or gas production from any producing land or leaseholds.

October 15

Budget officer must submit proposed budget to the governing body (CRS 29-1-105). Governing body must publish "Notice of Budget" upon receiving proposed budget (CRS 29-1-106(1)).

November 1

Deadline for submitting applications to the Division for an increased levy pursuant to 29-1-302, C.R.S. and applications for exclusion of assessed valuation attributable to new primary oil or gas production from the 5.5% limit pursuant to (CRS 29-1-301(1)(b)).

December 10

Assessors' changes in assessed valuation will be made only once by a single notification (re-certification) to the county commissioners or other body authorized by law to levy property tax, and to the DLG (CRS 39-1-111(5)).

December 15

Deadline for certification of mill levy (CRS 39-5-128(1)) and to provide HB24-1302 Mill Levy Public Information (CRS 39-1-125) to county commissioners. Local governments levying property tax must adopt their budgets before certifying the levy to the county. If the budget is not adopted by certification deadline, then 90 percent of the amounts appropriated in the current year for operations and maintenance expenses shall be deemed re-appropriated for the purposes specified in such last appropriation (CRS 29-1-108(2) and (3)).

December 22

Deadline for county commissioners to levy taxes and to certify the levies to the assessor (CRS 39-1-111(1)).

December 31

Local governments not levying a property tax must adopt the budget on or before this date; governing body must enact a resolution or ordinance to appropriate funds for the ensuing fiscal year. If the budget is not adopted by certification deadline, then 90 percent of the amounts

Revenues

- “Revenues are the money the town collects to operate and provide services.”
 - **Taxes:** property taxes, sales taxes, marijuana taxes,.
 - **Fees & Charges:** water/sewer, permits, licenses, fines.
 - **Intergovernmental Funds:** state or federal grants, severance tax distributions, minerals.
 - **Other Income:** interest, rentals, donations.

Severance Tax

In Colorado, **severance tax** is a state-imposed tax on companies that extract non-renewable natural resources such as oil, gas, coal, and minerals. The purpose is to compensate the state for the depletion of its natural resources and to support communities impacted by extraction activities.

What is Taxed?

- Colorado levies severance tax on
- Oil and Natural Gas
- Coal (surface mined and underground)
- Metallic minerals (gold, silver, molybdenum)
- Oil Shale

How is it Calculated?

- The tax is progressive, meaning the rate increases with the value of the resources extracted.
- Oil & Gas: tiered rates based on gross income
- Coal:
 - \$0.54 per ton for surface-mined coal
 - \$0.36 per ton for underground-mined coal

Distribution

- The distribution of severance tax revenue to municipalities is managed by Colorado Department of Local Affairs (DOLA)
- 50% of severance tax goes to the Local Government Severance Tax Fund. From this fund 70% is allocated through discretionary grants and loans under the Energy and Mineral Impact Assistance Program (EIAF)- we have received several of these grants.
- 30% is distributed directly to municipalities and counties that are economically and socially impacted by mineral production
- Once funds are allocated to counties, they are further distributed to municipalities and unincorporated areas based on:
 - **Employee Residence (CERR)** – 33%
 - **Population** – 34%
 - **Road Miles** – 33%
- All distributions—both severance tax and FML—are made **annually by August 31st**

Federal Mineral Lease

In Colorado, **Federal Mineral Lease (FML) revenue** is distributed to local governments through a structured program managed by the **Department of Local Affairs (DOLA)**. This revenue comes from mineral extraction activities on federal lands, such as oil, gas, and coal, and is intended to offset the impacts of these activities on local communities.

Source of Funds:

FML revenue is derived from rents and royalties collected by the federal government under the mineral Leasing Act. The revenues are received by the state which then distributes to the counties, municipalities, and school districts.

Distribution

The distribution follows a **two-tiered formula**:

A. County Pool Allocation

- FML funds are first divided into **county pools** based on the county's share of statewide impact factors.
- These factors include:
 - Colorado Employee Residence Reports (CERR)
 - Mineral production
 - Mining and well permits
 - Population
 - Road miles
 - FML revenue generated by the county

B. Subcounty Distribution

- Each county's pool is then distributed to:
 - **Municipalities**
 - **Unincorporated areas**
 - **School districts**
- The subcounty allocation is based on the proportion of local factor data compared to the countywide data

3. Factor Weightings

- The Executive Director of DOLA determines the weightings of each factor annually.
- **These weightings influence how much each jurisdiction receives and can vary year to year**

4. Employee Residence Reporting (CERR)

- Mineral producers must submit annual reports detailing where their employees live.
- This data is crucial for determining how FML revenue is distributed, as it reflects the local impact of mineral extraction
- All distributions—both severance tax and FML—are made **annually by August 31st**

References:

dlg.colorado.gov

spl.cde.state.co.us

Marijuana Sales Tax Revenue in Colorado & Local Disbursement

Tax structure & Distribution:

1. Colorado levies a 15% retail marijuana sales tax on purchases of adult-use cannabis
2. **10% of that sales tax revenue was allocated directly to local governments,** based on the proportion of retail marijuana sales that occur within each jurisdiction.
3. As of last year, marijuana tax collections had declined about 41% from their pandemic peak, falling to \$252 million from \$424 million three years earlier.
4. **Senate Bill 25-268** was signed into law this year, **reducing the local share to 3.5%**
5. This change took effect July 1, 2025, and resulted in a loss of approximately \$8.9 million in local government distributions in FY 2025-26
6. The remaining 90% of the state's retail marijuana sales tax revenue is divided among the Marijuana Tax Cash Fund (health care, education, substance abuse programs, law enforcement), the State General Fund, and State Public School Fund

[tax.colorado.gov/Colorado General Assembly](https://tax.colorado.gov/Colorado-General-Assembly)

Fixed Obligations v Discretionary Expenses

Fixed Obligations: are expenses that must be paid, either due to the nature of the expenditure or contractual agreements.

- Salaries and benefits
- Insurance
- Utilities
- Chemicals and laboratory studies
- Maintenance
- Leases
- Loan Payments
- Match Requirements

Discretionary Expenses: will include where to allocate funds based on priority of the expenditure.

- Parks
- Staff Education
- Improvements
- New Equipment
- Capital Projects
- Sheriff's Contract (40-hour, 80-hour)

Other Fixed Obligations: General and street funds

- Board payments
- Bleachers will have to be replaced with safety features. CIRSA requirement. (~~7 units~~) minimum \$9k per unit
- Utilities (all funds) ^{2 large units, 5 small units.}
- Audit fees
- Office supplies
- Liability Insurance ~~\$48,989.37~~ + 1821 + 1000 = \$51,810.37
- Leases
- Street maintenance
- Vehicle maintenance (tires)

Water obligations

- Phase 2 Water
- Lab fees
- Chemicals
- Operator
- Building Maintenance (required by CIRSA)
 - Stucco/exterior maintenance
 - Electricity upgrade
- Water Loan Obligations (current and phase 2)
- Chlorine test kit (\$1500)

Waste water treatment plant

- Laboratory fees
- Chemicals
- Refrigerated sampler (\$4600)

Community Center

- Insurance
- Electric
- Gas

****IMPORTANT ALUMINUM BLEACHERS BUILDING CODE INFORMATION****

2012 INTERNATIONAL BUILDING CODE COMPLIANT

IBC CODE SECTION 1003

Section 1003.2.12 - Guards. Guards shall be located along open-sided walking surfaces, platforms and landings which are located more than 30 inches above the floor or grade below. Guards shall also be located along sides of stairways and landings that are located more than 30 inches above the floor or grade below.

IBC CODE SECTION 1004

Section 1004.3.1 - Aisles. Aisles shall be provided with exits from all occupied portions which contains seats. Aisles serving reviewing stands, grandstands and bleachers shall also comply with Section 1008. See below

IBC CODE SECTION 1008

Section 1008.8, - Exceptions. An aisle is not required in seating facilities where all of the following conditions exist:

1. Seats are without backrests.
2. The rise from row to row does not exceed 6 inches per row.
3. The row spacing does not exceed 28 inches.
4. The first seating board is not more than 12 inches above the ground.
5. Seat boards have a continuous flat surface.
6. Seat boards provide a walking surface with a minimum width of 11 inches.
7. Seating is not restricted by rails or guards.

Assembly aisles are required. Every occupied portion of any occupancy in Group A that contains seats shall be provided with aisles leading to exits in accordance with this section.

Section 1008.13.3 - Guards at the end of aisles. A fascia or railing system complying with the guard requirements of Section 1003.2.12 shall be provided for the full width of the aisle where the foot of the aisle is more than 30 inches above the floor or grade below. The railing shall be a minimum of 36 inches high and shall provide a minimum 42 inches between the top of the rail and the nosing of the nearest tread.

Section 1008.14 - Bleacher footboards. Bleacher footboards shall be provided for rows of seat above the third row or positioned at such a point where the seating plank is more than 24 inches above the ground or floor below. Where footboards are more than 30 inches