

**AGENDA
BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JULY 15th, 2025
PATTERSON HALL – 1000 MAIN
REGULAR MEETING**

5:30 p.m.

Join by Zoom

Meeting ID: 818 5670 3226

Passcode: 423986

By phone: 1 719 359 4580

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Recognition of Visitors
5. Consent Agenda

Note: All items listed under the Consent Agenda are routine and are approved with one motion. There will be a separate discussion of these items if a Board Member or citizen requests. The item may be removed from the Consent Agenda and considered separately at the discretion of the Board of Trustees.

- A. APPROVAL OF MINUTES
- B. TREASURER'S REPORT
- C. APPROVAL OF BILLS

6. Old Business

- a. Consideration of a request to rezone Lot 6 in Shadow Ridge from highway commercial to single family residence per the Planning Commission's recommendation.

7. New Business

- a. Consideration of a request to approve a setback variance by the Wet Mtn. Fire Protection District.
- b. Consideration of a request to approve a modification of premises at the Alta Convenience Store.
- c. Complete Business Solutions IT report.
- d. Consideration of a request to approve waiving future light permits for events at the Saddle Club.
- e. Consideration of a request for information related to weed spraying.
- f. Discussion and approval of the Westcliffe Parks Advisory Committee July report.
- g. Discussion offering possible alternate budget concepts to support preserving the park's budget.

8. Additions to the Agenda

9. Staff & Committee Reports

10. Public Comment – Westcliffe citizens or business owners can comment on agenda items only and are limited to three (3) minutes. A request can be made to be placed on a future month's agenda if they want to address the Board of Trustees on issues related to the Town of Westcliffe.

Adjourn

BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 17, 2025
REGULAR MEETING
-Page 1 -

CALL TO ORDER

Mayor Wenke called the meeting to order at 5:30 P.M.

ROLL CALL

The following members were present: Mayor Wenke, Mr. Dembosky, Mr. Jagow, Mr. Fulton, Mr. Nordyke, Ms. Patterson, and Mr. Wilhelm.

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance.

OTHERS PRESENT

Neal Marrs, Erin Christie, Melane Rella, Jerry Peters, Barry Keene, Bianca Trenker, Jacke Barnes, Steve Lasswell, Josh Wingfield, Lincoln Wingfield, Karen Jagow, Andy Mast, Bob Wolf, Kit Shy, and Amanda Cesar.

TREASURER'S REPORT

	REVENUE RECEIVED	BALANCE OF ACCOUNTS
General Fund Checking:	\$ 112,549.95	\$ 310,516.52
CSafe-GF Core 11:	\$ 1,022.74	\$ 273,522.62
CSafe-3% Tabor Reserve 13:	\$ 270.62	\$ 72,352.68
CSafe-General Fund Reserve-14	\$ 1,666.66	\$ 445,753.40
CSafe-Tennis Ct.-Core-16	\$ 81.34	\$ 21,713.90
Tennis Court Checking:	\$ 0.00	\$ 5,219.32
Municipal Court Checking:	\$ 0.00	\$ 3,607.70
Conservation Trust Fund Checking:	\$ 0.67	\$ 15,840.44
CSafe-CF Core 15	\$ 170.58	\$ 45,594.76
Capital Fund Checking:	\$ 35,404.34	\$ 590,712.48
CSafe-CF Core 12:	\$ 3,908.56	\$ 1,045,442.86

EXPENDITURES

GENERAL FUND:	\$	67,544.97
MUNICIPAL COURT:	\$	0.00
TENNIS COURT:	\$	0.00
CONSERVATION TRUST FUND:	\$	0.00
CAPITAL FUND:	\$	199,598.00

APPROVAL OF CONSENT AGENDA

- Approval of minutes
- Treasurer's Report
- Approval of Bills

ACTION: Mr. Wilhelm moved, and Mr. Jagow seconded to approve the consent agenda. Motion carried.

BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 17, 2025
REGULAR MEETING

-Page 2 -

OLD BUSINESS

None.

NEW BUSINESS

a. Consideration of a request to approve the signs for the Bluff Park.

Ms. Barnes provided photos of the old pictures and then pictures of the proposed new signage. They are made from the same material as the mountain signs, needing very little maintenance.

ACTION: Mr. Jagow moved, and Mr. Nordyke seconded to approve the signs at Bluff Park. Motion carried.

b. Consideration of a request to approve the Boy Scouts of America Eagle Scout project at Memorial Park.

Lincoln Wingfield provided photos of his project to honor WWII veterans. He wants to restore the already existing plaque and put in landscaping around it. The American Legion is paying for it.

ACTION: Mr. Dembosky moved, and Mr. Wilhelm seconded to approve the Boy Scouts of America Eagle Scout project at Memorial Park. Motion carried.

c. Consideration of a request to resolve the property boundaries located at 219 Main Street, Lot 10, and Third Street.

Mr. Mast reported that there are some encroachments of his property onto Town property. He was aware of them when he purchased the land, but now his insurance company wants them resolved. The land has been surveyed already, and a legal description has been created.

ACTION: Mr. Dembosky moved, and Mr. Nordyke seconded to approve a quit claim deed for \$5.00 to resolve the property boundaries located at 219 Main Street, Lot 10, and Third Street. Motion carried.

d. Complete Business Solutions IT report.

This will be moved to next month's agenda when there will be a full report with a quote.

e. PUBLIC HEARING: For rezoning of Lot 6 in Shadow Ridge.

VERBATIM TRANSCRIPT FOR PUBLIC HEARING:

WENKE: Public hearing rezoning Lot 6 in Shadow Ridge. So this is a public hearing, and it's open for the public to comment only on this. One person may speak for the public, people who want to comment. You have a 3 minute time maximum.

And so, anybody wants to comment on Lot 6 in Shadow Ridge, and they want to rezone it from residential to commercial. I'm sorry from commercial to residential.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 17, 2025
REGULAR MEETING**

-Page 3 -

WILHELM: I have a question on a public hearing. Is that supposed to be done in a different format. And then we go back into our meeting.

RELLA: Yeah, it needs to be opened.

WENKE: I thought I just did that.

WILHELM: Well, you didn't say that you opened the public hearing.

WENKE: I thought I did.

WILHELM: Oh, you did. Sorry if you did, and I apologize.

WENKE: Item E is now open for public meeting to talk about -- to have a hearing about Lot 6 in Shadow Ridge from highway commercial to single family. I saw that. So, it's now an open meeting for those who want to comment on that. They go to the podium, and you've got 3 minutes.

WENKE: No one wants to comment, oh you do? Very good.

AMANDA CESAR: Amanda Cesar. I actually own a lot in Shadow Ridge, 55 Granite Court.

I'm for it. But the only thing that I wanted to make sure that people were aware of is that Shadow Ridge has CC&Rs that are going to require any rezoning.

Any rezoning the property owners within Shadow Ridge also have to agree. And for the CC&Rs it does say you have 67% of the community that needs to agree to any rezoning changes within the CC&Rs, and it says within the CC&Rs that lot one through 6 are.

RELLA: Two through six.

CESAR: Well. Lot one is still commercial as well. Lot one through 6, the covenants and restrictions within that community. We do not have an HOA so, but there are covenants that are still required to be followed within that community.

DEMBOSKY: I think town law trumps here.

PATTERSON: It's a PUD, it doesn't.

WENKE: I'm sorry, Christy?

PATTERSON: What is that? Well, when the PUD was established, they established their setbacks. They established their lots. You know what was, how things were zoned.

And then we accepted those. So, in this instance the town laws don't trump, because if they did, for example, they have way bigger setbacks on their single-family lots than we do, and we have to follow their lot, their lot requirements, or ...

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 17, 2025
REGULAR MEETING**

-Page 4 -

DEMBOSKY: Because we accepted them at one time.

PATTERSON: Because we accepted that PUD in 2019 or 2002 or 3.

WENKE: Is there anybody here tonight representing Lot 6?

RELLA: No, he was noticed. But he's not here.

PATTERSON: Okay. So then, with we're being told right now, then, doesn't -- would we need to make a motion based off of if they received that 67%, so we don't have to do this all over again.

WENKE: We probably want to table this until they have that done and bring it back.

PATTERSON: Who's responsible for doing that?

AMANDA CESAR: The lot owner would be because I had to do it for the siding for my building that's currently there. We weren't aware of that. There was an issue with metal siding. So, we got 67% of the community to agree to our metal siding. And so we had all signatures within the community to represent that 67 letters out.

PATTERSON: You sent a letter out.

AMANDA CESAR: We did send a letter out. Got them all back. We've got everybody's names.

KIT SHY: It looks like we're changing the CC&Rs not the subdivision.

AMANDA CESAR: Yeah. And I was just citing, but it does say ...

KIT SHY: But it was in the CC&Rs. It wasn't in the zoning.

AMANDA CESAR: Right.

KIT SHY: You're changing -- this person is requesting a zone change.

AMANDA CESAR: Right. And it does say in the CC&Rs, if you change anything within the CC&Rs ...

KIT SHY: The CC&Rs --they're 2 separate things. The town administers zoning. The owners enforce CC&Rs.

AMANDA CESAR: But the CC&Rs state what lots one through 6 are authorized to do. So what does that mean?

KIT SHY: As far as construction goes, and building like you're talking about. Not as far as the zoning.

AMANDA CESAR: Okay.

PATTERSON: So, then it ...

KIT SHY: It seems to me like you followed the process by making public notice and having the opportunity for all the owners to come in and talk about the zoning issue.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 17, 2025
REGULAR MEETING**

-Page 5 -

PATTERSON: Well, I'm pretty sure that this already has gone. I know it's already gone before the Planning Commission before it even got to here. So, I don't --I think Melane probably knows - what was Planning Commission's recommendation.

RELLA: That's why it's here. Because they recommended to approve it.

PATTERSON: Okay. So, I guess maybe we need some clarification on what the town governs versus what the subdivision governs, and I don't know who to ask that.

WENKE: I'm sorry, ma'am. I didn't catch your name.

AMANDA CESAR: Amanda.

WENKE: I'm sorry.?

AMANDA CESAR: Amanda

WENKE: Amanda. The CC&Rs and- and the zoning and Kit is bringing up maybe two -- so they are two separate things. I think you need to review your CC&Rs. Make sure that you have some authority over zoning, and if you do, then we'd be happy to hear from you again. In the meantime, we'll table this motion, and we'll wait until next month in July, third Tuesday of July to hear back from you. And we will also contact the owner of Lot 6.

DEMBOSKY: Okay, I guess there is no representative of the owner here tonight. Is that right?

RELLA: No, he's not here.

WENKE: Okay, so I'd like to table this item until July meeting.

PATTERSON: I have a question that maybe Melane and Erin can work on before that next meeting. Is there a way to find out. I don't know if that's a State governed thing where a CC&R -- what that includes versus, what zoning? Who represents zoning?

Or do we need to go back to the Shadow Ridge plat just so that we could get this -- I mean, this has been on our agenda now twice, and I feel bad that we're tabling it again.

RELLA: That it's something we've been trying to work with. But now that we don't have a lawyer right now, it's a little bit difficult. I mean, we've been working on it in the Planning Commission forever.

WENKE: So, there might be a motion ...

DEMBOSKY: Hey, Paul, I think you need to close the public meeting.

WENKE: I am closing the public meeting.

CHRISTIE: Yeah, close the public.

WENKE: All right. I am closing the public hearing right now, and we will put this on the agenda for July.

- f. **Consideration of a request to rezone Lot 6 in Shadow Ridge from highway commercial to single family residence per the Planning Commission's recommendation.**

The Board wants to table this until there is clarification on whether the CCRs in Shadow Ridge require 67% of the neighborhood to approve rezoning, which is what a homeowner spoke of in the public hearing. Mr. Shy thought that rule only applied to new buildings, not rezoning.

ACTION: Mr. Wilhelm moved, and Mr. Jagow seconded to table this agenda item. Motion carried.

- g. **Consideration of a request to approve a Resolution #1-2025, Applying for the Local Planning Capacity Grant.**

Mr. Keene explained that in order to apply for the grant, a resolution needs to be approved as part of the application. He verified that there is money set aside in the grant for administrative support, so they could hire an administrative assistant to do the paperwork, rather than Town employees doing it.

This agenda item passed with a 5-2 vote, with Mr. Nordyke and Mr. Wilhelm voting Nay.

ACTION: Mr. Jagow moved, and Mr. Dembosky seconded to approve Resolution #1-2025, Applying for the Local Planning Capacity Grant. Motion carried.

- h. **Consideration of a request to approve the Façade Grant applications.**

There was only one application that had already been examined by the review committee.

ACTION: Mr. Dembosky moved, and Mr. Wilhelm seconded to approve the Façade Grant application. Motion carried.

- i. **Consideration of a request to install two astronomical-themed signs at the Bluff Park.**

Mr. Jagow (on behalf of Dark Skies) reported that there are two signs with constellations that they would like to install – one facing North and the other facing South. Dark Skies will pay for them. They are made out of the same material as the other signs at the Bluff that require minimal maintenance.

ACTION: Mr. Dembosky moved, and Mr. Nordyke seconded to approve installing two astronomical-themed signs at the Bluff Park. Motion carried.

- j. **Westcliffe Parks Advisory Committee report.**

Mr. Dembosky (on behalf of the Parks Committee) reported that requests have been made by citizens to plant trees in Memorial Park. The Board expressed concern over the budget this year – at a previous budget workshop, there had been discussion of moving the trees to the 2026 budget year because of unexpected costs the Town has incurred recently. The Board will be having a future workshop before officially amending the budget, and will circle back to the tree costs (\$20k). There was \$40k budgeted this year for a Hermit Park toilet facility, which WPAC suggested be moved to next year's budget as the project may cost more than that amount. In addition, Mr. Dembosky reported that the first Farmer's Market went well – vendor locations complied with the plan agreed upon with the Town, and there was no damage to the grass.

BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 17, 2025
REGULAR MEETING

-Page 7 -

k. **Consideration of a request to plant trees in Memorial Park.**

The Board wants to table this until the Parks Committee has more information on what type of trees they want to plant and the location.

ACTION: Mayor Wenke moved, and Mr. Jagow seconded to table this agenda item. Motion carried.

l. **Consideration of a request to repair the playground equipment in the park.**

Mr. Marrs reported that CIRSA, the Town's liability insurance company, said that the rock/gravel around the playground should be replaced with rubber mulch. This will cost around \$30k to complete. So, the Board would like to wait until after a budget workshop to vote on this. In addition, Mr. Marrs reported that the playground inspection by an independent company will be scheduled soon, and other recommendations may be made, which is another reason to table this.

ACTION: Mr. Jagow moved, and Mr. Wilhelm seconded to table this agenda item. Motion carried.

ADDITIONS TO THE AGENDA

None

STAFF & COMMITTEE REPORTS

Town Clerk: Ms. Christie reminded the Board that she and Ms. Rella will be attending the CML Conference the week of June 23rd, so the office will be closed.

PUBLIC COMMENT

None.

Mr. Jagow moved, and Mr. Nordyke seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Erin Christie
Town Clerk

REVENUES RECEIVED IN JUNE 2025

GENERAL FUND

Cash		
Filter Press LLC	Business License Renewal	25.00
Bly Ranch, LLC	Business License Renewal	25.00
Everhart, Stone	Building permit	140.00
Barnes, Joe	Park use fee and damage deposit	125.00
Coast of CO Speciality Foods	Transient merchant license	100.00
Credit Card		
Slater, Audrey	Park use fee and damage deposit	125.00
Wet Mtn. Valley Saddle Club	Building permit	116.00
Wilkerson, Steve	Park use fee	25.00
Jeanette Pena, DC	New businesss license	40.00
Shepard, Hal	Fence permit	100.00
Detweiler, Eldin	Building permit	5,100.00
Day, Tawny	New business license	40.00
Checks		
Piquettte, Paul	Park use fee and damage deposit	125.00
Pinon Plumbing LLC	Excavation permit	200.00
Wagg'n Trails Marketplace	New business license	40.00
Big Nuggett Farm	Business license renewal	25.00
Willemsma, Deborah	Business license renewal	25.00
The Growing Arts & Apothic	New business license	40.00
Black hills Energy	Franchise fee	2,672.60
Sangre Art Guild	Special event liquor permit	25.00
Fore, Shana	Park rental damage deposit	100.00
Custer County Treasurer		6,270.06
	INC- Current Interest	\$11.54
	RBC-Current Road & Bridge	\$2,169.69
	RLC-Current Tax	\$2,889.85
	SOA-Specific Ownership A	\$49.43
	SOB-Specific Ownership B	\$558.10
	TFC-Treasurer Fee	\$-115.59
	SAC-Current State Assessed	\$707.04
United Business Bank	Interest	26.96
State of Colorado	Cigarette Tax	121.24
Custer county Treasurer	2% Sales Tax Clerk's fees	19.33
Custer county Treasurer	2% Sales Tax Clerk's fees	50.27
State of Colorado	2% Sales Tax	63,077.45
State of Colorado	Highway Users Tax	3,128.74
GENERAL FUND CHECKING REVENUE RECEIVED IN JUNE 2025		\$81,907.65

CSafe-GF Core-11	Interest	\$990.38
CSafe-3% Tabor Reserve-13	Interest	\$262.08
CSafe-GF Reserve-14	Interest	\$1,613.84
CSafe-GF Reserve-16	Interest	78.80

TENNIS COURT PROJECT CHECKING

TENNIS COURT PROJECT CHECKING REVENUE RECEIVED IN JUNE 2025		\$0.00

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MUNICIPAL COURT CHECKING REVENUE RECEIVED IN JUNE 2025		\$0.00

REVENUES RECEIVED IN JUNE 2025

CONSERVATION TRUST FUND		
United Business Bank	Interest	0.69
State of Colorado	2nd Qtr lottery income	1454.56
CONSERVATION TRUST FUND REVENUE RECEIVED IN JUNE 2025		\$1,455.25

CSafe-CF Core 15	Interest	\$165.24
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CAPITAL FUND		
United Business Bank	Interest Capital Fund Checking	48.33
State of Colorado (Town of Westcliffe)	1% Sales Tax	31,538.72
Verizon Wireless	Lease Payment	1,100.00
Custer County Treasurer	Clerk Fees Sales Tax-1%	9.67
Custer County Treasurer	Clerk Fees Sales Tax-1%	25.13
CAPITAL FUND CHECKING REVENUE RECEIVED IN JUNE 2025		\$32,687.05

CSafe-CF Core 12	Interest	\$3,784.96
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BALANCE IN ALL FUND ACCOUNTS

GENERAL FUND CHECKING		\$339,707.74
CSafe-GF Core-11		\$274,513.00
CSafe-3% Tabor Reserve-13		\$72,614.76
CSafe-GF Reserve-14		\$447,367.24
CSafe-GF Reserve-16		\$21,792.70
TENNIS COURT PROJECT CHECKING		\$5,219.32
MUNICIPAL COURT CHECKING		\$3,607.70

TOTAL GENERAL FUND ACCOUNTS \$1,161,214.76

CONSERVATION TRUST FUND CHECKING		\$17,295.69
CSafe-CF Core 15		\$45,760.00
TOTAL CONSERVATION TRUST FUND ACCOUNTS		\$63,055.69

CAPITAL FUND CHECKING		\$592,834.33
CSafe-CF Core 12		\$1,049,227.82
TOTAL ALL CAPITAL FUND ACCOUNTS		\$1,642,062.15

CASH BALANCE OF ALL FUND ACCOUNTS \$2,849,036.91

NOTE: 1% Sales tax of \$31,538.72 and Clerk's fees of \$34.80 were transferred to the Capital Fund from the General Fund.

GENERAL FUND

4 Rivers Equipment	Vehicle Maint/Supplies	13.8
Airgas USA, LLC	Vehicle Maint/Supplies	55.37
Anaya, Lindsey	Park damage deposit refund	100.00
Barnes, Joe	Park damage deposit refund	100.00
Bills, Brian	Park damage deposit refund	100.00
Black Hills Energy	Lights/Electric	1,836.28
Bomgardner, Anita	Park damage deposit refund	100.00
Bruchner Truck Sales Group	Vehicle Maint/Supplies	30.98
Buchner, Clayton, Attorney at Law	Attorney Fees Feb. through May	4,909.33
Card Services	Office & Park Supplies	920.63
CarQuest	Vehicle Maint/Supplies	312.92
Central Building	Park maintenance	88.75
CenturyLink	Phone/Elevator	50.33
Crestone Graphics	Street Maint/Supplies - safety vests	85.00
Christie, Erin	Employee clothing allowance reimbursement	113.36
Christie, Erin	Meal reimbursement CML conference	176.09
City of Salida (CML)	District Mtg - 2 employee attendees	60.00
Colorado Interactive LLC	State credit card return for citizen	150.00
Custer County Kids Council	Park damage deposit refund	140.00
Custer County Rd. & Bridge	Street Maint.& Fuel	341.46
Custer County Sheriff	3rd Qtr Contract payment	62,150.00
ERB Element	Communication Services	2,000.00
Foster, Eric	Park damage deposit refund	100.00
French, Cindy	Park damage deposit refund	100.00
Hilltop Broadband	Internet	273.35
Infinity Leasing	IT Service Contract with CBS	629.50
Lowe's Pay and Save, Inc.	Supplies	13.98
Marlin Leasing Corp. (Peac Solution)	Monthly copy machine fee	148.26
Norup Gas	Propane	298.65
Ohlsen, Joel	Park damage deposit refund	100.00
Rella, Melane	Meal & mileage reimbursement CML conference	579.56
Rock Parts Co. (NAPA)	Shop Maint/Supplies	83.51
Round Mtn. Water & Sanitation District	Water & Sewer	7,599.00
Sangre de Cristo Sentinel	Publishing services	227.50
Seifert Enterprises LLC	Street Maint/Supplies	3,102.26
Seton	Street Maint/Supplies	213.14
Shipley, Deanna	Park damage deposit refund	100.00
Slater, Audrey	Park damage deposit refund	100.00
Stoltzfus, David	Park damage deposit refund	100.00
Taylor, Kathy	Park use fee & deposit refund - event cancelled	125.00
Valley Ace Hardware	Supplies	531.66
VanLaanen, Julie	Business license refund	25.00
Wenke, Hope	Park damage deposit refund	175.00
Westcliffe Petroleum	Street Main/Supplies - Fuel	551.25
West Custer Co. Library Dist.	Park rental damage deposit refund	100.00
Wet Mountain Tribune	Publishing services	281.52
Yoder, Norma	Park damage deposit refund	100.00
Zahradka, Ryan	Bluff Park damage deposit refund	400.00


Payroll Expenses

CEBT	Employer/Health Ins.	2,221.66
CEBT	Employee/Health Ins.	250.14
EFTPS	Payroll Taxes	7,869.58
GWRS	Employee Share Retirement Fund (ACH)	2,023.82
GWRS	Employer Share Retirement Fund (ACH)	1,418.10

<u>BILLS TO DATE</u>	<u>\$103,644.39</u>
<u>JUNE 2025 PAYROLL</u>	<u>\$23,110.08</u>
<u>TOTAL GENERAL FUND EXPENDITURES FOR JUNE 2025</u>	<u>\$126,754.47</u>

CAPITAL FUND

Community Attributes Inc.	Housing Needs Assessment Firm	13,800.00
Langston Concrete	Paving operations	42,108.00
<u>TOTAL CAPITAL FUND EXPENDITURES FOR JUNE 2025</u>		<u>\$55,908.00</u>


The undersigned acknowledges that the above
listed invoices were presented for review.

General Fund Profit & Loss Budget Performance

	Jun 25	Budget	Jan - Jun 25	YTD Budget	Annual Budget
Income					
7000 - General Property Taxes	3,596.89	5,926.02	54,635.06	35,556.16	71,112.28
7050 - Specific Ownership Taxes	607.53	666.67	3,684.84	3,999.98	8,000.00
7100 - Town Sales Taxes	63,147.05	76,721.70	378,280.42	460,330.25	920,660.45
7101 - Town Sales Tax License	360.00	333.33	5,040.00	2,000.02	4,000.00
7106 - Penalties & Int-Delinquent Tax	11.54	16.67	124.15	99.98	200.00
7115 - Franchise Fee	2,672.60	3,000.00	14,924.08	18,000.00	36,000.00
7120 - Special Assessments	0.00	208.33	-3,009.15	1,250.02	2,500.00
7125 - Building & Zoning Permits	5,356.00	3,333.33	26,066.50	20,000.02	40,000.00
7126 - Fence/Sign/Excavation Permits	300.00	66.67	525.00	399.98	800.00
7127 - Special Use By Review Permits	0.00	25.00	0.00	150.00	300.00
7130 - Traffic Fines & Ordinances	0.00	8.33	0.00	50.02	100.00
7135 - Court Costs	0.00	0.00	0.00	0.00	0.00
7140 - Liquor Licenses/Special Events	25.00	125.00	745.00	750.00	1,500.00
7148 - Disposable Bag Fee	0.00	208.33	967.74	1,250.02	2,500.00
7150 - Cigarette Tax	121.24	266.67	542.50	1,599.98	3,200.00
7160 - Interest Income	26.96	3,500.00	18,769.89	21,000.00	42,000.00
7165 - Miscellaneous Income	0.00	83.33	35.45	500.02	1,000.00
7200 - Highway Users Tax	3,128.73	2,448.64	14,416.69	14,691.83	29,383.67
7205 - Road & Bridge Funds	2,169.69	3,027.08	29,281.23	18,162.52	36,325.00
7215 - American Rescue Plan Funds	0.00	0.00	0.00	0.00	0.00
7239 - Contributions from General Fund	0.00	0.00	0.00	0.00	0.00
7300 - Tennis Court Donation Fund	0.00	4.17	0.00	24.98	50.00
7305 - Events Center-Rental Fees	0.00	275.00	0.00	1,650.00	3,300.00
7310 - Bluff Site Maint. Fee	0.00	0.00	0.00	0.00	0.00
7315 - Park Usage Fee	100.00	133.33	6,040.00	800.02	1,600.00
7807 - Reimbursed Expenses	0.00	0.00	239.00	0.00	0.00
7810 - Transfers In	0.00	0.00	0.00	0.00	0.00
7820 - Lease Equipment-I	0.00	0.00	0.00	0.00	0.00
7840 - State Grant	0.00	0.00	0.00	0.00	0.00
7845 - Federal Grant	0.00	16.67	0.00	99.98	200.00
7871 - Grant-SIPA	0.00	0.00	0.00	0.00	0.00
7940 - Sale of Assets	0.00	0.00	0.00	0.00	0.00
Total Income	81,623.23	100,394.27	551,308.40	602,365.78	1,204,731.40
Cost of Goods Sold					
5001 - Cost of Goods Sold	0.00	0.00	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00	0.00	0.00
Gross Profit	81,623.23	100,394.27	551,308.40	602,365.78	1,204,731.40
Expense					
void	0.00	0.00	0.00	0.00	0.00
4001 - Reconciliation Discrepancies	0.00	0.00	0.00	0.00	0.00
8000 - Trustees	0.00	333.33	1,267.99	2,000.02	4,000.00
8005 - Ordinances & Procedures	509.02	950.00	1,448.22	5,700.00	11,400.00
8010 - Colo. Muni League Dues	0.00	83.33	0.00	500.02	1,000.00
8015 - Elections	0.00	291.67	0.00	1,749.98	3,500.00
8020 - General Accounting	0.00	141.67	0.00	849.98	1,700.00
8025 - Auditing	0.00	833.33	5,000.00	5,000.02	10,000.00
8030 - Attorney	4,909.33	1,666.67	11,833.33	9,999.98	20,000.00
8035 - Insurance - General	0.00	1,463.50	19,889.95	8,781.00	17,562.00
8040 - Workman's Compensation	0.00	691.67	9,638.00	4,149.98	8,300.00
8050 - Colorado State Unemployment	28.35	52.01	608.98	312.13	624.19
8100 - Town's Share FICA	1,943.71	1,612.50	11,380.37	9,674.95	19,349.95
8110 - Town's Share MEDI	454.58	377.11	2,661.54	2,262.73	4,525.39
8115 - Town Share Health Insurance	2,880.47	4,799.75	18,541.49	28,798.50	57,597.00
8120 - Town Share Retirement Fund	1,418.10	1,560.48	6,460.63	9,362.87	18,725.75
8201 - Administrative Wages					
8200 - Clerk/Treasurer Wages	12,083.34	0.00	59,333.36	0.00	0.00
8205 - Deputy Clerk	0.00	0.00	7,979.25	0.00	0.00
8235 - Building Inspector	1,080.41	0.00	7,474.77	0.00	0.00
8201 - Administrative Wages - Other	0.00	18,966.67	0.00	113,799.98	227,600.00
Total 8201 - Administrative Wages	13,163.75	18,966.67	74,787.38	113,799.98	227,600.00
8208 - Communications Manager	2,000.00	2,000.00	13,000.00	12,000.00	24,000.00
8209 - Administrative Education	0.00	875.00	0.00	5,250.00	10,500.00
8210 - Clerk Education	815.65	0.00	2,263.28	0.00	0.00
8215 - Office Supplies	0.00	300.00	0.00	1,800.00	3,600.00
8220 - Town Manager Wages	0.00	0.00	0.00	0.00	0.00
8225 - Manager/Bldg/Zoning Education	0.00	0.00	0.00	0.00	0.00
8236 - Project Manager	0.00	0.00	0.00	0.00	0.00
8240 - County Treasurer's Fees	115.59	166.67	1,680.43	999.98	2,000.00
8245 - Municipal Court Wages	0.00	0.00	0.00	0.00	0.00
8250 - Municipal Court Postage	0.00	0.00	0.00	0.00	0.00
8280 - Payroll Expenses	196.52	0.00	589.56	0.00	0.00
8300 - Town Hall Maintenance	1,037.19	1,416.67	21,376.59	8,499.98	17,000.00
8308 - Town Hall Utilities	655.54	1,000.00	5,448.67	6,000.00	12,000.00
8310 - Lease Equipment	0.00	0.00	463.55	0.00	0.00
8315 - Lease Principal	0.00	120.50	0.00	723.00	1,446.00
8316 - Lease Interest	0.00	0.00	0.00	0.00	0.00
8405 - Animal Control	0.00	66.67	334.92	399.98	800.00
8410 - Organizational Membership Dues	0.00	83.33	360.00	500.02	1,000.00
8415 - Recycling Program	0.00	0.00	0.00	0.00	0.00
8501 - Seasonal Wages	0.00	0.00	0.00	0.00	0.00
8505 - Public Works Education	0.00	500.00	153.00	3,000.00	6,000.00

General Fund Profit & Loss Budget Performance

	Jun 25	Budget	Jan - Jun 25	YTD Budget	Annual Budget
8506 - Public Works Wages					
8510 - Street and Park Tech Wages	18,414.38	0.00	110,259.76	0.00	0.00
8506 - Public Works Wages - Other	0.00	16,202.00	0.00	97,211.90	194,423.90
Total 8506 - Public Works Wages	18,414.38	16,202.00	110,259.76	97,211.90	194,423.90
8508 - Street & Park Supervisor	0.00	0.00	0.00	0.00	0.00
8515 - Street Maintenance & Fuel	1,207.75	5,000.00	20,436.24	30,000.00	60,000.00
8520 - Emergency Snow Removal	0.00	2,500.00	0.00	15,000.00	30,000.00
8525 - Street Lighting	1,399.11	1,333.33	7,186.18	8,000.02	16,000.00
8530 - Vehicle & Equip. Maintenance	413.07	2,500.00	9,487.30	15,000.00	30,000.00
8538 - Shop Maintenance	252.77	1,000.00	10,493.30	6,000.00	12,000.00
8540 - Shop Utilities	411.47	750.00	3,626.36	4,500.00	9,000.00
8545 - Highway Barn Utilities	227.82	583.33	2,901.43	3,500.02	7,000.00
8550 - Highway Barn Maint.	0.00	333.33	0.00	2,000.02	4,000.00
8600 - Park Utilities	7,591.28	3,333.33	13,918.28	20,000.02	40,000.00
8605 - Park Maintenance	4,152.44	2,250.00	22,499.32	13,500.00	27,000.00
8700 - Custer County Sheriff	62,150.00	5,358.33	93,225.00	32,150.02	64,300.00
8800 - Donations	0.00	1,725.00	2,144.50	10,350.00	20,700.00
8802 - Plastic Pollution Act	0.00	0.00	0.00	0.00	0.00
8805 - Grants/Local	0.00	2,083.33	0.00	12,500.02	25,000.00
8806 - American Rescue Plan Expenses	0.00	0.00	0.00	0.00	0.00
8807 - Marketing	120.00	416.67	350.00	2,499.98	5,000.00
8808 - Economic Development	0.00	0.00	0.00	0.00	0.00
8810 - Contingencies	0.00	1,666.67	0.00	9,999.98	20,000.00
8811 - Contribution to/from Capital Fun	0.00	8,333.33	0.00	50,000.02	100,000.00
8820 - Transfers Out	0.00	0.00	100,000.00	0.00	0.00
8900 - Principal GLTD	0.00	0.00	0.00	0.00	0.00
8950 - Interest GLTD	0.00	0.00	0.00	0.00	0.00
9014 - Equipment Debt Service	0.00	0.00	0.00	0.00	0.00
9340 - Debt Service	0.00	0.00	0.00	0.00	0.00
Total Expense	126,467.89	95,721.18	605,715.55	574,327.10	1,148,654.18
Net Income	-44,844.66	4,673.09	-54,407.15	28,038.68	56,077.22

7:50 AM

07/03/25

Accrual Basis

Town of Westcliffe
CTF Profit & Loss Budget Performance
June 2025

	<u>Jun 25</u>	<u>Budget</u>	<u>Jan - Jun 25</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income					
7000 · State Lottery Income	1,454.56	500.00	2,999.50	3,000.00	6,000.00
7050 · Interest Income	0.69	166.66	843.99	1,000.04	2,000.00
Total Income	<u>1,455.25</u>	<u>666.66</u>	<u>3,843.49</u>	<u>4,000.04</u>	<u>8,000.00</u>
Gross Profit	<u>1,455.25</u>	<u>666.66</u>	<u>3,843.49</u>	<u>4,000.04</u>	<u>8,000.00</u>
Expense					
9001 · Capital Outlay	0.00	4,583.33	0.00	27,500.02	55,000.00
Total Expense	<u>0.00</u>	<u>4,583.33</u>	<u>0.00</u>	<u>27,500.02</u>	<u>55,000.00</u>
Net Income	<u><u>1,455.25</u></u>	<u><u>-3,916.67</u></u>	<u><u>3,843.49</u></u>	<u><u>-23,499.98</u></u>	<u><u>-47,000.00</u></u>

7:42 AM

07/03/25

Accrual Basis

TOWN OF WESTCLIFFE
Capital Fund Profit & Loss Budget Performance
June 2025

	Jun 25	Budget	Jan - Jun 25	YTD Budget	Annual Budget
Income					
CRF7225 Federal Grants	0.00	202,500.00	0.00	1,215,000.00	2,430,000.00
CRF7160 - Interest Income	48.33	2,416.67	15,931.69	14,499.98	29,000.00
CRF7211 - Grants (New) TP-Audit	0.00	20,833.33	0.00	125,000.02	250,000.00
CRF7212 - Grant (New Town Property)	0.00	27,583.33	0.00	165,500.02	331,000.00
CRF7220 - Grants (New) RW	0.00		84,838.12		
CRF7224 - Grants (Existing) Town Pro	0.00	833.33	0.00	5,000.02	10,000.00
CRF7238 - Other Contributions	0.00	166.67	0.00	999.98	2,000.00
CRF7270 - Lease Proceeds Verizon Tower	1,100.00	1,000.00	6,600.00	6,000.00	12,000.00
CRF7280 - Capital Lease Proceeds	0.00		1,861.48		
CRF7285 - 1% Sales Tax from General Fund	31,573.52	38,381.25	189,023.36	230,287.50	460,575.00
CRF7810 - Transfers From General Fund	0.00		100,000.00		
Total Income	32,721.85	293,714.58	398,254.65	1,762,287.52	3,524,575.00
Expense					
CRF7230 - State Grants	0.00	28,500.00	0.00	171,000.00	342,000.00
CRF9011 - CIP Roadway (Existing)	42,108.00	20,833.33	224,906.00	125,000.02	250,000.00
CRF9012 - CIP Town Property (Existing)	0.00	11,666.67	0.00	69,999.98	140,000.00
CRF9014 - Equipment Debt Service	0.00	1,688.25	19,409.24	10,129.50	20,259.00
CRF9025 - CIP Roadway (New)	0.00	248,125.00	0.00	1,488,750.00	2,977,500.00
CRF9026 - CIP-Town Property (New)	0.00	35,104.17	27,522.21	210,624.98	421,250.00
CRF9027 - CIP-Equipment (New)	0.00	2,478.42	0.00	14,870.48	29,741.00
CRF9101 - Improvements-Design	13,800.00	10,000.00	38,300.00	60,000.00	120,000.00
Total Expense	55,908.00	358,395.84	310,137.45	2,150,374.96	4,300,750.00
Net Income	-23,186.15	-64,681.26	88,117.20	-388,087.44	-776,175.00

2025 SALES TAX & PRIOR YEARS COMPARISONS										
	2023	2023	2023	2024	2024	2024	2025	2025	2025	% +/-
	2% of total (General Fund)	1% of total (Capital Fund)	3% Total Sales Tax	2% of total (General Fund)	1% of total (Capital Fund)	3% Total Sales Tax	2% of total (General Fund)	1% of total (Capital Fund)	3% Total Sales Tax	
<u>JAN</u>	56,099.57	28,049.78	84,149.35	60,846.07	30,423.03	91,269.10	55,773.57	27,886.78	83,660.35	-8.34%
	9.67	4.83	14.50	48.33	24.17	72.50	262.67	131.34	394.01	
<u>FEB</u>	54,313.68	27,156.84	81,470.52	49,944.13	24,972.07	74,916.20	54,479.09	27,239.54	81,718.63	9.08%
	29.00	14.50	43.50				29.00	14.50	43.50	
<u>MAR</u>	66,060.05	33,030.03	99,090.08	63,051.66	31,525.83	94,577.49	68,484.72	34,242.36	102,727.08	8.62%
							19.33	9.67	29.00	
<u>APR</u>	58,872.59	29,436.30	88,308.89	61,648.47	30,824.23	92,472.70	61,045.49	30,522.75	91,568.24	-0.98%
	106.34	53.17	159.51				50.27	25.13	75.40	
<u>MAY</u>	74,702.82	37,351.37	112,054.19	72,534.53	36,267.27	108,801.80	75,594.72	37,797.36	113,392.08	4.22%
				1.93	0.97	2.90				
<u>JUNE</u>	90,134.77	45,067.39	135,202.16	86,941.95	43,470.97	130,412.92	0.00	0.00		-100.00%
	145.00	72.50	217.50							
										% +/-
<u>JULY</u>	87,355.27	43,677.64	131,032.91	88,634.03	44,317.02	132,951.05	0.00	0.00		-100.00%
<u>AUG.</u>	82,683.95	41,341.97	124,025.92	79,209.38	39,604.69	118,814.07	0.00	0.00		-100.00%
	174.00	87.00	261.00	253.38	126.69	380.07				
<u>SEPT.</u>	88,920.30	44,460.15	133,380.45	86,829.15	43,414.58	130,243.73	0.00	0.00		-100.00%
	87.00	43.50	130.50	24.17	12.08	36.25				
<u>OCT.</u>	71,952.51	35,976.25	107,928.76	80,627.43	40,313.72	120,941.15	0.00	0.00		-100.00%
	7.73	3.87	11.60	50.27	25.13	75.40				
<u>NOV.</u>	70,581.29	35,290.64	105,871.93	62,790.38	31,395.19	94,185.57	0.00	0.00		-100.00%
<u>DEC.</u>	49,448.45	24,724.23	74,172.68	73,061.90	36,530.95	109,592.85	0.00	0.00		-100.00%
TOTAL	851,683.99	425,841.96	1,277,525.95	866,497.17	433,248.58	1,299,745.75	315,738.86	157,869.43	473,608.29	1.74%

**TOWN OF WESTCLIFFE
REQUEST TO BE PLACED ON AGENDA**

Office of the Town Clerk
P.O. Box 406
Westcliffe, CO. 81252
townclerk@townofwestcliffe.com
719-783-2282

 X **Westcliffe Town Board** **Westcliffe Planning Commission**

Here are things you need to know:

- You must contact the Town staff prior to coming to the Board. Quite often the issue can be resolved by staff action.
- Please plan on attending the meeting. The Board of Trustees will be unable to take action without a representative in attendance.

Please complete the following information and return this form no later than ten (10) days prior to the Board meeting to the above address or bring it to the Town Hall at 1000 Main Street our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. (Regular Board meetings are scheduled for the first Monday of each month.)

Name of person making presentation: Chief Coleman

Organization, if speaking on behalf of a group: WMFPD

Is this a request for Board action? ☒ Yes ☐ No

Please provide a summary of your comments:

Set back variance request. See
attached documents (separate email)

What staff member have you spoken to about this? Please summarize your discussion:

Contact information:

Name: Teri Munson
Mailing Address: POB 304
Westcliffe, CO 81252
email: wmfpdclerk@gmail.com
Daytime Phone: 720.334.4343



WET MOUNTAIN FIRE PROTECTION DISTRICT

June 25, 2025

Town of Westcliffe Board of Trustees
Custer County Road & Bridge
Custer County Commissioners

Re: Set Back Variance Request

All-

The Wet Mountain Fire Protection District (WMFPD) is in the process of installing a generator for Main Station located at 215 N 4th St, Westcliffe, CO. The generator, propane tank and overhang will be placed on the east end of the building.

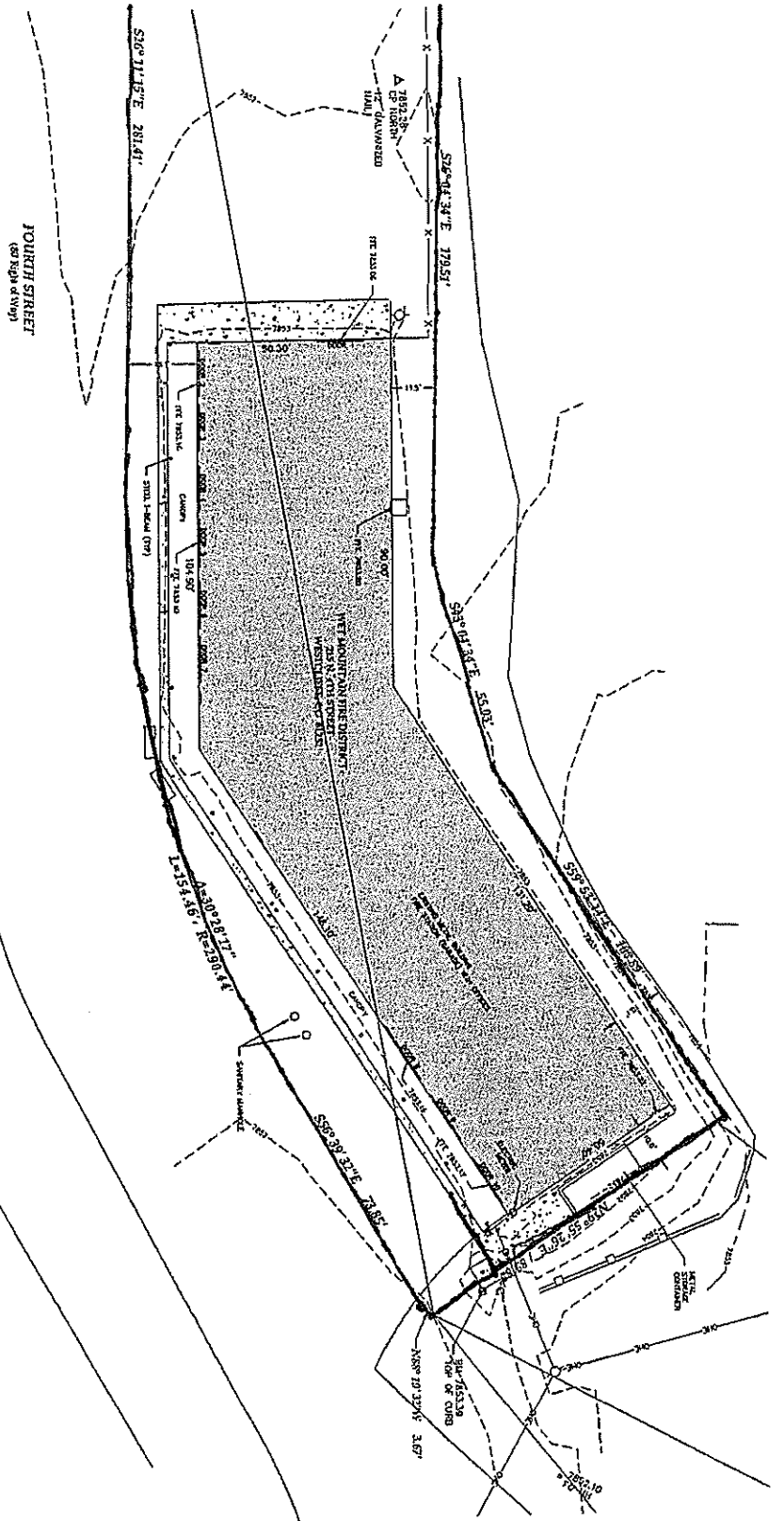
In the attached documents, you will see that the current Conex is on the property line bordering WMFPD and Road & Bridge. The WMFPD is asking for a set back variance of 14' to the east to extend the concrete pad to the guard rails, as well as 5' to the north to install the additional propane tank.

Due to the property line separating town and county property, this letter is being sent to the Town of Westcliffe, Road & Bridge and The Custer County Commissioners. Please add this topic to the appropriate agendas and inform us of meeting dates.

Thank you for your consideration,

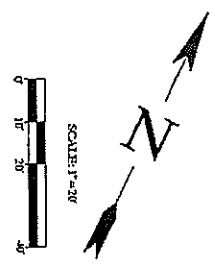
A handwritten signature in black ink, appearing to read "Teri Munson".

Teri Munson
Secretary for the WMFPD Board of Directors



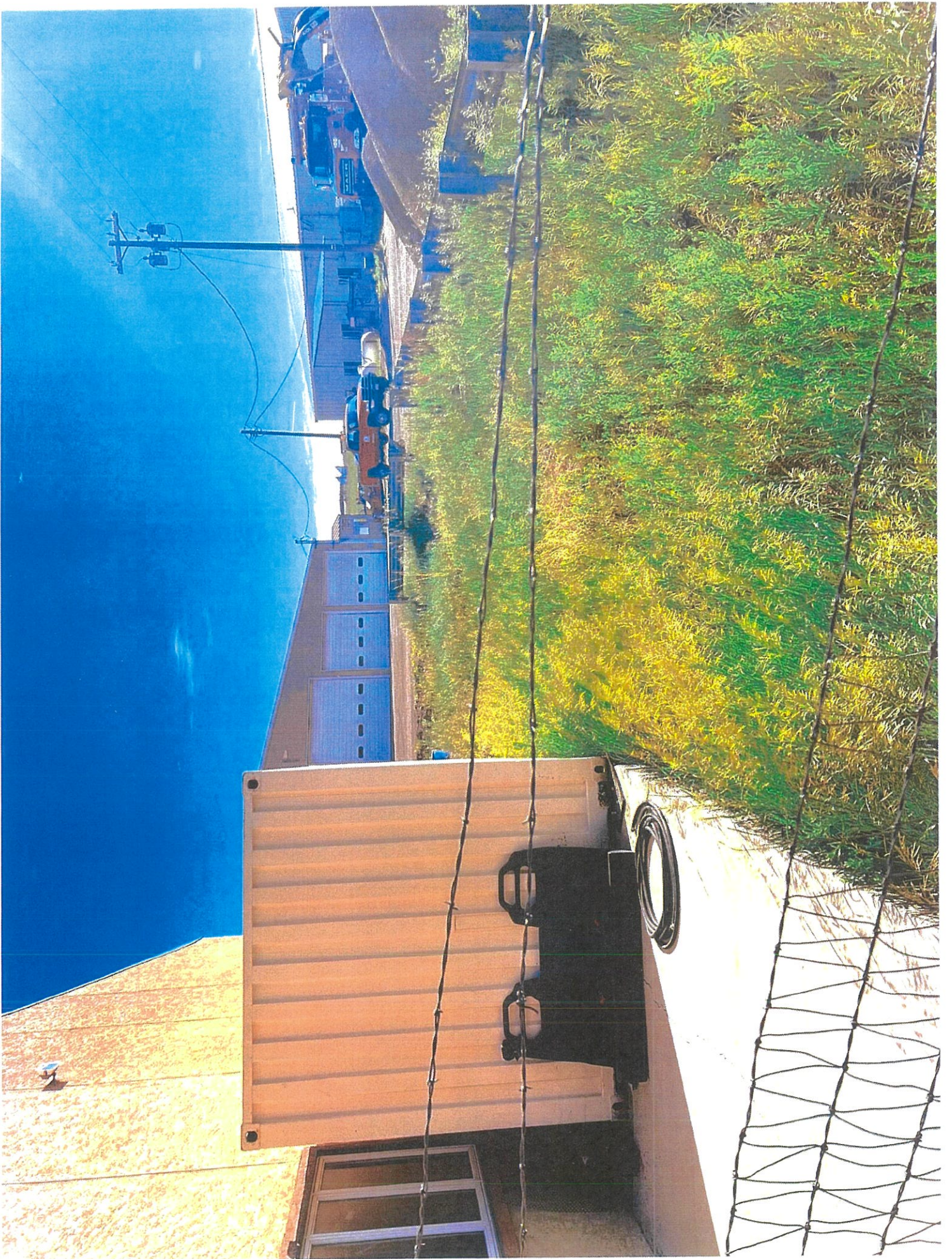
FOURTH STREET
(200 Right of Way)

ELEVATIONS SHOWN HEREON ARE BASED ON CP
NORTH, BEING A 17 GALVANIZED NAIL SET ON THE
EASTERLY EDGE OF THE GRAYED PAVING OF THE
NORTHERLY SIDE OF THE HIGHWAY AND ADJACENT
NORTH ELEVATION OF 7652.26 NAVD 83. ADDITIONAL
BENCHMARKS SHOWN HEREON.



PROT. 5' CONTIGUOUS
EXST. 1' CONTIGUOUS

Southern Colorado Land Surve
184 S. Tiffany Dr., Ste. 106
Pueblo West, CO 81007
719-542-9169





**TOWN OF WESTCLIFFE
REQUEST TO BE PLACED ON AGENDA**

Office of the Town Clerk
P.O. Box 406
Westcliffe, CO. 81252
townclerk@townofwestcliffe.com
719-783-2282

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Please complete the following information and return this form no later than ten (10) days prior to the Board meeting to the above address or bring it to the Town Hall at 1000 Main Street our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. (Regular Board meetings are scheduled for the first Monday of each month.)

Name of person making presentation: Kevin Coates

Organization, if speaking on behalf of a group: CF Altitude LLC, d/b/a Alta

Is this a request for Board action? Yes No

Please provide a summary of your comments:

A Modification of Premises application has been submitted to change the current alcohol storage.

A refrigerated beer/wine cave will be added to the licensed premises pending approval. There

will also be three unrefrigerated alcohol display areas added to the licenses premises.

What staff member have you spoken to about this? Please summarize your discussion:

We submitted the Modification application to Erin, the Town Clerk. She ask us to complete

this Request form.

Contact information:

Name: Michael Tooley

Mailing Address: 455 Sherman Street, Suite 300, Denver, CO 80203

email: mtooley@dillanddill.com; licensing@dillanddill.com

Daytime Phone: 303-282-4111(direct) or 303-777-3737 (office)

Permit Application and Report of Changes

All Answers Must Be Printed in Black Ink or Typewritten

Applicant is a ☐ Corporation ☐ Individual ☐ Partnership ☒ Limited Liability Company

License Number

04-01886

Name of Licensee

CF Altitude LLC

Trade Name of Establishment (DBA)

Alta #6342

Address of Premises (specify exact location of premises)

425 South 6th Street

City

Westcliffe

County

Custer

State

CO

ZIP Code

81252

Business Email Address

permits@unitedpacific.com

Business Phone Number

719-487-2167

Select the Appropriate Section Below and Reference the Instructions on Page 1.

Section A – Manager N/A

- ☐ Manager's Registration (Hotel & Restaurant)..... \$30.00
- ☐ Manager's Registration (Tavern)..... \$30.00
- ☐ Manager's Registration (Lodging & Entertainment)..... \$30.00
- ☐ Change of Manager (Other Licenses pursuant to section 44-3-301(8), C.R.S.)..... No Fee

Please note that Manager's Registration for Hotel & Restaurant, Lodging & Entertainment, and Tavern licenses requires a local fee with submission to the local licensing authority as well. Please reach out to local licensing authorities directly regarding local processing and fees.

Section B – Duplicate License N/A

- ☐ Duplicate License \$50.00

Section C

- ☐ Retail Warehouse Storage Permit (each)..... \$100.00
- ☐ Wholesale Branch House Permit (each)..... \$100.00
- ☐ Change Corporation or Trade Name Permit (each)..... \$50.00
- ☐ Change Location Permit (each)..... \$150.00
- ☐ Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change..... \$150.00
- ☒ Change, Alter or Modify Premises..... \$150.00 x Total Fee:
- ☐ Addition of Optional Premises to Existing Hotel/Restaurant..... \$100.00 x Total Fee:
- ☐ Addition of Related Facility to an Existing Resort or Campus Liquor Complex..... \$160.00 x Total Fee:
- ☐ Campus Liquor Complex Designation..... No Fee
- ☐ Sidewalk Service Area..... \$75.00

Do Not Write in This Space – For Department of Revenue Use Only

Date License Issued	License Account Number	Period
<input type="text"/>	<input type="text"/>	<input type="text"/>

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.

Total Amount Due..... \$

Storage Permit

Retail Warehouse Storage Permit or a Wholesalers Branch House Permit

N/A ☐ Retail Warehouse Permit for:

☐ On-Premises Licensee (Taverns, Restaurants etc.)

☐ Off-Premises Licensee (Liquor stores)

☐ Wholesalers Branch House Permit

Address of Storage Premise

City

County

ZIP Code

Attach a deed/lease or rental agreement for the storage premises.

Attach a detailed diagram of the storage premises.

N/A Change Trade Name or Corporate Name

☐ Change of Trade Name/DBA only

☐ Corporate Name Change (Attach the following supporting documents)

1. Certificate of Amendment filed with the Secretary of State, or
2. Statement of Change filed with the Secretary of State, and
3. Minutes of Corporate meeting, Limited Liability Members meeting, Partnership agreement.

Old Trade Name

New Trade Name

Old Corporate Name

New Corporate Name

N/A

Change of Location

Note to Retail Licensees: An application to change location has a local application fee of \$750 payable to your local licensing authority. You may only change location within the same jurisdiction as the original license that was issued. Pursuant to 44-3-311(1) C.R.S. Your application must be on file with the local authority thirty (30) days before a public hearing can be held.

Date filed with Local Authority

Date of Hearing

Address of current premises.

Address

City

County

ZIP Code

Address of proposed New Premises

(Attach copy of the deed or lease that establishes possession of the premises by the licensee)

Address

City

County

ZIP Code

New mailing address if applicable.

Address

City

County

State

ZIP Code

Attach detailed diagram of the premises showing where the alcohol beverages will be stored, served, possessed or consumed. Include kitchen area(s) for hotel and restaurants.

N/A Winery/Limited Winery Noncontiguous or Primary Manufacturing Location Change

Select the option that applies to your situation:

- ☐ Make a current Primary Manufacturing Location (Location 1) into a Noncontiguous Location (Location 2); **or**
- ☐ Make a current Noncontiguous Manufacturing Location (Location 1) into a Primary Manufacturing Location (Location 2).

Address of Location 1:

Address

City

County

ZIP Code

Address of Location 2:

Address

City

County

ZIP Code

N/A Change of Manager

Change of Manager or to **Register the Manager** of a Tavern, Hotel and Restaurant, Lodging & Entertainment liquor license or licenses pursuant to section 44-3-301(8), C.R.S.

Change of Manager

Former Manager's Name

New Manager's Name

Date of Employment

Has manager ever managed a liquor licensed establishment?..... ☐ Yes ☐ No

Does manager have a financial interest in any other liquor
licensed establishment?..... ☐ Yes ☐ No

If yes, give name and location of establishment

Modify Premises or Addition of Optional Premises, Related Facility, or Sidewalk Service Area

Note: Licensees may not modify or add to their licensed premises until approved by state and local authorities.

(a) Describe change proposed

Move the FMB/Wine product from the three (3) doors in the cooler to the beer/wine cave location as depicted on the proposed floor plan. Addition of three (3) small areas for unrefrigerated displays as depicted on the proposed floor plan.

(b) If the modification is temporary, when will the proposed change:

Start (month/day/year)

N/A (Permanent)

End (month/day/year)

Note: The total state fee for temporary modification is \$300.00

- (c)** Will the proposed change result in the licensed premises now being located within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?..... ☐ Yes ☐ No

(If yes, explain in detail and describe any exemptions that apply)

- (d)** Is the proposed change in compliance with local building and zoning laws?..... ☒ Yes ☐ No

- (e)** If this modification is for an additional Hotel and Restaurant Optional Premises has the local authority authorized by resolution or ordinance the issuance of optional premises?..... ☐ Yes ☐ No ☐ N/A

- (f)** Attach a diagram of the current licensed premises and a diagram of the proposed changes for the licensed premises.

- (g)** Attach any existing lease that is revised due to the modification. No revisions made to existing lease

- (h)** For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), 1 C.C.R. 203-2, include documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.

N/A

Campus Liquor Complex Designation

An institution of higher education or a person who contracts with the institution to provide food services
I wish to designate my existing:

Liquor License Type

Liquor License Number

to a Campus Liquor Complex..... ☐ Yes ☐ No

N/A

Additional Related Facility

To add a Related Facility to an existing Resort or Campus Liquor Complex, include the name of the
Related Facility and include the address and an outlined drawing of the Related Facility Premises.

Address of Related Facility

Address

City

State

ZIP Code

Outlined diagram provided..... ☐ Yes ☐ No

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.

Print Name

Title

Signature

agragg

Date (MM/DD/YY)

Report and Approval of Local Licensing Authority (City / 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 applicable
provisions of Title 44, Articles 4 and 3, C.R.S., as amended. Therefore, This Application is Approved.

Local Licensing Authority (City or County)

Date filed with Local Authority

Signature

Title

Date (MM/DD/YY)

Report of State Licensing Authority

The foregoing has been examined and complies with the filing requirements of Title 44, Article 3,
C.R.S., as amended.

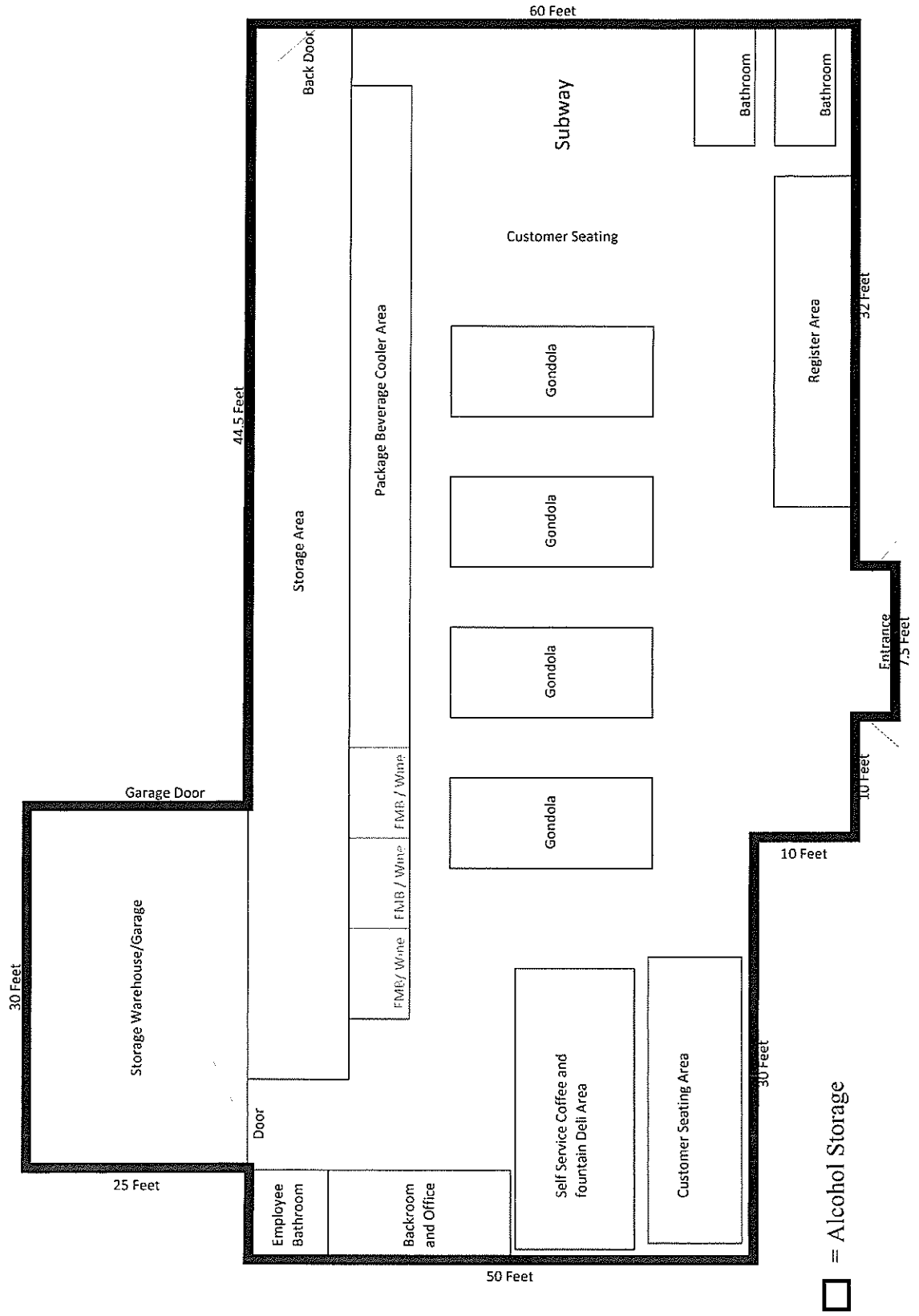
Signature

Title

Date (MM/DD/YY)

Alta Convenience 6342
425 S 6th Street
Westcliffe, CO 81252

CURRENT APPROVED FLOOR PLAN

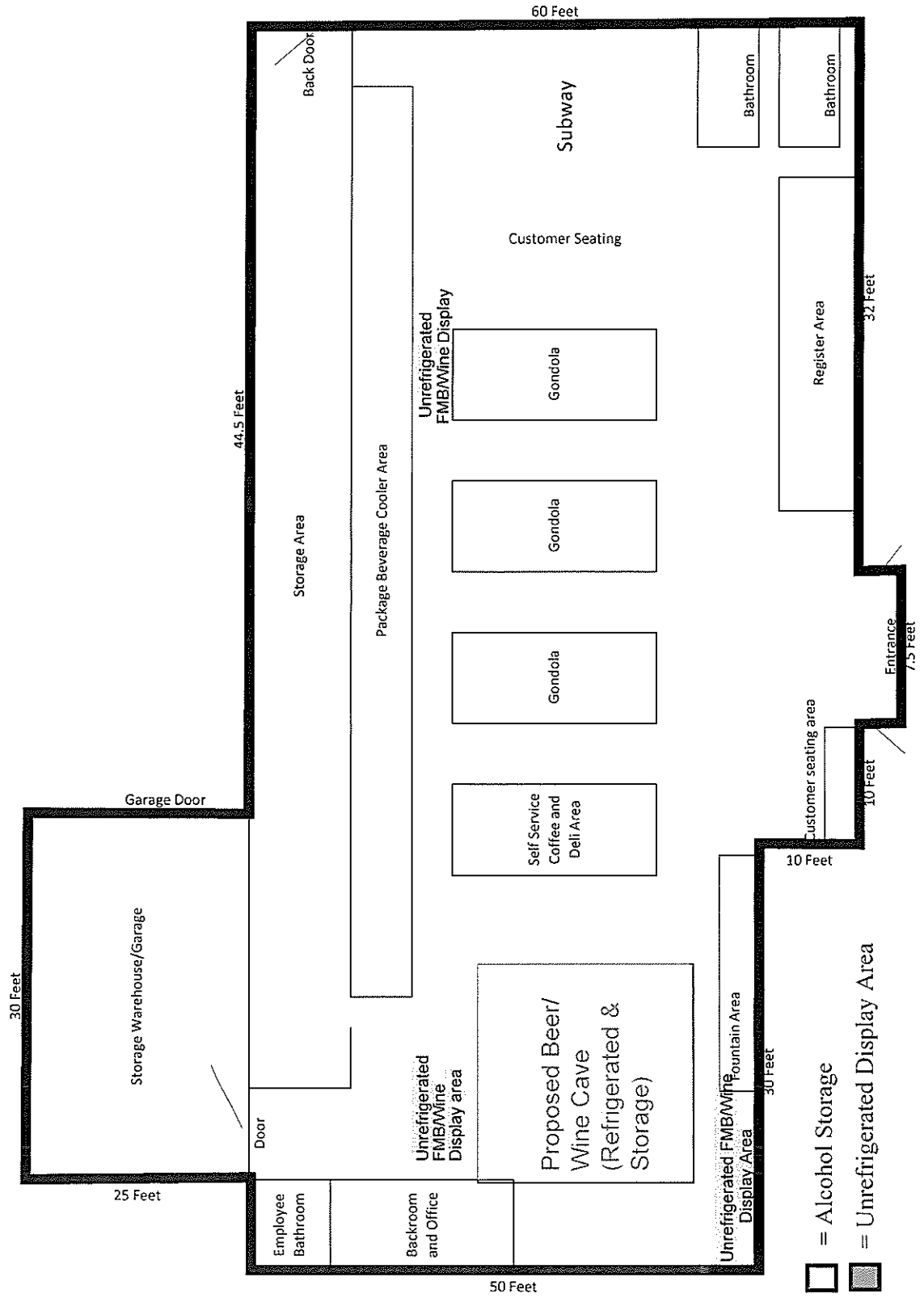


Alta Convenience 6342

425 S 6th Street

Westcliffe, CO 81252

PROPOSED FLOOR PLAN



Alta #6342
License #04-01886
Modification of Premises

Payment Receipt Confirmation

Your payment was successfully processed.

Receipt Contact Information

Contact Name	Liquor Enforcement Division	Contact Url	https://sbg.colorado.gov/contact-the-liquor-and-tobacco-enforcement-division
Contact Email	dor_liqlicensing@state.co.us		
Contact Phone	303-205-2300	Contact Address	1707 Cole Blvd., Suite 300 Lakewood, CO 80401

Transaction Summary

Description	Receipt Confirmation	
		Amount
DOR Liquor Enforcement Division Payment		\$150.00
Service Fee		\$1.00
TOTAL		\$151.00

This online service is provided by a 3rd party working in partnership with the state of Colorado. The price of items purchased through this service includes revenue used to develop, maintain, and enhance the state's official web portal, Colorado.gov.

Customer Information

Customer Name	Anita Gragg	Receipt Date	6/24/2025
Company Name	CF Altitude LLC	Receipt Time	09:50:44 AM MDT
Local Reference ID	1b2b19f8-5f91-4f34-b344-129d35222e75		

Payment Information

Payment Type	Electronic Check	Account Number	*****6676
		Order ID	251351478
		Name on Account	United Pacific

Billing Information

Billing Address	8400 E Prentice Ave	Phone Number	7203927326
Address 2	Suite 400	This receipt has been emailed to the address below.	
Billing City, State	Greenwood Village, CO	Email Address	anita.gragg@unitedpacific.com
Billing Zip/Postal Code	80111		
Country	US		

**TOWN OF WESTCLIFFE
REQUEST TO BE PLACED ON AGENDA**

Office of the Town Clerk
P.O. Box 406
Westcliffe, CO. 81252
townclerk@townofwestcliffe.com
719-783-2282



Westcliffe Town Board

Westcliffe Planning Commission

Here are things you need to know:

- You must contact the Town staff prior to coming to the Board. Quite often the issue can be resolved by staff action.
- Please plan on attending the meeting. The Board of Trustees will be unable to take action without a representative in attendance.

Please complete the following information and return this form no later than ten (10) days prior to the Board meeting to the above address or bring it to the Town Hall at 1000 Main Street our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. (Regular Board meetings are scheduled for the first Monday of each month.)

Name of person making presentation: Lisa Kelley - maybe others

Organization, if speaking on behalf of a group: concerned citizens

Is this a request for Board action?

☒ Yes ☐ No

Please provide a summary of your comments:

Concerned citizens are responding to Town of WCL's post on Facebook page regarding spraying chemicals / pesticides on our parks. We'd like to know 'why', 'what', 'when's' of it all and what precautions are being exercised.

What staff member have you spoken to about this? Please summarize your discussion:

Talked on phone to Town Clerk Erin - she suggested submitting this form.

& Melane Rella -

Contact information:

Name:

Lisa Kelley

Mailing Address:

PO Box 606, 81252

email:

Squinky123@gmail.com

Daytime Phone:

719-783-2720 / 772-584-2546

Westcliffe Park Advisory Committee Report July 2025

The need for a Comprehensive Tree Plan

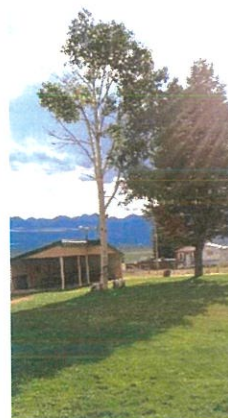
The Westcliffe Park Advisory Committee (WPAC) has studied the trees that are currently in city parks and concluded that a comprehensive plan for the maintenance of existing trees and the addition of new trees is now appropriate. At this time the focus was on Memorial and Jess Price Parks.

WPAC proposes a Comprehensive Tree Plan (CTP) because of the following observations:

- At present, the number of shade trees is inadequate to meet public use, particularly in Memorial Park
- The current budget for the parks does not adequately support tree maintenance yet alone the planting of new trees
- The Town of Westcliffe should hire or contract an arborist who has knowledge of trees appropriate for the town climate
- A significant number of existing trees are dying or in poor condition, particularly in Jess Price Park
- Too many existing trees are of similar age, which could lead to a sudden die-off of most of the trees
- Many parks plant new trees on a periodic basis over the long term to ensure that the trees have a variety of ages which ensures a consistent tree presence. We do not but should have such a plan.
- WPAC has been contacted by individuals who wish to plant “memorial trees”. A policy for this activity does not currently exist
- WPAC presented a master plan (The Hermit-Memorial Park Complex) to the BOT at the August 2024 BOT regular meeting. This plan was approved and proposed the addition of trees especially in Memorial Park. The CTP now proposed is constant with the master plan.



Dead tree in Jess
Price Park



Compromised tree in
Memorial Park. 2
trunks removed

Adjacent Tree making
late afternoon shade

The specifics of the Comprehensive Tree Plan (CTP)

The CTP is intended to increase the resources of the Parks Department in order to better manage existing trees and to allow for the addition of trees on a periodic basis for the long term.

1) Existing Trees

Many of the existing trees, particularly in Jess Price Park, are dying. In the near future some of the Memorial Park trees are likely to die as they are in poor condition. The existing budget for park maintenance (budget line item 8605) should be increased by \$25000 to support the safe and timely removal of these trees, hire/contract an arborist and to increase general park maintenance..

2) New Trees

Once the dying trees in Jess Price Park are removed, WPAC will suggest the planting of new trees.

At present, WPAC has designed areas for the planting of new trees in Memorial Park. These areas are constant with the Hermit-Memorial Complex Plan (HMCP) approved by the BOT in August of 2024. The CTP represents a first stage of HMCP tree improvements and is considered by WPAC as timely given the present lack of shade particularly in the vicinity of the children's playground where many parents monitor their families.



Original HMCP drawing showing extensive tree area to the left of the playground. Note this drawing shows both the existing and new playgrounds as one.

WPAC proposes that 2 Memorial Park areas be designated for tree planting. Both are located near the existing playground which the HMCP envisioned to receive the most improvements including future expansion of the playground. (WPAC now dubs the existing playground as Playground A and any future playground as Playground B).

Final

- The East Tree Area is located along the northern edge of Playground A, an area often used by parents to seek shade from the few existing trees.
- A tree free area is located on the west edge of the East Tree Area to provide a walkway to future improvements, including the possible development of Playground B.
- The West Tree Area begins at the western edge of the tree free area and wraps around the western edge of Playground A. It also extends northwest to be compatible with an extended tree area proposed in the HMPC proposal.
- The type of trees to be planted is currently under study primarily by the Garden Club which has members on the WPAC. At this time, Aspen trees do not appear to be a good choice from the survival point of view and are not particularly good at providing shade.
- A plan to locate the first and subsequent trees is currently under study by the WPAC. At this time WPAC envisions trees planted in patterns to provide shade throughout the summer afternoon when sun motion to the northwest forces many people to constantly move to follow the shade.
- Guidelines to coordinate tree planting with the Parks Department will be developed if the Tree Area plan is BOT approved.



Depiction of Tree Areas East and West which separate Playgrounds A & B.

Many trees outside the East & West Areas in this drawing do not exist and are envisioned as future possible growth

WPAC proposes that:

- A new line item to support the cost of planting new trees be added to the budget
- The new line item should be allocated \$10k for this year to support planting in the fall

Summary

WPAC proposes an increase in budgets for existing trees and a new budget item for new trees. Many of the reasons for this approach were detailed above. But perhaps the most impelling reasons are the lack of shade in our parks and the observable fact that some of the old trees are dying. WPAC suggests that now is the time to address these problems.

Final

WPAC proposes the BOT approve:

- a) an increase in the Parks budget by \$25000 for maintenance of existing trees , the hiring/contracting of an arborist and enhancing general park support
- b) the proposal of Memorial Park Tree Areas East and West
- c) the creation of a new budget line item to support new trees
- d) a budget for new trees in the amount of \$10k for this year
- e) the new tree line item is funded from year to year to year provide trees of a variety of ages to ensure a constant presence of shade trees
- f) for this year total of \$35000 be allocated from budget line item CRF9012

CRF9011	Roadway	\$ 277,422.00	\$ 310,000.00	\$ 310,000.00	\$ 250,000.00	Chip Seal-250,000
CRF9012	Town property	\$ 45,600.00	\$ 405,000.00	\$ 405,000.00	\$ 140,000.00	Park Upgrades-Restroom Hermit Park-80,000/Planter boxes and trees-40,000, lights 20,000
CRF9014	Equipment Debt Service	\$ 11,168.88	\$ 11,169.00	\$ 11,169.00	\$ 20,259.00	
	Total CIP Existing Assets	\$ 334,190.88	\$ 726,169.00	\$ 726,169.00	\$ 410,259.00	