

AGENDA
BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
MONDAY, JUNE 20, 2022
PATTERSON HALL – 1000 MAIN
REGULAR MEETING
5:30 p.m.
Join by Zoom
Meeting ID: 812 7671 0943
Passcode: 984350
By Phone: 253-215-8782

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 no separate discussion of these items unless 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
None
 7. New Business
 - a. High Altitude Garden Club presentation-Ann Robey.
 - b. Round Mountain Water & Sanitation update-David Schneider.
 - c. **PUBLIC HEARING** – Open bids for the trails/sidewalk project at Veteran's Memorial Park.
 - d. Consideration of accepting a bid for the trails/sidewalk project at Veteran's Memorial Park and allowing the Mayor to sign a contract.
 - e. Consideration of a request to approve Ord. #2-2022 amending Title 9, Chapter 1, Westcliffe Parking Infraction Code.
 - f. Appoint a board member to the Custer County Recycling.
 - g. Consideration of a request to contract with DHM Design for grant assistance.
 8. Additions to Agenda
 9. Staff & Committee Reports
 10. Public Comment – The purpose is to request placing items on future agendas and scheduling informational presentations. There is a 3-minute limit for presentations.
- Adjourn

**BOARD OF TRUSTEES
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REGULAR MEETING**

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CALL TO ORDER

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

ROLL CALL

The following members were present: Mayor Wenke, Ms. Cole, Ms. Snow, Mr. Wilhelm, and Mr. Mowry.

ABSENT: Mr. Frickell and Mr. Nordyke

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance

OTHERS PRESENT

Emily Ramsey, Hans Prah, Wanda Jennings, and Kathy Reis: Via Zoom – Clay Buchner, Tim Mayberry, and Elliot Jackson

TREASURER’S REPORT

REVENUE RECEIVED IN MAY		BALANCE OF ACCOUNTS	
General Fund Checking:	\$ 79,323.50	\$	677,572.74
CSafe-GF Core 11:	\$ 44.54	\$	133,569.32
CSafe-3% Tabor Reserve:	\$ 11.84	\$	35,035.68
CSafe-General Fund Reserve-14	\$ 53.92	\$	161,868.50
Municipal Court Checking:	\$ 0.00	\$	2,482.70
Tennis Court Checking:	\$ 0.00	\$	25,035.34
Conservation Trust Fund Checking:	\$ 6.50	\$	39,550.99
Capital Fund Checking:	\$ 61,876.09	\$	649,267.85
CSafe-CF Core 12:	\$ 73.42	\$	220,231.26
Total C.D.’s plus interest:	\$ 0.00	\$	203,819.07

EXPENDITURES FOR MAY:

GENERAL FUND:	\$	39,946.40
MUNICIPAL COURT:	\$	0.00
TENNIS COURT:	\$	0.00
CONSERVATION TRUST FUND:	\$	0.00
CAPITAL FUND:	\$	29,483.25

APPROVAL OF CONSENT AGENDA

- a. Approval of minute’s April 18th regular meeting.
- b. Treasurer’s Report
- c. Approval of Bills

Mr. Mowry moved, and Ms. Snow seconded to approve the consent agenda. Motion carried.

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OLD BUSINESS

a. **Swear in Randy Wilhelm.**

Mayor Wenke swore Randy Wilhelm in as trustee.

b. **Discussion and consideration of scheduling a workshop to include doing financial analysis and a public relations education program.**

Ms. Cole explained we need more information before directing our PR person, such as: what is in the Capital Fund, what Capital Projects will be forecasted for the next two years, and how much additional tax revenue we would need.

Mayor Wenke's objective is not only to educate the public regarding the ballot issue but also to inform them about what we are doing. He felt it should be done by a professional.

The workshop was scheduled for July 12th at 1:00 p.m.

NEW BUSINESS

a. **Consideration of a request to approve a Modification of Premises for the Silver West Feedstore.**

Mr. Prahel asked to add the amphitheater park to the licensed premises as they had last year.

ACTION: Ms. Snow moved, and Ms. Cole seconded to approve a Modification of Premises for the Silver West Feedstore. Motion carried.

b. **Consideration of adding Juneteenth Independence Day to the Town observed holidays.**

This is a federal holiday. It doesn't have to be adopted. Currently, there are eleven paid holidays. Attorney Buchner was unsure if the Town would be required to adopt it. The state has just adopted it as a state-recognized holiday as of May 2nd. There isn't anything that requires it to be adopted yet. All the banks and the postal service will be closed.

Clerk Reis asked if it could be a floating holiday allowing the office to be opened.

If it becomes a requirement by the state, it will be revisited.

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NEW BUSINESS CONSIDERED

c. 2021 Audit presentation.

Tim Mayberry reported that there was a struggle with the 2020 general journal entries. We made sure the 2021 entries were posted correctly and walked through where we get the numbers for the adjustments. There is the COVID grant money carryover; we are recommending a formal document for the employee pay raises. There was an issue with the County Treasurer reports; the county switched software, and the numbers you were receiving did not match the reports. The county gave you more money than we could account for; we put it in a holding account. If the county figures it out during their audit, we can recognize it as revenue in 2022. It is unclear if the Town will be required to return approximately twelve to thirteen thousand dollars to the county. Financially, you are in good shape. The audit went well.

ACTION: Ms. Cole moved, and Mr. Mowry seconded to approve the 2021 Audit. Motion carried.

d. Discussion of the Family and Medical Leave Insurance (FAMLI).

Attorney Buchner recommended opting out of it. The employee can opt-in anyway. If you opt-in as a Town, it takes away that decision; you would have to contribute as well. It is an insurance program. If an individual employee wants to, they can opt in to the program without the Town opting in. If the employee opts in, they are responsible for submitting it directly to the state.

The Town has to make it of record on the decision to opt-out.

ACTION: Mr. Wenke moved, and Ms. Cole seconded to opt-out of the Family and Medical Leave Insurance. Motion carried.

e. Consideration of prioritizing the Safe Routes to School and the Transportation Alternative Program grants.

CDOT received more applications than there are funds available. The two grants are competing for the funds. CDOT recommended that the Town make it a priority between the two grants. More funds will be available in the fall for the TAP grant. The TAP project is currently funded for \$960,000; it has been designed with add alternates for that reason. Gabriel and I also recommend making it a priority.

After further discussion, the board agreed to make the Safe to Routes School grant the priority.

ACTION: Mr. Wilhelm moved, and Ms. Snow seconded to approve making the Safe Routes to School the priority. Motion carried.

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STAFF & COMMITTEE REPORTS

a. Report from Town Clerk

Black Hills completed the LED retrofitting of the twenty-two-cobra head street light last week. We will be receiving the grant funds from the Upper Area Councils of Government soon.

Ms. Snow moved, and **Ms. Cole** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Kathy Reis, CMC
Town Clerk

REVENUES RECEIVED IN MAY 2022

GENERAL FUND

Cash		
Our Lady of Assumption Church	Park Damage & Usage Fee	125.00
Lokken Chiropractic, LLC	New Business License	40.00
Credit Card		
Becker & Sons, LLC	Bldg. Permit/102 Main/Remodel	545.00
Green Dragon Tattoos & Novelties	New Business License	40.00
Deb Adams	Park Damage and Usage Fee	125.00
Phnxed Creations, LLC	New Business License	40.00
Peter Slader	Bldg. Permit/214 Main Street/Remodel	245.00
Checks		
Ben Troyer	Excavation Permit/148/150 Jerry Drive/Service Taps	212.50
Gutter Pro	Bldg. Permit/417 S. 6th/Gutters	100.00
Vernon Yoder	Park Damage & Usage Fee	125.00
Kenneth Mason	Bldg. Permit/106 Yucca Lane/New Shed	275.00
Dill Dill Carr Stonbraker & Hutchings, P.C.	Liquor/Bootleggers/Change of Ownership	200.00
Sterling Development Group	Bldg. Permit/ 1 Enterprise Dr/Remodel	1,055.00
Neal Johnson	Bldg. Permit/215 S. 6th/Deck	148.00
Bob Fulton	Sign & Fence Permit/404 Main	125.00
Ravens. LLC	New Business License	40.00
Gary Taylor	Street Closure damage deposit (KLRZ)	250.00
James Justus	Park Damage & Usage Fee	125.00
High Altitude Garden Club	Park Damage & Usage Fee	125.00
WMV Holdings	Excavation Permit/401 Main	202.50
Angela McCaffery	Park Damage Deposit	100.00
Robert Wolf	Park Damage Deposit	100.00
Barbara Gillespie	RV Permit	100.00
Wet Mtn. Valley Saddle Club	Fence Permit	100.00
Feedstore Limited	Bldg. Permit/116 N 2nd/New Lodging Cabins	4,832.00
Mary Dolan	Bldg. Permit/108 Yucca/Green House	132.00
JDH Construction	Bldg Permit/408 2nd St./Addition	2,870.00
K2 Customs Builders, Inc	Bldg Permit/20 Kryptonite Ct/New Single Family	6,150.00
Silver West Feedstore	Renew Liquor License	125.00
Custer County Treasurer		22,933.07
	BP-Business Personal	360.00
	INC-Current & Delinquent Interest	6.58
	MHC-Current Taxes MH	137.53
	MHD-Delinquent MH	7.17
	PPC-Property Tax	328.89
	PPD-Delinquent Personal Property	42.13
	RBC-Road & Bridge	7,388.35
	RDB-Delinquent Road & Bridge	3.63
	RLC-Current Tax	13,242.27
	SAC-Current State Assessed	940.55
	SOA-Specific Ownership Tax-A	138.37
	SOB-Specific Ownership Tax-B	638.71
	Treasurers Fee/TFC/TFD	-301.11
United Business Bank	Interest	125.77
State of Colorado	Cigarette Tax	
State of Colorado	2% Sales Tax	62,836.37

State of Colorado	Highway Users Tax	2,121.91
GENERAL FUND CHECKING REVENUE RECEIVED IN MAY 2022		\$106,669.12

CSafe-GF Core-11	Interest	85.62
CSafe-3% Tabor Reserve	Interest	22.54
CSafe-GF Reserve-14	Interest	103.62

TENNIS COURT PROJECT CHECKING

Donation Box at the Tennis Courts	Donations	143.36
TENNIS COURT PROJECT CHECKING REVENUE RECEIVED IN MAY 2022		\$143.36

MUNICIPAL COURT CHECKING REVENUE RECEIVED IN MAY 2022		\$0.00
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REVENUES RECEIVED IN MAY 2022

CONSERVATION TRUST FUND

United Business Bank	Interest	6.72
CONSERVATION TRUST FUND REVENUE RECEIVED IN MAY 2022		\$6.72

CAPITAL FUND

United Business Bank	Interest Capital Fund Checking	114.77
State of Colorado (Town of Westcliffe)	1 % Sales Tax	31,418.18
State of Colorado	TAP Project-Reimb. Inv# 5	29,478.00
Verizon Wireless	Lease Payment	1,000.00
CAPITAL FUND CHECKING REVENUE RECEIVED IN MAY 2022		\$62,010.95

Kirkpatrick Bank	Interest Certificates of Deposit	149.10
CSafe-CF Core 12	Interest	141.16

BALANCE IN ALL FUND ACCOUNTS

GENERAL FUND CHECKING	\$741,478.25
CSafe-GF Core-11	\$133,654.94
CSafe-3% Tabor Reserve	\$35,058.22
CSafe-GF Reserve-14	\$161,972.12
TENNIS COURT PROJECT CHECKING	\$25,178.70
MUNICIPAL COURT CHECKING	\$2,482.70
TOTAL GENERAL FUND ACCOUNTS	\$1,099,824.93

CONSERVATION TRUST FUND CHECKING	\$39,557.71
TOTAL CONSERVATION TRUST FUND ACCOUNTS	\$39,557.71

CAPITAL FUND CHECKING	\$687,888.81
CSafe-CF Core 12	\$220,372.42
CERTIFICATES OF DEPOSIT PLUS INTEREST	\$203,968.17
TOTAL ALL CAPITAL FUND ACCOUNTS	\$1,112,229.40

CASH BALANCE OF ALL FUND ACCOUNTS **\$2,251,612.04**

NOTE: 1% Sales tax of \$31,418.18 was transferred to the Capital Fund from the General Fund.

June 2022 Bills

GENERAL FUND

Black Hills Energy	Lights/Electric	1,607.22
Buchner, Clayton, Attorney at Law	Attorney Fees	495.00
Card Services	Supplies/Zoom/Off site backup	379.61
CenturyLink	Phone/Elevator	49.30
Custer County Landfill	Clean up day/2-Mattress	10.00
Custer County Rd. & Bridge	Street Maint./Fuel	359.94
4Rivers Equipment	Vehicle Maint./Mini Bar Mount	583.20
Heuss, Mike	Reimb./CDL Permit	18.52
Hilltop Broadband	Town Hall & Shop/Internet	255.45
Justus, James	Reimb./Park Damage Deposit	100.00
Lollipop & CO.	Reimb./Grant Façade	1,180.18
Lynde Sprinkler & Irrigation	Park Maint/Parts/Service and cleaning	213.00
Mayberry & Company, LLC	Audit/Final Payment	1,100.00
Norup Gas, Inc.	Propane	847.30
Oak Disposal Services	Street Maint./Trash Service	25.00
Office Depot	Supplies	173.43
Philia, Kim	Reimb./Park Damage Deposit	100.00
Procom, LLC	Pre-employment Drug Test	41.00
Round Mtn. Water & Sanitation District	Water & Sewer	706.10
The Rock Parts, Co.	Vehicle Maint.	203.69
Town of Silver Cliff	Clean up day/Meals/Electronic Recycle	310.40
Uline	Street Maint./Stripping Paint	644.18
Valley Ace Hardware	Supplies	4,161.02
Wet Mtn Tribune	Publishing	508.44
Wet Mtn. Valley Community Service, Inc.	2022 Donation	534.89
Xerox Corporation	Meter Read/Lease Payment	144.83

Payroll Expenses

CEBT	Employer/Health Ins.	1,424.56
EFTPS	May Payroll Taxes	5,364.16
GWRS	Employee Share Retirement Fund (ACH)	659.19
GWRS	Employer Share Retirement Fund (ACH)	509.19

BILLS TO DATE	\$22,708.80
MAY 2022 PAYROLL	\$19,156.20
TOTAL GENERAL FUND EXPENDITURES FOR MAY PAID IN JUNE 2022	\$41,865.00

CAPITAL FUND

Ayers Associates, Inc	Tap Project-Progress Payment/Design	17,900.50
Athletic Court Surfaces, LLC	1/2 Down Tennis Court Repair	13,000.00
Deer Credit, Inc.	Lease Payment	930.74
TOTAL CAPITAL FUND EXPENDITURES FOR MAY PAID IN JUNE 2022	\$31,831.24	

2022 SALES TAX & PRIOR YEARS COMPARISONS

	2017	2018	2019	2020	2021	2022	2022	2022	2022	% +/-
<u>JAN</u>	18,861.17	25,564.67	30,006.18	34,234.63	69,693.17	52,130.67	26,065.34	78,196.01		12.20%
	50.27				150.80					
<u>FEB</u>	24,659.13	19,628.62	24,163.25	32,835.27	62,025.70	47,263.31	23,631.66	70,894.97		14.30%
	3.87				232.01					
<u>MAR</u>	26,843.98	29,456.57	36,077.93	51,033.37	88,768.43	62,836.37	31,418.18	94,254.55		6.18%
	245.19				15.95					
<u>APR</u>	30,763.20	26,907.00	31,062.04	46,184.28	77,315.01					
	0.02									
<u>MAY</u>	31,184.50	37,867.12	43,414.62	51,540.56	101,149.31					
	185.6									
<u>JUNE</u>	40,835.96	45,084.65	56,385.66	69,361.40	121,572.25					
	83.13									
<u>JULY</u>	43,306.02	43,950.00	56,461.48	65,272.29	117,054.99					% +/-
Treasurers Fee					130.50					
<u>AUG.</u>	38,829.14	35,968.42	46,583.57	59,524.79	88,928.52					
<u>SEPT.</u>	39,333.39	36,753.56	58,818.79	79,591.87	118,962.80					
<u>OCT.</u>	29,105.54	43,911.98	46,241.58	58,001.14	99,222.56					
	65.73			74.43						
<u>NOV.</u>	31,259.25	29,329.94	44,692.15	52,631.93	92,901.48					
	491.05			44.47	7.25					
<u>DEC.</u>	31,209.51	32,424.95	45,023.69	66,270.58	101,609.63					
1% Capital Fund										
TOTAL	356,049.01	406,847.48	473,907.25	547,579.60	220,870.11	162,230.35	81,115.18	243,345.53		10.18%

Proposed	340,000.00	360,000.00	518,930.94	510,000.00	898,561.65	790,707.88	384,163.00
Actual	387,315.65	406,847.48	473,907.25	547,579.60	1,139,740.36		
Difference	47,315.65	46,847.48	45,023.69	-37,579.60	-241,178.71		

General Fund Profit & Loss Budget Performance

	May 22	Budget	Jan - May 22	YTD Budget	Annual Budget
Income					
7000 · General Property Taxes	15,058.54	5,532.58	46,943.10	27,662.94	66,391.00
7050 · Specific Ownership Taxes	777.08	741.67	3,024.04	3,708.31	8,900.00
7100 · Town Sales Taxes	62,836.37	65,892.32	291,909.43	329,461.64	790,707.88
7101 · Town Sales Tax License	160.00	265.83	5,040.00	1,329.19	3,190.00
7106 · Penalties & Int-Delinquent Tax	6.58	25.00	7.19	125.00	300.00
7115 · Franchise Fee	0.00	2,166.67	13,199.84	10,833.31	26,000.00
7120 · Special Assessments	0.00	140.25	341.90	701.25	1,683.00
7125 · Building & Zoning Permits	16,767.00	2,083.33	72,380.50	10,416.69	25,000.00
7126 · Fence & Sign Permits	225.00	200.00	325.00	1,000.00	2,400.00
7127 · Special Use By Review Permits	0.00	125.00	0.00	625.00	1,500.00
7130 · Traffic Fines & Ordinances	0.00	12.50	1,000.00	62.50	150.00
7135 · Court Costs	0.00	2.08	0.00	10.44	25.00
7140 · Liquor Licenses/Special Events	325.00	125.00	1,703.75	625.00	1,500.00
7150 · Cigarette Tax	0.00	150.00	1,133.52	750.00	1,800.00
7160 · Interest Income	337.55	83.33	1,030.57	416.69	1,000.00
7165 · Miscellaneous Income	100.00	50.00	1,044.36	250.00	600.00
7200 · Highway Users Tax	2,121.91	2,433.25	10,894.77	12,166.25	29,199.00
7205 · Road & Bridge Funds	7,391.98	2,579.60	23,430.61	12,898.01	30,955.21
7215 · American Rescue Plan Funds	0.00	6,576.99	0.00	32,884.89	78,923.82
7300 · Tennis Court Donation Fund	143.36	4.17	143.36	20.81	50.00
7305 · Events Center-Rental Fees	0.00	179.17	0.00	895.81	2,150.00
7310 · Bluff Site Maint. Fee	0.00	283.33	0.00	1,416.69	3,400.00
7315 · Park Usage Fee	125.00	100.00	850.00	500.00	1,200.00
7840 · State Grant	0.00	25.00	0.00	125.00	300.00
7845 · Federal Grant	0.00	9.58	0.00	47.94	115.00
Total Income	106,375.37	89,786.65	474,401.94	448,933.36	1,077,439.91
Gross Profit	106,375.37	89,786.65	474,401.94	448,933.36	1,077,439.91
Expense					
8000 · Trustees	35.11	416.67	2,043.87	2,083.31	5,000.00
8005 · Ordinances & Procedures	246.05	333.33	1,259.27	1,666.69	4,000.00
8010 · Colo. Muni League Dues	0.00	71.25	0.00	356.25	855.00
8015 · Elections	0.00	191.67	145.08	958.31	2,300.00
8020 · General Accounting	0.00	100.00	1,082.98	500.00	1,200.00
8025 · Auditing	0.00	491.67	5,000.00	2,458.31	5,900.00
8030 · Attorney	1,122.00	1,666.67	4,966.50	8,333.31	20,000.00
8035 · Insurance - General	0.00	665.42	8,021.64	3,327.06	7,985.00
8040 · Workman's Compensation	0.00	566.67	5,929.00	2,833.31	6,800.00
8050 · Colorado State Unemployment	25.09	63.81	172.14	319.03	765.70
8100 · Town's Share FICA	1,446.73	1,318.71	6,309.64	6,593.50	15,824.47
8110 · Town's Share MEDI	338.35	308.41	1,475.64	1,542.01	3,700.88
8115 · Town Share Health Insurance	1,589.25	2,830.07	7,958.01	14,150.31	33,960.80
8120 · Town Share Retirement Fund	0.00	507.92	1,277.28	2,539.58	6,095.02
8200 · Clerk/Treasurer Wages	3,954.86	3,954.86	19,774.30	19,774.30	47,458.32
8205 · Deputy Clerk	3,168.00	3,120.00	15,484.50	15,600.00	37,440.00
8208 · Media Relations Coordinator	0.00	1,235.00	862.06	6,175.00	14,820.00
8210 · Clerk Education	65.00	100.00	65.00	500.00	1,200.00
8215 · Office Supplies	77.88	125.00	643.00	625.00	1,500.00
8220 · Town Manager Wages	5,476.67	5,476.67	27,383.35	27,383.31	65,720.00
8225 · Manager/Bldg/Zoning Education	0.00	183.33	925.00	916.69	2,200.00
8235 · Building Inspector	0.00	270.83	0.00	1,354.19	3,250.00
8240 · County Treasurer's Fees	301.11	200.00	938.82	1,000.00	2,400.00
8280 · Payroll Expenses	18.87		34.13		
8300 · Town Hall Maintenance	24.94	500.00	3,812.68	2,500.00	6,000.00
8308 · Town Hall Utilities	754.87	591.67	3,523.16	2,958.31	7,100.00
8310 · Lease Equipment	120.50	125.42	482.00	627.06	1,505.00
8405 · Animal Control	0.00	158.58	302.67	792.94	1,903.00
8410 · Organizational Membership Dues	0.00	74.08	985.00	370.44	889.00
8505 · Townman Education	0.00	250.00	0.00	1,250.00	3,000.00
8510 · Street and Park Tech Wages	10,734.75	11,122.08	38,822.70	55,610.44	133,465.00
8515 · Street Maintenance & Fuel	2,315.85	3,750.00	14,511.00	18,750.00	45,000.00
8520 · Emergency Snow Removal	1,911.00	2,500.00	9,576.00	12,500.00	30,000.00
8525 · Street Lighting	985.67	1,000.00	4,209.78	5,000.00	12,000.00
8530 · Vehicle & Equip. Maintenance	189.83	1,666.67	3,271.52	8,333.31	20,000.00

8:08 AM

06/03/22

Accrual Basis

Town of Westcliffe
General Fund Profit & Loss Budget Performance
 May 2022

	May 22	Budget	Jan - May 22	YTD Budget	Annual Budget
8538 · Shop Maintenance	896.03	833.33	2,451.12	4,166.69	10,000.00
8540 · Shop Utilities	456.21	425.00	2,125.36	2,125.00	5,100.00
8545 · Highway Barn Utilities	451.81	383.33	2,705.62	1,916.69	4,600.00
8550 · Highway Barn Maint.	0.00	416.67	0.00	2,083.31	5,000.00
8600 · Park Utilities	784.99	2,125.00	2,447.61	10,625.00	25,500.00
8605 · Park Maintenance	1,397.73	1,333.33	12,108.87	6,666.69	16,000.00
8700 · Custer County Sheriff	0.00	4,802.50	28,250.00	24,012.50	57,630.00
8800 · Donations	4,574.34	2,333.33	9,086.85	11,666.69	28,000.00
8805 · Grants/Local	0.00	2,083.33	0.00	10,416.69	25,000.00
8806 · American Rescue Plan Expenses	0.00	13,153.97	0.00	65,769.85	157,847.64
8808 · Economic Development	0.00	1,083.33	0.00	5,416.69	13,000.00
8810 · Contingencies	0.00	1,250.00	0.00	6,250.00	15,000.00
8811 · Contribution to/from Capital Fun	0.00	10,000.00	0.00	50,000.00	120,000.00
Total Expense	43,463.49	86,159.58	250,423.15	430,797.77	1,033,914.83
Net Income	62,911.88	3,627.07	223,978.79	18,135.59	43,525.08

TOWN OF WESTCLIFFE
Capital Fund Profit & Loss Budget Performance
 May 2022

	May 22	Budget	Jan - May 22	YTD Budget	Annual Budget
Income					
CRF7160 · Interest Income	405.03	250.00	1,083.87	1,250.00	3,000.00
CRF7212 · Grant (New Town Property)	0.00		12,500.00		
CRF7220 · Grants (New) RW	0.00	18,912.58	0.00	94,562.94	226,951.00
CRF7224 · Grants (Existing) Town Pro	29,478.00	45,326.08	96,141.68	226,630.44	543,913.00
CRF7238 · Other Contributions	0.00	2,765.00	6,341.52	13,825.00	33,180.00
CRF7270 · Lease Proceeds Verizon Tower	1,000.00	1,000.00	5,000.00	5,000.00	12,000.00
CRF7280 · Capital Lease Proceeds	0.00	4,151.75	0.00	20,758.75	49,821.00
CRF7285 · 1% Sales Tax from General Fund	31,418.18	32,013.58	145,954.46	160,067.94	384,163.00
CRF7805 · Grants (Existing) Town Property	4,558.75	416.67	0.00	2,083.31	5,000.00
CRF7810 · Transfers From General Fund	0.00	10,000.00	0.00	50,000.00	120,000.00
Total Income	66,859.96	114,835.66	267,021.53	574,178.38	1,378,028.00
Expense					
CRF9011 · CIP Roadway (Existing)	0.00	36,666.67	0.00	183,333.31	440,000.00
CRF9012 · CIP Town Property (Existing)	9,117.50	2,541.67	9,117.50	12,708.31	30,500.00
CRF9014 · Equipment Debt Service	930.74	930.75	3,722.96	4,653.75	11,169.00
CRF9025 · CIP Roadway (New)	0.00	40,490.08	0.00	202,450.44	485,881.00
CRF9026 · CIP-Town Property (New)	0.00	15,708.33	0.00	78,541.69	188,500.00
CRF9027 · CIP-Equipment (New)	0.00	125.00	1,530.07	625.00	1,500.00
CRF9101 · Improvements-Design	17,900.50	12,397.08	106,235.75	61,985.44	148,765.00
Total Expense	27,948.74	108,859.58	120,606.28	544,297.94	1,306,315.00
Net Income	38,911.22	5,976.08	146,415.25	29,880.44	71,713.00

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 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: ANN ROBESY

Organization, if speaking on behalf of a group: HIGH ALTITUDE GARDEN CLUB

Is this a request for Board action? Yes No

Please provide a summary of your comments:

WE WOULD LIKE THE OPPORTUNITY TO BRIEFLY
EXPRESS OUR GRATITUDE FOR WESTCLIFFE'S
SUPPORT FOR OUR PLANTERS, BARRELS AND
GARDENS PROJECTS. ~~Four~~ OF US WOULD LIKE TO
ATTEND IF POSSIBLE. ME, SUE PELLETIER, MARTHA
KLINGELE, SUSAN RAYMER,

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

WANDA JENNINGS. SEE COMMENTS.

Contact information:

Name: ANN ROBESY

Mailing Address: 555 HIGHLANDS ROAD
WESTCLIFFE, CO 81252

email: annrobesy@centurytel.net

Daytime Phone: 303-877-0636

**TOWN OF WESTCLIFFE, COLORADO
ORDINANCE # 2-2022**

**AN EMERGENCY ORDINANCE OF BOARD OF TRUSTEES OF THE TOWN OF
WESTCLIFFE, AN INCORPORATED TOWN OF THE STATE OF COLORADO,
AMENDING TITLE 9, CHAPTER 1, WESTCLIFFE PARKING INFRACTIONS CODE**

WHEREAS, the Town of Westcliffe acting by and through its Town Board of Trustees has the power to regulate the use of streets and alleys pursuant to Colorado Revised Statutes (C.R.S.) 31-15-702; and

WHEREAS, the Board of Trustees of the Town of Westcliffe has determined that Sections 9-1-2, Definitions, and 9-1-5, Enforcement, of the Town's Municipal Code should be amended forthwith to allow for the enforcement of parking infractions by a parking enforcement officer within the Town limits of Westcliffe, Colorado; and

WHEREAS, the Town of Westcliffe acting by and through its Town Board of Trustees has the power to pass this emergency ordinance effective immediately pursuant to C.R.S. § 31-16-105; and

WHEREAS, the Board of Trustees finds and declares that it is necessary and in the best interests of the health, welfare, and safety of the residents of the Town of Westcliffe to facilitate the enforcement of parking infractions within the Town for the continued operation of vital roads and emergency routes.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF
THE TOWN OF WESTCLIFFE, COLORADO:**

1. **Amend to Title 9, Chapter 1, Section 2, of the Municipal Code.** Title 9, Chapter 1, Section 2, of the Municipal Code is repealed and reenacted in its entirety, changing the letter designation to numbers and adding Parking Enforcement Officer as follows:

9-1-2: Definitions

26. PARKING ENFORCEMENT OFFICER:

Parking Enforcement Officer means an official of the Town appointed and commissioned by the Board of Trustees charged with authority for administration and enforcement of this Title. Parking Enforcement Officer also means any Town employee or person employed under independent contract by the Town who is appointed by the Town Manager and commissioned by the Board of Trustees to enforce this Title.

2. **Amendment to Title 9, Chapter 1, Section 5, Paragraph A. of the Municipal Code.** Title 9, Chapter 1, Section 5, Paragraph A, Subparagraphs 1 and 3 of the Municipal Code are amended by adding the double-underlined and capitalized text and removing the stricken text, and Subparagraphs 2 and 4 remain unchanged in their original form, as follows:

9-1-5: Enforcement

A. ENFORCEMENT. THIS SECTION HEREBY ESTABLISHES AND SHALL BE ENFORCED BY AN OFFICER APPOINTED BY THE BOARD OF TRUSTEES TO BE KNOWN AS THE "PARKING ENFORCEMENT OFFICER." Enforcement of the provisions of this chapter shall be as follows:

1. At any time that a person is charged with the commission of any parking infraction, the ~~peace officer~~ PARKING ENFORCEMENT OFFICER shall give a penalty assessment notice to the owner of the vehicle personally or by leaving it under the windshield wiper of the vehicle.
 2. The fine or penalty specified in Section 3 for the violations charged and the surcharge thereon may be paid at the municipal court clerk's office, either in person or by postmarking such payment within twenty days from the date the penalty assessment notice is served upon the defendant. Acceptance of a penalty assessment notice and payment of the prescribed fine or penalty and surcharge thereon shall be deemed a complete satisfaction of the violation.
 3. The penalty assessment notice shall contain the name and address of the vehicle owner, the license number of the vehicle, a citation of the ordinance alleged to have been violated, a brief description of the offense, the date and approximate location thereof, the amount of the penalty prescribed for the offense, the amount of the surcharges thereon, if any and the date the penalty assessment notice is served; shall direct the owner to appear in a municipal court at a specified time and place in the event the penalty and surcharges thereon are not paid; shall be signed by the ~~peace officer~~ PARKING ENFORCEMENT OFFICER; and shall contain a place for the owner to elect to execute a signed acknowledgment of guilt and an agreement to pay the penalty prescribed and surcharges thereon within twenty (20) days as prescribed herein, as well as such other information as may be required by law to constitute the penalty assessment notice to be a summons and complaint, should the prescribed penalty and surcharges thereon not be paid within the time allowed.
 4. Unless a person who has been cited for a traffic infraction pays the penalty assessment as set forth above, the person shall appear at a hearing on the date and time specified in the citation and answer the complaint against such person.
3. Notwithstanding the foregoing additions and amendments, all other Sections of Title 9, Chapter 1 of the Westcliffe Municipal Code remain unchanged and in their original form.
 4. **Emergency Declaration.** The Board hereby finds, determines and declares that it is necessary that this Ordinance take effect upon the Effective Date to facilitate the enforcement

of parking infractions within the Town for the continued operation of vital roads and emergency routes in order to protect public health or safety.

5. **Effective Date and Time.** This Ordinance is effective as of this 20th day of June, 2022.

THIS ORDINANCE WAS INTRODUCED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF WESTCLIFFE, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED BY THREE-FOURTHS VOTE AT ITS REGULAR MEETING HELD AT THE TOWN OF WESTCLIFFE ON THE 20TH DAY OF JUNE, 2022.

TOWN OF WESTCLIFFE

By: _____
Paul Wenke, Mayor

ATTESTED:

Kathy Reis, Town Clerk