

AGENDA
BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, MAY 20th, 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
None.
7. New Business
 - a. Complete Business Solutions IT report.
 - b. Consideration of an appointment to fill the vacant Planning Commission seat.
 - c. Update on workforce housing.
 - d. Dark skies report – discussion of improvements to Smokey Jack Observatory.
 - e. Consideration of a request to rezone Lot 6 in Shadow Ridge from highway commercial to single family residence per the Planning Commission's recommendation.
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, APRIL 15, 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, Rich Smith, Bob Senderhauf, Bill Canda, Dave Scheinder, Kathy Taylor, Debi Van Doren, John & Margaret Hugo, Byron & Stacy Altman, Justin Reymos, Matt Granger, John & Amber Loughrey, Teri Munson, Meagan Agnew, Julie Vanlaanen, Amy Good, Jordan Hedberg (Zoom), Francesca Pellerano (Zoom), Ashley Ruth (Zoom), Stan Bulson (Zoom), and Attorney Clay Buchner (Zoom).

TREASURER'S REPORT

	REVENUE RECEIVED	BALANCE OF ACCOUNTS
General Fund Checking:	\$ 70,475.53	\$ 245,558.74
CSafe-GF Core 11:	\$ 2,032.16	\$ 535,791.00
CSafe-3% Tabor Reserve 13:	\$ 272.56	\$ 71,818.34
CSafe-General Fund Reserve-14	\$ 1,678.22	\$ 442,462.82
CSafe-Tennis Ct.-Core-16	\$ 81.90	\$ 21,553.26
Tennis Court Checking:	\$ 0.00	\$ 5,219.32
Municipal Court Checking:	\$ 0.00	\$ 3,607.70
Conservation Trust Fund Checking:	\$ 1,545.94	\$ 15,839.12
CSafe-CF Core 15	\$ 171.82	\$ 45,258.06
Capital Fund Checking:	\$ 29,180.53	\$ 744,912.80
CSafe-CF Core 12:	\$ 2,933.46	\$ 773,438.18

EXPENDITURES

GENERAL FUND:	\$	53,718.30
MUNICIPAL COURT:	\$	0.00
TENNIS COURT:	\$	0.00
CONSERVATION TRUST FUND:	\$	0.00
CAPITAL FUND:	\$	7,700.00

APPROVAL OF CONSENT AGENDA

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

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

OLD BUSINESS

a. Consideration of a request to approve employment contract for Town Attorney.

Mr. Fulton reported that there was one minor correction to make regarding a reference to a paragraph – the reference should be to Paragraph 10 instead of 6. Clerk Christie will correct it.

ACTION: Mr. Fulton moved, and Mr. Jagow seconded to approve employment contract for Town Attorney. Motion carried.

b. Continued discussion of parking ticket device.

Sheriff Smith reported that it costs him \$25.00 to write a parking ticket because of the time it costs for a deputy to write the ticket and it must be called in to dispatch which costs money to process it. Stan Bulson from Clancy Parking Systems was on Zoom and provided an explanation of how the parking ticket device works – it takes a picture of the license plate and the computer looks it up rather than a deputy calling it in. It then prints the ticket out and the fee payments go to Clancy Parking Systems which then sends it to the Town after deducting the monthly user fee. Sheriff Smith recommended that the Town change their parking violation fees to what Silver Cliff has.

ACTION: Mr. Jagow moved, and Mr. Fulton seconded to approve using the parking ticket device with a four month trial period. Motion carried.

c. Consideration of a request to increase parking ticket fees.

It was decided that parking ticket fees will be amended to reflect the following changes: handicap permit \$150, fire lane/fire hydrant \$350, yellow curb \$50, overlength vehicle \$50, and time violations \$50.

ACTION: Mr. Dembosky moved, and Mr. Jagow seconded to approve increasing parking ticket fees. Motion carried.

NEW BUSINESS

a. Consideration of a request to approve a Sexual Assault Awareness Month Proclamation.

Ashley Ruth from Family Crisis Services read the proclamation.

ACTION: Mr. Wilhelm moved, and Mr. Nordyke seconded to approve a Sexual Assault Awareness Month Proclamation. Motion carried.

b. Complete Business Solutions IT report.

This agenda item was moved to next month.

BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, APRIL 15, 2025
REGULAR MEETING

-Page 3 -

c. Discussion of Farmer's Market use of Jess Price Park.

Mr. Granger reported that the Farmer's Market would like to use Jess Price Park as their regular location. He presented a drawing of where the vendors would set up their tables and a plan as to how to protect the grass.

ACTION: Mr. Fulton moved, and Ms. Patterson seconded to approve the Farmer's Market use of Jess Price Park. Motion carried.

d. Consideration of a request to contribute funds to Round Mountain.

Commissioner Canda reported that the County is donating \$40,000 to Round Mountain to assist with the sludge removal. He would like both Westcliffe and Silver Cliff to donate as well, and suggested \$5,000 to start with. The total cost to Round Mountain to remove the sludge is \$98,000. Mr. Scheinder from Round Mountain reported that CDPHE put a compliance order on them in 2015 to replace the waste water treatment system due to a spill on private property. They received grants from DOLA and USDA to assist but then the EPA discovered that Grape Creek was impaired so the waste water treatment system could not be replaced, and this is why they need to de-sludge. Denali is the company that Round Mountain is using. It was suggested that a sludge fund be set up at a local bank so both citizens and municipalities can donate to it.

ACTION: Mr. Jagow moved, and Mr. Fulton seconded to approve contributing \$10,000 to Round Mountain. Motion carried.

- e. Executive Session Subject to C.R.S. 24-6-402(4), the Town of Westcliffe Board of Trustees will meet in an executive session upon affirmative vote of 2/3 of the quorum present, for the sole purpose of considering: (b) Conferences with Town Attorney and Special Counsel for the purpose of receiving legal advice on specific legal questions regarding *Jordan Hedberg v. Town of Westcliffe, Case No. 2025CV30005, Custer County District Court* and *Jordan Hedberg v. Town of Westcliffe, Case No. 2025CV30006, Custer County District Court*.

ACTION: Mr. Jagow moved, and Mr. Nordyke seconded to approve entering the Executive Session. Motion carried.

FOR THE RECORD A 10 MINUTE BREAK OCCURRED PRIOR TO THE EXECUTIVE SESSION

Another motion was made to enter the Executive Session with the entire agenda item language above included.

ACTION: Mr. Dembosky moved, and Mr. Jagow seconded to approve entering the Executive Session. Motion carried.

EXECUTIVE SESSION

At 7:37p.m., the Regular Meeting was recessed. Executive Session was convened at 7:40 p.m.

At 8.27 p.m., Mayor Wenke reconvened the Regular Meeting and announced that the Executive Session had been concluded. He stated that in addition to himself, the participants in the Executive Session were Mr. Nordyke, Mr. Wilhelm, Ms. Patterson, Mr. Dembosky, Mr. Fulton, Mr. Jagow, Melane Rella, and Erin Christie. For the record, Mayor Wenke asked that if any person participating in the Executive Session who believed that

BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, APRIL 15, 2025
REGULAR MEETING

-Page 4 -

any substantial discussion of any matters not included in the motion to go into Executive session occurred during the Executive Session in violation of the Open Meetings Law to state his or her concerns for the record. matters not included in the motion to go into Executive session occurred during the Executive Session in violation of the Open Meetings Law to state his or her concerns for the record.

- f. Possible action and direction to Special Counsel by Board of Trustees related to litigation in *Jordan Hedberg v. Town of Westcliffe, Case No. 2025CV30005, Custer County District Court.*

Agenda items f. and g. were combined into one motion below.

- g. Possible action and direction to Special Counsel by Board of Trustees related to litigation in *Jordan Hedberg v. Town of Westcliffe, Case No. 2025CV30006, Custer County District Court.*

ACTION: Mr. Dembosky moved, and Mr. Jagow seconded to direct Special Counsel to accept the offer of \$6,000 to settle both cases related to *Jordan Hedberg v. Town of Westcliffe, Case No. 2025CV30005 and Case No. 2025CV30006, Custer County District Court.* Motion carried.

ADDITIONS TO THE AGENDA

None

STAFF & COMMITTEE REPORTS

- a. Report from Town Clerk

Ms. Christie reported that two letters of interest have been submitted for the Planning Commission vacancy which will be on next month's agenda.

PUBLIC COMMENT

None

Mr. Wilhelm moved, and Mr. Fulton seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Erin Christie
Town Clerk

REVENUES RECEIVED IN APRIL 2025

GENERAL FUND

Cash		
Massage Essentials	2025 license renewal	50.00
Steed, Victoria	Park use fee and damage deposit	125.00
Churchill, Gary	STR license renewal	150.00
Credit Card		
Owen, Georgina	Park use fee and damage deposit	150.00
Vidnar, Tammy	Solar panel building permit	1,269.50
Hartbauer, Brad	Park use fee and damage deposit	140.00
Imperio Azteca	Transient merchant license	25.00
Penkoff, Rebecca	STR license renewal	150.00
Westcliffe Ctr. for Peforming Arts	Sign permit	25.00
Thompson, Jack	Building permit	1,542.00
Checks		
Kit Shy Surveyors	New build permit	1,187.00
Pinnacol Assurance	2025 dividend	239.00
Stover, Thomas	Park use fee and damage deposit	125.00
K2 Gallery Arts	2025 business license renewal	25.00
Levadura Breads	Park use fee and damage deposit	175.00
Kauffman's Construction	Addition build permit	275.00
Hershberger Construction	Roof build permit	540.00
Evert, Brianna	Park use damage deposit	100.00
A Little Worn	New business license	40.00
Black Hills Energy	Franchise fee	2,606.13
West Custer Co. Library Dist.	Park use damage deposit	100.00
Old Country Construction LLC	Building permit	1,600.00
Sterling Development Group	1st Qtr Disposable bag fee	9.90
Levadura Breads	Park usage fee and damage deposit	425.00
Lowe's Pay & Save	Refund for overpayment	23.45
Lowe's Pay & Save	1st Qtr Disposable bag fee	454.02
Taylor, Gary	Street closure damage deposit (KLZR block party)	250.00
Sangre de Cristo Fellowship	Bluff park rental fee and damage deposit	450.00
Wenke, Hope	Park use fee and damage deposit	50.00
Custer County Treasurer	(From March)	32,665.35
	MHC-Current Taxes 21.72	
	PPC-Current Personal Property 1,066.60	
	RBC-Current Road & Bridge 11,119.78	
	RLC-Current Tax 20,342.82	
	SOA-Specific Ownership A 158.85	
	SOB-Specific Ownership B 606.12	
	TFC-Treasurer Fee -651.03	
	SAC-Current state assessed 0.49	
Custer County Treasurer	From April	10,861.20
	INC-Current interest 1.47	
	MHC-Current taxes 7.34	
	RBC-Current Road & Bridge 4,286.19	

	RLC-Current tax	5,503.30	
	SAC-Current state assessed	437.04	
	SOA-Specific ownership A	235.84	
	SOB-Specific ownership B	592.78	
	TFC- Treasurer fee	-204.76	
Custer County Treasurer	1% Sales Tax Clerk Fee		43.50
United Business Bank	Interest		24.07
State of Colorado	CIG Tax		105.59
State of Colorado	2% Sales Tax		54,479.09
State of Colorado	Highway Users Tax		2,686.40
GENERAL FUND CHECKING REVENUE RECEIVED IN APRIL 2025			\$113,166.20

CSafe-GF Core-11	Interest		1,708.88
CSafe-3% Tabor Reserve-13	Interest		263.72
CSafe-GF Reserve-14	Interest		1,623.92
CSafe-GF Reserve-16	Interest		79.30

TENNIS COURT PROJECT CHECKING

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

MUNICIPAL COURT CHECKING REVENUE RECEIVED IN APRIL 2025			\$0.00

REVENUES RECEIVED IN APRIL 2025

CONSERVATION TRUST FUND

United Business Bank	Interest		0.65
CONSERVATION TRUST FUND REVENUE RECEIVED IN APRIL 2025			\$0.65

CSafe-CF Core 15	Interest		166.12
------------------	----------	--	--------

CAPITAL FUND

United Business Bank	Interest Capital Fund Checking		61.51
State of Colorado (Town of Westcliffe)	1% Sales Tax		27,239.54
Verizon Wireless	Lease Payment		1,100.00
Custer County Treasurer	Clerk Fees Sales Tax-1%		14.50
CAPITAL FUND CHECKING REVENUE RECEIVED IN APRIL 2025			\$28,415.55

CSafe-CF Core 12	Interest		3,096.12
------------------	----------	--	----------

BALANCE IN ALL FUND ACCOUNTS

GENERAL FUND CHECKING			\$282,914.98
CSafe-GF Core-11			\$272,499.88
CSafe-3% Tabor Reserve-13			\$72,082.06
CSafe-GF Reserve-14			\$444,086.74

CSafe-GF Reserve-16	\$21,632.56
TENNIS COURT PROJECT CHECKING	\$5,219.32
MUNICIPAL COURT CHECKING	\$3,607.70
TOTAL GENERAL FUND ACCOUNTS	\$1,102,043.24

CONSERVATION TRUST FUND CHECKING	\$15,839.77
CSafe-CF Core 15	\$45,424.18
TOTAL CONSERVATION TRUST FUND ACCOUNTS	\$61,263.95

CAPITAL FUND CHECKING	\$765,628.34
CSafe-CF Core 12	\$1,041,534.30
TOTAL ALL CAPITAL FUND ACCOUNTS	\$1,807,162.64

CASH BALANCE OF ALL FUND ACCOUNTS **\$2,970,469.83**

NOTE: 1% Sales tax of \$ 27,239.54 and \$14.50 Clerks Fee was transferred to the Capital Fund from the General Fund.

NOTE: Per the auditor \$265,000.00 was transferred from CSafe-GF-Core-11 to Csafe-CF-Core-12 for 2023 budget that was not done

GENERAL FUND

Abatangelo, Christopher	Employee clothing allowance reimbursement	74.05
Black Hills Energy	Lights/Electric	1,853.53
Bruckner's	Vehicle Supplies	323.98
Card Services	Office Supplies	3,924.86
CarQuest	Vehicle Supplies	320.17
Complete Business Systems	Firewall installation Town computers	1,875.60
CenturyLink	Phone/Elevator	50.30
Custer County Rd. & Bridge	Street Maint.& Fuel	391.84
Daniells, Conor	Employee health insur. Reimburs. owed from Feb	196.52
Custer county Sheriff	2nd Qtr. Contract	15,537.50
Hilltop Broadband	Internet	273.35
Infinity Leasing	IT Service Contract with CBS	629.50
Levadura Bread	park rental damage deposit refunds - Feb, Mar, Apr	300.00
Lynde Sprinkler & Irrigation	Blackflow test	65.00
Marlin Leasing Corp. (Peac Solution)	Monthly copy machine fee	167.99
Matt Roane Law	Law suit settlement	6,000.00
Mayberry & Co. LLC	Audit services	5,000.00
Morning Star Elevator	Annual maintenance	553.00
Norup Gas	Propane	938.93
Ottem, Heather	Candidate phone interviews - job opening	206.25
Pinnacol Insurance	Audit premium	3,239.00
Rock Parts Co (NAPA)	Shop and Equipment maintenance	568.31
Rusler Implement	Park Equip. - Kubota mower deck	5,972.00
Valley Ace Hardware	Supplies	1,830.17
Westcliffe Petroleum	Town truck battery	313.18
Western Irrigation Supply House	Park Supplies	1,511.72

Payroll Expenses

CEBT	Employer/Health Ins.	2,221.66
CEBT	Employee/Health Ins.	250.14
EFTPS	Payroll Taxes	8,789.68
GWRS	Employee Share Retirement Fund (ACH)	2,665.27
GWRS	Employer Share Retirement Fund (ACH)	883.68
Colo Dept of Labor & Employment	1st Qtr Unemployment	172.86
Colo Dept of Revenue	1st Qtr Withholding	3,143.00

<u>BILLS TO DATE</u>	<u>\$66,853.13</u>
<u>APRIL 2025 PAYROLL</u>	<u>\$25,241.92</u>
<u>TOTAL GENERAL FUND EXPENDITURES FOR APRIL 2025</u>	<u>\$92,095.05</u>

CAPITAL FUND

Black Hills Energy	Installation of EV Charging Stations	27,522.21
TOTAL CAPITAL FUND EXPENDITURES FOR APRIL 2025		\$27,522.21



The undersigned acknowledges that the above

General Fund Profit & Loss Budget Performance

	Apr 25	Budget	Jan - Apr 25	YTD Budget	Annual Budget
Income					
7000 - General Property Taxes	27,381.31	5,926.02	31,802.92	23,704.12	71,112.28
7050 - Specific Ownership Taxes	1,593.59	666.67	2,309.80	2,666.64	8,000.00
7100 - Town Sales Taxes	54,508.09	76,721.70	249,396.58	306,886.85	920,660.45
7101 - Town Sales Tax License	440.00	333.33	4,465.00	1,333.36	4,000.00
7106 - Penalties & Int-Delinquent Tax	1.47	16.67	112.61	66.64	200.00
7115 - Franchise Fee	2,606.13	3,000.00	9,314.68	12,000.00	36,000.00
7120 - Special Assessments	0.00	208.33	-3,009.15	833.36	2,500.00
7125 - Building & Zoning Permits	6,413.50	3,333.33	19,275.50	13,333.36	40,000.00
7126 - Fence/Sign/Excavation Permits	25.00	66.67	200.00	266.64	800.00
7127 - Special Use By Review Permits	0.00	25.00	0.00	100.00	300.00
7130 - Traffic Fines & Ordinances	0.00	8.33	0.00	33.36	100.00
7135 - Court Costs	0.00	0.00	0.00	0.00	0.00
7140 - Liquor Licenses/Special Events	0.00	125.00	220.00	500.00	1,500.00
7148 - Disposable Bag Fee	463.92	208.33	967.74	833.36	2,500.00
7150 - Cigarette Tax	105.59	266.67	263.06	1,066.64	3,200.00
7160 - Interest Income	3,699.89	3,500.00	15,675.49	14,000.00	42,000.00
7165 - Miscellaneous Income	23.45	83.33	35.45	333.36	1,000.00
7200 - Highway Users Tax	2,686.40	2,448.64	8,344.12	9,794.55	29,383.67
7205 - Road & Bridge Funds	15,405.97	3,027.08	17,823.96	12,108.36	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	16.64	50.00
7305 - Events Center-Rental Fees	0.00	275.00	0.00	1,100.00	3,300.00
7310 - Bluff Site Maint. Fee	0.00	0.00	0.00	0.00	0.00
7315 - Park Usage Fee	640.00	133.33	1,235.00	533.36	1,600.00
7807 - Reimbursed Expenses	239.00	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	66.64	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	116,233.31	100,394.27	358,671.76	401,577.24	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	116,233.31	100,394.27	358,671.76	401,577.24	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	206.25	333.33	1,017.37	1,333.36	4,000.00
8005 - Ordinances & Procedures	0.00	950.00	709.68	3,800.00	11,400.00
8010 - Colo. Muni League Dues	0.00	83.33	0.00	333.36	1,000.00
8015 - Elections	0.00	291.67	0.00	1,166.64	3,500.00
8020 - General Accounting	0.00	141.67	0.00	566.64	1,700.00
8025 - Auditing	5,000.00	833.33	5,000.00	3,333.36	10,000.00
8030 - Attorney	6,000.00	1,666.67	6,924.00	6,666.64	20,000.00
8035 - Insurance - General	3,239.00	1,463.50	19,875.07	5,854.00	17,562.00
8040 - Workman's Compensation	0.00	691.67	9,638.00	2,766.64	8,300.00
8050 - Colorado State Unemployment	69.19	52.01	526.33	208.11	624.19
8100 - Town's Share FICA	2,144.76	1,612.50	7,503.30	6,449.95	19,349.95
8110 - Town's Share MED	501.58	377.11	1,754.79	1,508.51	4,525.39
8115 - Town Share Health Insurance	3,076.99	4,799.75	12,780.55	19,199.00	57,597.00
8120 - Town Share Retirement Fund	883.68	1,560.48	3,479.80	6,241.91	18,725.75
8201 - Administrative Wages					
8200 - Clerk/Treasurer Wages	12,083.34	0.00	35,166.68	0.00	0.00
8205 - Deputy Clerk	0.00	0.00	7,979.25	0.00	0.00
8235 - Building Inspector	1,344.79	0.00	5,066.49	0.00	0.00
8201 - Administrative Wages - Other	0.00	18,966.67	0.00	75,866.64	227,600.00
Total 8201 - Administrative Wages	13,428.13	18,966.67	48,212.42	75,866.64	227,600.00
8208 - Communications Manager	0.00	2,000.00	9,000.00	8,000.00	24,000.00
8209 - Administrative Education	0.00	875.00	0.00	3,500.00	10,500.00
8210 - Clerk Education	0.00	0.00	20.65	0.00	0.00
8215 - Office Supplies	0.00	300.00	0.00	1,200.00	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	855.79	166.67	994.81	666.64	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	196.52	0.00	0.00
8300 - Town Hall Maintenance	3,624.66	1,416.67	16,823.93	5,666.64	17,000.00
8308 - Town Hall Utilities	672.26	1,000.00	3,992.34	4,000.00	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	482.00	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	266.64	800.00
8410 - Organizational Membership Dues	0.00	83.33	360.00	333.36	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	2,000.00	6,000.00

General Fund Profit & Loss Budget Performance

	Apr 25	Budget	Jan - Apr 25	YTD Budget	Annual Budget
8506 - Public Works Wages					
8510 - Street and Park Tech Wages	21,393.18	0.00	73,845.02	0.00	0.00
8506 - Public Works Wages - Other	0.00	16,202.00	0.00	64,807.90	194,423.90
Total 8506 - Public Works Wages	21,393.18	16,202.00	73,845.02	64,807.90	194,423.90
8508 - Street & Park Supervisor	0.00	0.00	0.00	0.00	0.00
8515 - Street Maintenance & Fuel	1,696.64	5,000.00	11,848.14	20,000.00	60,000.00
8520 - Emergency Snow Removal	0.00	2,500.00	0.00	10,000.00	30,000.00
8525 - Street Lighting	1,195.76	1,333.33	4,446.98	5,333.36	16,000.00
8530 - Vehicle & Equip. Maintenance	1,503.24	2,500.00	6,764.00	10,000.00	30,000.00
8538 - Shop Maintenance	937.52	1,000.00	7,980.08	4,000.00	12,000.00
8540 - Shop Utilities	543.96	750.00	2,729.43	3,000.00	9,000.00
8545 - Highway Barn Utilities	311.56	583.33	2,477.62	2,333.36	7,000.00
8550 - Highway Barn Maint.	0.00	333.33	0.00	1,333.36	4,000.00
8600 - Park Utilities	392.57	3,333.33	3,717.85	13,333.36	40,000.00
8605 - Park Maintenance	10,759.31	2,250.00	16,244.58	9,000.00	27,000.00
8700 - Custer County Sheriff	15,537.50	5,358.33	31,075.00	21,433.36	64,300.00
8800 - Donations	0.00	1,725.00	2,144.50	6,900.00	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	8,333.36	25,000.00
8806 - American Rescue Plan Expenses	0.00	0.00	0.00	0.00	0.00
8807 - Marketing	0.00	416.67	230.00	1,666.64	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	6,666.64	20,000.00
8811 - Contribution to/from Capital Fun	0.00	8,333.33	0.00	33,333.36	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	94,170.05	95,721.18	413,264.23	382,884.74	1,148,654.18
Net Income	22,063.26	4,673.09	-54,592.47	18,692.50	56,077.22

1:21 PM

05/01/25

Accrual Basis

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

	Apr 25	Budget	Jan - Apr 25	YTD Budget	Annual Budget
Income					
CRF7225 Federal Grants	0.00	202,500.00	0.00	810,000.00	2,430,000.00
CRF7160 - Interest Income	3,096.12	2,416.67	11,851.31	9,666.64	29,000.00
CRF7211 - Grants (New) TP-Audit	0.00	20,833.33	0.00	83,333.36	250,000.00
CRF7212 - Grant (New Town Property)	0.00	27,583.33	0.00	110,333.36	331,000.00
CRF7220 - Grants (New) RW	0.00		84,838.12		
CRF7224 - Grants (Existing) Town Pro	0.00	833.33	0.00	3,333.36	10,000.00
CRF7238 - Other Contributions	0.00	166.67	0.00	666.64	2,000.00
CRF7270 - Lease Proceeds Verizon Tower	1,100.00	1,000.00	4,400.00	4,000.00	12,000.00
CRF7280 - Capital Lease Proceeds	0.00		1,861.48		
CRF7285 - 1% Sales Tax from General Fund	27,254.04	38,381.25	123,207.48	153,525.00	460,575.00
CRF7810 - Transfers From General Fund	0.00		100,000.00		
Total Income	31,450.16	293,714.58	326,158.39	1,174,858.36	3,524,575.00
Expense					
CRF7230 - State Grants	0.00	28,500.00	0.00	114,000.00	342,000.00
CRF9011 - CIP Roadway (Existing)	0.00	20,833.33	0.00	83,333.36	250,000.00
CRF9012 - CIP Town Property (Existing)	0.00	11,666.67	0.00	46,666.64	140,000.00
CRF9014 - Equipment Debt Service	0.00	1,688.25	19,409.24	6,753.00	20,259.00
CRF9025 - CIP Roadway (New)	0.00	248,125.00	0.00	992,500.00	2,977,500.00
CRF9026 - CIP-Town Property (New)	27,522.21	35,104.17	27,522.21	140,416.64	421,250.00
CRF9027 - CIP-Equipment (New)	0.00	2,478.42	0.00	9,913.64	29,741.00
CRF9101 - Improvements-Design	0.00	10,000.00	7,700.00	40,000.00	120,000.00
Total Expense	27,522.21	358,395.84	54,631.45	1,433,583.28	4,300,750.00
Net Income	3,927.95	-64,681.26	271,526.94	-258,724.92	-776,175.00

1:40 PM

05/01/25

Accrual Basis

Town of Westcliffe
CTF Profit & Loss Budget Performance
April 2025

	<u>Apr 25</u>	<u>Budget</u>	<u>Jan - Apr 25</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income					
7000 · State Lottery Income	0.00	500.00	1,544.94	2,000.00	6,000.00
7050 · Interest Income	166.12	166.66	671.40	666.72	2,000.00
Total Income	<u>166.12</u>	<u>666.66</u>	<u>2,216.34</u>	<u>2,666.72</u>	<u>8,000.00</u>
Gross Profit	166.12	666.66	2,216.34	2,666.72	8,000.00
Expense					
9001 · Capital Outlay	0.00	4,583.33	0.00	18,333.36	55,000.00
Total Expense	<u>0.00</u>	<u>4,583.33</u>	<u>0.00</u>	<u>18,333.36</u>	<u>55,000.00</u>
Net Income	<u>166.12</u>	<u>-3,916.67</u>	<u>2,216.34</u>	<u>-15,666.64</u>	<u>-47,000.00</u>

2025 SALES TAX & PRIOR YEARS COMPARISONS

	2023	2023	2023	2024	2024	2024	2025	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	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	83,660.35	-8.34%
	9.67	4.83	14.50	48.33	24.17	72.50	262.67	131.34	394.01	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	81,718.63	9.08%
	29.00	14.50	43.50				29.00	14.50	43.50	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	102,727.08	8.62%
<u>APR</u>	58,872.59	29,436.30	88,308.89	61,648.47	30,824.23	92,472.70	0.00	0.00			-100.00%
	106.34	53.17	159.51								
<u>MAY</u>	74,702.82	37,351.37	112,054.19	72,534.53	36,267.27	108,801.80	0.00	0.00			-100.00%
				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%
<u>TOTAL</u>	851,683.99	425,841.96	1,277,525.95	866,497.17	433,248.58	1,299,745.75	179,029.05	89,514.52	268,543.57	268,543.57	1.74%

From: Brian Clince <briandclince@msn.com>
Sent: Thursday, April 10, 2025 8:39 AM
To: KATHY REIS
Subject: Planning Commission Position

Dear Westcliffe Town Council Members,

I hope this email finds you well and thriving in your ongoing efforts to maintain and enhance the beauty and functionality of our beloved Westcliffe. I am writing to formally express my interest in the recently vacated position on the Westcliffe Planning Commission and to request your support in submitting my application for consideration.

As you may recall, I have had the honor of serving our community in various capacities over the years, which I believe has equipped me with the necessary skills and insights to contribute meaningfully to the Planning Commission. My tenure on the Westcliffe Town Council, spanning several years, has provided me with a deep understanding of the governance and civic responsibilities that come with serving our community. During my time on the Council, I was fortunate to work with dedicated individuals who shared a vision for a vibrant and sustainable Westcliffe, and I learned the importance of collaboration and community engagement in all planning initiatives.

Moreover, my experience on the School Board of the Custer County School District has further honed my ability to address the unique needs of our community. Serving on the School Board allowed me to engage with parents, educators, and students, fostering an environment of open communication and shared goals. This experience taught me how critical it is to consider the perspectives of various stakeholders when making decisions that affect our community's future.

In addition to my service on the Town Council and the School Board, I am proud to be one of the founding members of the Mortar Men, a nonprofit organization dedicated to enhancing our community through annual fireworks displays. This initiative has not only brought joy to residents and visitors alike but has also fostered a sense of unity and pride in our town. Through the Mortar Men, I have learned the importance of community engagement, fundraising, and event planning, all of which are relevant skills that I would bring to the Planning Commission.

Understanding the role of the Planning Commission is crucial, as it serves as a vital body that shapes the future of Westcliffe. The Commission's responsibilities include reviewing development proposals, ensuring compliance with zoning regulations, and considering the long-term implications of land use decisions. Given my background in local governance and community service, I am eager to contribute my insights and experience to these critical discussions.

One of my primary goals as a member of the Planning Commission would be to advocate for sustainable development that respects our natural environment while accommodating the needs of our growing population. I believe that it is essential to strike a balance between development and preservation, ensuring that Westcliffe remains a place where residents can enjoy the beauty of nature while having access to necessary amenities and services. My experience in the nonprofit sector, particularly with the Mortar Men, has instilled in me a strong sense of responsibility to protect our community's natural resources and cultural heritage.

Additionally, I am passionate about fostering inclusive community engagement in the planning process. I believe that every voice matters, and it is essential to create opportunities for residents to share their ideas, concerns, and aspirations for the future of Westcliffe. I envision an approach to planning that encourages open dialogue, where community members feel empowered to participate in decision-making processes. My previous experiences have taught me that when residents are actively involved, the outcomes are more favorable and reflective of the community's needs.

Furthermore, I recognize the importance of collaboration with other local organizations, businesses, and government entities. Building partnerships can enhance the effectiveness of the Planning Commission's efforts, allowing us to leverage resources and expertise to achieve our goals. I would actively seek to engage with various stakeholders to ensure that our planning initiatives align with the broader vision for Westcliffe.

As I reflect on the challenges and opportunities facing our community, I am reminded of the importance of adaptability and forward-thinking. The landscape of planning is constantly evolving, and it is essential for the Planning Commission to stay informed about emerging trends, innovative practices, and best practices from other communities. I am committed to continuous learning and professional development, and I would seek to bring new ideas and perspectives to the Commission.

In closing, I would like to express my sincere gratitude for your consideration of my application for the Westcliffe Planning Commission position. I am excited about the possibility of serving our community in this capacity and contributing to the thoughtful planning and development of our town. Together, we can work towards a future that honors our past while embracing the possibilities of tomorrow.

Thank you for your time and attention. I look forward to the opportunity to discuss my application further and to explore how I can best serve the Westcliffe community through the Planning Commission. Please feel free to reach out to me if you have any questions or require additional information.

Warm regards,

Brian P. Cline
102 S. 6th Street
Westcliffe, CO 81252
719-371-1990
briancline@msn.com
antlersonline@gmail.com

Leslie Parkes
85 Mineral Rd.
Westcliffe, CO 81252
719-371-6918

Town of Westcliffe
1000 Main Street
Westcliffe, CO 81252

Dear Melanie Riddle:

I am Leslie Parkes, a current alternate member of the Westcliffe Planning Commission. I have been a resident of the town of Westcliffe since August 2023. I have been a resident of Custer County since May 2013.

I have previously been a member of the Planning Commission and a trustee of the town board. I left my position because we moved to Cuerno Verde, which is outside the city limits. We have, of course, moved back to Westcliffe.

I would like to be considered for a position on the Planning Commission. I am very interested in the town of Westcliffe and its growth. Hopefully, I would be able to make a positive difference.

Thank you for your consideration.

Sincerely,

Leslie Parkes

rcd 4/9/25
Melanie

Nadine Petersen
312 S 4th St
Westcliffe, CO 81252
303-921-7388
nadine.dan@gmail.com

April 10, 2025

Town of Westcliffe
Planning Commission
PO Box 406
1000 Main St
Westcliffe, CO 81252

To Whom It May Concern:

Please accept this as my letter of interest to serve on the Planning Commission for the Town of Westcliffe.

I and my husband have owned real estate property in the Town of Westcliffe since around 2005. We are now full-time residents. I would like to be involved locally and look forward to serving the residents of the Town of Westcliffe if the opportunity is offered to me.

One of my past community involvements was during the early 2000's when we resided in Roxborough Village, Colorado. I served two terms as a board member of the Roxborough Village Metropolitan District (<https://roxvillagemetro.colorado.gov/>).

Information copied from the District's webpage: The District is a quasi-municipal corporation and political subdivision of the State of Colorado governed by a five member elected Board of Directors. The elected officials serve four-year staggered terms. Roxborough Village is located in unincorporated Douglas County, just south of Littleton. The District has been proudly serving the residents of Roxborough Village through the construction and maintenance of much of the community's parks and recreation facilities. The District boasts six playgrounds, a tennis court, soccer field, softball field, basketball court and its very own skate park. Roxborough Village Metropolitan District provides services related to parks and recreation, landscaping, snow removal, maintenance and pest control.

During my time of service on the Board, in addition to maintaining regular services to the community, some of the larger projects we worked on were building a very attractive skate park, re-working the indebtedness of the district, and preparing a Master Plan.

Thank you for considering me for the available position on the Planning Commission.

Sincerely,

Nadine Petersen

Nadine Petersen

**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: Charles Jagow or Steve McAllister or Eric Messick

Organization, if speaking on behalf of a group: Dark Skies

Is this a request for Board action? Yes No

Please provide a summary of your comments:

need to talk about improvements to SJD Area

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

Contact information:

Name: Charles Jagow
Mailing Address: 310 S 5th St
Westcliffe Co 81237
email: Chuck@jagowds.com
Daytime Phone: 757 635 7241

SJO MAINTENANCE

1. Access road to the South needs to be graded out, the water run-off channel needs to be redefined.
2. New road base laid down for the entire SJO area (pads, benches, access road).
3. A weed treatment needs to be applied to the entire SJO area (pads, benches, access road).
4. Flatten the walkways between the rows of benches for easier guest access.

SJO IMPROVEMENTS

1. The fence at the top of the hill needs to be extended to the closest Southern tree so that guests will not try to walk to the SJO over the top of the drainage rocks, several people have fallen and scraped their legs, it is lucky that no one has been seriously injured yet.
2. Add power up to the bench area so that dusk to dawn low level red lights could be installed to assist guests in navigating the bench area.
3. Add four or five additional benches.
4. Add a couple more telescope pads to the South.

LAND USE CHANGE APPLICATION

TOWN OF WESTCLIFFE
PO BOX 406
1000 MAIN ST
WESTCLIFFE, CO 81252

Building & Zoning Official
(719) 783-2282 Ext. 12

APPLICATION

☐ Variance ☒ Zone Change ☒ Use by Special Review
☐ Vacate Lot Line ☐ Other

MAILING ADDRESS
Applicant Name Bravo Property Management Co Inc.
Address: 202 Main St.
City/State/Zip Canon City, CO 81212
PROPERTY ADDRESS
70 Mineral Road
Westcliffe, CO 81255

DESCRIBE THE REQUESTED CHANGE

would beg to change lot #6
Shadow Ridge PUD from Highway Business to Single Family
Residential and divide to 2 1/2 ac Lots. It is not on the
Highway and surrounded by Residential. It has been
advertised as Commercial for years with no demands.
The lot does not border the highway. Please advise
if more is needed.

Property Owners Signature

Date

[Signature] Officer

3-6-25

Building/Zoning Officials Signature

Date

☒ As the applicant, you are responsible for researching and understanding any covenants and/or restrictions attached to the subject property. By submitting this application, you are attesting that the proposed use is not in violation of any covenants or restrictions on the property, or that the proposed use has been otherwise approved by the HOA, POA, or other organization that enforces covenants and restrictions attached to the subject property. The Town of Westcliffe is not responsible for enforcing private land use covenants and/or restrictions. Approval of this application does not relieve the property or the applicant from the private enforcement of any covenants and restrictions attached to the subject property."

OFFICE USE

☒ Filing Fee Paid \$ 600
Public Hearing Date April 2, 2025
Hearing Notice Published
Property Posted
Approved Denied