

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
MONDAY, OCTOBER 5, 2020  
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, Mr. Frickell, Ms. Snow and Mr. Nordyke

**ABSENT:** Mr. Johnston and Mr. Cline

**PLEDGE OF ALLEGIANCE**

Mayor Wenke led the Pledge of Allegiance

**OTHERS PRESENT**

Elliot Jackson and Westcliffe Inn via phone, Charles Bogle-2362 Black Fawn Lane, Mattie Burt-2609 CR 215, Dale Mullen-543 Panorama Dr., Charley Ellison-106 Bluff Circle, Clay Buchner, Ed Stefanich and Kathy Reis.

**Financial:**

- a. Treasurer's Report: Clerk Reis submitted written reports. With 75 percent of the year having elapsed, General Fund has collected 88.5 percent of budgeted revenues and spent 60.9 percent of budgeted expenditures. Capital Fund has collected 43.3 percent of budgeted revenues and spent 32.0 percent of budgeted expenditures. Sales tax for July was up by 15.6 percent, which is up 26.26 percent from the previous year-to-date.

**Account balances:**

General Fund Checking:	\$ 259,842.01
CSafe-GF Core 11:	\$ 146,862.16
CSafe-3% Tabor Reserve:	\$ 21,383.68
CSafe-General Fund Reserve-14	\$ 161,526.52
Municipal Court Checking:	\$ 1,207.70
Tennis Court Checking:	\$ 12,528.15
Conservation Trust Fund Checking:	\$ 38,813.17
Capital Fund Checking:	\$ 77,121.14
CSafe-CF Core 12:	\$ 219,766.84
Total C.D.'s plus interest:	\$ 201,851.85

**APPROVAL OF CONSENT AGENDA**

- a. Approval of minutes-August 28<sup>th</sup> Special, September 1<sup>st</sup> Regular, September 3<sup>rd</sup> Special and September 17<sup>th</sup> Special meeting.  
b. Treasurer's Report  
c. Approval of Bills

**Mr. Frickell** moved and **Mr. Nordyke** seconded to the consent agenda. Motion carried.

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**OLD BUSINESS**

**a. Consideration of appointing citizens to a Home Rule Research Committee.**

This was tabled until November.

**b. Consideration of choosing options for benches and tables for the parks.**

The Town Manager explained we can get seven picnic tables and one bench for the Pocket Park for \$9,906.25 with the grant. These are concrete as we discussed for longevity. There was a concern of not seating more than four people. After some discussion the following motion was made.

**ACTION:** **Mr. Nordyke** moved and **Ms. Snow** seconded to approve the acquisition of the tables for the parks and bench for the Pocket Park for \$9,906.25. Motion carried.

**NEW BUSINESS**

**a. Consideration of request to approve Resolution NO. 8-2020 changing the Board of Trustees regular meeting date.**

Mayor Wenke explained this would change our meeting dates to the first Monday of the month at 5:30 p.m.

**ACTION:** **Ms. Cole** moved and **Mr. Frickell** seconded to approve Resolution NO. 8-2020 changing the meetings to the first Monday of the month. Motion carried.

**b. PUBLIC HEARING Use by Special Review for a Short-Term Rental at 302 S. 5<sup>th</sup> Street.**

Mayor Wenke asked if there were any comments. Charley Ellison representing the property owner stated they recently have taken over the property. The property is in the process of being renovated and improved.

**c. Consideration of request to approve Resolution NO. 9-2020 approving Use by Special Review for a Short-Term Rental at 302 S. 5<sup>th</sup> Street.**

Cathy Snow reported that the Planning Commission recommended to the Board of Trustees to approve the Use by Special Review for one year and review it again at

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**NEW BUSINESS CONTINUED**

that time. This will allow the Town time to research and put some regulations for new Short-Term Rentals.

**ACTION:** Ms. Snow moved and Ms. Cole seconded to approve Resolution NO. 9-2020 approving Use by Special Review for a Short-Term Rental at 302 S. 5<sup>th</sup> Street. Motion carried.

**d. Consideration of request to approve continued support for the Visitor Center to the Custer County Tourism Board and update-Jackie Shepherd-Pettis.**

This was tabled. A representative was not in attendance. This was due to the rescheduling of the Town's meeting. We will ask them to attend the meeting in November.

**e. Custer County Economic Development update.**

Charles Bogle updated the board on their role in the Town's Strategic Plan.

Points in the Action Plan:

Custer County Economic Development Corp. (CCEDC) does have a relationship with the Southern Business Development Center. Over two dozen businesses have received assistance. The library has held classes and Southern Colorado Economic Development offers online classes.

Broadband – we are in the next phase for the six towers, which is bringing additional fiber into the county.

Main Street Wifi – we have received financial support to keep the system operational, this will end in 2021. Grant funds don't cover operating costs. We may have to shut it down. The system is owned by CCEDC and may not be able to keep it operational without the additional support.

CCEDC could help with the marketing effort bringing in wholesale businesses rather than retail.

**f. Consideration of request to approve a moratorium for Use by Special Reviews for Short Term Rentals-Cathy Snow.**

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**NEW BUSINESS CONTINUED**

Cathy Snow requested a one-hundred-and-twenty-day period to gather information. The Planning Commission has been trying to address the issue for the last two years. The concern from some people is we have too many short-term rentals, other people disagree. What would the Board of Trustees like to see the Planning Commission to bring back for consideration? We need to have some kind of guidelines.

Mayor Wenke stated we are not opening it up to the public for discussion.

Attorney Buchner states the issues with short term rentals are very complicated and multifaceted. There are extreme conflicts on both sides of the coin. It can be a hot topic as you move towards strategic and responsible growth. We aren't just talking about renting a particular property. It is also the second and third order effects of what happens to that property and it ties into a much larger topic, such as workforce housing and attainable housing for your community. There needs to be some guidelines as far as applying for a short-term rental. It helps control the access and the intake and out take. In Westcliffe's current code there isn't a way to capture who's applying and why because the Planning Commission is doing it. Many communities control it through business licensing, not through Planning Commission development parameters. It would be much easier to capture that with a business license as what it is and also capture the revenue. You need to start talking about it now as to how you would restrict it if at all. Guidelines need to be developed and it may be better to do it through licensing rather than going through Planning Commission development.

**ACTION:** Ms. Cole moved and Mr. Frickell seconded to approve a moratorium for Use by Special Reviews for Short Term Rentals. Motion carried.

**g. Discussion regarding the Planning Commission's scope of research on short-term rental - Cathy Snow.**

Mayor Wenke felt at this point we don't have enough information. We need to know how many there are in Westcliffe and what the impact can or will be.

After further discussion, Mayor Wenke stated this needs to be on the next Planning Commission agenda for further research.

**h. Consideration of request to approve funds for equipment to be purchase in 2020 – Ed Stefanich.**

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**NEW BUSINESS CONTINUED**

Ed explained there was money in this year's budget snow removal equipment (a trailer and other items). We reviewed that and determined that the best way to do this due to having to haul the snow off is to use a skid steer with a snow blower attachment allowing it to be blown into the dump trucks to haul it off. With our current equipment and resources, this is the best option. For a five-year lease for the equipment the interest is at a little under three percent. The down payment is \$20,000 with monthly lease payments of \$1,171.87 for five years. We are also including a street sweeper attachment.

There was \$48,000 in the 2020 Budget for an Asphalt Hot box reclaimer, snowblower, tractor cab and a dump trailer. The total cost of the proposed equipment (Skid Steer, Planetary Auger, Pick-up broom and Snow blower) is \$83,000. We used the \$48,000 that was budgeted for equipment on streets, due to the doing double the chip sealing that was budgeted for. We need to amend the budget this year and will include the additional \$20,000 for the down payment.

**ACTION:** Ms. Snow moved and Mr. Nordyke seconded to approve funds for equipment to be purchased in 2020. Motion carried.

**i. Presentation of the 2021 Proposed Budget (No discussion/No decisions).**

The 2021 proposed budget was presented. No discussion and no decision were made.

**j. Schedule budget workshop.**

The budget workshop was scheduled for Thursday, October 22<sup>nd</sup> at 10:00 a.m.

**STAFF & COMMITTEE REPORTS**

**a. Report from Town Clerk**

**Christmas Dinner** - Clerk Reis reminded the board that the Christmas dinner had been scheduled for December 4<sup>th</sup> and asked if they would like to proceed. The board agreed to proceed with it.

**Recycle Program** – Clerk Reis reported that the UAACOG has eliminated the regional recycle program due to it not being sustainable. The bins will be removed on Wednesday the 7<sup>th</sup>.

**b. Report from Town Manager**

None

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**STAFF & COMMITTEE CONTINUED**

**c. Report from Town Attorney**

None.

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

**ADJOURN**

Recorded by:  
Kathy Reis  
Town Clerk