

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
FRIDAY, SEPTEMBER 3, 2021
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. Nordyke, Mr. Wilhelm and Mr. Mowry

ABSENT: Mr. Frickell

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance

OTHERS PRESENT

Tracy Ballard, Ashley Franklin, Brian Cline, Dawn Ramsdell, Wanda Jennings, Gabriel Shank, Clay Buchner and Kathy Reis. Via Zoom-Amber Prescott, Mike Russell, Jimmie Hayson and Breann Lind

Financial:

- a. Treasurer's Report: Clerk Reis submitted written reports. With 75 percent of the year having elapsed, General Fund has collected 76.2 percent of budgeted revenues and spent 46.8 percent of budgeted expenditures. Capital Fund has collected 50.2 percent of budgeted revenues and spent 24.6 percent of budgeted expenditures. Sales tax for June was up by 16.85 percent, which is up 22.6 percent from the previous year-to-date.

Account balances:		Aug. Expenditures Paid in Sept.
General Fund Checking:	\$ 509,425.82	\$ 40,378.80
CSafe-GF Core 11:	\$ 133,454.20	
CSafe-3% Tabor Reserve:	\$ 35,004.70	
CSafe-General Fund Reserve-14	\$ 161,728.82	
Municipal Court Checking:	\$ 1,482.70	\$ 0.00
Tennis Court Checking:	\$ 25,035.34	\$ 0.00
Conservation Trust Fund Checking:	\$ 35,092.71	\$ 0.00
Capital Fund Checking:	\$ 408,451.31	\$ 199,380.85
CSafe-CF Core 12:	\$ 220,041.86	
Total C.D.'s plus interest:	\$ 203,511.18	

APPROVAL OF CONSENT AGENDA

- a. Approval of minutes for August, 16 special and August 2 regular minutes.
b. Treasurer's Report
c. Approval of Bills

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

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OLD BUSINESS

None

NEW BUSINESS

a. Presentation SEH Design Build, Inc.

Amber Prescott-Director of SEH Design Build, Mike Russell and Jimmie Hayson presented information regarding their company. They are a full scope architectural, engineering and design build services. Mike Russell stated they also do on call planning for small communities, such as comprehensive plans, land use codes and any type of development standards. Jimmie Hayson focuses on the civil engineering; they also offer architectural construction management.

b. Consideration of contracting with Branding with Bre for a communications plan.

Bre does communication plans for municipalities. She stated she could help the Town develop a custom communications plan to implement and ensure it is working for us. This would be to communicate internally and most importantly externally. That can include website management and social media. It is a monthly process to make sure there is constant and clear communication to the citizens and residents. It also includes involvement with the community.

The question came up if she could train the staff. Bre responded that she could do that.

There was concern about the cost. Bre said it can be month to month, if it doesn't work out, the Town or herself could end the agreement. The fee is \$1,400 per month.

The Clerk was asked if she felt she needed the help. The part she stated she is lacking is responding to citizens on Facebook. Bre would monitor all social media accounts and assist us in responding to the concerns. Bre also explained the first month is onboarding and start working on the next month's content. You would see anything happening until the second month.

After further discussion the board asked Bre if she could bid on the specific services, we need help with and incorporate training and possibly the elected officials. Bre stated she can quote on per project. She will need information from the board as what is needed in writing prior to moving forward.

After further discussion the board consensus was to put this out to bid. The Clerk said it the RFP could be put out on the CML and Town website as well as locally.

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NEW BUSINESS CONTINUED

c. Consideration of request to amend Title 6, Chapter 6-Possession of Alcoholic Beverages-Brian Cline.

Mr. Cline proposed the idea of having block parties that allows alcohol and not required to have a Special Event Liquor permit or insurance for invited list of guests. He asked the Town Board to repeal the Open Container ordinance. This is an obstacle for having small group events.

Step one would be to repeal the Open Container ordinance being in line with what Governor Polis is trying to do. He also reported there many cities that don't have open container policies and are very hard to find. Steamboat doesn't have one in their Parks, Salida doesn't in their parks or public right of ways.

Mr. Cline would like to see this all across the Town of Westcliffe. There needs to be a way to cut the red tape. He talked to Sheriff Byerly and was told there were zero public intoxication arrests in our community since he has been sheriff. There are plenty of other avenues such as public nuisance to address poor behavior.

Mr. Cline would like a citizen to be able to buy a beer at a restaurant and walk down to the park, sit and enjoy or drink it on the sidewalk. He also stated he is only referring to public areas, not in vehicles. One of his thoughts was to suspend it for the same time as Governor Polis has to give time to see if there are problems and if there aren't any problems, maybe it could be repealed.

Concerns were brought up with the Towns liability if someone drinking were to fall and get hurt.

The rules were suspended due to COVID to help the restaurants and there isn't a time limit that he could find.

Mr. Cline said we can look at state regulations and do a little bit more. The parks are Town public right of way and alcohol isn't allowed in the parks.

Mr. Cline suggested he would be willing to do a ballot initiative to let the voters decide at the April election.

After further discussion the board decided asked the attorney to research this for the October agenda.

d. Consideration of request to approve a Street Closure for a Hero's March-September 11th-Dawn Ramsdell.

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NEW BUSINESS CONTINUED

Dawn Ramsdell explained the event will start at the Conoco in Silver Cliff and proceed down Main Street to the Bluff from 5:00 to 5:30.

Deputy Clerk Jennings explained that they did not apply for the Street Closure 45 days before the event and there for is required to come before the board for consideration. She also reported they are in the process of acquiring the proper insurance. The Board of Trustees agreed the staff can approve the event after the proper insurance has been provided. The board supports the event, but policies need to be followed.

e. Consideration of request to approve Ord. 6-2021 amending Title 1, Chapter 1, Town Seal and Rules of Order.

This is to allow the regular meeting to be change to the third Monday of the month.

ACTION: Ms. Snow moved and Ms. Cole seconded to approve Ord. 6-2021 amending Title 1, Chapter 1, Town Seal and Rules of Order. Motion carried.

f. Presentation of the 2022 Proposed Budget (No discussion/No decisions).

The 2022 proposed budget was presented. No discussion and no decision were made.

g. Schedule budget workshop

The budget workshop was scheduled for Wednesday, September 22nd at 9:00 a.m.

h. Town Manager third quarter report.

Manager Shank presented the board with a written report for the third quarter with his accomplishments. He reported he is scheduled to take the ICC certification tests next week. The board was happy with his progress and approved the third quarter increase approved in March.

i. Report on Main Street Wi-Fi-SIPA grant for Custer County Economic Development group.

Clerk Reis reported she had poled all but one board member regarding CCED applying for the grant for \$5,000. Mayor Wenke explained what the grant is for. It is a pass-through grant; the Town has no expense. The group did the work on the grant and submitted it. SIPA will make notification on awards October 11th-15th.

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STAFF & COMMITTEE REPORTS

a. Report from Town Clerk

Clerk Reis presented a sheet with the each of the office staff's duties for future reference.

She asked the board members if they would like to have the annual Christmas dinner. After some discussion, the consensus was to have it in November at Silver West Feedstore.

b. Report from Mayor Wenke

Mayor Wenke reported that Rural Philanthropy Days will be in Westcliffe for one day for a tour. It is an organization that help the non-profits to get grants. He is asking that the Town give \$150.00 donation towards the cost for them to be here. The board agreed to support the Rural Philanthropy Days tour.

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

ADJOURN

Recorded by:
Kathy Reis
Town Clerk