

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY, DECEMBER 12, 2023  
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, Mr. Mowry, Ms. Lund, Mr. Fulton, Mr. Nordyke, and Mr. Wilhelm.

**ABSENT:** Mr. Dembosky.

**PLEDGE OF ALLEGIANCE**

Mayor Wenke led the Pledge of Allegiance.

**OTHERS PRESENT**

Kathy Reis, Erin Christie, Caleb Patterson, Elliot Jackson, Clay Buchner (Zoom), and Deb Adams (Zoom).

**TREASURER’S REPORT**

	<b>REVENUE RECEIVED</b>	<b>BALANCE OF ACCOUNTS</b>
<b>General Fund Checking:</b>	\$ 110,073.04	\$ 287,561.88
CSafe-GF Core 11:	\$ 4,001.82	\$ 876,091.06
CSafe-3% Tabor Reserve 13:	\$ 213.32	\$ 46,675.92
CSafe-General Fund Reserve-14	\$ 1,757.46	\$ 384,730.64
CSafe-Tennis Ct.-Core-16	\$ 92.08	\$ 20,107.28
<b>Tennis Court Checking:</b>	\$ 0.00	\$ 5,178.70
<b>Municipal Court Checking:</b>	\$ 0.00	\$ 2,382.70
<b>Conservation Trust Fund Checking:</b>	\$ 0.26	\$ 6,387.24
CSafe-CF Core 15	\$ 193.06	\$ 42,224.98
<b>Capital Fund Checking:</b>	\$ 45,506.13	\$ 251,613.04
CSafe-CF Core 12:	\$ 4,732.34	\$ 1,036,012.26

**EXPENDITURES FOR DECEMBER 2023:**

<b>GENERAL FUND:</b>	<b>\$</b>	<b>73,603.45</b>
<b>MUNICIPAL COURT:</b>	<b>\$</b>	<b>0.00</b>
<b>TENNIS COURT:</b>	<b>\$</b>	<b>0.00</b>
<b>CONSERVATION TRUST FUND:</b>	<b>\$</b>	<b>0.00</b>
<b>CAPITAL FUND:</b>	<b>\$</b>	<b>7,662.18</b>

**APPROVAL OF CONSENT AGENDA**

- a. Approval of minutes – November 21, 2023 Regular meeting.
- b. Treasurer’s Report
- c. Approval of Bills

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

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**OLD BUSINESS**

None

**NEW BUSINESS**

**a. Tourism Board update: Deb Adams.**

There will be a strategic planning session on Tuesday, February 13th, 2024. The Tourism Board will be applying for a \$20,000 CTO Management Grant. Upcoming projects include a replacement of the Main Street banners/flags and acquiring data on yearly visitor comparisons. Possible future projects include a Main Street Trolley and making Westcliffe a 'Colorado Creative District.'

Ms. Adams reported that the Lodging Tax Revenue for 2023 is at \$104,398.11, which is a 32.8% growth from 2022 and equates to 5.2 million dollars in lodging revenue.

The Welcome Center is closed for the year and will reopen in the Spring.

**b. PUBLIC HEARING – 2024 BUDGET.**

There was no public comment on the 2024 budget.

**c. Consideration of a request to approve Ordinance NO. 6-2023 Adopting the 2024 Budget.**

**ACTION:** Ms. Lund moved, and Mr. Fulton seconded to approve Ordinance No. 6-2023 adopting the 2024 Budget. Motion carried.

**d. Consideration of a request to approve Ordinance NO. 7-2023 Appropriation of Funds from the 2024 Budget.**

**ACTION:** Mr. Wilhelm moved, and Mr. Nordyke seconded to approve Ordinance No. 7-2023 Appropriation of Funds from the 2024 Budget. Motion carried.

**e. Consideration of a request to approve Ordinance NO. 8-2023 Set Mill Levy for 2024 Budget.**

**ACTION:** Mayor Wenke moved, and Mr. Wilhelm seconded to approve Ordinance No. 8-2023 Set Mill Levy for the 2024 Budget. Motion carried.

**f. Consideration of approving the 2024 Custer County Sheriff's contract.**

**ACTION:** Mr. Fulton moved, and Mr. Nordyke seconded to approve the 2024 Custer County Sheriff's contract. Motion carried.

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e. **Consideration of approving the 2024 Communications Manager contract.**

**ACTION:** Mayor Wenke moved, and Ms. Lund seconded to approve the 2024 Communications Manager Contract. Motion carried.

g. **Consideration of approving the 2024 Trash Service company.**

The Town received two bids: Oak Disposal Services and P Bar O Disposal. Oak Disposal came in cheaper. Mr. Fulton reported that the yearly amount for Oak Disposal is \$1,600, but if the Town pre-paid for the entire year, there would be a 15% discount, bringing the cost down to \$1,360. The quote from P Bar O Disposal was \$1,860 for the year.

**ACTION:** Ms. Lund moved, and Mr. Mowry seconded to approve the Oak Disposal Services Contract for the 2024 Trash Service Company and to prepay the year in advance. Motion carried.

**STAFF & COMMITTEE REPORTS**

a. **Report from Town Clerk**

Ms. Reis made a request that the Employee Handbook be amended to allow holiday pay of ten hours for the staff members who work four ten-hour days. Otherwise, they need to make up two hours when a holiday occurs or receive less pay. Her concern is that the current Policy needs to reflect what is already being done for holidays for those staff members. The Board agreed to have the policy amended.

Ms. Reis introduced the idea of scheduling a date for Coffee with The Mayor or Coffee with The Trustees to allow for citizens to meet with them. This would occur at a neutral location in town. Mr. Mowry expressed a concern that citizens would not show up. The Sheriff has been conducting a similar event.

Ms. Reis reported that the election packets for the petitions will be available for pickup on January 2, 2024, for those who wish to run for their seats. There are three trustee seats open - Mr. Fulton's, Ms. Lund's, and Mr. Dembosky's. Petitions must be returned by January 22, 2024.

**Mr. Wilhelm** moved, and **Mr. Nordyke** seconded to adjourn. Motion carried.

**ADJOURN**

Recorded by:  
Erin Christie  
Deputy Town Clerk