

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JULY 16, 2024
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, Mr. Dembosky, Mr. Nordyke, Mr. Jagow, Mr. Fulton, and Mr. Wilhelm.

PLEDGE OF ALLEGIANCE

Mayor Wenke led the Pledge of Allegiance.

OTHERS PRESENT

Gary Taylor, Don Cook, Jerry Peters, Brian Clince, Timothy Humphreys, Jessica Farley, Robert Wolf, Ileen Squire, Julie Smith, Michael Trujillo, Dave Elliot, Dale Coleman, Andy Mast, Lloyd Smith, Kathy Reis, Erin Christie, & Caleb Patterson. Zoom visitors: Elliot Jackson, Cathy Snow, Terri Fead, Marta Blanco-Castano, & Doug Mahan.

TREASURER’S REPORT

	REVENUE RECEIVED	BALANCE OF ACCOUNTS
General Fund Checking:	\$ 77,252.32	\$ 166,315.24
CSafe-GF Core 11:	\$ 2,520.56	\$ 566,264.86
CSafe-3% Tabor Reserve 13:	\$ 214.72	\$ 48,203.18
CSafe-General Fund Reserve-14	\$ 1,768.56	\$ 397,309.48
CSafe-Tennis Ct.-Core-16	\$ 92.48	\$ 20,785.72
Tennis Court Checking:	\$ 0.00	\$ 5,178.70
Municipal Court Checking:	\$ 0.00	\$ 2,407.70
Conservation Trust Fund Checking:	\$ 1,549.14	\$ 11,569.84
CSafe-CF Core 15	\$ 194.22	\$ 43,606.16
Capital Fund Checking:	\$ 31,845.41	\$ 575,273.05
CSafe-CF Core 12:	\$ 7,163.86	\$ 1,064,567.58

EXPENDITURES FOR JUNE 2024:

GENERAL FUND:	\$	107,432.00
MUNICIPAL COURT:	\$	0.00
TENNIS COURT:	\$	0.00
CONSERVATION TRUST FUND:	\$	0.00
CAPITAL FUND:	\$	240,244.59

APPROVAL OF CONSENT AGENDA

- a. Approval of minutes – June 18, 2024, Board of Trustees and Board of Adjustments Meetings.
- b. Treasurer’s Report
- c. Approval of Bills

ACTION: Mr. Fulton moved, and Mr. Jagow seconded to approve the consent agenda. Motion carried.

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OLD BUSINESS

- a. Consideration of a request to continue work on the wireless camera system that began in 2019.
Caleb Patterson.**

Mr. Patterson recommended not to move forward with the current system that began in 2019 with Travis Roundtree, but instead to go with a different entity.

ACTION: Mr. Dembosky moved, and **Mr. Jagow** seconded to develop a new camera system with a different entity in the 2025 budget. Motion carried.

NEW BUSINESS

- a. Sheriff 2024 2nd quarter report.**

Sheriff Smith reported that there were three community events: Coffee with a Cop at the Library, the Ace Hardware Event, and the Kids Coalition at the Park. National Night Out will be held on Tuesday, August 6th, at Hermit Park.

There has been double the number of calls for service from last year. At the previous meeting for the first quarter report, Mayor Wenke asked for more speed enforcement on Main Street. Sheriff Smith explained that a radar gun mounted in the front window is currently being used for speed enforcement, but it is hard to get accurate readings. So, they acquired a laser gun to obtain more pinpointed speed enforcement.

There are 20 volunteer posse members who work at the community events and will also direct traffic at the Rodeo.

Mr. Wilhelm inquired about putting stop signs at the intersection of Main and 2nd Streets because of the number of pedestrians and the parking spots blocking visibility.

- b. Consideration of a request to approve a Modification of Premises adding a Beer Cave at 425 S. 6th Street for CF Altitude, LLC dba, Alta #6340.**

Ms. Reis reported that Alta did not apply for the modification of premise before putting the beer cave in as required by the Town – the Board must approve the application prior to installing the beer cave. A citizen alerted Ms. Reis that the beer cave had already been installed. The original application Alta submitted was approved by the State for the three-door cooler installation, but now this application is to modify the cooler to make it into a beer cave. Mr. Patterson confirmed that they did not need a building permit to do it.

Ms. Farley, representing Alta, confirmed that the beer cave was already installed but was not in use. Beer is stored in it, but they are not selling any beer, and the cave is not fully finished. She explained that there was a miscommunication between the contractor and the compliance office—they each thought that the other had completed the application process.

ACTION: Mr. Jagow moved, and **Mr. Fulton** seconded to deny a Modification of Premises adding a Beer Cave at 425 S. 6th Street for CF Altitude, LLC dba, Alta #6340. Motion carried.

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NEW BUSINESS CONTINUED

c. Consideration of a request to approve Resolution #5-2024 to place a mural at 219 Main Street. Andy Mast.

Mr. Mast reported that he would like to put a mural on the East side of his building. Because it is bat and board, he cannot paint directly on it, so he will paint the mural on a separate wooden frame or vinal and attach it to the side of the building.

Mr. Wilhelm stated that this seemed like a business sign rather than a mural since it is not painted directly onto the building. Because of its size, it could potentially violate the Town's sign ordinance. Mr. Patterson reported that wall murals are considered separate from signs, and there are no restrictions on murals in the Town's code. Mr. Fulton's concern is that since Mr. Mast's gallery name is on the mural, it could be construed as a business sign.

ACTION: Mr. Jagow moved, and Mr. Nordyke seconded to approve resolution #5-2024 to place a mural at 219 Main Street with the condition that Mr. Mast's art gallery name be removed. Motion carried.

d. Consideration of a request to approve a lighting variance. Ileen Squire.

This was moved up to the beginning of the meeting because Ms. Squire had another business meeting to attend.

It was clarified that the request is for a lighting permit, not a variance. Ms. Squire reported that the permit is necessary for the Rodeo which is July 17-21 including the extended date for stock delivery. The lights are off at 10:00 p.m. except for the one for the stock pen and the parking lot.

ACTION: Mr. Dembosky moved, and Mr. Wilhelm seconded to approve a special use permit for the 17th to the 21st of July with the lights turned off at 10:00 p.m. except for one light left on for the stock personnel and one for the parking lot. Motion carried.

e. Consideration of a request to approve a Special Event Liquor Permit at 102 Main Street. Wet Mtn. Broadcasting.

Mr. Taylor, who represents KLZR, reported that the Summer in the Park series will be on the four Sundays in August. Previously, it was held at the Feedstore, but a new location is needed. This year it will be at All Aboard Westcliffe at 102 Main Street in the area behind the caboose. If it rains, the venue will be at the Rosita Ave. All Aboard location. There will be four bands, and it will be from 12:30 to 2:30 p.m.

ACTION: Mr. Fulton moved, and Mr. Mowry seconded to approve a Special Event Liquor Permit at 102 Main Street. Motion carried.

f. Consideration of a request to amend the Capital Assets Planning and Capital Reserves Plan.

Ms. Reis explained that the Capital Assets Planning and Capital Reserves Plan needs to be amended to reflect that the 1% Sales Tax is now in perpetuity rather than ending in December 2024.

ACTION: Mr. Wenke moved, and Mr. Nordyke seconded to approve amending the Capital Assets Planning and Capital Reserves Plan. Motion carried.

NEW BUSINESS CONTINUED

g. Consideration of a request to approve the revised Town Clerk job description.

Ms. Reis reported that the current description for the Deputy Town Clerk was designed to become the Town Clerk's job description in January 2025 with a few modifications. The salary is not in the description yet because that will be determined by the budget.

ACTION: Mr. Jagow moved, and Mr. Fulton seconded to approve revising the Town Clerk job description. Motion carried.

h. Consideration of an appointment to fill the vacant Planning Commission seat.

Mayor Wenke decided to put this on the August Agenda because letters of interest can be submitted until July 17th. There are currently two letters that have been received.

i. Consideration of appointing a new WPAC committee member and restructuring the current committee. Caleb Patterson.

Mr. Patterson reported that the WPAC thought it best that there be two Trustees and three community members on the committee. He also would like the term 'community member' used rather than 'citizen.' There is a vacant seat and currently only one community member applicant – Debbie Van Doren.

ACTION: Mr. Wenke moved, and Mr. Dembosky seconded to appoint Debbie Van Doren as the new WPAC committee member and restructure the current committee. Motion carried.

j. Consideration of a request to approve the FEMA Study Memorandum of Agreement.

Mr. Patterson reported that the Town was approved to get a flood study done by FEMA.

Ms. Blanco-Castano, from the Colorado Water Conservation Board (CWCB), reported that if a property is found in a special flood hazard area and the property has a federally backed loan, including a VA loan, they will be required to get flood insurance. However, any type of lender does have the right to require flood insurance.

Ms. Fead, from CWCB, reported that the only purpose of the mapping study is to identify the flood hazard and the flood risk, not to fix flooding issues. For financial assistance on flood mitigation, a Building Resilience Infrastructure & Communities grant can be applied for which is a federal grant administrated through the Colorado Division of Homeland Security.

ACTION: Mr. Mowry moved, and Mr. Dembosky seconded to approve the FEMA Study Memorandum of Agreement. Motion carried.

STAFF & COMMITTEE REPORTS

a. Report from Deputy Town Clerk

Ms. Christie reported that on the August Agenda, she will request that the Town Handbook be amended to include a formal snow closure policy, which is standard for other mountain towns in the State.

b. Report from Town Manager

Mr. Patterson reported that on the August Agenda he will be requesting to amend the Town Handbook to revise the current procedure for firing employees to make it more formal and specific.

The TAP Project, which consists of putting sidewalks, gutters, and curbs on Adams Blvd. and Rosita Ave., is going well. There will be a grand opening scheduled for Jess Price Park when construction is finished, tentatively on August 16th at noon.

PUBLIC COMMENT

Citizen Mr. Elliot addressed the Town's future Master Plan.

Mr. Mowry moved, and **Mr. Jagow** seconded to adjourn. Motion carried.

ADJOURN

Recorded by:
Erin Christie
Deputy Town Clerk