

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY OCTOBER 15, 2024  
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. Wilhelm, and Mr. Fulton.

**PLEDGE OF ALLEGIANCE**

Mayor Wenke led the Pledge of Allegiance.

**OTHERS PRESENT**

Paul & Mary Zawacki, Christy Patterson, Barry Keene, Rock Canda, Kenny Patterson, Claudia Henning, Jerry Peters, Boyd (?), Virginia McNerney, Bruce Flynn, Bianca Trenker, Bryan & Ann Fusco, Jordan Hedberg, Randi Snead, Erin Christie, Kathy Reis, Caleb Patterson, Attorney Clay Buchner (Zoom).

**TREASURER’S REPORT**

	<b>REVENUE RECEIVED</b>		<b>BALANCE OF ACCOUNTS</b>
<b>General Fund Checking:</b>	\$ 97,450.73	\$	276,600.95
CSafe-GF Core 11:	\$ 2,496.04	\$	573,986.08
CSafe-3% Tabor Reserve 13:	\$ 212.58	\$	48,860.84
CSafe-General Fund Reserve-14	\$ 1,751.28	\$	402,727.04
CSafe-Tennis Ct.-Core-16	\$ 91.66	\$	21,049.50
<b>Tennis Court Checking:</b>	\$ 0.00	\$	5,219.32
<b>Municipal Court Checking:</b>	\$ 0.00	\$	2,407.70
<b>Conservation Trust Fund Checking:</b>	\$ 1,256.03	\$	12,826.85
CSafe-CF Core 15	\$ 192.38	\$	44,201.28
<b>Capital Fund Checking:</b>	\$ 24.55	\$	230,776.90
CSafe-CF Core 12:	\$ 2,498.76	\$	574,617.64

**EXPENDITURES:**

<b>GENERAL FUND:</b>	\$	<b>74,401.53</b>
<b>MUNICIPAL COURT:</b>	\$	<b>0.00</b>
<b>TENNIS COURT:</b>	\$	<b>0.00</b>
<b>CONSERVATION TRUST FUND:</b>	\$	<b>0.00</b>
<b>CAPITAL FUND:</b>	\$	<b>930.74</b>

**APPROVAL OF CONSENT AGENDA**

- a. Approval of minutes
- b. Treasurer’s Report – Both amended August and September reports.
- c. Approval of Bills

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

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY OCTOBER 15, 2024  
REGULAR MEETING**

-Page 2 -

**OLD BUSINESS**

None

**NEW BUSINESS**

- a. **Consideration of a request to approve a Domestic Violence Awareness Month Proclamation.**

The representative from Family Crisis Services did not attend the meeting but the Board still accepted a motion. Mr. Fulton pointed out that in the first sentence of the proclamation 'her' should be changed to 'their'.

**ACTION: Mr. Dembosky** moved, and **Mr. Wilhelm** seconded to approve a Domestic Violence Awareness Month Proclamation with an editorial change as noted. Motion carried.

- b. **Presentation by the Department of Local Affairs (DOLA) representative about Proposition 123 and the More Housing Now and Land Use Initiatives grant.**

Ms. Snead (the South-Central Regional Manager for DOLA) reported that they recommended Westcliffe's application for a housing needs assessment and market study to the executive director and will hear back within a week. The housing needs assessment is necessary to do as part of the affordable housing grant process. Silver Cliff and Custer County will be helping with funding for the housing needs assessment.

She provided background on how DOLA helps towns participate in grants related to affordable housing and where the funding comes from. She then answered questions from both the Board and citizens about workforce housing and how it can impact municipalities.

- c. **Consideration of a request to approve Resolution #7-2024 placing a mural on the East side of the building located at 402 Main Street.**

Mr. Fulton recused himself because he owns the building next to it. The mural is of a group of local wild animals coming out of a doorway.

**ACTION: Mr. Jagow** moved, and **Mr. Dembosky** seconded to approve Resolution #7-2024 placing a mural on the East side of the building located at 402 Main Street. Motion carried.

- d. **Consideration of a request to approve Resolution #8-2024 amending the Town of Westcliffe Policies Handbook to state that the Town will pay 90% of health insurance for employees.**

Ms. Christie reported that at the budget workshop, the Board agreed to pay 90% of the cost of health insurance for employees, so the Policy Handbook should reflect that change.

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY OCTOBER 15, 2024  
REGULAR MEETING**

-Page 3 –

**ACTION:** **Mr. Wilhelm** moved, and **Mr. Fulton** seconded to approve Resolution #8-2024 amending the Town of Westcliffe Policies Handbook to state that the Town will pay 90% of health insurance for employees. Motion carried.

**e. Consideration of a request to approve the contract with Allyant.**

Ms. Christie reported that the contract with Allyant for accessibility services needs to be approved since the funds allocated for it in the 2025 budget were approved. Beginning July 1, 2025, all Colorado municipalities must be in compliance with HB21-1110, which means websites and documents must be accessible to the visually impaired.

**ACTION:** **Mr. Jagow** moved, and **Mr. Wilhelm** seconded to approve the contract with Allyant. Motion carried.

**f. Consideration of a request to schedule the December Board of Trustees meeting on December 10<sup>th</sup> rather than December 17<sup>th</sup> in order to adopt the 2025 budget.**

Ms. Christie reported that the budget must be adopted by December 15<sup>th</sup>, so the Board of Trustees meeting must be moved to December 10<sup>th</sup> or a special meeting scheduled to adopt the budget.

**ACTION:** **Mr. Jagow** moved, and **Mr. Fulton** seconded to approve scheduling the December Board of Trustees meeting on December 10<sup>th</sup> rather than December 17<sup>th</sup> in order to adopt the 2025 budget. Motion carried.

**g. Consideration of approving proposed Ordinance #6-2024 adopting Title 10, Chapter 1, Section 17 “ADU’s” to the Municipal Code per the Planning Commission’s recommendation.**

Mr. Patterson reported that in order to apply for the More Housing Now and Land Use Initiative grant, there is a Land Use Strategy Checklist that needs to be completed, and this is one of the items that needs to be accomplished by the Town.

**ACTION:** **Mr. Jagow** moved, and **Mr. Fulton** seconded to approve proposed Ordinance #6-2024, adopting Title 10, Chapter 1, Section 17 “ADU’s” to the Municipal Code per the Planning Commission’s recommendation. Motion carried.

**h. Discussion and consideration of amending the Town of Westcliffe Policies Handbook, Section 203, Performance Evaluations.**

Mayor Wenke reported that he wants performance reviews for both the Town Clerk and Town Manager based on a ‘Management by Objectives’ plan, so he would like the Policies Handbook to reflect that. After discussion with the Board, it was decided that a workshop will be scheduled in December after Mayor Wenke is back from his trip to address details and language of the plan.

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY OCTOBER 15, 2024  
REGULAR MEETING**

-Page 4 -

**STAFF & COMMITTEE REPORTS**

**a. Report from Town Manager**

Mr. Patterson reported that he negotiated a better rate for the John Deere Front-End Loader and will go over those figures at the budget workshop.

He attended the Housing Colorado Conference in Keystone and learned more about affordable housing by connecting with different state entities.

The lodging workshop went well, and progress was made toward changing the Town's lodging ordinance, which will be on the December agenda.

Jess Price's daughter called him complementing the new Park renovations. A plaque will be placed in the Park soon.

The EV charging stations have been installed, but still need to be programmed. The original agreement with Black Hills Energy was for \$10,000 but the Town has been charged \$18,000 so the overage issue will be put on November's agenda.

The RMS Powell Street Project is complete.

The public hearing for the rezoning of the South six lots will be on November's agenda.

**b. Report from Town Clerk**

Ms. Christie reported that the Town received grant money from SIPA to help with accessibility requirements. She is using the money to hire a web developer to make the Town's website ADA-compliant, which includes remediating all current documents on the site. Work will begin soon.

**Mr. Wilhelm** moved, and **Mr. Dembosky** seconded to close the regular meeting and open the Board of Adjustments meeting. Motion carried.

**BOARD OF ADJUSTMENTS**

Old Business

- a. Continued discussion of the Ace Hardware lights.

Mayor Wenke opened the Board of Adjustments meeting and then recused himself and left the room. Mr. Dembosky ran the meeting.

Mr. Zawacki expressed his concerns about the lights at Ace Hardware not being resolved yet, specifically the free standing light poles in the parking lot not being shielded, and the Lumens and

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
TUESDAY OCTOBER 15, 2024  
REGULAR MEETING**

**-Page 5 –**

Kelvins ratings on the building lights. After continued discussion Mr. Patterson, Mr. Dembosky, and Mr. Jagow said they would contact Ace Hardware and work with Jeremy to resolve the issues. Mr. Zawacki requested that this be done by December 1 and, if not, then he will request to be put on the December Board of Trustees meeting agenda again.

**Mr. Jagow** moved, and **Mr. Fulton** seconded to close the Board of Adjustments meeting and re-open the regular meeting. Motion carried.

Public Comment – None.

**Mr. Fulton** moved, and **Mr. Dembosky** seconded to adjourn. Motion carried.

**ADJOURN**

Recorded by:  
Erin Christie  
Deputy Town Clerk