

**BOARD OF TRUSTEES  
TOWN OF WESTCLIFFE  
MONDAY, APRIL 11, 2016  
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**CALL TO ORDER**

Mayor Patterson called the meeting to order at 5:30 p.m.

**ROLL CALL**

**PRESENT:** Mayor Patterson, Ms. Gluschke, Mr. Wenke, Mr. Thornburg, Mr. Nordyke, Mr. Cline

**PLEDGE OF ALLEGIANCE**

Mayor Patterson led the Pledge of Allegiance

**OTHERS PRESENT**

Jerry Jennings-110 Quartz Court, Barb Nordyke-57798 Highway 69, Marilyn Stodola-350 Panorama Dr. Lori Bistodeau-803 Hermit Rd., Cathy Snow-103 Main St., Pat Kerns-6130 CR 328, Doug Rae-1840 Central Ave, Canon City, Dorothy Nepa-49798 Hwy 69 S., Marilyn Keffer-303 Cliff St., Shannon Byerly-702 Rosita Ave., Marlys Hartbauer-816 Main St., Holly Young-816 Main St., Brad Hartbauser-816 Main St., Eve & Juan- 704 Edwards, Fred Hernandez-Sentinel, Jordan Hedberg-Tribune, Janet Smith-352 Mission Dr., Kit Shy-65 E. Calcite, Mike Carter, Alan Clark, Jerry Keefer, Kathy Reis, Wanda Jennings

**APPROVAL OF MINUTES**

**Ms. Gluschke** moved and **Mr. Cline** seconded the motion to approve the minutes of the March 2, 2016 regular meeting and minutes of the March 7<sup>th</sup>, 2016 special meeting. Motion Carried.

**TREASURER'S REPORT**

**REVENUE RECEIVED IN MARCH 2016:**

<b>GENERAL FUND CHECKING:</b>	<b>\$</b>	<b>34,792.55</b>
<b>CDOT/TAP CHECKING:</b>	<b>\$</b>	<b>10,000.80</b>
<b>CONSERVATION TRUST FUND:</b>	<b>\$</b>	<b>1,354.78</b>
<b>MUNICIPAL COURT CHECKING:</b>	<b>\$</b>	<b>90.00</b>

**EXPENDITURES FOR MARCH 2016:**

<b>GENERAL FUND:</b>	<b>\$</b>	<b>39,218.46</b>
<b>CDOT/TAP CHECKING:</b>	<b>\$</b>	<b>11,577.00</b>
	<b>TOTAL GENERAL FUND</b>	<b>\$ 50,795.46</b>
<b>CONSERVATION TRUST FUND:</b>	<b>\$</b>	<b>0.00</b>

**BALANCE IN ALL ACCOUNTS:**

<b>GENERAL FUND CHECKING:</b>	<b>\$</b>	<b>116,108.12</b>
<b>CDOT/TAP CHECKING:</b>	<b>\$</b>	<b>10,897.80</b>
<b>SUMMIT ACCOUNT:</b>	<b>\$</b>	<b>363,407.27</b>
<b>MUNICIPAL COURT CHECKING:</b>	<b>\$</b>	<b>4,647.66</b>
<b>CONSERVATION TRUST FUND:</b>	<b>\$</b>	<b>11,559.70</b>
<b>TOTAL C.D's PLUS INTEREST:</b>	<b>\$</b>	<b>678,411.03</b>

**Mr. Wenke** moved and **Ms. Gluschke** seconded to approve the Treasurer's Report. Motion carried.

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**APPROVAL OF BILLS**

**Mr. Clince** moved and **Ms. Gluschke** seconded the motion to allow and pay all bills. Motion carried.

**OLD BUSINESS**

- a. Consideration of request to approve a contract with Humane Society of Fremont County.**

There are dogs still coming into Fremont Humane Society from Custer County.

**ACTION:** **Mr. Wenke** moved and **Ms. Gluschke** seconded the motion to approve a contract with the Humane Society of Fremont County. Cost per year shall be: \$1.38 per capita which equals: \$675.00 per year. Motion carried.

- b. Consideration of request to approve the Bluff lease between San Isabel Land Protection Trust.**

**ACTION:** **Mr. Wenke** moved and **Mr. Clince** seconded the motion to approve The Bluff lease between San Isabel Land Protection Trust. Motion carried.

- c. Consideration of request to approve a Special Event Permit-June 10<sup>th</sup>-12<sup>th</sup>-Wet Mountain Valley Saddle Club.**

Concerns: 1) Not enough EMS staffing for 2000 people  
2) Event Planner doesn't want to pay the amount for Sheriff's staff or other Departments that were originally talked about.

**ACTION:** **Mr. Clince** moved and **Mr. Nordyke** seconded the motion to table approving a Special Event Permit-June 9<sup>th</sup> -12<sup>th</sup> at the Wet Mountain Valley Saddle Club. Special Meeting will be held April 27<sup>th</sup> at 5:00 p.m. Motion carried.

**NEW BUSINESS**

- a. Swear in elected officials:**

Mayor Patterson swore in the newly elected officials as Trustees, Brian Clince, Audrey Gluschke, Art Nordyke, and Jim Bistodeau

- b. Appoint Town Officials:**

Mayor Pro-Tem: Audrey Gluschke, Town Clerk: Kathy Reis, Attorney: Jay Printz  
Auditor: Holscher, Mayberry & Company, LLC., Publisher: Wet Mountain Tribune

**ACTION:** **Mr. Clince** moved **Mr. Nordyke** second to appoint town officials. Motion carried.

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**NEW BUSINESS CONTINUED**

- c. Consideration of request to approve an Easement Agreement between Town of Westcliffe and Linnea S. Laurilla and Curtis J. Gillespie for L1 Depot Minor Subdivision.**

**ACTION:** Mr. Clince moved and Ms. Gluschke seconded the to approve an Easement Agreement between Town of Westcliffe and Linnea S. Laurilla and Curtis J. Gillespie For L1 Depot Minor Subdivision. Motion Carried.

- d. Consideration of request to approve Ord. 6-2016 to amend the zoning map.**

Concerns: It will be noted in the amendment that there shall be 3 Livestock allowed on property but no Swine.

**ACTION:** Ms. Gluschke moved and Mr. Clince seconded the motion to approve Ord. 6-2016 to amend the zoning map, with the adding the amendment not to exceed 3 animals on property but not to include Swine. Motion carried.

- e. Main Street Manager report.**

*Moving Forward - Plans and Practices:*

There is much to be accomplished to both fulfill the MSM Business Plan objectives, and best serve the needs of the 'Cliffs Commercial District business owners. To gain a better perspective as to how to do this, I have broken down these responsibilities into the following categories, *Broad, Macro* and *Micro*.

*Broad –*

- Volunteer Base – Create an active volunteer base by hosting a gathering to learn of potential volunteer areas of interest, abilities and availability. Identify key volunteers willing to work as coordinating volunteers for the Arts community, outdoor recreation, media and communications, events coordination and grants and sponsorship. Target date for gathering, 2<sup>nd</sup> week of May.
- MSM Sponsorship and Grants – Research of operations and support grant opportunities for MSM position and initiative. Coordinate with CART to discuss potential sponsors for MSM position and events. Research grant funding application processes, qualifications and deadlines for business, community resources and events funding. Beginning in April.
- Community Continuity - Continue to work with the chamber, tourism board and economic development corporation to create cohesive communications and actions plans in support of the 'Cliffs Commercial District. Ongoing.

*Macro –*

- Annual Events Development, Add-on and Support – Emphasis will be on supporting existing events (Ice Fishing, Brew with a View, Car Show), working with businesses

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**NEW BUSINESS CONTINUED**

to assist with increasing patronage as ad-ons to events (Bean Stalk Festival, Car Show, High Mountain Hay Fever, Art Hullabaloo, Holiday parade weekend) and to develop large events that will increase foot traffic, returning, and lodging patrons (Wet Mountain Western Pilgrimage, cycling gravel rides and hill climbs, children's fishing/bowling tournament).

- Vision - Collaborate with tourism board, economic development corporation, and chamber to present a concise vision that will attract returning visitors to the valley learning what vision-oriented marketing and promo pieces exist, how to portray the vision, and what marketing pieces need to be created to present the image. Continue to work with Town of Silver Cliff with plans to repurpose the skating rink, possible construction of disc golf course, events development at park and plans for promotion.

*Micro –*

- Media education and maintenance – MSM will Learn Word Press necessary for website maintenance, continue with maintenance of 'Cliffs Commercial District Facebook page, and become educated with other forms of social media (Twitter, Four Square, YouTube, and Pinterest). Expand existing media contacts spreadsheet to include areas outside a 90-minute radius.
- Training and relationship building - Continue to offer training opportunities and networking events for businesses. Attain bios of business owners for promotional pieces.
- Small Events - Coordinate with businesses to expand annual small events offerings during shoulder seasons.
- Tool Box – Continue to develop contact spreadsheets and create an events spreadsheet with description, dates, contact information, and needs for all annual events.

**ACTION:** Mr. Clince moved and Mr. Bistodeau seconded the request from Clerk Reis to release the \$15,000.00 check. Motion carried

**f. Sheriff's report.**

There is a work release program in effect, but there is no staffing as of yet. There will be a new Deputy May 18<sup>th</sup>. Few Thefts in the County. Kids are still skating and riding bicycles on the sidewalks. Signs are posted but are not being followed. People are having close calls with these skateboarders. Law enforcement will be issuing warning cards to anyone for not following Ord. 6-1-6.

**g. Schedule cleanup day.**

Cleanup day is scheduled for Saturday, June 18<sup>th</sup> from 7:30AM-10:00AM

**h. Consideration of request to approve a raise for the Deputy**

**ACTION:** Ms. Gluschke moved and Mr. Nordyke seconded to approve a raise for the Deputy Clerk. Motion carried

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**NEW BUSINESS CONTINUED**

- i. Discussion and consideration of participating in Summit meeting between the two towns and county.**

It was agreed that the two towns and county will start the Summit meetings. Clerk Reis will do some research when everyone can get together.

- j. Consideration of request to participation in public facilities assessment grant with matching funds of \$300.00-Kit Shy.**

**ACTION:** Mr. Wenke moved and Mr. Nordyke seconded the participation in public facilities assessment grant with Matching funds of \$300.00. Motion carried.

**STAFF REPORTS**

- a. Report from Town Kathy Reis**

Vacation: Kathy Reis requested a vacation on May 5<sup>th</sup>-16<sup>th</sup>, board approved.

- b. Report from Streets & Parks, Jerry Keffer**

Jerry introduced his new hire, Chester Schoen. San Isabel Land Protection Trust is supposed to be seeding the Bluff. Jerry weeds the Bluff and ends up seeding it as well.

- c. Report from Planning & Zoning, Alan Clark.**

Alan talked about the public meetings on April 20<sup>th</sup> at 6:00PM and will be held at Cliff Lanes to discuss the Transportation Alternative Project (TAP) for business district in Town of Westcliffe.

- d. Report from Town Attorney, Jay Printz**

Mr. Printz requested/suggested to update and add to Employee handbook, section 701 with the understanding that town employees may carry pepper spray, firearms if it is approved by the Mayor to do so. The board had no objection.

**Mr. Cline** moved and **Mr. Nordyke** seconded the motion to adjourn. Motion carried.

**ADJOURN**

Recorded by:  
Wanda Jennings  
Deputy Clerk