

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JULY 12TH, 2016
REGULAR MEETING**

-Page 1 -

CALL TO ORDER

Mayor Patterson called the meeting to order at 5:30 P.M.

ROLL CALL

The following members were present: **Mayor Patterson, Mr. Thornburg, Mr. Wenke, Mr. Nordyke, Mr. Bistodeau and Ms. Gluschke**

ABSENT: Mr. Cline

PLEDGE OF ALLEGIANCE

Mayor Patterson led the Pledge of Allegiance

OTHERS PRESENT

Marilyn Stodola- 350 Panorama Dr., Barry Brotomarkie-414 Main Street, Janet Smith-352 Mission Plaza, George Koons-531 Wrangler Road, Kat Brenchley-37 Humboldt Lane, Undersheriff Chris Barr, Annie Kerns-6130 CR 328, Pat Kerns-6130 CR , Jay Printz, Mike Carter, Alan Clark, Jerry Keffer, Chester Schoen, Kathy Reis, Wanda Jennings

APPROVAL OF MINUTES

Ms. Gluschke moved and **Mr. Bistodeau** seconded to approve the minutes of the June 7th, 2016 regular meeting. Motion carried.

TREASURER'S REPORT

REVENUE RECEIVED IN JUNE 2016

GENERAL FUND CHECKING:	\$	30,366.16
CDOT/TAP CHECKING:	\$	10,598.00
CONSERVATION TRUST FUND:	\$	5.31
MUNICIPAL COURT CHECKING:	\$	50.00

EXPENDITURES FOR JUNE 2016:

GENERAL FUND:	\$	29,137.37
CDOT/TAP :	\$	10,598.00
TOTAL GENERAL FUND	\$	39,735.37

CONSERVATION TRUST FUND

BALANCE IN ALL ACCOUNTS:

GENERAL FUND CHECKING:	\$	142,781.54
CDOT/TAP CHECKING:	\$	10,913.40
SUMMIT ACCOUNT:	\$	363,864.20
MUNICIPAL COURT CHECKING:	\$	4,453.20
CONSERVATION TRUST FUND:	\$	13,734.15
TOTAL C.D's PLUS INTEREST:	\$	679,465.36

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

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
REGULAR MEETING**

-Page 2 -

APPROVAL OF BILLS

Mr. Wenke moved and **Ms. Gluschke** seconded to allow and pay all bills. Motion carried.

OLD BUSINESS

a. Consideration of request to approve revised 2015 Audit.

ACTION: **Mr. Bistodeau** moved and **Ms. Gluschke** seconded to approve revised 2015 Audit. Motion carried.

b. Consideration of request to approve amending the minutes for March, April, May.

ACTION: **Ms. Gluschke** moved and **Mr. Wenke** seconded to approve mending the minutes for March, April, May. Motion carried.

NEW BUSINESS

a. Consideration of request to approve the Street Closure application for the Wet Mtn. Saddle Club Rodeo Parade, July 16th, 2016.

ACTION: **Ms. Gluschke** moved and **Mr. Bistodeau** seconded to approve the Street Closure Application for the Wet Mtn. Saddle Club Rodeo Parade July 16th, 2016. Motion carried.

b. Debriefing on the Beanstalk Festival.

Was tabled until Sheriff Byerly is present, possibly August 9th, Board of Trustees Meeting.

c. Sheriff's 2nd quarter report.

Under Sheriff Chris Barr gave the report for Westcliffe. The Sheriff's Department is busy with the Hayden Pass Fire and trying to control that plus take care of the county.

d. PUBLIC HEARING for a Special Review application at 414 Main to allow residential use in the Core Commercial zone.

Mr. Brotemarkle is requesting this to be changed to residential due to not being able to lease it to a commercial business and it would be served as residential. He would like to have two rental units in the front and keep the cottage in the back. The property can't be split and sold separately. The property has been on the market for the past eight years, it is not currently listed.

e. Consideration of approving a Special Review application at 414 Main to allow residential use in the Core Commercial Zone.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
REGULAR MEETING**

-Page 3 -

NEW BUSINESS CONTINUED

ACTION: Mr. Thornburg moved and Mr. Bistodeau seconded approval for a Special Review application at 414 Main to allow residential use in the Core Commercial Zone. Motion carried.

f. Mainstreet Manager Report-2016

Outreach, Meetings and Events –

- 1. Wet Mountain Western Pilgrimage (WMWP)** – Several stakeholders meetings for organization, promotions and publicity for three-day long event to be held September 16 – 18. Brent Bruser has fronted money for initial website design and contracting for promotional materials. CART Treasurer is providing 501 C3 source and account assistance, as WMWP has not yet formed an official organization. Facebook page up this week. Stakeholders have chosen to do crowd funding through Flipcause. This firm will also be completing the website and hosting peripheral information. This will simplify funding and sponsorship. Initial seed monies being sought for website development, peripheral promotional materials, insurance for the event. This is a community organization collaborative expected to continue annually if not biannually.
- 2. High Altitude Horsepower Car Show** – Meetings to discuss logistics, volunteers and promotions for event. Sue has been working to coordinate the children’s activities with the Lutheran Church, live music with Free Range Chickens, vendors and area set up, and DJ music with David Philips. She has also worked with vendors for arts, crafts, beer and wine set up, and secured the chuck wagon for the dance and dinner set up. MSM assisting with volunteer solicitation and promotions.
- 3. Discover Guides** - Delivered to Salida, Canon City, two Pueblo chambers, and Florence Senior Center. Also, deliveries made to CCD businesses by Kathy, Wanda and Marilyn.
- 4. Other Meetings** – 24 meetings attended including, Colorado Main Street Webinar and Think Tank, Shay Coburn - Coordinator of Colorado Main Street, CC Tourism Board, CC Chamber Board, CC Economic Development, Ice Fishing Tournament hosting opportunity with Paul Wenke, and Jeremy Handy, of Wet Mountain Fire District.

Advertising and Promotions –

- 1. Advertising** - Five paid ads for car show. Publicity and press releases to 12 media outlets and calendars to include, Colorado Tourism website, 5280 Magazine (Denver), KRCC, KLZR, CC Tourism and The Cliffs Colorado calendars, Colorado Springs Gazette, Pueblo Chieftain, Canon City Daily Record, Colorado Car Show calendar, Wet Mountain Tribune, and the Sangre de Cristo Sentinel.
- 2. Facebook** – Eight posts highlighting Shakespeare in the Park, free events, and the car show, with a reach of 10, 402, Likes – 328, Shares – 131.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
REGULAR MEETING**

-Page 4 -

NEW BUSINESS CONTINUED

Administrative –

1. Creating Facebook page and historical photo research for WMWP.
2. Minutes for two organization.

Upcoming projects –

1. Grants research – seeking funding for MSM initiative.
2. Work with Silver Cliff for promotion of Park.
3. Continued work with WMWP.
4. Meeting to explore possibility of Wet Mountain Fire District involvement with Ice Fishing Tournament.

- g. Consideration of request to approve Ord. NO. 11-2016 amending Title 4, Chapter 5, Section 3 of Establishment, Operations and Licensing of Marijuana Facilities.**

ACTION: Mr. Wenke moved and Mr. Nordyke seconded approving Ord. NO. 11-2016 amending Title 4, Chapter 5, Section 3 of Establishment Operations and Licensing of Marijuana Facilities. Motion carried.

- h. Consideration of request to approve a Restaurant Fire Safety Policy.**

ACTION: Mr. Wenke moved and Ms. Gluschke seconded approving a Restaurant Policy. Motion carried.

- i. Consideration of request to approve Ord. NO. 12-2016 to add Chapter 7 Restaurant and Retail Fire Safety to Title 5 Public Health and Safety.**

ACTION: Mr. Wenke moved and Mr. Thornburg seconded the approval of Ordinance NO. 12-2016 to add Chapter 7 Restaurant and Retail Fire Safety to Title 5 Public Health and Safety. Motion carried.

- j. Consideration of request to approve renewing a Certificate of Deposit at First State Bank.**

ACTION: Mr. Wenke moved and Mr. Nordyke approved the renewing a Certificate of Deposit at First State Bank for a 12 month period. Motion carried.

- a. Report from Town Clerk – Kathy Reis**

Clerk Reis gave an update on the sign project. Still unsure of where it will be set up. Will do more research. The sign is still being tweaked. Would like to keep the work local as much as possible. There will be an increase of Sales Tax License from \$2.00 to \$25.00.

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
REGULAR MEETING**

-Page 5-

STAFF & COMMITTEE REPORTS

b. Report from Building and Zoning – Mike Carter

Mike will have a Title 10 packet to give to the Board to read and make decisions. The house on Main Street will have 2 years for the owner to make a decision to either restore it or raise it.

c. Report from Project Manager – Alan Clark

DOLA Grant: need to have a workshop with a walk through on Rosita Road so everyone is on same page. Would like to have this before September 2016. Set for July 18th, 2016. Sign will go out for bids. Want to keep this local. The grants are typically done in October/April. Signs: pre-bid walk through and also where to place the signs that would be accessible to traffic.

d. Report from Streets & Parks – Jerry Keffer

Pray for rain to put out the Hayden Pass Fire. Will repair pot holes as soon as possible after the Bluegrass Festival is over with. Possible new materials for the pot holes that will last longer between repairs. The Tennis Court needs to be repaired as well. A sign will be placed on the Tennis Courts so Jerry & Chester can repair the cracks. Jerry will talk to the Board for the Tennis Club.

e. Report from Town Attorney – Jay Printz

Trees on Main Street that are dead, needs to be taken down. People will sprinkle sidewalks with salt during the winter time to melt the snow, then once melted swept the salt onto the trees and this kills the trees. Maybe flower barrels will be better than the trees. Also if you dump hot water on the tree roots that also will kill the tree.

Mr. Wenke moved and **Ms. Gluschke** seconded to adjourn the meeting. Motion carried.

ADJOURN

Recorded by:
Wanda Jennings
Deputy Clerk