

**BOARD OF TRUSTEES
TOWN OF WESTCLIFFE
TUESDAY, JUNE 7TH, 2016
REGULAR MEETING**

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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. Cline, and Ms. Gluschke.

ABSENT: Mr. Nordyke, Mr. Bistodeau

PLEDGE OF ALLEGIANCE

Mayor Patterson led the Pledge of Allegiance

OTHERS PRESENT

Marilyn Stodola-305 Panorama Drive, Cathy Snow-103 Main Street, George Koons-531 Wrangler Road, Rick Amesquita, D.O.-218 3rd Street, Fred Hernandez-Sentinel, Jordan Hedberg-Tribune, Sheriff Byerly, Jay Printz, Mike Carter, Alan Clark, Jerry Keffer, Chester Schoen, Kathy Reis, Wanda Jennings

APPROVAL OF MINUTES

Ms. Gluschke moved and **Mr. Cline** seconded to approve the minutes of the April 27th Special Meeting, May 3, 2016, Regular Meeting, May 13th, 2016 Special Meeting. Motion carried.

TREASURER'S REPORT

REVENUE RECEIVED IN MAY 2016

GENERAL FUND CHECKING:	\$	34,527.56
TAP/CDOT CHECKING:	\$	9,261.60
CONSERVATION TRUST FUND:	\$	4.74
MUNICIPAL COURT CHECKING:	\$	0

EXPENDITURES FOR MAY 2016

GENERAL FUND CHECKING:	\$	29,036.37
CDOT/TAP CHECKING:	\$	10,699.00
TOTAL GENERAL FUND	\$	39,735.27

BALANCE IN ALL ACCOUNTS:

GENERAL FUND CHECKING:	\$	153,884.89
CDOT/TAP CHECKING:	\$	11,560.40
SUMMIT ACCOUNT:	\$	363,710.17
MUNICIPAL COURT CHECKING:	\$	4,672.66
CONSERVATION TRUST FUND:	\$	11,569.34
TOTAL C.D's PLUS INTEREST:	\$	679,465.36

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

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APPROVAL OF BILLS

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

OLD BUSINESS

NONE

NEW BUSINESS

- a. Consideration of request to approve a street closure application for the Westcliffe Car Show, July 2nd.**

ACTION: **Ms. Gluschke** moved and **Mr. Cline** seconded the request to approve the street closure for the Westcliffe Car Show on July 2nd. Motion carried.

- b. Presentation by a new business “Patient Centered Practice-Rick Amesquita, D.O.**

Dr. Amesquita presented to the Board the different aspects of how his practice would be good for the community.

- c. Consideration of request to approve a street closure for the Rodeo Parade July 16th.**

Moved to July’s Agenda.

- d. Consideration of request of approving Resolution No. 3-2016 and approve a mural at 103 S. 2nd Street-Cathy Snow.**

ACTION: **Mr. Cline** moved and **Mr. Wenke** seconded the approval of Resolution No. 3-2016 and approving a mural at 103 2nd Street-Cathy Snow. Motion carried

- e. Consideration of request to approve Ord. NO. 10-2016 amending Title 10 Land Use Code, Chapter 4 Signs.**

Concerns: Mr. Wenke and Ms. Gluschke’s concerned that there would be too many Shingle Signs that could possibly be too large and obstruct the view that the Town’s people enjoy and we are known for.

ACTION: **Mr. Wenke** moved and **Ms. Gluschke** seconded the approval of Ord. NO. 10-2016 to amend Title 10 Land Use Code, Chapter 4 Signs. Mayor Patterson was a NEY. It will be tabled until next meeting. Motion carried

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NEW BUSINESS CONTINUED

- f. Consideration of request to approve Ord. NO. 11-2016 amending Title 7 Public Ways and Property, Chapter 1 Excavation.**

ACTION: Mr. Clince moved and Mr. Wenke seconded the approval of Ord. NO. 11-2016 amending Title 7, Public Ways and Property, Chapter 1 Excavation. Motion carried.

- g. Update on the Transportation Alternative Program construction project.**

The Staff updated the Board with the TAP Project. It is in the best interest of the Town of Westcliffe to postpone the project until the spring 2017.

- h. Update on the Town entrance welcome signs.**

Staff updated the Board on the welcome sign. It went back to the drawing board to have it redesigned. Trying to lower the cost.

- i. MSM report:**

MAIN STREET MANAGER REPORT

May 2016

Outreach, Meetings and Events –

- 1. Jon Schallert Webinar Series** – Presented the last two webinars in the seven session/14-week series on May 9th and 23rd. The series has ended because the business owners are preparing for the summer season influx. The outcome of the final discussion leaned towards the business owners wanting to be involved in the reorganizing of the chamber. This was discussed with the chamber board, who is willing to meet with the business owners to discuss the possibilities.
- 2. Car Show** – Meetings with Sue Barton to review progress. Website is active, donations and registrations are being solicited, posters placed, music scheduled, T-shirts, awards, and placards have been ordered. Several vendors have committed to the event. Sue is still seeking sponsors. An organizing meeting will be held on June 6.
- 3. Art Walk** – The Art Walk was scheduled to overlap and follow Brew with a View. Seven galleries participated. After a debrief it was decided that the two events were not compatible and future Art Walks should be considered, but held separately.
- 4. Volunteer Meet and Greet** – Was held May 18. 27 events coordinators and prospective volunteers participated. Volunteers signed up for 36 positions at 10 events including ongoing admin assistance for MSM and chamber visitors

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NEW BUSINESS CONTINUED

center. Coordinators have received the volunteer information, and the volunteers have been added to the master spreadsheet.

- 5. Wet Mountain Western Pilgrimage** – Attended stakeholders' meetings and plans are advancing for the soft opening scheduled for September 16th, 17th and 18th. The plan was presented to a small audience including Jim Little, Commissioner Kattnig and Bill Gillette, who were asked to speak their thoughts. The program is being very well received.
- 6. Other Meetings** – Tourism Board, Custer County Chamber of Commerce Board, Custer County Economic Development Board, Southern Colorado Economic Development Executive Director, DOLA Main Street Coordinator.

Advertising –

- 1. Brew with a View and Volunteer Meet and Greet** – Five paid ads and two press releases to the Sangre de Christo Sentinel and Wet Mountain Tribune. Brew with a View press release to Chieftain and KLZR. Letter to the editor Volunteer Meet and Greet follow-up in the Tribune.
- 2. Facebook** – 12 posts with 11,929 reach, 338 likes, and 92 shares. Organic reach for the last boost was 5,019 out of a reach of 6,978, indicating that the MSM page likes are creating visibility.

Administrative –

1. Previewed and created talking points for webinars.
2. Communications, preparation of events forms, volunteer forms and documentation of results for volunteer event.
3. Letter prep for Custer Community Foundation.
4. Maintenance of spreadsheets.

Upcoming Projects –

1. Work with Sue Barton on publicity and volunteers for Car Show.
2. Work with Brent Bruser on marketing plan, fee administration and volunteers for Wet Mountain Western Pilgrimage.
3. Discuss potential Uptown Action Team with uptown businesses.
4. Research for ad campaign for 'Cliffs Commercial District.
5. Follow-up with Silver Cliff plans for skating rink.
6. Research for grants for MSM operations.

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NEW BUSINESS CONTINUED

- j. Executive session CRS 24-6-402(4)(e), for purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations.**

Mayor Patterson stated a motion has been made to adjourn into Executive Session by CRS 24-6-402(4)(e), for purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations.

ACTION: **Mr. Clince** moved and **Ms. Gluschke** seconded to adjourn regular session and move into executive session allowed by CRS 24-6-402(4)(e), for purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations. Motion carried.

EXECUTIVE SESSION

At 6:57 p.m., the Regular Meeting was recessed. The Executive Session was convened at 7:12 p.m.

REGULAR MEETING

At 7:31 pm, Mayor Patterson reconvened the regular meeting and announced that the Executive Session had been concluded. She stated that in addition to herself, the participants in the Executive Session were Mr. Clince, Mr. Thornburg, Ms. Gluschke, Mr. Wenke, Alan Clark, Mike Carter, Jerry Keffer, Chester Schoen, Jay Printz, Kathy Reis and Wanda Jennings. For the record, Mayor Patterson asked that if any person participating in the Executive Session who believed that any substantial discussion of any matters not included in the motion to go into Executive session occurred during the Executive Session in violation of the Open Meetings Law, to state his or her concerns for the record. No concerns were stated.

ACTION: **Mr. Clince** moved and **Mr. Thornburg** seconded to move forward with appraisal for 1000 Main Street. Motion carried.

ACTION: **Ms. Gluschke** moved and **Mr. Clince** second to move forward with the DOLA grant. Motion carried.

Additions to Agenda

NONE

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STAFF & COMMITTEE REPORTS

a. Report from Town Clerk – Kathy Reis

Clerk Reis reported that Cleanup day is June 18th, 2016, Xerox lease is up at the end of 2016. We will purchase a new Copier for \$5.00 more a month. It will be more conducive to our work load.

b. Report from Building and Zoning – Mike Carter

NONE

c. Report from Streets & Parks – Jerry Keffer

Replacing 3 tree's that we lost in Memorial Park. The Library is requesting the removal of the dead tree in front of their place.

d. Report from Town Attorney – Jay Printz

Jay will continue to work for the Town of Westcliffe as their Attorney. Even if he becomes Commissioner.

Mayor Patterson adjourned the meeting due to early absent of two other Trustees.

ADJOURN

Recorded by:
Wanda Jennings
Deputy Clerk