

Westminster Inclusivity Board

6:00-7:30 p.m., Wednesday, February 12, 2025, Hybrid Meeting

MISSION: The mission of the Inclusivity Board is to work with City Council to advocate for all voices within our community and to ensure everyone is treated with fairness, dignity, and respect.

VISION: The Inclusivity Board envisions a diverse community where everyone understands the city belongs to them and their participation matters.

Meeting Agenda

- **Welcome** (5 Minutes)
- **Old Business** (30 Minutes)
 - Review and Approve Previous Meeting Minutes
 - Election for Board Secretary
 - Building Community/Outreach
 - Arts Week – Community Engagement – see attached schedule
 - Annual Goal Review and Activity – see attached document
- **City Council Report** (10 Minutes)
 - Councillor David DeMott
- **Break** (5 Minutes)
- **New Business** (45 Minutes)
 - Update – City Library Master Plan
 - City Signage – see attached memo
- **Community Report**
 - What’s Happening in the Community?
- **Future Meeting topics**
 - March 12, 2025 – Alex Reeves Naming Policy
 - April 9, 2025 - Kate Skarbek to provide an update on homelessness initiatives.
 - May 14, 2025 – John McConnell, Stephanie Troller to provide an update on the Unified Development Code
 - City Engineering – Sidewalk Plowing and Walkability
 - Chris Chovan – Transportation Demand Management Programming
 - Other topics?
- **Community Event Calendar**
 - See attached list
- **Closure/Reflection** (3 minutes)

Westminster Inclusivity Board

6:00-7:30 p.m., Wednesday, January 8, 2025, Hybrid Meeting

Meeting Minutes

Present: Seth McGinnis, Rich Chamberlain, Justin Davis, Alan Farb, Jillian Hodge, Steve Brachman, Michelle Zajic, Donna Johnson, Miguel Mendoza-Hall

Absent: Megan Peters, Doug Pfeiffer

Staff / Guests: Kate Cooke, Amy Rodda, Leah Krumpholz, Alex Reaves, David DeMott, John Palmer

- Old Business (30 Minutes)
 - Review and Approve Previous Meeting Minutes
 - Moved Rich, second Jillian, passes unopposed
 - Building Community/Outreach
 - Arts Week - Community Engagement
 - Justin & Kevin taking over music element (Sat. May 3rd)
 - Call for muralists will go out this week
 - Meetings are virtual, let Kate know if you want to join
 - Input from IBoard will be solicited on how to provide access
 - Election of Chairperson and Secretary
 - Seth McGinnis has confirmed that he is willing to serve as Secretary through the end of his remaining term.
 - Moved: Steve, second Donna, passes unopposed
 - Justin is willing to continue as chair, no other candidates
 - Moved: Rich, second: Seth, passes unopposed
 - Provision of input into the PRL Vision Plan
 - Good engagement to get input from community
 - Shifting focus from growth to redevelopment
 - 5 Fundamental functions: health & wellness, child development, economic engine, community connections, resilience & sustainability
 - Goals & Objectives: equity & inclusion, care for what we have, connect the city, support literacy & learnings, language equity
 - Top facility / amenity priorities: trails, water recreation, natural areas / open space, libraries, museums/ historic, park infrastructure, existing recreational facilities
 - Comments being collected through various channels
 - Alan: content around page 56 particularly relevant to IBoard
 - Planning districts in development; some trial & error
 - **Feedback opens Jan 13th, due Jan 31st - feedback requested from IBoard**
- City Council Report (10 Minutes)
 - Councillor David DeMott
 - First study session of new year; 3 items:
 - Cell service in the city - group has asked to add cell tower off I-25 Orchards & Walmart; concept plan presented for review
 - Concept review plan: Marketplace condos for senior housing Huron & 122nd (ish); 220 units for purchase; good on affordability (esp. for seniors)
 - Probably market-driven, not just subsidies
 - Suggesting of pairing libraries with senior housing
 - First view of full PRL vision plan; feedback given about safety in parks, programming for seniors & child care
- New Business (45 Minutes)

- Citywide Facility Naming Policy – Alex Reaves
- 2025 City Events – Leah Krumpholz
 - Adult Egg Hunt: April 12, Walnut Creek golf preserve
 - Armed Forces Day: May 17, 10a-11a, Armed Forces Tribute Garden
 - Movies in the Park: 4 Fridays end of May-Aug; city park soccer fields (4300 attendees last year)
 - Summer Block Party: June 6, 6:30-8:30 p, 73rd & Bradburn, (1400)
 - Top Taco: June 12, 6-10 p, City Park Soccer Fields (5K attendees)
 - Fab-U-Fest: June 13, pride festival, 4-10pm McFall Park (new 2025)
 - 4th of July Celebration, 4-10 pm, City Park Soccer Fields (11.8k)
 - Westy Craft Brew Fest: July 26, 5-9 pm, city park soccer fields, (2k)
 - Theater Series: Oct dates TBD, (600)
 - Westy Fest: Oct 18, 12-8 p, City Park (37k)
 - Veteran's Day
 - Holiday Lighting Ceremony: Dec 6, City Hall (7k)
 - no plans for MLK day – interest from community; city encourages development of community festivals – put them in touch with Kate
 - buses for seniors for events?
 - Had to reduce July 4th last year due to congestion; can look at availability of rec vans
 - Amenities generally good; areas for nursing mothers / small kids?
 - On the radar; looking for affordable solutions
 - Does lack of theater venue affect special events? Something for the development plan?
 - Considering using high school theater
 - Shared maker / community creation spaces also suggested
- Construction Signage
 - Construction signs are monolingual – English only
 - What are rules governing signage at construction sites?
 - Possible recommendation to work on, once we've researched the issue
 - Public vs Private construction requirements, who funds signs, etc.
 - Agenda item for next meeting
- Community Report
 - What's Happening in the Community?
 - Ba'hai kids project collecting children's winter clothing
- Future Meeting topics
 - February 12, 2025 - Rich to present at the Youth Advisory Panel meeting on 2/12
 - April 9, 2025 - Kate Skarbek to provide an update on homelessness initiatives.
 - Other topics?
 - Inconsistent sidewalk plowing an issue for walking kids to school
 - Bus schedules can be difficult to manage w/o smartphones
 - Revisiting goals & prioritize for inclusion on agendas
 - Informal pedestrian surveys: navigability of city varies highly; future meeting with city engineers?
 - Why lack of support for firefighting, etc. in city? Funding alignment? Collecting information about what residents want
 - Inclusive zoning
- Community Event Calendar
 - 2025 Event Calendar to be provided in January 2025

WESTMINSTER Arts WEEK

Westminster Arts Week is a community celebration of makers and creators that seeks to connect our community through art, music, and theater. We believe everyone is a maker and creator and creativity lives in Westminster. Join us as we celebrate creativity in our community!

- All engagements are indoors due to weather concerns.
- All engagements celebrate the diversity of our community.
- Partners in the 2025 Arts Week share their business space to host artists, art engagements, and musical performances.
- Our limited budget precludes the rental of equipment such as tents, generators, port-o-lets, stages, etc.

4/26 – Saturday - Orchard Town Center - 1:00 – 5:00 PM

- Free – Live Mini Mural Paintings
- Free - Make and Go Art Engagements
- Free - Community Chalk Art
- Shakespeare in the Parking Lot – Romeo and Juliet and Much Ado about Nothing – TENTATIVE

4/27 – Sunday – College Hill Library - 1:00 PM – 5:00 PM

- NMAA Art Show and Awards Reception
- Free - Make and Go Art and History Engagement at the Westminster Archive

4/28 – Monday – Bowles House - 5:30 PM – 8:00 PM

- Free - Ticketed tours of the Bowles House

4/29 – Tuesday - Westminster High School – 4:00 PM – 7:30 PM

- Free District Wide Art Show
- Free Live Music

4/30 – Wednesday – Two Locations 5:30 – 8:00 PM

College Hill Library 5:30 PM – 8:00 PM

- Free - Artist Roundtable Discussion - Women Welders Speak
 - Artists Include: Jodie Bliss, Charlotte Zinc, Bobbie Rubingh, Reven Swenson,
- Orchard Town Center 6:00 PM – 8:00 PM
- Free Trivia Night – Windfall Brewing Company - TENTATIVE

5/1 – Thursday – The MAC – 5:00 – 8:00 PM

- Free – Paletteers Art Show
- Free make and go art engagements
- Free artist demonstrations

5/2 – Friday – Downtown Westminster – 2:00 PM – 8:00 PM

2:00 – 8:00 PM

- Fuse Box Art Gallery – Open.
- Artisan Market – Fuse Box – Hosted by Paletteers Art Club

4:00 – 8:00 PM

- Free - Live Mini Mural Paintings
- Free - make and go art engagements

5/2 – Friday – Historic Westminster – 7:00 PM – 9:00 PM

7:00 – 9:00 PM

- Open Mic at Creative Corner Coffee Shop
- Sign up at 6:45 PM at Creative Corner Coffee Shop, 3965 West 73rd Avenue Westminster

5/3 – Saturday – Historic Westminster: Free, Art and Music Engagements – 11:00 AM – 9:00 PM

11:00 AM – 3:00 PM

- Free - Live - Mini Mural Paintings
- Free - make and go art engagements
- Free ticketed tours of Colorado Sound
- Artisan Market – Subjective Coffee
- 73L - Hot Cocoa, Free Make and Go Art Engagement

1:00 PM – 2:00 PM

- Art Reception at Aar River Gallery

2:30 PM – 5:00 PM

- Music and Dance Performances at Colorado Sound Studios

5:30 PM – 9:00 PM

- Music and Dance Performances at Westminster High School

Westminster Inclusivity Board Strategic Plan

June 2024

The City of Westminster Inclusivity Board was created by the Westminster City Council to guide the city in matters of diversity, equity and inclusion.

This plan serves as a roadmap to guide the activities of the Westminster Inclusivity Board for the next year and is designed with flexibility in mind as issues arise that need to be addressed. The goals are aligned to the City of Westminster's Strategic Plan.

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VISION: *The Inclusivity Board envisions a diverse community where everyone understands the city belongs to them and their participation matters.*

Driving Purpose: To make recommendations to the Westminster City Council on matters of inclusivity.

Alignment with City of Westminster Strategic Plan

The following priorities and sub areas have been identified as areas in which the [Board/Commission] can provide support.

Priority 1: Access to Opportunity	Advance access to opportunity and prosperity for all in Westminster through diverse housing choices, increased mobility options, safe and walkable neighborhoods, and strong social networks		
Council Strategic Objectives	Focused Objectives (Staff)	Performance and Outcome Measures	Lead

Priority 1 - Goal(s):

- Goal 1: Support Diverse Housing options. Draft formal statement to city council regarding exclusionary zoning and to consider more inclusive zoning options such as mixed use and mixed residential.
- Goal 2: Learn about current transportation options for seniors and advocate for increased mobility options such as electric on-demand microtransit service.

Priority 2: Community Empowerment and Engagement	Enhance the sense of community and connection in Westminster through engaging methods of communication and dialogue that improve accessibility, increase understanding, and encourage participation in civic and City life		
Council Strategic Objectives	Focused Objectives (Staff)	Performance and Outcome Measures	Lead

Priority 2 – Goal(s):

- Goal 1: Outreach and connection to community through city and neighborhood events.
- Goal 2: Encourage diverse community members to apply for City commission and boards, marketing on more channels.

Priority 3: Community Health and Safety	Invest in innovative and collaborative approaches to provide a continuum of services that preserve, promote, and protect the health, safety, and environment of Westminster.		
Council Strategic Objectives	Focused Objectives (Staff)	Performance and Outcome Measures	Lead

Priority 3 - Goal(s):

- Goal 1: Look at similar programs to Co-responders and apply elsewhere in the City (like for Code Enforcement)
- Goal 2: Advocate for consideration of unhoused for city services such as additional housing navigator and more safe outdoor spaces.
- Goal 3: Explore food gaps in our community.

Priority 4: Economic Vitality	Promote and support a resilient economy that attracts and retains a diversity of businesses, workers, and industries, expands living wage jobs, and diversifies the City's tax base.		
Council Strategic Objectives	Focused Objectives (Staff)	Performance and Outcome Measures	Lead

Priority 4 - Goal(s):

- Goal 1: Learn from Economic Development team to see how the City is approaching new businesses and how can we support.

Priority 5: Resilient Infrastructure	Maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success.		
Council Strategic Objectives	Focused Objectives (Staff)	Performance and Outcome Measures	Lead

Priority 5 - Goal(s):

- Goal 1: Explore obstacles to technological connectivity (affordable internet service and cellular options). Advise city leadership to leave door open for possibility of municipal broadband.
- Goal 2: Explore city grant programs to offer no-cost or low cost options for xeriscaping.

Priority 6: Organizational Vitality	Develop and sustain an environment where employees and the organization are equipped and supported to deliver outstanding service to everyone in Westminster.		
Council Strategic Objectives	Focused Objectives (Staff)	Performance and Outcome Measures	Lead

Priority 6 - Goal(s):

- Goal 1: Suggest discounted language learning program like Duolingo or scholarship opportunities for language classes for staff.
- Goal 2: Advocate for exploration of technology for hearing and visual impairments in city facilities.



WESTMINSTER

To: Inclusivity Board Members
From: Kate Cooke, Cultural Affairs Coordinator
RE: Follow Up - January 8, 2025 Meeting

At the January 8, 2025 meeting of the Inclusivity Board, a few questions were raised concerning the translation of signs related to projects underway in the community.

We reached out to the City's Communications Team and also staff members from Community Services and offer the following updates:

Update from Communications Team

- The City develops informational materials such as flyers, mailers, door hangers, and billboards in English and Spanish. As part of the City's commitment to equitable access, we are continuing to expand Spanish-language signage in city facilities. The language access initiative is not complete and established rules, and regulations have yet to be finalized. Once finalized, this information will be shared with the Inclusivity Board.

Community Services Signage

- Staff is working with city management to devise a reasonable solution to incorporating Spanish language into public notice signs. These are the signs that are located at properties in the development process and properties where a zoning change is being proposed. Considering that the public notice signs are solely the responsibility of the applicant, additional time and consideration is being given to ensure staff gets this right and ensures that the transition is manageable by the applicant.



WESTMINSTER

DRAFT 2025 City Events with Estimated Attendance

JANUARY

Free Fitness Week: Jan 1-7 (Recreation) 13,263 attendees
One Book Westminster: Jan-April (Libraries)

FEBRUARY

Line Dance Party: Feb 14 (Recreation)
Galentine's Day Rom Con: Feb 15 (Libraries)

MARCH

PRL Job Fair: March 1 (Recreation) 300 attendees
Bocce Tournament: March 8 (Recreation) 80 attendees
St. Baldrick's Day Fundraiser: March 15 (CMO)

APRIL

Adult Egg Hunt: April 12 (Os) 350 Attendees
Art & Authors Showcase: April 19 (Recreation)
Great Global Cleanup: April 19 (PGOS) 1137 attendees
Dia de los Ninos Celebration: April 27 (Libraries)
Westminster Arts Week: April 26 – May 2 (Ops) 670 attendees

MAY

Spring Pottery Sale: May 3 (Recreation) 1,000 attendees
Police Officer Memorial Day: May 10 (PD)
Armed Forces Day Ceremony: May 17 (Ops) 350 attendees
An Evening in Paris: May 18 (Recreation) 200 attendees
Shred-a-Thon: TBD (PD)
Movie in the Park/Neighbor Nights: May 30 City Park (Ops) 800 attendees
Summer Lunch Program: May-Aug (Recreation) 34,442 meals
Standley Monster: May-Aug (PGOS & Ops)

JUNE

Summer Reading Program: June 1-July 31 (Libraries)
Summer Block Party: June 6 (Ops) 1,400 attendees
Jr. Ranger Academy: June 8, 15, 22, 29 & July 13, 20, 27 (PGOS) 36 attendees
(grad dates)
Top Taco: June 12 (Ops) 4,500 attendees
National Pollinator Week: June 17-23 (PGOS) 55 attendees
Public Safety Open House: June 22
Movie in the Park: June 27 Westminster HS (Ops) 750 attendees
Sparkler Softball Tournament: June 26-July 6 (Rec & PGOS) 25,000 attendees

JULY

Uncle Sam Splash Bash: July 4 (Recreation) 250 attendees
July 4th Celebration: July 4 (Operations) 11,800 attendees
Vintage Baseball (Partner Event): July 12 200 attendees
Movie in the Park/Neighbor Nights – Amherst Park - July 18 (Ops) 900 attendees
Jr. Ranger Academy: June 8, 15, 22, 29 & July 13, 20, 27 (PGOS) 36 attendees

Westy Craft Brew Fest: July 26 (Ops) 1,600 attendees

AUGUST

National Night Out: August 5 (PD) 250 attendees

Doggie Dive-In: Aug 16 (Recreation) 250 attendees

Movie in the Park/Neighbor Nights Legacy Ridge Aug 29 (Ops) 1050 attendees

SEPTEMBER

Family Camp Night: Sept 13-14 (PGOS) 76 attendees

OCTOBER

Outdoor Theater: TBD(Ops) 500 attendees

World Migratory Bird Day: Oct 11 (PGOS) 200 attendees

Westy Fest: Oct 18 (Ops) 37,000 attendees

Fire Prevention Month (Fire)

NOVEMBER

Holiday Craft Show: Nov 1 (Recreation) 2,491 attendees

Holiday Pottery Sale: Nov 8-9 (Recreation) 1,000 attendees

Honor the Land & Streams: Nov 15 (PGOS) 95 attendees

DECEMBER

Hometown Christmas in Historic Westminster (Partner Event): Dec 5 300 attendees

Holiday Lighting Ceremony: Dec 6 (Ops) 2,500 attendees

Fire Santa Visits: Dec 8-13 (Fire) 692 attendees

Holiday Luncheon: Dec 13 (Recreation)