

Westminster Inclusivity Board

6:00-7:30 p.m., Wednesday, March 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 Minutes

- Welcome (5 Minutes)
- Members Present: Michelle Zajic, Alan Farb, Jilian Hodge- Gibson, Rich Chamberlain, Miguel Mendoza, Donna Johnson, Steve Brachman. Members Absent: Megan Peters, Justin Davis,
- Staff: Amy Rodda, Kate Cooke

- Review and Approve Minutes – see attached (5 minutes)

- Steve Moved/Michelle Second Unanimous

- City Council Report (10 Minutes)
 - Councillor David DeMott was excused,
 - Amy provided an update of the City Council's recent Study Session. This work will be available on the City's website. Discussion of update to camping ban/rules regarding PRL owned vs non-owned areas.
 - One of the Upland filings was up for approval and the signage was not correct therefore the approval was postponed. Rich asked about language of the signage and Councillor David DeMott confirmed it was only in English. Councillor David DeMott reiterated the ongoing push to include multi-lingual signage where appropriate.
 - Budget town hall is approximately 1 month away.
 - Steve asked if federal and state level budget cuts are impacting City budget planning, Councillor David DeMott said not to his knowledge at this time.

- New Business (25 Minutes)
 - Update – City Site Naming and Renaming Policy – Alex Reaves, Operations Manager
 - Alex presented the outline of the City Site Naming Policy which will be presented to City Council to ensure it aligns with city policies and statutes
 - Alan questioned corporate sponsorship being allowed and Rich questioned which criteria would be prioritized, would money override speech?
Michelle questioned sponsorship being included in the naming policy without a separate settled Sponsorship policy. Alex pointed out advantage of revenue to fill in budget shortfalls and offered that Rich asked what had changed, Alex answered that previous policy was extremely brief and was limited to Park and Open Space. New policy will be city-wide.
Donna agreed money shouldn't speak louder than the public
Alan brought up potential City Council bias

- Break (5 Minutes)

- Old Business (45 Minutes)

- Translation of City Signage – Update – See Attached Memo
 - Kate led the update of the City Services and City Communications Team's effort to finalize rules and regulations before bringing the draft proposal to include Spanish on public hearing signs to the City Council
 - Rich and Michelle ask if current signage which includes a QR code includes the option to choose language. Amy pointed out that the city website already includes a dropdown with several language options.
 - Michelle asked if proposal will include public input or be staff-led.
 - Rich asked if calling the number provided would be prompted to select a language; Amy answers that not all staff members are multilingual but the answering staff member has access to a list of roughly 30 certified staff members or the option to contact a translation company.
 - Michelle brought up possibility of an automatic menu option for language selection to reduce frustration.
 - Alan asked if AI could be investigated for language services and Kate brought up city's lack of AI policy for official use
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- Building Community/Outreach
 - Arts Week – Community Engagement – see attached schedule
 - 10 mini-mural submittals received and winnowing options down to 5 is in process, all locations are set, Kate is reaching out to schools for artists and volunteers. Volunteer Local platform is being used for ticketing due to being free. High school and Colorado Sound handling tickets for musical acts.
- Annual Goal Review and Activity – see attached document (30 minutes)
 - Michelle would like to make review of the City's Strategic Plan a regular meeting topic to hold ourselves accountable for progress, such as for ADA compliant construction and renovations.
 - Steve wanted the Zoning Board's input and suggested a joint session to raise the issue of construction as it relates to inclusivity.
 - Michelle suggests a recommendation to the Zoning Board
 - Amy brought up that volunteers for Sunday tech literacy support are considering expanding hours since there are so many; information in the Westminster Activity Guide.
 - First part-time outreach librarian has been hired! Their focus is to communicate programs to populations that might otherwise might not be reached.
 - Steve put forth that we as a board should be seeking out community events and organizations to proactively contact about our City Boards and Commissions on top of our own word of mouth.
 - Alan asked which methods the city has found effective to cast a wide net of outreach, Amy mentioned the Activity Guide, the water bill and social media.
 - Alan updated us that Adams County opened and is now selling a homeless resource building due to it's approval happening without community input, and would Westminster consider a similar deal for adjacent areas.
 - Michelle floated the idea of transitional, safe-outdoor areas, not necessarily within city borders and Alan posits that any movement from Westminster City would be best served by working alongside Adams County due to their prioritization and success in their first-steps towards assisting the unhoused in our area.

- Community Report
 - What's Happening in the Community?
- Future Meeting topics

- 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, potentially follow up for Micro-transit goal
 - City Engineering – Sidewalk Plowing and Walkability
 - Chris Chovan – Transportation Demand Management Programming
 - Invitation for Chris Lynn to come speak about exciting developments for Senior Resource Center in July or August.
 - Jillian to look into expanding co-responder programs based on any other programs in similar cities, such as for neighborhood conflict mediation.
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- Community Event Calendar
 - See attached list

 - Closure/Reflection (3 minutes)