

TOWN OF YAMPA
TOWN BOARD REGULAR MEETING MINUTES
November 1, 2023 – 6:00 pm

BOARD MEMBERS PRESENT: Mayor Geilert, Trustee Lewis, Trustee Geanious, Trustee Williams (present via Zoom)

BOARD MEMBERS ABSENT: Trustee Cave

EMPLOYEES PRESENT: Town Administrator/Clerk Sheila Symons and Treasurer/Planner Mary Alice Page-Allen

AUDIENCE PRESENT: Chris Brandewie, Water Rates by Brandewie LLC; Jeff Smith; Cinda and Michael Bianculli; Lynn Harding; Ken Montgomery; Robert Aaron Symons; Amy Kindsvater; and Janet Ray. Julie Carolus, Chris Manzanares, and Alena Switzky were present via Zoom.

1. Call to Order

- a. Mayor Geilert called the meeting to order at 6:00 p.m.
- b. Roll Call was taken
- c. Pledge of Allegiance was recited

2. Audience Participation (5 Minutes)

Please limit comments to 5 minutes. The Town Board will take comments under consideration but will not make any decision or take any action at this time. Anyone who would like to address the Town Board concerning any agenda item will be given the opportunity to speak for up to 5 minutes on that item.

There was no audience participation.

3. Sarvis Creek Wilderness Area Expansion – Paul Stettner

Review and consideration to send a letter of support for Sarvis Creek Wilderness Area Expansion

Trustee Lewis made a motion to send a letter of support for the Sarvis Creek Wilderness Area Expansion. Trustee Geanious seconded the motion and the motion passed unanimously.

4. Water & Sewer Rate Studies – Chris Brandewie, Water Rates by Brandewie LLC (30 Minutes)

Presentation and discussion on preliminary water and sewer rate studies

Chris Brandewie with Water Rates by Brandewie LLC presented his data for the Town's Water/Sewer Rate Study, and noted that handouts were provided in the Board packet. He outlined various scenarios stating that for the Water Rate Study, Scenario 2 appeared to be the best option with which to work.

Mayor Geilert noted that Scenario 2 is similar to where the Town is at this time, and she would like to see users content versus upset with another change in water usage levels that is not similar to what we have now. Ken Montgomery stated he was concerned that the Town Board is making decisions before the public is aware of the situation. Mayor Geilert advised that is why this meeting is happening at this time, adding that agendas are posted, email notifications are sent to residents who have requested to have them, and newsletters with upcoming meeting information or dates are sent out monthly. She stated that the Town Board cannot control if the public is not attending well-noticed meetings or reading their newsletters.

Amy Kindsvater asked historically when the rates were raised and how often were they done. Ms. Page-Allen replied that there is not a regular schedule, however increases have been implemented generally bi-annually.

The consensus of and direction provided by the Town Board was to move forward with Scenario 2 for water and Scenarios 1 and 3 for wastewater. The Town Board also requested information regarding what rates would look like if the 2% sales tax increase fails at the ballot. Mr. Brandewie stated he can have those numbers to us over the weekend.

5. Proposed 2024 Budget - Public Hearing (10 Minutes)

Public Hearing on the proposed 2024 Budget

Ms. Page-Allen presented additional information on the proposed 2024 Budget, noting that handouts were provided for those in attendance. She stated that the preliminary 2024 Budget was presented to the Board in October and highlights of the proposed 2024 Budget include:

- Sales tax revenues are proposed to increase and the sewer collection project is budgeted as if the current ballot questions are both successful,
- Additional grant revenues related to the Zoning & Subdivision Code updates, the Yampa Egeria Museum preservation planning, and Downtown/Main Street economic development support are received,
- Step increases are provided for those employees not otherwise topped out and health insurance and HRA benefits are increased by \$500 per employee to cover the 2024 health insurance cost increase,
- Anticipated water and sewer revenues are increased by 6.6% each to cover the enterprise's expenses and required reserves,
- The design and engineering related to the wastewater treatment plant funded by a \$600,000 CDBG program grant moves forward.
- The purchase and financing of a Public Works pick-up with a lift-gate is undertaken.
- Economic Development for Town Businesses and grant donations to local entities.

Janet Ray noted that the Palmer/Zirkel Lease revenue for the public support was also to be used for the Christmas activities as well as the 4th of July and Historic Society funding allocations. Ms. Page-Allen advised she would make that correction, adding that the amount of money is the same.

Ken Montgomery asked about the Conservation Trust Fund (CTF) as monies that were included in the budget last year for bathroom facilities at River Park, wanting to make sure the money went back to the CTF since no bathroom facility was built. Ms. Page-Allen stated that CTF monies are restricted funds and the budget shows such.

There were no further public comments. Mayor Geilert closed the public hearing.

Ms. Page-Allen stated that subsequent to this hearing, the Town Board will be considering several related resolutions at their December 6th meeting to finalize the 2024 Budget, adding that a version will be available for the public's review before the Thanksgiving Holiday.

6. Community Planning Strategies – Professional Services Agreement (10 Minutes)

Consideration for approval and authorization to sign a Professional Services Agreement with Community Planning Strategies to provide Planning Commission training and on-call support services

Ms. Page-Allen stated that in follow-up to the recent seating of a Planning Commission, staff has been coordinating training and support from a consultant firm. She noted that Community Planning Strategies (CPS) works with a number of small communities throughout Colorado and has submitted a proposal to provide initially needed services.

Ms. Page-Allen explained what the training expected. Mayor Geilert stated that the cost was a concern to the Town Board, however, it will help educate the Planning Commission on things that they need to know to be able to make informed decisions. Ms. Page-Allen noted that the expense will come out of the professional development line item in the budget of which the budget has \$3,000 left to use by the end of the year.

Ken Montgomery is concerned about the price, stating that he thinks the Board should be confident in who they chose for the Planning Commission and that they are smart enough to know what is needed. He also wanted to ensure that we looked into other agencies. Ms. Page-Allen that Ayres Consulting was also contacted and they do not have time to take on this project. She added that to avoid delays and have the Planning Commission ready for upcoming projects, staff is recommending the Town move forward with CPS.

Trustee Lewis made a motion to approve and authorize the signing of the Professional Services Agreement with Community Planning Strategies for Planning Commission training and on-call support services. Trustee Geanious seconded the motion and the motion passed unanimously.

7. **Consent Agenda (5 Minutes)**

- a. Approval of October 18, 2023 Special Meeting Minutes
- b. Approval of September 2023 Payment Approval Report

Trustee Lewis made a motion to approve the Consent Agenda as presented. Trustee Geanious seconded the motion and the motion passed unanimously.

8. **Staff and Board Member Reports/Updates (20 Minutes)**

- a. Committee and meeting reports from Staff and Board Members

Town Administrator/Clerk Symons advised that Gene Sanders has resigned from the Planning Commission. The Board directed Ms. Symons to reach out to Alternate #1 and the individual not selected to serve to assess their interest in moving into the open positions.

Ms. Symons reported on the two light poles that were hit and damaged on Moffat Avenue. She added that no police report was made at the time of the accidents and those responsible for the repair costs are unknown at this time.

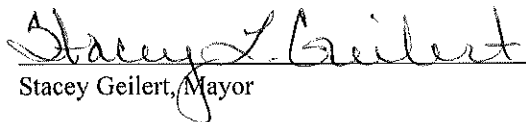
9. **Scheduled Meeting/Work Sessions (5 Minutes)**

- a. Town Board and other requests for Agenda Items
 - i. November 15 @ 6:00 pm – **Cancelled** Town Board Meeting
 - ii. December 6 @ 6:00 pm – Town Board Meeting
 - a. 2024 Budget Adoption

10. **Adjournment**

Trustee Lewis made a motion to adjourn the meeting. Trustee Geanious seconded the motion and the motion passed unanimously. The meeting was adjourned at 7:32 p.m.

Approved the 6th day of December 2023.


Stacey Geilert, Mayor

Attest:


Sheila Symons, Town Administrator/Clerk