

Town of Yampa
Board of Trustees Agenda
December 15, 2021
7:00 P.M.

- Call to Order

- Pledge of Allegiance

- Roll Call

- Executive session to discuss a personnel matter, pursuant to Colorado Revised Statutes, Title 24, Article 6, Section 402, at subsection 4(f).
 - MOTION: I move, pursuant to Colorado Revised Statutes, Title 24, Article 6, Section 402, at subsection 4(f) to go into executive session to discuss a personnel matter. As this executive session involves a personnel matter, the employee involved has been given an opportunity to require that this discussion be conducted in public, and the employee has indicated that he/she wishes for this discussion to occur in private. This executive session shall be recorded and the recording preserved for 90 days.

- Adjournment of Executive Session/meeting

Town of Yampa Meeting
Wednesday, Dec 15, 2021 7:00 PM

Work sessions are open to the public and the public is encouraged to attend

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/847785221>

You can also dial in using your phone.

United States (Toll Free): 1 877 309 2073

United States: +1 (646) 749-3129

Access Code: 847-785-221

- Call to Order Special Meeting/Work Session
- Roll Call
- Pledge of Allegiance
- Audience Participation

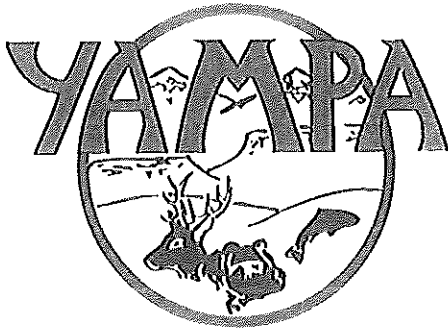
- Work Session: Town of Yampa Personnel Policies & Procedures Review and Discussion

- Consideration of approval of Resolution No. 2021-15 – A resolution to adopt the Personnel Policies and Procedures for the Town of Yampa (Action to Adopt Personnel Policies and Procedures may be tabled to January 5, 2022 meeting)

- Update on Deputy Clerk Transition Plan and Associated Staffing
 - Expanded Scope of Services for Mary Alice Page-Allen, Page-Allen Associates LLC, letter attached

- Additional topics that may not have been able to be provided prior to the packet

- Adjournment



Town of Yampa
56 Lincoln Street
P.O. Box 224
Yampa, CO 80483
970-638-4511
Fax 970-638-1085

December 8, 2021

Mary Alice Page-Allen
Page-Allen Associates LLC
PO Box 1740
Hayden, CO 81639

RE: Professional Services Agreement
Expanded Scope of Services

Dear Ms. Page-Allen:

At their meeting held on December 1, 2021, the Yampa Town Board of Trustees agreed to specifically expand the scope of services under the Page-Allen Associates LLC contract dated February 4, 2021 (the "Contract") pursuant to Exhibit B, Item 5 of the Contract that states "[o]ther task as directed by the Town." The additional tasks include the provision of general financial, accounting and administrative services for the Town as such may be directed and referred by the Town Clerk. No other changes to the terms and conditions of the Contract are anticipated by this authorization.

Thank you for your willingness to assist the Town of Yampa with its needs.

Sincerely,

Sheila Symons
Town Clerk/Treasurer

Accepted:

Mary Alice Page-Allen

Date: 12/8/2021