

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

BOARD MEMBERS PRESENT: Mayor Geilert, Trustee Lewis, Trustee Geanious and Trustee Williams were present at roll call. Trustee Cave entered the meeting at 6:30 p.m.

EMPLOYEES PRESENT: Town Administrator/Clerk Sheila Symons and Treasurer/Planner Mary Alice Page-Allen. Greg Samuelson participated via Zoom.

AUDIENCE PRESENT: Amy Kindsvater, Ken Montgomery and Aaron Symons were present in-person. Brenda Northrop was 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)

There was no audience participation.

3. Water & Sewer Rate Studies – Chris Brandewie, Water Rates by Brandewie LLC

Mary Alice reviewed the information noting that Scenario 4a with a 6.6% increase on rates across the board was in alignment with the current water/sewer rate structure is already set up. She added that while the 6.6% increase will not fully fund all capital reserves it will create a foundation upon which to build.

Town Board members commented that the other scenarios would either be too much of an increase in rates or too confusing and noted that Scenario 4a still leaves the Town's reserves in a deficit. Mayor Geilert noted that O&M is still covered and it does help start to build up the Town's reserves. The consensus of the Town Board was that the rates should can be revisited a year from now to ensure the Town is moving forward in the right direction.

Trustee Lewis made a motion to accept and approve the water and sewer rate study, specifically moving forward with Scenario 4a. Trustee Williams seconded the motion and the motion passed unanimously.

4. Resolution 2023-15 – Water and Sewer Rates (10 Minutes)

Trustee Geanious made a motion for approval of Resolution 2023-15, A Resolution Setting the Monthly Water and Sewer Charges. Trustee Williams seconded the motion and the motion passed unanimously.

5. Resolution 2023-16 – 2024 Fee Schedule (10 Minutes)

Mary Alice and Sheila reviewed the proposed changes to the fee schedule for 2024.

Mary Alice Page-Allen explained that Appendix B Liquor License Fee Schedule is something new that the Town has not had prior. This is based on the authorization of the State fee schedule.

Ken Montgomery asked if Appendix B Liquor License Fee Schedule is State guidelines. He mentioned that some of the fees are double that from the past. Mary Alice Page Allen advised it was expected that a charge a \$500 license fee would be sufficient even when the state advises up to \$1000. After realizing the amount of staff time needed for licensing, it was reevaluated to be most cost-effective for staff time and the Town. The new fee schedule will have the \$1000 liquor license fee now after realizing the \$500 was insufficient with Staff time and capacity. The renewal fees came into question also from Ken Montgomery. These renewal fees are set by DR-8500. These fees are not an "up to" amount, the Town was not collecting the sufficient amount for the fees in the past. The state sets those fees that are required for collection, some are a set fee and some are an "up-to" amount. The local fees are a percentage of the State fees. Since State fees increased January 1, 2023 that increased the local fees also. Ken commented that he feels it is ridiculous to charge that much in such a small community. He commented that it can't take more than 5 minutes to do this job. It was explained that licensing does take quite a bit of time to ensure accuracy and follow-up. We are a small community we have a smaller staff so the lack of economy of scale validates these fees.

Trustee Lewis made a motion for approval of Resolution 2023-16, A Resolution of the Town of Yampa, Colorado Adopting a Town of Yampa Fee Schedule. Trustee Cave seconded the motion and it motion passed unanimously.

6. Resolution 2023-17 – Facilities Use Policy and Rental Fees

Sheila reviewed the proposed resolution and the associated fee schedule for use of Town-owned facilities including parks. She noted that based on current usage, the rates will only recoup approximately one-third of the costs to operate the Ladies Aid Hall.

Trustee Lewis made a motion for approval of Resolution 2023-17, A Resolution Approving and Adopting the Facilities Use Policy and Rental Fee Agreement for Non-Profit, Community, Personal and Business Event Rentals for All Town-Owned Facilities and Setting An Effective Date. Trustee Williams seconded the motion and the motion passed unanimously.

7. **2024 Outside Entity Funding Application Recommendation (10 Minutes)**

Mary Alice reviewed the spreadsheet provided for information on the applications received and amounts requested. She noted that one additional application was received outside of the deadline, however due to new staffing within that organization that it was appropriate to fund their request.

Trustee Lewis made a motion to approve the 2024 Outside Entity Funding Applications allocations. Trustee Geanious seconded the motion and the motion passed unanimously.

8. **Resolution 2023-18 – 2024 Budget**

Mary Alice noted a couple of changes made since the public hearing on the budget held in November.

Trustee Cave commented that he would like to see an increase in code enforcement and an appropriation made to support such. The consensus of the Board was such was appropriate and \$10,000 should be considered in the Board's consideration of the budget's approval.

Trustee Lewis made a motion to approve and authorize to sign Resolution 2023-18, A Resolution Summarizing Expenditures and Revenues for each Fund and Adopting a Budget for the Town of Yampa, Colorado, for the calendar year beginning on the first day of January 2024 and ending on the last day of December 2024 with the amendment that \$10,000 be added to support code enforcement. Trustee Geanious seconded the motion and the motion passed unanimously.

9. **Resolution 2023-19 – Appropriate Sums of Money**

Trustee Cave made a motion for approval and authorization to sign Resolution 2023-19, A Resolution to Appropriate Sums of Money – A Resolution Appropriating Sums of Money to the Various Funds and Spending Agencies, in the amount and for the purpose as set forth below, for the Town of Yampa, Colorado, for the 2024 Budget Year. Trustee Williams seconded the motion and the motion passed unanimously.

10. **Resolution 2023-20 – Setting of Mill Levies**

Trustee Lewis made a motion for approval and authorization to sign Resolution 2023-20, A Resolution to Set Mill Levies – A Resolution levying General Property Taxes for the Year 2023 to help defray the costs of government for the Town of Yampa, Colorado for the 2024 Budget Year. Trustee Cave seconded the motion and the motion passed unanimously.

11. **Planning Commission Appointments (5 Minutes)**

Trustee Lewis made a motion for approval of the appointment of Brian Ashley as a full member and Christine Manzanaras as Alternate #2 to the Yampa Planning Commission. It was noted that Diane Mahoney will assume the Alternate #1 position as a result of these appointments. Trustee Geanious seconded the motion and the motion passed unanimously.

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

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

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

a. Committee and meeting reports from Staff and Board Members

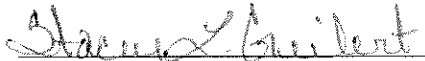
14. **Scheduled Meeting/Work Sessions (5 Minutes)**

- a. Town Board and other requests for Agenda Items
- i. January 3, 2024 @ 6:00 pm –Town Board Meeting
 - ii. January 17, 2024 @ 6:00 pm – Town Board Meeting
 - iii. January 24, 2024 @ 6:30 pm (Tentative) – Planning Commission Meeting

15. Adjournment

Trustee Lewis made a motion to adjourn the meeting. Trustee Williams seconded the motion and the motion passed unanimously. The meeting was adjourned at 7:05 pm.

Approved the 3rd day of January 2024.



Stacey Geilert, Mayor

Attest:



Sheila Symons, Town Administrator/Clerk