



**TOWN OF NEDERLAND  
BOARD OF TRUSTEES  
REGULAR BUSINESS MEETING**

NEDERLAND COMMUNITY CENTER  
750 Hwy 72 Nederland, CO 80466

December 9, 2014, 7:00 P.M.

**MINUTES**

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**A. CALL TO ORDER – 7:05 PM**

**B. ROLL CALL**

Present: Mayor Joe Gierlach, Mayor Pro Tem Peter Fiori, Trustees Kevin Mueller, Randy Lee, Kristopher Larsen, Topher Donahue, and Charles Wood.

Also present: Alisha Reis, Town Administrator; and LauraJane Baur, Town Clerk

Mayor Gierlach began the meeting with a presentation on the free project management software/app, Trello. He gave a brief demonstration of how it works and suggested that the BOT each sign up as well as advisory board members and Town staff. He said that he would send the link to the Trustees so they can get their login and begin using it as a way to track projects, communicate with the public and advisory boards, and track the budget.

**C. ACTION ITEMS**

Continued from the December 2, 2014 Board of Trustees Regular Meeting

1. Consideration of Resolution 2014-29 to adopt the 2015 budget and appropriations for the Town of Nederland and Nederland DDA.

Alisha Reis, Town Administrator, introduced this resolution referring to the supporting documents in the packet. She also noted that "Column R" was sent to the BOT as well as a summarized list noting that, if there are no changes, the budget is ready for approval. Trustee Wood asked if the budget is the same as the one presented last week. Reis affirmed that it is.

Trustee Mueller requested clarification on project costs, especially administrative costs. Reis said that this is generally calculated by a percentage of the allocation and that the administrative portion is usually relatively low. Trustee Mueller

inquired how much administrative effort gets charged to each project, noting that there are 69 items in the 2015 budget that are listed as personnel only.

Further discussion followed regarding percentage of administrative time that is dedicated to the advisory boards, how staff time is allocated and budgeted for within projects, and how staff workload is prioritized. Reis said she could provide a general breakdown of the personnel items in time for the Board's January 13<sup>th</sup> Goals Retreat.

Trustee Donahue asked if there are any items that have been committed to on the 160-item list that are not on the budget as presented. Reis answered that everything has been accounted for accordingly.

The Trustees continued discussing the prioritization of the 160 items, advisory board influence on staff workflow, policy regarding adjusting the budget, if needed, in the future, and the working relationship between the Trustees and Town staff. Mayor Gierlach concluded the conversation by summarizing the Town's past budgetary history and noting that this is the best budget the Town has had since he has been elected. He again stressed the value he sees in utilizing Trello for tracking the budget, project management, and communications.

The Mayor opened the floor to public comment.

Roger Cornell, of Nederland, thanked the Town for its commitment to working together. He thinks that Trello is a budget and project management tool that would be good to put into place; and he would like the Mayor to work with him and the Planning Commission on the eleven items identified as the Commission's purview and planning for their completion. He considers it to be a work in progress.

**Motion to approve Resolution 2014-29 to adopt the 2015 budget and appropriations for the Town of Nederland and Nederland DDA was made by Mayor Gierlach, seconded by Mayor Pro Tem Fiori, and passed with 6 in favor and Trustee Mueller opposed.**

2. Consideration of Resolution 2014-30 to adopt the Town of Nederland and Nederland DDA mill levy.

Reis introduced the resolution as provided in the packet. Trustee Wood asked if there were any changes made since last year. Reis indicated there were none.

**Motion to approve Resolution 2014-30 to adopt the Town of Nederland and Nederland DDA mill levy was made by Trustee Larsen, seconded by Trustee Donahue, and passed with unanimous approval.**

3. Consideration of Resolution 2014-31 to adopt the 2015 Fee Schedule including 2015 Water and Sewer Rates.

Reis introduced the resolution, pointing out that all sections highlighted in Exhibit A are up for changes, and that all the other items remain the same. Trustee Larsen asked if these are the same as discussed in the work session. Reis answered affirmatively.

Trustee Donahue noted his dissent in regards to the water and sewer rates. He said he feels the water and sewer rates will cost citizens too much and he would like to split them off from the fee schedule for a separate vote. He sees them as two separate issues. Further conversation ensued regarding what had been decided in the work session and how the Board came to their decisions.

Trustee Mueller said that he would like to reduce the noise variance fee back to \$25. Reis noted that most noise variance permits are requested for special music events, not private parties. She suggested looking at changing the categories in the noise variance policy to account for special events versus private parties. Trustee Donahue asked about adding a line item to the fee schedule to add a private party fee of \$25. Reis said that the BOT will have to change the noise variance policy to accommodate the change. It was suggested that the Trustees approve the fee schedule minus the noise variance permit fee proposed change, to be decided at a later date. A straw poll was taken with the result of keeping the fee as is for now. Mayor Pro Tem Fiori offered to give the Trustees a demonstration of various sound levels so that they will understand what they are dealing with as they review the noise variance policy.

Trustee Mueller said that he would like to reiterate what Trustee Donahue said about the water and sewer fees. He said he is disappointed regarding what was agreed upon. There was more discussion about participation in the PACE (Partners for a Clean Environment) program to help local businesses make the needed equipment upgrades to help reduce the effect of the increases. Reis explained the Town's water use, repairs that need to be made to the infrastructure, conservation efforts, and funding to accomplish this. She noted that the Town is improving and has plans in place to continue to improve. Mayor Gierlach said that is one of the 160 items. There was continued discussion of rates, the rate study, which rate model was chosen, and the impacts of the different rates to various parts of the community.

**Motion to approve Resolution 2014-31 to adopt the 2015 Fee schedule including 2015 Water and Sewer Rates was made by Trustee Larsen, seconded by Trustee Lee, and passed with 4 in favor and with Mayor Pro Tem Fiori and Trustees Donahue and Mueller opposed.**

#### **D. OTHER BUSINESS**

Mayor Pro Tem Fiori announced that there will be a special SAB meeting this Thursday after the Volunteer Appreciation event. The meeting will be in the conference room on the first floor of the CC. All are welcome to attend.

Reis requested confirmation from all Trustees that they will be available for the BOT Retreat to be held on January 13, 2015 at 6:00 p.m. to discuss goal setting and processes. Staff will work on reserving the location and providing food and beverages.

**E. ADJOURNMENT**

Motion to adjourn was made by Mayor Pro Tem Fiori, seconded by Trustee Donahue, and approved by unanimous voice vote. The meeting was adjourned at 9:15 PM.

Approved by the Board of Trustees.

ATTEST:

Joe Gierlach, Mayor



Laura Jane Baur, Town Clerk

