



**OFFICIAL MINUTES  
SPECIAL BOARD MEETING  
APRIL 28, 2025  
901 MAIN STREET, FAIRPLAY, CO 80440**

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**5:00 PM – WORK SESSION WITH BRANNAN HOLDINGS, LLC TO DISCUSS POTENTIAL DEVELOPMENT OF VACANT LAND ALONG US-285.**

**I. REGULAR MEETING – CALL TO ORDER**

A Regular Meeting of the Fairplay Board of Trustees was called to order on Monday, April 28, 2025, at 6:14 PM at Town Hall, 901 Main Street, Fairplay, CO, having previously been posted in accordance with Colorado Open Meetings law.

**II. PLEDGE OF ALLEGIANCE**

Mayor Just led the pledge of allegiance.

**III. ROLL CALL**

BOARD MEMBERS PRESENT: Mayor Frank Just, Mayor Pro Tem Ray Douglas, Trustee Erik Baum, and Trustee Josh Voorhis.

BOARD MEMBERS ABSENT:

STAFF IN ATTENDANCE: Town Administrator Janell Sciacca, Town Attorney Joe Rivera, Town Planner Scot Hunn, Town Engineer Deron Diercksen, Streets & Utilities Superintendent Tim Medlin, Chief of Police Jeff Worley and Sergeant Barb Grover.

**IV. APPROVAL OF AGENDA**

**MOTION** to approve the agenda as presented was made by Mayor Pro Tem Douglas and seconded by Trustee Voorhis.

- Roll call vote: Unanimous approval.

**V. CONSENT AGENDA**

**A. APPROVAL OF REGULAR MEETING MINUTES** – December 2, 2024

**B. APPROVAL OF REGULAR MEETING MINUTES** – December 16, 2024

**C. APPROVAL OF EXPENDITURES** – Paid bills for all Town funds from April 4, 2025, through April 25, 2025, in the amount of \$73,547.22.

Town Administrator Sciacca responded to Board inquiries regarding various expenditures.

**MOTION** to approve the Consent Agenda as presented with the minutes as written and the expenditures as stated was made by Trustee Voorhis and seconded by Trustee Baum.

- Roll call vote: Unanimous approval.

**VI. CITIZEN COMMENTS** – None.

**VII. PROCLAMATIONS, PRESENTATIONS & UPDATES**

**A.** Presentation and update from South Park High School Career & Technical Education Director Erin Ventura.

Ventura reported the South Park High School CTE programs started after a mill levy was passed 4 years ago. The 4 areas of focus are Agriculture, Building trades, Automotive tech and Welding (coming soon). Ventura announced that the Town's 2024 donations were used to install welding booths and the 2025 funds would be split between automotive program (workbench, parts washer) and welding program (consumables). Ventura invited the Board and everyone in attendance to a CTE open house scheduled for Wednesday, 10:00 AM to noon with a ribbon cutting for the automotive program. Attendees can see the ag department, auto program, and building trades projects that are being auctioned off. Ventura thanked the Board for its donations stating they help significantly. Mayor Just invited Ventura to the dais and presented her with both a ceremonial check and actual check.

## VIII. NEW BUSINESS

- A. CERTIFICATE OF APPROPRIATENESS** – Should the Board of Trustees for the Town of Fairplay, sitting as the Architectural Review Committee, approve application 2025 COA-003 from Christopher Benson dba JLDyer Public House for a Cold Storage addition at 519 Main Street?

Town Planner Scot Hunn presented. He complimented Benson stating the plans were easy to understand and conformed with Town Center Design Standards with exterior materials complementing the existing building. Hunn reported Staff was recommending approval. Owner Chris Benson claimed the building would be "the best-looking storage building anywhere in North America"

**MOTION** to approve the application for a Certificate of Appropriateness filed by Christopher Benson for the cold storage addition located at 519 Main Street within the Town Center Overlay District, because the proposal meets the Town's criteria and standards for approval, and direct the Town Clerk to issue said Certificate of Appropriateness within seven (7) business days as per the plans submitted and approved was made by Trustee Baum and seconded by Mayor Pro Tem Douglas.

- Roll call vote: Unanimous approval.

- B. FIRST READING** – Should the Board of Trustees for the Town of Fairplay approve the adoption of Resolution No. 14, Series of 2025, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING A CONSTRUCTION AGREEMENT WITH PAVEMENT MAINTENANCE SERVICES, INC., FOR THE 6TH STREET REPAIR PROJECT.**"?

Town Administrator Sciacca presented. She reminded of the Town's annual paving program and reported 6<sup>th</sup> Street was the only road to be improved in 2025. She also reminded that sidewalks were to be installed in this area creating better access to the School ballfields and other Town amenities. Sciacca advised that Staff did try to obtain quotes from other paving companies, but PMS was the only one that provided a quote and Staff was recommending approval as presented. She advised that funds were budgeted for the improvements, but with the sidewalk expenses the line might need to be amended.

**MOTION** to approve Resolution No. 14, Series of 2025, as presented was made by Mayor Pro Tem Douglas and seconded by Trustee Voorhis.

- Roll call vote: Unanimous approval.

## IX. PUBLIC HEARINGS

- A. FIRST READING** – Should the Board of Trustees for the Town of Fairplay approve the adoption of Ordinance No. 2, Series of 2025, entitled "**AN ORDINANCE OF THE TOWN OF FAIRPLAY, COLORADO REGARDING PRIVATE USE OF PUBLIC RIGHTS-OF-WAY.**"?

Mayor Just announced the ordinance and form of the hearing. Town Attorney Rivera presented reviewing key points that the legislation would revise existing "excavations" portion of town code and was intended to address use of right-of-way as work areas or for storing private property. He noted the permit process applied to utility providers and regular residents, exempts properly registered motor vehicles and certain trailers and limits use to right-of-way adjacent to one's property. Rivera also noted the title was being changed to "Private Use of Public Streets." Discussion ensued regarding "properly registered" and "functioning" vehicles and work area use for short-term projects. Mayor Pro Tem Douglas advised that Section 11 needed to be updated to remove outdated references to the Fairplay Sanitation District.

Mayor Just opened the floor to public comment. Scott Dodge, 1317 Meadow Drive, expressed concern about long-term parking of vehicles and trailers. Casey Schroeder, 1312 Meadow Drive, raised issues about vehicles not moving for months and creating safety hazards. Mayor Just explained interaction with existing parking ordinance and abandoned vehicle code, emphasized need for proper signage and enforcement. He also encouraged residents to report issues for targeted enforcement.

**MOTION** to approve Ordinance No. 2, Series of 2025, as presented was made by Trustee Baum and seconded by Trustee Voorhis.

- Roll call vote: Unanimous approval.

## X. STAFF AND BOARD OF TRUSTEE REPORTS

- A. Update on Burro Museum Renovations at 501 Main and Discussion on Future Phases of Renovation and/or Roof Repair.**

Town Administrator Sciacca reported that JOC Construction encountered some issues with the way the prior floor joists were installed, but repairs were made and the floor was being installed correctly. The project was anticipated to be completed by mid-May. Sciacca reported that an amendment for additional aesthetic improvements, estimated at \$10,000, would be brought back to the Board for approval. She then asked for direction on a future phase advising Staff's proposal was for a creative play and exercise space in the old Clerk & Recorder area with potential uses being birthday parties, painting classes, book clubs, meeting space, etc. The Board generally agreed with the proposal. Sciacca then noted the next phase would depend on potential repairs that were going to be needed

to the roof. She advised that potential hail damage was being investigated, and a Forensic engineer assessment was pending. Depending on the outcome, priority would shift to the roof repair before further interior improvements, and she would keep the Board updated.

The following updates were made by Saff:

**Public Works Update**

- Water meters:
  - Ongoing diagnostics and troubleshooting
  - Meeting scheduled with Core & Main to discuss potential switch
  - Exploring options to potentially save money
- Shop parking lot improvements noted
- Preparation for upcoming auction
- Sidewalk progression:
  - Minor issues with locates, resolved
  - Concerns about water usage during construction
- Lift stations:
  - Need for cleaning and better maintenance
  - Recent pump trouble resolved
- Water:
  - Preparations to start introduction of Seaquest for water samples
  - Addressing manganese issues in water

**Police Department Update**

- AVIS citation implementation:
  - Already started, about two weeks behind schedule
  - Full report on number of automated citations expected by next board meeting

**Engineering Update**

- River Park Trail progress:
  - Clearing and grubbing completed
  - SGM survey crews staked walls on west side
  - Retaining walls base layer installation beginning
- Front Street survey:
  - Survey work ongoing, delayed due to weather
  - Potential for sidewalks well-received by residents

**Planning Department Update**

- Ongoing work on minor subdivisions and exemption plats
- Highside variance project:
  - Awaiting response from applicant
  - Planning to reach out to remind of short timeline
- RFP for comprehensive plan and UDC update:
  - Draft 95% complete
  - Refining scope of work into different phases
  - Aiming to finalize and present to board soon

**Town Attorney Update**

- Ongoing work on various projects, including right-of-way and parking ordinances
- Annexation work in progress, to be reported on soon
- Feeling more integrated and aware of town operations

**Trustee Reports and Discussion Items**

- South Park Rec expansion:
  - Approximately \$10 million expansion planned
  - Plans available for viewing in Rec Center lobby
- Xcel Energy Pole project update: Weather-dependent, hoping for favorable conditions
- Insurance review reminder:
  - Trustee Baum shared personal experience of being underinsured
  - Suggestion to include reminder in monthly mailer for residents to review insurance coverage
  - Discussion on potential legal implications of such a reminder
- School safety drill issues:
  - Miscommunication between main school and preschool during recent drill
  - Trustee Voorhis raised concerns about communication

- Weapons ordinance suggestion:
  - Trustee Voorhis recommended review and updating ordinances on deadly weapons use in town
  - Discussion on including pellet guns and other potentially deadly weapons

**Announcements**

- Sad announcement of Duane Thompson's passing:
  - Mayor Pro Tem Douglas noted Thompson's dedicated volunteering for town and school events
  - The Board expressed condolences and acknowledged the loss to the community
  - Staff will seek to do something at 501 Main Visitor Center to commemorate contributions to the community

**XI. ADJOURNMENT.**

There being no further business before the Fairplay Board of Trustees, Mayor Just declared the meeting adjourned at 7:39 PM.

**BOARD OF TRUSTEES, FAIRPLAY, COLORADO**

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Frank Just, Mayor

**ATTEST:**

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Janell Sciacca, Town Clerk

