

1. Meeting Materials

Documents:

[MINUTES.PDF](#)
[AGENDA_PACKET.PDF](#)
[AGENDA.PDF](#)

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES
JANUARY 23, 2023**

CALL TO ORDER

A Regular Meeting of the Board of Trustees for the Town of Fairplay was called to order by Mayor Frank Just on Monday, January 23, 2023, at 6:02 p.m. in the Board Room located in the Fairplay Town Hall at 901 Main Street, having previously been posted in accordance with Colorado Open Meetings law.

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Just proceeded with the pledge of allegiance, followed by the roll call, which was answered by Mayor Frank Just, and Trustees Josh Voorhis and Pete Lynn. Mayor Just requested that the record reflect Mayor Pro Tem Dodge had called in not feeling well and was instead listening in by phone

Staff in attendance were Town Administrator / Town Clerk Janell Sciacca, Town Treasurer Kim Wittbrodt, Public Works Director Donovan Graham, and Chief of Police Bo Schlunsen.

APPROVAL OF AGENDA

Motion #1 by Trustee Voorhis, seconded by Trustee Lynn, that the agenda be adopted as written. A roll call vote was taken: Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

OATH OF OFFICE TO AND SEATING OF APPOINTED TRUSTEE RAY DOUGLAS.

Town Administrator and Clerk Sciacca administered the Oath of Office to Ray Douglas and Douglas took his seat at the dais.

CONSENT AGENDA

- A. **APPROVAL OF MINUTES** – December 4, 2022 Regular Meeting
- B. **APPROVAL OF MINUTES** – December 12, 2022 Special Meeting
- C. **APPROVAL OF MINUTES** – December 15, 2022 Special Meeting
- D. **APPROVAL OF EXPENDITURES** – Approval of paid bills for Town Funds in the amount of **\$111,456.67.**

Motion #2 by Trustee Voorhis, seconded by Trustee Douglas, that the consent agenda be adopted as presented. A roll call vote was taken: Douglas – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

CITIZEN COMMENTS – None.

PROCLAMATIONS, PRESENTATIONS AND OTHER UPDATES

- A. Mayor's Proclamation Announcing the King and Queen Candidates for the Fairplay Mountain Mardi Gras to be held Saturday, February 25, 2023.

Mayor Just invited the three King and Queen couples up to the front of the room and then read the proclamation into the record. He then presented each couple with a copy of the proclamation thanking them for agreeing to volunteer to raise money for their non-profits. He also thanked those that had previously participated and requested a round of applause in recognition of all.

PUBLIC HEARINGS

A. CONTINUED FROM JANUARY 9, 2023 – SECOND READING WITH REQUEST FOR ADDITIONAL CONTINUANCE TO FEBRUARY 6, 2023: Ordinance No. 1, Series of 2023, entitled, “AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO AMENDING CHAPTER 16 OF THE FAIRPLAY MUNICIPAL CODE, REGARDING DUPLEXES IN THE SINGLE FAMILY RESIDENTIAL (SF-RES) ZONE DISTRICT AND DEED-RESTRICTED WORKFORCE AFFORDABLE HOUSING.”?

Mayor Just introduced announcing Staff was requesting a continuance of the Public Hearing to February 6, 2023 due to the fact the Town Attorney was not able to be in attendance at this meeting.

Motion #3 by Trustee Douglas, seconded by Trustee Voorhis, to continue Ordinance No. 1, Series of 2023, to February 6, 2023 as requested. A roll call vote was taken: Douglas – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

B. STATE REVOLVING LOAN FUND HEARING REGARDING THE PROPOSED BEAVER CREEK WATER TREATMENT PLANT (WTP) UPGRADE FOR TOWN OF FAIRPLAY, COLORADO.”?

Mayor Just introduced announcing the requirement of the hearing pursuant to the Colorado Department of Public Health rules and regulations for a State Revolving Fund (SRF) Loan which mandates entities applying for SRF loans hold a public meeting to provide an opportunity for public comment and questions regarding the proposed project. Just advised notice for the hearing were advertised and posted as required 30 days prior to the scheduled meeting day and documents for public review were made available on the town website and at Town Hall. He then declared the hearing open at 6:17 p.m.

Town Administrator Sciacca provided an introduction and overview of the Staff Report. She then introduced the Town’s contract engineer for the Infiltration Gallery and Well project, Ken Hardesty of Hardesty Engineering and Mapping, LLC. She reviewed the steps taken to date and advised the hearing was one of the final steps to be taken prior to formal loan application. Sciacca also reminded the Town had already been awarded a \$199,850 grant from the Department of Local Affairs which would serve at the Town’s match for the SRF loan and ensure the Town did not need to raise monthly service rates. She also advised the Town had been notified by CDPHE that it qualified for principal forgiveness, so Staff was hopeful the overall project expense would be a minimal impact on the budget. Hardesty then distributed a 4-page handout to the Board and public and reviewed them for everyone’s information. Hardesty announced the project will enable the Town to bring online additional water sources which will almost double the water supply which is critical because at current there are times during peak months, the demand outpaces the capacity. He advised the project, when completed, will allow the Town to operate without shortages of water and provide for future growth. Hardesty finished by advising that the estimated cost of the project was about \$480,000 and that number was changing throughout the design process but he felt it was fairly close to the final number. Mayor Just then provided a history of the project which began in the mid-nineties along with the Town’s current water infrastructure and assets. Just also reiterated Hardesty’s comments about production being just on the cusp of enough water to supply the Town’s needs, adding there had been years where leaders contemplated rationing water but had thankfully been able to work around that in one way or another. Now, this project would potentially double capacity. Hardesty advised the project was anticipated to be completed late summer or early fall.

Mayor Just then opened the floor to public comment and he, Hardesty and Sciacca answered questions about storage versus supply, need for additional wells and process required to bring them online, leak detection, need for a new plant for looping of the system, water rights, filtration process and what that

means to the water quality, how long the filters will last and other improvements to the plant and process. Just then closed the floor to public comment and announced that no formal action was required of the Board at this time.

NEW BUSINESS

- A. CONTINUED FROM JANUARY 9, 2023 – SECOND READING:** Resolution No. 5, Series of 2023, entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ACTING BY AND THROUGH THE TOWN OF FAIRPLAY WATER AND WASTEWATER ENTERPRISE, INCREASING WATER TAP / PLANT INVESTMENT FEES.”?**

Town Administrator Sciacca presented an overview of the Staff Report advising that tap fees for Fairplay had not been increased since about 2006 according to what she could find in the records, yet costs of the system continued to increase and these fees support the Utility by making development pay for itself. She reminded that last fall the Board approved the completion of a Tap Study as part of the budget process. She pointed to the Report in the packet prepared by Hardesty Engineering and Mapping, LLC which did recommend the Fairplay increase its Water Tap fees. Hardesty then reviewed the report for the Board and viewing public to explain the different methodologies used for calculating the fees and the one he selected and accepted by the AWWA M1, Principles of Water Rates, Fees and Charges of dividing system value by system capacity to determine the cost to build capacity for one new connection. Hardesty reviewed the calculations for arriving at the recommended new fees contained in Table 7:

Table 7: Recommended Plant Investment Fees for 2023

Meter Size (in.)	SFE Equivalent	2023 Plant Investment Fees
¾"	1	\$9,400
1"	1.8	\$16,920
1 ½"	4	\$37,600
2"	7	\$65,800
3"	16	\$150,400
4"	28	\$263,200

Mayor Just stated that it was prudent to recognize that the ¾" tap proposed was only \$1,900 dollars more than what it has been since 2006 which was not significant for the number of years that had passed without an increase. It was also noted that many communities increase their fees annually based on inflation or some other accepted practice of accounting for rising costs. Hardesty noted that he did not address the sewer tap fees in this report as he was not asked to but he did look at those for the initial evaluation and felt they were appropriate. Sciacca reported that the State will look positively on the Town taking this step along with the Asset Inventory and Management Plan. Mayor Just then pointed out that it should not be overlooked that, there was already one development in progress that if the 156 units were built out could potentially take the Town back to being at capacity, so knowing what the system can produce and how much impact a new development could have on the system was paramount. Sciacca advised that a Water Model had been recommended in the past to assess the impacts of development and the Town Engineering firm SGM had already suggested this would be a critical tool for the Town so with authorization of the Board, she would get a quote from SGM and bring that back to the Board at a future meeting. The Board generally agreed. There being no further questions or discussion, Mayor Just opened the floor for a motion to approve Resolution No. 5, Series of 2023, as presented.

Motion #4 by Trustee Lynn, seconded by Trustee Douglas, to approve Resolution No. 5, Series of 2023, as presented increasing Water Tap/Plant Investment Fees as written and discussed. A roll call vote was taken: Douglas – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

Sciaccia thanked the Board for approving the increases and advised that all developers she had been in contact since arriving at the Town had been put on notice that the fees would be increasing, so this should be no surprise to them and there were no current applications caught in the middle.

B. CONTINUED FROM JANUARY 9, 2023 – SECOND READING: Resolution No. 6, Series of 2023, entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ADOPTING THE TOWN OF FAIRPLAY 2023 FEE SCHEDULE.”?**

Town Administrator Sciaccia presented an overview of the Staff Report advising that in the future these would be discussed as part of and approved with the adoption of the annual budget, which was the most widely accepted and best practice. She noted that the new taps fees would be incorporated and that Staff was recommending some significant increases related to Development Fees as application fees and deposits were not covering expenses. She reported the schedule did show several items in red that Board input was being sought on, and she had updated the format last year to add the sections that include State Law of Municipal Code that authorizes such fees along with notes containing general or important information. She then reviewed each section with the Board discussing those items that were new or required input. The Board was in general agreement with most recommendations but did ask that the code be updated to remove the section that limits the amount of cats and dogs to no more than three dogs or three cats or a combination of more than six thereof as well as requiring tags to be on the dog as the Town’s record that the fee was paid should suffice. It was also recommended that the Town purchase its own chip scanner. Following a general discussion of several other fees, the Board moved to address the Building Department fees. Many Board members felt that several of the fees for more minor projects were too high, discouraged compliance and instead would encourage homeowners to do projects without permits or inspections. Following discussion, Sciaccia advised that the fees as currently listed were consistent with Park County and other jurisdictions, and she recommended they be left as currently adopted until Building Official Parag could be present to address specific questions. Sciaccia noted several other changes in other sections and one duplicative water shut-off/turn-on charge was removed. She also noted the addition of fees for ADU connection which were determined by the square footage of the house which was a connection fee and not a separate tap fee unless the owner wanted a separate service line. She also noted she was having the Town Attorney look into the Board’s ability to implement a “Debt Service” fee which she had seen charged in other communities and was separate from the monthly service fees and also annually adjustable. Finally, Sciaccia reviewed and discussed the increased development fees. The Board generally agreed with the recommended increases noting the rising costs of doing business for the Town. Mayor Just then reminded that he would like to see the bond for a Road/Street Cut Permit increased to a sufficient amount based on the square footage of the cut and the bond be held for one year to ensure the Town does not have to repair a contractor’s work at Town expense. Sciaccia advised that would be another section of the code that could be updated to be more applicable and protect the Town. The Board then felt continuation of the schedule was appropriate to allow for Building Official Parag to be present and address the Building Department-related fees.

Motion #5 by Trustee Voorhis, seconded by Trustee Douglas, to continue Resolution No. 6, Series of 2023, to February 6, 2023. A roll call vote was taken: Douglas – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

C. FIRST READING: Resolution No. 7, Series of 2023, entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING THE CURRENT EMPLOYEE PAY SCHEDULE FOR TOWN EMPLOYEES AND DETERMINING THE PROCESS FOR ANNUAL UPDATES.”?**

Town Administrator Sciacca presented an overview of the Staff Report reporting that the Town Treasurer had advised that the Pay Schedule for the Town had not been formally adopted since its inception around 2009 and with new positions being added and ranges being changed, it was appropriate to adopt an updated and current schedule. She did note this should also be incorporated into the annual budget process and would be done from this point forward. Sciacca reviewed the proposed updated ranges and added positions (*Special Projects Coordinator, Facilities Maintenance and Entry Level Police Officer*) and stated that no actual employee salaries were being adjusted, just the ranges to incorporate the increases approved by the Board last year during the budget adoption. Town Treasurer Wittbrodt provided additional clarification and information noting that with the per-dollar increases granted for 2023 instead of an across-the-board percentage, she wasn't comfortable automatically taking that information and trying to get our employees where they needed to be in each range. It was again clarified that no raises were proposed as part of the process and one employee had gone over the range he was in and had to be moved into the next range. Mayor Just stated his opinion that some of the titles needed to be pared down and not be two-hyphenated titles lumped together. The Board generally felt simplicity was better. Sciacca then reviewed proposed Police Officer changes stating she did obtain information from Park County regarding their increased wages which were based on years of experience/service but she only received that earlier in the day and did provide that to the Board for review but did not utilize it for the proposed schedule. She did note that in briefly reviewing it, it was evident the Town would need to increase Police salaries to remain competitive with the County. Mayor Just felt more time was needed to evaluate the information and Sciacca advised that was acceptable and the Board always had the option to make any proposed pay increases that might be associated with a new schedule retroactive. She also noted that she did feel the format of the schedule really needed to be updated and that she and Treasurer Wittbrodt were going to be working with the Employers Council of Colorado to look at the Town's Job descriptions which were directly related to an updated schedule. Therefore, there was no harm in continuing the matter.

Motion #6 by Trustee Douglas, seconded by Trustee Lynn, to table Resolution No. 7, Series of 2023, to February 6, 2023. A roll call vote was taken: Douglas – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

STAFF AND BOARD OF TRUSTEE REPORTS

Public Works Director Graham reported that he was trying to work with Tolin Mechanical to see if sections of 501 Main could be isolated and shut off to control expenses and the building needed to be moved to natural gas but that could not be accommodated until spring. Sciacca added that the Town was still waiting for the adjuster's report related to the damage created by the car that drove through the end of the building on December 30. She added that the District Attorney will try to order restitution if possible since the vehicle owner had no insurance.

Town Administrator Sciacca reported that development had slowed. She also noted previous discussions about reinstating the Park County Intergovernmental Meetings due to the many topics of mutual concern that needed to be coordinated and she hoped to have confirmation soon that Alma, Park County and the School District were all on board. She also reported she was working on the Budget memo and she and the Town Treasurer would get the final document out to the Board by month's end.

Trustee Douglas stated it was an honor to be back on the Town Board and he was looking forward to serving in the Trustee capacity again.

Trustee Voorhis suggested the Town look at whether or not it needed to adjust its meeting schedule so as not to conflict with the School District if this happened on a regular basis. Sciacca replied the January

Board schedule was adjusted due to holidays, but she would look to see if there was a regular conflict. Voohis also noted that there was previously a sign at Cohen Park that recognized the property donor and he heard from the family that sign no longer existed. Town Treasurer Wittbrodt replied that none of the current Staff had seen the sign or had any idea of what it looked like or said and Staff did try to reach the family prior to the Cohen Park re-opening ceremony last year so as to facilitate a new sign but did not get any responses. Wittbrodt ensured that Staff was committed to replacing the sign if anyone could provide the necessary details.

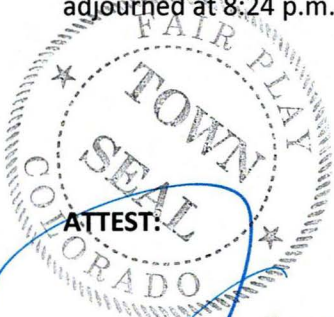
Trustee Lynn reported that he noticed the Hathaway Barn bay door left open and no one was around. Mayor Just echoed Lynn's report stating he had an actual photo, and Sciacca advised she had also noticed the lights being left on as well. Sciacca stated she would reach out to Summit Stage Transit Director Lubbers again and that she needed to provide him an update on the CDOT housing project anyway.

Sciacca then reported on behalf of Mayor Pro Tem Dodge that the US 285 bridge replacement and widening and Hwy 9 intersection project had been awarded at \$7.5 million over the original budget. No one had been able to find out who got the bid but she would email the engineer at CDOT and also make sure to get a public information hearing set. Sciacca also reported the MMOF grant for the River Park Phase 2 was still moving forward.

Mayor Just thanked everyone in the audience for showing and stated it made the meetings much more interesting and also helped the Board to make better decisions for the community. He announced the Fairplay Mountain Mardi Gras was coming up February 25th and extended an invitation to everybody to attend. He also suggested the King and Queen candidates announce where their donation jars were located and asked that Staff assist with that.

ADJOURNMENT

There being no further business before the Fairplay Board of Trustees, Mayor Just declared the meeting adjourned at 8:24 p.m.

The seal of the Town of Fairplay, Colorado, is circular with a double-lined border. The outer ring contains the text "FAIRPLAY" at the top and "COLORADO" at the bottom, separated by two stars. The inner circle contains the text "TOWN SEAL".
ATTEST:
A blue ink signature of Janell Sciacca is written over the seal and the word "ATTEST".

Janell Sciacca, Town Clerk

BOARD OF TRUSTEES, FAIRPLAY, COLORADO

A blue ink signature of Frank Just is written over the title.

Frank Just, Mayor

**AGENDA for a Regular Meeting
of the Board of Trustees of the Town of Fairplay, Colorado
Monday, January 23, 2023, at 6:00 p.m. at the Fairplay Town Hall Meeting Room
901 Main Street, Fairplay Colorado**

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **APPROVAL OF AGENDA**
- V. **OATH OF OFFICE TO AND SEATING OF APPOINTED TRUSTEE RAY DOUGLAS.**
- VI. **CONSENT AGENDA** *(This item is intended to streamline the Board Meeting grouping routine, non-controversial business. The public or the Board Members may ask that an item be removed from the Consent Agenda for individual consideration.)*
 - A. **APPROVAL OF MINUTES – December 4, 2022 Regular Meeting**
 - B. **APPROVAL OF MINUTES – December 12, 2022 Special Meeting**
 - C. **APPROVAL OF MINUTES – December 15, 2022 Special Meeting**
 - D. **APPROVAL OF EXPENDITURES** – Approval of paid bills for Town Funds in the amount of **\$111,456.67**.
- VII. **CITIZEN COMMENTS** *(This item allows for the public to sign up to address the Board on matters that are not on the agenda – Sign-up can be done prior to, or at the start of a meeting, on the required form.)*
- VIII. **PROCLAMATIONS, PRESENTATIONS AND UPDATES**
 - A. Mayor's Proclamation Announcing the King and Queen Candidates for the Fairplay Mountain Mardi Gras to be held Saturday, February 25, 2023.
- IX. **PUBLIC HEARINGS** *(This item allows the public to review and comment on business and helps the Board to make better-informed decisions on specific matters.)*
 - A. **CONTINUED FROM JANUARY 9, 2023 – SECOND READING WITH REQUEST FOR ADDITIONAL CONTINUANCE TO FEBRUARY 6, 2023:** Ordinance No. 1, Series of 2023, entitled, **"AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO AMENDING CHAPTER 16 OF THE FAIRPLAY MUNICIPAL CODE, REGARDING DUPLEXES IN THE SINGLE FAMILY RESIDENTIAL (SF-RES) ZONE DISTRICT AND DEED-RESTRICTED WORKFORCE AFFORDABLE HOUSING."**? *This action will amend Chapter 16 of the Fairplay Municipal Code to permit duplexes as a use-by-right in the Single Family Residential Zone and classify Workforce Affordable Housing as a use-by-right in certain Zones.*
 - B. **STATE REVOLVING LOAN FUND HEARING REGARDING THE PROPOSED BEAVER CREEK WATER TREATMENT PLANT (WTP) UPGRADE FOR TOWN OF FAIRPLAY, COLORADO.** *This is a hearing required by the Colorado Department of Public Health and Environment (CDPHE) for a State Revolving Fund (SRF) loan application submitted by the Town to install a cartridge filtration system at the Beaver Creek Plant to bring additional water sources online (Well and Infiltration Gallery).*
- X. **NEW BUSINESS**
 - A. **CONTINUED FROM JANUARY 9, 2023 – SECOND READING:** Resolution No. 5, Series of 2023, entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ACTING BY AND THROUGH THE TOWN OF FAIRPLAY WATER AND WASTEWATER ENTERPRISE, INCREASING WATER TAP / PLANT INVESTMENT FEES."**? *This action will increase the fees required for connecting to the Fairplay Water System for obtaining water service that also support operations, repairs, capital improvements, and debt service for the system.*
 - B. **CONTINUED FROM JANUARY 9, 2023 – SECOND READING:** Resolution No. 6, Series of 2023, entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ADOPTING THE TOWN OF FAIRPLAY 2023 FEE SCHEDULE."**? *This action will set forth the fees charged by the Town for providing all municipal activities and services.*
 - C. **FIRST READING:** Resolution No. 7, Series of 2023, entitled **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING THE CURRENT EMPLOYEE PAY SCHEDULE FOR TOWN EMPLOYEES AND DETERMINING THE PROCESS FOR ANNUAL UPDATES."**? *This action will set the pay schedule for Town employees for FY 2023 and formalize the process for all future updates.*
- XI. **BOARD OF TRUSTEE AND STAFF REPORTS**
- XII. **ADJOURNMENT**

Upcoming Meetings/Important Dates

Board of Trustees Regular Meeting	Monday, February 6, 2023
Board of Trustees Regular Meeting Cancelled (Presidents Day)	Monday, February 20, 2023
Fairplay Mountain Mardi Gras Celebration	Saturday, February 25, 2023

This agenda may be amended. Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and on The Town of Fairplay Website (www.fairplayco.us) on Thursday, January 19, 2023.

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES
DECEMBER 5, 2022**

CALL TO ORDER

A Regular Meeting of the Board of Trustees for the Town of Fairplay was called to order by Mayor Frank Just on Monday, December 5, 2022, at 6:00 p.m. in the Board Room located in the Fairplay Town Hall at 901 Main Street, having previously been posted in accordance with Colorado Open Meetings law.

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Just proceeded with the pledge of allegiance, followed by the roll call, which was answered by Mayor Frank Just, Mayor Pro Tem Dodge, and Trustee Pete Lynn. Trustee Josh Voorhis was excused due to a prior engagement.

Staff in attendance were Town Administrator / Town Clerk Janell Sciacca, Town Treasurer Kim Wittbrodt, Public Works Director Donovan Graham, and Chief of Police Bo Schlunsen.

APPROVAL OF AGENDA

Motion #1 by Mayor Pro Tem Dodge, seconded by Trustee Lynn, that the agenda be adopted as written. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

CONSENT AGENDA

A. APPROVAL OF MINUTES for Regular Meeting held November 21, 2022.

B. APPROVAL OF EXPENDITURES – Approval of bills for various Town funds in the amount of **\$64,629.22.**

Town Treasurer Wittbrodt noted that the amount of expenditures was listed incorrectly on the agenda and the correct amount was \$88,629.22.

Motion #2 by Mayor Pro Tem Dodge, seconded by Trustee Lynn, that the consent agenda be adopted with the noted correction to the amount of expenditures being \$88,629.22. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

CITIZEN COMMENTS

Department of Local Affairs Northern Mountains Regional Manager Kate McIntire appeared and introduced herself to the Board and public. McIntire announced her region included Park, Grand, Routt, Jackson and Pitkin. She also provided an overview of her employment history which included work for small and large communities across Colorado for the past 20 years and the State Water Conservation Board and Forest Service. She reported she was currently assisting the Town with obtaining a DOLA Energy and Mineral Impact Fund grant and CDPHE State Revolving Fund Loan for its Infiltration Gallery and Well #4 and she felt very lucky to be in her role helping communities do great things.

PROCLAMATIONS, PRESENTATIONS AND OTHER UPDATES

A. Presentation of Burro Days 2022 Material Composition & Diversions Report by Kat Slaughter, VERT Sites, LLC.

Slaughter provided a brief overview of the report in the packet. She inquired if VERT's services provided a benefit to the Town and its Staff. Public Works Director Graham reported his Staff was actually able to enjoy the event and its offerings instead of working through it which was very appreciated. Mayor Just

noted that the public reception of the ability to recycle was accepted very well and multiple people he spoke to made the comment that they were so impressed the Town was able to furnish those facilities for that purpose. He also notices Public Works Staff got to have a little time around with their spouses or significant others and actually enjoy the event whereas in years past they did nothing but work and go home and come back and work. Trustee Lynn inquired about actual diversion versus trash. Slaughter replied she was not sure where the materials went because that was not disclosed but she thought to the Front Range. She also noted that if materials were contaminated, they were considered trash. For Burro Days, the largest part of recycling was cardboard which she separated herself. Everything else probably went to the trash without decontamination of the recyclables by Public Works or passionate volunteers. Slaughter also noted she has actively been pursuing recycling in Fairplay for about 6 years but had been turned down on every front. There are a lot of people that really care about recycling and if something could be worked out it would be a benefit because there is a lot of opportunity for rural Colorado through grants and recycling partnerships. The Board thanked Slaughter for her report and suggested she gather information on possible grants to discuss with Staff and bring back to them as appropriate.

B. Presentation regarding South Park Schools Substance Abuse Grant by Knudsen Coaching & Consulting, Grant Project Coordinator.

Daniel Knudsen presented an overview of the materials in the packet for the Board and the public in attendance. He reported South Park Schools received a Substance Abuse Block Grant from the State of Colorado and was currently in year three of five and he wanted to present what was being done, talk a little bit about signage relative to alcohol, not possessing or using in public places and see if the School and Town could join forces in a prevention landscape with a goal to reduce alcohol and marijuana use by the youth in the Park County School District. Knudsen stated he wanted to come alongside the Town's code updates and enforcement efforts in an attempt to use parallel strategies. Mayor Just invited Knudsen to work with Town Administrator Sciacca on what needed to be done so the Board had a better understanding where the Town and school needed to go. He added that the Board was open and interested and receptive to hearing good ideas as their ultimate goal was the betterment of the Town of Fairplay community.

NEW BUSINESS

A. Should the Board Approve Adoption of Resolution No. 47, series of 2022, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO, APPROVING AND INTERGOVERNMENTAL AGREEMENT WITH THE COUNTY OF PARK, COLORADO, ON BEHALF OF THE PARK COUNTY SHERIFF'S OFFICE, FOR LAW ENFORCEMENT SERVICES."?

Town Administrator Sciacca presented an overview of the Staff Report advising that this item was a result of Budget discussions and her review of the Departmental statistics, expenses and services and a question to the Board as to whether or not the Town had ever considered contracting out law enforcement services with the County. Through discussions, she discovered that the Town had in fact discussed the same thing in years past for many of the same reasons and the Board decided to investigate whether or not this would be a good step for the Town now for the sake of continuity as well as expanded services and whether or not the Sheriff would even be interested. Conversations began with Sheriff Tom McGraw and County Manager Tom Eisenman, who Sciacca noted were both in attendance at the evening's meeting. She stated that the agreement presented for consideration by the Board was a result of multiple meetings with the County by herself and Mayor Just. Sciacca then noted the larger-than-normal public attendance and thanked citizens for showing up. She added that the evening's attendance was more than she had seen at all the meetings together over the past year and she was looking forward to the input on the agreement and would hope to have more input on all the Town's activities. She then reported that following

discussions, the recommendation of Staff was to move forward with the agreement in order to provide more comprehensive law enforcement services for the Town such as dedicated animal control, investigations and narcotics, civil service, and evidence. She noted that combining forces would also allow for the Town's Officers to receive better pay, to become part of a larger team and brotherhood, to have opportunities for career advancement, and some to potentially work closer to their own homes. Sciacca felt there were also benefits for the Sheriff in the addition of at least 4 full-time proven Officers to his Staff, but the main benefit was the more robust law enforcement for the Fairplay community. Mayor Just invited Sheriff McGraw to speak. Sheriff McGraw stated that the Town did approach him and not the other way around, and that he was not trying to take over the Police Department. He felt his Department has a great relationship with the Police Department and he had even made all of them sworn Deputies. He reported that he and County Manager Eisenman were working hard to provide extra benefits for all Deputies and the Town's Officers would receive pay increases if the agreement were to be approved and they moved over. He stated that the Town made it clear the Officers needed to be taken care of. He added that the Officers would receive better and more training as well and the Deputies and Officers already had a good relationship and respected one another. McGraw stated that the Town would save money both now and in the future if the agreement were approved noting that there were many requirements on the horizon that were going to need to be met that would be very costly. He also noted that the addition of the Town's Officers to his staff, in conjunction with other recent hirings, would help the Sheriff's Office to be able to return to 24-hour shifts after the first of the year with 5 Deputies on each shift. He planned to have 2 Deputies in the Fairplay area, 2 in Bailey and 1 floating in between so he felt there would always be a Deputy available in Fairplay especially since the Jail was located in the Town. McGraw also stated the County provided a budget to help out with events such as Burro Days and he would still rely on Chief Schlunsen and the Town Officers to help manage those events. It will be a win-win for everyone.

Mayor Just then inquired if there were any questions from the public. Citizens inquired about or voiced concerns relative to:

- Decreased response times and lack of Deputies allowing for increased crime
- Pay and advancement for the Town Officers
- How moving Town Officers over to the County benefitted the Town when the Town's Officers were already helping to respond to County calls
- Does the proposed change take into consideration the possible growth of the Town
- Use of Town taxpayer monies to fund the County Sheriff's budget
- If the Town needs to save money can't it be saved somewhere else
- Increased law enforcement presence and coverage for the school
- Difficulty in bringing back a full Police Department if the agreement did not work out
- Secretiveness of the discussions and proposal and feeling of it being a done deal
- If it isn't broke don't fix it
- Decrease in the level of personalized service
- Giving away what took so long to build
- Lack of notice to the community, ability for citizens to have input and review the proposal
- Lack of say or control by the Town if the County takes over
- Congruity when McGraw goes out of office
- Loss of Town assets and expense to replace them if the agreement fails or was canceled
- If it is all about the money can there be changes made to shift things around in the budget

Town Staff, Board members and the Sheriff responded to each comment or concern and the Board then generally agreed to continue consideration of the agreement to December 12, 2022 at 6PM when a special meeting could be held to allow for additional public input. Mayor Just encouraged all the attendees to read the agreement and then come back prepared to engage in conversation about the pros and the cons.

B. Should the Board Approve Adoption of Resolution No. 48, series of 2022, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO CERTIFYING DELINQUENT UTILITY ACCOUNTS TO THE PARK COUNTY TREASURER.”?

Treasurer Wittbrodt presented an overview of the Staff Report and advised this was an annual process. She worked hard to get the list down to just four properties and a total amount of \$6,390.15. She recommended approval of Resolution No. 48 as presented.

Motion #3 by Mayor Pro Tem Dodge, seconded by Trustee Lynn, to approve Resolution No. 48, Series of 2023, as presented. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

PUBLIC HEARINGS

A. CONTINUED FROM NOVEMBER 21, 2022 – THIRD AND FINAL READING – 2022FY Amended Budget and 2023FY Proposed Budget for all Funds of the Town of Fairplay, Colorado:

1. Should the Board Approve Adoption of Resolution No. 42, series of 2022, entitled, “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING AN AMENDED 2022 BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO.**”?
2. Should the Board Approve Adoption of Resolution No. 43, series of 2022, entitled, “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE AMENDED 2022 BUDGET.**”?
3. Should the Board Approve Adoption of Resolution No. 44, series of 2022, entitled, “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2023 AND ENDING ON THE LAST DAY OF DECEMBER 2023.**”?
4. Should the Board Approve Adoption of Resolution No. 45 series of 2022, entitled, “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2021 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF FAIRPLAY, COLORADO, FOR THE 2023 BUDGET YEAR.**”?
5. Should the Board Approve Adoption of Resolution No. 46, series of 2022, entitled, “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE TOWN OF FAIRPLAY, COLORADO FOR THE 2023 BUDGET YEAR.**”?

Mayor Just introduced the third and final reading of the 2022FY Amended Budget and 2023FY Proposed Budget for all Funds of the Town of Fairplay, Colorado and announced the format of the hearing. He then opened the Public Hearing at 8:56 PM and asked for Staff presentation.

Town Administrator Sciacca reminded that the Board and Staff had been working through the budget since August via work sessions and meetings. The first public hearing was November 7th and the second one was held on November 21st and this would be the third and final hearing with the documents in the packet being the results of all those different discussions and reflecting the Town's priorities for services, programs, priorities and amenities. Mayor Just then asked the Board for any suggested amendments. Mayor Pro Tem Dodge stated his position this is an excellent budget and the Board and Staff did so much due diligence on it over the last six months. Trustee Lynn inquired for clarification about the mill levy amount questioning that the levy stays the same yet the amount of revenue generated changes. Both Sciacca and Wittbrodt agreed and Sciacca added that the only way the mill levy can be increased is by a vote of the Town citizens. There were no further Trustee questions.

Mayor Just then opened the floor to public comment for or against the 2022 adjusted budget and the proposed 2023 budget. Kerrie Lynn, 851 Hathaway, inquired about extra flowers for outside of Town Hall. Sciacca replied that additional monies were budgeted for beautification and so was a full-time summer position to help take care of all the flowers. Mayor Just stated to Lynn that she might be shocked at how many people were in his ear about why the Town was wasting money on flowers, and others were asking when will they be put out. The Board has to deal with that diversity and figure out a balance to weigh what's best for the community and when it comes to the flower the Board was committed to the flowers throughout Town. Sciacca added that the Town had other plans for more flowers and would also be working on a weed program in conjunction with CSU extension. Ray Douglas, 389 Aspen Way, applauded the Board for making the commitment of \$75,000 to housing in the budget and felt it was a huge statement by the Town trying to make that opportunity exist.

Mayor Just highlighted some major projects for 2023 – Infiltration Gallery and Well #4 improvements at the Beaver Creek Water Plant adding additional water capacity, Phase 2 of the River Park with a \$750,000 CDOT MMOF grant which would add to the connectivity of the Town, and exterior renovations to building at 501 Main. Sciacca added that monies were also added to make additional improvements at Cohen Park including a Community Garden. Just then reminded that Trustee Lynn began the discussions about emergency preparedness so the Board budgeted funds to purchase supplies and install a fuel storage tank. He thanked Lynn for his perspective and stated that is sometimes just takes a different set of eyes and the Town was always open to new suggestions. There being no further comments, Mayor Just closed the Public Hearing at 9:16 p.m.

There was no further deliberation by the Board and Mayor Just opened the floor to a motion.

Motion #4 by Mayor Pro Tem Dodge, seconded by Trustee Lynn, to approve Resolution No. 42, Series of 2023, as presented. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

Motion #5 by Trustee Lynn, seconded by Mayor Pro Tem Dodge, to approve Resolution No. 43, Series of 2023, as presented. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

Motion #6 by Mayor Pro Tem Dodge, seconded by Trustee Lynn, to approve Resolution No. 42, Series of 2023, as presented. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

Motion #7 by Trustee Lynn, seconded by Mayor Pro Tem Dodge, to approve Resolution No. 42, Series of 2023, as presented. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

Motion #8 by Mayor Pro Tem Dodge, seconded by Trustee Lynn, to approve Resolution No. 42, Series of 2023, as presented. A roll call vote was taken: Dodge – aye, Just – aye, Lynn – aye. Motion carried unanimously.

Mayor Just then reminded that all the Town's budgets were posted on the Town's website and he encouraged everyone to read them to see what has happened in the community over the past years and what would be happening in the future.

STAFF AND BOARD OF TRUSTEE REPORTS

Mayor Just announced that reports would be reserved for the December 12 meeting and asked that there be no other business on the agenda other than the IGA matter with the County for Law Enforcement Services.

ADJOURNMENT

There being no further business before the Fairplay Board of Trustees, Mayor Just declared the meeting adjourned at 9:22 p.m.

BOARD OF TRUSTEES, FAIRPLAY, COLORADO

ATTEST:

Frank Just, Mayor

Janell Sciacca, Town Clerk

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES
DECEMBER 12, 2022**

CALL TO ORDER

A Special Meeting of the Board of Trustees for the Town of Fairplay was called to order by Mayor Frank Just on Monday, December 12, 2022, at 6:03 p.m. in the Board Room located in the Fairplay Town Hall at 901 Main Street, having previously been posted in accordance with Colorado Open Meetings law.

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Just proceeded with the pledge of allegiance, followed by the roll call, which was answered by Mayor Frank Just, Mayor Pro Tem Dodge, and Trustees Josh Voorhis and Pete Lynn.

Staff in attendance were Town Administrator / Town Clerk Janell Sciacca, Chief of Police Bo Schlunsen and Town Attorney Nina Williams by ZOOM.

APPROVAL OF AGENDA

Motion #1 by Mayor Pro Tem Dodge, seconded by Trustee Voorhis, that the agenda be adopted as written. A roll call vote was taken: Dodge – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

NEW BUSINESS

- A. CONTINUED FROM DECEMBER 5, 2022** – Should the Board Approve Adoption of Resolution No. 47, series of 2022, entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO, APPROVING AND INTERGOVERNMENTAL AGREEMENT WITH THE COUNTY OF PARK, COLORADO, ON BEHALF OF THE PARK COUNTY SHERIFF’S OFFICE, FOR LAW ENFORCEMENT SERVICES.”**?

Mayor Just introduced the matter and announced that anyone who wanted to speak needed and provide a physical address and telephone number and would become part of the public record. Town Administrator Sciacca reminded the proposal to contract law enforcement with the County was a result of annual Town budget discussions. She presented the Staff Report in the packet reviewing information and points in response to the main concerns and comments raised at the December 5, 2022 meeting as follows:

1. *Seeing Officers drive down the Town Streets and waiving to citizens.* Deputies are already driving down the streets and making impacts on traffic enforcement and school safety. They will get to know the people living in the Town just like the current Officers did and many times citizens may see the current Officers patrolling as Deputies if the agreement is approved. The Sheriff has committed to using the current Officers to bring all Deputies up to speed on everything Fairplay.
2. *Deputies will not be available due to response elsewhere in the County.* Town Officers were already responding to assist the County leaving the town uncovered at times. However, the County/State/Town worked together and will continue to work together to cover during those situations. There are always Deputies, Jailers and Command Staff at the Jail that can be dispatched within the Town as a moment’s notice. With major events, the Sheriff can call in other jurisdictions and agency support as has been done in the past with adjacent counties.
3. *Growth will outpace law enforcement personnel.* This sentiment reflects the foresight that the Board and Staff have pondered throughout this planning process. Growth is occurring everywhere. By merging our forces, the Town and County can partner together to attract more qualified candidates and search out possible housing options. Many law enforcement personnel would prefer to work and live in the small mountain communities instead of the big towns with major crime. Development will not happen overnight and with the current

economic problems, it could be 5-10 years before there is any significant increase in the number of residents. The Town can also implement impact fees on new development. A development fee imposed on new residential and non-residential projects to fund the proportionate share of the Public Facility costs created by new development for law enforcement buildings, vehicles, and equipment created by new development could help offset the impacts.

4. *Town taxpayer monies going to the County instead of the Town.* Homeowners with a \$400,000 home pay less than \$200/year to the Town in property taxes or around \$3.20 yearly toward the current \$600,000 Police Budget. Most of the revenue the Town collects is from Sales Tax. Someone who might buy \$25,000 of sales taxable items in the Town, would only pay about \$1,000 in sales tax toward the Town's overall budget. Most taxes that support the Town's budget are paid by tourists and travelers.
5. *Ability or inability of the Town to hire a new police force if the agreement fails.* Again, it behooves both parties and the citizens to work together to protect the Town and the County as a whole. We must support one another for the greater and common good. However, if the Town needed to hire its own Officers, it can be done and there would be no less than 6 months that the Town would have to recruit and hire several Officers. The IGA agreement fully covers processes to maintain workability of the arrangement and sets forth the process for addressing issues and negotiations should they arise. The Sheriff will be required to report on a regular basis to the Town Board which also allows opportunity to hash out and potential issues.
6. *Feels like a done deal.* It is not a done deal, but when the average person, who can set aside personal opinions and objectively evaluate the situation weighing the pros and cons, looks at the matter overall, it is clear why the Board chose to pursue an agreement. Personal opinions and individual feelings should also be set aside to truly see the benefits that will be provided to the Officers as well.
7. *If It ain't broke don't fix it.* The Town is not trying to fix any situation. The Town is seeking to expand and improve on the current level of service in the best interests of the community.
8. *Will the Town get the same/better and consistent service.* The Chief himself stated that the citizens would probably see the same level of service or better. The Sheriff then stated that he plans to have the same Deputies working in the same areas so they would have the opportunity to provide the hometown police department-type service as well. The Sheriff also stated his department was trying to hire local people, provide them training and then require them to stay with the organization for 3 years which provides for continuity. The Town and County are working together on Affordable/Workforce housing to help attract and retain qualified people to the community and many Officers/Deputies from larger jurisdictions are moving to small, rural areas where law enforcement is still supported and appreciated. An IGA with the Sheriff will gain the Town access to additional services it does not, nor will it have without the significant expense of hiring specially trained Staff. These are Narcotics Officers to conduct drug investigations and enforcement; Detectives to investigate and prosecute significant crimes; Animal Control Officers to deal with dogs at large, barking dogs and administration of a licensing program; a Chain of Command with a well-established system to investigate allegations against Deputies, and a whole host of other ancillary services and programs. Again, the Town Board is confident the citizens of Fairplay will see better and more well-rounded services, which is the whole intent and based upon concerns voiced by members of our community.
9. *Make sure the Town Officers are taken care of.* Sheriff McGraw stated he would guarantee the Officers would be taken care of, and Mayor Just and the entire Board of Trustees committed at the beginning of discussions to utilize any realized savings from the 2023 budget, if the agreement were approved, to ensure all Officers were compensated appropriately.

Mayor Just reminded that speakers were being asked to sign up in order to be recognized to speak for a period of 3 minutes. This would provide for a more formal proceeding, accurate public record and ability for everyone to be heard. Just also responded to the prior meeting's comments that it sounded like the Board's mind was already made up. He emphasized the Board's mind was not made up and that is why they elected to extend or continue the matter. This allowed further public input, both out in the field which he and the other Board members had experienced the entire weekend in phone calls and personal discussions with citizens, and now again at a public meeting. He assured that every hour spent talking with the community was productive and helped him and the Trustees to better understand where the people really stood. He reported that he personally did receive comments both in favor and in opposition and he

and the entire Board appreciated and welcomed public input on all their decisions. He thanked everyone who was in attendance and encouraged the community to keep showing up and providing input so they were better able to make truly good decisions for the entire Town of Fairplay.

Mayor Just opened the floor to public comment:

- Bill Pike, 440 Witcher Lane, spoke in opposition voicing concerns about coverage, control of the money that would be going to the County, the cost of replacing the Department and assets if the agreement did not work out and the convenience this was coming up after the Sheriff's tax increase was not approved at the last election.
- Duane Thompson, 210 4th Street, spoke in opposition voicing concerns about specific items in the agreement including lack of 24 Hour service, there really was no guarantee the Town's Officers would be given a job with the County and taken care of, there was no guarantee the Officers would actually accept a position with the Sheriff and stay in the County, discretion of the Sheriff and congruity in the future, and the cost of replacing the Department and assets if the agreement did not work out.
- John Deagan, 809 Crawford Lane, spoke in opposition voicing concerns about the Town giving up responsibility to the County, the lack of County elected leaders and citizen support for Sheriff's Office funding, the coming County Commissioner change to an extreme right-wing led Board, inadequate level of service that already exists in the County, lack of control by the Town of the annual law enforcement budget and also the Officers assigned to the Town.
- Josh Salverson, 664 Tristan Loop, spoke stating many of his concerns were already voiced by others and he questioned if the Sheriff would consider hiring a full-time School Resource Officer if the Town were to choose to provide additional budget savings to support the position.
- Carolina Attaway, 600 Castello Avenue, and State Patrol Officer spoke in personal opposition voicing concern for lack of adequate or any backup, loss of revenue for the Town with all fines and fees going to the County and loss of 24-7 coverage especially if the Sheriff was unable to maintain adequate staffing.
- Tyger Kulesza, 870 Steinfeld Parkway, spoke in opposition voicing concerns that the Town was throwing away 100 years of history and the Town policing itself, lack of coverage, things were moving too fast, there would be no more small-town cops handling small-town citizens, there were too many "ifs" and lack of control of the budget.
- Kerrie Lynn, 851 Hathaway Street, reminded she voiced her opinions at the original meeting and then reiterated her opposition voicing concerns the proposal came out of nowhere and was not properly publicized, she felt the Town was losing itself by losing its Officers and the Town should be allowed to vote on something like this.
- Clayton Conway, 1215 Beaver Meadow spoke in opposition voicing concerns this move was the first step toward un-incorporation of the Town and difficulty in getting a Police Department back once its gone,

- Jason Seiber, 463 Bobcat Lane, spoke in opposition voicing concerns about abandoning the Town Police Department, losing the small-town police feeling, personalized service and pride in the community.
- Laurence Burnett, 490 Eight Street, spoke in opposition voicing concerns of not having a Police force, additional expenses for investigations and things like special events, and additional costs for additional Deputies, possible issues with future Sheriffs with different ideas and priorities.
- Beth Conway, 1215 Meadow Drive, spoke in opposition voicing concerns that there will be more population and tourism in the Town and that getting rid of the Police Department felt like a step backward, and difficulty in reinstating a Department if the agreement did not work out.
- Casey Schroeder, 1317 Meadow Drive, spoke in opposition voicing concerns about eliminating the “face” of the Town with the elimination of the Police Department and the amount of money that would need to be spent to reinstate one.
- Becky Salverson, 664 Tristan Loop, stated there were a lot of pros and cons but she felt there were many more pros to be realized by the County and she was worried the Town service levels and law enforcement presence were being compromised, that there were too many holes and unknowns and it was clear the citizens were against it.
- Adam Kyle, 795 Zebulon Street, spoke as a former Police Officer in Omaha noting he was not for or against the proposal but wanted Fairplay citizens to better understand what they might be accepting or rejecting and he questioned Chief Schlunsen’s support or non-support of the proposal, what the overall response times would be and felt the amount of citizens speaking out against it was significant.

Mayor Just, the Trustees, Sheriff McGraw and Town Administrator Sciacca all responded to each citizen’s concerns, of which many had been previously brought up in the December 5 meeting and addressed at that time and again in the Town Administrator’s report.

Mayor Just closed the floor to public comment and announced how proud he was of all the citizens that showed up and voiced their opinions. He reminded that while the audience that was in attendance was mostly in opposition to the proposal, there were many comments received by the Board in support of the agreement but afraid to publicly announce the support. This was common and it was a proven fact that the loudest voices were often those in opposition. He also pointed out that some of those that the Board heard from did not reside in the Town limits and the total percentage of 25-30 voices heard at meetings really only represented about 2-4% of the entire Fairplay population the Board would have hoped to hear from the entire community. He commended everyone who took time out of their schedules to attend the meeting(s) and provide input to help the Board make the right decision. He also noted that the evening’s meeting was the largest meeting he had seen since he was on the Board.

Trustee Voorhis shared some of his thoughts stating he had served on many different boards and opposition and conflict draws crowds. Voorhis reported that he heard both positives and negatives from many citizens over the last week and expected an opposition crowd tonight because that is the way things work and he hoped people understood that as well because it is human nature. He was very understanding that Police staffing was currently good but cautioned that it may not be good in six months and the Town

could be on the begging end of Park County having to help out. Voorhis shared that he sat on the Town Board for many years in Oak Creek and the Town did not have a Police Department because they could not hire anyone. The Town also did not have the budget Fairplay does, and they couldn't fill positions and were dependent on the Sheriff. He emphasized it was a miserable experience, they went through 3 Chiefs in about 18 months because they were getting crushed with the workload and they actually wanted to join in with the Sheriff's Department, but they wanted no part of it. He reminded that the Town was in a similar position 2 years ago and these were all things to consider while things were good, they could change. He added the Town was not in a perfect situation now and while the current Officers did a good job, there were things that could be improved on. Agreements like the one proposed work in many other jurisdictions and many communities that enter into such agreements never go back to having their own Department. Voorhis felt there were many valid points on both sides of the matter brought up and appreciated them all and encouraged people to take more part in their government by getting involved reminding that there had been multiple vacant seats on the Board and not a lot of turnout for them.

Trustee Lynn thanked everyone for showing up and echoed some of the comments made by Voorhis. He stated that this issue had been the most difficult in his year on the Board and he knew people would be deeply and legitimately concerned and he thanked everyone stating this is what government is supposed to look like and they need to strive for and build it.

Mayor Pro Tem Dodge stated how proud he was of the citizens for showing up tonight and speaking their voices, for supporting each other and supporting the cause. He stated that while this was an important matter, the Board discussed at least 48 others over the last year and voted on them. This was part of the Town's normal business but an important piece and the only way to come to a real conclusion is to have the voices of everybody heard. The citizens of the Town do not know what goes on the rest of the year unless the Board sees someone in their neighborhood or at a restaurant and shares decisions. There is serious business the Board deals with pretty much every meeting with the most important job being to approve the budget, which was completed on December 5. The rest of the decisions are based on taking care of the community and their wants and needs. The Board spends a lot of time going through business and each member invests plenty of time in every process, good or bad. These were good interactions and the discussions resulted in a pretty good draft agreement. Dodge encouraged everyone to think about the future because the current Board would only be sitting as long as each of them were in our office and the citizens needed to start planning for that as well as 20 years or 30 years from now. He stressed that it was a difficult job to make all these important decisions but the Board does it and figures out how to get the money needed to fund important programs, equipment, projects, services, etc. He reminded the public that no matter the direction taken tonight, they have seen both options of what the Town currently has and where it could be in the future so this could come back up again. He also stressed that the citizens needed to have a voice at the County level too and for Park County as a whole, and he thanked those that lived outside the Town for showing up and voicing their opinion on this Town matter. He emphasized that everyone needed to start thinking about the legacy of the community and the future.

Mayor Just responded to a question about the merits of the proposal and why the Board decided to consider this proposal, besides saving money. He stated the main focus was to ensure the Town had law enforcement with stability and continuity and expanded services. Mayor Pro Tem Dodge echoed Just's statement about the decision being based on a desire and possibility of better services for the community. Mayor Just then piggybacked on that comments stating the Board saw the opportunity or potential opportunity to offer the town a broader spectrum of services, more continuous service and then he

reminded everyone that the Town, by statute, does not have to have a Police Department but the County is mandated to provide law enforcement and a Jail, and while the Town was currently fully staffed, that may not be the case next year, etc. That is the bigger picture and providing better and expanded services for the community. He also noted a genuine concern for the well-being of the Town force and their physical and mental health, especially Chief Schlunsen and all he has had to endure over the last 5 or so years and at times being the only Officer covering the Town. The Mayor also stressed that every one of the people who has sat on the Board in his time has taken their fiduciary responsibility very seriously and always try to look to the future. In this case, the Board saw cost escalations which were evidenced by the budget for the Police Department essentially tripling since 2010 and this would continue to occur year after year, especially with all the new mandates on law enforcement. He ended by stating that is why the meeting was held last week and today, it was to hear from the citizens and obtain perspective and feelings on what the Board thought needed to be done. Just also reminded that this is the traditional process and the public is invited to every meeting. Executive sessions were held as allowed under law to learn, plan and then produce something the Board and Administration thought made sense for the community. There was a tremendous amount of time and effort that went into getting to this point and the Board has heard and taken notice of the appeals made to them and as a representative form of government, a representative democracy, they have to listen to the better and make decisions based on the common good of the mass of people.

The Mayor then explained the basics of the process of drafting a resolution, the standard title wording which in no way meant the Board had made up its mind, and the options before the Board for approval of the resolution, denial of the resolution, and the resolution dying for lack of a motion. Also, any motion could pass or fail, depending on the final vote. Trustee Voorhis added that even if the resolution was not approved tonight, with proper notification and public comment and process, it could reappear at so he didn't want there to be any assumption made that because one thing happened tonight if in six months the Town lost 3 Officers, it might change the whole scenario. Mayor Just also clarified that if the resolution did pass, the next step would be to implement the IGA with amendments and massaging to fit the concerns raised by the community.

Mayor Just then read the title of Resolution No. 47, Series of 2022, and requested a motion to approve as read and proposed. No motion was made and the Mayor restated the request for a motion to approve. Hearing no motion to approve Resolution No. 47, Series of 2022, Mayor Just requested the record officially reflect that no motion to approve was made and the resolution was officially dead.

Mayor Just thanked everyone for their support, input and all of the things brought to the Board. Town Administrator Sciacca echoed the Mayor's comments noting she had been working in local government for over 30 years and she loved to see the public come out for meetings and voice their opinions. She encouraged the citizens to get involved and stay involved and recommended they all go to the Town's website and sign up for email notifications of events and meetings. Sciacca also announced the Town's next election would be held in April 2024 and the Town would be looking for several new Trustees. She also announced that in response to comments about there not being enough public notice, that the Town would be moving forward to post all agendas on the Town's Facebook page and hopefully in 2023 the Town would also begin allowing for remote viewing and participation for those that could not make it to meetings in person and meetings would also be recorded and available for later viewing.

STAFF AND BOARD OF TRUSTEE REPORTS

Trustee Voorhis thanked Sheriff McGraw and Undersheriff Spodyak for all their assistance. He also stated that he did worry the Town would be back in this situation because there would be a time in the future when the Town would not be able to hire Officers so he hoped the Sheriff had no hard feelings and that they could continue to work together and help each other out. Voorhis also stated that the current Department was not perfect and he believed the Board needed to look at some of the issues that need to be addressed such as radar on Highway 9. Lately, he saw the Sheriff and State Patrol conducting radar and not the Town.

Sheriff McGraw did make the Board aware then when the plan was proposed that they did talk to the Officers and were set to interview Sgt. Grover tomorrow. He stated he would let her know the agreement did not go through and the Board supported any Officer taking advantage of a career advancement opportunity. Sheriff McGraw also shared that there was also indication another Officer was considering a position with a Federal agency so the Town could most certainly be back in this position sooner rather than later. It was also mentioned that the Town of Alma had reached out to the Fairplay Officers about their Chief opening. Mayor Just announced that the Board tried to be proactive and he did not feel public sentiment got that and it did not represent the whole of the community and agreed this might come back. Just also thanked Sheriff McGraw for his respect for the process and privacy, his responsiveness and his understanding of what the Board was faced with. He did not feel the public understood what the Board was trying to hedge in the future. McGraw commented that if the Sheriff's Office lost one Officer, it could survive, but if the Town lost an Officer it would be hurting. Mayor Pro Tem Dodge felt the people cared about the personal aspect of the Town Department and they were not quite making that connection with the Deputies. McGraw agreed. Mayor Just also reported that he asked at least 7 people who contacted him in support of the move to come and speak but they did not feel comfortable under the current circumstances. McGraw stated that a couple that walked out and did not speak did whisper to him that they supported the agreement. The Board agreed that things could change. Trustee Voorhis also thanked Town Administrator Sciacca her work for bringing up the topic and he stated he did not regret the great discussions. Sciacca thanked the Board stating they really had a hard job and she felt the amount of disinformation was the hardest thing to overcome. She also noted that she spoke to several people who felt it might be a good move but their support was different and based on sometimes very individual motives. Mayor Just agreed and stated that the majority of conversations he had came back to I, me, mine or my reasons for not supporting it. While he respected that, the larger picture is the Town as a whole and what the Town needs to be prepared for. Just also stressed to Chief Schlunsen that the times coming could be really tough and the Board hoped he would be on board to get through it. He reminded the PD was constantly in an ebb-and-flow situation and whisperings were around Town about some of the Officers looking and other jobs before these discussions began. Schlunsen agreed the Board would be derelict in their duties if they did not consider the agreement, but he felt there was a lack of respect for the Department shown. Just felt if any of the Officers moved to the County the Town would still benefit because it was adding to the Sheriff's roster. Sciacca also reminded, that while it did not come out at the meeting, a major part of the Board discussions were that Officers would potentially realize pay increases, a larger team and brotherhood, career advancement opportunities, training, etc. McGraw agreed but also assured the Board that he had not been actively pursuing any of the Town's Officers for some time, but he also knew that the Deputies and Officers talked to one another all the time. Chief Schlunsen assured that he did not pursue Deputies either and felt it was morally wrong. Sheriff McGraw thanked the Board and left the meeting.

Mayor Dodge reported that the Town did take possession of one of the transferred shuttle buses from the City of Cripple Creek last week at the Transit Study meeting held at the County Building. Sciacca

reported that the arrival of the 2nd bus was delayed by CDOT but should arrive sometime after the 1st of the year.

ADJOURNMENT

There being no further business before the Fairplay Board of Trustees, Mayor Just declared the meeting adjourned at 9:01 p.m.

BOARD OF TRUSTEES, FAIRPLAY, COLORADO

ATTEST:

Frank Just, Mayor

Janell Sciacca, Town Clerk

**MINUTES OF THE SPECIAL MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES
DECEMBER 15, 2022**

CALL TO ORDER – SPECIAL MEETING

A Special Meeting of the Board of Trustees for the Town of Fairplay was called to order by Mayor Frank Just on Thursday, December 15, 2022, at 7:30 p.m. in the Board Room located in the Fairplay Town Hall at 901 Main Street, having previously been posted in accordance with Colorado Open Records law.

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Just proceeded with the pledge of allegiance, followed by the roll call, which was answered by Mayor Frank Just, Mayor Pro Tem Scott Dodge, and Trustees Josh Voorhis and Pete Lynn and Trustee appointee Ray Douglas.

Staff in attendance were Town Administrator / Town Clerk Janell Sciacca, Chief of Police Bo Schlunsen, Police Officer Tom Flannery and Police Officer Amanda Orcutt.

APPROVAL OF AGENDA

Motion #1 by Trustee Voorhis, seconded by Mayor Pro Tem Dodge, that the agenda be adopted as written. A roll call vote was taken: Dodge – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

EXECUTIVE SESSION: Pursuant to C.R.S. Section 24-6-402(4)(e) for the purpose of determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and/or instructing negotiators and/or for the purpose of personnel matters under C.R.S. Section 24-6-402(4)(f), regarding Intergovernmental Agreement(s) with Park County.

At 7:33 p.m., Mayor Just announced the Board would be going into Executive Session pursuant to C.R.S. Section 24-6-402(4)(f) for the purpose of determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and/or instructing negotiators and/or for the purpose of personnel matters under C.R.S. Section 24-6-402(4)(f) regarding the Police Department and that C.R.S. 24-6-402(e) (f) authorizes an Executive Session for such matters. Just requested a motion to move into Executive Session.

Motion #2 by Trustee Voorhis and seconded by Trustee Lynn, to move into Executive Session. A roll call vote was taken: Dodge – aye, Just – aye, Voorhis – aye, Lynn – aye. Motion carried unanimously.

Just announced that he, Mayor Pro Tem Dodge, Trustees Voorhis and Lynn, Trustee appointee Ray Douglas, Town Administrator Sciacca and Chief of Police Schlunsen, Police Officer Flannery and Police Officer Orcutt would be involved in the Executive Session.

ADJOURNMENT

Following the Executive Session, Mayor Just announced the time was 9:13 p.m., that the Executive Session had been concluded and he, Mayor Pro Tem Dodge, Trustees Voorhis and Lynn, Trustee appointee Ray Douglas, Town Administrator Sciacca and Chief of Police Schlunsen, Police Officer Flannery and Police Officer Orcutt were the participants in the Executive Session. Just also announced for the record, if any person who participated in the Executive Session believed that any substantial discussion of any matters not included in the motion to go into the Executive Session occurred during the Executive Session, or that

any improper action occurred during the Executive Session in violation of the Open Meetings Law, that they state their concerns for the record. Seeing none, Mayor Just declared that the Special Meeting adjourned at 9:15 p.m.

BOARD OF TRUSTEES, FAIRPLAY, COLORADO

ATTEST:

Frank Just, Mayor

Janell Sciacca, Town Clerk

UNOFFICIAL



MEMORANDUM

TO: Mayor and Board of Trustees
FROM: Kim Wittbrodt, Treasurer
RE: Paid Bills
DATE: January 19, 2023

Agenda Item: Bills

Attached is the list of the invoices paid between January 6, 2023, and January 19, 2023.

Total Expenditures: \$111,456.67

Upon motion to approve the consent agenda, the expenditures will be approved.

Please contact me with any questions.

Report Criteria:

Detail report type printed

Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
01/08/2023	18839	Caselle, Inc	Software Support	1	01/01/2023	453.00	105060
01/08/2023	18839		Software Support	2	01/01/2023	453.00	517206
Total 334:						906.00	
01/08/2023	18842	Colorado Municipal League	Membership Dues	1	01/01/2023	1,056.00	106130
Total 550:						1,056.00	
01/08/2023	18843	Colorado Rural Water	annual membership dues	1	01/01/2023	300.00	517455
Total 562:						300.00	
01/13/2023	18864	Crimestar	Annual Support Fee	1	01/01/2023	350.00	105465
Total 628:						350.00	
01/13/2023	18870	The Flume	legal /ads	1	12/31/2022	195.74	102000
Total 868:						195.74	
01/10/2023	18861	Ferrellgas	propane-501 main	1	12/05/2022	870.09	102000
01/10/2023	18861		850 hathaway	1	12/10/2022	1,411.51	102000
01/10/2023	18861		propane-501 main	1	12/19/2022	873.24	102000
Total 916:						3,154.84	
01/08/2023	18851	Pikes Peak Area Council of	annual dues	1	01/03/2023	595.00	105140
Total 1660:						595.00	
01/13/2023	18867	Postal Pros Southwest, Inc	water billing	1	01/06/2023	302.76	102000
Total 1699:						302.76	
01/13/2023	18868	Riverside Trophies	engraving	1	01/08/2023	15.00	105110
Total 1804:						15.00	
01/13/2023	18871	Town of Fairplay	850 hathaway	1	12/31/2022	96.00	102000
01/13/2023	18871		501 main	1	12/31/2022	308.90	102000
Total 2134:						404.90	
01/08/2023	18852	USDA Forest Service	Water Trans Pipeline	1	01/01/2023	169.09	517455
Total 2182:						169.09	
01/08/2023	18853	Utility Notification Center	RTL Transmissions	1	12/31/2022	3.90	102000
01/08/2023	18853		RTL Transmissions	1	12/31/2022	3.90	102000
Total 2194:						7.80	
01/08/2023	18855	Xcel Energy	801 main	1	12/20/2022	348.67	102000

Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
01/08/2023	18855		747 bogue	1	12/20/2022	16.56	102000
01/08/2023	18855		fairplay sign #1	1	12/20/2022	13.95	102000
01/08/2023	18855		1800 beaver creek road	1	12/20/2022	815.70	102000
01/08/2023	18855		850 hathaway	1	10/20/2022	302.24	102000
01/08/2023	18855		501 main	1	11/20/2022	491.67	102000
01/08/2023	18855		monument sign	1	12/20/2022	3.48	102000
01/08/2023	18855		san plant	1	12/23/2022	4,385.16	102000
01/08/2023	18855		1190 castello	1	12/23/2022	111.33	102000
01/08/2023	18855		200 2nd street	2	12/23/2022	104.45	102000
01/08/2023	18855		157 6th street	3	12/23/2022	90.49	102000
01/08/2023	18855		156 5th street	4	12/23/2022	11.63	102000
01/08/2023	18855		589 platte drive	5	12/23/2022	11.63	102000
01/08/2023	18855		419 front	6	12/23/2022	12.21	102000
01/13/2023	18872		street lights	1	01/03/2023	921.26	105640
Total 2296:						7,640.43	
01/08/2023	18847	KONICA MINOLTA BUSIN	C364E Copier	1	12/29/2022	370.36	102000
Total 2448:						370.36	
01/13/2023	18863	CIRSA	liability ins	1	01/11/2023	49.02	106115
01/10/2023	18859		liability ins	1	01/01/2023	28,267.82	106115
01/10/2023	18859		liability ins	2	01/01/2023	18,845.21	517340
01/10/2023	18859		Workman's Comp	1	01/01/2023	6,820.00	105614
01/10/2023	18859		Workman's Comp	2	01/01/2023	11,708.00	105414
01/10/2023	18859		Workman's Comp	3	01/01/2023	3,184.00	517014
01/10/2023	18859		Workman's Comp	4	01/01/2023	592.00	105014
01/10/2023	18859		Workman's Comp	5	01/01/2023	37.00	105314
Total 2490:						69,503.05	
01/13/2023	18862	CARD SERVICES	Supplies	1	01/02/2023	3,102.64	102000
Total 2503:						3,102.64	
01/08/2023	18849	Mountain Grown Gardens,	Bloom Baskets	1	01/04/2023	3,895.50	105134
Total 2517:						3,895.50	
01/08/2023	18840	CenturyLink	7198362622355B	1	12/19/2022	538.56	102000
01/08/2023	18840		acct 719-836-4609 502B	1	12/19/2022	68.80	102000
01/08/2023	18840		acct 82239760	1	12/24/2022	20.27	102000
Total 2614:						627.63	
01/10/2023	18860	Colorado Natural Gas, Inc.	san office	1	01/04/2023	459.35	102000
01/10/2023	18860		natural gas-shop	1	01/04/2023	1,353.47	102000
01/10/2023	18860		natural gas	1	01/04/2023	336.41	102000
01/10/2023	18860		sewer treatment plant	1	01/04/2023	3,637.69	102000
Total 2728:						5,786.92	
01/13/2023	18866	Mobile Record Shredders	record shredding	1	01/11/2023	12.00	105030
Total 2793:						12.00	

Town of Fairplay

Paid Invoice Report - Paid Bills - Board
Check issue dates: 1/6/2023 - 1/19/2023Page: 3
Jan 19, 2023 10:20AM

Check Issue Date	Check Number	Name	Description	Seq	Invoice Date	Check Amount	GL Account
01/08/2023	18845	Fairplay Auto Supply	supplies	1	12/31/2022	88.97	102000
Total 2948:						88.97	
01/08/2023	18844	Employers Council	annual dues	1	01/01/2023	3,300.00	106130
Total 3083:						3,300.00	
01/13/2023	18865	Lexipol, LLC	annual dues	1	12/01/2022	2,726.86	105465
Total 3096:						2,726.86	
01/08/2023	18846	Hunn Planning & Policy, LL	planning fees	1	01/02/2023	850.00	102000
Total 3183:						850.00	
01/08/2023	18848	Montrose Water Factory, L	bottled water	1	12/27/2022	29.25	102000
Total 3211:						29.25	
01/08/2023	18850	Phoenix Technology Group	service contract	1	01/01/2023	456.25	105645
01/08/2023	18850		service contract	2	01/01/2023	456.25	517206
01/08/2023	18850		service contract	3	01/01/2023	730.00	105465
01/08/2023	18850		service contract	4	01/01/2023	547.50	105060
Total 3580:						2,190.00	
01/13/2023	18869	Sciacca, Janell	paper towels	1	01/08/2023	18.88	105027
Total 3583:						18.88	
01/08/2023	18854	Wilson Williams LLP	legal	1	12/31/2022	115.00	102000
01/08/2023	18854		legal	1	12/31/2022	1,878.20	102000
Total 3586:						1,993.20	
01/08/2023	18841	CivicPlus LLC	build website	1	01/01/2023	950.00	105070
01/08/2023	18841		supplement subscription	1	01/01/2023	913.85	105070
Total 3622:						1,863.85	
Grand Totals:						111,456.67	

Report Criteria:

Detail report type printed

FAIRPLAY, COLORADO

MAYORAL PROCLAMATION



2023 KING AND QUEEN CANDIDATES

WHEREAS, The Town of Fairplay is proud to host its fourth Mountain Mardi Gras Celebration; and

WHEREAS, The Town of Fairplay, its citizens, and greater community members place a high priority on charitable giving; and

WHEREAS, Local non-profit organizations work diligently to provide our community with services, opportunities and greater access to our beautiful natural world; and

WHEREAS, Gaining the title of Mardi Gras King & Queen is contingent upon raising the most money for a local charity of each couple's choice; and

WHEREAS, The 2023 Nominees are fun-loving, community driven, non-profit supporting, longtime residents of our small mountain town; and

WHEREAS, The nominees and their charities include: David & Misty Levitre, who are supporting the Boys & Girls Club of the High Rockies; Peter & Kerrie Lynn, who are supporting the Animal Rescue of the Rockies; and Preston & Erin Springer, who are supporting the South Park Activities Association; and

WHEREAS, The 2023 Town of Fairplay Mardi Gras King and Queen will be announced Saturday, February 25th at the Town of Fairplay Mountain Mardi Gras Celebration, amidst delicious, decadent and to-die-for delicacies, and terrific, traditional adult beverages, as well as, New Orleans style entertainment; and

NOW THEREFORE, I, Frank Just, Mayor of the Town of Fairplay, Colorado do hereby proclaim David & Misty Levitre, Peter & Kerrie Lynn, and Preston & Erin Springer, the Nominees for the Town of Fairplay's 2023 Mountain Mardi Gras Celebration, and thus, do order herewith the immediate commencement of this year's Mardi Gras royalty rivalry and competition!

Given under my hand and official seal of the Town of Fairplay, Colorado, this 23rd day of January, 2023.

Town of Fairplay, Colorado

Frank Just, Mayor

**Town of Fairplay**

400 Front Street • P.O. Box 267
Fairplay, Colorado 80440
(719) 836-2622 phone
(719) 836-3279 fax
www.fairplayco.us

STAFF REPORT

TO: Mayor and Board of Trustees

FROM: Nina P. Williams, Town Attorney

RE: Public Hearing Item A – Ord. 1, Series of 2023 Granting Duplexes in the Single Family Residential (SF-Res) Zone District and Deed-Restricted Workforce Housing

DATE: January 23, 2023

REQUEST TO TABLE:

Staff is requesting this item be tabled to February 6, 2023. The Town Attorney will be in attendance at that time to present a revised Ordinance and answer/address specific questions or concerns. She will also be presenting an additional DOLA strategy regarding inclusionary housing to the Board for consideration.

STAFF RECOMMENDATION

Staff recommends the Board table Ordinance 1, Series of 2023, to February 6, 2023 by motion, second and a roll call vote.

TOWN OF FAIRPLAY, COLORADO

**ORDINANCE NO. 1
(SERIES 2023)**

AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO AMENDING CHAPTER 16 OF THE FAIRPLAY MUNICIPAL CODE, REGARDING DUPLEXES IN THE SINGLE FAMILY RESIDENTIAL (SF-RES) ZONE DISTRICT AND DEED-RESTRICTED WORKFORCE AFFORDABLE HOUSING

WHEREAS, the Town of Fairplay, Colorado (the “Town”), is a statutory town, duly organized and existing under the laws of the State of Colorado;

WHEREAS, the Board of Trustees (the “Board”) has the authority, pursuant to C.R.S. §31-16-101, *et seq.*, to adopt and enforce all ordinances and enact laws to govern and regulate the use of land within its territory;

WHEREAS, pursuant to C.R.S. §31-23-301 *et seq.*, the Board also possesses the authority to adopt and enforce zoning regulations;

WHEREAS, under such authority, the Board has previously adopted land use and zoning regulations relating to residential uses and zoning districts, codified in Chapter 16 of the Fairplay Municipal Code (the “Code”);

WHEREAS, the Town Board understands and recognizes the community is currently experiencing a severe housing shortage for the local workforce, due to exacerbated pricing and limited availability in the local housing market;

WHEREAS, to further increase attainable housing opportunities to the community’s workforce, the Town now wishes to amend Chapter 16 of the Code to permit duplexes as a use by right on parcels in the Single Family Residential (SF-Res) zone district;

WHEREAS, to additionally increase attainable housing opportunities to the community’s workforce, the Town also wishes amend Chapter 16 of the Code to classify and clarify workforce affordable housing, which is deed-restricted, as a use by right on parcels in the Single Family Residential (SF-Res), Multi-family Residential (MF-Res), and Transitional (T) zone districts, where it meets the applicable zone districts’ density, design and dimensional standards;

WHEREAS, House Bill 21-1271, entitled Department of Local Affairs Innovative Affordable Housing Strategies, concerning the establishment of programs offering state assistance to local governments to promote the development of innovative affordable housing strategies in a manner that is compatible with best local land use practices, and in connection therewith, making an appropriation, has identified two such strategies as granting duplexes as a use by right in single-family residential zoning districts and the classification of a proposed affordable housing development as a use by right when it meets the building density and design standards of a given zone district; and

WHEREAS, the Board finds it desirable and appropriate, and in the best interest of the general health, safety, and welfare of its citizens to amend Chapter 16 of the Code, to authorize duplexes as a use by right on parcels in the single family zoning district, as well as to classify and clarify deed-restricted workforce affordable housing as a use by right when it meets the density, design and dimensional standards of the applicable zone districts.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO, AS FOLLOWS:

Section 1. Recitals. The foregoing recitals are incorporated herein as findings and determinations of the Town of Fairplay Board of Trustees.

Section 2. Section 16-5-30 of the Fairplay Municipal Code, concerning the table of uses, is hereby amended to read as follows:

Sec. 16-5-30. Table of uses.

Table of Uses									
P=Permitted Use, S=Special Use, ■=Prohibited Use									
	Residential		Mixed Use	Commercial			Light Indus.	Public	
Land Use	SF-Res	MF-Res	T	TC	C	MU	LI	CC	POST
...									
Residential – Two-Family (duplex)	<u>S</u> <u>P</u>	P	P	■	■	■	■	■	■
<u>Residential – Workforce affordable housing with deed restriction</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>S</u>	<u>■</u>	<u>■</u>	<u>■</u>	<u>■</u>	<u>■</u>
...									

Section 3. Section 16-26-20 of the Fairplay Municipal Code, concerning Definitions, Unified Development Code, is hereby amended by the addition of the following term:

Sec. 16-26-200.- Definitions.

...

Affordable means when the amount spent by a household on rent (not utilities charged separately) or mortgage payments (principal, interest, and taxes) does not exceed thirty percent (30%) of the household's gross combined income.

...

Deed restriction means an enduring covenant placed on unites that identifies the conditions of ownership and occupancy of the units to eligible households, and may control the prices of for-sale units, initially and/or upon resale.

...

Workforce affordable housing means dwelling units restricted for occupancy by eligible households that meet size, for-sale price, and rental requirements and that are deed restricted in accordance with a covenant approved by the Fairplay Town Board.

Section 4. Severability. If any clause, sentence, paragraph or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section 5. Effective Date. This Ordinance shall become effective thirty (30) days after final publication.

INTRODUCED, READ, ADOPTED, AND ORDERED PUBLISHED this 9th day of January 2023.

TOWN OF FAIRPLAY, COLORADO

Frank Just, Mayor

ATTEST:

Janell Sciacca, Town Clerk

PUBLIC HEARING FORMAT

LEGISLATIVE HEARINGS (Policy issues such as ordinances amending the Municipal Code, Budget Hearings, Etc.)

1. Mayor will introduce the topic announcing that pursuant to CDPHE requirements for State Revolving Fund loans, entities applying for loans are required to hold a public meeting to provide the opportunity for public comment and questions regarding the proposed project. Notice for this public meeting was advertised and posted, as required, 30-days prior to the scheduled meeting date and documents for public review were made available on the Town website and at Town Hall.
2. Mayor announces that the Public Hearing is open at _____ (time).
3. Mayor will ask for Staff presentation and allow for questions from the Board.
4. Mayor will solicit public comment on the subject.
5. Mayor will close the public hearing and announce that no formal action is required to be taken by the Board.



Town of Fairplay
 400 Front Street • P.O. Box 267
 Fairplay, Colorado 80440
 (719) 836-2622 phone
 (719) 836-3279 fax
 www.fairplayco.us

STAFF REPORT

TO: Mayor and Board of Trustees

FROM: Janell Sciacca, Town Administrator

RE: Public Hearing Item B – State Revolving Loan Fund Public Hearing for Town of Fairplay Creek Water Treatment Plant (WTP) Upgrade Project

DATE: January 23, 2023

BACKGROUND/ANALYSIS:

The Town of Fairplay is in process of applying for a Colorado Department of Public Health and Environment State Revolving Fund (SRF) Loan to fund the activation and permitting of a dormant Infiltration Gallery and Well #4 to increase water supply for the community. To date, the Town, with help of its contract engineer Ken Hardesty of Hardesty Mapping, LLC, has already completed the Eligibility Survey, Prequalification, Project Needs Assessment and a draft Environmental Assessment (EA) Report which are the first 4 loan process steps. The next step is to allow for public input and comment prior to loan application. The public input process is required to discuss project alternatives, costs, utility rate impacts, environmental impacts and planning documents. That is the intent of tonight's hearing and Ken Hardesty will be presenting to provide an overview and answer any questions regarding the project, loan process and associated documents.

Public Notice of this meeting was required to be made no less than 30 days prior to the hearing. The required notice was posted in The Flume newspaper (*copy attached*) and at all of the Town's normal posting locations (*copy attached*). Following completion of the hearing, Staff must upload the meeting notice, proofs of publication, agenda, attendee listing, minutes and a responsiveness summary to the State application portal as proof of the formal hearing. Completion of this step will then allow the Town to move forward to complete the remaining 2 steps prior to formal loan application. The remaining steps are the Basis of Design Report and Plans & Specifications.

STAFF RECOMMENDATION

Conduct the required hearing to allow for public input and comment. There is no formal action required by the Board.

“Where History Meets the High Country”

PUBLIC NOTICE

Notice of Public Hearing

Beaver Creek Water Treatment Plant (WTP)

Upgrade Project

Fairplay, Colorado

Date: ***Jan 23, 2023***

Time: ***6:00 PM***

Location: ***Fairplay Town Hall***

Address: ***901 Main Street***

Fairplay, Colorado

Topic: ***WTP Upgrade Project***

A public hearing will be conducted for informing citizens and soliciting public input, written or oral, regarding the ***Beaver Creek WTP Upgrade Project*** and Project Needs Assessment (PNA). The PNA is a state submittal detailing the project consisting of the ***installation of cartridge filtration to bring additional water sources online***. The report has been submitted to the Colorado Department of Public Health and Environment (CDPHE) to qualify the ***Beaver Creek WTP Upgrade Project*** for a State Revolving Fund Loan. ***The Project will include installation of four cartridge filter housings inside the WTP, with all necessary meters, valves and piping. Other upgrades will include new variable frequency controls for the well pumps, instrumentation and miscellaneous repairs. The opinion of the probable construction cost for the project is \$420,000.***

Copies of the PNA and the Environmental Assessment are available for public review prior to the Public Hearing at the following location: ***Fairplay Town Hall, 901 Main Street, Fairplay, Colorado*** or Town of Fairplay website at: ***www.fairplayco.us***

The point of contact for the ***Beaver Creek WTP Project*** is ***Janell Sciacca, Town Administrator, 719-836-2622***.

Published in the Park County Republican and Fairplay Flume on December 23, 2022



PUBLIC NOTICE

Notice of Public Hearing

Beaver Creek Water Treatment Plant (WTP) Upgrade Project Fairplay, Colorado

Date: ***Jan 23, 2023***
 Time: ***6:00 PM***
 Location: ***Fairplay Town Hall***
 Address: ***901 Main Street
Fairplay, Colorado***
 Topic: ***WTP Upgrade Project***

A Public Hearing will be conducted for informing citizens and soliciting public input, written or oral, regarding the ***Beaver Creek WTP Upgrade Project*** and Project Needs Assessment (PNA). The PNA is a state submittal detailing the project consisting of the ***installation of cartridge filtration to bring additional water sources online***. The report has been submitted to the Colorado Department of Public Health and Environment (CDPHE) to qualify the ***Beaver Creek WTP Upgrade Project*** for a State Revolving Fund Loan.

The Project will include installation of four cartridge filter housings inside the WTP, with all necessary meters, valves and piping. Other upgrades will include new variable frequency controls for the well pumps, instrumentation and miscellaneous repairs. The opinion of the probable construction cost for the project is \$420,000.

Copies of the PNA and the Environmental Assessment are available for public review prior to the Public Hearing at the following location: ***Fairplay Town Hall, 901 Main Street, Fairplay, Colorado*** or Town of Fairplay website at www.fairplayco.us.

The point of contact for the ***Beaver Creek WTP Project*** is ***Janell Sciacca, Town Administrator, 719-836-2622***.

Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and on The Town of Fairplay Website (www.fairplayco.us) on Thursday, December 22, 2022.



Drinking Water Project Needs Assessment (PNA) Form

Water Quality Control Division

General Information

Facility Name:	FAIRPLAY, TOWN OF		Original ID:	
Mailing Address 1:	901 Main St	Mailing Address 2:	County:	
City:	Fairplay	State:	CO	Zip Code: 80440
Property Address 1:	901 Main St	Property Address 2:	County:	Park
City:	Fairplay	State:	CO	Zip Code: 80440
Latitude :	39.7517291	Longitude :	-104.992107	
Name of Project:	Water Treatment Plant Upgrades			
Type of Project (Check all that apply)				
☒ Treatment	☒ Distribution / Transmission	☒ Water Supply	☐ Water Storage	

Please enter the following information for your organization if you have it.

1. Applicant Information:

First Name:	Janell	Middle Name:		Last Name:	Sciacca
Phone Number:	719-836-2622				
Mailing Address1:	901 Main Street	Mailing Address2:		Box 267	
City:	Fairplay CO 80440, US	State:	CO	Zip Code:	80440
E-mail:	jsiaccia@fairplayco.us				

Consulting Engineer Information:

First Name:	Ken	Middle Name:		Last Name:	Hardesty
Phone Number:	303-570-9124				
Mailing Address1:	2062 Dolomite Way	Mailing Address2:			
City:	Castle Rock	State:	CO	Zip Code:	80108
E-mail:	hardestyeng@gmail.com				

Self-Certification:

☐ Yes ☒ No Does the system intend to self-certify all or a portion of the project?

2. Executive Summary

Currently, the Town's water system is operating near the limits of its capacity, and it has been documented that the Town may not be able to meet maximum daily flow demands in some circumstances. This project is a critical, shovel-ready, upgrade to the Town's water treatment plant (WTP) that will bring online an infiltration gallery and a supply well that have been unusable for many years due to a GWUDI designation. The project will also include the first phase of a meter replacement program that will target replacing inoperable and aging meters. The project will add cartridge filtration to provide appropriate GWUDI treatment. Bringing these two water sources online would provide much needed capacity for current demands and future growth demands and the meter replacement phased will provide increased revenue and significantly reduce the Town's non-revenue water, which currently is estimated near 40%. The proposed project includes retrofitting cartridge filtration at the existing WTP for the GWUDI water sources, upgrading the instrumentation and controls to allow for automated hypochlorite dosing of the filter effluent and conducting a condition assessment of the infiltration gallery to determine if there will be any required rehabilitation. Not only is Fairplay the Park County seat but Fairplay is also the home to local, state and federal government offices and is the regional service center for the county. This project will play a major role in supporting those services.

3. System Structure and Operation

3.1 Legal Ownership of System (TMF: Managerial-1)

First Name: Town of Fairplay

Mailing Address1: 901 Main Street Mailing Address2: Box 267

City: Fairplay CO 80440, US State: CO Zip Code: 80440

Phone Number: 719-836-2622 Fax: 719-836-3279

3.2 Organizational Chart

Include an Organizational Chart as Attachment 2.

3.3 Plans (TMF: Managerial-2)

Monitoring Plan - Include a copy of the Monitoring Plan as Attachment 3.

Cross Connection Control Plan - Include a copy of the Cross Connection Control Plan as Attachment 4.

Water Conservation Plan (if system sells over 2,000 acre feet of water annually) - Include a copy of the Water Conservation Plan as Attachment 5.

☒ Not Applicable

3.4 Current Operator in Responsible (ORC) Charge (TMF: Technical-14)

First Name: Martin Middle Name: _____ Last Name: Deline

Certification Number: 172 Certification Expiration Date: 10/30/2023

Operator Certification Level (check one) ☐ Staff Operator ☒ Contract Operator

Treatment ☐ Class D ☐ Class C ☐ Class B ☒ Class A

Distribution ☒ Class 4 ☐ Class 3 ☐ Class 2 ☐ Class 1

Combined Treatment/Distribution ☐ Class S ☐ Class T

3.5 Operator Certification (TMF: Technical-15)

☒ Yes ☐ No Do the system operators have adequate operator certification levels for the proposed project as defined by Regulation 100 Water and Wastewater Facility Operators Certification Requirements?

Explain the impact of the proposed project on the required operator in responsible charge (ORC) certification level and other predicted staffing changes.

No impact on the ORC; however, the WTP upgrade will include remote operation and monitoring that can potentially reduce the amount of man hours spent at the WTP. Operations and monitoring can be conducted remotely. Replacement of the Town's oldest and inoperable meters will also reduce the amount of maintenance required by the ORC.

3.6 Record Keeping (TMF: Managerial-3)

Describe the system's record retention policy that meets the requirements of the Colorado Primary Drinking Water Regulations (Regulation 11) including: record type, retention period, and record location.

Records are kept at the water treatment plant, public works office and town hall and retained for the specified time. Electronic records are maintained on the town's server and with CDPHE through the CEOS system.

3.7 Annual Budget (TMF: Financial-1)

☒ Yes ☐ No Does the system prepare an annual budget?

☐ Yes ☒ No Does the system prepare and maintain a Capital Improvement Plan?

Please provide a narrative of the process for annual budgeting and financial planning.

The budget is processed according to Colorado statutes. The Town Board of Trustees reviews all expenses and approves the budget and financial documents.

The Town is preparing to conduct an Asset Inventory for implementing a Capital Improvement Plan. This will aid in supporting a 20-year cash flow model.

3.8 Financial Status (TMF: Financial-2)

Describe the current financial status and multi-year financial planning for the system including O&M costs, existing debt, required reserve accounts, rate structure, other capital improvement programs, and the system's reserve policies.

See audit documents and attached estimated 20-year cash flow. The cash-flow spreadsheet is based on estimated percentage increases for water/sewer rate revenue and expenses. Budgeted revenue and expense payments related to loans and grants are also included. The Town is currently applying for a \$200,000 DOLA grant as a match for this project to hopefully stave off increasing the fees as much or at all until a larger project, like a new plant is needed/approved.

20-year cash flow projection

Include a copy of the 20-year cash flow projection as Attachment 8.

3.9 Audits (TMF: Financial-5)

Has the system submitted audits to the Department of Local Affairs or has the received State exemption of the statutory audit requirement?

☒ Yes - Provide a copy of the most recent audited financial statement or exemption from State as Attachment 9.

☐ No

3.10 Insurance (TMF: Financial-6)

Does the system maintain general liability insurance?

☒ Yes - Provide a copy of the most recent audited financial statement or exemption from State as Attachment 9.

☐ No

4. Project Purpose and Need

Discuss the issue or concern that the proposed project will address. Specific issues are outlined below. All issues must be discussed in each sub section below even if they are not the project driver.

4.1 Health and Compliance

Summarize the system's compliance status that necessitates the proposed project.

The Town's water system is within compliance. The proposed improvements are necessary to maintain a well operated utility and to increase the systems reliability by providing additional water sources, expanding the Town's capacity and decreasing water loss and non-revenue water through replacement of malfunctioning and/or outdated service meters.

4.2 Existing facility limitations

Summarize existing water system facility(ies) limitations that necessitate the proposed project.

Currently, the Town's water system is operating near the limits of its capacity, and it has been documented that the Town may not be able to meet maximum daily flow demands in some circumstances. Bringing existing, unutilized water sources online, and adding new treatment methods, will increase the systems reliability and capacity during high demand time periods.

4.3 Operations and Maintenance Issues

Summarize operational and maintenance (O&M) issues with the existing water facilities.

Many of the Town's current water meters are very old or don't function and necessitate manual reading, so new meters should enhance income potential by reducing non-revenue water. The WTP upgrade project will include enhancements to existing wells, including installation of VFDs for all wells and allowing for independent operation of the wells. The operating valve stem for the infiltration gallery will also be replaced, allowing easier operation and access.

5. Existing Facilities Analysis**5.1 Existing Source Water– Section required for treatment and supply projects**

☐ Not applicable (for distribution and storage projects, only)

5.1.1 Raw Water Supply (TMF: Technical-2)

Explain the system's existing raw water source(s), seasonal variability, and availability. Explain the system's raw water quality including primary water quality parameters of concern, variability and potential sources of contamination in the watershed or source aquifer. Identify whether sources are classified as surface water, groundwater, or groundwater under direct influence of surface water (GWUDI). Explain water usage including multiple sources of differing qualities.

Source Name	Source Classification	Source Description
Well 2R	GroundWater	Permit No. 3600-FR, Alluvial well, Approx. 38 GPM pumping rate.
Well 1	GroundWater	Permit No. 36001-F, shallow bedrock well, approx. 70 GPM pumping rate
Well 3R	GroundWater	Permit No. 35999-FR, alluvial well, approx. 50 GPM pumping rate
Well 4	GWUDI	Permit No. 36002-F, alluvial well, approx. 40 GPM pumping rate, currently not permitted for use.
Infiltration gallery	GWUDI	Permit No. 36650-F, approx. 210 GPM, based on step-drawdown and constant rate testing, conducted in June of 2022.

5.1.2 Water Rights (TMF: Technical-3)

The water rights are sufficient to meet existing water demands. The Town owns a 1 CFS municipal water right. The following water rights are on file with the State:

Case No. 1636; 1 cfs; appropriation date 12/31/1860 (municipal)
Case No. CA 3286; 0.4 cfs; appropriation date 8/10/1934 (municipal)
Case No. 1678; 10 cfs; appropriation date 8/1/1861 (irrigation)

5.2 Existing treatment– Required for treatment and supply projects only

☐ Not applicable (for distribution and finished water storage projects, only)

5.2.1 Overall treatment description (TMF: Technical-5)

Provide a current treatment description including: treatment processes used, major design parameters (e.g., process capacities, detention times, unit loading rates, disinfection log inactivation).

Ground water from wells 1, 2R and 3R is pumped to the WTP at rates between approx. 70 to 110 GPM. The water is then treated with a constant rate dosing of sodium hypochlorite. Contact time is provided in a 0.5 MG buried concrete storage tank as well as approx. 5,600 LF of 10-inch waterline between the storage tank and the meter house, which is the Town's point-of-entry sampling location. The tank provides approx. 14-min. of detention time and the system has a groundwater disinfection capacity of between 1,000-1,650 GPM.

5.2.2 Existing Process Flow Diagram (TMF: Technical-8)

Include an existing treatment facility process flow diagram as Attachment 13.

5.2.3 Current Compliance Status (TMF: Technical-1)

Discuss the system's current compliance status with Regulation 11, as well as violations and significant deficiencies documented during sanitary surveys.

The system is currently in compliance with Regulation 11 and has had no violations or documented deficiencies.

5.2.4 Appropriateness of Treatment Technologies (TMF: Technical-6)

Discuss if the existing treatment process(es) are appropriate to meet Regulation 11 considering existing source water quality and potential sources of contamination.

The current chlorination treatment is appropriate for the current groundwater source water. The current wells are not under the influence of surface water. Therefore, the current treatment is appropriate. 20

5.2.5 Capacity of Treatment Technologies (TMF: Technical-7)

Is the capacity of the existing water treatment system appropriate to meet water demands through the next 20 years?

☐ Yes ☒ No

Please explain:

The capacity of the Town's current groundwater supply is marginally sufficient to meet existing demands. There are no reasonable alternatives for expanding this source. Accordingly, the Town has elected to develop an alternate source (groundwater under the direct influence of surface water) to increase reliability and resiliency of their water supply.

5.2.6 Operational Controls (TMF: Technical-10)

Describe if the existing treatment process(es) has appropriate operational controls.

The current chlorination dosing is set at a constant pumping rate. There have been no violations and the residuals have been maintained at or above 0.2mg/l.

5.2.7 Residuals Management (TMF: Technical-9)

If the treatment process produces waste residuals, please discuss the water system's residuals management strategy.

There are no waste residuals produced at the WTP

List documentation for all existing discharge permits and/or residuals for the water treatment plant including residuals for disposal or beneficial use (e.g., NPDES discharge permits, EPA UIC Permit, HMWMD radioactive materials license, HMWMD Solid Waste licenses).

Include a copy of discharge permits and/or residual documentation as Attachment 14 ☒ Not Applicable

5.3 Distribution - Required for distribution and storage projects only

☒ Not applicable (for supply and treatment projects, only)

6.Facility Planning Analysis

6.1 Planning Area Description

6.1.1 Project Area Map

Provide a map showing a minimum of a 3-mile radius around the project area that includes environmental features (lakes, streams, wetlands, floodplains). Map must include current and proposed service area, existing drinking water facilities (plants, major distribution lines, water sources, storage facilities), existing wastewater outfalls/permitted discharge points, and any new or affected sources with regard to the pertinent watershed. Include the map as Attachment 16.

6.1.2 Urban Growth Boundary

☐ Yes ☒ No Is the project within or near an urban growth boundary?

6.1.3 Local and Regional Issues

☒ Yes ☐ No Were local and regional planning efforts considered?

Please describe.

Consideration is currently being discussed to connect a small community to the Town's water system, including their infrastructure and potentially their wells and treatment facility, which currently is chlorination for the groundwater source. Local developers are also interested in connecting to the Town's water system.

☒ Yes ☐ No Were local and regional water quality and/or quantity efforts considered?

Please describe.

Bringing a local small community on-line will also include a potential new water source and treatment. See above.

☒ Yes ☐ No Was consolidation with another water system / treatment facility considered?

If yes, describe the consolidation considerations. If no, please indicate why consolidation was not considered.

Yes, the above mentioned water system and small treatment facility is being considered.

6.2 Population and Water Demand Projections (TMF: Technical-2)

For a 20 year planning period, forecast the population growth, projected increase in Equivalent Residential Taps (ERT), and projected drinking water demands.

Current ERT - As Calculated in the Prequalification Form: 545

Population and Demand Projections - The department generally accepts two methodologies for projecting water flows over the 20 year planning period. Other methodologies are acceptable with a clear explanation and all assumptions and parameters listed:

- ☒ Method 1: Population based projections. Recommended for primarily residential systems and/or for systems without water meter data
- ☐ Method 2: Equivalent Residential Taps (ERT) Analysis. Recommended for systems with a high multifamily, commercial, industrial, irrigation demands.

Method 1 and 2 templates can be found at the end of this form.
Attach the population projection as Attachment 17.

Discuss supporting data and reasons for projected future growth during the 20 year planning period.

Note: Projects designed solely to serve future development or population growth are not eligible for State Revolving Fund financing.

6.3 Source Water Planning

6.3.1 Overall Water Resource Management Description (TMF: Technical-2)

For a 20 year planning period, describe the system's water resource management plan.

The Town is diligently working on improving raw water flexibility and capabilities with the WTP upgrade project. Additional future planning includes a proposed WTP and storage on the Middle Fork of the South Platte River to make beneficial use of the Town's additional municipal water rights.

6.3.2 Water Rights (TMF: Technical-3)

For the 20 year planning period, discuss how the system will be able to meet the projected population and increased industrial/commercial water demands.

The Town is currently working with their water attorney to establish applicability of water rights. Based on population growth estimates, it is expected that the current water rights should be sufficient to meet future demands. The Town is also working to revise their unified development code to include the dedication of water rights or fees in lieu for new developments after January 1, 2023.

Provide documentation supporting the system's water rights, if not provided in section 5.1.2 above, as Attachment 18.

6.3.3 Source Water Supply Capacity (TMF: Technical-4)

For the 20 year planning period, discuss if the source water supply infrastructure is capable of delivering adequate source water to meet projected needs.

Currently, the Town has met water demands, however the Town has occasionally operated at the margins of the capacity. A consultant previously recommended that the Town upgrade the WTP in order to make beneficial use of the currently unused infrastructure to increase the Town's water capacity. The consultant also indicated that the Town may not be able to meet demands in some circumstances during peak demands without increasing capacity. This project would provide additional capacity and reduce the current stresses on the Town water system.

7. Assessment of Alternatives

7.1 Alternatives

For each alternative, please provide:

1. A description of the alternative addressing the issues identified in Section 4: Project Purpose and Need. (TMF: Technical-7)
2. Capital cost estimates and annual operation and maintenance costs.
3. Advantages and Disadvantages of each alternative.

Alternative 1 Title : Cartridge Filtration

Alternative 1 Description (2000 character limit):

Cartridge filters, with a maximum operating capacity of approximately 300 GPM, are proposed to treat the new water sources (infiltration gallery and Well 4). It is likely, based on CDPHE guidelines, manufacturer recommendations and available water quality data, that roughing pre-filtration will be required prior to the final cartridge filtration. Flow pacing the post-filtration chlorine system would be required to maintain a consistent disinfection residual. Performance monitoring would include turbidity on effluent from each cartridge filter unit and the combined effluent from all filter units as well as differential pressure testing on each filter unit. Included in this project is a phased meter replacement project. Phase I will include the replacement of approx. 49 old and/or inoperable meters. Town staff will install the meters.

Alternative 1 Capital and Operation and Maintenance Costs (2000 character limit):

Engineering opinion of project cost: \$605,000.

WTP Upgrade project: \$570,000. Cartridge filtration will not require ongoing maintenance. The cartridges are periodically changed and the project includes remote operations, which reduce the man hours required at the WTP. This will likely reduce the overall O&M costs with this alternative. Filters cost approx. \$250 ea.

Meter Replacement Project: \$35,000. This is the first phase of a comprehensive meter replacement project.

Alternative 1 Advantages and Disadvantages (2000 character limit):

The clear advantages of the cartridge filtration improvements are that the system will be more reliable, have increased capacity and operation costs may decrease due to remote operation and monitoring. These are long term priority objectives that are critical to future system operations and maintenance and there are no known disadvantages to completing these improvements. The proposed project will make beneficial use of the existing, un-used infrastructure and will provide the additional log removal of giardia and cryptosporidium.

Replacement of old and inoperable meters will significantly reduce the Town's non-revenue water, increasing revenues and allowing the Town to better manage their water system.

Alternative 2 Title : Low-pressure membranes

Alternative 2 Description (2000 character limit):

A low-pressure, membrane skid would treat the new water sources (infiltration gallery and Well 4). The skid would be fully-functional, including instrumentation and self-cleaning and testing. A backwash system would discharge the clean-in-places residuals to a rehabilitated backwash pond. Flow pacing the post-filtration chlorine system would be required to maintain a consistent disinfection residual. Performance monitoring would also be integrated.

Alternative 2 Capital and Operation and Maintenance Costs (2000 character limit):

Engineering opinion of project cost: \$1,670,000. Operation costs would increase due to the maintenance of the backwash pond.

Alternative 2 Advantages and Disadvantages (2000 character limit):

No advantage over cartridge filtration. Disadvantages include high capital cost and higher O&M costs.

Alternative 3 Title : Do Nothing

Alternative 3 Description (2000 character limit):

This alternative is based on the Town not being financially able to improve the system components that have been targeted as system priorities. Thus, nothing would get done at this point in time.

Alternative 3 Capital and Operation and Maintenance Costs (2000 character limit):

This alternative has no capital costs, but ultimately the Town will periodically operate in emergency response operations mode when demands exceed capacity, increasing O&M costs and costs to fund temporary, more expensive water supply options. The longer term operations and maintenance costs will likely exceed the ability of the Town to maintain adequate quality water system operations and deliver water to its customers.

There are no advantages to deferring the upgrade of the WTP at this time, as the Town has already deferred improvements for several years. The disadvantage of continuing with the groundwater sources is highlighted above, as periodically, peak demand will most likely begin to exceed capacity.

Provide discussions of additional alternatives as Attachment 19.

8. Selected Alternative

8.1 Justification of Selected Alternative (TMF: Technical-6)

Please demonstrate why the selected alternative best meets system needs based on both monetary and non-monetary considerations. For treatment facility projects, if the EPA-BAT technology is not selected then the report must include a treatment rational.

The Preferred Alternative 1, cartridge filtration, provides for the needed increase in capacity and reliability to the Town's water system. With the current and projected future demands for potable water, this project will allow the Town to meet or exceed demands for many years. The first phase of the meter replacement project will significantly reduce the non-revenue water the Town is currently providing, which is nearly 40% of their production.

8.2 Technical Description and Design Parameters (TMF: Technical-5)

For the selected alternative, please describe all proposed project components and assumed design parameters.

Design components include, two suction pumps, two cartridge filter housings (three compliance filters each), likely two cartridge filter housings (three roughing filters each), piping and valves for flow control, meters and gauges for monitoring influent and effluent pressure and flow, instrumentation and controls for remote operation, new pump for dosing chlorination flows, new VFDs for the existing wells, replacement valve stem for the infiltration gallery control valve. The meter replacement will provide upgraded Sensus meters, or equivalent, with remote reading capabilities.

8.3 Proposed Process Flow Diagram

Include a proposed treatment facility process flow diagram or map of the distribution system, as applicable as Attachment 20.

8.4 Appropriateness of Treatment Technologies (TMF: Technical-6)

Discuss appropriateness of the proposed treatment process(es) to meet Regulation 11 considering anticipated source water quality and potential sources of contamination.

The source water is from a high-altitude watershed. The water is clean and water quality samples indicate low turbidity and no coliforms. Cartridge filtration is appropriate for clean water (below 0.5 NTU turbidity) with no metals present. The cartridge filtration, along with the chlorination, will provide the required log removal of giardia and cryptosporidium.

8.5 Environmental Impacts

Describe direct and indirect impacts on floodplains, wetlands, wildlife habitat, historical and archaeological properties, etc., including any projected permits and certifications.

There are no anticipated environmental impacts from the treatment methods. The existing wells have been pumping since 1989 with no measurable impacts to the groundwater. There is no anticipated impacts to the groundwater bringing the new water sources online. There are no none or anticipated impacts to floodplains, wetlands, wildlife habitat, historical or archaeological properties. We are currently working on an Environmental Assessment to confirm these assumptions.

8.6 Land Requirements

Identify all necessary sites and easements, permits and certifications, and specify if the properties are currently owned, to be acquired, or leased by the applicant.

All required easements and permits are in place.

8.7 Construction Requirements

Discuss construction concerns such as subsurface rock, high water table, limited access, or other conditions that may affect cost of construction or operation of a facility.

There are no anticipated construction concerns. Recent evaluations have shown that the existing infrastructure is in adequate shape. Construction makes beneficial use of these existing infrastructure, therefore there is no anticipated construction concerns.

8.8 Operational Aspects

Discuss the operator staffing requirements, operator certification level requirements (including distribution), the expected basic operating configuration and process control complexities, and the operational controls and equipment that allows operational personnel to respond to routine and unanticipated treatment challenges, such as flow rate, chemical feed dosing, and process monitoring.

The ORC has the necessary certifications. Operations will not be complex and operators will be trained as part of the construction completion process.

8.9 Costs (TMF: Financial-2 and -3)

Summarize the capital costs associated with the selected alternative. The 20 year cash flow projection included in Attachment 7 must reflect the capital and operation and maintenance costs associated with the selected alternative. (No more than 2,000 Characters)

The Town does not have a 20-year cash flow projection.

Cost Category Selection (Assign a percent to each applicable category)

Planning and Design Only (non-construction)

20

Construction - Treatment	75	26
Construction - Transmission and distribution	0	
Construction - Source	5	
Construction - Storage	0	
Purchase of Systems	0	
Restructuring	0	
Land Acquisition	0	
Water Rights	0	
Other	0	
Total: (must equal 100%)	100	

Please include an estimate of the projected increase in and total average monthly user charges. Does the user charge system allow for billing, collection, and enforcement?

Depending on grants and principle forgiveness, expected increase in user charges between \$1.05 and \$2.62 per month per customer. Water base fees are expected to increase between \$6.30 and \$15.30 per month per customer.

8.10 Environmental Checklist

Include the Environmental Checklist for the Selected Alternative as Attachment 22.

8.11 Project Implementation

8.11.1 Proposed Schedule

Loan application	<u>12/21/2022</u>	Design Plans (60 day review period)	<u>12/09/2022</u>
Advertisement for bids	<u>04/18/2023</u>	Award Contracts	<u>05/10/2023</u>
Start Construction	<u>05/15/2023</u>	Complete Construction	<u>07/15/2023</u>

8.11.2 Public Meeting

Provide documentation of a public meeting held or describe when and where the meeting will be held. The meeting must be noticed for 30 days. Provide the public notice, proof of publication, sign in sheet, and agenda as Attachment 23 or provide to your project manager in the Grants and Loans Unit after the meeting has taken place.

☐ Include the public meeting documentation as Attachment 23.

Or, will be provided to the Grants and Loans Unit project manager after the meeting takes place.

9. Projecting Water Flows Method 1: Population based projections

Assumptions/Data

Current System Population 737 People

Information Source

2020 Census

Current Service Area Population (If providing water to neighboring community)	0	People	
Population Growth Rates	2	% increase/year	
Average Daily per Capita Flow Rate	170	Gallons per capita day	Town Water Records
Maximum Daily per Capita Flow Rate	340	Gallons per capita day	Town Water Records
Peak Hour Factor	600	Gallons per capita day	Town Water Records

Year	System Population	Service Area Population (if different)	Average Daily Flow	Maximum Daily Flow	Peak Hour Flow
+0	0	0	125000	250000	600
+5	810	810	137700	275400	600
+10	894	894	152000	304000	600
+15	987	987	167800	335600	600
+20	1090	1090	185300	370600	600

10. Projecting Water Flow Method 2: Equivalent Residential Taps (ERT)

Current Equivalent Residential Taps (ERT)		
A	Number of active residential taps:	0
B	Total annual consumption (gallons per year) - Residential	0
C	Estimated equivalent residential tap water usage Annual flow per ERT = B / A	0
D	Total annual consumption (gallons per year) - Commercial / Industrial / Irrigation	0
E	Estimated Commercial / Industrial / Irrigation flow in ERT # of commercial / industrial / irrigation ERT = D / C	0
F	Total ERTs = A + E	0

Population and Flow Assumptions / Data

Current System Population	People	
Current Service Area Population (If providing water to neighboring community)	People	
Population Growth Rates	% increase/year	
Average daily flow per ERT	Gallons per capita day	
Maximum daily flow per ERT	Gallons per capita day	
Peak Hour Factor	Gallons per capita day	

Information Source

Year	System Population	Service Area Population (if different)	Residential Taps (ERTs)	Multifamily Residential Taps (ERTs)	Commercial/Industrial Taps (ERTs)	Irrigation Taps (ERTs)	Total Taps (ERTs)	Average Daily Flow	Maximum Daily Flow	Peak Hour Flow
+0										
+5										
+10										
+15										
+20										

Read Only

Beaver Creek WTP Upgrade Project Environmental Assessment Report



Report by:
Hardesty Engineering & Mapping, LLC – Ken L. Hardesty, P.E.
2062 Dolomite Way
Castle Rock, CO 80108

Submitted for:
Town of Fairplay
901 Main St., Fairplay CO 80440

December 2022
Project 22-03

Ken L. Hardesty, P.E. & William Hahn, P.G.
Consultants

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List of Appendices

Reference Documents

Agencies Contacted

1.0 Summary

1.1 Project Identification

Applicant: Town of Fairplay

Address: 1800 Beaver Creek Road, Fairplay, CO 80440

Project No. HEM Project No 21-03

1.2 Contact Person

Ms. Janell Sciacca, Town Administrator for the Town of Fairplay

901 Main St.

Fairplay, CO 80440

1.3 Abstract

Currently, the Town's water system is operating near the limits of its capacity, and it has been documented that the Town may not be able to meet maximum daily flow demands in some circumstances. This project is a critical, shovel-ready, upgrade to the Town's water treatment plant (WTP) that will bring online an infiltration gallery and a supply well that have been unusable for many years due to a GWUDI designation. The project will add cartridge filtration to provide appropriate GWUDI treatment. Bringing these two water sources online would provide much needed capacity for current demands and future growth demands.

The proposed project includes retrofitting cartridge filtration at the existing WTP for the GWUDI water sources, upgrading the instrumentation and controls to allow for automated hypochlorite dosing of the filter effluent, monitoring of turbidity, pH and temperature and conducting a condition assessment of the infiltration gallery to determine if there will be any required rehabilitation. The project location is shown on Figure 1, Location Map.

The current capacity of the WTP (Wells 1, 2 and 3) is 145 gallons per minute (gpm). The addition of the infiltration gallery (approx. 200 gpm) and Well 4 (40 gpm) will bring the WTP capacity to 385 gpm. The original design of the WTP was for 0.5 million gallons per day (mgd), which is approx. 350 gpm, with a future expansion to 1.0 mgd. Currently, it is not possible to expand the WTP without adding additional water sources that are not currently available.

The Town is currently working on an State Revolving Fund (SRF) loan application through the Colorado Department of Public Health and Environment (CDPHE) and administered by the Department of Local Affairs (DOLA). The opinion of probable construction cost is

\$420,000. The Town has also recently received an energy/mineral impact assistance fund grant (EIAF) from DOLA in the amount of \$205,000 that would be applied to the SRF loan matching requirements. With the anticipated principal forgiveness and the applying of the EIAF grant, we estimate a loan of approx. \$140,000.

1.4 Comment Period

In conformance with the requirements of the National Environmental Policy Act and the Colorado Environmental Review Process, a Finding of No Significant Impact (FNSI) will be subject to a 30-day public review period. The FNSI will be distributed to interested persons and agencies for their review. The FNSI will be available for public review at the Colorado Department of Public Health and Environment. Any comments received will be given due consideration. Comments should be addressed to:

_____, Project Manager
Water Quality Control Division
Colorado Department of Public Health and Environment WQCD-OA-B2
4300 Cherry Creek Drive South
Denver, Colorado 80246-1530

2.0 Purpose and Need for Action

The Town of Fairplay (Town) operates a raw water supply system consisting of three wells, Wells 1, 2, and 3, having a combined capacity of about 145 gpm (about 210,000 gallons per day (gpd) or about 6.4 million gallons per month) under “average” conditions. This capacity falls to 110 gpm, (about 160,000 gpd or about 4.9 million gallons per month) under conditions of high demand when the wells are required to pump at capacity for extended periods without rest. For comparison, actual water delivered for distribution to the Town was as high as 5.8 million gallons per month in the fall of 2018.

The purpose of this action is to increase the capacity of the water supply system as a way of increasing system reliability. This project will also add capacity to accommodate additional growth within the Town. The project will involve recommissioning of an infiltration gallery and Well 4. Both of these supplies are classified as groundwater under the direct influence of surface water (GWUDI). This classification requires that the water be treated as a surface water source. As a result, the project involves design and construction of a system consisting of cartridge filters to accomplish the necessary treatment.

3.0 Project Summary

The filtration system will consist of a prefilter and a compliance filter for each new water source connected in series. The prefilter is a Harmsco HC/170-1 installed in a Harmsco Muni-3 housing. The compliance filter is a Harmsco HC/170-LT2 installed in a Harmsco Muni-3 housing. Each filter has a maximum flow rate of 100 gpm and a maximum pressure differential of 30 psi for cartridge replacement, with the Muni-3 housings each containing three filters, totaling 300 gpm capacity each, both sufficient for the proposed capacity. Flow pacing of the post-filtration hypochlorite system would be required to maintain a consistent disinfection residual. Performance monitoring will include turbidity on effluent from each cartridge filter unit and the combined effluent from all filter units as well as differential pressure testing on each filter unit.

Additional minor upgrades include the following:

- Replace old well controls with variable frequency drives
- Replace old internal heating unit with a new unit
- Install a potable water system in the WTP, including safety shower and eye wash station
- Correct electric issues at Well 1 and upgrade miscellaneous equipment
- Install concrete well pad, fencing and flood proof cap at Well 4

The opinion of probable construction cost is \$420,000.

The project will allow the Town to re-commission an infiltration gallery and a well (Well 4). Both of these structures produce water that is classified as GWUDI.

This project design was selected from among several design alternatives, including: 1) construct additional wells; 2) treat water from the gallery and Well 4 using low-pressure membranes; and 3) treat water from the gallery and Well 4 using cartridge filters. The first alternative (additional wells) was dismissed due to the cost, and the considerable uncertainty as to whether or not sufficient additional capacity could be developed, and the significant uncertainty associated with the permitting process. Of the remaining alternatives (treat with membranes or treat with cartridge filters), the extremely high and consistent quality of water produced by both the gallery and Well 4 allows for reliable treatment with cartridge filters at a significant savings in construction, operation, and maintenance costs. The following table summarizes the alternatives, their principal technical and financial features, and their advantages and disadvantages.

Summary of Alternatives*

Alternative	Major Features	Approximate Present Value (millions)	Principal Advantages and Disadvantages
Additional wells	Permit and Drill Additional Wells, Purchase and install treatment system	\$2.0	Wells likely GWUDI. Low probability of developing sufficient capacity
Treatment with low-pressure membranes	Purchase and install low-pressure membranes, chlorination, instrumentation, and control	\$1.5	High capital, O&M cost, requires disposal of waste stream generated by the membranes
Treatment with cartridge filters	Purchase and install cartridge filters, chlorination, instrumentation, and control	\$0.5	Low capital, O&M cost, disposable filters (no liquid waste stream)

*The Town initially identified seven alternatives for expanding the water supply. Of these alternatives, most were set aside based on cost, uncertainty of success, or the need to re-adjudicate a portion of the Town's water rights

4.0 Affected Environment

4.1 Description of the Planning Area

This project will involve changes and improvement that are almost entirely within an existing building. There will be minor surface improvements at the infiltration gallery and Well 4. The improvements at the infiltration gallery and Well 4 will be limited to changes required to conform with the rules and regulations of the Division of Water Resources (for example a concrete apron and concrete pad at the gallery and Well 4), and security (chain link) fencing designed to limit security threats to the Town's water supply.

4.2 Population and Flow Projections

The current population of the Town is 734. The population is estimated to grow to 1,030 in 20 years, a little over 2% growth per year. There are residential and commercial developments that are planned over the next few years that would result in significant growth in the near future. Currently the Town cannot meet the maximum daily demand (MDD) based on demand estimates. The Town can accommodate approx. 457 single-family equivalents (SFEs) during the MDD. The Town currently has 545 SFEs. With the new WTP upgrade project, the Town can accommodate approx. 1,200 SFEs, which is more than adequate for current demands and would also be able to accommodate projected future growth.

5.0 Environmental Impacts of the Proposed Project

5.1 Direct and Secondary Impacts

“Construction of the Beaver Creek WTP Upgrade Project may have direct impacts from facility construction and secondary and cumulative impacts from future development within the service area. “Secondary impacts are those induced or stimulated by, or as a result of, the proposed action. These can include cumulative, social and land use impacts, among others.” “Cumulative impacts are the collective incremental impacts of the proposed action regardless of the entity undertaking the action.” Cumulative impacts can result from individually minor but collectively significant actions taking place over a period of time.” From the characteristics of the proposed project, and descriptive elements of the environmental setting, probable impacts are direct and/or secondary. Potential secondary and cumulative impacts to the environment from new development, such as increased quantity and decreased quality of urban runoff, degradation of wetland and wildlife habitat and increased air pollution and noise are likely to affect the planning area. Some of the more specific impacts are as follows:

5.1.1 *Surface Water and Groundwater Quality and Quantity*

The Project lies entirely within the Beaver Creek watershed. Beaver Creek drains an area of approximately 10.1 square miles ranging in elevation from approximately 8,600 feet to 12,000 feet. Beaver Creek is an un-gaged tributary to the South Platte River. A large portion of the watershed is on land owned by the U.S. Forest Service. The wellfield sits in the lower reaches of the watershed.

Beaver Creek has eroded a narrow, 300 to 400-foot valley in the vicinity of the wellfield. The valley is filled with a mix of alluvial and glacial sediments to depths of up to about 50 feet. These sediments are underlain by fractured and weathered bedrock consisting of sandstone and shale. The portion of the Beaver Creek valley immediately below (south) of the wellfield is occupied by spoils left by a hydraulic dredging process employed in the recovery of placer gold.

The quality of both the surface water and the groundwater discharging from the watershed above the wellfield is extremely high. The water is low in both suspended and dissolved solids. There has been very little development in the Beaver Creek watershed above the wellfield that might impair water quality. The Town established a Water Supply Protection District (WSPD) for the purpose of protecting the Beaver Creek wellfield. The WSPD provides for regulation of certain activities that fall within the boundaries of the District.

There are about 41 wells constructed in the watershed above the wellfield, generally permitted for use to supply domestic and stock watering needs. There has been limited

hardrock mining in the basin. There is an abandoned placer gold mine located about 2.3 miles above the wellfield located on US Forest Service Land. There are no known discharges related to the mine. Piles of boulders, sand and gravel, evidence of prior gold dredging activity, begin immediately south of the wellfield and continue south for about 1.3 miles.

5.1.2 Wetlands

The National Wetlands Inventory identifies wetlands along and adjacent to Beaver Creek. The major portion of wetlands are mapped as “Freshwater Forested/Shrub Wetland”, interspersed with small areas occupied by “Freshwater Emergent Wetlands (Figure 2). The wetlands within the Beaver Creek watershed are likely dependent on a shallow groundwater and standing surface water. Operation of the Town’s wells causes a temporary lowering of groundwater levels. This will also be true for the infiltration gallery and Well 4 once they are re-commissioned. The Town has conducted testing on the existing wells and the gallery and Well 4. That testing demonstrates that the water level lowering (or drawdown) associated with pumping of a well is greatest at the well itself and diminishes rapidly with increasing distance from the well. In recent testing of the gallery, water levels at the nearest well were lowered by less than 6 inches.

There is no evidence that pumping of the Town’s wells has caused any change in the extent of the wetlands or their health. The alluvial aquifer that supports both the wetlands and the wells, appears to have remained fully or near-fully saturated for as long as the wells have operated. This is further supported by anecdotal evidence that Beaver Creek has been a flowing stream in all but a few instances. We conclude that the improvements that are proposed as a part of this action will not significantly impact the extent or health of the wetlands.

5.1.3 Floodplains

There has been very limited development within the 100-year floodplain of Beaver Creek above the Project location. As shown on Figure 3, the existing building lies outside of the limits of the 100-year floodplain. The improvements that will occur within the 100-year floodplain contemplated with this project are minor (installation of concrete well pads surrounding the gallery and Well 4 and installation of chain-link security fencing) will not significantly change the volumetric capacity of the 100-year floodplain. The improvement will not change the amount of water arriving at or being conveyed within the 100 year floodplain.

5.1.4 Terrestrial and Aquatic Plants and Wildlife

The basin traverses four distinct vegetal zones, from the Rocky Mountain type tundra through scattered spruce-fir, bristlecone pine and aspen and then into denser stands of lodgepole pine and spruce-fir with interspersed aspen. The lower zone is the edge of the broad, grassy rangeland that is typical of South Park.

5.1.5 Cultural, Historical and Archeological Resources

As this project will be constructed indoors, we do not anticipate any adverse impacts to cultural, historical or archeological resources as a result of the work performed with this action.

5.1.6 Air Quality

We do not anticipate any adverse air quality impacts associated with this action.

5.1.7 Environmental Justice

We do not anticipate any impacts of the project are likely to affect minority populations disproportionately.

5.2 Unavoidable Adverse Impacts

We do not anticipate any unavoidable adverse impacts associated with this action.

6.0 Public Participation

A public meeting has been scheduled for January 23, 2023.

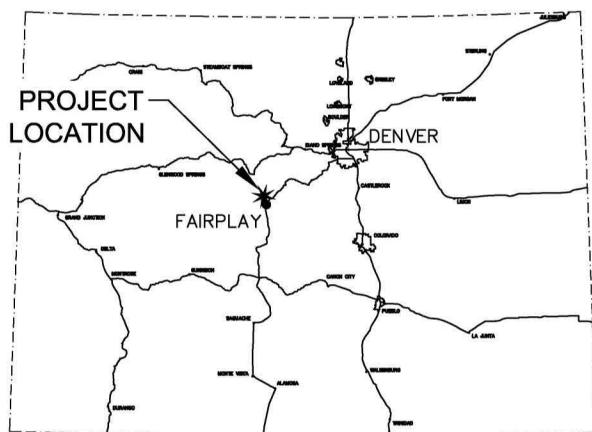
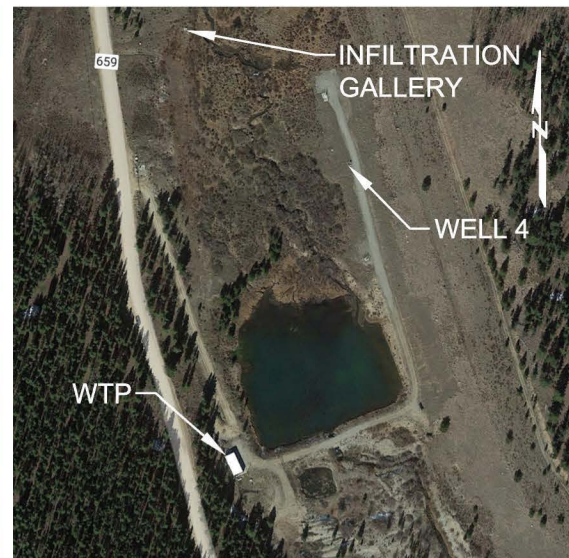
Reference Documents

Figure 1 - Location Map

Figure 2 - Wetland Map

Figure 3 – FEMA 100-YR Floodplain Map

D:\HARDESTY ENGINEERING\CIVIL3D\PROJECTS\BEAVER CREEK WTP\CAD\FIGURES\BDR FIGURES\FIGURE 1 - LOCATION MAP.DWG 12/16/2022 2:43 PM



HARDESTY ENGINEERING &
MAPPING, LLC

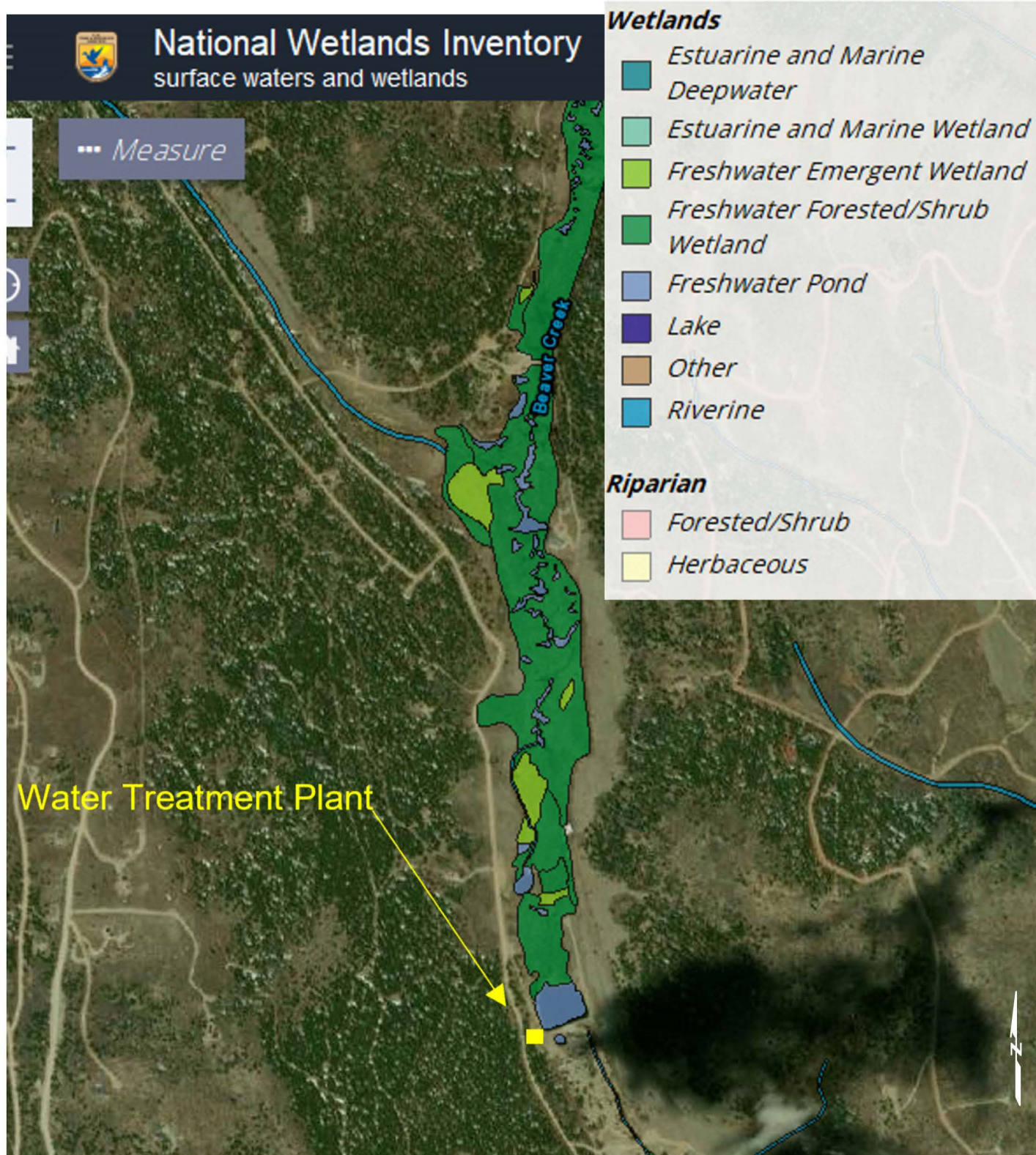
BEAVER CREEK WTP
UPGRADE PROJECT

LOCATION MAP

PROJECT NO. 22-03

November 2022

Figure 1



SOURCE: NATIONAL WETLANDS INVENTORY, U.S. FISH AND WILDLIFE SERVICE

HARDESTY ENGINEERING &
MAPPING, LLC

BEAVER CREEK WTP
UPGRADE PROJECT

WETLANDS
INVENTORY MAP

PROJECT NO. 22-03

December 2022

Figure 2

D:\HARDESTY ENGINEERING\CIVIL3D\PROJECTS\BEAVER CREEK WTP\CAD\FIGURES\EA FIGURES\FIGURE 1 - LOCATION MAP.DWG 12/9/2022 10:10 AM



SOURCE: GEO LIBRARIES - UNIVERSITY OF COLORADO,
COLORADO OIL AND GAS CONSERVATION COMMISSION
(COGCC), 1-28-2016.



HARDESTY ENGINEERING & MAPPING, LLC	BEAVER CREEK WTP UPGRADE PROJECT	FEMA 100-YR FLOODPLAIN MAP
	PROJECT NO. 22-03	December 2022 Figure 3

Agencies Contacted

- A. U.S. Fish & Wildlife, Susan Linner
- B. Historical Society, Jim Green
- C. Corps of Engineers, Terry McKee
- D. Natural Resources Conservation Service, John E. Andrews
- E. Colorado Division of Wildlife, Regional Contact
- F. Colorado State Engineer's Office, Bill McIntyre
- G. Colorado Air Pollution Office, Mark McMillan
- H. National Park Service, Gary Weiner



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STAFF MEMO

TO: Board of Trustees for the Town of Fairplay
FROM: Janell Sciacca, Town Administrator
RE: New Business A. Resolution No. 5, Series of 2023 – Water Tap / PIF Fees
DATE: January 23, 2023

SUMMARY/BACKGROUND:

The Town's Public Water Utility is a cost-based entity (Enterprise Fund) that relies solely on user fees to operate. Costs and revenues must be balanced in order to maintain operations and keep utilities in line with ever-increasing state and federal standards. In 2022 Staff recommended the Board discuss increasing Tap / Plant Investment Fees due to the fact that the Town had not increased these fees since 2006, and the Town leaders are responsible for ensuring the system is able to provide sufficient and exceptional quality water to the community both now and also in the future.

All new customers who request water service are required to pay tap fees. These one-time charges are a way for the utility to recover a portion of the cost for system capacity and water rights obtained for new customers and also to ensure that growth pays for growth and existing customers will not be impacted by new development. The Town is facing rising operational costs, aging infrastructure and increasingly stringent regulatory requirements. Therefore, increasing Tap / Plant Investment fees will allow the Town to better fund the system ensuring water availability of water for all. In 2022, in conjunction with a project in progress to bring a dormant Infiltration Gallery and Well online, the Trustees approved an agreement with consultant Ken Hardesty of Hardesty Engineering & Mapping, LLC for the completion of a related Water Tap Fee Study. Hardesty has completed that study while concurrently working on an Asset Inventory and Capital Improvement Plan which is required to obtain a State Revolving Fund Loan from the Colorado Department of Public Health and Environment for the gallery and well. That study is attached to Resolution No. 6 as Exhibit A and recommends the Board adopt fees as follows:

Tap size	SFE	Fee
3/4"	1	\$9,400
1"	1.8	\$16,920
1-1/2"	4	\$37,600
2"	7	\$65,800
3"	16	\$150,400
4"	28	\$263,200

“Where History Meets the High Country”

RECOMMENDATION:

Staff recommends the Board approve the proposed Water Tap / Plant Investment (PIF) Fees by adopting Resolution No. 5, Series of 2023, as presented by motion, second, and a roll call vote.

ATTACHMENTS:

1. Resolution No. 5, Series of 2023
2. Exhibit A – Water Tap Study

TOWN OF FAIRPLAY, COLORADO**RESOLUTION NO. 5
(Series of 2023)****A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO, ACTING BY AND THROUGH THE TOWN OF FAIRPLAY WATER AND WASTEWATER ENTERPRISE, INCREASING THE WATER TAP / PLANT INVESTMENT CONNECTION FEES FOR THE TOWN.**

WHEREAS, the Town of Fairplay, Colorado (the “Town”), is a statutory town, duly organized and existing under the laws of the State of Colorado;

WHEREAS, the Board of Trustees (the “Board”) has the authority, pursuant to § 31-35-402(1)(f), C.R.S., to prescribe, revise and collect fees for providing water service; and

WHEREAS, the Board of Trustees, acting by and through the Town of Fairplay Water and Wastewater Enterprise Board, (the “Board”) has the power, pursuant to Fairplay Municipal Code Chapter 2, Article VII, Sec. 2-7-50, to establish connection charges for providing water service; and

WHEREAS, the Board engaged a professional consultant to review the Town's water utility rate structure and to make recommendations to the Board to ensure that the Town is adequately funding existing operations, equipment repair and replacement, other capital improvement plans and debt service; and

WHEREAS, based on recommendations presented to the Board in the report attached hereto as “Exhibit A,” the Board has determined that the Water Tap / Plant Investment fees for the Town should be modified and increased as needed to meet the financial demands of operating the system and servicing existing and future debt related to the system's capital improvements and to provide for adequate reserves for future capital needs; and

WHEREAS, the Board also finds that the increase of water tap / plant investment fees will promote a financially sound water system and ensure the provision of adequate water thereby promoting the health, safety and general welfare of the Fairplay community; and

WHEREAS, the Board of Trustees (the “Board”), pursuant to Fairplay Municipal Code Chapter 13, Article I, Sec. 13-1-60, shall set fees by Resolution based on the size of the tap; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO ACTING BY AND THROUGH THE TOWN OF FAIRPLAY WATER AND WASTEWATER ENTERPRISE:

Section 1. Recitals. The foregoing recitals are hereby incorporated as conclusions, determinations, facts, and findings of the Board of Trustees.

Section 2. Plant Investment Fees. In accordance with Section 13-1-60(f) of the Fairplay Municipal Code, all water tap and service connections to the Town's water system shall pay one-time tap fees (for new taps only) as follows:

TAP SIZE	SFE	FEE
3/4"	1	\$9,400
1"	1.8	\$16,920
1-1/2"	4	\$37,600
2"	7	\$65,800
3"	16	\$150,400
4"	28	\$263,200

Section 3. Severability. It is hereby declared to be the intention of the Board of Trustees of the Town of Fairplay, Colorado that the sentences, clauses and phrases of this resolution are severable, and if any sentence, clause or phrase of this resolution be declared unconstitutional or invalid by the valid judgment or decree of Court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining sentences, clauses or phrases of this resolution

Section 4. Effective date. This resolution shall become effective upon adoption.

ADOPTED this 23rd day of JANUARY, 2023.

TOWN OF FAIRPLAY, COLORADO

Frank Just, Mayor

ATTEST:

Janell Sciacca, Town Clerk

EXHIBIT A

**Town of Fairplay
Water Plant Investment Fee Study**



Report by:
Hardesty Engineering & Mapping, LLC – Ken L. Hardesty, P.E.
2062 Dolomite Way
Castle Rock, CO 80108

Submitted for:
Town of Fairplay
901 Main St., Fairplay CO 80440

January 2023
Project 22-09

Ken L. Hardesty, P.E.
Consultant

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1.0 Introduction

1.1 Background

1.1.1 Town of Fairplay Water System

The Town of Fairplay (Town), Colorado, owns and operates a treated water system for the citizens of the Town and portions of Park County just outside the Town boundary, known herein as Out-of-Town Users. The Town provides treated water services to a population of 724, as of the 2020 census. The Town maintains approximately 336 residential and 109 commercial metered connections. The Town also provides water to approximately 5 out-of-town residential and commercial metered connections.

The Town's infrastructure assets include three active groundwater wells and one inactive groundwater well, one inactive infiltration gallery, one water treatment plant (WTP) currently being upgraded to a cartridge filtration plant, approximately 10.5 miles of distribution pipelines, two storage tanks, and one booster station. Currently, the operating wells have combined capacity of 75-145 gallons per minute (GPM). When complete in 2023, the WTP upgrade project will bring online the additional unused well and infiltration gallery, increasing the combined water delivery capacity to the WTP to 300-385 GPM. The WTP was designed for a treatment capacity of approximately 350 GPM, however the current installation of cartridge filtration will increase the treatment capacity to approximately 450 GPM. Most land within the Town's service area is zoned as single family and multi-family residential, transitional multi-use, commercial and the Town Center, light industrial and civic.

1.1.2 Study Purpose

Hardesty Engineering and Mapping (HEM) was retained by the Town to update the current Plant Investment fees. Plant Investment Fees, also known as Tap Fees or System Development Fees, bring equity between existing and new customers connecting to the system. The objective of this study was to update the Town's fees for new customers connecting to the water system. The current fees were last updated in 2004. HEM used industry-standard methods in this Study, detailed in the Study Criteria and Methodology sections of this report, to develop its recommendation.

1.1.3 Study Criteria

The analysis used to develop the Town's new plant investment fees considered several key criteria:

- Do the investment fees represent a reasonable nexus to the costs incurred by the Town on behalf of future customers and the benefits received?
- Is the connection fee methodology consistent with standards established in the American Water Works Association (AWWA) M1 manual?
- Are the fees equitable for current and future ratepayers and do they reflect system investment contributions?
- Is the allocation approach consistent with industry practices and relevant Colorado Revised Statutes (CRS), notably CRS Section 31-35-402 and Section 29-20-104.5?

By following these criteria, the results of this analysis will provide a “rational nexus” between the amount of infrastructure necessary to provide service and the charge to the customer. In general terms, the rational nexus test requires that there be a connection (nexus) established between new development and the new or expanded facilities required to accommodate new development, and appropriate apportionment of the cost to the new development in relation to benefits reasonably to be received. The rational nexus is discussed in further detail in the Study Methodology section of this report.

1.1.4 Statutory Considerations

In establishing water plant investment fees, an important requirement is that they be developed and implemented in conformance with local laws. In particular, many states have established specific laws regarding the establishment and implementation of tap fees. CRS 31-35-402 enables legislation for the enactment of tap fees and CRS 29-20-104.5 provides perspective related to the development of “Impact Fee” calculations and the rational nexus that should be met.

Excerpts of CRS 29-20-104.5 are provided below:

29-20-104.5 (1): Pursuant to the authority granted in section 29-20-104 (1)(g) and as a condition of issuance of a development permit, a local government may impose an impact fee or other similar development charge to fund expenditures by such local government or a fire and emergency services provider that provides fire protection, rescue, and emergency services in the new development on capital facilities needed to serve new development. No impact fee or other similar development charge shall be imposed except pursuant to a schedule that is:

- (a) Legislatively adopted;
- (b) Generally applicable to a broad class of property; and
- (c) Intended to defray the projected impacts on capital facilities caused by proposed development.

(2) (a) A local government shall quantify the reasonable impacts of proposed development on existing capital facilities and establish the impact fee or development charge at a level no greater than necessary to defray such impacts directly related to proposed development. No impact fee or other similar development charge shall be imposed to remedy any deficiency in capital facilities that exists without regard to the proposed development.

The analysis in this report should not be considered a legal opinion or guidance, but rather, should be considered a documentation of costs and assumptions that support the Town's plant development fees as a reasonable recovery of costs from new connections for providing water service.

1.1.5 Forward-Looking Statement

The calculations and forecasts of this analysis are based on a reasonable projection of existing service costs, water demands, and system operations with information available, and on existing legal requirements. These projections are based upon data provided by the Town. The Town may need to revisit the analysis if significant changes occur in the assumed inputs for this analysis, such as unexpected changes to the Town's capital improvement plan (CIP) or changes occurring in specific Colorado law governing water agencies, districts or utilities.

1.2 Study Methodology

The methodology used to develop the Town's new Plant Development Fees follows standards and guidelines found in AWWA M1, Principles of Water Rates, Fees and Charges. The plant development fee is based on a relatively straightforward calculation: divide system value by system capacity to determine the cost to build capacity for one new connection, as follows:

$$\text{Plant Investment Fee} = \frac{\text{System Value}}{\text{System Capacity}}$$

However, determining those system value and capacity inputs can be complex and will vary from utility to utility based on several factors, including but not limited to:

- Age, size, and density of the system.
- Planned expansion capital projects.
- Anticipated growth.
- Available source of water supply.

The selection of the appropriate methodology depends on the nature of the system, the level of planned investment, and the projected need for system capacity. There are three widely

accepted methodologies that are discussed in AWWA M1 for calculating connection fees; buy-in, incremental cost and a combined cost approach. HEM used the combined cost approach, which combines the two primary approaches, in this Study. To better understand the combined approach, it is helpful to understand the others first.

1.2.1 Buy-in Approach

In instances where infrastructure has been built in advance of new development and there is excess capacity available to be utilized by new development, the buy-in methodology is utilized. Under this methodology, new development repays the community for previous capacity investments via the capacity fee.

The buy-in approach begins with estimating the current value of the Town's assets. AWWA M1 outlines four possible valuation approaches:

- Original Cost (OC) – Nominal value paid at the time of construction.
- Net Book Value (NBV) – Original Value, less accumulated depreciation
- Replacement Cost (as New), Less Depreciation (RCNLD) - Original cost less accumulated depreciation, adjusted to represent cost of replacement in current dollars
- Replacement Cost New (RCN) - Original cost, adjusted to represent cost of replacement in current dollars; no depreciation is subtracted

This analysis used the Replacement Cost New (RCN) approach and is discussed in more detail in the Section 2.0, System Valuation. In order to develop a buy-in basis, this system value must be adjusted by several factors:

- Any donated or contributed assets are deducted because system users did not fund the construction of these assets. It appears the Town does not have any of these assets on the books currently.
- Outstanding principal on existing debt service is deducted because existing users have yet to gain full equity for the associated assets. Therefore, new users cannot buy-in for these assets. The Town currently has no debt associated with the water system.
- Interest on existing debt service was paid for by current system users but this cost is not reflected in the asset registry. Therefore, interest paid is added to the system equity. The Town currently has no debt associated with the water system and, therefore, has no interest on existing debt.
- Total cash reserves are added to the system value because rates paid by current users and previous connections built these funds over time.

RCN is determined by taking the Original Cost and escalating it into present-day dollars. For this analysis, a combination of the Engineering News-Record Construction Cost Index (ENR-CCI), cost estimating using MS Means and local construction experience was used. The ENR-CCI gathers cost data from 20 cities for a variety of construction cost inputs including labor, cement, lumber, and steel, and then publishes both the index for each city as well as an average index for all 20 cities. The ENR-CCI for Denver was used for this analysis.

The final step in calculating a buy-in based plant investment fee is to estimate the total system capacity. This is typically expressed in single family equivalents (SFE's) or similar measures. SFEs are intended to represent the approximate demand on the system placed by a typical single-family residential (SFR) dwelling. The fee is then calculated by dividing the system value by the total capacity of the system in SFEs, including all used and unused capacity as follows:

$$\text{Buy – in Plant Investment Fee} = \frac{\text{Adjusted Existing System Value}}{\text{Existing Capacity in SFEs}}$$

1.2.2 Incremental Approach

The incremental approach methodology is used when a community plans to provide new development the same level-of-service (LOS) that is currently being provided to existing development in increments. While the buy-in approach looks at the unit cost of existing capacity in the system, the incremental approach looks at the cost to add marginal capacity to a system where that demand cannot be served by existing capacity. The incremental approach follows a philosophy of “growth pays for growth.” Generally, utility infrastructure does not lend itself to this methodology given its nature of having to be in place prior to new development and capacity being constructed in large segments.

Costs developed for the incremental approach are typically based on a CIP that identifies future projects associated with new capacity or repair and replacement (R&R) of existing capacity. This approach is designed to equitably distribute CIP costs to new customers in proportion to the new customer's usage of the facilities and the investment required to develop the facilities.

The final step in calculating an incremental plant investment fee is to divide the cost of the system value by the number of SFEs served by those asset. The number of SFEs served is based on the capacity served at the end of the CIP forecast period, and is calculated as follows:

$$\text{Incremental Plant Investment Fee} = \frac{\text{Value of Future CIP}}{\text{Net Added Capacity in SFEs}}$$

1.2.3 Combined Cost Approach

The combined approach is, as the name implies, a method of combining the buy-in and incremental approaches. This method assumes that the Town has capacity within the existing system that can serve growth but will also need to add capacity in the future to serve growth. Weighted average costs are used to distinguish between costs associated with existing capacity versus future capacity additions. These costs are then divided by the total SFEs associated with future capacity as follows

$$\text{Combined Cost Plant Investment Fee} = \frac{\text{Adj. Existing System Value} + \text{Future CIP}}{\text{Total Future Capacity in SFEs}}$$

Currently, the Town has capacity to serve growth based on average daily demand (ADD) data, however, data also suggests that during maximum daily demand (MDD) periods, the Town may not be able to produce enough water to meet these high demands. The Combined Cost approach is the appropriate approach to calculating the Town's plant investment fees. Existing system capacity and current construction is available to provide service to new customers in the near term. Future capacity-related projects are represented in the CIP, which require incremental cost calculations. Therefore, calculating the plant investment fee will require the combined cost approach.

1.2.4 Rational Nexus

AWWA M1 describes a rational nexus test as "...a reasonable relationship between the amount of the plant investment fee and the cost associated with serving the new development. The rational nexus test requires that there be a connection established between new development and the new or expanded facilities required to accommodate new development, and appropriate apportionment of the cost to the new development in relation to benefits reasonably expected to be received by the new development." [1]

The rational nexus test examines the following:

1. "A connection be established between new development and the new or expanded facilities required to accommodate such development. This establishes the rational basis of public policy.
2. Identification of the cost of these new or expanded facilities needed to accommodate new development. This establishes the burden to the public of providing new facilities to new development and the rational basis on which to hold new development accountable for such costs. This may be determined using the so-called Banberry factors. [Banberry Development Company v. South Jordan County (631 P.2d 899, Utah 1981)].

3. Appropriate apportionment of that cost to new development in relation to benefits it reasonably receives. This establishes the nexus between the fees being paid to finance facilities that accommodate new development and the benefit new development receives from such new facilities.” [1]

The first element of the rational nexus was determined to be favorable based on review of the CIP and potential developments that are scheduled or proposed in the coming years. The CIP includes a new WTP that includes additional storage to support additional capacity as well as provide redundancy for the entire Town. Current approved development plans as well as potential future development would exceed the Town current capacity. This, therefore, demonstrates a rational nexus between the projected capacity needs and planned capital improvements to meet those needs.

The remaining elements of the rational nexus test are 2) determining proportionate share of costs to be borne by new development and 3) establishing a reasonable cost to new development in relation to the benefits received by the new development will be determined through appropriate methodology and calculations in the following sections.

1.3 Existing Plant Development Fees

The Town’s current plant development fees were last updated in 2004 and are provided in Table 1 below:

Table 1: Current Plant Development Fees

Tap Size	Plant Development Fee
1.0 SFE	\$7,500.00
1.8 SFE	\$13,500.00
4.0 SFE	\$30,000.00
7.0 SFE	\$52,500.00
16.0 SFE	\$120,000.00
28.0 SFE	\$210,000.00

2.0 System Valuation

2.1 Existing System Value

2.1.1 Existing Assets

In 2019, the Town had the water and wastewater systems appraised by an appraisal company. The appraisal included all building associated with the Town's utility. Contents within the buildings were appraised as contents, however heavy machinery and plant equipment were considered part of the building. The Town also maintains an asset depreciation report of its water and wastewater assets. A review of the asset depreciation reports with the Town's Public Works staff indicated that numerous listings either no longer existed, but had book value, or the descriptions did not fit any current known assets. Due to these factors, it appears that the recent 2019 appraisal captures the most reliable value of the Town's assets and, therefore, the appraisal values were used for the majority of the Town's system valuation, while the asset depreciation report was used to fill in the remaining assets, such as underground transmission and distribution lines, key equipment and other assets not included in the appraisal. For underground infrastructure, such as distribution lines, valves and valve vaults, HEM estimated the replacement cost for similar sized pipe and valves based on available 2022 construction unit costs and RS Means construction cost indexes. The 2019 Appraisal is provided in Appendix C and the Towns water system inventory is provided in Appendix D.

The Appraised values of the Town's utility assets were multiplied by the ratio of current ENR-CCI for 2023 to the ENR-CCI value for 2019. This yields the RCN. Table 2 below outlines the Town assets and the RCN values.

Table 2: Existing System Asset Valuation

Asset Component	RCN (2023 Dollars)
Water Treatment Plant	\$1,400,100
Water Treatment Plant Land	\$1,200,000
Parcel No. 2	\$111,000
943 Quarry Road (Heights Tank Land)	\$100,000
Well 1	\$84,800
Well 2	\$53,300
Well 3	\$53,300
Well 4	\$40,700
Infiltration Gallery	\$200,000
Infiltration Gallery Pipeline	\$297,000
Block House - Metering Building	\$38,400
0.5MG Storage Tank	\$1,252,700

Heights Tank	\$381,300
Second Street Pump Station	\$57,300
Water Ditch and Pond	\$93,500
Hydrants	\$572,000
Water Related Portion of Town Buildings	
Town Hall	\$167,817
Maintenance Shop	\$306,100
Transmission Pipelines	
Extension to South	\$1,218,800
Steel Pipe (4 in)	\$198,400
Iron Pipe (6 in)	\$202,000
Steel Pipe (4.5 in)	\$92,000
Cast Steel Pipe (10 in)	\$295,520
Pipe (4 in)	\$72,000
Pipe (6 in)	\$1,048,200
Pipe (6 in)	\$147,000
Expansion Line (10 in)	\$17,800
Pipe (12 in)	\$666,000
Main Street (8 in)	\$360,000
Pipe (8 in)	\$3,007,200
Buried Valves	
Gate Valves (4 in)	\$13,500
Gate Valves (6 in)	\$114,400
Gate Valves (8 in)	\$162,800
Gate Valves (10 in)	\$230,400
Pressure Reducing Valve (6 in)	\$6,200
Pressure Reducing Valve (8 in)	\$9,000
Pressure Reducing Valve (10 in)	\$19,000
Water Equipment	
Leak Detectors	\$20,000
Tapping Machine	\$2,800
Leak Detectors	\$10,000
MetroTech Detector	\$5,200
Radios	\$75,000
John Deere	\$85,400
Pick-up	\$40,000
Sensus Meter Radios and software	\$177,800
Total	\$14,705,737

2.1.2 Deductions from Existing Asset Values

Existing assets funded through grants or other contributions should be credited from the asset value calculation as current rate payers did not fund them. No existing water assets were funded through grants or other contributions. The Town's CIP indicates that over the next ten years, the Town will fund future projects through an estimated \$900,000 in grants. This amount will be credited from the total system value calculation.

The Town currently has no outstanding water utility debt.

2.1.3 Other Assets

In addition to the Town's fixed assets, the Town maintains cash reserves for capital projects. These reserves are generated through rate revenue for the repair and replacement of the Town's assets. As a result, new connections benefit from these reserves. Adding these reserves to the Town's water system value allocates a share of these reserves to new connections, ensuring that they have equity with existing customers. The Town's current capital reserve balance is \$1.7 million. The cash reserve is split for use between both the water and wastewater systems. The total cash reserve allocated for the water system is \$833,485.

2.2 CIP Future Value

The combined cost approach combines the existing system value with the future system value to get the total system value. The future value of assets is typically taken from policy documents such as management plans or CIPs. The Town is currently completing their 10-year CIP and estimated project costs from the CIP are used in this future value calculation. To estimate the amount of the future CIP costs that are growth related, compared to R&R related, a percentage related to growth for each project was applied. Table 3 outlines the Town's CIP through the next ten years allocated between growth and non-growth-related benefits. The CIP Table is provided in Appendix A.

Table 3: Ten-Year Capital Improvement Plan

Project	Replacement Cost	Percent of Project Growth Related	Growth Related Cost	Non-Growth-Related Cost
WTP Upgrade	\$500,000	80%	\$400,000	\$100,000
Middle Fork WTP	\$3,000,000	80%	\$2,400,000	\$600,000
Meter Upgrades	\$15,000	0%	\$0	\$15,000
Transmission Line Replacement	\$189,400	0%	\$0	\$189,400
New Transmission Line from WTP	\$1,200,000	50%	\$600,000	\$600,000
Hydraulic System Model	\$85,000	80%	\$68,000	\$17,000
Total	\$4,989,400		\$3,468,000	\$1,521,400

2.3 Total System Value

The combined cost approach determines total system value by combining both the buy-in and incremental system values calculated above and then dividing by the total system capacity in the future. The combined total system value is outlined in Table 4 below. The projected system value at the end of the ten-year CIP outlook is \$18.1 million.

Table 4: Combined Total System Value

Asset Type	Value
Water Assets	\$14,705,737
Cash Reserves	\$833,485
Outstanding Loan Principal	\$0
Grant Funded Assets and CIP	(\$900,000)
Growth Related CIP	\$3,468,000
Total	\$18,107,221

3.0 System Capacity

3.1 Service Unit System

The Town's current water service unit structure is based on SFEs. The Town currently serves approximately 545 SFEs. Meter sizes are assigned an associated SFE based on Table 5.

Table 5: Single Family Equivalents (SFEs)

Meter Size (in.)	SFE Equivalent
$\frac{3}{4}$ "	1
1"	1.8
1 $\frac{1}{2}$ "	4
2"	7
3"	16
4"	28

3.2 Per SFE Demand

Based on 2022 water production data, the Town produced approximately 36,942,239 gallons of water. Dividing the total water produced by the 545 current SFEs served, each SFE used approximately 68,000 gallons per year, or 186 gallons per day (GPD). For this analysis, each SFE will be allocated this amount of capacity.

3.3 Projected Growth and Development

The 2013 Comprehensive Plan projected population growth for 1% and 2% growth rates. Comparing the latest population census data to the population at the time of the comprehensive plan, the Town appears to have experienced an approximate 1% growth rate during that time. For this analysis, a 1% base growth rate will be used.

Little development has occurred in the Town during the last 10 years, however there are numerous developments that have been approved, pending approval, or are in the negotiation stages that could significantly increase the Town's population. Based on the potential for increased growth in the near future, the development estimates will be added to the base projected 1% growth rate. Estimated population trends are shown in Appendix B.

The Town is in a unique situation where the current water sources for treatment and delivery are located above town in a high valley and there are no redundant water sources, treatment

or other distribution. As such, the Town is exposed to a high risk of water shortages if there is any significant outage at the water supply, treatment or distribution facilities. The Town is planning to construct a second water treatment plant in town that will serve the projected future growth but will also provide a needed redundant treated water source. To provide a safe and resilient treated water system to current and future customers, the redundant treatment facilities will ultimately have a firm capacity to supply approximately 1,923 SFEs. To equitably capture the costs of the facilities, the estimated firm capacity of the Town's future water system will be used for the new plant development fee calculation.

4.0 Plant Development Fee Calculation

4.1 Calculation of the Plant Development Fee

The plant development fee is determined through the combined cost approach by dividing the total system value from Section 2.3 by the total future capacity in SFEs from Section 3.3.

This calculation is expressed as follows:

$$\text{Combined Cost Plant Investment Fee} = \frac{\text{Adj. Existing System Value} + \text{Future CIP}}{\text{Total Future Capacity in SFEs}}$$

The calculation is summarized in Table 6 below.

Table 6: Plant Investment Fee Calculation

Input	Value
Total Existing + Future System Value	\$18,107,221
Total Future System Capacity	1,923 SFEs
Plant Investment Fee	\$9,416

The recommended fee schedule for 2023 is shown in Table 7.

Table 7: Recommended Plant Investment Fees for 2023

Meter Size (in.)	SFE Equivalent	2023 Plant Investment Fees
¾"	1	\$9,400
1"	1.8	\$16,920
1 ½"	4	\$37,600
2"	7	\$65,800
3"	16	\$150,400
4"	28	\$263,200

5.0 References

- [1] American Water Works Association (2017), “Manual of Water Supply Practices, M1, Principles of Water Rates, Fees, and Charges”, Seventh Edition.
- [2] Hardesty Engineering and Mapping (Jan 2023), “Town of Fairplay, Asset Management Plan”, Ken L. Hardesty, Castle Rock, Colorado.

Appendix A

CIP Table

Capital Improvement Projects

Project	Asset Type	Replacement Cost	Percent of Project Growth related	Growth Related Cost	Non-Growth related Cost	Year
Water Plant Upgrades	Water	\$500,000	80%	\$400,000	\$100,000	2023
Middle Fork Water Treatment Plant	Water	\$3,000,000	80%	\$2,400,000	\$600,000	2026
Meter Upgrades	Water	\$15,000		\$0	\$15,000	2024
Wastewater Plant Aerator	Wastewater	\$65,000		\$0	\$65,000	2023
WWTF Improvements - Add RAS Pumps	Wastewater	\$110,000		\$0	\$110,000	2026
WWTF Improvements - DO Control Phase 1	Wastewater	\$105,000		\$0	\$105,000	2026
WWTF Improvements - DO Control Phase 2	Wastewater	\$102,000		\$0	\$102,000	2027
WWTF Improvements - IR Modifications	Wastewater	\$115,000		\$0	\$115,000	2027
WWTF Improvements - Chem P Removal	Wastewater	\$92,000		\$0	\$92,000	2027
Transmission Line Replacement	Water	\$189,400	0%	\$0	\$189,400	2023-2032
New Transmission Line From WTP	Water	\$1,200,000	50%	\$600,000	\$600,000	2028
GIS Mapping	Water/Wastewater	\$45,000	0%	\$0	\$45,000	2023
Hydraulic System Model	Water	\$85,000	80%	\$68,000	\$17,000	2024
Slip Lining	Wastewater	\$150,000	0%	\$0	\$150,000	2029
Total		\$5,773,400		\$3,468,000		
Water Total		\$5,004,400				
Wastewater Total		\$769,000				

Appendix B

Population Estimates

Appendix B

20-Year Population Growth Estimate

Year	Population	1% increase	Development Increase	Residential SFE's	Commercial SFE's	Total SFE's	Comments
2020	724	7	0	367	178	545	
2021	731	7	0	371	180	551	
2022	738	7	0	374	181	555	
2023	745	7	35	378	183	561	Includes 3 known development projects
2024	787	8	65	399	193	592	Includes 3 known development projects
2025	860	9	85	436	211	647	
2026	954	10	125	484	235	719	Includes 1 proposed development project
2027	1089	11	75	552	268	820	
2028	1175	12	0	596	289	885	
2029	1187	12	0	602	292	894	
2030	1199	12	0	608	295	903	
2031	1211	12	0	614	298	912	
2032	1223	12	0	620	301	921	
2033	1235	12	0	626	304	930	
2034	1247	12	0	632	307	939	
2035	1259	13	0	638	310	948	
2036	1272	13	0	645	313	958	
2037	1285	13	0	651	316	967	
2038	1298	13	0	658	319	977	
2039	1311	13	0	665	322	987	
2040	1324	13	0	671	326	997	
2041	1337	13	0	678	329	1007	
2042	1350	14	0	684	332	1016	
2043	1364	14	0	691	335	1026	

*Table assumes a constant 1% growth rate used in the 2013 Comprehensive Plan. Development increase uses known development projects and the estimated year of completion.

Appendix C

Town Assets Appraisal

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured	1160	Tour Guide	Jim Brown
Site	001 - Water Treatment Plant		
Building	001 - Water Treatment Plant		
Address	1800 Beaver Creek Road		
City, State, Zip	Fairplay, CO 80440		
Latitude	N 39.24765000	Longitude	W -106.01586900

INSURABLE VALUES	
Building	\$1,066,300
Contents	\$0
Site Improvements	\$42,700
Separately Insurable	\$0
Total	\$1,109,000
Per SqFt Rate	\$635

UNDERWRITING DATA

Occupancy	100% Package Plant System		
Stories above Grade	1	Year Built	1991
Superstructure SqFt	1,056	Vacant	No
Substructure SqFt	623		
Total SqFt	1,679		
ISO Class	100% 6 - Reinforced Concrete Frame/Fire Resistive		
Foundation Type	Masonry Basement		
Exterior Wall Finish	100% Concrete Block		
Roof Pitch	100% Flat		
Roof Geometry	Flat		
Roof Frame Type	Precast Concrete		
Roof Materials	100% Single-Ply Membrane		
Heating System	100% None		
Cooling System	100% None		
Electrical	Yes	Plumbing	Yes
Passenger Elevators	0		
Freight Elevators	0		
Sprinkler System	None	Type	None
Automatic Fire Detection	None	Type	None
Manual Fire Alarms	None	Type	None
Entry Alarms	None	Type	None



NOTES: CIRSA ID: 11600003. .3mgd maximum plant capacity; includes: sensors, chlorine feed pump, influent well piping with meters, and controls; filters could be operational but are not currently in use. Site improvements include: fencing and 22kw standby generator.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured	1160	Tour Guide	Jim Brown
Site	001 - Water Treatment Plant		
Building	002 - Well 2		
Address	1800 Beaver Creek Road		
City, State, Zip	Fairplay, CO 80440		
Latitude	N 39.24873000	Longitude	W -106.01471000

INSURABLE VALUES	
Building	\$47,400
Contents	\$0
Site Improvements	\$0
Separately Insurable	\$0
Total	\$47,400
Per SqFt Rate	\$47,400

UNDERWRITING DATA

Occupancy	100% Well		
Stories above Grade	1	Year Built	1991
Superstructure SqFt	1	Vacant	No
Substructure SqFt	0		
Total SqFt	1		
ISO Class	100% 6 - Reinforced Concrete Frame/Fire Resistive		
Foundation Type	None		
Exterior Wall Finish	100% None		
Roof Pitch	100% None		
Roof Geometry	None		
Roof Frame Type	None		
Roof Materials	100% None		
Heating System	100% None		
Cooling System	100% None		
Electrical	Yes	Plumbing	Yes
Passenger Elevators	0		
Freight Elevators	0		
Sprinkler System	None	Type	None
Automatic Fire Detection	None	Type	None
Manual Fire Alarms	None	Type	None
Entry Alarms	None	Type	None



NOTES: CIRSA ID: 11600017. Not accessible due to winter conditions; includes: 80 feet deep well, 5hp pump, and controls.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured	1160	Tour Guide	Jim Brown
Site	001 - Water Treatment Plant		
Building	003 - Well 3		
Address	1800 Beaver Creek Road		
City, State, Zip	Fairplay, CO 80440		
Latitude	N 39.24960000	Longitude	W -106.01503000

INSURABLE VALUES	
Building	\$47,400
Contents	\$0
Site Improvements	\$0
Separately Insurable	\$0
Total	\$47,400
Per SqFt Rate	\$47,400

UNDERWRITING DATA

Occupancy	100% Well		
Stories above Grade	1	Year Built	1991
Superstructure SqFt	1	Vacant	No
Substructure SqFt	0		
Total SqFt	1		
ISO Class	100% 6 - Reinforced Concrete Frame/Fire Resistive		
Foundation Type	None		
Exterior Wall Finish	100% None		
Roof Pitch	100% None		
Roof Geometry	None		
Roof Frame Type	None		
Roof Materials	100% None		
Heating System	100% None		
Cooling System	100% None		
Electrical	Yes	Plumbing	Yes
Passenger Elevators	0		
Freight Elevators	0		
Sprinkler System	None	Type	None
Automatic Fire Detection	None	Type	None
Manual Fire Alarms	None	Type	None
Entry Alarms	None	Type	None



NOTES: CIRSA ID: 11600018. Not accessible due to winter conditions; includes: 80 feet deep well, 5hp pump, and controls.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured 1160 **Tour Guide** Jim Brown
Site 001 - Water Treatment Plant
Building 004 - Well 4
Address 1800 Beaver Creek Road
City, State, Zip Fairplay, CO 80440
Latitude N 39.24926900 **Longitude** W -106.01489800

INSURABLE VALUES	
Building	\$36,200
Contents	\$0
Site Improvements	\$0
Separately Insurable	\$0
Total	\$36,200
Per SqFt Rate	\$36,200

UNDERWRITING DATA

Occupancy 100% Well
Stories above Grade 1 **Year Built** 1991
Superstructure SqFt 1 **Vacant** No
Substructure SqFt 0
Total SqFt 1
ISO Class 100% 6 - Reinforced Concrete Frame/Fire Resistive
Foundation Type None
Exterior Wall Finish 100% None
Roof Pitch 100% None
Roof Geometry None
Roof Frame Type None
Roof Materials 100% None
Heating System 100% None
Cooling System 100% None
Electrical Yes **Plumbing** Yes
Passenger Elevators 0
Freight Elevators 0
Sprinkler System None **Type** None **Automatic Fire Detection** None **Type** None
Manual Fire Alarms None **Type** None **Entry Alarms** None **Type** None



NOTES: CIRSA ID: 11600019. Not accessible due to winter conditions; includes: 80 feet deep well, 3hp pump, and controls.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured 1160 **Tour Guide** Jim Brown
Site 001 - Water Treatment Plant
Building 005 - Well 1
Address 1800 Beaver Creek Road
City, State, Zip Fairplay, CO 80440
Latitude N 39.24920600 **Longitude** W -106.01643000

INSURABLE VALUES	
Building	\$73,800
Contents	\$0
Site Improvements	\$1,500
Separately Insurable	\$0
Total	\$75,300
Per SqFt Rate	\$73,800

UNDERWRITING DATA

Occupancy 100% Well
Stories above Grade 1 **Year Built** 1991
Superstructure SqFt 1 **Vacant** No
Substructure SqFt 0
Total SqFt 1
ISO Class 100% 6 - Reinforced Concrete Frame/Fire Resistive
Foundation Type None
Exterior Wall Finish 100% None
Roof Pitch 100% None
Roof Geometry None
Roof Frame Type None
Roof Materials 100% None
Heating System 100% None
Cooling System 100% None
Electrical Yes **Plumbing** Yes
Passenger Elevators 0
Freight Elevators 0
Sprinkler System None **Type** None **Automatic Fire Detection** None **Type** None
Manual Fire Alarms None **Type** None **Entry Alarms** None **Type** None



NOTES: CIRSA ID: 11600020. Includes: 180 feet deep well, 5hp pump, and controls. Site improvements include: fencing.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured	1160	Tour Guide	Jim Brown
Site	001 - Water Treatment Plant		
Building	006 - The Block House - Chlorine Metering		
Address	850 Beaver Creek Road		
City, State, Zip	Fairplay, CO 80440		
Latitude	N 39.23532400	Longitude	W -106.00465200

INSURABLE VALUES	
Building	\$34,100
Contents	\$0
Site Improvements	\$0
Separately Insurable	\$0
Total	\$34,100
Per SqFt Rate	\$262

UNDERWRITING DATA

Occupancy	100% Control Building		
Stories above Grade	1	Year Built	1975
Superstructure SqFt	130	Vacant	No
Substructure SqFt	0		
Total SqFt	130		
ISO Class	100% 6 - Reinforced Concrete Frame/Fire Resistive		
Foundation Type	Masonry Wall		
Exterior Wall Finish	100% Concrete Block		
Roof Pitch	100% Flat		
Roof Geometry	Flat		
Roof Frame Type	Poured Concrete		
Roof Materials	100% Single-Ply Membrane		
Heating System	100% None		
Cooling System	100% None		
Electrical	Yes	Plumbing	Yes
Passenger Elevators	0		
Freight Elevators	0		
Sprinkler System	None	Type	None
Automatic Fire Detection	None	Type	None
Manual Fire Alarms	None	Type	None
Entry Alarms	None	Type	None



NOTES: CIRSA ID: 11600012. Includes: meters, vault, valves, and piping.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured	1160	Tour Guide	Jim Brown
Site	001 - Water Treatment Plant		
Building	007 - Underground Water Tank - 500K		
Address	1800 Beaver Creek Road		
City, State, Zip	Fairplay, CO 80440		
Latitude	N 39.24748800	Longitude	W -106.01571300

INSURABLE VALUES	
Building	\$1,113,000
Contents	\$0
Site Improvements	\$0
Separately Insurable	\$0
Total	\$1,113,000
Per SqFt Rate	\$1,113,000

UNDERWRITING DATA

Occupancy	100% Ground Water Tank - Reinforced Concrete		
Stories above Grade	1	Year Built	1991
Superstructure SqFt	1	Vacant	No
Substructure SqFt	0		
Total SqFt	1		
ISO Class	100% 6 - Reinforced Concrete Frame/Fire Resistive		
Foundation Type	Mat/Slab		
Exterior Wall Finish	100% Concrete, Poured-in-Place, 7-10in		
Roof Pitch	100% Flat		
Roof Geometry	Flat		
Roof Frame Type	Poured Concrete		
Roof Materials	100% None		
Heating System	100% None		
Cooling System	100% None		
Electrical	Yes	Plumbing	Yes
Passenger Elevators	0		
Freight Elevators	0		
Sprinkler System	None	Type	None
Automatic Fire Detection	None	Type	None
Manual Fire Alarms	None	Type	None
Entry Alarms	None	Type	None



NOTES: CIRSA ID: 11600016. 500,000 gallon capacity; in-ground concrete tank.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured 1160 **Tour Guide** Jim Brown
Site 003 - Maintenance Shop
Building 001 - Maintenance Shop
Address 1190 County Road 16
City, State, Zip Fairplay, CO 80440
Latitude N 39.22221900 **Longitude** W -105.98886500

INSURABLE VALUES

Building	\$462,200
Contents	\$80,000
Site Improvements	\$1,700
Separately Insurable	\$0
Total	\$543,900
Per SqFt Rate	\$124

UNDERWRITING DATA

Occupancy 100% Garage
Stories above Grade 2 **Year Built** 1982
Superstructure SqFt 3,720 **Vacant** No
Substructure SqFt 0
Total SqFt **3,720**
ISO Class 100% 3 - Pre-Engineered Metal/Non-Combustible
Foundation Type Mat/Slab
Exterior Wall Finish 100% Siding, Metal or Other on Girts
Roof Pitch 100% Low (2:12 to 6:12 Pitch)
Roof Geometry Monoslope
Roof Frame Type Heavy Steel
Roof Materials 100% Steel
Heating System 20% Electric Baseboard or Wall Unit, 80% Gas, Oil or Electric Suspended Unit Heater
Cooling System 100% None
Electrical Yes **Plumbing** Yes
Passenger Elevators 0
Freight Elevators 0
Sprinkler System None **Type** None **Automatic Fire Detection** None **Type** None
Manual Fire Alarms None **Type** None **Entry Alarms** None **Type** None



NOTES: CIRSA ID: 11600011. Site improvements include: bollards.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured	1160	Tour Guide	Jim Brown
Site	006 - Heights Water Tank - 125K		
Building	001 - Heights Water Tank - 125K		
Address	Quarry Road		
City, State, Zip	Fairplay, CO 80440		
Latitude	N 39.23439600	Longitude	W -106.01010300

INSURABLE VALUES	
Building	\$338,800
Contents	\$0
Site Improvements	\$0
Separately Insurable	\$0
Total	\$338,800
Per SqFt Rate	\$338,800

UNDERWRITING DATA

Occupancy	100% Ground Water Tank - Welded		
Stories above Grade	1	Year Built	1995
Superstructure SqFt	1	Vacant	No
Substructure SqFt	0		
Total SqFt	1		
ISO Class	100% 3 - Pre-Engineered Metal/Non-Combustible		
Foundation Type	Mat/Slab		
Exterior Wall Finish	100% Siding, Metal or Other on Girts		
Roof Pitch	100% Flat		
Roof Geometry	Flat		
Roof Frame Type	Heavy Steel		
Roof Materials	100% None		
Heating System	100% None		
Cooling System	100% None		
Electrical	Yes	Plumbing	Yes
Passenger Elevators	0		
Freight Elevators	0		
Sprinkler System	None	Type	None
Automatic Fire Detection	None	Type	None
Manual Fire Alarms	None	Type	None
Entry Alarms	None	Type	None



NOTES: CIRSA ID: 11600004. 125,000 gallon capacity; welded steel insulated tank; includes: scada.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured 1160 **Tour Guide** Jim Brown
Site 007 - Second Street Pump Station
Building 001 - Second Street Pump Station
Address 200 2nd Street
City, State, Zip Fairplay, CO 80440
Latitude N 39.22683300 **Longitude** W -106.00510300

INSURABLE VALUES	
Building	\$50,900
Contents	\$0
Site Improvements	\$0
Separately Insurable	\$0
Total	\$50,900
Per SqFt Rate	\$738

UNDERWRITING DATA

Occupancy 100% Pump Station
Stories above Grade 1 **Year Built** 2012
Superstructure SqFt 69 **Vacant** No
Substructure SqFt 0
Total SqFt 69
ISO Class 100% 1 - Frame
Foundation Type Mat/Slab
Exterior Wall Finish 100% Siding, Wood on Frame
Roof Pitch 100% Medium (8:12 to 12:12 Pitch)
Roof Geometry Gable
Roof Frame Type Wood Purlins
Roof Materials 100% Steel
Heating System 100% None
Cooling System 100% None
Electrical Yes **Plumbing** Yes
Passenger Elevators 0
Freight Elevators 0
Sprinkler System None **Type** None **Automatic Fire Detection** None **Type** None
Manual Fire Alarms None **Type** None **Entry Alarms** None **Type** None



NOTES: CIRSA ID: 11600010. Boosts water to the Heights Tank; includes: booster pump, vault, controls, valves, and piping. No site improvements.

BUILDING DETAIL REPORT

Colorado Intergovernmental Risk Sharing Agency



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CBIZ Valuation Group, LLC

TOWN OF FAIRPLAY

Inspected: 5/23/2019

Insured 1160 **Tour Guide** Jim Brown
Site 008 - Town Hall and Police Department
Building 001 - Townhall and Police Department
Address 901 Main Street
City, State, Zip Fairplay, CO 80440
Latitude N 39.22134700 **Longitude** W -105.99657300

INSURABLE VALUES	
Building	\$698,200
Contents	\$80,000
Site Improvements	\$26,400
Separately Insurable	\$90,000
Total	\$894,600
Per SqFt Rate	\$171

UNDERWRITING DATA

Occupancy 100% Government Community Service Building
Stories above Grade 3 **Year Built** 2000
Superstructure SqFt 4,095 **Vacant** No
Substructure SqFt 0
Total SqFt 4,095
ISO Class 64% 1 - Frame, 36% 2 - Masonry/Joisted Masonry
Foundation Type Mat/Slab
Exterior Wall Finish 15% Concrete, Poured-in-Place, 7-10in, 67% Siding, Wood on Frame, 18% Stone on Masonry
Roof Pitch 100% High (15:12 to 24:12 Pitch)
Roof Geometry Gable
Roof Frame Type Wood Purlins
Roof Materials 100% Shingles, Asphalt
Heating System 100% Steam/Hot Water with Radiators
Cooling System 100% None
Electrical Yes **Plumbing** Yes
Passenger Elevators 0
Freight Elevators 0
Sprinkler System None **Type** None **Automatic Fire Detection** None **Type** None
Manual Fire Alarms None **Type** None **Entry Alarms** Yes **Type** Central



NOTES: CIRSA ID: 11600023. Includes: offices, police station, and visitor center. Site improvements include: fencing, flagpole, 11kw standby generator, and signage.

Appendix D

Water System Inventory

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Asset Component	Built	Quantity	Useful Life (Years)	Remaining Life (Years)	Appraisal Value (2019)	Cost (from asset depreciation report)	Replacement Cost New (\$2023 Dollars)	Comments
Water Treatment Plant	1991		50	18	\$1,109,000		\$1,400,100	Currently upgrading to add capacity
Water Treatment Plant Land	1985					\$28,000	\$1,200,000	
Parcel No. 2	1995					\$3,200	\$111,000	
943 Quarry Road (Heights Tank Land)	2008					\$16,075	\$100,000	
Well 1	1991		50	18	\$75,300		\$84,800	Needs maintenance
Well 2	1991		50	18	\$47,400		\$53,300	Good condition
Well 3	1991		50	18	\$47,400		\$53,300	Good condition
Well 4	1991		50	18	\$36,200		\$40,700	Needs maintenance
Infiltration Gallery	1991		50	18			\$200,000	Good condition
Infiltration Gallery Pipeline	1991	990	50	18			\$297,000	Needs a camera survey
Block House - Metering Building	1975		50	2	\$34,100		\$38,400	Meter upgrades in 2022
0.5MG Storage Tank	1991		75	43	\$1,113,000		\$1,252,700	No known issues, last inspection?
Heights Tank	1995		75	47	\$338,800		\$381,300	No known issues, last inspection?
Second Street Pump Station	2012		50	39	\$50,900		\$57,300	Needs maintenance
Water Ditch and Pond	2005	1	50			\$52,822	\$93,500	
Hydrants	Unknown	88	50				\$572,000	Get updated numbers. Maybe 110.
Water Related Portion of Town Builidngs								
Town Hall	2000	1	50	27	\$894,600		\$167,816.67	Approx. 1/6 of the replacement value
Maintenance Shop	1982	1	50	9	\$543,900		\$306,100.00	50% of the building value
Transmission Pipelines								
Extention to South	1950	8700	50	-23		\$140,866	\$1,218,800	Is this the line from the WTP
Steel Pipe (4 in)	1968	2480	50	-5		\$3,468	\$198,400	
Iron Pipe (6 in)	1972	2020	50	-1		\$4,303	\$202,000	
Steel Pipe (4.5 in)	1975	920	50	2		\$2,548	\$92,000	
Cast Steel Pipe (10 in)	1976	1847	50	3			\$295,520	Replacement using \$160/LF
Pipe (4 in)	1977	900	50	4			\$72,000	Replacement using \$80/LF
Pipe (6 in)	1979	10482	50	6		\$155,166	\$1,048,200	
Pipe (6 in)	1981	1470	50	8		\$36,747	\$147,000	
Expansion Line (10 in)	1984	1	50	11		\$5,633	\$17,800	
Pipe (12 in)	1985	3700	50	12		\$206,023	\$666,000	
Main Street (8 in)	1992	2000	50	19		\$194,985	\$360,000	
Pipe (8 in)	1996	21480	50	23			\$3,007,200	
Buried Valves								
Gate Valves (4 in)	Unknown	9	50				\$13,500	Based on Town GIS Data & RS Means
Gate Valves (6 in)	Unknown	52	50				\$114,400	Based on Town GIS Data & RS Means
Gate Valves (8 in)	Unknown	44	50				\$162,800	Based on Town GIS Data & RS Means
Gate Valves (10 in)	Unknown	36	50				\$230,400	Based on Town GIS Data & RS Means
Pressure Reducing Valve (6 in)	Unknown	1	50				\$6,200	Based on Town GIS Data & RS Means
Pressure Reducing Valve (8 in)	Unknown	1	50				\$9,000	Based on Town GIS Data & RS Means
Pressure Reducing Valve (10 in)	Unknown	2	50				\$19,000	Based on Town GIS Data & RS Means
Water Equipment								
Leak Detectors	1984	2	10	-29			\$20,000	
Tapping Machine	1973	1	10	-40			\$2,800	
Leak Detectors	1991	1	10	-22			\$10,000	
MetroTech Detector	1993	1	10	-20			\$5,200	
Radios	2022	6	10	9			\$75,000	
John Deere	1999	1	25	1			\$85,400	
Pick-up	2007	1	10	-6			\$40,000	
Sensus Meter Radios and software	2010	1	10	-3			\$177,800	
Total							\$14,705,736.67	



Town of Fairplay
 400 Front Street • P.O. Box 267
 Fairplay, Colorado 80440
 (719) 836-2622 phone
 (719) 836-3279 fax
 www.fairplayco.us

STAFF REPORT

TO: Mayor and Board of Trustees

FROM: Janell Sciacca, Town Administrator

RE: New Business Item F – Resolution No. 6, Series of 2023 Fee Schedule

DATE: January 23, 2023

BACKGROUND/ANALYSIS:

Section 4-4-10 of the Fairplay Municipal Code is written as follows:

Sec. 4-4-10. Fees set by resolution; review.

Except as may be otherwise established by individual ordinance, fees, assessments or charges for permits, licenses or services as called for in this Code shall be set from time to time by resolution duly adopted by the Board of Trustees.

The Fairplay Fee Schedule was updated last year in March of 2022 and then again in June when the Town contracted with Charles Abbott Associates and adopted new Building Permit fees recommended by them. This particular schedule does include increased Tap / Plant Investment (PIF) Fees recommended in the Tap Fee Study completed by Ken Hardesty and proposed for adoption via Resolution No. 5. It also includes much-needed changes discussed with Town Planner Scot Hunn related to Development application fees. Staff is continuing to review Impact Fees or Fees-in-lieu and will bring back recommendations to the Board on those items separately as part of the Unified Development Code update. Staff will also be looking into whether or not the Town can impose a Debt Service fee for the Water Enterprise. Such fee would, if imposed, be assessed to each water user and would be adjusted annually to help fund System Improvements.

The items in red in the schedule are those that are being added or that Staff would like to further discuss with the Board. A couple are items that appear in the Town's Municipal Code but have not been included on past schedules such as the Fireworks and Noise permits on page 2. Others are updated fees that the Town has been collecting and Staff is adding them now to make the schedule more comprehensive. The main changes appear on pages 8 and 9 and relate to development applications. Staff will review those in detail during the meeting and answer questions from the Board.

STAFF RECOMMENDATION

Following discussion and questions, Staff recommends the Board approve Resolution No. 6, Series of 2023, as presented by motion, second and a roll call vote.

Attachments:

- Resolution No. 6, Series of 2023
- Exhibit A "Schedule of Fees"

"Where History Meets the High Country"

TOWN OF FAIRPLAY, COLORADO

**RESOLUTION NO. 6
(Series of 2023)**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY,
COLORADO, ADOPTING A SCHEDULE OF FEES FOR 2023.**

WHEREAS, the Town of Fairplay, Colorado (the “Town”), is a statutory town, duly organized and existing under the laws of the State of Colorado;

WHEREAS, the Board of Trustees (the “Board”) has the authority, pursuant to Chapter 4, Article IV, Sec. 4-4-10 of the Fairplay Municipal Code, to prescribe, revise and collect fees for permits, licenses and services; and

WHEREAS, the Town Clerk has reviewed current services and fees and is recommending appropriate adjustments to cover related costs of the aforementioned; and

WHEREAS, the Board of Trustees has reviewed the recommended changes as prepared and presented by Staff and finds them to be necessary and prudent for maintaining the Town's financial stability; and

WHEREAS, the Board of Trustees desires to adopt the updated Fee Schedule for the calendar year of 2023;

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD
OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO THAT:**

Section 1. Fees for permits, licenses and services as outlined in attached **Exhibit “A”** are hereby adopted, shall become effective upon adoption, and shall replace all supersede all prior Resolutions establishing Town fees.

RESOLVED, APPROVED AND ADOPTED THIS 23rd day of January, 2023.

TOWN OF FAIRPLAY, COLORADO

Frank Just, Mayor

ATTEST:

Janell Sciacca, Town Clerk

TOWN OF FAIRPLAY, COLORADO
SCHEDULE OF FEES
Effective January 10, 2023 Per Sec. 4-4-10

DEPARTMENT / ITEM			AUTHORITY	NOTE(S)
ADMINISTRATION				
Copies - B&W	8 1/2 x 11 Letter	\$.25 / page	C.R.S. 24-72-205	Color May Be Slightly Higher
	8 1/2 x 14 Legal	\$.50 / page		Bulk Requests Will Be a Flat Fee
	11 x 17 Ledger	\$1.00 / page		
Fax	Send	\$1.00 / page		
	Receive	\$1.00 / page		
Insufficient Funds	NSF Returned Check Fee	\$35.00	Sec. 13-1-210	Current TBK Fee
Manual / Plan / Code Copies	Based on Plan Type/Size	\$5.00-\$25.00		
Municipal Code	USB Flash Drive	\$15.00	Sec. 1-3-110	
	Hard Copy Book With Tabs	Codifier Rate		
Notary Service	Depends on Service Type	\$0.00 - \$5.00		No Closing Documents
Recording Costs	As Applicable and Based on County Fees			
Town Hall Mtg Room Rental*	1/2 Day Weekday (Up to 4 Hrs)	\$10.00		Waived for Not For Profit
	Full Day Weekday (Over 4 Hrs)	\$20.00		
	Weekend	\$30.00		
	Event Cleaning Deposit	\$100.00/hr		1 Hr. Min Charge When Applicable
Special Meetings	Fees for Accomodating Time Constraints	Staff & Attorney Costs	Sec. 2-2-70(c)	Reasonable Costs for Time
TOWN CLERK				
Animal				
Dog License (Annual)	Unaltered	\$10.00	Sec. 7-6-160(d)	Limit of 3 Dogs / Dwelling Unit
	Nuetered / Altered	\$5.00		
	Replacement /Duplicate License	\$1.00		
Livestock Permit	Fowl or Rabbit	\$5.00/each	Sec. 7-7-40	Application Fee Non-Refundable
	Annual Maximum Per Property	\$25.00		Max 12 fowl, rabbit, similar/acre
	Horse, Cow, Sheep, Goat, Llama (25lbs+)	\$25.00	Sec. 7-7-50	1 acre / equine or bovine; 2,000 s.f. / goat, sheep, etc. w/ max of 4 / acre

Business Licenses

Initial Application	\$25.00	Sec. 6-1-40 (a)
Annual Renewal	\$25.00	
Late Renewal Charge After January 31	\$12.50 or 50% Fee	Sec. 6-1-40 (b)
Massage Parlor License - New	\$350.00	Sec. 6-1-110(a)
Massage Parlor License - Annual Renewal	\$150.00	
Sexually Oriented Business License	\$350.00 + \$75.00 Mngr Reg	Sec. 16-27-190
Special Event Business License	\$10.00	Sec. 6-1-100
Peddler/Solicitor/Transient	\$50.00/year	Sec. 6-1-120(c)
	\$20.00/5 Consecutive Days	

*Mandatory per code (Shall pay)**Annual Fee*

Short-Term Rental License	Lodging Tax Per Night Per Occupied Room	\$2.00	Sec. 6-3-30	<i>Voter Approved April 1, 2008</i>
	New License Application Fee	\$300.00	Sec. 6-5-20 (a)	
	Annual Renewal Application Fee	\$300.00	Sec. 6-5-20 (a)	
	Penalty for Operating Without a License	\$150.00 or Denial of License	Sec. 6-5-20 (a)	<i>*DOL Subject to BOT Hearing</i>

Fireworks Permit

Public Display Application Fee	\$100.00	Sec. 10-9-30(a)
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Liquor Licenses*

Application Related Fees	New Retail	\$1,000.00	Sec. 6-2-40	<i>*See CDOR Liquor Enforcement Fee Schedule DR8500</i>
	Annual Renewal	\$100.00		
	Late Renewal	\$500.00		
	Ownership Transfer	\$750.00		
	Change of Location	\$750.00		
	Corporate/LLC Change	\$100.00/Member		
	Manager Registration	\$30.00		<i>As applicable by license type</i>
	Special Event	\$100.00	Sec. 6-2-110(f)	<i>Per application/event</i>
	Tastings Permit	\$25.00	Sec. 6-2-90(c)	
	Temporary Permit	\$25.00	Sec. 6-2-60	

Annual License Fee	Beer & Wine	\$48.75		<i>*See CDOR Liquor Enforcement Fee Schedule DR8500</i>
	Brew Pub	\$75.00		
	Club	\$41.25		
	Distillery Pub	\$75.00		
	Fermented Malt Beverage	\$3.75		
	Hotel & Restaurant	\$75.00		
	Retail Liquor Store	\$22.50		
	Tavern	\$75.00		
	Vinter's License	\$75.00		

Noise Permit

Application Fee	\$25.00	Sec. 10-10-70(a)
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Records Requests	Research & Retrieval Fee	\$33.58/hour	C.R.S. 24-72-205(6)(b)	1st Hour is Free	89
	Copies	See Administration	Bulk Rate for Large Requests		
	Audio	\$15.00			
	Video	\$25.00			
	Electronic Transmittal	No Fee			
COURT					
Court Fees	Court Costs	\$31.00	Sec. 2-4-110		
	Default Judgement Fee	\$30.00	C.R.S. 13-63-101		
	Failure to Appear Fee	\$30.00			
	Training & Equipment Surcharge	\$15.00	Sec. 2-4-90		
	Transcript - CD Only	\$15.00			
	Warrant Fee	\$50.00			
	Witness Fees	Same as District Court	Sec. 6-3-140		
	Copies	See Administration			
CEMETERY					
Burial Fees	Casket Opening / Closing	\$300.00			
	Cremains Opening / Closing	\$150.00			
	Weekend/Holiday Service Charge	\$225.00			
	Monument Deposit (Refundable)	\$300.00/each			
	Cremation Hole	\$50.00			
	Casket Disinternment	\$100.00			
	Cremains Disinternment	\$50.00			
PARKS / RECREATION / EVENTS					
Permits & Licenses	Commerical Fishing Permit	\$150.00 + 5% of Gross Revenue	Sec. 6-4-20	Proof of insurance required	
	Gold Panning Permit	\$10.00/daily \$40.00/weekly \$100.00/annually	Sec. 11-3-20 to 60	Use of hand tools only & gravity flow sluice. Electrical or hand-pump sluice devices prohibited. Limit of 1 Gal Matl.	
	Violation Penalty	\$100.00 + Restitution			
	Street Closure / Parade Permit	\$10.00/half day	Sec. 16-1-100(a)		
	Fairplay Reservoir / Beach Camping Permit	\$10.00/day (4 Day Limit)	Sec. 11-4-60	See Beach & Reservoir Regulations	
	Special Event Permit	Event Organizer Fee	Sec. 16-1-100(a)	For Vendor Without Bus License	
Park Pavilion Rental Fees	Cohen Park W/ Electricity	\$10.00 4 Hrs/\$20.00 Full Day	Sec. 11-5-20	Deposit May be Required Based	
	Beach W/Out Electricity	\$10.00 4 Hrs/\$20.00 Full Day		ons size of group	
	Cemetery W/Out Electricity	\$10.00 4 Hrs/\$20.00 Full Day			
	Event Cleaning Deposit	\$100.00/hr		1 Hour Minimum Charge	

Buildings Permits, Fees & Taxes

The determination of value or valuation for purposes of determining and assessing the applicable building permit fee shall be made by the building official. The value of a project will be based on the stated value on the building permit application or by applying the most recent valuation table located on ICC's website. If an applicant's stated cost is greater than the estimates used in this table, the higher amount will be used to calculate the permit fee. The valuation shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment and including profit and labor.

The fee(s) for each building permit shall be as follows:

Building Permit

Sec. 16-2-40

A. Permit Application Fee

Determined by Building Permit Fee

Schedule for valuation listed below for each type of work.

Initial Plan Review Fee

65% of total permit fees

Plan Review Fee: When a plan or other data is required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. The plan review of structures requiring a review shall be 65% of the building permit fee as set forth above.

B. Building Permit Fee Schedule - Table 1a

<u>TOTAL VALUATION</u>	<u>RATE</u>
1.) \$0 to \$2,000	\$85.40
2.) \$2,001 to \$25,000	\$85.40 for the first \$2,000, plus \$15.77 for each additional \$1,000, or fraction thereof, up to and
3.) \$25,001 to \$50,000	\$448.11 for the first \$25,000 plus \$11.49 for each additional \$1,000, or fraction thereof, to and including \$50,000.
4.) \$50,001 to \$100,000	\$735.36 for the first \$50,000 plus \$7.88 for each additional \$1,000, or fraction thereof, to and
5.) \$100,001 to \$500,000	\$1,129.36 for the first \$100,000 plus \$6.30 for each additional \$1,000, or fraction thereof, to and including \$500,000.
6.) \$500,001 to \$1,000,000	\$3,649.36 for the first \$500,000 plus \$5.35 for each additional \$1000, or fraction thereof, to and including \$1,000,000.
7.) \$1,000,001 and up	\$6,324.36 for the first \$1,000,000 plus \$4.11 for each additional \$1,000, or fraction thereof.

C. Specialized Permit Fee Schedule and Other Fees**91**

<u>TYPE</u>	<u>RATE</u>
1.) Permit fee if work commenced before required permit issuance.	Double Applicable Fee
2.) Air Conditioning/Evaporative Cooler	\$200.00
3.) Demolition / Excavation	\$165.00
4.) Fence (over 6 ft. in height)	\$85.00
5.) Residential Mechanical	\$200.00
6.) Deck	\$200.00
7.) Non-structural re-roof	\$200.00
8.) Siding	\$200.00
9.) Small Sign (No foundation)	\$80.00
10.) Water Heater	\$200.00
11.) Window Replacement	\$90.00
12.) Repair or replace Existing Gas or Water Line for Singlefamily Dwelling	\$65.00
13.) Building Permits for which no fee is specifically indicated	\$60.00 per inspection
14.) Inspections outside of normal inspection days and hours. (Note: Fees to be charged directly to applicant. 2 hours minimum.)	\$120.00
15.) Re-inspection Fees (Work not ready for inspection or called for when corrections weren't made.)	\$80.00
16.) Inspections and/or Code Enforcement / investigation for which no fee is specified.	\$120.00 hourly
17.) Additional Plan Review required by changes, additions, or revisions to the approved plans.	\$100.00 hourly
18.) Stock/Same as Plan Review - No Change. Plan Review Fee	\$140.00
19.) Stock/Same as Plan Review - Minor Change. Plan Review Fee	\$280.00

D. Factory Built, Manufactured, and Mobile Home and General Move & Set Permit Fee Schedule Sec. 18-14-30

<u>PERMIT</u>	<u>RATE</u>
1.) Pre-Move Inspections within 30 miles of Town	\$220.00
2.) Pre-Move Inspections over 30 miles from Town	Based on travel costs.
3.) Block & Tie	\$480.00
4.) Temporary/Accessory	\$100.00

5.) Permanent Foundation

Fee will be calculated on valuation of foundation, any finishes other than the premanufactured structure, and any accessory structures such as decks, garages, etc. PLUS \$480.00.

E. Electrical Permit Fees

Residential: This includes singlefamily dwellings, site-built and modular/factory-built homes, duplexes, condominiums, and townhouses. New, remodel, and addition.

<u>TYPE</u>	<u>RATE</u>
1.) Equal to or less than 1,000 square feet.	\$129.95
2.) Over 1,000 square feet and not more than 1,500 square feet.	\$195.50
3.) Over 1,500 square feet and not more than 2,000 square feet.	\$262.20
4.) Greater than 2,001 square feet (\$262.20 + \$11.50 each additional 100 square foot.)	\$262.20 + \$11.50 each additional 100 square feet
5.) Residential Solar Device	\$500.00

Commercial: This includes some residential installations that are not based on square footage (not living area, i.e. garage, shop, SFD, etc.) Fees in this section are calculated from the total cost to customer, (contract price) including electrical material, items, and labor — whether provided by the contractor or property owner.

<u>TYPE</u>	<u>RATE</u>
1.) Equal to or less than \$2,000	\$129.95
2.) Greater than \$2,001. (Always round up to the next \$1,000).	\$129.95 + \$11.50 per \$1,000 of job valuation
3.) Mobile/Modular/Manufactured Home Set (Per Unit)	\$129.95
4.) Temporary Heat Release	\$129.95
5.) Spas/Hot Tubs	Based on table 1a + elec. fee
6.) Commercial Solar Device	\$1,000.00

Fees and Bonds

Condominiumization Inspection Fee
Performance / Security

Sec. 16-23-40(B)

Unpaved \$1,000.00 / + \$5.00/s.f. resurfacing area
Paved \$2,000.00 / +20.00/s.f. paving area

*Refundable After 1 Year Upon
Approval by Town Engineer*

Surcharge

Applicable to All Building Permits

10%

5% Parks / 5% Streets

*Surcharge may be higher at Town's
discretion based on project*

Land Use	Annexation	\$2,500.00	Sec. 16-2-40	<i>Higher fees may apply for large acreages</i>
	Disconnect/Deannexation	\$2,500.00		
	Rezoning			
	Residential	\$500.00		
	Commercial	\$1,000.00		
	PUD	\$2,000.00		
	Special Use Permit	\$500.00	Sec. 16-6-30(A)	
	Variance	\$500.00		
Subdivision Fees*	Major - Residential	\$500.00 + \$25.00/lot	Sec. 16-13-20(A)	<i>\$5,000 Deposit Required</i>
	Major - Non-residential	\$750.00 + \$25.00/lot	Sec. 16-14-10(B)	<i>\$5,000 Deposit Required</i>
	Preliminary Plan / Plat			
	Final Plan / Plat			
	Minor - Residential	\$300.00 + \$25.00/lot	Sec. 16-13-20(A)	<i>\$5,000 Deposit Required</i>
	Minor - Non-residential	\$500.00 + \$25.00/lot	Sec. 16-15-20(B)	<i>\$5,000 Deposit Required</i>
Subdivision Exemption	Lot Line Adjustment	\$500.00+costs		
	Lot Line Elimination	\$500.00+costs		
PUD	PUD Concept Plan	\$500.00 + \$25/lot		<i>\$1,000 Deposit Required</i>
	PUD Preliminary Plan	\$1,000.00 + \$25/lot		<i>\$5,000 Deposit Required</i>
	PUD Final Plan	\$500.00 + \$25/lot		<i>\$5,000 Deposit Required</i>
Professional Fees/Costs*	Deposit	Based on Application Type	Sec. 16-2-40(A)	<i>Required to cover reasonable costs of review by outside contractors</i>
	Planning Fees	Per PSA Approved by Board		
	Engineering	Per PSA Approved by Board		
	Other	Per PSA Approved by Board		
Other	Appeal (Administrative or BOA)	\$300.00	Sec. 16-23-20; Sec. 16-22-100	
	Certificate of Appropriateness	\$10.00	Sec. 16-8-100	
	Encroachment License	\$150.00		
	Land Dedication Fee	Land or Cash	Sec. 16-18-20	
	Parks/Open Space Fee - SFR	\$500.00/per unit	Sec. 16-18-20	
	Parks/Open Space Fee - MF	\$350.00/per unit	Sec. 16-18-20	
	Parking Plan	\$50.00		
	Public Facilities Fees - Nonresidential	8% of Market Land Value	Sec. 16-18-20(B)	
	Public Notice & Hearing Related Fees	Actual Costs	Sec. 16-2-40(D)	
	Subdivision/Development Improvement Agmt	\$100.00		

POLICE**94**

Fees & Charges	VIN Inspection	\$10.00	Sec. 2-5-20
	VIN Certification	\$20.00	
	Records Copies	\$2.00/page	
	Records Search	\$25.00	
	PBTs	\$10.00	
	Civil Standby/Document Service Fee	\$25.00/hour	
	Towing/Impound Fees	Payable to Towing Co.	Sec. 8-2-20
	Burn Permit	Issued by Fire District	Sec. 7-2-130
	Fines & Fees	SEE SEPARATE SCHEDULE	

PUBLIC WORKS

Permits	Street Access / Cut / Excavation Permit	\$550.00	Sec. 11-1-20/40	Performance Bond/Security Req'd
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WATER

Bulk Water	In Town Resident	\$5.70/1,000 gallons	Sec. 2-7-40	
	Out of Town Resident	\$11.40/1,000 gallons		
Plant Investment Fee	3/4" Tap / 1.0 SFE	\$9,400.00	Sec. 13-1-60	
	1" Tap / 1.8 SFE	\$16,920.00		
	1 1/2" Tap / 4.0 SFE	\$37,600.00		
	2" Tap / 7.0 SFE	\$65,800.00		
	3" Tap / 16.0 SFE	\$150,400.00		
	4" Tap / 28.0 SFE	\$263,200.00		
	Outside User Fees	Double		
	Fire Protection Only Tap	25% of PIF + Tapping Charges,	Sec. 13-1-80	
Water Service / Usage Fees	3/4" Tap / 1.0 SFE	\$34.00 + \$5.70 / 1,000 Gal	Sec. 13-1-60 / 260	
	1" Tap / 1.8 SFE	\$61.20 + \$5.70 / 1,000 Gal	Sec. 13-1-10	
	1 1/2" Tap / 4.0 SFE	\$136.00 + \$5.70 / 1,000 Gal		
	2" Tap / 7.0 SFE	\$238.00 + \$5.70 / 1,000 Gal		
	3" Tap / 16.0 SFE	\$544.00 + \$5.70 / 1,000 Gal		
	4" Tap / 28.0 SFE	\$952.00 + \$5.70 / 1,000 Gal		
	Outside / Non-Resident User Fees	Double	Sec. 13-1-270((f)	
Other Fees	Accessory Dwelling Unit (.5 sfe / 400-850 sf)	\$2,280.00 - \$4,845.00	Sec. 16-7-10 (I)	Water Service Expansion/Connection Fee
	Access to Meter Fee	3 Times Regular Base Fee	Sec. 13-1-290	Shut Off May Occur After 3 Months
	After Hours/Weekend/Holiday Mnt/Repair Fees	3 Times Regular Base Fee	Sec. 13-1-280	
	Backflow Testing - Town Service	\$75.00		
	Backflow Testing Past Due Fee (31-60 Days)	\$150.00	Sec. 13-2-20(e)	
	Backflow Testing Past Due Fee(61+ Days)	\$500.00		
	Debt Service Fee	TBD As Necessary		Atty is Looking Into Amending Ord
	Delinquent Account Fee	\$5.00/month + 1% Interest on Balance		

Failure to Provide Meter Access	\$20.00/incident		
Failure to Pay/Code Violation	\$150.00	Sec. 13-1-210	
Lien Charge	\$100.00 + Recording/Other Fees	Sec. 13-1-240(a)	
Unauthorized Water Turn On	\$150.00		
Discontinuance of Service	\$100.00	Sec. 13-1-130	Basic Monthly Use Fee Still Applies
Water Account Lease Holder Fee	\$156.00	Sec. 13-1-230	
Water Shut Off / Turn On	\$25.00 / ea	Sec. 16-1-210	
Water Shut Off / Turn On - After Hours	\$50.00 / ea		
Water Supply Protection District Permit	Testing, Engineering, Inspection	Sec. 13-3-70(a)	
Waste of Water Penalty	\$150.00	Sec. 13-1-160	
Unauthorized Furnishing of Water Violation	\$150.00 + Penalty	Sec. 13-1-170	Penalty is double water use fee

WASTEWATER

System Investment Fee (SIF)	1 - EQR (Equivalent Residential Unit)	\$8,351.00	Sec. 2-7-40
	1 - EQR (Outside User)	Double	
Wastewater Service Fee	1 - EQR User Fee	\$60.00	
	1 - EQR (Outside User)	Double	
Other Fees	ADU Sewer Service/Expansion Fee	TBD	Sec. 16-7-10 (I)
	Delinquent Account Fee	\$5.00/month + 1% Interest on Balance	
	Disconnect / Reconnect Fee	\$1,000.00 / ea	
	Failure to Install Grease Trap/Interceptor	Per Section 1.9(K) of Rules	
	Failure to Maintain Grease Trap/Interceptor	50% of monthly use fee	
	Improper Discharge of Sewage	\$500.00 or Actual Cost of Damages	
	Inclusion Application	\$200.00 + Attorney Fees	
	Lien Charge	\$100.00 + Recording/Other Fees	
	Line Extension Inspection Fee	\$3.00/l.f. of Sewer Main	
	Line Extension Plan Review Fee	Costs of Engineering Review	
	Post Construction Bond	\$500.00	
	Reinspection Fee	\$75.00	



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STAFF REPORT

TO: Mayor and Board of Trustees

FROM: Janell Sciacca, Town Administrator

RE: New Business Item C – Resolution No. 7, Series of 2023, Employee Pay

Schedule **DATE:** January 23, 2023

BACKGROUND/ANALYSIS:

In Staff level Budget discussions related to the 2023 Budget, it was discovered that the establishment of a Town Employee Pay Schedule was completed in December of 2009 via Resolution No. 23. Over the years, the Pay/Salary Schedule has been updated during the Budget process with the approval of COLA, merit-based, salary survey information or other similar actions of the Board of Trustees. Additionally, over the years, positions have been added or even changed pay levels/ranges.

In 2023, the Town is adding several new positions (*Facilities Maintenance Manager, Facilities Maintenance Tech, Police Officer Recruit/Entry Level, and Special Projects Coordinator/GIS Tech*). Staff is also requesting to add 1 additional pay level/range to separate out a seasoned Police Officer from a Police Recruit or Entry Level Officer. The proposed schedule also includes an adjustment to each pay level/range by 3%. The 3% adjustment only adjusts the range and does not impact any employee's current pay because the Board of Trustees already approved annual pay increases as part of the budget process last fall. The Board has also been provided a current listing of Town employees and their respective titles and salaries for review and reference in approval of the new schedule and the Town Administrator is seeking formal support from the Board for increasing Police Department salaries in order to be more commensurate with surrounding agency salaries.

STAFF RECOMMENDATION

Per State Statute and the powers vested in a municipality, the Board has the power to establish compensation for its officers, agents and employees and therefore Staff is recommending the Board review the 2023 Pay Schedule, ask questions of Staff, conduct discussion, and then formally adopt the proposed/amended schedule by motion, second and roll call vote.

Attachments:

- Resolution No. 6, Series of 2023
- Exhibit A "2023 Salary Schedule"

"Where History Meets the High Country"

TOWN OF FAIRPLAY, COLORADO**RESOLUTION NO. 7
(Series of 2023)****A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING THE CURRENT EMPLOYEE PAY SCHEDULE FOR TOWN EMPLOYEES AND DETERMINING THE PROCESS FOR ANNUAL UPDATES**

WHEREAS, the Town of Fairplay, Colorado (the “Town”) is a statutory town, duly organized and existing under the laws of the State of Colorado;

WHEREAS, the Board of Trustees (the “Board”) on behalf of the Town of Fairplay, has the power to prescribe by resolution to establish and reestablish compensation of all officers, agents, and employees;

WHEREAS, the last formal action taken by the Board of Trustees (the “Board”) regarding the establishment of a compensation schedule appears to have been in 2009; and

WHEREAS, Board of Trustees (the “Board”) desires to formally approve a Pay Schedule for FY 2023 and determine that annual updates shall be conducted as part of the formal budget adoption process;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY:

Section 1. The foregoing recitals are hereby incorporated as conclusions, determinations, facts, and findings of the Board of Trustees (the “Board”).

Section 2. The Pay Schedule attached hereto as “Exhibit A” is approved for FY 2023 and will be annually updated as part of the formal budget adoption process from this date forth.

Section 3. This Resolution shall be effective upon approval and adoption, and shall be retroactive for all current employees’ pay to January 1, 2023.

RESOLVED, APPROVED, AND ADOPTED this 23rd day of January, 2023.

TOWN OF FAIRPLAY, COLORADO

Frank Just, Mayor

ATTEST:

Janell Sciacca, Town Clerk

2023 Salary Schedule - Town of Fairplay

<u>Position</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Town Administrator	\$ 76,004.55	\$ 89,417.12	\$ 105,196.61
Police Chief	\$ 63,540.70	\$ 74,754.01	\$ 87,945.90
Public Works Director			
Town Treasurer	\$ 54,366.76	\$ 63,960.89	\$ 75,248.10
Town Clerk			
Police Sergeant			
Police Officer	\$ 48,316.67	\$ 56,843.14	\$ 66,874.28
Facilities Manager	\$ 42,266.59	\$ 49,725.39	\$ 58,500.46
Projects Coordinator/GIS Tech			
Police Officer - Entry Level/Recruit			
Deputy Town Clerk	\$ 40,128.26	\$ 47,209.71	\$ 55,540.84
Special Events / Administrative Assistant			
Facilities Technician			
Public Works Maintenance I	\$ 35,034.27	\$ 41,216.78	\$ 48,490.33

mid is 85% of max

min is 85% of mid

**AGENDA for a Regular Meeting
of the Board of Trustees of the Town of Fairplay, Colorado
Monday, January 23, 2023, at 6:00 p.m. at the Fairplay Town Hall Meeting Room
901 Main Street, Fairplay Colorado**

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **APPROVAL OF AGENDA**
- V. **OATH OF OFFICE TO AND SEATING OF APPOINTED TRUSTEE RAY DOUGLAS.**
- VI. **CONSENT AGENDA** (*This item is intended to streamline the Board Meeting grouping routine, non-controversial business. The public or the Board Members may ask that an item be removed from the Consent Agenda for individual consideration.*)
 - A. **APPROVAL OF MINUTES – December 4, 2022 Regular Meeting**
 - B. **APPROVAL OF MINUTES – December 12, 2022 Special Meeting**
 - C. **APPROVAL OF MINUTES – December 15, 2022 Special Meeting**
 - D. **APPROVAL OF EXPENDITURES** – Approval of paid bills for Town Funds in the amount of **\$111,456.67**.
- VII. **CITIZEN COMMENTS** (*This item allows for the public to sign up to address the Board on matters that are not on the agenda – Sign-up can be done prior to, or at the start of a meeting, on the required form.*)
- VIII. **PROCLAMATIONS, PRESENTATIONS AND UPDATES**
 - A. Mayor's Proclamation Announcing the King and Queen Candidates for the Fairplay Mountain Mardi Gras to be held Saturday, February 25, 2023.
- IX. **PUBLIC HEARINGS** (*This item allows the public to review and comment on business and helps the Board to make better-informed decisions on specific matters.*)
 - A. **CONTINUED FROM JANUARY 9, 2023 – SECOND READING WITH REQUEST FOR ADDITIONAL CONTINUANCE TO FEBRUARY 6, 2023:** Ordinance No. 1, Series of 2023, entitled, "**AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO AMENDING CHAPTER 16 OF THE FAIRPLAY MUNICIPAL CODE, REGARDING DUPLEXES IN THE SINGLE FAMILY RESIDENTIAL (SF-RES) ZONE DISTRICT AND DEED-RESTRICTED WORKFORCE AFFORDABLE HOUSING.**"? *This action will amend Chapter 16 of the Fairplay Municipal Code to permit duplexes as a use-by-right in the Single Family Residential Zone and classify Workforce Affordable Housing as a use-by-right in certain Zones.*
 - B. **STATE REVOLVING LOAN FUND HEARING REGARDING THE PROPOSED BEAVER CREEK WATER TREATMENT PLANT (WTP) UPGRADE FOR TOWN OF FAIRPLAY, COLORADO.** *This is a hearing required by the Colorado Department of Public Health and Environment (CDPHE) for a State Revolving Fund (SRF) loan application submitted by the Town to install a cartridge filtration system at the Beaver Creek Plant to bring additional water sources online (Well and Infiltration Gallery).*
- X. **NEW BUSINESS**
 - A. **CONTINUED FROM JANUARY 9, 2023 – SECOND READING:** Resolution No. 5, Series of 2023, entitled, "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ACTING BY AND THROUGH THE TOWN OF FAIRPLAY WATER AND WASTEWATER ENTERPRISE, INCREASING WATER TAP / PLANT INVESTMENT FEES.**"? *This action will increase the fees required for connecting to the Fairplay Water System for obtaining water service that also support operations, repairs, capital improvements, and debt service for the system.*
 - B. **CONTINUED FROM JANUARY 9, 2023 – SECOND READING:** Resolution No. 6, Series of 2023, entitled, "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, ADOPTING THE TOWN OF FAIRPLAY 2023 FEE SCHEDULE.**"? *This action will set forth the fees charged by the Town for providing all municipal activities and services.*
 - C. **FIRST READING:** Resolution No. 7, Series of 2023, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING THE CURRENT EMPLOYEE PAY SCHEDULE FOR TOWN EMPLOYEES AND DETERMINING THE PROCESS FOR ANNUAL UPDATES.**"? *This action will set the pay schedule for Town employees for FY 2023 and formalize the process for all future updates.*
- XI. **BOARD OF TRUSTEE AND STAFF REPORTS**
- XII. **ADJOURNMENT**

Upcoming Meetings/Important Dates

Board of Trustees Regular Meeting	Monday, February 6, 2023
Board of Trustees Regular Meeting Cancelled (Presidents Day)	Monday, February 20, 2023
Fairplay Mountain Mardi Gras Celebration	Saturday, February 25, 2023

This agenda may be amended. Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and on The Town of Fairplay Website (www.fairplayco.us) on Thursday, January 19, 2023.