



**OFFICIAL MINUTES
REGULAR BOARD MEETING
DECEMBER 16, 2024
901 MAIN STREET, FAIRPLAY, CO 80440**

I. REGULAR MEETING – CALL TO ORDER

A Regular Meeting of the Fairplay Board of Trustees was called to order on Monday, December 16, 2024, at 6:00 PM at Town Hall, 901 Main Street, Fairplay, CO, having previously been posted in accordance with Colorado Open Meetings law.

PLEDGE OF ALLEGIANCE

Mayor Just led the pledge of allegiance.

ROLL CALL

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

BOARD MEMBERS ABSENT:

STAFF IN ATTENDANCE: Town Administrator Janell Sciacca and Town Planner Scot Hunn (online)

II. APPROVAL OF AGENDA

MOTION to approve the agenda as presented was made by Trustee Baum and seconded by Trustee Douglas.

- Roll call vote: Unanimous approval.

III. CONSENT AGENDA

A. APPROVAL OF EXPENDITURES – Paid bills for all Town funds from November 27, 2024, through December 12, 2024, in the amount of \$170,234.61.

MOTION to approve the Consent Agenda as presented with the expenditures as stated was made by Trustee Douglas and seconded by Mayor Pro Tem Lynn.

- Roll call vote: Unanimous approval.

IV. CITIZEN COMMENTS – None.

V. PROCLAMATIONS, PRESENTATIONS & UPDATES

A. Mayor's Proclamation announcing the 2025 Fairplay Mountain Mardi Gras Royalty for the 6th annual event to be held Saturday, February 15, 2025.

Mayor Just welcomed representatives from the Boys and Girls Club of the High Rockies. He recognized Jessica Bartak, Lincoln Mills, Courtney Daniels, and Bonnie Wilson and noted that two additional representatives were unable to attend. Just announced that the Boys and Girls Club of the High Rockies was officially selected as the 2025 Mountain Mardi Gras Royalty and the designation involved fundraising responsibility for the Mardi Gras celebration. Mayor Just read the 2025 Mayoral Proclamation into the record, highlighted the importance of charitable work and community engagement and issued a challenge for the Boys and Girls Club to exceed \$20,000 in fundraising for 2025. He promised a bonus contribution personally if the milestone was met. The Board thanked the Boys and Girls Club for accepting the role and expressed confidence in their ability to represent Fairplay with pride.

VI. PUBLIC HEARINGS

A. CONTINUED FROM DECEMBER 2, 2024 – FOURTH READING – 2024 FY Amended Budget and 2025FY Proposed Budget for all Funds of the Town of Fairplay, Colorado.

Mayor Just announced the 4th reading of the 2024 FY Amended and 2025FY Proposed Budgets and opened the Public Hearing. □ Town Administrator Sciacca provided updated budget documents including final revisions from the Town's Accounting Firm of Plante Moran. She noted that the 2025 budget reflects:

- Increased expenses, largely from Police Department operations and capital projects.
- The \$1 million MMOF grant carryover from 2024 to 2025.
- Expected but unrealized revenues from grants and events, and included a line for automated vehicle enforcement (AVIS).

She highlighted that collaboration with Plante Moran helped identify and resolve financial inconsistencies, there were ongoing efforts to improve reporting and monthly reconciliations and the Town was anticipating increased development revenues in 2025 including impact fees and housing construction. Sciacca also noted cost-saving partnerships & operational changes were being looked as including new collaboration with Park County for discounted fuel purchasing, shared snow plowing and material procurement, and monthly meetings for ongoing coordination. She noted that the Town's infrastructure was aging and there were concerns of underfunded utility services. She suggested the Board consider a minimal capital improvement fee (\$5/month) for utility users, and advised Staff would be looking at the suggestion of Trustee Voorhis of base rates on vacant lots and pursuing a grant for updating meters to ensure accurate billings and capture lost revenue. Sciacca also highlighted that \$100,000 was reserved to support future workforce housing initiatives, Worker's comp increased due new staff positions, vehicle rental payments to ISF increased due to police fleet acquisitions, and sludge disposal costs were expected to decrease post-liner repair. It was also noted that the reserve fund balance was projected around 40%, exceeding typical best practices (25–35%) and that the Town's budget was not deficit-based as fund balance and reserves were sufficient to support planned expenses.

Mayor Just opened the floor to public comment. Scott Dodge, 1317 Meadow Drive, felt the budget was solid and acknowledged the Board and Staff's efforts in managing resources amid growth and capital projects. There were no public comments in opposition and Just closed the floor to comment.

MOTION to continue deliberation and adoption of the 2024FY Amended and 2025FY proposed budgets to later in the meeting was made was made by Trustee Baum and seconded by Mayor Pro Tem Lynn.

- Roll call vote: Unanimous approval.

VII. NEW BUSINESS

- A. FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 44, Series of 2024, entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO ADOPTING THE 2024 UPDATED TOWN OF FAIRPLAY THREE MILE PLAN FOR ANNEXATION.”**?

Town Planner Scot Hunn outlined the statutory requirement for municipalities to adopt an updated Three-Mile Plan annually. He explained the annexation mapping and planning approach and clarified the plan is not an approval for annexation, but a planning tool aligned with the Town's Comprehensive plan. Hunn noted the previous official adoption of a Three-Mile Plan was in 2009 and identified two tiers of properties (Tier 1: more readily serviceable; Tier 2: less immediate). Hunn highlighted confirmed the need for UDC amendments to support annexation procedures. Board discussion took place and comments ranged from strong support to opposition regarding the plan's geographic scope. Trustee Voorhis expressed concern over the appearance of encouraging annexation along Highway 9 and emphasized maintaining Fairplay's small-town character. Hunn clarified that the plan does not constitute annexation approval and is necessary for legal and planning compliance. Hunn suggested possible map modifications (e.g., removing tier color distinctions or adjusting specific property classifications). Trustee Voorhis was concerned about green/yellow designations providing implications of desired development and water and infrastructure capacity. Hunn clarified the plan is required by Colorado law to be updated annually and did not obligate the Town to approve future annexation. Further discussion ensued and Staff was directed to modify the plan to remove tiered color coding and tier distinctions. A work session was scheduled for January 27, 2025 to revisit and further discuss the updated annexation plan, the community growth strategy, and to allow for consultation with the Town's new law firm regarding legal implications and possible adoption at the 1st meeting in February, 2025.

MOTION to continue consideration of Resolution No. 44, Series of 2024, to February 2025 in order to hold a Work Session on January 27, 2025 for review of directed plan updates and to allow for input and guidance from the Town's new law firm was made was made by Trustee Voorhis and seconded by Trustee Douglas.

- Roll call vote: Unanimous approval.

- B. FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 45, Series of 2024, 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 2024 BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO.”**?

Mayor Just introduced the resolution, there was no deliberation.

MOTION to approve adoption of Resolution No. 45, Series of 2024, as presented was made was made by Trustee Baum and seconded by Mayor Pro Tem Lynn.

- Roll call vote: Unanimous approval.

- C. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 46, Series of 2024, 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 2024 BUDGET.**”?

Mayor Just introduced the resolution, there was no deliberation.

MOTION to approve adoption of Resolution No. 46, Series of 2024, as presented was made was made by Trustee Douglas and seconded by Trustee Baum.

- Roll call vote: Unanimous approval.

- D. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 47, Series of 2024, 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 2025 AND ENDING ON THE LAST DAY OF DECEMBER 2025.**”?

Mayor Just introduced the resolution, there was no deliberation.

MOTION to approve adoption of Resolution No. 47, Series of 2024, as presented was made was made by Mayor Pro Tem Lynn and seconded by Trustee Baum.

- Roll call vote: Unanimous approval.

- E. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 48, Series of 2024, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2024 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF FAIRPLAY, FOR THE 2025 BUDGET YEAR.**”?

Mayor Just introduced the resolution, there was no deliberation.

MOTION to approve adoption of Resolution No. 48, Series of 2024, as presented was made was made by Mayor Pro Tem Lynn and seconded by Trustee Baum.

- Roll call vote: Unanimous approval.

- F. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 49, Series of 2024, 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 2025 BUDGET YEAR.**”?

Mayor Just introduced the resolution, there was no deliberation.

MOTION to approve adoption of Resolution No. 49, Series of 2024, as presented was made was made by Trustee Douglas and seconded by Mayor Pro Tem Lynn.

- Roll call vote: Unanimous approval.

- G. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 50, Series of 2024, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO CERTIFYING DELINQUENT 2024 UTILITY ACCOUNTS TO THE PARK COUNTY TREASURER.**”?

Town Administrator Sciacca provided an overview of the Staff Report and recommended approval as presented. There was no deliberation.

MOTION to approve adoption of Resolution No. 50, Series of 2024, as presented was made was made by Trustee Baum and seconded by Trustee Douglas.

- Roll call vote: Unanimous approval.

VIII. STAFF AND BOARD OF TRUSTEE REPORTS

- A. Discussion regarding process to solicit candidates for selection of new Trustee to fill an upcoming vacancy on the Board. Town Administrator Sciacca reported that Mayor Pro Tem Lynn had provided indication he would resign in February. The announcement for applications for a replacement would be accepted, and interviews would occur at the first meeting in February.

Mayor Pro Tem Lynn indicated that he would remain on the Board for adoption of the Annexation Plan therefore no opening would be announced until receipt of a future and formal letter of resignation was received.

Town Administrator Sciacca reported that a water leak of approximately 12,000–15,000 gallons per day in the Heights area, and Staff was actively trying to isolate the location; the new Town Hall generator heating elements were been installed to prevent failures during cold weather; and Officer Prickett assisted in a county investigation involving a suspected overdose and a burglary.

There was a discussion on traffic speeds and potential issues with traffic light timings on Highway 285. Sciacca would contact CDOT and the contractor for information and possible resolution.

IX. ADJOURNMENT.

There being no further business before the Fairplay Board of Trustees, Mayor Just declared the meeting adjourned at 9:10 PM.

BOARD OF TRUSTEES, FAIRPLAY, COLORADO

Frank Just, Mayor

ATTEST:

Janell Sciacca, Town Clerk

