



**OFFICIAL MINUTES
REGULAR BOARD MEETING
AUGUST 4, 2025
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, August 4, 2025, at 6:04 PM at Town Hall, 901 Main Street, Fairplay, CO, having previously been posted in accordance with Colorado Open Meetings law.

II. PLEDGE OF ALLEGIANCE

Mayor Just led the pledge of allegiance.

III. ROLL CALL

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

BOARD MEMBERS ABSENT:

STAFF IN ATTENDANCE: Town Administrator Janell Sciacca, Town Attorney Joe Rivera, and Town Planner Scot Hunn.

IV. APPROVAL OF AGENDA

MOTION to approve the agenda as presented was made by Trustee Voorhis and seconded by Trustee Avery.

- Roll call vote: Unanimous approval.

V. CONSENT AGENDA

APPROVAL OF CHECK EXPENDITURES – Paid bills for all Town funds from July 17, 2025, through July 31, 2025, in the amount of \$67,988.38.

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

- Roll call vote: Unanimous approval.

VI. CITIZEN COMMENTS – None.

VII. NEW BUSINESS

- A. FIRST READING** – Should the Board of Trustees for the Town of Fairplay approve the adoption of Resolution No. 25, Series of 2025, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING THE EXECUTION OF A PROPERTY IMPROVEMENT INCENTIVE PROGRAM (PIIP) AGREEMENT BETWEEN THE TOWN AND MARK KELLY FOR THE 690 CASTELLO AVE PAINTING PROJECT.**”?

Town Administrator Sciacca presented an overview and introduced the applicant in attendance. Board members commented on the improvements made to date to the residence and Mayor Just reminded that the PIIP program has benefited many buildings and homes in town and thanked Kelly for applying.

MOTION to approve the adoption of Resolution No. 25, Series of 2025 approving a PIIP Agreement for the 690 Castello Avenue painting project as presented was made by Mayor Pro Tem Douglas and seconded by Trustee Avery.

- Roll call vote: Unanimous approval.

- B. FIRST READING** – Should the Board of Trustees for the Town of Fairplay approve the adoption of Resolution No. 26, Series of 2025, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING A CONSTRUCTION AGREEMENT WITH JR & CO FOR RE-ROOFING OF THE 501 MAIN VISITOR CENTER BUILDING.**”?

Town Administrator Sciacca presented an overview reporting that three bids were obtained and CIRSA had agreed to cover the project for up to \$147,000 and Staff was recommending approval to award the contract to JR & Co at \$113,000.

MOTION to approve the adoption of Resolution No. 26. Series of 2025, approving a Construction Agreement with JR & Co as presented was made by Trustee Baum and seconded by Trustee Avery.

- Roll call vote: Unanimous approval.

VIII. PUBLIC HEARINGS

- A. TO BE CONTINUED TO AUGUST 18, 2025: SPECIAL USE PERMIT – SUP 2025-001:** Should the Board of Trustees for the Town of Fairplay approve an application from Buck Finley for a Special Use Permit (SUP) to allow for Personal Storage (Mini-Storage) Units within the Commercial (C) Zone District on the property located at 1171 Bullet Road, Fairplay, CO?

MOTION to continue the Public Hearing for SUP 2025-01 as requested to August 18, 2025, as requested was made by Mayor Pro Tem Douglas and seconded by Trustee Voorhis.

- Roll call vote: Unanimous approval.

- B.** Should the Board of Trustees for the Town of Fairplay, sitting as the Local Licensing Authority, approve an application from Elevation Hospitality, LLC for a Hotel & Restaurant Liquor License (City) for the Colorado Cantina to be located at 456 Front Street, Fairplay, CO”?

Town Administrator Sciacca presented an overview and introduced the applicant in attendance. She explained the application process and requirements, including the petition process to prove needs and desires of the neighborhood. 97 signatures were in favor of granting the license, 2 were not in favor, and 1 did not indicate either way. The applicant spoke describing the restaurant concept and provided information on planned hours of operation. There was no public comment for or against the license and Sciacca recommended approval as submitted.

MOTION to approve the application from Elevation Hospitality, LLC for a Hotel & Restaurant Liquor License (City) for the Colorado Cantina to be located at 456 Front Street, Fairplay, CO as submitted and direct Staff to bring back the Findings of Fact at the August 18 meeting was made by Trustee Avery and seconded by Trustee Voorhis.

- Roll call vote: Unanimous approval.

IX. OTHER BUSINESS

- A.** Update on the CHFA Land Banking application submitted by the Town and FP Land, LLC and discussion of next steps. Town Attorney Rivera and Tanner Crawley of Trellis Housing Partners provided an update on the CHFA Land Banking application submitted by the town and FP Land. They reported that the application passed the initial review and was invited for a full application. A property appraisal and updated Phase One environmental assessment were ordered, and a purchase and sale agreement (PSA) would be required to demonstrate site control, but the town was not expected to actually purchase the land. The PSA would include language allowing the town to terminate for any reason and assign the contract to a development partner. The deadline for submitting the full application was tentatively set for September 1, 2025. The Board stressed the importance of maintaining decision-making power and flexibility while offsetting financial obligations and concerns were raised about the project timeline and the definition of "shovel ready." Next steps would be to refine the PSA language to address board concerns, continue discussions with potential developers and work on finalizing engineering plans and obtaining necessary approvals.
- B.** 2026 Colorado Municipal League Policy Committee Representative Appointment for Town of Fairplay. Discussion took place on appointment of a Town representative. Mayor Pro Tem Douglas agreed to continue serving in this capacity with Town Administrator Sciacca serving as back up.

X. STAFF AND BOARD REPORTS

- A.** Presentation of 2026 Budget Schedule. Town Administrator Sciacca presented the 2026 budget schedule to the board advising Staff had already begun meeting, work sessions would begin on September 8, and the goal was to adopt the amended 2025 and proposed 2026 budgets at the first meeting in December.
- B.** Update on Status of Town’s 2024 Audit. Town Administrator Sciacca provided an update on the delay of receipt of the Town’s 2024 Audit. She noted the extraordinary amount of work for the new auditor essentially starting from scratch with limited information from the prior auditor. She had been assured the Audit would be completed soon and she reported that the Town’s property tax distribution would be withheld until the Audit was filed with the State. The Auditor was expected to present the report at the August 18 meeting.

Other highlights provided by Staff on Town projects and initiatives included National Night Out, Neptune Meter Pilot project, Fairplay River Park, Code Enforcement initiatives, an upcoming Active Shooter Training at Town Hall and Utility Billing issues.

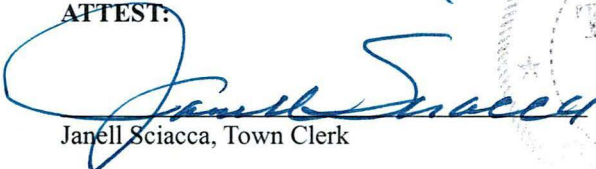
Mayor Just shared concerns relative to aggressive business license renewal notices from another town, which threatened fines and jail time for non-compliance. The Board and Staff agreed to avoid such aggressive tactics in their own communications with businesses. Just also reported on the Intergovernmental Meeting stating attendees included representatives from the fire department, Town of Alma, police department, county commissioners, and town management. He described the meeting as cordial and productive, with a focus on sharing ideas and avoiding duplication of efforts. Just felt it was the most positive intergovernmental meeting he had experienced in 15 years on the Board.

XI. ADJOURNMENT.

There being no further business before the Fairplay Board of Trustees, Mayor Just declared the meeting adjourned at 7:54 PM.

BOARD OF TRUSTEES, FAIRPLAY, COLORADO

ATTEST:


Janell Sciacca, Town Clerk



Frank Just, Mayor

