



**OFFICIAL MINUTES
REGULAR BOARD MEETING
DECEMBER 1, 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, December 1, 2025, at 6:00 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 Josh Voorhis and Trustee Erik Baum.

BOARD MEMBERS ABSENT: Trustee Courtney Avery (Excused – Illness)

STAFF IN ATTENDANCE: Town Administrator Janell Sciacca, Town Attorney Joe Rivera, and Town Planner Scot Hunn, Special Events Assistant Kelsey Sprys & Special Events Coordinator Julie Bullock

IV. APPROVAL OF AGENDA

Town Administrator Sciacca requested removal of Consent Agenda items B, C and D stating she was not able to finish the minutes.

MOTION to approve the agenda as amended with B-D removed was made by Trustee Baum and seconded by Mayor Pro Tem Douglas

- Roll call vote: Unanimous approval.

V. CONSENT AGENDA

A. APPROVAL OF MINUTES OF PRIOR REGULAR MEETING – August 4, 2025.

B. APPROVAL OF MINUTES OF PRIOR REGULAR MEETING – August 18, 2025.

C. APPROVAL OF MINUTES OF PRIOR REGULAR MEETING – September 15, 2025.

D. APPROVAL OF MINUTES OF PRIOR REGULAR MEETING – October 6, 2025.

E. APPROVAL OF CHECK AND ACH EXPENDITURES ISSUED THROUGH BILL.COM – Paid bills for all Town funds from November 14, 2025, through November 26, 2025, in the amount of \$68,429.35.

Trustee Baum inquired about a charge listed for Charles Abbott, which was clarified as services related to the Town's Building Official expenses.

MOTION to approve the Consent Agenda with B-D removed and the expenditures as stated was made by Mayor Pro Tem Douglas and seconded by Trustee Voorhis.

- Roll call vote: Unanimous approval.

VI. CITIZEN COMMENTS

Brian Beck, 422 CR4, Alma, addressed the Board regarding employee housing and development costs associated with building an 800-square-foot Accessory Dwelling Unit (ADU) on property in town. He stated that he had paid approximately \$16,000 in fees prior to starting construction. The ADU was being built to help provide housing for employees of Otto's and Beck requested the Board consider potential fee relief or alternative options to support employee housing development. He also expressed concern about deed restrictions tied to affordability programs. Mayor Just acknowledged that development costs can be substantial and encouraged Beck to work with Town Staff to explore available options, including potential affordable housing programs.

Candy Thompson, 224 4th Street, expressed appreciation for assistance provided by Town employees in resolving a water pressure valve issue at her home. She also thanked the town for assistance provided during home maintenance challenges following the passing of her husband and removal of some red curbs on 6th Street which has improved parking accessibility for elderly church members attending Church.

VII. PROCLAMATIONS, PRESENTATIONS & UPDATES

Town Administrator Sciacca made an unscheduled presentation introducing new Public Works employee Sam Kyle. She also recognize Alex Wagner was in attendance and announced he had taken over as Public Works Supervisor. The Board welcomed Kyle and expressed appreciation for the work performed by the entire Public Works team.

A. Presentation by Special Events Assistant Kelsey Sprys regarding Town of Fairplay acceptance into the Colorado Tourism Office Welcome Center Partnership Program.

Special Events Assistant Sprys presented information about the town's participation in the Colorado State Tourism Office Welcome Center Partnership Program. She announced the Fairplay Visitor Center was selected as a Community Partner in the program's pilot year (July 2025 – June 2026) and reported that the program aims to enhance visitor experiences, improve tourism industry connectivity, provide training and resources for visitor center staff and support branding and marketing efforts. Sprys also reported that the benefits of the program for the Town were access to statewide brochure and tourism databases, marketing exposure through Colorado.com, training opportunities for Staff and volunteers, and tourism networking and professional development events. Sprys noted that the requirements of the program included annual visitor reporting, operating at least five days per week for nine months per year, and periodic site visits and program participation. The Board expressed support for efforts to expand visitor center services and promote tourism and economic development in Fairplay.

Sprys also provided an update on upcoming events in the community. She then reported that South Park High School submitted one request for Burro Days Funding. It was \$5,000 for the Theater Department and much needed stage lighting and sound equipment. The Board concurred with awarding the request as submitted.

Town Administrator Sciacca then announced that this would be Special Events Coordinator Julie Bullock's final Board meeting and she was retiring at the end of the year after 11.5 years of service to the community. Board members expressed appreciation for Bullock's contributions to community events, planning initiatives, and tourism development and Bullock thanked the Board and community and stated she looked forward to continuing to support the town in other ways.

VIII. PUBLIC HEARINGS

A. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay approve the adoption of Ordinance No. 9, Series of 2025, entitled “**AN ORDINANCE AMENDING THE FAIRPLAY MUNICIPAL CODE CHAPTER 16 UNIFIED DEVELOPMENT CODE TO INTEGRATE STATE OF COLORADO MANDATED REGULATIONS CONCERNING ELECTRIC VEHICLE CHARGERS, ELECTRIC VEHICLE CHARGING STATIONS, AND ELECTRIC VEHICLE CHARGING SYSTEMS.**”?

Mayor Just announced the item and provided an overview of the format of the hearing and the jurisdiction. Town Planner Hunn reported that the proposed ordinance responds to recent Colorado state legislation requiring municipalities to incorporate regulations related to EV charging infrastructure. He presented an overview of key points being the town's current zoning code does not address EV charging stations, the amendment aligns the town's regulations with state legislation and guidance from the Colorado Department of Local Affairs (DOLA) and municipalities are required to adopt EV-related code revisions by the end of the year. Hunn then reviewed the sections of the existing code that would be modified and the new sections to be added. There was no public comment for or against the ordinance. Trustee Baum questioned associated costs to the Town. Hunn indicated there would be no direct cost associated with the ordinance. Scott Dodge, 1317 Meadow Drive, raised concerns about allowing EV charging stations as a permitted use in single-family residential zones and felt this could potentially allow a commercial charging station on a residential lot. Discussion among the Board and Staff clarified that state law prohibits municipalities from banning EV charging stations outright and that municipalities were permitted to regulate placement through zoning and permitting. Town Attorney Rivera recommended modifying the ordinance to allow EV charging stations in single-family residential zones only through a Special Use Permit and maintain “permitted use” status in other zoning districts.

MOTION to approve adoption of Ordinance No. 9, Series of 2025 as amended was made by Trustee Voorhis and seconded by Mayor Pro Tem Douglas.

- Roll call vote: Unanimous approval.

B. **THIRD AND FINAL READING** – 2025FY Amended Budget and 2026FY Proposed Budget for all Funds of the Town of Fairplay, Colorado.

Mayor Just opened the final public hearing on the 2025FY Amended Budget and 2026FY Proposed Budget. Town Administrator Sciacca reviewed the updated budget format with summary pages for clarity on ending fund balances. She noted that auditor Jim Hinkle will meet with the new Board after the election to review financial statements and answer detailed questions.

Sciacca reminded that all capital projects were moved out to reduce the projected deficit and instead there was a one-page summary of capital projects provided. Trustee Baum expressed concern about spending trends exceeding revenues and suggested reviewing expenditures mid-year to avoid depleting reserves. Mayor Pro Tem Douglas requested the addition of a road rehab project for Aspen Way Road. There were no public comments for or against the either budget.

IX. NEW BUSINESS

- A. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 39, Series of 2025, 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 2025 BUDGET FOR THE TOWN OF FAIRPLAY, COLORADO.”?**

MOTION to approve adoption of Resolution No. 39, Series of 2025, as presented was made by Trustee Voorhis and seconded by Mayor Pro Tem Douglas.

- Roll call vote: Unanimous.

- B. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 40, Series of 2025, 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 2025 BUDGET.”?**

MOTION to approve adoption of Resolution No. 40, Series of 2025, as presented was made by Mayor Pro Tem Douglas and seconded by Trustee Voorhis.

- Roll call vote: Unanimous.

- C. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 41, Series of 2025, 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 2026 AND ENDING ON THE LAST DAY OF DECEMBER 2026.”?**

MOTION to approve adoption of Resolution No. 38, Series of 2025, as presented was made by Trustee Baum and seconded by Trustee Voorhis.

- Roll call vote: Unanimous.

- D. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 42, Series of 2025, 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 2026 BUDGET YEAR.”?**

MOTION to approve adoption of Resolution No. 42, Series of 2025, as presented was made by Mayor Pro Tem Douglas and seconded by Trustee Baum.

- Roll call vote: Unanimous.

- E. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 43, Series of 2025, entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2025 TO HELP DEFRAY THE COST OF GOVERNMENT FOR THE TOWN OF FAIRPLAY, FOR THE 2026 BUDGET YEAR.”?**

MOTION to approve adoption of Resolution No. 43, Series of 2025, as presented was made by Trustee Voorhis and seconded by Mayor Pro Tem Douglas.

- Roll call vote: Unanimous.

- F. **FIRST READING** – Should the Board of Trustees for the Town of Fairplay adopt Resolution No. 44, Series of 2025, entitled **“A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO CERTIFYING DELINQUENT 2025 UTILITY ACCOUNTS TO THE PARK COUNTY TREASURER.”?**

Town Administration Sciacca presented the resolution to certify delinquent utility accounts noting there was approximately \$25,000 in delinquent accounts and efforts to obtain payment were ongoing. She stated that any remaining balances would be certified for collection with property taxes on December 15.

MOTION to approve adoption of Resolution No. 44, Series of 2025, as presented was made by Trustee Voorhis and seconded by Mayor Pro Tem Douglas.

- Roll call vote: Unanimous.

G. FIRST READING – Should the Board of Trustees for the Town of Fairplay approve the adoption of Resolution No. 45, Series of 2025, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING AN UPDATED FAIRPLAY PUBLIC WORKS MANUAL.**”?

Town Administrator Sciacca advised the update to the Public Works manual was being requested to change outdated items and make other routine changes.

MOTION to approve adoption of Resolution No. 45, Series of 2025, as presented was made by Trustee Voorhis and seconded by Mayor Pro Tem Douglas.

- Roll call vote: Unanimous.

X. OTHER BUSINESS

- A.** Discussion of title concerns regarding the Town of Fairplay’s pending contract to purchase 10 water stock certificates, which is linked to the Town’s related pending contract to purchase the real property adjacent to the Town’s Water Plant, 1582 Beaver Creek Road and TBD Beaver Creek Road, Fairplay, CO 80440 AKA county parcel ID R0048989 and R0048990.

Town Attorney Rivera provided an overview of the proposed transaction. He reported there were no issues with the land, but that the water certificate had been lost by Zigan and he did not follow a required public hearing process to formalize replacing it. Rivera covered the options for mitigating the Town’s risk including purchasing only the land, trying to publish notice prior to purchase or publishing after purchase. Rivera advised that the risk of a challenge was very low and delaying the sale or decoupling would add unnecessary complexity and risk. Following discussion, the Board’s general consensus and direction to Staff was to complete the purchase and then publish required notice.

XI. STAFF AND BOARD OF TRUSTEE REPORTS

Trustee Voorhis reported on complaints about RV’s being illegally parked in the Town and that he had a very positive interaction with the Town Police Department during a recent property damage incident. He felt the Officers handled the matter appropriately, were very communicative with him and were able to identify the perpetrators in a reasonable amount of time.

Mayor Just announced that the Community Christmas Dinner was scheduled for December 25 at the American Legion Hall and it was open to all residents. He also noted that the Town shuttles was going to be available for transporting people to and from. He expressed sincere appreciation to local businesses for donating food for the event.

XII. ADJOURNMENT.

There being no further business before the Fairplay Board of Trustees, Mayor Just declared the meeting adjourned at 8:10 PM.

ATTEST:


Janell Sciacca, Town Clerk


BOARD OF TRUSTEES, FAIRPLAY, COLORADO

Frank Just, Mayor