

**MINUTES OF THE REGULAR MEETING  
OF THE FAIRPLAY BOARD OF TRUSTEES  
March 17, 2014**

**CALL TO ORDER REGULAR MEETING OF THE BOARD OF TRUSTEES**

The regular meeting of the Board of Trustees for the Town of Fairplay was called to order at 7:00 p.m. in the Council Chambers located in the Fairplay Town Hall, 901 Main Street, by Mayor Gabby Lane who proceeded with the pledge of allegiance, followed by the roll call which was answered by Trustees Eve Stapp, Lynette Barrett, Ray Douglas and Frank Just. Also in attendance were Town Attorney Lee Phillips, Public Works Director Gary Donnelly, Town Treasurer Kim Wittbrodt and Deputy Town Clerk Claudia Werner.

**AGENDA ADOPTION**

**Motion #1** by Mayor Lane, seconded by Trustee Douglas, that the agenda be adopted as presented. Motion carried unanimously.

**CONSENT AGENDA** (*The Consent Agenda is intended to allow the Board to spend its time on more complex items. These items are generally perceived as non-controversial and can be approved by a single motion. The public or the Board Members may ask that an item be removed from the Consent Agenda for individual consideration.*)

- A. APPROVAL OF MINUTES – March 3, 2014
- B. APPROVAL OF EXPENDITURES – Approval of bills of various Town Funds
- C. Should the Board Approve Renewal of a Tavern Liquor License as Requested by McCall Enterprises dba McCall's located at 511 Front Street?

**Motion #2** by Mayor Lane, seconded by Trustee Douglas, that the consent agenda be adopted as presented. A roll call vote was taken: Stapp – yes, Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

**CITIZEN COMMENT**

None offered

**UNFINISHED BUSINESS**

- A. Other Pending/Outstanding Items
  - 1. CNG Project

Nothing new to report at this time.

- 2. Code Enforcement

Nothing new to report at this time. This is an ongoing process.

- 4. Fee Schedule

Town Treasurer Wittbrodt reported that she has gone through the Municipal Code and made a list of items to be removed. This list will be submitted for review by Town Administrator Darrah and Town Attorney Phillips. A recommendation to update/ amend the Fee Schedule will be presented to the Board of Trustees. Kim also stated that this should be reviewed on an annual basis going forward.

- 5. Capital Improvement Fund

Town Treasurer Wittbrodt reported that she is meeting with DOLA representative, Greg Winkler, on March 24<sup>th</sup> to discuss the creation of a Capital Improvement Fund.

- B. Discussion/ Review of draft ordinance regarding proposed Property Improvement Incentive Program.

Town Attorney Phillips presented the draft ordinance and asked for Board direction on the minimum percentage that the property owner would be required to contribute for their project as well as the minimum dollar amount for an improvement project that the Town would participate in.

Trustee Just stated that he spoke with constituents regarding the proposed program and it was well received after he explained it to them. Frank went on to ask about adding language to grant successive phases of larger improvement projects and setting the minimum project cost at \$500 with a 50% minimum owner contribution towards the total project cost.

Mayor Lane directs staff to complete the ordinance and bring it back to the Board at the April 7<sup>th</sup> meeting, Town Treasurer Wittbrodt will look at 2014 budget and let the Board know if there are funds that could be re-appropriated to fund this project this year.

**C. Other Discussion Items**

No other discussion items offered.

**NEW BUSINESS**

**A. Should the Board Approve the Request from American Legion for Donation?**

The American Legion has requested a \$100 donation to help fund their annual Easter egg hunt at the South Park City Museum on April 20<sup>th</sup>. They have also requested help from the Public Works Department with snow removal.

**Motion #3** by Mayor Lane, seconded by Trustee Just, that the Town donate \$100 to the American Legion and help with snow removal for the Easter egg hunt. A roll call vote was taken: Stapp – yes, Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

**B. Should the Board Approve Adoption of Resolution No. 7, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO DETERMINING THAT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON APRIL 1, 2014 SHALL BE CANCELLED PURSUANT TO FAIRPLAY MUNICIPAL CODE, ARTICLE 2, SECTION 2-1-30."?**

As per Fairplay Municipal Code, when there are not more candidates than offices to be filled, the election shall be cancelled and the candidates shall be declared elected.

**Motion #4** by Trustee Just, seconded by Trustee Douglas, to approve adoption of Resolution No. 7, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO DETERMINING THAT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON APRIL 1, 2014 SHALL BE CANCELLED PURSUANT TO FAIRPLAY MUNICIPAL CODE, ARTICLE 2, SECTION 2-1-30." Motion carried unanimously.

Mayor Lane stated that he would like to host an election party on April 4<sup>th</sup> at 6:00 p.m. Deputy Clerk Werner asked if this gathering of the Board would need to be noticed and Attorney Phillips stated that it did not as long as the Board understands that no Town business may be discussed at this election party.

**C. Should the Board Approve Adoption of Resolution No. 8, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING FOR DISTRIBUTION OF CONSERVATION TRUST FUNDS BETWEEN THE TOWN OF FAIRPLAY, COLORADO AND PARK COUNTY GOVERNMENT."?**

The Town requested Conservation Trust Funds from Park County in the amount of \$22,690 to help pay for Fairplay Beach Improvements in 2014. Park County awarded \$12,000 to Fairplay for this project and therefore Public Works Director Donnelly recommended postponing the repaving of the footpath from Front Street to the wooden footbridge until next year, as the cost of this portion of the project is estimated at \$14,600.

**Motion #5** by Trustee Just, seconded by Mayor Lane, to approve adoption of Resolution No. 8, series of 2014, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING FOR DISTRIBUTION OF CONSERVATION TRUST FUNDS BETWEEN THE TOWN OF FAIRPLAY,

COLORADO AND PARK COUNTY GOVERNMENT.” A roll call vote was taken: Stapp – yes, Barrett – yes, Lane – yes, Douglas – yes, Just – yes. Motion carried unanimously.

**D. Should the Board Approve the Request from Park County Office of Historic Preservation for a Letter of Support?**

The Park County Office of Historic Preservation requested a letter of support for a grant they are applying for with the State Historical Fund for a rehabilitation project for the outside of the Old Park County Courthouse. Deputy Clerk Werner prepared a draft letter of support for their review.

**Motion #6** by Trustee Just, seconded by Trustee Stapp, to approve the letter of support for the Park County Office of Historic Preservation and to have Mayor Lane sign the draft letter provided by staff. Motion carried unanimously.

**E. Other New Business**

No other new business offered.

**STAFF AND COMMITTEE REPORTS**

Public Works Director Donnelly went over his written staff report, which covered equipment repairs, snow removal, water meter maintenance, scheduled street maintenance and repairs, this year’s snow pack above average, and staff testing and training for various licenses or certifications.

Treasurer Wittbrodt informed the Board about the passing of Police Chief Gottschalk’s sister-in-law last week.

Trustee Just and Mayor Lane congratulated the remainder of the Board on their election and thanked them for their dedication and service to the community.

Mayor Lane read a thank you card that the Town received from the South Park City Museum for help with snow removal on their property.

**ADJOURNMENT**

Mayor Lane, noting that there being no further business before the Board, declared that the meeting be adjourned at 7:55 p.m.

ATTEST:

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Mayor, Gabby Lane

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Claudia Werner, Deputy Town Clerk