

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES**

January 22, 2018

CALL TO ORDER WORK SESSION REGARDING EVENTS AND MARKETING

A work session of the Board of Trustees for the Town of Fairplay was called to order at 5:00 p.m. at the Fairplay Town Hall, 901 Main Street, by Mayor Gabby Lane. Trustees present were Scott Dodge, Eve Stapp, Ray Douglas and Frank Just. Also in attendance were Town Administrator/ Clerk Tina Darrah, Public Works Director Vaughn Mead, Town Treasurer Kim Wittbrodt, Assistant to the Town Administrator Mason Green and Special Events Coordinator Julie Bullock.

Town Administrator/ Clerk Darrah shared marketing plan information for 2018 with the Board and Special Events Coordinator Bullock shared information regarding an event brainstorming session held with Town Staff in March of 2017. This resulted in ideas for new events for shoulder seasons and enhancing existing events and invited the Board to offer their input on new and expanded events. A list of events for Fairplay and all of Park County was included, showing scheduled events for each month of the year. In addition, a sample Merchant Survey was presented to the Board for review and comment. The survey for Fairplay businesses would offer business owners the opportunity to give feedback and comment on marketing, events, town incentive programs and a proposed Main Street Program.

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 6:00 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 Scott Dodge, Eve Stapp, Ray Douglas and Frank Just. Also in attendance were Town Attorney Lee Phillips, Town Administrator/ Clerk Tina Darrah, Public Works Director Vaughn Mead, Town Treasurer Kim Wittbrodt, Assistant to the Town Administrator Mason Green, Deputy Town Clerk Claudia Werner and Special Events Coordinator Julie Bullock.

AGENDA ADOPTION

Motion #1 by Trustee Just, 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** – December 4, 2017, December 11, 2017 and January 8, 2018
- B. APPROVAL OF EXPENDITURES** – Approval of bills of various Town Funds in the amount of \$30,555.67.
- C.** Should the Board Approve Adoption of Resolution No. 2, series of 2018, entitled, “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, GRANTING APPROVAL OF THE APPLICATION FOR A SPECIAL USE PERMIT FOR CERTAIN REAL PROPERTY COMMONLY KNOWN AND NUMBERED AS 398 BEAVER CREEK LANE, FAIRPLAY, COLORADO.”?

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

CITIZEN COMMENTS

No citizen comments were offered.

PUBLIC HEARING

- A. **Continued – Consideration of a Special Use Permit application as submitted by Stan Kopunec for the property located at 249 U S Hwy 285 to allow manufacturing, fabrication and assembly of log homes and to allow the continued use of the existing shipping container located on the property for the proposed log home business.**

The Public Hearing was re-opened by Mayor Lane at 6:03 p.m.

This public hearing was continued from the December 4, 2017 and January 8, 2018, Board of Trustees meetings to allow the applicant, Stan Kopunec, to provide additional information to the Board prior to a motion to approve or deny the application. Town Administrator/ Clerk Darrah reported that staff met with Stan and Derek Kopunec in December and provided a list of items that needed to be addressed prior to bringing this application back to the Board for consideration. Staff met with the Kopunecs after the January 8th Board meeting, at which time the applicants provided some of the information requested from them. The applicant continues to work on the remainder of the list and therefore, Staff requested that the Board continue this Public Hearing to February 5th.

Motion #3 by Trustee Just, seconded by Trustee Douglas, that the Public Hearing for the Kopunec Log Home Manufacturing and Assembly Special Use Permit be continued to February 5, 2018 at 6:00 p.m. Motion carried unanimously.

UNFINISHED BUSINESS

- A. Other discussion items

No other discussion items were offered.

NEW BUSINESS

- A. Discussion/ Approval of River Park RFP

Town Administrator/ Clerk Darrah presented the RFP for design services for a Master Plan for the River Park area. In the document, the Town has asked for conceptual plans, not construction documents, but this should give the Town what’s needed to go to granting agencies for each phase of the project. The RFP is broken into six phases including entrance signage and the lot next to Town Hall, which will be integral parts of the overall project.

The Board offered suggestions regarding the scope of the project and Town Attorney Phillips asked that the RFP include a Professional Services Agreement. These items will be incorporated prior to Staff sending out the RFP to select firms.

- B. Other new business

Town Administrator/ Clerk Darrah stated that today was the deadline for election petitions. There are two Mayor candidates; Gabby Land and Frank Just. There are four candidates for the two Trustee positions; Ray Douglas, Eve Stapp, David Michael Smith and Pamela Stone.

MAYOR AND TRUSTEE REPORTS

Mayor Lane expressed his appreciation to Public Works Director Mead and the Public Works Staff for the great job they did on snow removal during the last winter storm.

ADJOURNMENT

Mayor Lane, noting that there being no further business before the Board, declared that the meeting be adjourned at 6:12 p.m.

Gabby Lane, Mayor

ATTEST:

Claudia Werner, Deputy Town Clerk