

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES
October 7, 2019**

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 Frank Just who proceeded with the pledge of allegiance, followed by the roll call which was answered by Trustees Scott Dodge, Eve Stapp, Paul Kemp and Cindy Bear. Also in attendance were Town Administrator/Clerk Tina Darrah, Public Works Director Jim Brown, Police Chief Marcus Woodward, Town Attorney Paul Wisor, and Assistant to the Town Administrator Mason Green.

AGENDA ADOPTION

Motion #1 by Trustee Dodge, seconded by Trustee Stapp, that the agenda be adopted with the amendment that a Work Session be added as agenda item 12, a second Executive Session be added as agenda item 13 and Adjournment be moved to Item 14. 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** – September 16, 2019
- B. **APPROVAL OF EXPENDITURES** – Approval of bills of various Town Funds in the amount of \$205,912.65

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

CITIZEN COMMENTS

No citizen comments offered.

UNFINISHED BUSINESS

- A. Other discussion items

No other discussion items were offered.

PRESENTATIONS:

- A. **Check Presentation by Town Staff and Board Regarding Check Presentations to Several Non-profits**

Mayor Just introduced the topic and presented a check to Kenny Shaw, President of the South Park Food Bank, containing the monies raised through the South Park Plein Air Arts Festival Live Auction. The check totaled \$2,396.00. Mayor Just then presented a check to representatives from the Friends of the Fairplay Community for their help with the Town of Fairplay's summer events. The check presented to the Friends of the Fairplay Community totaled \$4,300, \$2,500 of which was earned through their assistance with the TGIFairplay Concert Series and \$1,800 from their assistance with the South Park Plein Air Arts Festival.

A brief discussion occurred.

NEW BUSINESS

- A. Should the Board Approve Adoption of Resolution No. 27, Series of 2019, Entitled, "**A Resolution Of The Board Of Trustees For The Town Of Fairplay, Colorado, Approving A Property Improvement Incentive Program (PIIP) Agreement Between the Town and Gabby Lane for the 480 Witcher Lane Exterior project.**"?

Town Administrator Darrah introduced the topic, stating that Mr. Lane had applied for \$577.00 in PIIP monies for his exterior project, the total cost of which is \$5,700.00. She then informed the Board that staff had reviewed the application and found it to be complete. Lastly, she stated that if the Board approved this agreement, there would be \$4,407.00 left in their PIIP budget for 2019.

Motion #3 by Trustee Stapp, seconded by Trustee Kemp, that the Board Approve Adoption of Resolution No. 27, Series of 2019, Entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING A PROPERTY IMPROVEMENT INCENTIVE PROGRAM (PIIP) AGREEMENT BETWEEN THE TOWN AND GABBY LANE FOR THE 480 WITCHER LANE EXTERIOR PROJECT."** A roll call vote was taken. Dodge – yes, Stapp – yes, Just – yes, Kemp – yes, Bear – yes. Motion carried unanimously.

- B. Should the Board Approve Resolution No. 28, Series of 2019, Entitled, **"A Resolution of The Board of Trustees for The Town of Fairplay, Colorado Approving an Amended Property Improvement Incentive Program (PIIP) Agreement Between the Town and Amanda Woodbury for the 902 Main Street Roofing Project."**?

Town Administrator Darrah introduced the topic, stating that Ms. Woodbury had a PIIP Agreement approved by the Board at the July 1, 2019 meeting and upon beginning the work, it was discovered that the project scope needed to be increased. She continued, stating that because Ms. Woodbury had no way of knowing of this additional project scope before the work was started, that staff recommends approval of the Amended PIIP Agreement for an additional \$510.00 towards Ms. Woodbury's project. Town Administrator Darrah then informed the Board that this brought the total cost of Ms. Woodbury's project to \$8,726.00 and the total amount of PIIP money request to \$4,052.00. Lastly, she stated that if this Amended Agreement was approved, the remaining amount of money in the Boards PIIP budget would be \$3,829.00.

Motion #4, by Trustee Dodge, seconded by Trustee Kemp, that the Board Approve Resolution No. 28, Series of 2019, Entitled, **"A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO APPROVING AN AMENDED PROPERTY IMPROVEMENT INCENTIVE PROGRAM (PIIP) AGREEMENT BETWEEN THE TOWN AND AMANDA WOODBURY FOR THE 902 MAIN STREET ROOFING PROJECT."** A roll-call vote was taken. Dodge – yes, Stapp – yes, Just – yes, Kemp – yes, Bear – yes. Motion carried unanimously.

- C. Should the Board Approve Adoption of Resolution No. 29, Series of 2019, Entitled, **"A Resolution Of The Board Of Trustees For The Town Of Fairplay, Colorado, Approving A Professional Services Agreement Between The Town Of Fairplay And Downtown Redevelopment Services, LLC For The 501 Main Street Feasibility Study."**?

Assistant to the Town Administrator/Deputy Clerk Green introduced the topic, stating that this Professional Services Agreement formalized the agreement between the Town and Downtown Redevelopment Services for the 501 Main Street Feasibility Study. He then stated that staff and Town Attorney Paul Wisor had reviewed the document and that staff recommended approval.

Town Attorney Wisor spoke briefly about some edits he had made to the document and about working with Downtown Redevelopment Services' attorney.

There was a brief discussion regarding the RFP process for this project, regarding working with Downtown Redevelopment Services and about the Feasibility Study Project.

Town Administrator Darrah informed the Board and those present that the first public open house for the Feasibility Study would be held on October 30th. She then stated that more information would be put out soon.

Motion #5, by Trustee Dodge, seconded by Trustee Kemp, that the Board Approve Adoption of Resolution No. 29, Series of 2019, Entitled, **"A RESOLUTION FOR THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE TOWN OF FAIRPLAY AND DOWNTOWN REDEVELOPMENT SERVICES, LLC FOR THE 501 MAIN STREET FEASIBILITY STUDY."** A roll call vote was taken. Dodge – Yes, Stapp – yes, Just – yes, Kemp – yes, Bear – yes. Motion carried unanimously.

- D. Should the Board Approve Adoption of Resolution No. 30, Series of 2019, Entitled, **"A Resolution of the Board of Trustees for the Town of Fairplay, Colorado, Approving a Temporary Lease Agreement Between the Town of Fairplay and South Park Food Bank for Usage of a Portion of 501 Main Street."**?

Town Administrator Darrah introduced the topic, stating that the South Park Food Bank was left without a home after the sale of the building they had been housed in and, as the Board had approved the food bank temporarily using a portion of 501 Main street during the June 17th meeting, had been moved into the old Treasurers Office temporarily. She then stated that this lease would formalize an agreement between the Town and the food bank for the use of the space, and that the lease was for six months so that their usage of the building could be reviewed after the Feasibility Study for 501 Main Street had been completed. She also stated that the food bank would be responsible for 10% of the utility costs, based on the square footage of the building compared to the space the food bank occupies. Lastly, she stated that staff recommends approval.

There was a brief discussion regarding the use of the space, which space was being utilized by the food bank and the lease.

Motion #6, by Trustee Just, seconded by Trustee Stapp, that the Board Approve Resolution No. 30, Series of 2019, Entitled, "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING A TEMPORARY LEASE AGREEMENT BETWEEN THE TOWN OF FAIRPLAY AND SOUTH PARK FOOD BANK FOR USAGE OF A PORTION OF 501 MAIN STREET.**". A roll-call vote was taken. Dodge – yes, Stapp – yes, Just – yes, Kemp – yes, Bear – yes. Motion carried unanimously.

E. Other new business

No other new business offered.

BOARD OF TRUSTEES AND STAFF REPORTS

Assistant to the Town Administrator Green informed the Board that the Chargepoint Donation Agreement was still being reviewed by Town Attorney Wisor as well as Chargepoint's own attorneys and it would come before them at a later date.

Public Works Director Brown informed the Board that the second sludge removal process would be happening soon, and that the majority of potholes in Town had been patched.

Police Chief Woodward stated that at the next meeting he would present an Intergovernmental Agreement between the Town and the Park County Sheriffs office regarding mutual aid for the Boards consideration.

Mayor Just thanked Chief Woodward for the consistent Police presence which has been maintained at the school this year. Said thanks was echoed by Trustees Bear and Dodge, as well as by Town Administrator Darrah.

There was a brief discussion regarding crime reporting.

Town Administrator Darrah updated the Board on the Community Assessment, which will be presented to the Board in November, the first budget work session, which will take place on October 14th at 5:00pm and on the grant application for the monument sign project, which was approved by the Department of Local Affairs.

Mayor Just spoke about the budget process for the Town of Fairplay and stated that the public is encouraged to attend the three meetings the Town holds on the budget prior to adoption of the next years budget.

Trustee Dodge stated that he and Trustee Stapp had attended the Region 2 CDOT Meeting which was focused on developing the 2040 Regional Transportation Plan. Trustee Dodge then stated that he had learned of a grant opportunity for electric vehicle infrastructure and encouraged staff to take advantage of the opportunity.

There was a brief conversation regarding Chargepoint and electric vehicle charging stations in relation to the grant opportunity that Trustee Dodge had learned of.

Trustee Stapp requested that staff add upcoming events to the agenda in the future.

Trustee Kemp stated that he enjoyed traveling and is happy to be home.

Trustee Bear thanked Public Works Director Brown for ensuring that the street painting had occurred at the drop off area of the school.

Mayor Just thanked the staff and volunteers for a great summer of events. In particular, Mayor Just thanked Special Events Coordinator Julie Bullock for her efforts.

EXECUTIVE SESSION: Pursuant to C.R.S. 26-6-402(4)(e) and (b) for determining positions relative to matters that may be subject to negotiations; developing negotiations; and instructing negotiators and for the purpose of receiving legal advice pursuant specifically in relation to a potential land sale.

Motion #7, by Trustee Dodge, Seconded by Trustee Stapp, that the Board enter an Executive Session, pursuant to C.R.S. 26-6-402(4)(b) and (e) for determining positions relative to matters that may be subject to negotiations; developing negotiations; and instructing negotiations and for the purpose of receiving legal advice pursuant specifically in relation to a potential land sale.

Mayor Just announced that the meeting was back to open session at 6:58 PM. The participants in the executive session were: Mayor Just, Trustees Bear, Kemp, Stapp, and Dodge, Town Administrator/Clerk Darrah, Public Works Director Jim Brown, Assistant to the Town Administrator/Deputy Clerk Green, and Town Attorney Paul Wisor. It was announced that no action had been taken in the Executive Session.

WORKSESSION/ DISCUSSION WITH TROY SHIFFLET

Troy Shifflet, owner of Phoenix Restoration, came before the Board of Trustees to present to them a proposal for an affordable housing project which he was seeking to undertake on land which is currently owned by the Town of Fairplay. Mr. Shifflet stated that he is desiring to build three apartment buildings and ten single family homes on the parcel which would yield a total of 58 rental units.

There was a lengthy discussion regarding Mr. Shifflet's presentation which included the types of buildings Mr. Shifflet envisioned building, rental rates, the project timeline, etc.


EXECUTIVE SESSION: Pursuant to C.R.S. 26-6-402(4)(e) and (b) for determining positions relative to matters that may be subject to negotiations; developing negotiations; and instructing negotiators and for the purpose of receiving legal advice pursuant specifically in relation to a potential land sale.

Motion #8, by Trustee Dodge, Seconded by Trustee Stapp, that the Board enter an Executive Session, pursuant to C.R.S. 26-6-402(4)(b) and (e) for determining positions relative to matters that may be subject to negotiations; developing negotiations; and instructing negotiations and for the purpose of receiving legal advice pursuant specifically in relation to a potential land sale.

Mayor Just announced that the meeting was back to open session at 8:08 PM. The participants in the executive session were: Mayor Just, Trustees Bear, Kemp, Stapp, and Dodge, Town Administrator/Clerk Darrah, Public Works Director Jim Brown, Assistant to the Town Administrator/Deputy Clerk Green, and Town Attorney Paul Wisor. It was announced that no action had been taken in the Executive Session.

ADJOURNMENT

Mayor Just, noting that there being no further business before the Board, declared that the meeting be adjourned at 8:12 p.m.



Frank Just, Mayor

ATTEST:



Mason Green, Assistant to the Town Administrator