

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES
November 18, 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, Paul Kemp and Cindy Bear. Trustee Stapp was absent for the meeting. Also in attendance were Town Administrator/Clerk Tina Darrah, Public Works Director Jim Brown, Town Treasurer Wittbrodt, Administrative Assistant Sarah Ernst, and Assistant to the Town Administrator/Deputy Clerk Mason Green.

AGENDA ADOPTION

Motion #1 by Trustee Dodge, seconded by Trustee Stapp, that the agenda be adopted with the amendment that the date of the approved meeting minutes is changed to November 4 under the Consent Agenda. Motion carried unanimously. (Trustee Stapp absent).

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** – November 4, 2019
- B. **APPROVAL OF EXPENDITURES** – Approval of bills of various Town Funds in the amount of \$85,871.68

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

CITIZEN COMMENTS

No citizen comments offered.

PRESENTATION

- A. Presentation by Micheal Kelly Regarding Scholarship Experience

Micheal Kelly, student at South Park High School, presented to the Board a slideshow of his experiences attending a football camp in Australia. The Board had given Micheal scholarship money for him to be able to afford the trip.

Micheal answered questions from the Board regarding his experiences.

PUBLIC HEARING

- A. 2019 Amended and 2020 Proposed Budget Hearing

Mayor Just opened the public hearing at 6:17pm and requested staff comment.

Town Treasurer Wittbrodt introduced the topic stating that she had not received any comments or requested changes from the public or the Board of Trustees and, as such, the budget remained the same.

Mayor just encouraged the public to attend the budget hearings and to offer their opinions on the Proposed 2020 Budget. Mayor Just also stated that the Town of Fairplay is only legally required to hold one public hearing on the budget but the Town of Fairplay chooses to hold three public hearings on the budget to provide greater opportunity for the community to give comment.

Mayor Just requested public comment in favor of or in opposition to the 2019 Amended and 2020 Proposed budget.

There was no public comment.

Motion #3 by Trustee Dodge, seconded by Trustee Bear, that the 2019 Amended and 2020 Proposed Budget Hearing be continued, at 6:26 p.m., to the December 2nd Regular Meeting of the Board of Trustees. A roll call vote was taken: Dodge - yes, Just - yes, Kemp - yes, Bear - yes. Motion carried unanimously. (Trustee Stapp absent).

NEW BUSINESS

- A. Should the Board Approve Adoption of Resolution No.32, Series of 2019, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING ADOPTION OF THE FAIRPLAY FORWARD PLAN."?**

Mayor Just introduced the topic stating that this project had been completed, had taken in significant public comment from the local community and local businesses and was paid for in large part by grant monies which were secured in October of 2018.

Mayor Just then presented the Fairplay Forward Plan to the Board and those present. He went through the process by which the Town collected public input, which included a two and a half day workshop, and discussed how the plan provides the Town with a flexible road map which can be used to support the Town of Fairplay's downtown core and local business community. Mayor Just also stated that the plan was not set in stone and that the creation of the plan opens the doors for the Town to be able to secure grant monies for some of these projects.

A brief discussion occurred regarding the plan.

County Commissioner Ray Douglas stated that he enjoyed being a part of the Community Connection Team and thinks that the Fairplay Forward Plan will be a very good thing for the Town.

Dale Fitting, owner of the Hand Hotel, shared his concern regarding the amount of input that the business community had in this process. Mayor Just reminded Mr. Fitting of the public engagement process.

A brief discussion occurred regarding the engagement process.

Motion #4 by Trustee Dodge, seconded by Trustee Kemp, that the Board Approve Adoption of Resolution No. 32, Series of 2019, Entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING ADOPTION OF THE FAIRPLAY FORWARD PLAN". A roll call vote was taken: Dodge - yes, Just - yes, Kemp - yes, Bear - yes. Motion carried unanimously. (Trustee Stapp absent).

- B. Should the Board Approve Adoption of Ordinance No.6, Series of 2019, Entitled, "AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AMENDING CHAPTER 2 OF THE FAIRPLAY MUNICIPAL CODE CREATING THE ECONOMIC AND BUSINESS DEVELOPMENT ADVISORY BOARD OF THE TOWN OF FAIRPLAY."?**

Town Administrator Darrah introduced the topic stating that there is a strong desire from the Town of Fairplay to strengthen its relationship with the local business community. In this spirit, she stated that this Ordinance creates a formal body with specific tasks and shares input on the Town's economic development and marketing efforts in order to better shape those to the needs of the business community. She stated that the Board will be made up of nine members from various business industries, such as lodging, retail, etc., as well as one Town of Fairplay Trustee, and one member-at-large from the community and would be appointed by the Board of Trustees. Town Administrator Darrah stated that only the member-at-large and the Trustee would need to meet residency requirements by living in the Town limits.

Town Administrator Darrah then stated that the Advisory Board will provide direction to the staff and the Board of Trustees but will not be a working Board so as to respect the time of the people involved.

Mayor Just read section 2-9-20 to those present which outlines the membership structure of the Advisory Board.

Town Administrator Darrah answered questions about the appointment process and stated that appointments would likely happen in January.

Motion #5 by Trustee Kemp, seconded by Trustee Bear, that the Board Approve Adoption of Ordinance No. 6, Series of 2019, Entitled "AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AMENDING CHAPTER 2 OF THE FAIRPLAY MUNICIPAL CODE CREATING THE ECONOMIC AND BUSINESS DEVELOPMENT ADVISORY BOARD OF THE TOWN OF FAIRPLAY". A roll call vote was taken: Dodge - yes, Just - yes, Kemp - yes, Bear - yes. Motion carried unanimously. (Trustee Stapp absent).

C. Presentation and Discussion Regarding Financial Policies, Procedures and Controls

Town Treasurer Wittbrodt introduced the topic stating that while the Town has followed best practices in regards to financial responsibility it has never had official financial policies adopted. She then stated that these were some of the best practices widely used in local government.

There was a brief discussion before the Board directed staff to bring these policies back for approval at the next meeting.

D. Other New Business

No other new business.

BOARD OF TRUSTEES AND STAFF REPORTS

Assistant to the Town Administrator Green stated that the Town did receive \$16,300 in grant monies from the Friends of the Fairplay Community for use in remodeling the 501 Main Street building. He then stated that these funds would need to be used under certain conditions.

Public Works Director Brown informed the Board that Butch Green, Wastewater ORC for the Town of Fairplay, would be quitting his job at the Frisco Sanitation Plant and thus working more hours for the Town. He also stated that Public Works had added the new truck to their fleet and that the painting projects were uncompleted and would be added to the 2020 work plan for the department.

Town Administrator Darrah reminded the Board that the next public open house for the 501 Main Street Feasibility Study would be held on December 18th at 501 Main Street. She then stated that the River Park Design for Phase One is almost complete and DHM Design was waiting on Xcel Energy for the last bits of information.

Mayor Just informed those present that he had secured a \$5,000 donation towards the Town's Mardi Gras event on February 22nd from Brannon Industries.

WORK SESSION REGARDING 501 MAIN STREET

Mayor Just opened the work session at 7:14 PM and introduced the topic stating that this work session was scheduled as a continuation of the Wednesday the 13th work session with Ben Levenger of Redevelopment Services regarding the 501 Main Street Feasibility Study.

Town Administrator Darrah stated that she had a meeting with Mr. Levenger the morning of the 14th of November and felt that he had a much better understanding of the desires of the Board of Trustees than he did prior. She then mentioned that they had worked to put together a sample floorplan for the review of the Board and directed the Board and those present to the copies available. Town Administrator Darrah then reiterated that the many tests that had been performed on the building found it to be free of mold and asbestos, and that Mr. Levenger's assessments revealed that the building is structurally sound.

Town Administrator Darrah then stated that some of the first projects that were being talked about included the removal of certain non-structural walls, façade improvements, the reconfiguring of the office spaces, adding a bathroom on the ground floor, and the addressing of ADA access issues.

Lastly, Town Administrator Darrah stated that this sample floor plan was created to start a conversation about the uses of the building and is not set in stone.

Dale Fitting, owner of the Hand Hotel, stated that the word in the community was that the building did have mold and asbestos and wanted to let the Town know that would be a barrier that would need to be overcome.

Mayor Just requested that Mr. Fitting correct misinformation regarding the health of the building whenever he encountered it.

Ray Douglas, Park County Commissioner, stated that the County had outgrown the building and sees it as a great opportunity for the Town.

There was a brief discussion regarding the sample floor plan at the end of which the Board directed staff to utilize the sample floorplan at the next public open house in the Feasibility Study process.

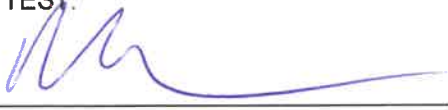
ADJOURNMENT

Mayor Just, noting that there being no further business before the Board, declared that the meeting be adjourned at 7:40 p.m.



Frank Just, Mayor

ATTEST:



Mason Green, Assistant to the Town Administrator