

**AGENDA for a Regular Meeting
of the Board of Trustees of the Town of Fairplay, Colorado
Monday, August 3, 2020 at 6:00 p.m. at the Fairplay Town Hall Meeting Room
901 Main Street, Fairplay Colorado AND virtually via GoToWebinar**

Virtual Access Information to Join via Internet:
<https://attendee.gotowebinar.com/register/3045886211572795407>

Connect via Phone: Dial (562-247-8422)

Enter Access Code 267-176-221

PLEASE SEE DETAILED INSTRUCTIONS AT THE END OF THE AGENDA

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **APPROVAL OF AGENDA**
- V. **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** –July 20, 2020.
 - B. **APPROVAL OF EXPENDITURES**—Approval of bills of various Town funds in the amount of \$83,529.18
 - C. Should the Board Approve Adoption of Resolution No. 23, series of 2020, Entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO GRANTING APPROVAL OF THE APPLICATION FOR AMENDMENT TO THE SPECIAL USE PERMIT FOR THE MIDDLEFORK RV RESORT.”?**
 - D. Should the Board Approve Adoption of Resolution No. 25, series of 2020, Entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A CONTRACT WITH MAYBERRY AND COMPANY, LLC FOR AUDIT SERVICES.”?**
- VI. **CITIZEN COMMENTS**
- VII. **UNFINISHED BUSINESS**
 - A. Other Discussion Items.
- VIII. **NEW BUSINESS**
 - A. Should the Board Approve Adoption of Resolution No. 26, series of 2020, Entitled, **“A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO DESIGNATING THOSE PERSONS WHO ARE AUTHORIZED TO SIGN ON TOWN BANK ACCOUNTS.”?**
 - B. Should the Board Approve Change Order No. 1 with Betone Civil Constructors in the Amount of \$5,600 for Installation of 18” CMP Culvert w/ Catch Basin and Outlet Protection?
 - C. Discussion Regarding CDOT Meeting/Intersection of Highways 9 and 285
 - D. Other New Business
- IX. **BOARD OF TRUSTEE AND STAFF REPORTS**
- X. **ADJOURNMENT**

Upcoming Meetings/Important Dates

| | |
|---|--------------------|
| Regular Board Meeting | August 17, 2020 |
| Labor Day – Town Offices Closed/Regular Meeting Cancelled | September 7, 2020 |
| Regular Board Meeting | September 21, 2020 |

This agenda may be amended.

Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, July 30, 2020.

How to Participate in Virtual Meetings Using GoToWebinar

To help control the spread of the COVID-19 virus the Town of Fairplay will be conducting Town Board meetings both virtually and in person encouraging public participation as usual. These efforts will keep the community, elected officials, staff and residents safe while continuing to conduct important Town business

The Town will be using a virtual meeting format, in conjunction with the usual in person format, for the Town Board of Trustee meetings until further notice and will be utilizing GoToWebinar for the virtual component. To comply with State and County COVID-19 guidelines there will be a limited number of individuals allowed in the meeting room at one time. There will be additional overflow seating provided and **attendees will be asked to wear masks if attending in person**. The public may also participate virtually and the instructions below are provided to describe the various ways this can happen.

*****If you have any symptoms of COVID-19 or are feeling unwell, please attend our meetings virtually. If you are exhibiting symptoms you will be asked to leave the meeting room.*****

The link which will allow you to register for the meeting will be posted on the Town of Fairplay website, www.fairplayco.us under the "Mayor and Board of Trustees" tab and on the most recent agenda. On the most recent agenda there will be a link. Once you follow the link you will need to register for the meeting by providing your full name and email address. **Once you register, you will receive an email with a link and phone number you can use to join the meeting by web or by phone.**

Please note that if you plan to call into the meeting by phone **you must email your public comments to info@fairplayco.us by 4:30pm the day of the meeting.**

TO COMMENT IN ADVANCE IF YOU ARE PLANNING TO ATTEND BY TELEPHONE OR PHONE APP:

- Email info@fairplayco.us to submit your question/comment.
 - **Please be aware that if you join by telephone or phone app you will not be able to ask questions, participate in public hearings or make comments via voice. All public comments must be emailed prior to 4:30pm.**
 - Your comments will be included in the record and read at the appropriate time during the meeting.

This agenda may be amended.

Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, July 30, 2020.

TO JOIN THE MEETING BY TELEPHONE OR PHONE APP:

- You will need to register for the meeting via the link provided on the agenda and located on the Fairplayco.us website under “Mayor and Board of Trustees” and on the most recent agenda. You will see a link on the agenda to the registration page. Please enter your full name. After you fill out this form you will be sent an email that will provide instructions on how to join the meeting. **You are encouraged to do this ahead of time.**
- Join the live meeting through the instructions GoToWebinar sent to your email address after you followed the step above and registered.
- **If you are joining by telephone you will be required to enter an access code which is located below the “join in” phone numbers. Please note that you must complete the registration prior to receiving the call-in number and access code.**
- You will be joined to the meeting and automatically muted.

JOINING THE MEETING BY WEB AND COMMENTING:

- Join the live meeting through the instructions above.
- You will be joined to the meeting and automatically muted.
- You will be able to comment and/or ask questions by “chat” if attending by internet.
- You will be unmuted in certain cases, such as public hearings or at the Boards request, and able to speak directly to the Board and audience. **Please note you will still need to notify the moderator of your desire to speak via the “raised hand” feature or by commenting to organizers via the chat.**

HELPFUL TIPS FOR A GOOD VIRTUAL MEETING EXPERIENCE:

- If joining through the web, log on 5 minutes before the start of the meeting, since some online products require downloads and installations
 - Please be aware when downloading GoToWebinar to ensure you are on the official website. Scammers have been setting up downloads which, at first glance, appear to be run by GoToWebinar, but in actuality are not and can give a virus to your computer.
- Turn off nearby cellphones if you are using a computer to connect.
- Using a headset or headphones is recommended if listening online.
- **Only** have the virtual meeting application on your computer. If you are running other programs like email or have additional websites open in your browser, it may interfere with your ability to hear or see the information. For best results close all other windows and applications.
- Please limit distractions when possible—i.e. background noise, conversations with others, etc. when you are unmuted.
- Video streaming is a relatively new technology so please be mindful of the following things when connecting via the internet.
 - If you have an older computer, you may be better served by calling in by telephone.
 - If your internet is not reliable consider calling in by telephone

This agenda may be amended.

Posted at Fairplay Town Hall, Fairplay Public Library, Fairplay Post Office, and Town of Fairplay Website on Thursday, July 30, 2020.

**MINUTES OF THE REGULAR MEETING OF THE
FAIRPLAY BOARD OF TRUSTEES
Monday, July 20, 2020**

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 6:03 p.m., in the Council Chambers located in the Fairplay Town Hall, 901 Main Street, AND broadcasted virtually via GoToWebinar, 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, Trustee Josh Voorhis and Trustee Cindy Bear. Also in attendance were Town Administrator Tina Darrah, Interim Police Chief Bo Schlunsen and Assistant Town Administrator Mason Green.

AGENDA ADOPTION

Motion #1 by Trustee Dodge, seconded by Trustee Bear, that item C under the Consent Agenda be removed and the agenda be adopted as amended. 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 –July 6, 2020.

B. APPROVAL OF EXPENDITURES—Approval of bills of various Town funds in the amount of \$23,138.20

D. Should the Board Approve Adoption of Resolution No.24, Series of 2020, entitled, "A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, APPROVING THE APPLICATION FOR A VARIANCE REQUEST TO THE FAIRPLAY MUNICIPAL CODE HEIGHT LIMITATION ON REAL PROPERTY NUMBERED AS 255 HIGHWAY 285, FAIRPLAY, COLORADO.

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

CITIZEN COMMENTS

There were no citizen comments offered.

UNFINISHED BUSINESS

Other Discussion Items

No unfinished business and no other discussion items were offered.

NEW BUSINESS

Discussion/Direction Regarding Snowstorm Sand and Gravel, LLC Application for Amendment of Decree

Rick Fendel, Water Attorney for the Town of Fairplay, introduced the topic by stating that Snowstorm Sand and Gravel is filing for a new application and recommends that the Town file a "friendly" statement of opposition to the application which would allow the Town input on any conditions which are placed upon Snowstorm Sand and Gravel's application.

There was a healthy discussion regarding the application, the impact to the Town and water rights.

Motion #3 by Trustee Dodge, seconded by Trustee Voorhis, that the Board Direct Staff to File a Letter of Opposition to Snowstorm Sand and Gravel's application. Motion carried unanimously.

Discussion/Direction Regarding Potential Land Swap with Amanda Woodbury

Town Administrator Darrah introduced the topic informing the Board of a potential land swap with Amanda Woodbury in which the Town would receive Ms. Woobury's Lot #1, .08 acres, which lies adjacent to 901 Main Street and Ms. Woodbury

would receive the Town owned parcel adjacent to the 10th Street Right of Way that abuts her property across from 901 Main Street. The Town would also need to vacate the 10th Street ROW on the north side of the road.

Ms. Darrah thanked Mayor Just for restarting discussions with Ms. Woodbury regarding a potential land swap and stated that this swap makes a lot of sense for both parties.

Mayor Just stated that this is a fair swap for all involved as the parcels are essentially the same size (.86 acres for .8 acres).

There was a brief discussion regarding the electrical which currently exists on Ms. Woodbury's property and power poles.

There was a brief discussion regarding the paperwork required for the land swap to occur.

Motion #4 by Trustee Voorhis, Seconded by Trustee Dodge, that the Board Direct Staff to Pursue this Land Swap with Amanda Woodbury. Motion carried unanimously.

OTHER NEW BUSINESS

No additional new business was presented.

BOARD OF TRUSTEE AND STAFF REPORTS

Assistant Town Administrator Mason Green – Informed the Board of the privately owned and operated races that would be in Town on July 26, July 31st and Aug 9th. Additionally he informed the Board that Xcel Energy would be removing two light poles at Cohen Park and that staff will be beginning integrated pest management efforts to halt the spread of invasive chamomile in Town.

Town Administrator Darrah – Informed the Board that Dollar General has applied for a building permit and that process will be handled by Park County as they hold the proper commercial building inspector licenses. Additionally Ms. Darrah informed the Board that the Town had filed for, and would be receiving, CARES Act Funds. She also informed the Board of several upcoming meetings.

Trustee Josh Voorhis – Spoke about the Park County Fair and brought up the potential for a stop sign being placed on Clark Street by Cohen Park to curb traffic seeking to escape gridlock on HWY 285 or a gate being placed at the entrance to the Fairground. It was suggested that this be discussed in a future work session. There was a brief discussion regarding CDOT's plan for the intersection of HWY 285 and HWY 9.

Mayor Frank Just – Gave a brief update regarding some of the capital projects at 901 Main Street and stated that the target date for setting of the monument sign is August 10th.

ADJOURNMENT

With no additional comments, Mayor Just adjourned the meeting at 6:56 p.m.

ATTEST:

Mason Green, Assistant Town Administrator

Frank Just, Mayor



MEMORANDUM

TO: Mayor and Board of Trustees
FROM: Kim Wittbrodt, Treasurer
RE: Paid Bills/Financials
DATE: 7/29/2020

Agenda Item: Bills

Attached is the list of invoices paid through July 29, 2020.

Total Expenditures: \$83,529.18

Upon motion to approve the consent agenda, the expenditures will be approved.

Attached are the financial statements for all fund through 6/30/2020.

Please contact me with any questions.

Report Criteria:

Detail report type printed

| Check Issue Date | Check Number | Name | Description | Seq | Invoice Date | Check Amount | GL Account |
|------------------|--------------|------------------------------|-------------------------|-----|--------------|--------------|------------|
| 07/29/2020 | 16345 | CDPHE | permit CO0040088 | 1 | 07/15/2020 | 2,733.00 | 517650 |
| Total 358: | | | | | | 2,733.00 | |
| 07/20/2020 | 16329 | Dana Kepner Company, In | Parts | 1 | 07/07/2020 | 49.38 | 517485 |
| 07/20/2020 | 16329 | | risers | 1 | 07/15/2020 | 820.92 | 517620 |
| Total 682: | | | | | | 870.30 | |
| 07/23/2020 | 16341 | Salida Fire Extinguisher, LL | fire ext service | 1 | 07/07/2020 | 100.00 | 105025 |
| 07/23/2020 | 16341 | | fire ext service | 2 | 07/07/2020 | 332.50 | 105630 |
| 07/23/2020 | 16341 | | fire ext service | 3 | 07/07/2020 | 166.25 | 517465 |
| 07/23/2020 | 16341 | | fire ext service | 4 | 07/07/2020 | 166.25 | 517655 |
| Total 1858: | | | | | | 765.00 | |
| 07/20/2020 | 16332 | USABlueBook | covid supplies | 1 | 07/06/2020 | 184.74 | 105630 |
| 07/20/2020 | 16332 | | covid supplies | 1 | 07/15/2020 | 210.01 | 105630 |
| Total 2176: | | | | | | 394.75 | |
| 07/23/2020 | 16335 | Darrah, Tina | Cell Phone | 1 | 07/23/2020 | 50.00 | 105065 |
| Total 2462: | | | | | | 50.00 | |
| 07/20/2020 | 16327 | Comm-One Inc. | phone system maintenanc | 1 | 07/16/2020 | 75.00 | 105065 |
| Total 2642: | | | | | | 75.00 | |
| 07/23/2020 | 16342 | Wittbrodt, Kim | cell phone reimb | 1 | 07/23/2020 | 50.00 | 105065 |
| Total 2655: | | | | | | 50.00 | |
| 07/23/2020 | 16340 | Mead, Vaughn | contract work | 1 | 06/18/2020 | 630.00 | 517645 |
| Total 2739: | | | | | | 630.00 | |
| 07/23/2020 | 16338 | Kasper, Gerrits | cell phone reimb | 1 | 07/23/2020 | 50.00 | 105645 |
| Total 2747: | | | | | | 50.00 | |
| 07/29/2020 | 16347 | Mountain Peak Controls, In | system update | 1 | 07/27/2020 | 500.00 | 517625 |
| Total 2861: | | | | | | 500.00 | |
| 07/20/2020 | 16326 | Colorado Analytical Lab | waste water testing | 1 | 07/17/2020 | 380.00 | 517665 |
| Total 2864: | | | | | | 380.00 | |
| 07/20/2020 | 16328 | Cummins Rocky Mountain, | maintenance contract | 1 | 07/18/2020 | 731.00 | 517655 |
| 07/20/2020 | 16328 | | maintenance contract | 1 | 07/18/2020 | 739.00 | 517655 |
| Total 2866: | | | | | | 1,470.00 | |

| Check Issue Date | Check Number | Name | Description | Seq | Invoice Date | Check Amount | GL Account |
|------------------|--------------|-------------------------|-----------------------------|-----|--------------|--------------|------------|
| 07/29/2020 | 16349 | Triangle Electric, Inc. | aerator repair | 1 | 07/15/2020 | 864.51 | 517655 |
| 07/29/2020 | 16349 | | repair mixers | 1 | 07/15/2020 | 814.66 | 517655 |
| 07/29/2020 | 16349 | | repair at san plant | 1 | 07/15/2020 | 1,355.93 | 517655 |
| 07/29/2020 | 16349 | | repairdamaged electrical li | 1 | 07/22/2020 | 6,106.28 | 517655 |
| Total 2876: | | | | | | 9,141.38 | |
| 07/29/2020 | 16348 | Promark Industries, LLC | tahoe repair | 1 | 07/21/2020 | 464.98 | 105420 |
| Total 2887: | | | | | | 464.98 | |
| 07/20/2020 | 16330 | Fairplay Auto Supply | supplies | 1 | 06/30/2020 | 28.98 | 105420 |
| 07/20/2020 | 16330 | | supplies | 2 | 06/30/2020 | 6.49 | 105625 |
| Total 2948: | | | | | | 35.47 | |
| 07/20/2020 | 16325 | Betone, LLC | parking lot | 1 | 07/15/2020 | 52,436.80 | 105886 |
| 07/20/2020 | 16325 | | sidewalk/steps | 1 | 07/15/2020 | 9,895.00 | 105025 |
| Total 3162: | | | | | | 62,331.80 | |
| 07/23/2020 | 16337 | Green, Mason | cell phone reimburse | 1 | 07/23/2020 | 50.00 | 105065 |
| Total 3175: | | | | | | 50.00 | |
| 07/29/2020 | 16346 | Garfield & Hecht, P.C. | legal | 1 | 06/30/2020 | 1,372.50 | 105057 |
| Total 3270: | | | | | | 1,372.50 | |
| 07/23/2020 | 16336 | Ernst, Sarah | cell phone reimburse | 1 | 07/23/2020 | 50.00 | 105065 |
| Total 3313: | | | | | | 50.00 | |
| 07/23/2020 | 16334 | Clark, Sean | cell phone reimburse | 1 | 07/23/2020 | 25.00 | 105645 |
| 07/23/2020 | 16334 | | cell phone reimburse | 2 | 07/23/2020 | 25.00 | 517226 |
| Total 3328: | | | | | | 50.00 | |
| Multiple | 16087 | Keyes, Michael | refund 2020 fee | 1 | 05/13/2020 | .00 | 104770 |
| | | | refund 2020 fee | 2 | 05/13/2020 | | 104770 |
| 07/20/2020 | 16087 | | refund 2020 fee | 3 | 05/13/2020 | 125.00 | 104770 |
| Total 3365: | | | | | | 125.00 | |
| 07/20/2020 | 16331 | Tandem Design Lab | webiste | 1 | 07/09/2020 | 1,840.00 | 105180 |
| Total 3384: | | | | | | 1,840.00 | |
| 07/23/2020 | 16339 | Kulesza, Tyger | cell phone reimburse | 1 | 07/23/2020 | 25.00 | 517226 |
| 07/23/2020 | 16339 | | cell phone reimburse | 2 | 07/23/2020 | 25.00 | 105645 |
| Total 3395: | | | | | | 50.00 | |
| 07/23/2020 | 16333 | Bannister, Chris | cell phone reimburse | 1 | 07/23/2020 | 25.00 | 105645 |
| 07/23/2020 | 16333 | | cell phone reimburse | 2 | 07/23/2020 | 25.00 | 517226 |

| Check Issue Date | Check Number | Name | Description | Seq | Invoice Date | Check Amount | GL Account |
|------------------|--------------|------|-------------|-----|--------------|--------------|------------|
| Total 3464: | | | | | | 50.00 | |
| Grand Totals: | | | | | | 83,529.18 | |

Report Criteria:
Detail report type printed

TOWN OF FAIRPLAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|-------------------|-------------------|---------------------|-------------------|-------------|
| <u>TAXES</u> | | | | | |
| 10-40-05 AD VALOREM TAX | 17,361.23 | 140,936.88 | 201,066.00 | 60,129.12 | 70.1 |
| 10-40-10 SPEC. OWNERSHIP TAX | 2,311.91 | 9,536.50 | 26,000.00 | 16,463.50 | 36.7 |
| 10-40-30 INTEREST ON PROPERTY TAX | 100.97 | 102.62 | 1,000.00 | 897.38 | 10.3 |
| 10-40-40 DELINQUENT TAXES | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-40-55 50% SHAREBACK OF R&B LEVY | 697.32 | 4,853.28 | 7,000.00 | 2,146.72 | 69.3 |
| 10-40-60 MOTOR VEHICLE REGISTRATION | 335.84 | 1,317.66 | 3,000.00 | 1,682.34 | 43.9 |
| 10-40-70 SALES TAX | 60,338.84 | 443,105.00 | 822,952.00 | 379,847.00 | 53.8 |
| 10-40-75 SALES TAX - STREETS | 20,112.94 | 147,701.69 | 274,317.00 | 126,615.31 | 53.8 |
| 10-40-80 HIGHWAY USER'S TAX | 1,746.31 | 12,043.34 | 40,000.00 | 27,956.66 | 30.1 |
| 10-40-85 SEVERANCE TAX | 2,711.39 | 2,711.39 | 2,500.00 | (211.39) | 108.5 |
| 10-40-86 MINERAL LEASE REVENUE | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-40-90 CIGARETTE TAX | 266.31 | 1,370.98 | 2,500.00 | 1,129.02 | 54.8 |
| 10-40-96 LODGING TAX | 2,832.00 | 14,277.00 | 40,000.00 | 25,723.00 | 35.7 |
| TOTAL TAXES | 108,815.06 | 777,956.34 | 1,421,335.00 | 643,378.66 | 54.7 |
| <u>LICENSES</u> | | | | | |
| 10-41-10 LIQUOR LICENSES | 450.00 | 775.00 | 3,000.00 | 2,225.00 | 25.8 |
| 10-41-30 DOG LICENSES | .00 | 65.00 | 100.00 | 35.00 | 65.0 |
| 10-41-32 LIVESTOCK PERMIT | .00 | 25.00 | 120.00 | 95.00 | 20.8 |
| 10-41-34 COMMERCIAL FLY FISHING PERMIT | .00 | 300.00 | 75.00 | (225.00) | 400.0 |
| 10-41-40 BUILDING PERMITS | 300.00 | 918.00 | 5,000.00 | 4,082.00 | 18.4 |
| 10-41-41 SURCHARGE: STREETS | 22.00 | 108.90 | 347.00 | 238.10 | 31.4 |
| 10-41-42 SURCHARGE: PARKS & REC | 22.00 | 108.90 | 347.00 | 238.10 | 31.4 |
| 10-41-50 FRANCHISE TAX | 2,256.24 | 20,080.15 | 50,000.00 | 29,919.85 | 40.2 |
| 10-41-60 GOLD PANNING PERMITS/DONATION | 340.00 | 1,100.00 | 6,000.00 | 4,900.00 | 18.3 |
| 10-41-70 BUSINESS LICENSES | 75.00 | 6,500.00 | 6,700.00 | 200.00 | 97.0 |
| 10-41-80 SIGN PERMITS | 20.00 | 95.00 | 100.00 | 5.00 | 95.0 |
| 10-41-90 EXCAVATION PERMIT | .00 | .00 | 200.00 | 200.00 | .0 |
| 10-41-92 MECHANICAL PERMIT | 50.00 | 50.00 | .00 | (50.00) | .0 |
| 10-41-94 STREET CUT PERMIT | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-41-96 FENCE PERMIT | 40.00 | 160.00 | 240.00 | 80.00 | 66.7 |
| 10-41-97 SPECIAL EVENTS PERMIT | .00 | .00 | 1,800.00 | 1,800.00 | .0 |
| 10-41-98 RESIDE/REROOF PERMIT | .00 | 1,100.00 | 1,000.00 | (100.00) | 110.0 |
| TOTAL LICENSES | 3,575.24 | 31,385.95 | 75,529.00 | 44,143.05 | 41.6 |
| <u>FEE INCOME</u> | | | | | |
| 10-42-75 PLANNING & DEVELOPMENT FEES | .00 | 250.00 | 2,000.00 | 1,750.00 | 12.5 |
| 10-42-90 COPIES & FAXES | 37.00 | 69.10 | 400.00 | 330.90 | 17.3 |
| TOTAL FEE INCOME | 37.00 | 319.10 | 2,400.00 | 2,080.90 | 13.3 |

TOWN OF FAIRPLAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|-------------------|-------------------|---------------------|---------------------|-------------|
| <u>LAW ENFORCEMENT</u> | | | | | |
| 10-45-05 TRAFFIC FINES | 785.00 | 2,030.00 | 15,000.00 | 12,970.00 | 13.5 |
| 10-45-10 SURCHARGE: POLICE TRAINING | 135.00 | 375.00 | 2,700.00 | 2,325.00 | 13.9 |
| 10-45-15 COURT COSTS | 62.00 | 217.00 | 775.00 | 558.00 | 28.0 |
| 10-45-20 DEFAULT FEES | .00 | 30.00 | 150.00 | 120.00 | 20.0 |
| 10-45-30 OTHER FINES | 500.00 | 500.00 | 500.00 | .00 | 100.0 |
| 10-45-80 VIN INSPECTIONS | 82.50 | 135.00 | 200.00 | 65.00 | 67.5 |
| 10-45-90 MISCELLANEOUS | 210.00 | 9,869.28 | 1,000.00 | (8,869.28) | 986.9 |
| 10-45-95 GRANT/REIMBURSEMENT | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| TOTAL LAW ENFORCEMENT | 1,774.50 | 13,156.28 | 22,825.00 | 9,668.72 | 57.6 |
| <u>INTEREST INCOME</u> | | | | | |
| 10-46-05 INTEREST ON COLOTRUST | 124.01 | 2,621.17 | 14,000.00 | 11,378.83 | 18.7 |
| 10-46-30 INTEREST ON CHECKING | 85.78 | 254.18 | 700.00 | 445.82 | 36.3 |
| TOTAL INTEREST INCOME | 209.79 | 2,875.35 | 14,700.00 | 11,824.65 | 19.6 |
| <u>MISCELLANEOUS INCOME</u> | | | | | |
| 10-47-00 MISCELLANEOUS INCOME | 5,500.00 | 9,157.14 | 5,000.00 | (4,157.14) | 183.1 |
| 10-47-10 CEMETERY | .00 | 300.00 | 300.00 | .00 | 100.0 |
| 10-47-38 TOWN CLEAN UP DONATIONS | .00 | .00 | 100.00 | 100.00 | .0 |
| 10-47-39 FOURTH OF JULY DONATIONS | .00 | .00 | 8,500.00 | 8,500.00 | .0 |
| 10-47-49 STREET LIGHTING | 698.62 | 5,321.54 | 10,800.00 | 5,478.46 | 49.3 |
| 10-47-50 SUMMER CONCERT SERIES | .00 | .00 | 17,000.00 | 17,000.00 | .0 |
| 10-47-52 REAL COLORADO CHRISTMAS | .00 | .00 | 1,500.00 | 1,500.00 | .0 |
| 10-47-54 VICTORIAN BALL | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-47-56 BURRO DAYS | .00 | 96.50 | 50,000.00 | 49,903.50 | .2 |
| 10-47-59 BURRO DAYS RETAIL SALES | .00 | 78.06 | 10,000.00 | 9,921.94 | .8 |
| 10-47-60 525 HATHAWAY - RENT & UTILITY | 362.36 | 3,246.34 | 13,200.00 | 9,953.66 | 24.6 |
| 10-47-62 501 MAIN - RENT & UTILITY | .00 | 374.31 | .00 | (374.31) | .0 |
| 10-47-65 MARDI GRAS | .00 | 8,760.00 | 7,500.00 | (1,260.00) | 116.8 |
| 10-47-70 PLEIN AIR EVENT | (125.00) | .00 | 40,000.00 | 40,000.00 | .0 |
| 10-47-82 CAMPING PERMITS/FACILITY USE | .00 | 50.00 | 100.00 | 50.00 | 50.0 |
| 10-47-88 GRANT - RIVER PARK | 45,351.99 | 45,351.99 | 200,000.00 | 154,648.01 | 22.7 |
| 10-47-90 MISCELLANEOUS REVENUE-EVENTS | .00 | .00 | 3,000.00 | 3,000.00 | .0 |
| 10-47-91 TOWN HALL - 901 MAIN | .00 | .00 | 12,397.00 | 12,397.00 | .0 |
| TOTAL MISCELLANEOUS INCOME | 51,787.97 | 72,735.88 | 384,397.00 | 311,661.12 | 18.9 |
| TOTAL FUND REVENUE | 166,199.56 | 898,428.90 | 1,921,186.00 | 1,022,757.10 | 46.8 |

TOWN OF FAIRPLAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|------------------|-------------------|-------------------|-------------------|-------------|
| <u>ADMINISTRATION</u> | | | | | |
| 10-50-02 401(A) EMPLOYER MATCH | 312.54 | 2,681.80 | 5,805.00 | 3,123.20 | 46.2 |
| 10-50-05 SALARIES -ADMIN./CLERK/TREASUR | 10,417.39 | 86,830.98 | 183,158.00 | 96,327.02 | 47.4 |
| 10-50-11 SS/MEDICARE EXPENSE | 834.23 | 6,832.77 | 14,177.00 | 7,344.23 | 48.2 |
| 10-50-12 UNEMPLOYMENT EXPENSE | 32.78 | 268.30 | 556.00 | 287.70 | 48.3 |
| 10-50-13 EMPLOYEE HEALTH INSURANCE | 3,181.69 | 19,347.49 | 34,168.00 | 14,820.51 | 56.6 |
| 10-50-14 WORKER'S COMPENSATION | .00 | 729.00 | 730.00 | 1.00 | 99.9 |
| 10-50-15 EDUCATION | .00 | 1,449.49 | 4,500.00 | 3,050.51 | 32.2 |
| 10-50-16 ADMIN VEHICLE | 276.92 | 1,799.98 | 3,600.00 | 1,800.02 | 50.0 |
| 10-50-20 TOWN HALL EXPENSE | .00 | 15,496.78 | 30,994.00 | 15,497.22 | 50.0 |
| 10-50-23 TOWN HALL EXPENSE - UTILITIES | 464.03 | 2,995.58 | 7,000.00 | 4,004.42 | 42.8 |
| 10-50-25 TOWN HALL EXP - REPAIR & MAINT | .00 | 1,338.19 | 2,000.00 | 661.81 | 66.9 |
| 10-50-27 TOWN HALL EXPENSE - SUPPLIES | 553.44 | 1,408.74 | 1,000.00 | (408.74) | 140.9 |
| 10-50-30 OFFICE SUPPLIES | 23.00 | 1,541.68 | 4,000.00 | 2,458.32 | 38.5 |
| 10-50-32 EQUIPMENT RENTAL | 835.41 | 2,543.86 | 5,000.00 | 2,456.14 | 50.9 |
| 10-50-35 POSTAGE EXPENSE | .00 | 409.74 | 650.00 | 240.26 | 63.0 |
| 10-50-40 BANK/CREDIT CARD FEES | 29.00 | 374.00 | 500.00 | 126.00 | 74.8 |
| 10-50-50 ELECTION EXPENSE | .00 | 30.35 | 1,300.00 | 1,269.65 | 2.3 |
| 10-50-55 BOARD OF TRUSTEE SALARY | 225.00 | 780.00 | 2,160.00 | 1,380.00 | 36.1 |
| 10-50-57 TOWN ATTY LEGAL SERVICES | .00 | 9,285.00 | 20,000.00 | 10,715.00 | 46.4 |
| 10-50-60 COMPUTER/SOFTWARE/SUPPORT | 689.49 | 3,739.89 | 7,000.00 | 3,260.11 | 53.4 |
| 10-50-65 TELEPHONE/INTERNET | 811.05 | 5,946.66 | 10,200.00 | 4,253.34 | 58.3 |
| 10-50-70 MISCELLANEOUS EXPENSE | 197.26 | 1,310.00 | 6,000.00 | 4,690.00 | 21.8 |
| 10-50-75 CODIFICATION | 1,368.00 | 1,368.00 | 1,000.00 | (368.00) | 136.8 |
| 10-50-76 ESTIP AGREEMENT | 209.43 | 2,678.46 | 20,000.00 | 17,321.54 | 13.4 |
| TOTAL ADMINISTRATION | 20,460.66 | 171,186.74 | 365,498.00 | 194,311.26 | 46.8 |

TOWN OF FAIRPLAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|------------------|------------------|-------------------|-------------------|-------------|
| <u>COMMUNITY DEVELOPMENT</u> | | | | | |
| 10-51-05 PROFESSIONAL FEES | 812.42 | 3,466.83 | 15,000.00 | 11,533.17 | 23.1 |
| 10-51-10 EDUCATION/BENEVOLENCE (BOT) | .00 | 128.00 | 5,000.00 | 4,872.00 | 2.6 |
| 10-51-20 VISITOR CENTER | 106.43 | 431.93 | 3,000.00 | 2,568.07 | 14.4 |
| 10-51-30 ADVERTISING AND MARKETING | 423.14 | 8,327.18 | 15,000.00 | 6,672.82 | 55.5 |
| 10-51-34 TOWN BEAUTIFICATION | 2,612.50 | 5,225.00 | 10,000.00 | 4,775.00 | 52.3 |
| 10-51-35 TOWN CLEAN UP | .00 | .00 | 7,500.00 | 7,500.00 | .0 |
| 10-51-40 DUES AND MEMBERSHIPS | .00 | 195.00 | 400.00 | 205.00 | 48.8 |
| 10-51-50 TGIFAIRPLAY EXPENSE | .00 | 612.59 | 22,500.00 | 21,887.41 | 2.7 |
| 10-51-62 BURRO DAYS | 5,015.00 | 5,054.94 | 40,000.00 | 34,945.06 | 12.6 |
| 10-51-64 WEARABLE ARTS FESTIVAL | .00 | 29.98 | .00 | (29.98) | .0 |
| 10-51-66 MARDI GRAS | .00 | 9,893.22 | 7,000.00 | (2,893.22) | 141.3 |
| 10-51-70 MISCELLANEOUS EVENTS | .00 | 240.38 | 3,000.00 | 2,759.62 | 8.0 |
| 10-51-71 FIREWORKS/4TH OF JULY | .00 | 29.93 | 10,000.00 | 9,970.07 | .3 |
| 10-51-72 PLEIN AIR EVENT | .00 | 149.34 | 40,000.00 | 39,850.66 | .4 |
| 10-51-74 REAL COLORADO CHRISTMAS | .00 | .00 | 1,500.00 | 1,500.00 | .0 |
| 10-51-75 DONATIONS | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 10-51-80 FAIRPLAY FORWARD | .00 | 310.40 | 10,000.00 | 9,689.60 | 3.1 |
| 10-51-83 VICTORIAN BALL | .00 | 17.00 | 5,000.00 | 4,983.00 | .3 |
| 10-51-85 PROPERTY IMPROVEMENT INCENTIV | .00 | 473.23 | 20,000.00 | 19,526.77 | 2.4 |
| 10-51-86 850 HATHAWAY-BUS BARN | 659.97 | 6,033.25 | 12,000.00 | 5,966.75 | 50.3 |
| 10-51-90 525 HATHAWAY | 423.86 | 4,375.13 | 12,000.00 | 7,624.87 | 36.5 |
| 10-51-95 501 MAIN STREET | 1,406.00 | 16,591.32 | 30,000.00 | 13,408.68 | 55.3 |
| TOTAL COMMUNITY DEVELOPMENT | 11,459.32 | 61,584.65 | 270,900.00 | 209,315.35 | 22.7 |
| <u>JUDICIAL SYSTEM</u> | | | | | |
| 10-53-02 401(A) EMPLOYER MATCH | 4.65 | 44.88 | 115.00 | 70.12 | 39.0 |
| 10-53-05 MUNICIPAL JUDGE SALARY | 636.54 | 4,137.51 | 8,275.00 | 4,137.49 | 50.0 |
| 10-53-10 COURT CLERK | 155.26 | 1,330.44 | 3,502.00 | 2,171.56 | 38.0 |
| 10-53-11 SS/MEDICARE EXPENSE | 60.55 | 418.18 | 633.00 | 214.82 | 66.1 |
| 10-53-12 UNEMPLOYMENT EXPENSE | 2.37 | 16.35 | 11.00 | (5.35) | 148.6 |
| 10-53-13 EMPLOYEE HEALTH INSURANCE | 82.08 | 492.63 | 2,308.00 | 1,815.37 | 21.3 |
| 10-53-14 WORKER'S COMPENSATION | .00 | 46.00 | 46.00 | .00 | 100.0 |
| 10-53-20 COURT ATTORNEY | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-53-30 EDUCATION | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-53-40 OPERATING EXPENSE | .00 | .00 | 450.00 | 450.00 | .0 |
| 10-53-50 DUES AND MEMBERSHIPS | .00 | .00 | 100.00 | 100.00 | .0 |
| TOTAL JUDICIAL SYSTEM | 941.45 | 6,485.99 | 16,440.00 | 9,954.01 | 39.5 |

TOWN OF FAIRPLAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|------------------|-------------------|-------------------|-------------------|-------------|
| <u>PUBLIC SAFETY</u> | | | | | |
| 10-54-01 POLICE SALARIES | 12,395.60 | 107,642.89 | 233,559.00 | 125,916.11 | 46.1 |
| 10-54-04 PART TIME OFFICERS | .00 | .00 | 39,000.00 | 39,000.00 | .0 |
| 10-54-05 PENSION CONTRIBUTION | 1,338.76 | 10,706.81 | 25,458.00 | 14,751.19 | 42.1 |
| 10-54-09 SRO-CONTRACT PARK CO | .00 | .00 | 20,000.00 | 20,000.00 | .0 |
| 10-54-10 UNIFORMS AND ACCESSORIES | .00 | 486.43 | 3,500.00 | 3,013.57 | 13.9 |
| 10-54-11 SS/MEDICARE EXPENSE | 177.42 | 1,585.51 | 6,936.00 | 5,350.49 | 22.9 |
| 10-54-12 UNEMPLOYMENT EXPENSE | 37.20 | 323.03 | 818.00 | 494.97 | 39.5 |
| 10-54-13 EMPLOYEE HEALTH INSURANCE | 5,712.29 | 35,903.89 | 87,522.00 | 51,618.11 | 41.0 |
| 10-54-14 WORKER'S COMPENSATION | .00 | 16,087.00 | 12,210.00 | (3,877.00) | 131.8 |
| 10-54-15 FUEL | 583.10 | 3,763.57 | 12,000.00 | 8,236.43 | 31.4 |
| 10-54-20 VEHICLE MAINTENANCE | 564.09 | 17,525.63 | 7,600.00 | (9,925.63) | 230.6 |
| 10-54-24 PROFESSIONAL TRAINING EXPENSE | .00 | 1,052.98 | 3,500.00 | 2,447.02 | 30.1 |
| 10-54-26 IN-SERVICE TRAINING EXPENSE | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-54-28 VEHICLE RENTAL PAYMENT | 1,572.42 | 9,434.52 | 18,869.00 | 9,434.48 | 50.0 |
| 10-54-30 RADAR & RADIO MAINTENANCE | .00 | 472.44 | 1,000.00 | 527.56 | 47.2 |
| 10-54-32 AMMUNITION | .00 | 636.25 | 2,400.00 | 1,763.75 | 26.5 |
| 10-54-45 OPERATING SUPPLIES | 4.60 | 651.21 | 1,000.00 | 348.79 | 65.1 |
| 10-54-50 EQUIPMENT EXPENSE | .00 | 1,281.41 | 3,500.00 | 2,218.59 | 36.6 |
| 10-54-53 GRANT-EQUIPMENT & SUPPLIES | .00 | 2,418.24 | 5,000.00 | 2,581.76 | 48.4 |
| 10-54-55 TELEPHONE - POLICE LINE | 481.43 | 1,954.68 | 4,500.00 | 2,545.32 | 43.4 |
| 10-54-60 MEMBERSHIPS - DUES | .00 | 105.00 | 500.00 | 395.00 | 21.0 |
| 10-54-65 COMPUTER/SOFTWARE/SUPPORT | .00 | 3,810.00 | 4,500.00 | 690.00 | 84.7 |
| 10-54-75 INVESTIGATIVE SERVICES | .00 | 1,500.00 | 3,500.00 | 2,000.00 | 42.9 |
| 10-54-80 OFFICER RECRUITING | .00 | 288.00 | 1,500.00 | 1,212.00 | 19.2 |
| 10-54-87 LIABILITY INSURANCE | .00 | 8,394.47 | 8,394.00 | (.47) | 100.0 |
| 10-54-97 PUBLIC RELATIONS | .00 | 59.93 | 500.00 | 440.07 | 12.0 |
| TOTAL PUBLIC SAFETY | 22,866.91 | 226,083.89 | 508,266.00 | 282,182.11 | 44.5 |
| <u>PUBLIC WORKS</u> | | | | | |
| 10-56-01 SALARIES | 7,601.92 | 53,958.72 | 109,780.00 | 55,821.28 | 49.2 |
| 10-56-02 401(A) EMPLOYER MATCH | 228.06 | 1,718.76 | 3,493.00 | 1,774.24 | 49.2 |
| 10-56-11 SS/MEDICARE EXPENSE | 579.81 | 4,106.75 | 8,398.00 | 4,291.25 | 48.9 |
| 10-56-12 UNEMPLOYMENT EXPENSE | 22.81 | 161.91 | 329.00 | 167.09 | 49.2 |
| 10-56-13 EMPLOYEE HEALTH INSURANCE | 3,017.96 | 19,661.43 | 47,456.00 | 27,794.57 | 41.4 |
| 10-56-14 WORKER'S COMPENSATION | .00 | 6,399.00 | 5,741.00 | (658.00) | 111.5 |
| 10-56-15 FUEL | 193.48 | 1,769.44 | 6,000.00 | 4,230.56 | 29.5 |
| 10-56-25 REPAIRS & MAINT - EQUIPMENT | 515.49 | 12,798.64 | 13,000.00 | 201.36 | 98.5 |
| 10-56-30 TOOLS, MAT'L'S, & SUPPLIES | 493.67 | 2,706.89 | 5,000.00 | 2,293.11 | 54.1 |
| 10-56-35 EDUCATION & TRAINING | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 10-56-40 ELECTRIC STREET LIGHTS & SIGNS | 300.23 | 1,695.80 | 6,000.00 | 4,304.20 | 28.3 |
| 10-56-45 TELEPHONE | 125.00 | 825.00 | 2,100.00 | 1,275.00 | 39.3 |
| 10-56-50 MAINTENANCE BUILDING - UTILITY | 363.25 | 4,876.64 | 8,600.00 | 3,723.36 | 56.7 |
| 10-56-60 VEHICLE RENTAL PAYMENT | 1,451.62 | 8,709.72 | 17,420.00 | 8,710.28 | 50.0 |
| 10-56-70 STREET REPAIRS | .00 | 7,431.94 | 250,000.00 | 242,568.06 | 3.0 |
| 10-56-82 TOWN SHOP BUILDING REPAIRS | .00 | 1,621.99 | 7,000.00 | 5,378.01 | 23.2 |
| TOTAL PUBLIC WORKS | 14,893.30 | 128,442.63 | 492,317.00 | 363,674.37 | 26.1 |

TOWN OF FAIRPLAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------------------------------------|------------------|-------------------|----------------------|----------------------|-------------|
| <u>PARKS & RECREATION</u> | | | | | |
| 10-58-30 TOOLS, MATERIALS, & SUPPLIES | 622.08 | 949.13 | 4,000.00 | 3,050.87 | 23.7 |
| 10-58-41 PARKS UTILITIES | 53.82 | 184.74 | 400.00 | 215.26 | 46.2 |
| 10-58-42 VAULT RESTROOMS MAINTENANCE | .00 | 399.00 | 2,500.00 | 2,101.00 | 16.0 |
| 10-58-50 CEMETERY EXPENSE | 314.10 | 314.10 | 300.00 | (14.10) | 104.7 |
| 10-58-86 FAIRPLAY RIVER PARK | .00 | 85,621.00 | 400,000.00 | 314,379.00 | 21.4 |
| 10-58-95 LAND LEASE PAYMENT | .00 | 12,995.09 | 25,990.00 | 12,994.91 | 50.0 |
| TOTAL PARKS & RECREATION | 990.00 | 100,463.06 | 433,190.00 | 332,726.94 | 23.2 |
| <u>NON-DEPARTMENTAL EXPENDITURE</u> | | | | | |
| 10-61-15 LIABILITY INSURANCE | .00 | 16,973.82 | 16,121.00 | (852.82) | 105.3 |
| 10-61-17 AUDIT FEES | 1,800.00 | 5,220.00 | 5,100.00 | (120.00) | 102.4 |
| 10-61-23 TREASURER'S FEES - MILL LEVY | 349.25 | 2,776.89 | 4,000.00 | 1,223.11 | 69.4 |
| 10-61-25 PUBLISHING EXPENSE | 25.80 | 229.63 | 1,000.00 | 770.37 | 23.0 |
| 10-61-30 DUES & MEMBERSHIPS | .00 | 1,615.00 | 2,000.00 | 385.00 | 80.8 |
| 10-61-60 ABATEMENT | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| TOTAL NON-DEPARTMENTAL EXPEND | 2,175.05 | 26,815.34 | 30,221.00 | 3,405.66 | 88.7 |
| TOTAL FUND EXPENDITURES | 73,786.69 | 721,062.30 | 2,116,832.00 | 1,395,769.70 | 34.1 |
| NET REVENUE OVER EXPENDITURES | 92,412.87 | 177,366.60 | (195,646.00) | (373,012.60) | 90.7 |

TOWN OF FAIRPLAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

CONSERVATION TRUST FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|-------------------------------------|---------------|-----------------|------------------|------------------|-------------|
| <u>INTERGOVERNMENTAL REVENUES</u> | | | | | |
| 20-44-10 COLORADO LOTTERY FUNDS | 991.30 | 1,973.79 | 4,000.00 | 2,026.21 | 49.3 |
| 20-44-20 PARK COUNTY GRANTS | .00 | .00 | 25,000.00 | 25,000.00 | .0 |
| TOTAL INTERGOVERNMENTAL REVE | 991.30 | 1,973.79 | 29,000.00 | 27,026.21 | 6.8 |
| <u>INTEREST INCOME</u> | | | | | |
| 20-46-50 INTEREST INCOME SAVINGS | .58 | 9.80 | 40.00 | 30.20 | 24.5 |
| TOTAL INTEREST INCOME | .58 | 9.80 | 40.00 | 30.20 | 24.5 |
| TOTAL FUND REVENUE | 991.88 | 1,983.59 | 29,040.00 | 27,056.41 | 6.8 |

TOWN OF FAIRPLAY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

CONSERVATION TRUST FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------------------------|---------------|------------|-----------|------------|-------|
| <u>OPERATION EXPENSE</u> | | | | | |
| 20-73-75 BURRO PARK | .00 | .00 | 27,500.00 | 27,500.00 | .0 |
| TOTAL OPERATION EXPENSE | .00 | .00 | 27,500.00 | 27,500.00 | .0 |
| TOTAL FUND EXPENDITURES | .00 | .00 | 27,500.00 | 27,500.00 | .0 |
| NET REVENUE OVER EXPENDITURES | 991.88 | 1,983.59 | 1,540.00 | (443.59) | 128.8 |

TOWN OF FAIRPLAY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

INTERNAL SERVICE FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|-------------------------------|---------------|------------|-----------|-----------|------|
| <u>REVENUE</u> | | | | | |
| 32-47-20 DEPT RENTAL PAYMENTS | 4,475.66 | 26,853.96 | 53,709.00 | 26,855.04 | 50.0 |
| TOTAL REVENUE | 4,475.66 | 26,853.96 | 53,709.00 | 26,855.04 | 50.0 |
| TOTAL FUND REVENUE | 4,475.66 | 26,853.96 | 53,709.00 | 26,855.04 | 50.0 |
| NET REVENUE OVER EXPENDITURES | 4,475.66 | 26,853.96 | 53,709.00 | 26,855.04 | 50.0 |

TOWN OF FAIRPLAY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

FAIRPLAY UTILITY ENTERPRISE

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---|------------------|-------------------|---------------------|-------------------|-------------|
| <u>WATER REVENUE</u> | | | | | |
| 51-42-05 POTABLE WATER | 33,330.50 | 177,537.57 | 400,000.00 | 222,462.43 | 44.4 |
| 51-42-20 LIEN REVENUE | 1,134.43 | 3,159.32 | .00 | (3,159.32) | .0 |
| 51-42-32 WATER FACILITY MAINTENANCE FEE | .00 | 243.64 | 500.00 | 256.36 | 48.7 |
| 51-42-34 WATER METERS, PRV, PARTS | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 51-42-36 PENALTY NON-COMPLIANCE | 40.00 | 240.00 | 480.00 | 240.00 | 50.0 |
| 51-42-40 PLANT INVESTMENT FEES | .00 | .00 | 7,500.00 | 7,500.00 | .0 |
| 51-42-60 OTHER WATER REVENUE | .00 | 640.00 | 22,500.00 | 21,860.00 | 2.8 |
| TOTAL WATER REVENUE | 34,504.93 | 181,820.53 | 431,980.00 | 250,159.47 | 42.1 |
| <u>WASTEWATER REVENUE</u> | | | | | |
| 51-46-05 WW USER FEES | 55,182.60 | 329,493.95 | 665,640.00 | 336,146.05 | 49.5 |
| 51-46-20 LIEN REVENUE | 1,270.00 | 3,354.15 | .00 | (3,354.15) | .0 |
| 51-46-40 PLANT INVESTMENT FEES | .00 | .00 | 8,351.00 | 8,351.00 | .0 |
| 51-46-60 OTHER WASTEWATER REVENUE | .00 | 46.25 | 100.00 | 53.75 | 46.3 |
| TOTAL WASTEWATER REVENUE | 56,452.60 | 332,894.35 | 674,091.00 | 341,196.65 | 49.4 |
| <u>INTEREST/FEE REVENUE</u> | | | | | |
| 51-48-10 INTEREST ON INVESTMENTS | 234.95 | 6,200.44 | 35,500.00 | 29,299.56 | 17.5 |
| 51-48-30 LATE FEES | 1,275.91 | 6,696.15 | 13,000.00 | 6,303.85 | 51.5 |
| TOTAL INTEREST/FEE REVENUE | 1,510.86 | 12,896.59 | 48,500.00 | 35,603.41 | 26.6 |
| TOTAL FUND REVENUE | 92,468.39 | 527,611.47 | 1,154,571.00 | 626,959.53 | 45.7 |

TOWN OF FAIRPLAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

FAIRPLAY UTILITY ENTERPRISE

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---------------------------------------|------------------|-------------------|-------------------|-------------------|-------------|
| <u>EMPLOYEE EXPENSES</u> | | | | | |
| 51-70-01 SALARIES | 17,973.63 | 129,918.21 | 293,174.00 | 163,255.79 | 44.3 |
| 51-70-02 401A EMPLOYER MATCH | 475.54 | 3,723.70 | 9,318.00 | 5,594.30 | 40.0 |
| 51-70-11 SS/MEDICARE EXPENSE | 1,384.95 | 9,948.76 | 22,538.00 | 12,589.24 | 44.1 |
| 51-70-12 UNEMPLOYMENT EXPENSE | 54.34 | 391.23 | 884.00 | 492.77 | 44.3 |
| 51-70-13 EMPLOYMENT HEALTH INSURANCE | 6,861.99 | 44,332.61 | 114,352.00 | 70,019.39 | 38.8 |
| 51-70-14 WORKER'S COMPENSATION | .00 | 5,432.00 | 5,564.00 | 132.00 | 97.6 |
| 51-70-15 BOARD OF TRUSTEE SALARIES | 150.00 | 520.00 | 1,440.00 | 920.00 | 36.1 |
| TOTAL EMPLOYEE EXPENSES | 26,900.45 | 194,266.51 | 447,270.00 | 253,003.49 | 43.4 |
| <u>OFFICE/GENERAL EXPENSE</u> | | | | | |
| 51-72-02 BANK/CREDIT CARD FEES | 499.54 | 2,786.03 | 6,500.00 | 3,713.97 | 42.9 |
| 51-72-06 COMPUTER/SOFTWARE/SUPPORT-O | 439.50 | 15,696.41 | 22,000.00 | 6,303.59 | 71.4 |
| 51-72-10 MISCELLANEOUS | 476.00 | 476.00 | 1,000.00 | 524.00 | 47.6 |
| 51-72-14 OFFICE SUPPLIES | .00 | 1,465.98 | 2,500.00 | 1,034.02 | 58.6 |
| 51-72-18 POSTAGE EXPENSE | 297.80 | 2,033.62 | 3,000.00 | 966.38 | 67.8 |
| 51-72-22 PUBLISHING EXPENSE | .00 | .00 | 500.00 | 500.00 | .0 |
| 51-72-26 TELEPHONE EXPENSE | 289.56 | 2,266.44 | 4,500.00 | 2,233.56 | 50.4 |
| 51-72-30 TOWN HALL RENTAL PAYMENT | .00 | .00 | 12,397.00 | 12,397.00 | .0 |
| 51-72-34 UTILITIES-OFFICE | 125.79 | 1,464.76 | 2,000.00 | 535.24 | 73.2 |
| 51-72-38 VEHICLE/EQUIP RENTAL TO ISF | 1,451.62 | 8,709.72 | 17,420.00 | 8,710.28 | 50.0 |
| 51-72-42 VEHICLE MAINTENANCE/REPAIR | 283.85 | 2,359.47 | 5,000.00 | 2,640.53 | 47.2 |
| TOTAL OFFICE/GENERAL EXPENSE | 3,863.66 | 37,258.43 | 76,817.00 | 39,558.57 | 48.5 |
| <u>CONTRACTUAL FEES</u> | | | | | |
| 51-73-20 AUDITOR FEES | 1,200.00 | 3,480.00 | 3,400.00 | (80.00) | 102.4 |
| 51-73-40 INSURANCE-PROPERTY/LIABILITY | .00 | 11,980.76 | 10,748.00 | (1,232.76) | 111.5 |
| 51-73-60 LEGAL FEES | 242.00 | 836.00 | 5,000.00 | 4,164.00 | 16.7 |
| TOTAL CONTRACTUAL FEES | 1,442.00 | 16,296.76 | 19,148.00 | 2,851.24 | 85.1 |

TOWN OF FAIRPLAY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING JUNE 30, 2020

FAIRPLAY UTILITY ENTERPRISE

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|-------------------|-------------------|-------------------|-------------------|-------------|
| <u>WATER - PLANT & EQUIPMENT</u> | | | | | |
| 51-74-10 CHEMICAL AND SUPPLIES | 248.58 | 878.58 | 2,000.00 | 1,121.42 | 43.9 |
| 51-74-15 COMPUTER EXPENSE-WATER SYSTE | 250.00 | 250.00 | 3,000.00 | 2,750.00 | 8.3 |
| 51-74-17 CONTRACT PLANT OPERATOR | 1,500.00 | 1,500.00 | .00 | (1,500.00) | .0 |
| 51-74-20 DITCH MAINTENANCE | .00 | .00 | 500.00 | 500.00 | .0 |
| 51-74-25 EDUCATION | .00 | 245.00 | 3,000.00 | 2,755.00 | 8.2 |
| 51-74-30 ENGINEERING FEES | 23,904.11 | 40,761.98 | 50,000.00 | 9,238.02 | 81.5 |
| 51-74-35 FUEL | 96.74 | 884.71 | 2,000.00 | 1,115.29 | 44.2 |
| 51-74-40 HASP MEMBERSHIP DUES | .00 | .00 | 1,400.00 | 1,400.00 | .0 |
| 51-74-45 LEAKS AND REPAIRS | .00 | 1,621.84 | 10,000.00 | 8,378.16 | 16.2 |
| 51-74-50 MISCELLANEOUS | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 51-74-55 PERMITS/DUES/LOCATES | (1,098.95) | 1,248.06 | 1,000.00 | (248.06) | 124.8 |
| 51-74-60 PUMPHOUSE EXPENSE | .00 | .00 | 500.00 | 500.00 | .0 |
| 51-74-65 REPAIR & MAINTENANCE-EQUIP | 3,198.41 | 11,872.79 | 7,000.00 | (4,872.79) | 169.6 |
| 51-74-70 UTILITIES | 291.58 | 1,265.92 | 3,000.00 | 1,734.08 | 42.2 |
| 51-74-75 TESTING AND SUPPLIES | 46.00 | 138.00 | 2,500.00 | 2,362.00 | 5.5 |
| 51-74-80 TOOLS AND SUPPLIES | 104.83 | 144.80 | 2,000.00 | 1,855.20 | 7.2 |
| 51-74-85 WATER METERS | 3,265.92 | 4,547.94 | 2,000.00 | (2,547.94) | 227.4 |
| 51-74-90 WATER TANKS | 41.45 | 107.86 | 1,000.00 | 892.14 | 10.8 |
| 51-74-95 WATER TREATMENT PLANT | 7,096.75 | 17,301.72 | 15,000.00 | (2,301.72) | 115.3 |
| TOTAL WATER - PLANT & EQUIPMENT | 38,945.42 | 82,769.20 | 107,900.00 | 25,130.80 | 76.7 |
| <u>WASTEWATER-PLANT & EQUIPMENT</u> | | | | | |
| 51-76-10 CAPITAL EXPENDITURES | .00 | .00 | 30,000.00 | 30,000.00 | .0 |
| 51-76-15 CHEMICALS AND SUPPLIES | .00 | 232.47 | 3,000.00 | 2,767.53 | 7.8 |
| 51-76-20 COLLECTION SYSTEM MAINTENANC | 30,731.78 | 30,731.78 | 30,000.00 | (731.78) | 102.4 |
| 51-76-25 COMPUTER EXPENSE-WW SYSTEM | 1,125.00 | 2,000.00 | 3,000.00 | 1,000.00 | 66.7 |
| 51-76-30 EDUCATION | .00 | 562.00 | 3,000.00 | 2,438.00 | 18.7 |
| 51-76-35 ENGINEERING FEES | .00 | 872.13 | 10,000.00 | 9,127.87 | 8.7 |
| 51-76-40 FUEL | 96.74 | 884.75 | 2,000.00 | 1,115.25 | 44.2 |
| 51-76-45 MISCELLANEOUS | .00 | 690.00 | 1,000.00 | 310.00 | 69.0 |
| 51-76-50 PERMITS/DUES/LOCATES | 68.54 | 490.20 | 4,300.00 | 3,809.80 | 11.4 |
| 51-76-55 REPAIRS AND MAINTENANCE-EQUIP | 3,577.31 | 19,119.70 | 55,000.00 | 35,880.30 | 34.8 |
| 51-76-60 SLUDGE REMOVAL/DISPOSAL | 108,000.00 | 108,275.00 | 40,000.00 | (68,275.00) | 270.7 |
| 51-76-65 TESTING AND SUPPLIES | 380.00 | 3,201.66 | 6,000.00 | 2,798.34 | 53.4 |
| 51-76-70 TOOLS AND SUPPLIES | 104.83 | 946.76 | 2,000.00 | 1,053.24 | 47.3 |
| 51-76-75 TRASH | 75.00 | 375.00 | 900.00 | 525.00 | 41.7 |
| 51-76-80 UTILITIES-PLANT | 4,318.55 | 30,285.90 | 60,000.00 | 29,714.10 | 50.5 |
| TOTAL WASTEWATER-PLANT & EQUIP | 148,477.75 | 198,667.35 | 250,200.00 | 51,532.65 | 79.4 |
| <u>DEBT SERVICE</u> | | | | | |
| 51-80-02 LOAN PRINCIPAL | .00 | .00 | 209,900.00 | 209,900.00 | .0 |
| 51-80-04 LOAN INTEREST | .00 | 54,102.18 | 104,230.00 | 50,127.82 | 51.9 |
| TOTAL DEBT SERVICE | .00 | 54,102.18 | 314,130.00 | 260,027.82 | 17.2 |

TOWN OF FAIRPLAY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING JUNE 30, 2020

FAIRPLAY UTILITY ENTERPRISE

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------------------------|---------------|--------------|--------------|-------------|---------|
| TOTAL FUND EXPENDITURES | 219,629.28 | 583,360.43 | 1,215,465.00 | 632,104.57 | 48.0 |
| NET REVENUE OVER EXPENDITURES | (127,160.89) | (55,748.96) | (60,894.00) | (5,145.04) | (91.6) |



MEMORANDUM

TO: Mayor and Board of Trustees
FROM: Kim Wittbrodt, Treasurer
RE: Audit Agreement – Resolution 25
DATE: 7/29/2020

Agenda Item: Resolution to approve agreement with Mayberry & Co.

Attached please find Resolution 25 approving a four year agreement with Mayberry & Co. for annual audit services.

This will require a motion, a second and a roll call vote.

Please contact me with any questions.

**TOWN OF FAIRPLAY, COLORADO
RESOLUTION NO. 25-2020**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, AUTHORIZING THE EXECUTION OF A CONTRACT WITH MAYBERRY AND COMPANY, LLC FOR AUDIT SERVICES.

WHEREAS, the team of Mayberry and Company LLC has submitted a proposal for financial auditing services to perform the 2020-2023 audits for the Town of Fairplay and wishes to enter into an agreement with the Town to provide these services; and,

WHEREAS, the Board of Trustees has reviewed the document and desires to enter into an agreement with the team of Mayberry and Company LLC for the services specified on the agreement.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE TOWN OF FAIRPLAY, COLORADO, that the Mayor is authorized to enter into this agreement between the Town of Fairplay and team of Mayberry and Company LLC as described in the agreement, attached hereto as "Exhibit A", and to execute the same on behalf of the Town.

RESOLVED, APPROVED, and ADOPTED this 3rd day of August, 2020.

TOWN OF FAIRPLAY, COLORADO

(Seal)

Frank Just, Mayor

ATTEST:

Tina Darrah, Town Clerk

RES - contract authorization approval.

Mayberry & Company, LLC

Certified Public Accountants

Member of the American Institute of Certified Public Accountants
Governmental Audit Quality Center
and Private Company Practice Section

July 17, 2020

TOWN OF FAIRPLAY
P O Box 267, 901 Main Street
Fairplay, CO 80440

We are pleased to confirm our understanding of the services we are to provide Town of Fairplay for the years ended December 31, 2020 to 2023. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Town of Fairplay as of and for the years ended December 31, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Fairplay's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Fairplay's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Pension Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Fairplay's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements.

- 1) Combining and individual Fund Financial Statements.
- 2) Local Highway Finance Report.

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures

8310 South Valley Highway – Suite 300
Englewood, Colorado 80112

Voice (303) 995 – 2199
Fax (720) 653 – 9763
hmcpas.biz

we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Town of Fairplay's financial statements. Our report will be addressed to Board of Trustees of Town of Fairplay. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Town of Fairplay's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of Town of Fairplay in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Mayberry & Company, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Department of Local Affairs or its designee. We will notify you of any such request. If requested, access to such audit documentation will be

(Continued)

provided under the supervision of Mayberry & Company, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to Department of Local Affairs or its designee. The Department of Local Affairs or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

We expect to begin our audit on agreed upon times and to issue our reports no later than June 30. Tim Mayberry is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$8,750 for 2020, \$9,000 for 2021, \$9,275 for 2022, and \$9,550 for 2023. If a single audit is required a fee of \$3,250 will be applied. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Town of Fairplay and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Mayberry & Company, LLC

RESPONSE:

This letter correctly sets forth the understanding of Town of Fairplay

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

**RESOLUTION NO. 23
(Series of 2020)**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR
THE TOWN OF FAIRPLAY, COLORADO GRANTING
APPROVAL OF THE APPLICATION FOR
AMENDMENT TO THE SPECIAL USE PERMIT FOR
THE MIDDLE FORK RV RESORT.**

WHEREAS, the Applicant, Brandon Dardanis for the Middle Fork RV Resort (hereinafter referred to as Applicant) submitted an Application to the Town of Fairplay, Colorado, to amend the existing Special Use Permit on real property known as 255 Highway 285, Fairplay, Colorado, to allow long-term rentals from October to May; and

WHEREAS, the Board of Trustees at its July 6, 2020, regularly scheduled meeting did review said application and approved the granting of an amendment to the Special Use Permit for the Middle Fork RV Resort on real property known as 255 Highway 285; and

WHEREAS, the Board of Trustees for the Town of Fairplay, Colorado, finds that notice of the public hearing on Applicant's application was properly and timely published and mailed as per Fairplay Municipal Code UDC Article VI and reviewed, and considered, recommendations, comments, and arguments of Town staff and the public; and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO THAT;

1. All previously approved conditions of approval (Resolution 16, Series 2017), with the exception of any restrictions on the number of long-term stays, are valid and in force.
2. The Applicant's request for an amended Special Use Permit for the Middle Fork RV Resort located on real property known as 255 Highway 285 is hereby granted to allow all currently existing spaces (per attached map) to be set aside for long-term rentals from the period of October through May. This special use permit does not allow for expansion of the RV Park.
3. The Board hereby determines that this Special Use Permit **SHALL** run with the land.

4. No RV's, park models or other portable style home may be placed on a permanent foundation.
5. The Applicant will work with Town staff to provide any additional details regarding improvements to landscaping or RV park amenities such as laundry facilities, community rooms/co-working spaces, trails or open spaces.
6. Safety Clause. The Board of Trustees hereby finds, determines, and declares that this Resolution is promulgated under the general police power of the Town of Fairplay, that it is promulgated for the health, safety, and welfare of the public and that this Resolution is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Board of Trustees further determines that the Resolution bears a rational relation to the proper legislative object sought to be attained.
7. Severability. If any clause, sentence, paragraph or part of this Resolution or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.
8. Effective Date. This Resolution shall become effective August 3, 2020.

RESOLVED, APPROVED AND ADOPTED by the Board of Trustees of the Town of Fairplay this 3rd day of August, 2020.

ATTEST:

Frank Just, Mayor

Tina Darrah, Town Administrator



MEMORANDUM

TO: Mayor and Board of Trustees
FROM: Kim Wittbrodt
RE: New Bank Account Signers - Resolution Number 26-2020
DATE: 26

Attached please find Resolution Number ~~X~~ 26 authorizing the following financial institution changes. We need to have new signature cards prepared at all of our financial institutions to reflect new trustee positions and new staff.

The current signers are Frank Just, Eve Stapp, Tina Darrah and Mason Green. The new signers will be Frank Just, Scott Dodge, Tina Darrah and Mason Green.

The accounts to be updated at TBK Bank are as follows:

- TOF – Disbursement Account ending in 3402
- TOF – Deposit Account ending in 3403
- TOF – Square Reader Account ending in 3404
- TOF – Street Cut Escrow Account ending in 8210

There will be no other changes to the account information at this time.

The accounts to be updated at Csafe are as follows:

- TOF – Water Fund
- TOF – Conservation Trust Fund

The accounts to be updated at ColoTrust are:

- TOF – General Fund CO-01-0580-1640
- TOF – Water Fund – CO-01-0580-2330

The account at Collegiate Peaks bank to be updated is as follows:

- TOF – Savings – Account ending in 4781

I will have forms for the new signers to complete and I need a color copy of your driver's license.

Recommended Motion: Approval of Resolution Number 26. This will require a 2nd and a voice vote.

TOWN OF FAIRPLAY, COLORADO

RESOLUTION NO. 26

(Series of 2020)

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO DESIGNATING THOSE PERSONS WHO ARE AUTHORIZED TO SIGN ON TOWN BANK ACCOUNTS.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FAIRPLAY, COLORADO:

Section 1. The following persons are authorized signatories for all bank or financial institution accounts maintained by the Town of Fairplay:

- A. Frank Just, Mayor
- B. Scott Dodge, Mayor Pro-Tem
- C. Mason Green, Assistant to the Town Administrator/Town Clerk
- D. Tina Darrah, Town Administrator/Town Clerk

All checks or other instruments evidencing the withdrawal of Town funds from any bank or other financial institution shall be signed by either Frank Just, Mayor, or Scott Dodge, Mayor Pro-Tem, and by either Tina Darrah, Town Administrator/Town Clerk, or Mason Green, Assistant to the Town Administrator/Town Clerk.

Section 2. All Resolutions of the Town of Fairplay which are inconsistent herewith are hereby repealed.

Section 3. This resolution shall become effective upon adoption.

ADOPTED the 3rd day of August, 2020.

TOWN OF FAIRPLAY, COLORADO

By _____

Mayor

Town Clerk



MEMORANDUM

TO: Mayor and Board of Trustees

FROM: Tina Darrah, Town Administrator

RE: Approval of Change Order as submitted by Betone Civil Constructors for Installation of 18" Culvert, with Catch Basin and Outlet Protection

DATE: July 30, 2020

Betone was awarded the contract to complete the Town Hall parking lot and access road to the river. As they were working on the access road and the drainage in front of Town Hall -- it became apparent that installation of a culvert would solve the drainage issues that we have been dealing with ever since purchasing this building. You may recall the struggles we have had with ice build-up, run-off and water pooling at this site. When it was brought to my attention that this could be fixed with some grading and installation of a culvert, I asked that it be included in the project and that a change order be submitted. Staff recommends approval.

Recommended Motion:

Motion to approve Change Order No. 1 of the River Park Parking Lot project as submitted by Betone Civil Constructors in the amount of \$5,600. This will require a second and a roll call vote.

"Where History Meets the High Country"

CHANGE ORDER

BETONE PROJECT # **20002**

PROJECT: River Park Parking Lot

DATE: 07/15/20

CONTRACT DATE: 04/20/20

TO:
P.O. Box 267
Fairplay, CO 80440

0

Attention: 0

The Contract is changed as follows:

| | |
|--|--------------------|
| 1 80 lf 18" CMP Culvert w/ Catch Basin and Outlet Protection | \$ 5,600.00 |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| 0 | 0 \$ - |
| Total: | <u>\$ 5,600.00</u> |

This document represents a field CHANGE ORDER. Signatures ARE NOT required to ensure payment of work

| | |
|---|--------------|
| The Original Contract Sum was..... | \$ 79,563.80 |
| Net change by previously authorized CHANGE ORDER..... | \$ - |
| The Contract Sum prior to this CHANGE ORDER..... | \$ 79,563.80 |
| The Contract Sum will be increased by this Document in the amount of..... | \$ 5,600.00 |
| The new Contract Sum including this CHANGE ORDER will be..... | \$ 85,163.80 |
| The Contract Time will be changed by 0 days. | 0 |

Note: This summary does not reflect in the Contract Sum, Contract Time, or Guaranteed Maximum Price which have been authorized by CHANGE ORDERS.

P.O. Box 267
OWNER
Fairplay, CO 80440
0
ADDRESS

Betone, LLC
CONTRACTOR
PO Box 1459
Silverthorne, CO 80498
ADDRESS

by _____

Date: Wednesday, July 15, 2020

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MEMORANDUM

TO: Mayor and Board of Trustees

FROM: Tina Darrah, Town Administrator

RE: Discussion Regarding CDOT meeting/Hwy 9/285 Intersection Project

DATE: July 30, 2020

As you all know, the CDOT project to improve the SH 9 and US 285 intersection in Fairplay is moving forward and planned to go to bid next spring. The company hired by CDOT to design the project, Atkins, held a Skype meeting on 7/28 that Scott and I participated in as Town Representatives. Hopefully, you have had the opportunity to review the plans – I emailed them on July 21 – if you did not get them, please let me know and I can resend. Based on the meeting on the 28th, several concerns have been raised about issues such as lighting, sidewalks, the trail and a few others. The project team has reached out and would like to schedule a meeting to discuss these matters and get our input. I have asked Scott and Frank to participate in the meeting and we would like to get the entire Boards input prior to that meeting.

“Where History Meets the High Country”

