



**Community Values**

*Authentic*  
*Connected*  
*Accountable*  
*Bold*

**Town Council**

**5-year Goals:**

- Approach community challenges through active collaboration and public engagement.*
- Accommodate growth in a way that maintains our rural feel.*
- Enable people who live and work here to thrive.*
- Retain the unique character and traditions of Crested Butte.*
- De-emphasize cars and focus on walking, biking, and transit.*
- Continue to passionately care for our natural surroundings and forever protect Red Lady.*
- Act on the urgency of climate change and prepare for the changes we expect from it.*

*Critical to our success is an engaged community and knowledgeable and experienced staff.*

**AGENDA**  
**Town of Crested Butte**  
**Regular Town Council Meeting**  
**Town Council Chambers**  
**507 Maroon Ave; Crested Butte, CO**  
**Tuesday, September 2, 2025**

Meeting information to connect remotely:  
<https://us02web.zoom.us/j/87521367618>  
Join via audio: +1 719 359 4580 US +1 669 444 9171 US +1 253 205 0468 US +1 646 931 3860 US +1 689 278 1000 US +1 305 224 1968 US +1 309 205 3325 US +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US  
Webinar ID: 875 2136 7618

*Public comments may be submitted at any time to the entire Council via email at [towncouncil@crestedbutte-co.gov](mailto:towncouncil@crestedbutte-co.gov).*

*The times are approximate. The meeting may move faster or slower than expected.*

**6:00 WORK SESSION**

1) Budget: Fund Balances and Revenue Projections, 5-Years; Current Reserve Policy and General Fund at 50%; Initial Review of 5-Year Projections.

*Staff Contact: Interim Finance Director Rob Sweeney*

**7:00 REGULAR TOWN COUNCIL MEETING CALLED TO ORDER BY MAYOR OR MAYOR PRO-TEM**

**7:02 APPROVAL OF AGENDA**

**7:03 CONSENT AGENDA**

- 1) August 18, 2025 Regular Town Council Meeting Minutes.  
*Staff Contact: Deputy/Licensing Clerk Eric Treadwell*
- 2) Award of Professional Services Agreement to Reynolds Ash and Associates for the Town of Crested Butte Civic Development: Marshal’s Office Addition/Renovation and Crank’s Plaza Landscape Improvements Project 2025.  
*Staff Contact: Community Development Director Mel Yemma, Chief Marshal Mike Reily, and Public Works Director Shea Earley*
- 3) Quarter 2 2025 Financial Update.  
*Staff Contact: Interim Finance Director Rob Sweeney*
- 4) Letter Regarding Health Care Cost Concerns to the Honorable Jeff Hurd, Honorable Michael Bennett, and the Honorable John Hickenlooper.  
*Staff Contact: Mayor Ian Billick*
- 5) Letter Regarding Health Care Cost Concerns to Gunnison Valley Health (GVH) with the Gunnison County Commissioners Carbon Copied.  
*Staff Contact: Mayor Ian Billick*
- 6) Approval from the Town Council for a Grant Application to History Colorado’s State Historical Fund for a State Historic Fund Grant for Phase 2 of Rehabilitation Town Hall (507 Maroon Avenue) and a Letter of Support.  
*Staff Contact: Town Planner III Jessie Earley*
- 7) Vinotok Special Event Application with a Rolling Closure on Elk Avenue from 1<sup>st</sup> Street to the Four Way Parking Lot on September 20, 2025, Closing the Entirety of the Four Way Parking Lot September 18 to September 21, Including a Partial Closure of the Four Way Parking Lot from September 10 to September 21 and Special Event Liquor Permit Application for September 19, 2025.  
*Staff Contact: Town Clerk Lynelle Stanford*
- 8) Celebration of Life for Don Cook Special Event Application Closing the Parking Lot Behind the Museum and the Alley (September 10-12, 2025), and 4<sup>th</sup> Street from Elk Avenue to Maroon Avenue (September 11-12, 2025).  
*Staff Contact: Town Clerk Lynelle Stanford*
- 9) Notice of Final Payment to High Mountain Concepts, LLC for the Paradise Park Workforce Rentals Phase 2 Project.  
*Staff Contact: Housing Director Erin Ganser*
- 10) Support for Colorado Association of Ski Towns (CAST) 2026 Colorado Legislative Position Statement on Housing.  
*Staff Contact: Town Manager Dara MacDonald*
- The listing under Consent Agenda is a group of items to be acted on with a single motion. The Consent Agenda is designed to expedite Council business. Council members may request that an item be removed from Consent Agenda prior to the Council’s vote. Items removed from the Consent Agenda will be considered under New Business.*

**7:05 PUBLIC COMMENT**

The public has the opportunity to comment during the public comment period at the beginning of every regular Council meeting. At this time people may speak for up to five minutes on any topic that is not on the agenda. The Mayor may limit public comments to no more than three minutes if it appears there will be many comments on a similar topic. The public comment period is a time for the Council to listen to the people. Council generally should not engage in a two-way conversation at this time nor should the Council feel compelled to respond to the comments. If Council chooses to discuss or take action on a subject brought up during Public Comment that discussion should be held at the end of the Council meeting under “Other Business to Come Before the Council.”

7:10 **STAFF UPDATES**

7:15 **LEGAL MATTERS**

7:20 **PUBLIC HEARING**

1) (Second Reading) Ordinance No. 10, Series 2025 - An Ordinance of the Crested Butte Town Council Requiring Energy Assessments for Unlimited Vacation Rental License Holders.

*Staff Contact: Town Clerk Lynelle Stanford*

7:35 2) (Continued from August 5, 2025) Hearing to Show Cause, if any, why Crested Butte Market LLC’s (doing business as Clark’s Market) Fermented Malt Beverage and Wine License No. 04-00825 should not be suspended or revoked for having violated provisions of Colorado State Statute and the Town of Crested Butte Municipal Code related to their Liquor License Renewal Application.

*Staff Contact: Town Attorney Karl Hanlon and Town Clerk Lynelle Stanford*

8:10 **COUNCIL REPORTS AND COMMITTEE UPDATES**

8:15 **OTHER BUSINESS TO COME BEFORE THE COUNCIL**

8:20 **DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE**

- Monday, September 15, 2025 - 5:00PM Work Session - 7:00PM Regular Council
- Monday, September 22, 2025 - 6:00PM - Joint Meeting with the Town of Mt. Crested Butte Regarding Mountain Express.
- Monday, September 29, 2025 - 6:00PM Intergovernmental Meeting Hosted by the City of Gunnison
- Monday, October 6, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, October 21, 2025 - 6:00PM Work Session - 7:00PM Regular Council

8:25 **ADJOURNMENT**



## Memorandum

**To:** Town Council

**From:** Dara MacDonald, Town Manager  
Rob Sweeney, Interim Finance & Administrative Services Director

**Subject:** 2026 Budget – Refine Budget Priorities – Inputs and Assumptions - 5-Year Projections

**Date:** September 2, 2025

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### Summary:

The Crested Butte Community Compass Strategic Plan (Compass) is a guiding document which provides a framework for the Town to navigate the future in a way that is aligned with the values of the community. Staff identified and refined priorities for the upcoming fiscal year in support of our strategic goals. Staff also projected a year-end summary of 2025 and identified assumptions used in building an initial 5-year projection of the Town's financials.

### Prior Council Action:

- November 7, 2022 – Adoption of the Compass
- August 5, 2025 – Adoption of the Fund Balance Reserve Policy
- August 18, 2025 – Work session: 2026 Budget kick-off and Compass priority discussion and direction.

### Background:

Staff develops the annual budget by identifying capital and operational expenditures in support of the Compass and in alignment with Council priorities. Staff utilized available economic data to forecast ending 2025 fund balance by fund and in defining revenue and expenditure assumptions in preparation of a 5-year financial forecast.

### Discussion:

#### 2026 Budget Priorities – Compass Alignment

Staff rearranged and added additional details to the 2026 Compass priorities based upon feedback from Council (Attached). Additional data points include: 1) definition if a project/initiative is Committed, Required or Discretionary; 2) Anticipated 2026 funding considerations (if known); 3) Identification of impact to existing staff (if known); and 4) Aligning the project/initiative to a Primary Compass Goal as well as separately aligning to Complimentary Compass Goal(s).

Additional Council direction regarding the Compass Priorities will help inform our draft 5-year capital plan and operating budget for 2026.

### 2025 Projections

The Town's financials reflect expenses and revenues through July (except for local sales tax receipts) and has made initial adjustments to projections based upon actuals through that time. Tonight's meeting agenda packet includes the Quarter 2 2025 Financial Report, which summarizes revenues and expenses by fund through June 2025.

2025 Revenues: Local sales taxes collected are trending 8% higher than 2024 figures as well as 5% above the 2025 budget. The taxable activities of E-Commerce, Restaurant/Bar and Lodging (not vacation rental) are leading the growth. Real estate transfer tax (RETT) is trending above 2024 figures but behind 2025 budget. Vacation rental tax is flat compared to both 2024 actuals and 2025 budget. All other major revenue sources are tracking budget.

2025 Expenses: Expenses are generally trending to be on track or slightly below budget. The Open Space Fund is an exception, as staff does not budget for unknown expenditures. Council approved two conservation easement requests totaling approximately \$1M. Staff will seek a budget amendment from Council by year's end for these open space projects. Capital expenditures are lagging due to the timing of projects. Staff is analyzing the feasibility of transacting certain capital acquisitions due to rising cost estimates.

Fund Balance Impact: All Funds are anticipated to maintain a positive fund balance by fiscal year end (see attached Fund Balances report). Expectations in the use of available fund balance in 2025 in the Affordable Housing, Capital and Enterprise Funds are tracking budget. This outcome sets the stage for Council's direction in potential uses of available fund balance for 2026.

### 2026 Baseline Assumptions

Staff obtained economic, legislative, industry and operational forecasts from a number of sources when developing baseline assumptions for 2026 and beyond. These sources included: Colorado Municipal League, Colorado Department of Transportation, Colorado Legislative Council, the Tourism and Prosperity Partnership, CB/Mt. CB Chamber of Commerce, national economic data and the Town's financial data. These inputs were used to formulate known future changes (e.g., share of state marijuana revenue to locals is being reduced) as well as develop revenue and expense trends based on a consensus of the data.

Staff believes it to be prudent to take a conservative approach in estimating future revenues. The growth realized in local sales tax in 2025 is believed to be a result of higher per unit pricing and not necessarily volume of sales (sans E-commerce). Additionally, the anticipation of lower interest rates may positively impact the real estate market and RETT revenue.

Staff seeks to be realistic in estimating expenses, which have grown considerably in the last five years. Staff utilized known contractual increases, where known, in creating future expenditure estimates. National economic trends point to a 2.5% inflationary factor for the next year. Staff utilized a general 3% cost increase for items tracking the general economy. We are awaiting final quotations on certain expenses for 2026 including employee health care and property/casualty insurance. These will be highlighted and brought forward to Council in future budget discussions.

The assumptions used in formulating the 2026-2030 forecast include:

- Local Sales Tax and Vacation Rental Excise Tax: 0.75% annual increase to projected 2025 revenues, cumulative through 2030
- Real Estate Transfer Tax: No increase in 2026; 1.25% annually commencing in 2027
- Property Taxes: No increase to mill levies; utilized assessed value growth from 2024 to 2025 when calculating 2026 assessed valuation; expecting County Assessor's report by Sept 2
- Specific Ownership Tax (SOT): Funding will be moved from General to Street and Alley Fund in compliance with Statutes; SOT must be spent on maintenance/repair of roads and highways.
- Building Permit-based Revenues (inclusive of Use Tax): reduction into 2026 with minimal growth through 2030
- Nicotine Tax: Flat growth into 2026 with minimal growth in 2027 and beyond
- Community Grant Program Expense: Retained existing funding (\$275K), pending Council direction
- Water and Wastewater Rates: 3% annual increase for availability and consumption fees; Whetstone starting to positively impact revenues beginning in 2026
- Recreation Fees: Current projections reflect the current fee structure, with a general 1.25% revenue growth
- Grant Revenues: Modeled only known opportunities and previously identified capital grant requirements for projects
- Sanitation: Utilized program implementation model for a partial (2025) and full year (commencing 2026) of Save As You Throw (SAYT) revenues and expenses
- No new employee/positions
- All Expenses: 3% increase over 2025, inclusive of all employee-based costs
- Health Care Expense: 3% increase over 2025; expecting renewal quote prior to Sept 2
- Property/Casualty Insurance: 3% increase over 2025; expecting renewal quote prior to Sept 2 inclusive of net-new real property assets (e.g., Paradise Park)
- Grant Advocacy and Housing Authority: maintaining funding in the 2026 budget
- Capital Expenses: Utilized adopted 5-year plan costs; will update when finalizing capital plan
- Debt Service: Projections using existing debt service schedules; no early retirement projected
- Interfund Transfers: Current projections only reflect movement from Capital to Parks, Recreation & Trails Fund to cover capital expenditures. No operational transfers are considered until final estimates of expenditures are known and Council provides direction on how to allocate projected spendable fund balance
- Fund Balance Reserve Policy: The Policy is modeled beginning in Fiscal Year 2026.

The net result of the 2025 and 2026 projections is identified on the Fund Balances report attached. The analysis identifies all Funds are in positive territory before required and Council-adopted reserves are considered. The Affordable Housing Fund falls short of meeting all required and Council-adopted reserves, beginning in 2026.

#### 5-Year Financial Analysis

A 5-year financial analysis of spendable fund balance by fund is attached (Spendable Fund Balance – 2026 thru 2030). The General Fund demonstrates strong financial position, even after accounting for required and Council-adopted fund balance reserves. Again, staff has not modeled moving available



General Fund fund balance to the Capital or other funds. Staff seeks Council direction on the future direction of available General funds. For other funds, the town has options to address any future short falls in available fund balance, including: delay expenditures, seek revenue increases, evaluate lowering Fund Balance Reserve Policy, etc. The Enterprise Fund may not address the full positive financial impact of the Whetstone project. Staff will continue to monitor financial estimates (revenue and expenses) for future years.

The 5-year financial analysis will be maintained and shared with Council throughout the 2026 budget adoption cycle as decisions are made and changes occur. The budget calendar is as follows:

- September 15 Work Session: Continued Discussion regarding Compass 2026 Priorities; review any changes to 2025 Year-End Projections and 2026 Revenue/Expenditure Assumptions; Review the 2026-2030 Capital Plan
- October 6: Presentation of Draft 2026 Budget
- October 20 Work Session: Refine Draft 2026 Budget; Fund Balance Review; Updated 2026 Revenue/Expenditure Assumptions; Impact to Mill Levy
- November 3: Adopt 2026 Budget, Mill Levies and Fee Schedule

**Recommendation:**

None. Staff seeks feedback and direction from Council regarding fiscal year 2026 Compass priorities, economic assumptions and the 5-year financial forecast.

**Attachments:**

Community Compass – DRAFT 2026 Priorities

Fund Balances Report – Fiscal Years 2025 and 2026

Spendable Fund Balance – Fiscal Years 2026 thru 2030

**MINUTES**  
**Town of Crested Butte**  
**Regular Town Council Meeting**  
**Monday, August 18, 2025**

Mayor Billick called the meeting to order at 7:06PM.

Council Members Present: Mayor Ian Billick, Kent Cowherd, John O’Neal, Anna Fenerty, Beth Goldstone, Mallika Magner, and Gabi Prochaska (via Zoom)

Staff Present: Town Attorney Karl Hanlon, Interim Finance Director Rob Sweeney, Town Clerk Lynelle Stanford, Deputy Town Clerk/Licensing Clerk Eric Treadwell, Public Works Director Shea Earley, Community Development Director Mel Yemma, Planner I Kaitlyn Archambault, and Housing Director Erin Ganser

Building Official Astrid Matison, Parks, Recreation, Open Space and Trails Director Janna Hansen, and Town Planner III Jessie Earley (via Zoom) (for part of the meeting)

**APPROVAL OF AGENDA**

Fenerty moved and Billick seconded a motion to approve the agenda. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

**CONSENT AGENDA**

**1) August 5, 2025 Regular Town Council Meeting Minutes.**

***Staff Contact: Town Clerk Lynelle Stanford***

**2) Bridges of the Butte Townie Tour and the Adaptive Mountain Bike World Championships Special Event Application and Special Event Liquor Permit for Sunday, September 7, 2025, Closing Elk Avenue from 2<sup>nd</sup> Street to 5<sup>th</sup> Street and 3<sup>rd</sup> Street from Alley to Alley.**

***Staff Contact: Town Clerk Lynelle Stanford***

**3) Appointment of Board of Zoning Architectural Review Commissioner.**

***Staff Contact: Planner III Jessie Earley***

**4) Consultant Selection for Community Plan Implementation: Zoning Incentives Analysis, 5-Year Housing Strategy, and 5-Year Community Spaces Strategy.**

***Staff Contact: Community Development Director Mel Yemma***

Magner removed item number four from the Consent Agenda.

Fenerty moved and Goldstone seconded a motion to approve the Consent Agenda with item number four removed. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

## **PUBLIC COMMENT**

Billick acknowledged written comments received from Jill Indovino and Robert Johnson.

Jason MacMillan, of 301 Wild Rose Lane in Almont, commented.

## **STAFF UPDATES**

Hansen and Ganser answered questions.

## **LEGAL MATTERS**

Hanlon answered questions.

## **PUBLIC HEARING**

**1) (Second Reading) Ordinance No. 7, Series 2025 - An Ordinance of the Crested Butte Town Council Repealing and Replacing Chapter 13, Article 5 of the Crested Butte Municipal Code.**

***Staff Contact: Public Works Director Shea Earley***

Billick confirmed proper public notice was given.

Billick opened the public hearing for public comment. No one commented. The public hearing was closed.

Fenerty moved and Goldstone seconded a motion to approve Ordinance No. 7, Series 2025. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

**2) (Second Reading) Ordinance No. 8, Series 2025 - An Ordinance of the Crested Butte Town Council Approving the Ground Lease of a Portion of the Property at 602 Elk Avenue to the Corporation of the Gunnison County Electric Association.**

***Staff Contact: Town Manager Dara MacDonald***

Billick confirmed proper public notice was given. The public hearing was open. No one from the public commented.

Magner moved and Goldstone seconded a motion to approve Ordinance No. 8, Series 2025. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

**3) (Second Reading) Ordinance No. 9, Series 2025 - An Ordinance of the Crested Butte Town Council Repealing and Replacing Chapter 18 of the Crested Butte Municipal Code.**

***Staff Contact: Community Development Director Mel Yemma***



Billick stated that the public hearing would be continued to September 15, 2025, to meet noticing requirements.

Mel Yemma, Astrid Matison, and Sean Caffrey with the Crested Butte Fire Protection District (CBFPD) presented and Council members asked questions.

Goldstone moved and O'Neal seconded a motion to continue the public hearing for Ordinance No. 9, Series 2025 to September 15, 2025. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

**4) Consideration of Watershed Permit Application from Mount Emmons Mining Company (MEMC) for the Construction of an Open Channel Storm Water Diversion Structure Located on the Mount Emmons Mining Property, aka Keystone Mine, at 2131 County Rd 12.**

***Staff Contact: Public Works Director Shea Earley***

Shea Earley and David Gosen with MEMC presented. Council asked questions.

Fenerty moved and Magner seconded a motion to approve the Watershed Permit Application from MEMC with conditions provided in the staff report. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

**NEW BUSINESS**

**1) (First Reading) Ordinance No. 10, Series 2025 - An Ordinance of the Crested Butte Town Council Requiring Energy Assessments for Unlimited Vacation Rental License Holders.**

***Staff Contact: Town Clerk Lynelle Stanford***

Lynelle Stanford presented. Council asked questions and discussed.

Fenerty moved and Goldstone seconded a motion to set Ordinance No. 10, Series 2025 for public hearing on September 2, 2025. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

**2) Resolution No. 21, Series 2025 - A Resolution of the Crested Butte Town Council Amending the Adopted Schedule of Certain Fees and Charges for the Fiscal Year 2025.**

***Staff Contact: Interim Finance Director Rob Sweeney***

Fenerty moved and Goldstone seconded a motion to approve Resolution No.21, Series 2025. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

**3) Consultant Selection for Community Plan Implementation: Zoning Incentives Analysis, 5-Year Housing Strategy, and 5-Year Community Spaces Strategy.**

***Staff Contact: Community Development Director Mel Yemma***

**Previously, item number from the Consent Agenda.**

Magner asked questions.

Goldstone moved and O’Neal seconded a motion to approve the consultant selection for Community Plan implementation. A roll call vote was taken with Prochaska, Billick, O’Neal, Goldstone, and Cowherd voting, “Yes.” Fenerty and Magner voted, “No.”

**Motion passed.**

### **COUNCIL REPORTS AND COMMITTEE UPDATES**

Prochaska, Billick, and Fenerty gave updates.

### **OTHER BUSINESS TO COME BEFORE THE COUNCIL**

None

### **DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE**

- *Tuesday*, September 2, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, September 15, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, September 29, 2025 - 6:00PM Intergovernmental Meeting Hosted by the City of Gunnison
- Monday, October 6, 2025 - 6:00PM Work Session - 7:00PM Regular Council

### **ADJOURNMENT**

Mayor Billick adjourned the meeting at 9:08PM.

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Ian Billick, Mayor

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Eric Treadwell, Deputy Town Clerk/Licensing Clerk (SEAL)



## Staff Report

September 2, 2025

**To:** Mayor and Town Council

**Prepared By:** Jessie Earley, Planner III

**Thru:** Mel Yemma, AICP Community Development Director, Shea Earley, Public Works Director and Dara MacDonald, Town Manager

**Subject:** Award of Professional Services Agreement to Reynolds Ash and Associates for the Town of Crested Butte Civic Development: Marshal's Office Addition/Renovation and Crank's Plaza Landscape Improvements Project 2025

### Summary:

In the July 11<sup>th</sup> and 18<sup>th</sup> editions of the Crested Butte News Paper, the Town of Crested Butte published a Request for Qualifications for the Town of Crested Butte Civic Development: Marshal's Office Addition/Renovation and Crank's Plaza Landscape Improvements Project (Project). Proposals were received by the Community Development and Public Works Department until 4:00 PM on Thursday, August 14, 2024, at which time they were opened and publicly read aloud. The Town received proposals from four firms:

Architect/Contractor	Proposal Amount
Reynolds Ash + Associates	\$412,108.49
D2C Architects	\$455,233.00
vega Architecture	\$460,000.00
studiotrope Design Collective	\$531,632.00

The proposals were reviewed by the Community Development and Public Works Departments and two firms were interviewed for more information.

### Background:

This project represents a key investment in the Town's Facilities Use Plan and a significant step forward realizing a cohesive civic campus at Crank's Plaza. A concept plan for this space was developed as part of the Community Plan process, which helped look at the space and to determine the feasibility of a new build versus addition. The cost of the new construction directed the Town to look at an addition to the existing building.

### The project includes:

- Constructing an addition including a garage with a dual port DC fast charger and exterior bike

storage for the Marshal's facility

- Implementing interior renovations to improve Marshal's office functionality and security
- Renovate the existing public bathrooms
- Creating new office space for the Town's parking management contractor
- Maintaining the Town's CNL fiber connection (leased by 3rd party)
- Preserving KBUT's existing leased space (KBUT to stay in building during construction)
- HVAC, electrical service, and emergency generator upgrades required by improvements

The site grading and landscape improvements at Crank's Plaza are intended to address drainage issues surrounding the adjacent historic Town Hall and strengthen the sense of a cohesive civic campus.

#### **Schedule for the project:**

Step 1: Conceptual to 30% (3-4 months) Anticipated September 2025-November 2025

Step 2: 30%-60% Design (3-4 months) Anticipated December 2025-February 2026)

Step 3: BOZAR Approval and Value Engineering (2-3 months) Anticipated February 2026-April 2026

Step 4: Construction Drawings and Permit Issuance (2-4 months) Anticipated February 2026- June 2026

#### **Financial Impact:**

The Town was awarded a DOLA EIAF grant #25-115 for \$130,000 with a cash match from the Town of Crested Butte of \$370,000 for this project. Reynolds Ash and Associates proposal is under budget at \$412,108.49.

#### **Legal Review:**

The Town Attorney has reviewed the contract documents for the project.

#### **Recommendation:**

Staff recommends awarding the Town of Crested Butte Civic Development: Marshal's Office Addition/Renovation and Crank's Plaza Landscape Improvements Project 2025 contract to Reynolds Ash and Associates due to their municipal experience including police/sheriff stations, historic preservation experience, small town experience, and unique approaches to community and stakeholder engagement.

#### **Proposed Motion:**

Motion and a second to authorize the Town Manager to enter into a professional services agreement with Reynolds Ash and Associates, in an amount not to exceed \$412,108.49 for the Marshal's Office Addition/Renovation and Crank's Plaza Landscape Improvements Project 2025 contract to

#### **Attachments:**

- Reynolds Ash and Associates Proposal



## Staff Memo

September 2, 2025

**To:** Mayor and Town Council

**Prepared By:** Rob Sweeney, Interim Finance and Administrative Services Director

**Thru:** Dara MacDonald, Town Manager

**Subject:** Quarter 2 2025 Financial Update

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**Summary:** Revenues received and expenditures incurred through the second quarter of 2025 are in line with Town's original approved budget. Staff compiled a summary of the financial highlights from Quarter 2 2025 and included them below.

**Background:** The second quarter financial report for 2025 is being presented in Town's new financial format summarized by account classifications using the new general ledger accounts, divisions and funds (attached). The attached report format is similar to the first quarter report submitted in June with added schedules and analysis. Staff will continue to expand and improve the report format and analysis throughout the year.

### **Discussion:**

Financial highlights from Quarter 2 are outlined below, starting with an overall analysis and then by fund.

#### Townwide – All Funds

Overall, the Town's financials are tracking budgetary expectations. Staff has not completed the inter-fund transfers for fiscal 2025, thus altering a straight-line analysis. Staff took the transfers into consideration when formulating this analysis.

Current year Tax Revenues classification is down slightly (\$59,336) when compared to 2024. Local sales taxes collected through June are up by \$129,437 over the same time period in 2024. There are two tax categories dragging down the Tax Revenues classification: County-shared tax and real estate transfer taxes (RETT). Both tax categories are down from the prior year. Current year Utility Revenues classification is down compared to 2024, however, this dip was considered when adopting the 2025 budget. Fiscal year 2024 included significant debt proceeds included in the Other Revenues classification and skews the comparative to 2025 figures, as the Town did not issue debt in 2025. The 2025 Other Revenues classification budget includes anticipated reimbursement for capital expenses from Mt. Crested Butte Water and Sanitation District, the expected value and timing of which are still pending.

Current year expenses are in line with budgeted figures. Many expense classifications have different expenditure patterns given procurement, contractual requirements and operational needs. We have identified a minor payment coding error in the Utilities expense classification. This error will be corrected for the Quarter 3 report. We will continue to monitor the Capital Purchases & Improvements classification to ensure any committed (e.g., contract executed) yet unexpended funds will be added to the fiscal 2026 budget request.

#### General Fund

Local sales tax is the largest source of revenue for the General Fund, accounting for over 60% of the Fund's revenue. This revenue category is tracking above last year's figures. July local sales tax receipts (received in August) are historically the highest month of the year. The July sales tax report is included in the Town Manager's Staff Update. The Other Revenues classification is up primarily due to energy mitigation fees paid in connection with Academy Place.

Employee-based expenses account for over 60% and contracted services account for approximately 20% of total expenses in the General Fund. Both expense categories are tracking budgeted figures.

#### Capital Fund

The Tax Revenues classification includes the RETT and use tax. RETT is the largest source of revenue for the Capital Fund, accounting for over 44% of the Fund's revenue. RETT is lagging 2024 figures by \$57,196, however, 2025 revenue is tracking above budget by over \$31,000. Use tax accounts for approximately 14% of the Fund's revenue. Fiscal 2025 Use tax receipts are flat compared to 2024, but are lagging 2025 budget figures. Commercial lease revenue is the predominant revenue stream in the Other Revenues classification. Commercial lease revenue is up over budget due to the timing of lease increases as well as how lessees make payment (e.g., some pay full lease amount annually vs. monthly).

Total expenses are well below budget due to the nature and timing of capital projects. Staff identified a potential coding error in the Contracted Services classification, which, when moved to the appropriate Fund, will have this classification back in line with budget.

#### Open Space Fund

The RETT is the primary revenue source for the Open Space Fund. Expenses through June do not account for two (2) Council-authorized agreements totaling approximately \$1M. By fiscal-year-end staff will bring forth to Council a Budget Amendment request utilizing available fund balance to ensure the expenditures comply with State Statutes.

#### Parks, Recreation and Trails (PRT) Fund

Local sales tax account for over 52% of PRT Fund's revenues. PRT program revenue is accounted for in the Operating Revenues classification, accounting for over 10% of the Fund's revenues. Program revenue is tracking favorably compared to budget and is slightly higher (1.25%) compared to 2024.

PRT Fund's expenditures are tracking to budget. As with any fund expending capital dollars, the timing of PRT's capital expenses will occur as contracts are issued and projects are completed.



### Street and Alley Fund

Over 85% of the Street and Alley Fund's revenue is derived from the 8.0 mill property tax levy. The Town has received almost 80% of the budgeted value in property tax revenue and expects to meet the budgeted value as property owners pay their assessments. Operating Revenues classification is up significantly from the budget and over 2024 figures primarily due to parking payments in lieu received from the 218 Elk Ave project as well as a one-time insurance claim paid to the Town.

Expenses are tracking budget figures except for Capital Purchases & Improvements. Payments for capital are not straight-line and occur once a contract is executed and projects are constructed and completed.

### Affordable Housing Fund

Vacation rental excise tax accounts for approximately 63% of the Affordable Housing Fund's generated revenue (i.e., total revenue less Transfers In and Grants). The 2025 excise tax received is flat compared to 2024 and is in line with estimated figures. Housing payment in lieu revenue is captured in the Operating Revenues classification. This revenue is difficult to predict and is currently lagging the budget and is down over \$30K compared to 2024.

All expense categories are trending to the 2025 budget, including capital expenses.

### Transit and Mobility Fund

Local sales tax accounts for over 91% of the Transit and Mobility Fund's revenues, and follow the same trends mentioned above. Parking ticket and towing fees account for approximately 7% of the Fund's revenues. These revenues are above 2024 figures and are tracking to budget.

Expenses are tracking budget. The timing of sales tax revenue recognition precedes our payment to Mountain Express by approximately one month, thus our program expense line item only includes five months of payments to Mountain Express.

### Enterprise Fund

Service fees charged to customers account for 59% of the Enterprise Fund's budgeted revenues. Grants are periodically obtained to pay for capital or other one-time expenses. As mentioned above, current year Utility Revenues classification is down compared to 2024, however, this dip was projected when adopting the 2025 budget. As indicated in the Townwide analysis, the 2025 Other Revenues classification budget includes anticipated reimbursement for capital expenses from Mt. Crested Butte Water and Sanitation District, the expected value and timing of which are still pending. The Operating Revenues classification is trending well above the budget due to a one-time payment of \$175,000 for the Colorado River Sustainability Campaign.

Fund expenditures are tracking the budget, except for capital expenses due to the timing of project activities.

### **Recommendation:**

Staff seeks Town Council acceptance of the Q2 2025 Financial Report as part of the Consent Agenda.

### **Attachments:**

Quarter 2 2025 Townwide Analysis – Year over Year  
Quarter 2 2025 Budget vs. Actual Report – By Fund

# Town of Crested Butte

P.O. Box 39 Crested Butte, Colorado 81224

*-A National Historic District-*

Phone: (970) 349-5338  
FAX: (970) 349-6626  
[www.townofcrestedbutte.com](http://www.townofcrestedbutte.com)

The Honorable Jeff Hurd  
The Honorable Michael Bennett  
The Honorable John Hickenlooper

Dear Representatives and Senators,

We ask that the federal government extend the Premium Tax Credit (PTC) for health care until our health care system can otherwise ensure affordability of basic health care services. Additionally, given the recent changes in the Big Beautiful Bill (BBB) to Medicaid (approximately 1400 of our 17,100 residents or 8% are in the Medicaid expansion pool) and the associated impacts to rural hospitals we request that you actively monitor and ensure that Gunnison Valley Health is able to affordably provide basic services. While the BBB includes support for rural hospitals, it is not clear whether our system will receive any support, and it is unclear how our system will work once the funding expires. Finally, we express our general concern that as more families lose access to health care services, including but not limited to middle class families and legal immigrants, health care expenses will skyrocket as people delay receiving diagnoses and/or treatment and treatment shifts to hospital emergency rooms.

As representatives of the Town of Crested Butte one of the primary concerns raised by our community members concerns affordability, including housing costs and property taxes. However, rising health care costs are putting basic services out of reach for too many of our residents and forcing employers to make hard choices. Previously, the federal government had identified ~8.5% of income towards high-deductible insurance premiums was an approximate threshold for affordability. However, with the expiration of the PTC estimates suggest that families in western Colorado may be paying as much as one-third of their income towards such premiums. When premiums for high-deductible insurance start to exceed free market rent in Crested Butte, we have a health care system that does not serve our community.

Families receiving health care insurance through private plans can expect out-of-pocket premium costs to increase up to 250% next year, with some policies for a family of four

increasing to as high as \$3,500/month. These jumps are the result of the combination of the federal government letting the premium health care tax credit for those making above 400% of the federal poverty level expire, and a planned 38% increase in premium costs for private plans in western Colorado. About 16% of Gunnison County residents obtain private plans through Colorado's private plan Marketplace and with the expiration of the premium health care tax credits for higher earners, ~850 Gunnison County residents will be exposed to increases in health care costs on the order of tens of thousands of dollars.

To put this in perspective, a family of four (two 45-year-olds and two 14-year-olds) could see their monthly premium for a high-deductible plan rise from about \$800 in 2025, or less than \$10,000 for the year, to \$3,292 in 2026, or nearly \$40,000 annually. With the expiration of premium health care tax credits, a household earning \$125,000 would no longer qualify for federal subsidies that currently cap out-of-pocket premiums at 8.5 percent of income. Instead, they would be spending 32 percent of their income just for premiums for a high-deductible policy. They could face an additional \$20,000 in out-of-pocket costs to meet their deductibles before insurance meaningfully applies, pushing their potential health care burden to half of their income.

While this example focuses on private plans, health care costs are a problem for everybody. About 50% of Gunnison County residents receive coverage through group health care plans and the rising costs of group plans are a significant burden (e.g., projected premium increases for employers with less than 50 employees are 17% for 2026). To use the Town of Crested Butte as an example, in 2024, 8.6% of the Town's operating budget (\$1.26 million out of a \$14.59 million), went to employee premium costs. We recently experienced a 13.5% increase in premium costs and we worry that the amount of the budget spent on premiums will continue to grow. More than \$1 of every \$10 that the Town has spent on its operating budget this year has gone to cover health premiums, with proposed premium increases for 2026 likely to make the problem even worse. This trajectory forces tough budget choices at the very moment when our community is looking to us to invest in the projects and tools that keep Crested Butte affordable and livable.

We want to emphasize that given the prominence of the issue of affordability at the local as well as the national levels how important it is that we actively address this issue. We recognize that a critical component of addressing this looming crisis is to control costs. We are happy to help however we can to ensure that we are carefully managing expectations around level of services in order to ensure all of our community members have access to basic health care. Let us know how we can help!

Sincerely,

Mayor Ian Billick

# Town of Crested Butte

P.O. Box 39 Crested Butte, Colorado 81224

*-A National Historic District-*

Phone: (970) 349-5338  
FAX: (970) 349-6626  
[www.townofcrestedbutte.com](http://www.townofcrestedbutte.com)

September 2, 2025

Dear Gunnison Valley Health:

When private health insurance premiums cost more than housing in Crested Butte, something is deeply wrong. As representatives of the Town of Crested Butte one of the primary concerns raised by our community members concerns affordability, including housing costs and property taxes. However, rising health care costs are putting basic services out of reach for too many of our residents and forcing employers to make hard choices.

We know that there are many factors influencing insurance costs, such as pharmaceutical costs, which are beyond local influence. However, we are reaching out to Gunnison Valley Health (GVH) because of its expertise as well as its influence on health care levels of service and associated costs. Also, as the government overhauls medical programs, most recently Medicaid, we would like to work with you to ensure GVH continues to thrive and is able to offer basic health care services locally.

Families receiving health care insurance through private plans can expect out-of-pocket premium costs to increase up to 250% next year, with some policies for a family of four increasing to as high as \$3,500/month. These jumps are the result of the combination of the federal government letting the premium health care tax credit for those making above 400% of the federal poverty level expire, and a planned 38% increase in premium costs for private plans in western Colorado. About 16% of Gunnison County residents obtain private plans through Colorado's private plan Marketplace and with the expiration of the premium health care tax credits for higher earners, ~850 Gunnison County residents will be exposed to increases in health care costs on the order of tens of thousands of dollars.

To put this in perspective, a family of four (two 45-year-olds and two 14-year-olds) could see their monthly premium for a high-deductible plan rise from about \$800 in 2025, or less than \$10,000 for the year, to \$3,292 in 2026, or nearly \$40,000 annually. With the expiration



of premium health care tax credits, a household earning \$125,000 would no longer qualify for federal subsidies that currently cap out-of-pocket premiums at 8.5 percent of income. Instead, they would be spending 32 percent of their income just for premiums for a high-deductible policy. They could face an additional \$20,000 in out-of-pocket costs to meet their deductibles before insurance meaningfully applies, pushing their potential health care burden to half of their income.

While this example focuses on private plans, health care costs are a problem for everybody. About 50% of Gunnison County residents receive coverage through group health care plans and the rising costs of group plans are a significant burden (e.g., projected premium increases for employers with less than 50 employees are 17% for 2026). To use the Town of Crested Butte as an example, in 2024, 8.6% of the Town's operating budget (\$1.26 million out of a \$14.59 million), went to employee premium costs. We recently experienced a 13.5% increase in premium costs and we worry that the amount of the budget spent on premiums will continue to grow. More than \$1 of every \$10 that the Town has spent on its operating budget this year has gone to cover health premiums, with proposed premium increases for 2026 likely to make the problem even worse. This trajectory forces tough budget choices at the very moment when our community is looking to us to invest in the projects and tools that keep Crested Butte affordable and livable.

Not only do premium increases stress employers and families, but we worry about the viability of Gunnison County's health care system as the number of uninsured individuals rise because of national changes to Medicaid and the inability of the middle class to afford high-deductible insurance.

We encourage GVH to carefully consider how it manages the balance between ensuring community members have access to basic health care services with demands to improve levels of service. As the Town Council has struggled with general issues around affordability, we have become particularly attuned to the "Amenities Trap". With a ski resort, wonderful trails, and great educational opportunities we live in a desirable community, attracting families choosing a higher quality of life, increasing support for even more amenities. However, when the costs of amenities are not discretionary, but become baked into everybody's cost of living, such as through property taxes and health care premiums, increased services can price out community members. With this in mind, we ask that before GVH brings more care specialists and expands facilities, it articulate a strategy for how it will help ensure affordable health care for all community members, and demonstrate that new services and facilities will move us closer to, and not further away, from affordable health care.

We appreciate everything that the hospital does for our community and understand that health care costs are a very complex issue, which we do not understand. But given that we are reaching a crisis point in the costs of health insurance, we ask that GVH take a leadership role in educating us, and other community members, in how we can work together to avoid a looming crisis. The trajectory we are on is unsustainable and has reached a point where we can no longer continue with business as usual.

Sincerely,

Mayor Ian Billick  
Town of Crested Butte

CC: Gunnison County Commissioners  
200 E. Virginia Avenue  
Gunnison, CO 81230



## Staff Report

September 2, 2025

**To:** Mayor Billick and Town Council

**Prepared By:** Jessie Earley, Planner III

**Thru:** Mel Yemma, Community Development Director and Dara MacDonald, Town Manager

**Subject:** Approval from the Town Council for a Grant Application to History Colorado's State Historical Fund for a State Historic Fund Grant for Phase 2 of Rehabilitation Town Hall (507 Maroon Avenue) and a Letter of Support.

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### Summary

The Town can apply for a competitive grant to continue historic rehabilitation work on Town Hall (507 Maroon Avenue) with the State Historical Fund (SHF) associated with History Colorado. Staff is seeking consent from Town Council to apply for the grant with the required local match.

### Background

The Town was awarded a \$15,000 grant in 2021 to conduct a historic structure assessment (HSA) on the Town Hall building. This assessment was completed and has given staff a comprehensive list and improvement priorities for the Town Hall building for coming years. In 2022, the Town was awarded a \$50,000 competitive mini grant through the SHF to complete construction documents (CD's), specific to windows, mortar repair, structure for the gymnasium module's stage roof and mechanical system. In 2024, SHF grant # 2024-02-012 was awarded for \$247,000 for the first phase of rehabilitation work on Town Hall, which focused on the exterior masonry and select windows for replacement. This work is nearing completion.

### Discussion

The HSA gives the Town the ability to apply for SHF grants for rehabilitation projects for the building, including this competitive SHF grant. Staff is seeking to apply to fund replacement of the remaining 48 existing non-historic metal windows on the main module of Town Hall in 2026. The total cost of the project is \$647,6000. The windows and labor to replace them would be \$566,000. Architectural fees are \$25,000. A contingency is included totaling \$56,600, as required by the grant. This grant request would be for \$250,000. There is a 25% cash match component from the Town, which will be met by the remaining \$397,600 project budget and will be proposed for consideration for the 2026 Town budget. This grant would be the next step in the process for moving forward with the rehabilitation phase for the Town Hall building.

**Climate Impact**

The windows do not close properly, bringing cold air and noise in during storm events. The exterior glass sliding panels are missing panels and do not function. For these reasons, the windows are challenging for individuals working within the Town Hall facility. For environmental reasons, it is important to have a plan for the windows to be replaced to ensure that they are more energy efficient.

**Financial Impact**

Full award of this grant could cover 39% of the project budget, making completion of this next phase more attainable. The remaining match that would be requested in the 2026 budget would be \$397,000.

**Legal Review**

NA

**Recommendation**

For a Council member to make a motion to approve the Consent Agenda including approval for the grant application to History Colorado's State Historical Fund competitive grant program to fund the grant for the 2026 Phase 2 rehabilitation work at Town Hall and for the Mayor to sign the grant application and Letter of Support.

**Attachments**

- 1) Council Letter of Support
- 2) SHF Grant Signature Page



## Staff Report

September 2, 2025

**To:** Mayor and Town Council  
**Thru:** Dara MacDonald, Town Manager  
**From:** Lynelle Stanford, Town Clerk

**Subject:** Vinotok Special Event Application with a Rolling Closure on Elk Avenue from 1<sup>st</sup> Street to the Four Way Parking Lot on September 20, 2025, Closing the Entirety of the Four Way Parking Lot September 18 to September 21, Including a Partial Closure of the Four Way Parking Lot from September 10 to September 21 and Special Event Liquor Permit Application for September 19, 2025.

**Date:** August 25, 2025

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### Summary:

Amanda Lipowitz submitted the special event application and special event liquor permit application on behalf of Vinotok. The special event application spans from September 10, 2025, through September 21, 2025. The harvest mandala installation would take place on September 11, 2025. The harvest mandala would be located within the circle within the Four Way parking lot. Community sculpture installations would be located on Town property at Big Mine Skate Park/Coke Ovens, the “top of Elk,” the rec path bridge, and Red Lady Estates, near the trailhead.

The Four Way parking lot would be closed in its entirety from September 17 to September 21 for the Community Feast on September 19 and for Vinotok Day on September 20. Access on foot to the composting location next to the Chamber building on the sidewalk adjacent to the parking lot would be maintained throughout Vinotok. A special event liquor permit has been applied for the premises for the Community Feast; the special event liquor permit does not include Vinotok Day. For the Community Feast, The IDs of attendees would be checked at the ticket booth, and they would be provided with a wristband or stamp for identification. Alcohol would be served from a specific tent, and a thematic boundary would be established. The organizers of the feast would begin admitting people at 3:00PM. There would be poetry readings and impromptu acoustic music around the fire pits from 8:30PM to 10:30PM. The feast portion of the event is scheduled to conclude at 10:30PM. All amplified music would be finished by 10:00PM.

On Saturday, September 20, Vinotok Day, a grump dedication procession is planned to take place on Elk Avenue from 1<sup>st</sup> Street to the Four Way parking lot. The procession would be accommodated with a rolling closure on Elk Avenue. Mumming would occur from 5:00PM to 8:00PM, and the event within the Four Way parking lot would conclude no later than 10:30PM.

### Recommendation:

To approve the Vinotok special event application and special event liquor permit as part of the Consent Agenda with the following contingency:

- Due to the time-sensitive nature of submitting applications for the Council agenda, a pre-event meeting has not been held. If the approval committee identifies any requirements, event organizers must comply. Council approval does not override or permit non-compliance with such requirements.





## Staff Report

September 2, 2025

**To:** Mayor and Town Council  
**Thru:** Dara MacDonald, Town Manager  
**From:** Lynelle Stanford, Town Clerk

**Subject:** Celebration of Life for Don Cook Special Event Application Closing the Parking Lot Behind the Museum and the Alley (September 10-12, 2025), and 4<sup>th</sup> Street from Elk Avenue to Maroon Avenue (September 11-12, 2025).

**Date:** August 22, 2025

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### Summary:

Alyssa Moore, on behalf of the Crested Butte Mountain Heritage Museum Inc., has submitted a special event application for a celebration of life honoring Don Cook. The event, including set up and clean-up is scheduled to take place from September 10 through September 12, 2025. Don Cook was an integral member of the museum team, and this gathering is intended both as a tribute to his life and as a fundraiser to benefit the museum he held close to his heart.

The celebration will include live music, guest speakers, food and beverage service including bars, a silent auction, and additional elements designed to bring the community together in remembrance and support. The event will be held in the parking lot behind the museum, in the adjacent alley, and on 4th Street between Elk Avenue and Maroon Avenue.

Set-up for the event will begin in the museum's parking lot on September 10. On September 11, setup will extend to 4th Street. All areas used for the event will be cleared and fully reopened to the public by 10:00AM on September 12.

As an addition to the original application submitted by Alyssa Moore, Mountain Express has proposed the Donnie Cook Bus Parade. The public would be invited to gather at the Four-Way stop at 3:00PM, where two buses would be available for boarding. At 3:30 PM, these two buses would depart, following behind the rest of the Mountain Express fleet as it leaves the bus barn. All buses would complete one full lap through Town along the standard route.

Upon returning to the Four-Way, the two buses carrying passengers would diverge by turning left onto Elk Avenue, making a second pass down Elk Avenue, while the other buses return to the bus barn. The event would conclude with passengers disembarking at a temporary bus stop in front of the museum, where the celebration of life for Donnie Cook is taking place.

**Recommendation:**

To approve the Celebration of Life for Don Cook special event application as part of the Consent Agenda.



## Staff Report

September 2, 2025

**To:** Mayor and Town Council

**Prepared By:** Erin Ganser, Housing Director

**Thru:** Dara MacDonald, Town Manager

**Subject:** **Notice of Final Payment to High Mountain Concepts, LLC  
for the Paradise Park Workforce Rentals Phase 2 Project**

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### **Summary:**

The Town of Crested Butte (Town) awarded a contract on November 2, 2024 to High Mountain Concepts, LLC (Contractor) to construct two single family homes at Block 79, Lot 2 and Block 80, Lot 5. The contract price was \$946,408.46.

The buildings have received Certificates of Occupancy and the Contractor has submitted a request for final payment \$47,320.42. As such, Town Staff has approved this request and published notice of final payment in the August 28<sup>th</sup> and September 4<sup>th</sup> editions of the CB News. Final payment has been scheduled for September 15<sup>th</sup>, pending approval by Town Council and no claims raised by claimants.

### **Recommendation:**

Staff recommend approving final payment for the Paradise Park Workforce Rentals Project Phase 2 contract, pending no claims raised by claimants.

### **Proposed Motion:**

Council Member makes a motion to approve final payment for the Paradise Park Workforce Rentals Project Phase 2 contract, pending no claims raised by claimants.

### **Attachment:**

Notice of Final Settlement: Paradise Park Workforce Rentals Project Phase 2



## Staff Report

September 2, 2025

**To:** Mayor and Town Council

**Prepared By:** Dara MacDonald, Town Manager

**Subject:** Support for CAST 2026 Colorado Legislative Position Statement on Housing

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### Summary:

Colorado Association of Ski Towns (CAST) is again seeking member support for its position statement on housing in advance of the next regular session of the Colorado Legislature.

### Previous Council Action:

The Council approved this same position statement in 2024 in advance of the 2025 legislative session.

### Background:

Crested Butte is a long-time member of CAST. Erin Ganser, Karl Hanlon and Dara MacDonald all regularly participate on the CAST Affordable Housing subcommittee which developed this position statement. The position statement was also adopted by the full CAST Board which Dara also serves on.

### Discussion:

As affordable housing issues have risen to the forefront throughout Colorado in recent years, the legislature has become increasingly focused on the issue. CAST members have long experienced the pressures of lack of affordable housing and have extensive experience in developing and delivering affordable housing in their communities. The experience of our members is very helpful in creating and considering various legislative proposals, some good and some detrimental to our efforts. It is important that the Town use its influence through both CAST and the Colorado Municipal League to help shape legislative actions.

### Climate Impact:

No direct impact

### Financial Impact:

No direct impact

### Legal Review:

The Town Attorney has provided input on the position statement through their participation on the CAST Affordable Housing subcommittee.

**Recommendation:**

**Proposed Motion:**

A Council member should make a “motion to support the CAST 2026 Colorado Legislative position Statement on Housing as part of the Consent Agenda” followed by a second and roll call vote.



## Memorandum

**To:** Town Council

**From:** Dara MacDonald, Town Manager

**Subject:** Manager's Report

**Date:** September 2, 2025

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### Town Manager

- 1) Kickball all-staff – Town staff enjoyed an afternoon of kickball and burgers at Tommy-V on August 20<sup>th</sup> in lieu of our typical monthly all-staff meeting. Fund was had. No serious injuries. Everyone won.



- 2) We have confirmed that Mountaineer Square is telling clients to park overflow vehicles on the street in the Town of Crested Butte as there is no on-street parking within the Town of Mt. Crested Butte. We continue to ticket vehicles that are parked illegally.

### Sustainability

- 1)



### Public Works

- 1) **Whiterock Watermain Replacement Update:** The Contractor (Dietrich Dirtworks) has installed the new water main, from 3<sup>rd</sup> street (300 block) up to 5<sup>th</sup> street (400 block), and are currently installing the new water service pretaps associated with the two blocks. This work is anticipated to be complete the week of August 25<sup>th</sup>. Once complete, the contractor will begin the process to pressure test and disinfect the main and service. While pressure testing and disinfection of the system in the 300 and 400 blocks continues for the next several weeks, the contractor will begin installing the water main from 5<sup>th</sup> street to 6<sup>th</sup> street. The project is still anticipated to be complete in mid October.
- 2) **Red Lady Roundabout Open House:** Please save the date for an open house on the Red Lady roundabout on Tuesday, September 16 from 5-7pm in the Council Chambers.

### Marshals

- 1) Officers have recently completed “Anti-Bias Training for Law Enforcement”, “Non-fatal Strangulation Investigations” and “Crisis Intervention” trainings.
- 2) The whole department completed their annual less-lethal re-certification which involves working through a healthy dose of aerosolized pepper spray (OC). Do not recommend... In addition, our new officer, Jackson Smith, took a full OC exposure with a stream to the face. Also, do not recommend... Everyone lived to tell the tale and has a renewed respect for one of our less-lethal options.
- 3) A larger and smaller bear have been making their way around town conducting both night and daytime foraging. This is making things complicated on trash day since they are not “respecting” our pickup times where curbside placement is usually after they go to bed. We have been hazing the bears when we can and thank everyone for their cooperation in placing cans as late as possible.

### Parks, Recreation, Open Space and Trails

- 1) **Trash Update:** At the 8/18 meeting Council requested a cost estimate to increase summer service of Big Bellies from 8 weeks to 11 weeks for 3x/week empties. This schedule would mirror the CBCS summer break schedule. Staff has requested a cost estimate for this increased service as well as the addition of bear-proof toters adjacent to every Big Belly unit on Elk Ave. and at Totem Pole Park for the 4<sup>th</sup> of July weekend. The current annual service agreement to empty Big Bellies is \$91,291.94.
- 2) **Projects Update:** The Baxter Gulch trailhead parking lot is open, and the kiosk and gate have been installed. The Mineral Point Trail grading, road base courses, and stone bench placement on the south side of Pyramid are complete. Crusher fines and reseeding are up next. The same has been completed on the northeast side of Pyramid, and work on the northwest side will commence after completion of the CBFDP utilities work in the adjacent easement.

### Community Development

- 1) **Design Standards RFP:** The Town has released a request for proposals to update the Design Standards, building on the recommendations of the Historic Preservation Plan and ensuring alignment with the upcoming zoning code update. The project is budgeted at \$150,000 in 2025,

supported by a \$50,000 state grant. Proposals are due September 26, with the project anticipated to launch at the November BOZAR meeting.

- 2) **FAR Map:** The Community Development Department has a new tool we're excited to share. On our [website](#), you can now explore an interactive [Floor Area Ratio \(FAR\) map](#) with information on every parcel in town. By clicking on a parcel, you can view its primary FAR, parcel FAR, and see whether it is at or over the limit, or if there is available FAR to build. A big thank you to Hilary Mayes, our GIS Specialist, for her hard work in getting this tool launched. We have already shared it with our network of architects, designers, engineers, and realtors, and are pleased to now make it available to the whole community.
- 3) **Corridor Plan:** In mid-July, Gunnison County convened representatives from Crested Butte, Mt. Crested Butte, CB South, Gunnison, RTA, and MTX to discuss the scope of the upcoming Corridor Plan, with a request for proposals anticipated in the fourth quarter of this year. Since that meeting, the only update has been a funding request memo sent to staff on August 25. Town staff are now working with Gunnison County to clarify timing, expectations, and project details before bringing forward a proposal as part of an IGA and funding agreement for Council consideration. The County has indicated that the Corridor Plan will follow completion of the Gunnison Area Plan and Special Area Regulations, which are currently under review. A continued joint public hearing of the BOCC and Planning Commission on the Special Area Regulations is scheduled for September 18.
- 4) **Paradise Park Workforce Rentals:**
  - a. Certificates of occupancy have been issued on 11 units.
  - b. The second phase will be fully occupied by mid-September.
  - c. The final three units are on schedule to be complete in early December.
    - i. [Applications](#) for the final three units are open through September 12<sup>th</sup>. GVRHA is handling applicant qualification and would hear any objections to that portion of the process if raised. GVRHA declined to administer the lottery. Staff anticipates holding the lottery in late September pending the closing of the application/qualification objection period.
- 5) **Mineral Point:**
  - a. The new framer has completed corrections to the original framer's work.
  - b. New HVAC & plumbing subcontractors started the week of 8/18/2025. Will start by verifying the work done by the previous contractor and making corrections as needed.
- 6) **The Ruby:** As of August 1<sup>st</sup>, property management of the Ruby has transitioned from GVRHA to the Town.
- 7) **Deed Restriction Compliance:**
  - a. As of 8/13/2025, GVRHA and Town Staff are working on 7 complaint-based compliance actions on deed restricted units. Two have been forwarded to the Town for enforcement and five are in progress with GVRHA.
  - b. Routine compliance outreach on Kapushion and Verzuh has been delayed to provide time for Town legal to review title. Kick off is anticipated in September.

## Town Clerk

- 1) Upcoming election deadlines:
  - Completed nomination petitions and election packet items to become a candidate are due by Friday, August 29, 2025, by 5:00PM.
  - Friday, September 5, 2025, is the due date for the first Fair Campaign Practices Act (FCPA) filing for the election.
  - Tuesday, September 9, 2025, is the deadline for candidates to provide the phonetic pronunciation of their names to assist with the preparation of the audio ballot. Each candidate shall call and leave a voice mail recording at 970-641-1516, Option 7, and include their name, jurisdiction (Town of Crested Butte), and title of office (Mayor or Council member).
- 2) On Sunday, September 7, 2025, a full day of community events are planned, including the Bridges of the Butte Townie Tour and the Adaptive Mountain Bike World Championships. These events will be accompanied by the Crested Butte Farmers Market and the Art Market. To accommodate the festivities, Elk Avenue will be closed from the Zero Block through 5th Street, and 3rd Street will be closed alley to alley. The Farmers Market will continue to operate in its usual location, utilizing two blocks of Elk Avenue, including a portion that overlaps with the Elk Avenue closure for the Townie Tour. Additionally, the Art Market will be set up in the 1st and Elk parking lot.
- 3) Loren Knobbe, from Tri-County Health Network, requested that the Council consider adding a proclamation to the September 15, 2025, agenda for Suicide Prevention Awareness Month. Does the Council want the proclamation included on the 15<sup>th</sup>?

## Finance/HR/IT

- 1) Preliminary Revenue Report for July

### **TOWN SALES TAX July 2025**

Business Category	Total Amount 2025	Total Amount 2024	\$ Diff	% Diff
BARS/REST	369,572	341,367	28,205	8.26%
ECOMMERCE	24,626	16,136	8,490	52.62%
GROCERY	142,684	138,306	4,378	3.17%
RETAIL	227,302	227,812	(510)	-0.22%
RETAIL:MMJ	14,039	14,493	(454)	-3.13%
LODGING	126,273	113,124	13,149	11.62%
CONST/HRDWR/AUTO	63,522	66,782	(3,260)	-4.88%
SERVICE	25,423	25,483	(60)	-0.24%
<b>Grand Total</b>	<b>993,441</b>	<b>943,503</b>	<b>49,938</b>	<b>5.3%</b>

YTD 2025	YTD 2024	\$ Diff	% Diff
1,281,670	1,206,200	75,470	6.26%
229,374	148,296	81,078	54.67%
523,302	515,150	8,152	1.58%
764,741	755,102	9,639	1.28%
67,902	74,927	(7,025)	-9.38%
492,641	450,168	42,473	9.43%
326,193	320,746	5,447	1.70%
218,013	230,807	(12,794)	-5.54%
<b>3,903,836</b>	<b>3,701,396</b>	<b>202,440</b>	<b>5.5%</b>

### **OTHER REVENUE SOURCES**

Vacation Rental Excise Tax	113,356	117,196	(3,840)	-3.3%
Tobacco & Nicotine Tax	24,532	22,543	1,989	8.8%
RETT	96,724	9,825	86,899	884.5%
Carry Out Bag Fee	1,023	936	87	9.3%

499,630	498,032	1,598	0.3%
114,374	110,194	4,180	3.8%
690,321	632,020	58,301	9.2%
3,453	3,845	(392)	-10.2%

Upcoming Meetings or Events Council may choose to attend

September 22 – Joint dinner with Mt. Crested Butte Town Council to discuss Mountain Express, location TBD

September 24 - Final Compass Navigation Committee wrap-up meeting, 8:30am – 1:00pm

September 29 – Quarterly Intergovernmental meeting, City of Gunnison hosting, location TBD

October 1 – Chamber of Commerce Business After Hours sponsored by the Town of Crested Butte. Details will be forthcoming.

PROST public outreach event – Pumpkin Patch at Town Ranch, 3:00-6:00

Upcoming Agenda Items

See attached **draft** list of upcoming Council agenda topics

\* As always, please let me know if you have any questions or concerns. You may also directly contact department directors with questions as well.



## Staff Report

September 2, 2025

**To:** Mayor and Town Council

**Thru:** Dara MacDonald, Town Manager

**From:** Lynelle Stanford, Town Clerk

**Subject:** (Second Reading and Public Hearing) Ordinance No. 10, Series 2025 - An Ordinance of the Crested Butte Town Council Requiring Energy Assessments for Unlimited Vacation Rental License Holders.

**Date:** August 26, 2025

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### Background:

On April 21, 2025, the Town Council formally adopted the Climate Action Plan (CAP), reinforcing the Town's strategic commitment to addressing the urgency of climate change. The CAP outlines specific goals and actionable strategies aimed at reducing greenhouse gas (GHG) emissions by 2030. One of the plan's key focus areas is the buildings sector, recognizing the significant role buildings play in local energy use and emissions.

A primary strategy identified in the CAP is to empower and incentivize the community to take active steps toward reducing energy consumption, electrifying buildings, and promoting efficient land use. These actions are essential to prepare for and maximize the benefits of a future powered by a renewable energy grid. To support this strategy, the CAP proposes a new requirement for energy assessments on unlimited license holders of vacation rental properties. These assessments will help the Town collect valuable data on residential energy use, which can inform broader climate and energy policies moving forward.

To provide context for these efforts, it is important to consider the evolution of building energy codes. The International Energy Conservation Code (IECC) introduced in 2012 marked a significant improvement in energy efficiency standards for new homes. The Town of Crested Butte did not adopt the 2012 IECC. Instead, the Town transitioned directly from the 2009 IECC to the 2015 version, effective in January 2017.

The jump from 2009 to 2015 was a substantial one. The 2015 IECC required higher insulation levels, tighter building envelopes verified through mandatory blower door testing, more efficient windows with lower U-values and solar heat gain coefficients, and improved HVAC efficiency. It also introduced requirements for better duct sealing, high-efficacy lighting, and mechanical ventilation to ensure indoor air quality in tighter homes. These measures combined to reduce air leakage, minimize heating and cooling loads, and improve overall building performance.

Homes built under or exceeding the 2015 IECC, especially those verified by programs such as the Home Energy Rating System (HERS) or Energy Star, are generally considered the first wave of modern, energy-efficient construction. More recently, homes constructed to meet the 2021 IECC are regarded as high-performance buildings, offering superior energy performance and long-term environmental benefits.

The Town of Crested Butte adopted the 2015 IECC in 2017, meaning that all residential properties built from that year forward have been subject to the improved energy efficiency standards introduced in the 2015 code. Ordinance No. 10, Series 2025 is in alignment with these standards. This ordinance would exempt unlimited vacation rental properties from the CAP's energy assessment requirement only if they were constructed under the governance of the 2015 code or later. The rationale for this exemption is that homes built to the 2015 IECC standard, effective in 2017, already meet a baseline of modern energy efficiency, reducing the need for additional assessment.

This policy approach allows the Town to focus energy assessment efforts on older housing stock and properties more likely to benefit from efficiency upgrades, while recognizing the relative performance of newer homes already built to updated standards. Through the licensing requirement for vacation rentals, Town can require these properties to obtain an energy assessment. Some owners may choose to act on this information immediately and take steps to improve the efficiency of their homes. At a minimum, the information will help the Town better understand the efficiency upgrade needs in the community and inform incentive programs going forward. Ultimately, this supports the Town's broader goals of emissions reduction, data-informed planning, and community resilience in the face of climate change.

### **Responsive to the August 18<sup>th</sup> Council meeting:**

#### **Summary of changes or environmental improvements enacted by the 2015 IECC:**

- Increased insulation requirements
- Reduced air leakage
- Improved window standards
- Mandatory duct sealing and testing
- Lighting efficiency upgrades

### **Reasoning for energy assessments current for up to ten years:**

Building envelope and major systems don't change quickly: insulation levels, windows, framing, and air sealing generally last decades unless a renovation happens. These are the biggest drivers of a building's inherent energy performance.

- Baseline for comparison: A 10-year-old energy assessment still provides a useful baseline for tracking whether the building's performance has improved, declined, or remained steady.
- Code alignment: Energy codes and standards tend to update every 3 years, but the *step changes in performance* usually take place over 6–9 year intervals. Ten years often spans one or two significant code updates, which can help contextualize performance against “modern” standards.



- Durability of efficiency features: High-performance equipment like furnaces, boilers, or windows often have a service life of 15–25 years, so the assessment still reflects their efficiency for a good portion of their lifecycle.

### **Regarding maintenance concerns:**

Maintenance and natural degradation over time can significantly impact a home's energy performance, even for homes built to modern code standards. This is one reason to potentially require an assessment for homes built to the 2015 code as some of those homes are coming up on a decade of being built. Building systems are not static. Ductwork can loosen, insulation may settle or become displaced, and air sealing can deteriorate, all of which increase energy loss. In addition, equipment efficiency declines as systems age, and occupant behavior or changes in household patterns can further influence overall energy use. Energy assessments help ensure that a home continues to operate as intended and can identify opportunities for cost-effective improvements before performance issues become more significant.

- The energy assessment is valid for ten years and is tied to the property, not the owner. If ownership changes, the new owner can still apply for a vacation rental license as long as the property has a valid energy assessment dated within the past ten years.
- Of the 189 unlimited vacation rental license holders, four properties are exempt from energy assessments due to being constructed under the 2015 International Energy Conservation Code (IECC).

### **Summary:**

Ordinance No. 10, Series 2025 establishes a new requirement for unlimited vacation rental license holders to have an energy assessment completed and to submit a copy of the assessment report by the open enrollment deadline in October 2026, for the 2027 license year.

Primary vacation rental license holders are exempt from this requirement to avoid placing an undue burden on these property owners. This exemption also acknowledges that primary rentals are limited to a maximum of ninety nights per year, making their overall environmental impact comparatively lower.

The purpose of this energy assessment requirement is to enable the Town to collect data on residential energy use across residential properties, supporting community-wide efforts to monitor and potentially reduce energy consumption.

### **Recommendation:**

To approve Ordinance No. 10, Series 2025.

### **Recommended Motion:**

Motion to approve Ordinance No. 10, Series 2025.

DATE: August 25, 2025  
TO: Mayor and Town Council, Town of Crested Butte  
FROM: Karl J. Hanlon, Town Attorney  
RE: Clark's Market Show Cause Hearing

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At the July 21, 2025 Town Council meeting the Council adopted Resolution 2025-18 finding probable cause that a liquor code violation occurred when Clark's Market failed to disclose the May 5, 2025, citation from the Liquor Enforcement Division on its liquor license renewal application as required by the application and Municipal Code Section 6-2-30 and further failed to notify the Town that it had entered into a Stipulation, Agreement, and Order with the State Liquor Enforcement Division regarding that violation. The Order to Show Cause was subsequently issued by the Town Clerk and delivered via electronic mail to Clark's Market.

The Order to Show Cause relates only to the failure to disclose the violation on the renewal application and does not relate to the underlying violation of selling to a person under the age of 21. Accordingly, the Council is only determining if: 1) Clark's Market violated the Town Code and State Liquor Laws by failing to disclose on its renewal application that it had been charged, and then failed to inform the Town during the renewal process that it had entered into a Stipulation, Order and Agreement with the State Liquor Enforcement Division, and 2) if the Council determines the violation occurred, what an appropriate penalty for the violation is. Had Clark's Market disclosed the violation pursuant to Municipal Code Section 6-2-30 they would have been required to appear before Council as part of the renewal process rather than being renewed administratively by the Town Clerk.

A public hearing on the matter has been set for August 5, 2025, and continued to September 2, 2025. The procedure for the public hearing is:

1. Presentation of evidence (both written and testimony of the Town Clerk) by the Town Attorney regarding the alleged violation.
2. Questions by the Council regarding the evidence.
3. Presentation by Clark's Market of any evidence they wish to submit either written or testimony.
4. Questions by the Council regarding the evidence.

*Mail to:*

**Glenwood Springs**  
201 14<sup>th</sup> Street  
Suite 200  
Glenwood Springs, CO 81602

**Aspen**  
0133 Prospector Road  
Suite 4102-J  
Aspen, CO 81611

**Basalt**  
200 Basalt Center  
Suite 200  
Basalt, CO 81621

**Ridgway**  
565 Sherman Street  
Suite 6  
Ridgway, CO 81432

5. Open the hearing to the public for any testimony.
6. Deliberation and decision by the Council.

If the Council finds the violation did occur, then Council may:

1. Revoke Clark's Market's liquor license.
2. Suspend the liquor license. In enforcing a suspension Council has several options.
  - a. During a suspension period Clark's Market would be prohibited from selling any alcohol and posting at the establishment as to why.
  - b. A fine in lieu of suspension equal to the daily profit for each day of suspension is often used by the State Liquor Enforcement Division.
  - c. Hold the suspension in abeyance pending no further violations by Clark's Market.
  - d. A combination of the above.
3. The Council may also find they committed a violation but impose no penalty.

Attached are the following documents:

1. Resolution 2025-18
2. Notice of Hearing and Order to Show Cause
3. Renewal Application Signed May 6, 2025.
4. Stipulation, Agreement, and Order executed June 9, 2025.
5. Email communications between the Town Clerk and Clark's Market's licensing agent.
6. Town Clerk's complete and issued renewal packet.
7. Notice of Hearing (Public)

With regard to the timeline of events, we wanted to correct an error regarding the date the Stipulation, Agreement, and Order was entered into. It was executed by Mr. Clark on June 9, 2025. The corrected timeline is:

- May 5, 2025: Violation cited for selling to someone under 21.
- May 6, 2025: Renewal application filed.
- June 2, 2025: Renewal issued.
- June 6, 2025: Proposed Stipulation, Agreement, and Order transmitted to Clark's.
- June 9, 2025: Stipulation, Agreement, and Order executed.
- June 10, 2025: Clark's requests correction to license.
- June 11, 2025: Corrected and effective renewal issued.