



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

Monday, October 6, 2025

Meeting information to connect remotely:

<https://us02web.zoom.us/j/81050797203>

Join via audio: +1 719 359 4580 US +1 669 444 9171 US +1 253 205 0468 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 +1 646 931 3860 US
Webinar ID: 810 5079 7203

Public comments may be submitted at any time to the entire Council via email at towncouncil@crestedbutte-co.gov.

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

5:00 JOINT WORK SESSION WITH THE BOARD OF ZONING AND ARCHITECTURAL REVIEW (BOZAR)

1) Kick off discussion of the Zoning Code Update & 5-Year Housing & Community Spaces Strategies.

Staff Contact: Community Development Director Mel Yemma

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) September 15, 2025 Regular Town Council Meeting Minutes.

Staff Contact: Deputy Town Clerk/Licensing Clerk Eric Treadwell

2) Adoption of Snow and Ice Control Plan 2025-2026.

Staff Contact: Public Works Director Shea Earley

3) Resolution No. 27, Series 2025 - A Resolution of the Town Council of the Town of Crested Butte, Colorado Approving an Intergovernmental Agreement with Gunnison County, Colorado Allocating Funds for the Safe Streets for All Grant.

Staff Contact: Public Works Director Shea Earley

4) Resolution No. 28, Series 2025 - A Resolution of the Crested Butte Town Council Supporting the Grant Application for a Grant from the Department of Local Affairs' (DOLA) Accessory Dwelling Unit Grant Program (ADUG) and the Completion of the Crested Butte Pre-Approved ADU Planning Project.

Staff Contact: Housing Director Erin Ganser

5) (First Reading) Ordinance No. 11, Series 2025 - An Ordinance of the Crested Butte Town Council Approving the Lease of the Property at 409 2nd Street to Six Points Evaluation and Training, Inc.

Staff Contact: Property Manager RaeMarie Barry

6) Crested Butte Fire Protection District Trail Easement, Deed, & Agreement.

Staff Contact: Recreation, Trails, and Open Space Supervisor Joey Carpenter

7) Council Endorsement of Statement from Mountain Community Elected Officials on Climate Action.

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, discussion will be 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 PRESENTATION**

1) Mountain Express Funding Requests for 2026 Services: Late Night Taxi, Summer FirstTracks & Summer Town Shuttle.

Contact: Mountain Express Managing Director Jeremy Herzog

7:40 NEW BUSINESS

1) The Center for the Arts, Consideration of Building Transfer.

Staff Contact: Town Manager Dara MacDonald

8:40 2) 2026 Proposed Budget.

Staff Contact: Interim Finance Director Rob Sweeney

9:00 3) Opportunity to Convert Street Sweeper to an Electric Vehicle.

Staff Contact: Public Works Director Shea Earley

9:10 4) Discussion and Possible Direction on Leveraging Sanitation Revenues for Compost and Town Cleanup.

Staff Contact: Sustainability Coordinator Dannah Leeman

9:25 COUNCIL REPORTS AND COMMITTEE UPDATES**9:30 OTHER BUSINESS TO COME BEFORE THE COUNCIL****9:35 DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE**

- Monday, October 20, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, November 3, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, November 17, 2025 - 5:00PM Work Session - 7:00PM Regular Council

9:40 EXECUTIVE SESSION

For discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees regarding the review of the Town Manager.

10:00 ADJOURNMENT



Staff Report

October 6, 2025

To: Mayor Billick, Town Council, Chair Nauman, and BOZAR
Prepared By: Mel Yemma, AICP, Community Development Director
Thru: Dara MacDonald, Town Manager
Subject: **Kick off Discussion: Community Plan Implementation: Zoning Code Update and 5-Year Housing and Community Spaces Strategies**

Summary:

This joint work session publicly kicks off implementation of the Community Plan (CP), focusing on:

1. **Process Grounding:** Overview of what to expect in the zoning code update and 5-year housing and community spaces strategies development.
2. **Zoning Code Strategies:** Discuss draft overarching strategies to guide the zoning code update to better understand alignment between Council and BOZAR.
3. **Community Spaces:** Begin to frame the 5-year community spaces strategy by refining the definition of “community spaces” and identifying priorities.
4. **Community Housing:** Introduce the approach for the 5-year housing strategy and gather initial input.

Background:

Community Plan Recap:

The CP, adopted July 7, 2025, sets a long-term vision to keep *Crested Butte, Crested Butte*, preserving the people, places, and values that define the community while addressing some of its most pressing challenges.

Crested Butte is facing an escalating affordability crisis, a concentrated and vulnerable economy, and a decline in its percentage of full-time residency. Current zoning regulations have not produced enough of the housing, services, and infrastructure that residents need and are currently producing more amenities catering to the tourist and part-time resident economy. At the same time, community members have voiced strong concern about losing access to locally rooted businesses, nonprofits, and affordable gathering places that make daily life possible and create the connections that contribute to Crested Butte’s deep sense of community.

The CP responds to these challenges with two core priorities:

1. **Facilitate, create, and preserve community-serving spaces:** The cost of living and quality of life are shaped not just by housing, but also by access to essential services and places

that foster social connection. The CP emphasizes protecting and encouraging spaces for everyday needs like childcare, trades, health services, and locally-serving businesses, alongside community places that bring people together. (Note: parks and recreation facility priorities will be addressed separately through the PROST Plan.)

2. ***Expand, diversify, and distribute community-serving housing:*** Building upon decades of success that made more than a quarter of the housing stock deed-restricted, the CP calls for broadening the types and distribution of community housing. By enabling options like ADUs, micro-lots, condos, and multifamily homes, the plan seeks to integrate housing across neighborhoods and mixed-use areas while leveraging the free market as a stronger partner in delivering housing that meets evolving needs.

At its core, the CP shifts Crested Butte’s regulatory approach from one-size-fits-all mandates to tailored, incentive-based tools within different areas of town that align public goals with market feasibility. It identifies where stability should be preserved (such as neighborhoods and the historic core) and where change should be guided (such as Belleview Avenue and the Sixth Street Corridor).

What comes next with implementation:

The Community Plan (CP) identified the vision and tools to keep Crested Butte livable, functional, and rooted in community. Implementation now shifts from planning to action through three distinct but interconnected efforts.

- 1) ***Zoning Code Update:*** Staff, in coordination with the Town Attorney, will lead a comprehensive zoning code update. This will be a holistic evaluation of the code to ensure it reflects the CP’s direction, integrates state model standards, and aligns with the forthcoming Design Standards update (a major outcome of the Historic Preservation Plan (HPP)).

To ensure that new code requirements are both community-aligned and market-feasible, the Town has retained Economic & Planning Systems (EPS). EPS will conduct technical and financial analysis of proposed incentives and help structure requirements that attract private investment while delivering public benefit. EPS is also supporting the development of the 5-year housing and community spaces strategies, allowing these pieces to move forward in a coordinated way.

EPS will be joining the work session virtually to listen and learn from Council and BOZAR as this process kicks off and will introduce themselves at the end of the session.

Additionally, Miles Graham from the public affairs firm GBSM is supporting community outreach on the code update and will also be listening to the work session virtually to hear from Council and BOZAR to support framing of community outreach.

3. ***5-Year Community Spaces Strategy:*** The CP makes clear that Crested Butte’s livability depends not only on housing, but also on access to essential services and gathering places that hold the community together. Unlike housing, where the Town has decades of experience, this is a new journey. We are just beginning to define what “community spaces” or “community-serving businesses and non-profits” truly mean for Crested Butte. This strategy will help us take those first steps: clarifying the definition, assessing current strengths, weaknesses, opportunities, and threats, and discussing where the Town can most effectively focus its efforts. The intent is to start small and leave opportunity for learning, adapting, and evolving over time, while setting a foundation with baseline data, success metrics, and a decision-making framework that can grow as needs change. Ultimately, this

work will guide how zoning, combined with programs, projects, and partnerships, can support the services and places that are most essential to a functional community.

4. ***5-Year Community Housing Strategy:*** Crested Butte has made significant strides in building community housing yet demand still outpaces supply and the challenges with housing are not simple. The CP calls for a more diverse mix of housing types, better integration across neighborhoods, and a stronger balance between affordability and workforce housing. The 5-Year Housing Strategy will evaluate our past and current housing efforts and accomplishments, reassess current needs and gaps in the community's housing portfolio, and identify where the Town should best focus its efforts moving forward for the next five years.

Attached to this memo is a process and schedule outline for each effort, including engagement opportunities.

Discussion:

Discussion 1: Guiding Zoning Code Strategies

The Community Plan challenges the Town to rethink how zoning works. Instead of being a barrier or red tape (something historically used to guard against the unknown), the plan calls for zoning to become a proactive tool that reflects community values and facilitates investment in the housing and services the community needs.

It is important to note that this zoning code update is focused on land use (what types of uses are allowed), density (how much of that use is permitted), and fit (how those uses fit on a site)—not architectural design. Design Standards, which govern the mass, scale, form, orientation, and architectural design of buildings, will be updated through a separate but parallel process as an outcome of the HPP. That process is anticipated to kick off at the November BOZAR meeting, and future discussions will provide opportunities for Council, BOZAR, and the community to weigh in on Design Standards specifically.

The ultimate goal of the zoning code update is to improve Crested Butte's livability, functionality, and sense of community by aligning regulations with the community's values – to zone it like we mean it. This means finding ways to incentivize private-sector investment in community-serving housing, businesses, and nonprofits, while ensuring development supports the historic character and small-town identity that makes Crested Butte, Crested Butte.

Staff, guided by the CP and HPP, drafted the following starting strategies to guide the zoning code update.

1. Simplify and Streamline the Code

Consolidate overlapping zone districts where possible to reduce inconsistencies and improve clarity, while retaining key distinctions that shape Crested Butte's built form and character.

2. Protect and Celebrate Neighborhood Character

Maintain the zoning provisions that created and continue to tell the story of Crested Butte's neighborhoods, such as Floor Area Ratio (FAR), historic district protections, and references/requirements to the Design Standards, to ensure future development contributes to each area's identity.

3. Strengthen Historic Preservation Tools

Continue to prioritize preservation of both the Mining Era and the new Early Recreation Era periods of significance through historic overlay zones and the Design Standards.

4. Modernize Land Uses to Serve the Community

Update permitted and conditional use tables to better facilitate community-serving housing and spaces. Reserve conditional uses for those requiring public scrutiny, while expanding permitted uses that advance community priorities.

5. Link Zoning to Community Benefits

Embed incentives within zone districts by allowing flexibility in different ways across town in exchange for community-serving housing, businesses, and public benefits. This includes using density differently in different areas where people and businesses can be closer to utilities, services, and transit. The CP identified:

- **Residential Neighborhoods (R Districts):** Support thoughtful infill by creating new incentives for accessory dwelling units (ADUs), allowing subdivision of deed-restricted micro-lots, and opening pathways for a wider diversity of housing types. In addition, evaluate the definition of home occupations to encourage more creative home-based businesses that complement neighborhood livability.
- **High-Density Residential and Tourist (R4 / T):** Preserve existing multi-family housing and encourage compatible new density with incentives.
- **Commercial (C / Belleview):** Incentivize community-serving spaces and businesses that meet everyday needs through flexibility on height, setbacks, and residential limits.
- **Business (B2 / Sixth Street):** Revise the Planned Unit Development (PUD) process to ensure clearer definitions and requirements for community benefits.
- **Mobile Home (M):** Explore allowing modular or stick-built units in exchange for a permanent deed restriction.
- **Town-Wide:** Right-size parking requirements to put people before cars, while ensuring adequate space for snow storage and other functional needs.

The current focus of these strategies is 1-4, above. The zoning incentives will be further vetted by EPS who will market test these incentives, along with the Town's Resident Occupied Affordable Housing (ROAH) regulations, to identify how to best structure these incentives and what the Town could meaningfully require in exchange for them.

These strategies also seek to build on the Development Review Process improvement strategies discussed this summer with BOZAR, which are to:

- Continue to provide and encourage meaningful opportunities for public input and feedback.
- Streamline the review process for projects that clearly meet the rules, have lower public impact, or advance community goals outlined in the HPP or CP.
- Prioritize BOZAR's time on projects with the greatest community impact, while using staff resources efficiently to keep the process responsive and effective.

Discussion Questions:

- Where do Council and BOZAR see strong alignment around these strategies?
- Are there important pieces that might be missing from this list?
- As we dig deeper into the details, are there any strategies that raise concerns or reservations?

- What general questions do BOZAR or Council have about the zoning code update?

Discussion 2: Defining Community Spaces

The zoning code update aims to incentivize more community spaces, but we need to define what those spaces are. What actually goes into them? The CP offers a starting definition of “*locally-serving places that meet everyday needs and foster community connection and partnerships.*” This is a good first step, but conversations to-date have shown just how broad those “everyday needs” can be, from childcare, plumbers, and electricians to arts and culture, general stores, and more.

We are now beginning to define a starting and guiding definition to determine where the Town should prioritize its efforts for the 5-year community spaces strategy. The Compass Navigation Committee discussed the definition and prioritization at its September 24 meeting, and some key takeaways are summarized below. Today’s conversation is a chance for Council and BOZAR to react, refine, and help shape how we define and prioritize community spaces moving forward. This conversation is also an important step in guiding further analysis, including an upcoming SWOT (strengths, weaknesses, opportunities, and threats) assessment of the commercial market that will help identify strengths to build on, gaps to address, and opportunities for the Town to play a meaningful role.

There are two key elements of this starting definition and discussions to date that need clearer distinction:

- **Functionality:** Essential businesses and services that allow the community to function (for example, childcare and healthcare).
- **Community vitality:** Shared spaces that foster connectivity, collaboration, and culture (for example, arts venues and gathering spaces).

A central question is whether the 5-year community spaces strategy should focus more on functionality, while recognizing that vitality will also be addressed through the zoning code update, PROST plan, and upcoming opportunities such as the re-envisioning of town facilities in the capital plan.

Takeaways from the Compass Navigation Committee ([a recording of the meeting can be viewed here](#))

- **Evolving needs and community creativity:** Needs shift as time passes and across populations such as youth, seniors, workers, and families, which makes it difficult to pin down priorities. The Town’s role is not to solve everything, but to use its tools and levers to support others. Many strong services already exist, though awareness can be limited (the availability of affordable gear rentals at Western was one example).
- **Defining and prioritizing incentives:** A prioritization framework is needed to consistently and equitably evaluate which community-serving spaces to support.
- **Retaining and fostering services:** Retaining essential services is as important as fostering new ones. Supporting “ladders” of market entry and incubation is critical. For example, a food cart that grows into a food truck and eventually into a restaurant.
- **Regional lens:** Some needs may never have a market here, but frequency of access matters. We should focus on services people rely on daily or weekly compared to those that can reasonably remain regional. (the recreation center pool in Gunnison was an example of an amenity that fills a regional need and does not need to be replicated in the north valley).

- **Types of spaces:** Flexibility and multi-use spaces are highly valued, including “third places” like the symbiosis of the skate park with Mikey’s Pizza and the Handlebar, and the community gathering value of the Eldo deck, the farmers, and art market. These are not just about the service itself, but about the opportunity to connect as a community.

Discussion Questions: The goal of this discussion is to refine the definition of community spaces, report out on insights from Compass Navigation, and establish a shared understanding of how much to take on now. This will also help set up the SWOT analysis of our commercial market to clarify where Town intervention or support is most impactful. Some questions include:

- How should we balance functionality and vitality? Should we focus first on community functionality in this strategy, recognizing vitality is more nebulous and will be interwoven through the code update, PROST plan, and future capital project potentials (such as redevelopment of the Fire Station)?
- What is the Town most uniquely positioned to solve, impact, or intervene? Where should we focus our efforts when it comes to community spaces?
- How would you begin to refine the starting definition of community spaces? What are the “must-haves” compared to the “nice-to-haves”?
- Knowing this is the start of a journey, how do we define success, not as perfection but as meaningful progress? How much are comfortable biting off at this stage?

Discussion 3: Defining Community Housing

Unlike community spaces, housing is an area where the Town has an established track record and ongoing learning continues. The 5-Year Community Housing Strategy will evaluate the Town’s current housing portfolio, assess gaps and community needs considering ongoing development projects such as Mineral Point, Paradise Park, Homestead, and Whetstone, and help identify where to best focus efforts moving forward. This is an opportunity to take a step back, reflect on accomplishments and lessons learned, and guide a more targeted strategy, especially given current constraints on housing funding. The strategy also seeks to move beyond traditional definitions and metrics of affordable housing, such as AMIs and workforce requirements, to consider broader community housing needs, understanding there is a spectrum of needs that comprise a complete community.

Discussion Questions: More detailed discussion will come after the program and portfolio assessment, but are there any initial thoughts or feedback on the housing strategy approach at this time?

ATTACHMENTS:

1. Proposed Process/Schedule for Community Plan Implementation
2. Final Adopted [Community Plan](#) for reference to proposed changes

Community Plan Implementation Proposed Process:

1) Zoning Code Update

Phase 1 (July–September): Code Structure & Development Review Process

- Internal staff and attorney working group to review structure, address inconsistencies, integrate CP content, and draft code
- Monthly BOZAR work sessions to assess development review procedures and identify process improvements (e.g., administrative review, review authority)
- *By end of Phase 1: Draft guiding strategies, Initial redline draft of the code, including proposed processes, and identified focus areas for feedback.*

Phase 2 (October–January): Community Engagement & Technical/Market Analysis

- Final Compass Navigation committee meeting to mark the transition from planning to implementation
- **CURRENT: BOZAR/Council joint work session to discuss overarching code strategies.**
- Targeted community webinars with property owners by zone district, with a follow up survey through the end of the year:
 - October 29 at 4pm: Mobile Home Districts (M)
 - October 30 at 12 pm: Higher Density Residential Districts (R4 and T)
 - November 6 at 12 pm: Mixed Use District (B3, B4, R3C)
 - November 7 at 10 am: Business 1 District (B1- Elk Avenue)
 - November 11 at 4 pm: Business 2 District (B2- Sixth Street)
 - November 12 at 4 pm: Commercial District (C- Bellevue)
 - November 20 at 12 pm: Residential Districts (R1s and R2s)
- Consultant-supported technical and market analysis to refine key zoning recommendations (e.g., Bellevue Avenue and ADU incentives, ROAH review, subdivision/micro-lot opportunities, payment-in-lieu of parking, and deed restrictions/covenants). *This will be the same consultant as the 5-year strategies to ensure tie into those processes.*
- Design Standards update will also begin during this time. Survey work through the summer/fall of the new Early Recreation Era period of significance (1961-1984) will help to inform these updates.
- *By end of Phase 2: Property owners and the community will have had an opportunity to learn about the proposed changes and provide feedback. A refined redline incorporating feedback and technical/market analysis will be complete.*

Phase 3 (February–May): Code Refinement & Adoption

- Continued refinement with BOZAR and Council, including another joint work session or retreat

- Final redline prepared and recommended for adoption by BOZAR and adopted by Council
- Additional property owner engagement and outreach on final draft (TBD)
- 5-Year Housing and Community Spaces Strategies will be in development and near completion
- Design Standards update will be underway
- *By the end of Phase 3: A new zoning code will be adopted, and the Community Development Department will be prepared for implementation.*

2) **5-Year Community Spaces Strategy:** This starting strategy will define and begin to explore facilitating the CP's goal to preserve and grow community-serving spaces.

Proposed Process and Scope:

Phase 1 (August–December): Definition & Market Analysis

- Review and summarize the evolution of Crested Butte's economic landscape
- Define and categorize "community spaces" in more detail
- Analyze existing commercial and nonprofit services and identify service gaps and risks of displacement or transition in key sectors
- Conduct stakeholder interviews to better understand current landscape and future risks/threats (e.g., childcare, health, retail, trades, nonprofits)
- *Market analysis will primarily be conducted with a staff and consultant team, with targeted stakeholder interviews, with a Town Council work session to discuss defining community spaces.*

Phase 2 (January - May): Strategy Development

- Prioritize key challenges to focus on over the next five years
- Establish clear success measures tied to the community spaces to track progress
- Identify 5-year priority actions (where should the Town focus and prioritize its resources/investment for the next 5-years?), such as programs, partnerships, projects, etc.
- *Strategy development will include Town Council work sessions for active guidance and prioritization.*

3) **5-Year Housing Strategy:** This tactical strategy will advance the CP's housing goal to expand, diversify, and distribute community-serving housing.

Proposed Process and Scope:

Phase 1 (August–December): Program Review & Analysis

- Review and summarize the evolution and performance of Crested Butte's existing housing program

- Refine the CP’s definition of “community-serving housing”, including analyzing against national and industry standards (typically tied to funding requirements)
- Evaluate findings of the Housing Needs Assessment and demographic trends and assess how existing inventory and upcoming projects align with the identified needs, as well as the CP vision
- Review and assess past and current projects, funding sources, and partnerships for lessons learned and opportunities moving forward
- Identify existing and projected gaps (such as unit types, income categories, etc.)
- *Program review and analysis will primarily be conducted with a staff and consultant team, with targeted stakeholder interviews.*

Phase 2 (January–May): Strategy Development

- Prioritize key challenges to focus on over the next five years
- Establish clear success measures tied to the housing to track progress
- Identify 5-year priority actions (where should the Town focus and prioritize its resources/investment for the next 5-years?), such as programs, partnerships, funding approaches, future projects to prepare for, etc.
- Set the stage for a future Regional Housing Action Plan
- *Strategy development will include Town Council work sessions for active guidance and prioritization.*

MINUTES
Town of Crested Butte
Regular Town Council Meeting
Monday, September 15, 2025

Mayor Billick called the meeting to order at 7:20PM.

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

Staff Present: Town Attorney Karl Hanlon, Town Manager Dara MacDonald, Interim Finance Director Rob Sweeney, and Public Works Director Shea Earley

Town Clerk Lynelle Stanford, Community Development Director Mel Yemma, PROST Director Janna Hansen, Deputy Clerk/Licensing Clerk Eric Treadwell, Planner I Kaitlyn Archambault, Sustainability Coordinator Dannah Leeman (via Zoom), Housing Director Erin Ganser (via Zoom), and Building Official Astrid Matison (via Zoom) (for part of the meeting)

APPROVAL OF AGENDA

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

CONSENT AGENDA

1) September 2, 2025 Regular Town Council Meeting Minutes.

Staff Contact: Town Clerk Lynelle Stanford

2) Appointment of Election Commission.

Staff Contact: Town Clerk Lynelle Stanford

3) Resolution No. 22, Series 2025 - A Resolution of the Crested Butte Town Council Authorizing the Grant of a Revocable License to 218 Elk Ave LLC, A Delaware Limited Liability Company to Encroach Into the Right-Of-Way Adjacent to the Combined 218 Tract (F/K/A Lots 7, 8 and 9A), Block 28 and the Right Of Way Known As The Sidewalk to the South of Elk Avenue, Town Of Crested Butte.

Staff Contact: Town Planner III Jessie Earley

4) Resolution No. 23, Series 2025 - A Resolution of the Crested Butte Town Council, Approving the New National Opioids Settlement with Eight Opioids Manufacturers: Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, And Zydus.

Staff Contact: Town Manager Dara MacDonald

5) Resolution No. 24, Series 2025 - A Resolution of the Town Council of the Town of Crested Butte, Colorado Acting as the Local Liquor Licensing Authority Finding Crested Butte Grocery LLC DBA Clark's Market Violated the Town of Crested Butte's Local Liquor Licensing Regulations.

Staff Contact: Town Attorney Karl Hanlon

6) Resolution No. 25, Series 2025 - A Resolution of the Town Council of the Town of Crested Butte, Colorado in Support of the Environmental Protection Agency's 2009 Endangerment Finding that Greenhouse Gases Endanger Public Health and Welfare.

Staff Contact: Sustainability Coordinator Dannah Leeman

7) Resolution No. 26, Series 2025 - A Resolution of the Crested Butte Town Council Authorizing the Grant of a Revocable License to 129 Elk Ave LLC, a Delaware Limited Liability Company to Encroach Into the Right-Of-Way Adjacent to 129 Elk Avenue, Tract A, Forest Queen Townhome Tracts, According to the Plat Thereof Recorded June 3, 2002 Under Reception NO. 520835, and the Declaration Pertaining Thereto Recorded June 3, 2002 Under Reception NO. 520836 and the Right of Way Known Second Street, Town of Crested Butte.

Staff Contact: Town Planner I Kaitlyn Archambault

8) Amendment to Waste Management Agreement.

Staff Contact: Public Works Director Shea Earley

9) Notice of Final Payment to A&M Renovations, LLC for the Crested Butte Town Hall Exterior Rehabilitation Project.

Staff Contact: Public Works Director Shea Earley and Community Development Director Mel Yemma

10) Trail Easement with Crested Butte Fire Protection District (CBFPD).

Staff Contact: Parks, Recreation, Open Space and Trails Director Janna Hansen

Item number ten from the Consent Agenda was removed and would be added to a future agenda per the request of the Crested Butte Fire Protection District.

Magner removed item number three from the Consent Agenda, which was moved to New Business.

Magner moved and Prochaska seconded a motion to approve the amended Consent Agenda. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

PUBLIC COMMENT

Billick acknowledged public feedback received via email from Heather Seekatz, Bill Coburn, Cole Stanford, Murray Wais, Johnna and Bob Bernholtz, and David Schneider.

Graham Elliot and Hedda Peterson, Executive Director of Crested Butte Nordic, who reported to live at 1103 Van Tuyl Circle in Gunnison, commented.

STAFF UPDATES

MacDonald gave updates. Ganser answered questions.

LEGAL MATTERS

None

PROCLAMATION

1) Suicide Prevention Awareness Month – September 2025.

Billick read the proclamation declaring September Suicide Prevention Awareness Month.

Goldstone moved and Fenerty seconded a motion to adopt the proclamation dedicating September as Suicide Prevention Awareness Month. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

2) Proclamation Celebrating the Life of Don Cook.

Billick read the proclamation celebrating the life of Don Cook.

O’Neal moved and Prochaska seconded a motion to adopt the proclamation celebrating the life of Don Cook. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

PRESENTATION

1) Red Lady Roundabout Preliminary Design.

Staff Contact: Public Works Director Shea Earley and Community Development Director Mel Yemma

Yemma, Earley, and Adam Gomez, of Kimley-Horn, presented. Council asked questions and discussed.

PUBLIC HEARING

1) (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 confirmed that adequate public notice had been given.

Yemma presented and answered questions. Matison and Joe Wonnacott with the Crested Butte Fire Protection District answered questions.

Billick opened the public hearing. No comments were received. Billick closed the public hearing.

Goldstone moved and Cowherd seconded a motion to adopt Ordinance No. 9, Series 2025 with staff recommendations. A roll call vote was taken with Prochaska, Fenerty, Goldstone, Cowherd, and Billick voting, “Yes,” and Magner and O’Neal voting, “No.” **Motion passed (5-2).**

NEW BUSINESS

1) Resolution No. 22, Series 2025 - A Resolution of the Crested Butte Town Council Authorizing the Grant of a Revocable License to 218 Elk Ave LLC, A Delaware Limited Liability Company to Encroach Into the Right-Of-Way Adjacent to the Combined 218 Tract (F/K/A Lots 7, 8 and 9A), Block 28 and the Right Of Way Known As The Sidewalk to the South of Elk Avenue, Town Of Crested Butte.
Staff Contact: Town Planner III Jessie Earley

Resolution No. 22, Series 2025 was formerly item number three from Consent Agenda.

Magner voiced reasons for removing the item from Consent Agenda. The Council discussed and asked questions.

Magner moved and O’Neal seconded a motion to approve Resolution No. 22, Series 2025. A roll call vote was taken with Prochaska, Cowherd, O’Neal, and Billick voting, “Yes,” and Fenerty, Magner, and Goldstone voting, “No.” **Motion passed (4-3).**

COUNCIL REPORTS AND COMMITTEE UPDATES

Prochaska updated.

OTHER BUSINESS TO COME BEFORE THE COUNCIL

Fenerty voiced concerns regarding an encounter with a Mt. Crested Butte police officer; Magner suggested a Council retreat after the election; and Cowherd suggested parking enforcement be suspended early.

DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE

- 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 - 5:00PM Work Session - 7:00PM Regular Council
- Monday, October 21, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, November 3, 2025 - 6:00PM Work Session - 7:00PM Regular Council

EXECUTIVE SESSION

Billick read the reasons for Executive Session: for the purpose of a conference with the Town Attorney pursuant to C.R.S. § 24-6-402(4)(b) regarding Federal grant requirements; and for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) regarding the Mt. Crested Butte Water and Sanitation District.

Prochaska moved and Fenerty seconded a motion to go into Executive Session. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

The entire Council, except Goldstone, Town Attorney Karl Hanlon, Town Manager Dara MacDonald, Interim Finance Director Rob Sweeney, and Public Works Director Shea Earley were present for Executive Session. Community Development Director Mel Yemma was present for the first Executive Session.

The Council went into Executive Session at 9:27PM. The Executive Session concluded at 10:08PM. Mayor Billick made the required announcement upon returning to open meeting.

ADJOURNMENT

Mayor Billick adjourned the meeting at 10:09PM.

Ian Billick, Mayor

Eric Treadwell, Deputy Clerk/Licensing Clerk (SEAL)



Staff Report

To: Mayor and Town Council

Prepared By: Shea Earley, Public Works Director

Thru: Dara MacDonald, Town Manager

Subject: Snow and Ice Control Operations Plan 2025 - 2026

Summary:

At the beginning of each snow season the Public Works Director presents the Snow Management Guidelines to the Town Council for approval. The purpose of this plan is to outline municipal responsibilities and procedures for controlling snow and ice accumulation on the streets and sidewalks of Town. Appropriate snow and ice control is necessary to maintain emergency service access and routine travel.

Discussion:

Some of the highlights of the 2025 - 2026 Snow Management Guidelines are listed below:

1. Snow plowing will commence at 3 inches of accumulation, and snow blowing of sidewalks will commence at 1 inch of accumulation as defined by the Snow Removal Map.
2. Every effort will be made to keep the bus route and emergency routes clear of snow and ice accumulation.
3. The snow management permit allows Town Staff to track and regulate private contractors hauling, dumping, and transporting snow on public rights of way.
4. Snow Storage at the Gravel Pit –Staff purchased a used dozer during the 24-25 snow season, as part of the 2025 budget. Staff intends to continue the use of this machinery to optimize storage at the Gravel Pit
5. Snow Removal Assistance Program
 - a. The Snow Removal Assistance Program was implemented in 2024 to aid seniors in the removal of snow from their driveway entrances. The implementation of this program eased burden on Town Staff by effectively limiting unnecessary snow removal operations. Last snow season, Staff served 30 households registered through the assistance program. The eligibility criteria for the program are as follows:
 - i. Individuals who live in a private, single family, residential property; and
 - ii. Individuals that have a certified medical need or disability (valid mobility handicapped parking permit, written verification of disability provided by Social

Security Administration, or medical certification from a medical professional), or other justifiable rationale for receiving the public benefit conferred through this program.

Recommendation:

Staff recommends approval of the Town of Crested Butte 2025 – 2026 Snow and Ice Control Operations Plan.

Proposed Motion:

I move to approve the Town of Crested Butte 2025 – 2026 Snow and Ice Control Operations Plan as part of the consent agenda.

Attachments:

Snow Removal Map 2025-2026

Snow and Ice Control Plan 2025-2026



Staff Report

October 6, 2025

To: Mayor and Town Council

Prepared By: Shea Earley, Public Works Director

Thru: Dara MacDonald, Town Manager

Subject: **Resolution No 27, Series 2025, A Resolution of the Crested Butte Town Council approving an Intergovernmental Agreement with Gunnison County, Colorado Allocating Funds for the Safe Streets and Roads for All Grant**

Summary:

Gunnison County (County) was awarded a Safe Streets and Roads for All (SS4A) grant for funding the engineering and construction of the proposed improvements along the SH135 corridor, which includes the Red Lady and SH135 intersection improvements. The proposed intergovernmental agreement (IGA) between the Town of Crested Butte (Town) and the County documents the delineation of funding and expenditures associated with the SS4A Grant.

Previous Council Action:

March 4, 2024: Adoption of the Transportation Mobility Plan (TMP), which recommended a roundabout at the Red Lady and Sixth Street intersection

June 17, 2024: Approval of an intergovernmental agreement (IGA) with the Gunnison Watershed School District to collaborate on and share the cost of design.

March 3, 2025: Adoption of the Highway 135 Safe Streets for All Action Plan, which reinforced the roundabout recommendation.

June 16, 2025: Approval of a contract with Kimley Horn for roundabout design services.

July 21, 2025: Work session on roundabout design concepts

September 15, 2025: Introduction of 30% design concept.

Financial Impact:

The Table below summarizes the allocation of grant funds, the assumed total project costs, and the non-federal match contributions.

	SS4A Federal Funds	SS4A Non-Federal Match	Total Project Costs
SH 135 and Red Lady Avenue	\$ 2,224,800.00	\$ 556,200.00	\$ 2,781,000.00

Minor Rd Stop Control to Roundabout	\$ 2,224,800.00	\$ 556,200.00	\$ 2,781,000.00
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The cost of design is not covered by the SS4A grant. The design expense is being shared by the Town and the School District. The Town and School District intend to share in the required match for construction. We will look to execute an updated funding agreement with the school district closer to final design when expected constructed costs are more refined.

Legal Review:

The Town Attorney has reviewed the documents associated with the IGA.

Recommendation:

Staff recommends approval of Resolution No 27, Series 2025

Proposed Motion:

A Council member should make a “motion to approve Resolution No 27, Series 2025 as part of the consent agenda” followed by a second and roll call vote.

Attachments:

Resolution No 27, Series 2025

Intergovernmental Agreement with Gunnison County



Staff Report

October 6, 2025

To: Mayor and Town Council

Prepared By: Erin Ganser, Housing Director

Thru: Dara MacDonald, Town Manager

Subject: Resolution 28, Series 2025: A Resolution Supporting the Grant Application for a Grant from the Department of Local Affairs' Accessory Dwelling Unit Grant Program and the completion of the Crested Butte Pre-Approved ADU Planning Project.

Summary: Town is pursuing funding to offset the costs to develop pre-approved Accessory Dwelling Unit (ADU) plans, thereby providing a more cost-effective entitlement process.

Previous Council Action: The Town's original ADU policy was adopted in 1990 and amended in 2023.

Background: The Town's original ADU policy was adopted in 1990, allowing construction of an ADU in exchange for a restrictive covenant that requires at least one unit on the property to be used as a long-term rental under a lease of not less than six months to an individual that does not own more than 10% of the property. Incentives were provided to property owners to encourage construction of ADUs including additional height and Town paying a portion of water and sewer tap fees. Over time, fewer ADUs are being built as rents do not offset construction costs and many who can afford to build prefer not to have a tenant on-site. The policy was amended in 2023, to fund the full cost of water/sewer taps and capped the size of a heated and plumbed accessory structures to 250 SF. If an owner wants a larger, heated and plumbed garage, they must provide a deed restricted ADU above the garage space. Additionally, the restrictive covenant on new ADUs continues the minimum lease term and requires that the tenant work 1,200 hours per year or 100 hours per month for a local business. Staff continue to seek opportunities to incentivize creation of privately funded affordable housing units.

Discussion: 94 ADUs make up an important part of the Town's affordable housing portfolio, comprising almost 30% of the deed restricted units in Town. Staff seek to incentivize construction by lessening the financial burden of developing an ADU through the availability of pre-approved plans.

Climate Impact: Infill opportunities, such as through building ADUs, help to co-locate the workforce with jobs, near transit, and daily commercial and service needs, reducing reliance on private vehicles. Additionally, infill results in more efficient use of infrastructure.

Financial Impact: The grant requires a 25% match from Town, estimated at \$15,000-\$20,000. The match was included in the first draft budget for 2026. On the private sector side, pre-approved plans will offer cost savings in the development of an ADU.

Legal Review: NA

Recommendation: Staff recommend that a Council member make a “motion to approve Resolution 28, Series 2025: A Resolution Supporting the Grant Application for a Grant from the Department of Local Affairs’ Accessory Dwelling Unit Grant Program and the completion of the Crested Butte Pre-Approved ADU Planning Project” followed by a second and roll call vote.

Proposed Motion:

A Council member make a “motion to approve Resolution 28, Series 2025: A Resolution Supporting the Grant Application for a Grant from the Department of Local Affairs’ Accessory Dwelling Unit Grant Program and the completion of the Crested Butte Pre-Approved ADU Planning Project” followed by a second and roll call vote.

Attachment: Resolution 28, Series 2025



Staff Report

October 6th, 2025

To: Mayor and Town Council

Prepared By: RaeMarie Barry, Property Manager

Subject: First Reading of Ordinance 11, Series 2025 - An ordinance of the Crested Butte Town Council approving the lease of a portion of the property at 409 Second Street to Six Points Evaluation and Training, LLC.

Date: September 18th, 2025

Summary: Six Points Evaluation and Training, LLC (Six Points) is a special district that provides serving people with intellectual disabilities and people with traumatic brain injuries in Gunnison and Hinsdale counties and they want to lease 409 Second Street, commonly known as Old Rock Jail for retail and boutique purposes.

Discussion: The potential tenant has agreed to pay the amount of \$1,080 for the first year, at a rate of \$3 a square foot and a 1% annual rental increase for the remaining lease term of 4 years. This price is below market value of \$4 and the target price decided by the Council. A 5-year lease with no automatic renewal.

Climate Impact: None

Financial Impact: No significant impact.

Legal Review: The Town Attorney has reviewed and approved of the lease.

Recommendation: Staff recommends that Council set Ordinance No. 11, Series 2025 for public hearing on October 20th, 2025.

Proposed Motion: A Council member may make a motion, “to set Ordinance No. 11, Series 2025 for public hearing on October 20th, 2025” as part of the Consent Agenda.

Attachments:

Ordinance No 11, Series 2025
Business Lease Agreement



Staff Report

October 6th 2025

To: Mayor and Town Council

Prepared By: Joey Carpenter-Recreation, Open Space & Trails Supervisor

Thru: Janna Hansen-Parks, Recreation, Open Space & Trails Director

Subject: Crested Butte Fire Protection District Trail Easement, Deed, & Agreement

Summary: An easement through the Crested Butte Fire Protection District (CBFPD) property to connect Town owned lands and trails along Pyramid Avenue to the historic bridge abutments on the CBFPD parcel, and to provide public access to the Slate River.

Previous Council Action: Resolution 12, Series 2024 approving an Utility Extension Agreement to Provide Sewer Service passed by Council requires the trail easement be executed prior to commencement of utility service.

Background: As part of the negotiation for utilities that resulted in the Utility Extension Agreement to Provide Sewer Service to CBFPD's new campus, Town was granted the right to extend a trail from the northern boundary of TP7, through the CBFPD parcel and to the historic bridge abutment along the Slate River.

Climate Impact: This trail will offer a way to access the new CBFPD campus and other popular trails via foot/bike without having to travel in unprotected lanes along the highway.

Financial Impact: Survey costs incurred by Town are expected to be \$4,000 funded by the Open Space portion of the Real Estate Transfer Tax (RETT), since this segment is outside of Town boundaries as required in RETT language.

Legal Review: Town attorneys have reviewed this agreement.

Recommendation: Authorize the Town Manager to enter into the Easement Deed & Agreement with the Crested Butte Fire Protection District.

Proposed Motion: "I move to authorize the Town Manager to enter into the Easement Deed & Agreement with the Crested Butte Fire Protection District."



Staff Report

October 6, 2025

To: Mayor and Town Council

Prepared By: Dara MacDonald, Town Manager

Subject: Statement from Mountain Community Elected Officials on Climate Action

Summary: As part of the MT2030 Climate Summit Oct 6-8, organizers would like to issue the attached statement post-Summit. The Crested Butte Town Council is being asked to endorse the statement.

Previous Council Action: Crested Butte Town Council members and staff have attended each MT2030 Climate Summit since the organization's inception in 2019. The network and resources are useful in efforts to advocate and meaningfully reduce emissions for mountain resort communities.

Background: Crested Butte Town Council members and staff have attended each MT2030 Climate Summit since the organization's inception in 2019. The network and resources are useful in efforts to advocate and meaningfully reduce emissions for mountain resort communities.

This year Mayor Billick will be attending along with Dara MacDonald, and Josh Staab. Mel Yemma and Dannah Leeman Gore will both attend and present at the conference. During the conference there will be an elected leaders work session on October 8th. This will be an opportunity for the elected officials in attendance at the conference to discuss and refine the attached statement.

We are seeking Council direction to empower Mayor Billick to participate in the discussions and endorse this statement as may be refined during this conference, on behalf of the Town Council.

Financial Impact: None

Proposed Motion:

A Council member should make a "motion to have Mayor Billick endorse the "Statement from Mountain Community Elected Officials on Climate Action", as may be refined during the MT2030 conference, on behalf of the Town Council" as part of the Consent Agenda.



Memorandum

To: Town Council

From: Dara MacDonald, Town Manager

Subject: Manager's Report

Date: October 6, 2025

Town Manager

- 1) Colorado Association of Ski Towns (CAST) is in the midst of selecting a lobbyist or firm to work with during the upcoming legislative session. While we do try and partner with Colorado Municipal League (CML), Colorado Counties Acting Together (CCAT) and Colorado Counties Inc (CCI) who lobby on behalf of member municipalities and counties, we have found that CAST sometimes has a unique perspective or position. Initial review of RFP responses took place on September 30th with interviews to follow. As a member of the CAST Board I am participating in reviews and selection.

Sustainability

- 1) **SAYT updates** – Due to delays from Waste Management (WM) with data delivery and communications, the Town is requesting that WM move the roll out of bins to the end of October. Residents will be billed for new bins beginning in November. Staff will work to update the community through its channels and has asked WM to prepare a public notice for the newspaper.
- 2) **Yard Waste Pickup** – Staff received community feedback regarding the additional cost of yard waste disposal this year with the SAYT trash program rollout. Staff is coordinating with Elements Mountain Compost to provide two yard waste curbside pickup events, likely the last two Thursdays in October, in response to community concerns. Yard waste pickup will be free to residents.

Public Works

- 1) Alternative Water Source - Please see attached map showing the 2DR (2-dimensional resistivity) testing that was done at Town Ranch to identify where there may be potential water. It showed 200 ft deep potential at the locations identified with a green dot.

Beginning the week of Oct. 6th, drillers will install exploratory wells. This process will take approximately 12 days. The wells being explored will be at the location of MW1 4" 200 ft deep, and MW2A 2" 200ft deep and 2 additional piezometer wells of 2" at approx. 20 feet deep. We have been working with Army Corps of Engineers through WWE Engineers, our consultants. This drilling

requires wetland mats to get the equipment out to the location and not disturb the wetlands. They will observe if there is any disturbance after the drilling and if so, will work on restoration next year.

- 2) Wildfire Ready Action Plan – Planning Team (Forest Service and water conservancy, and Mt. CB Water & San) was held on Sept 25th. The next full WRAP Stakeholder meeting will be Nov. 18th.
- 3) Whetstone Utility Extension –
 - a. Wastewater - Based on the last couple of weeks of progress and the remaining construction season, the sanitary sewer crossing at Red Lady and SH135 has been postponed to next year.
 - b. Water - The contractor is still working towards completion of the water transmission line and connection to the Town's existing system. The construction of the water meter, backflow assembly, and connection to Town is anticipated to be completed in October.
- 4) Block 80 Water Main Construction – The Town will start construction of the water main across 10th street, between Butte Ave and Teocalli Ave, the week of September 29th. Access to 10th street, between Butte and Teocalli Aves, as well as eastern side of the alley in block 79, will be restricted during construction.

Marshals

- 1) The 2025 Police Package EV Blazer upfit has been completed and the new car has been assigned to Master Deputy Sean Besecker. We think it looks pretty sharp.



- 2) Jackson Smith has completed his initial training under the guidance of our PTO training team. Congratulations to Jackson and we really appreciate what he brings to the team.
- 3) Interstate Parking summarized our summer parking enforcement season as, 1,500+ smiles and greetings shared with visitors and locals with very few negative reactions. They directed hundreds of guests by assisting them with directions to dining, restrooms, and parking. We had a two-fold increase in displayed employee permits to allow them to park in the residential zone. There were major drops in violations after the Parking Ambassador provided consistent education and enforcement. Three large events at the Center for the Arts were supported by Interstate with strong visibility.

Parks, Recreation, Open Space and Trails

- 1) **Digital Parks Tour:** Check out our new [Parks Tour!](#)

- 2) **Pavers in 400/500 Blocks of Elk:** A neighborhood outreach for the paver project in the 400 and 500 blocks of Elk will be held Monday, October 20th at 2:00pm at Rumors. Door hangers will be distributed to all properties on Elk in those blocks the week of Oct 6th.
- 3) **Winter Prep PSA:** The following PSA will go out the week of October 6th:
Winter is on the way! Please remove all personal items from sidewalks and Town rights-of-way by October 20th including bike racks, benches, tables, and chairs. Please unlock your bike from Town bike racks. Thank you! – Town of Crested Butte Parks, Rec, Open Space & Trails

Community Development

- 1) **Paradise Park Phase 3 Lottery:** The final lottery for the last three units at Paradise Park (two 2-bedroom units and one 3-bedroom unit) will be on Friday, October 3. There are 9 households in the lottery.
- 2) **Building Inspector Certification:** Josh Staab, the Town's new building inspector, achieved his Residential Building Inspector certification on September 8.
- 3) **Outreach Season:** The recently published Compass brochure outlined the shift from planning to implementation on the different Compass plans and shared upcoming opportunities to get involved. Coming up next is outreach on the zoning code update. Staff will host webinars with property owners across zone districts (late October–mid-November) to review the code update, proposed changes, discuss questions, and share ways to provide further feedback. Each webinar will be followed by a survey open through the end of the year to solicit additional feedback. [Visit the "Town Plans" webpage for details and updates.](#)
- 4) **Design Standards RFP:** The Town received 4 proposals for the Design Standards update and is in the process of reviewing/interviewing. A recommendation on which firm to contract with will be on the October 20 agenda.
- 5) **Early Recreation Era Survey:** Staff sent a letter to 320 property owners to explain process of the impending reconnaissance survey for the Early Recreation/ Ski Era (1961-1984), which was funded in part by the Certified Local Government grant. The letter explained that their building was included in the new Period of Significance (POS) based upon the year of construction, but the survey work will look at integrity, architectural significance and other attributes to help define which buildings are contributing to the new POS.

Town Clerk

- 1) Ballots will be mailed October 10, 2025 – October 17, 2025.
- 2) The next campaign finance deadline (FCPA), Anna and Ian, is October 7, 2025.
- 3) The conclusion of the parklet season is October 7, 2025.

Finance/HR/IT

- 1) The Town's website redesign project was recently featured at the Colorado Statewide Internet Portal Authority's (SIPA) [2025 User Conference](#), which brought together more than 500 attendees from government organizations across Colorado. Kat Carpenter presented the project as a GovGrant case study, highlighting how grant funds were leveraged to build a more accessible and effective municipal website through a user-centered design approach. The session generated strong interest and positive feedback from public sector peers across the state who are considering similar initiatives.



- 2) August Revenue Report

TOWN SALES TAX August 2025

Business Category	Total Amount 2025	Total Amount 2024	\$ Diff	% Diff	YTD 2025	YTD 2024	\$ Diff	% Diff
BARS/REST	275,265	256,869	18,396	7.16%	1,556,935	1,463,069	93,866	6.42%
ECOMMERCE	18,146	17,173	973	5.67%	248,118	165,469	82,649	49.95%
GROCERY	108,016	99,058	8,958	9.04%	632,698	614,207	18,491	3.01%
RETAIL	175,735	174,564	1,171	0.67%	946,131	929,666	16,466	1.77%
RETAIL:MMJ	12,568	13,478	(910)	-6.75%	80,469	88,405	(7,936)	-8.98%
LODGING	111,075	94,689	16,386	17.31%	614,439	544,856	69,583	12.77%
CONST/HRDWR/AUTO	51,859	51,359	500	0.97%	378,332	372,104	6,228	1.67%
SERVICE	22,759	23,478	(720)	-3.06%	245,047	254,285	(9,238)	-3.63%
Grand Total	775,421	730,667	44,754	6.1%	4,702,169	4,432,060	270,109	6.1%

OTHER REVENUE SOURCES

Vacation Rental Excise Tax	105,375	100,788	4,587	4.6%	622,878	598,820	24,058	4.0%
Tobacco & Nicotine Tax	21,068	19,632	1,436	7.3%	135,442	129,825	5,617	4.3%
RETT	166,943	164,100	2,843	1.7%	857,264	796,120	61,144	7.7%
Carry Out Bag Fee	685	624	61	9.8%	4,138	4,469	(331)	-7.4%

Upcoming Meetings or Events Council may choose to attend

October 8th 12:00-3:00pm, Mt. Emmons Mining Co. Site Tour, Meet at MEMC's water treatment plant parking lot (2131 Co. Rd. 12) for a brief orientation and divide into vehicles for the tour. Parking is limited. Carpools to the site and up the mountain are appreciated.

October 20th – Elk Ave 400 & 500 blocks Neighborhood meeting, 2:00 pm at Rumors

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.

2026 MX Incremental Funding Asks of Councils

Incremental Funding Asks

- Late Night Taxi = \$42,500 for each town
- Summer First Tracks = \$103,000 total program costs
- Summer Town Shuttle = \$42,000 in total possible cuts

Discussion 1 - Late Night Taxi

LNT Service Overview

The Basics

- Operated by Downtowner (FirstTracks)
- 300 days a year, 10PM – 3AM
- Service Area = Mt CB to CB South
- \$15 Mt CB / \$25 to Gunnison County
- Requires payment through the app, digital payment only

The Why

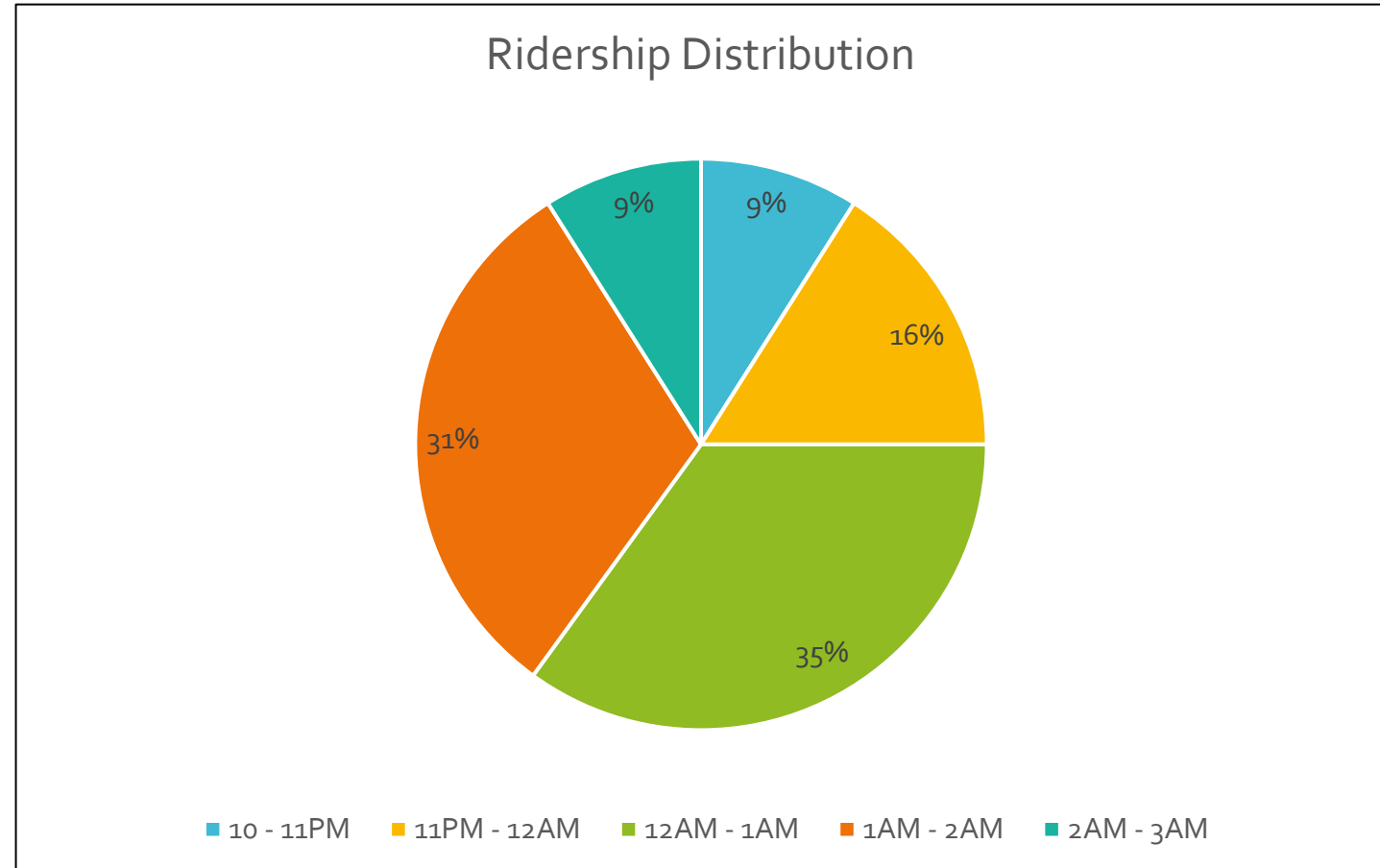
- Responsibility transferred from Bar Tenders Association to MX in 2021
- Fills a void not met by fixed routes of MX and RTA in the North Valley
- On Demand deemed to be most efficient to meet the need (MX Board Meeting, August 2024)
- Shared value = 95%+ rides start in CB / 75% of rides end in Mt CB / 25% of rides end in unincorporated Gunnison County

The Finances

<u>Entity</u>	<u>2025</u>	<u>Proposed 2026</u>
Anticipated 2025 Fare Revenue	\$63,000	\$79,000
Town of Crested Butte	\$57,200	\$44,250
Town of Mt Crested Butte	\$57,200	\$44,250
RTA	\$28,600	\$29,500
	\$206,000	\$197,000

Hourly Ridership Breakdown

Ridership data indicates cost of service could be reduced to 11PM – 2AM and costs reduced by 18%, however Downtowner indicates they don't think they can hire for a 3 hour shift without raising wages + costs



LNT Discussion Point

- Are the councils supportive of funding it?

Discussion 2 - Summer FirstTracks

2025 Summer FirstTracks Metrics

Riders

 6,098

Riders

 50% = Old Service Zone
50% = New Service Zone

Shared Rides

 18 %

Avg Rating

 4.97 *(out of 5)*

Cost / Pax

\$ 16.23

Operational Evaluation ... Summer Bus Route vs. FirstTracks

	'23 Summer Condo	'24 FirstTracks	'25 FirstTracks	'26 FirstTracks
<i>Costs</i>	\$281,045	\$315,000	\$99,000	\$103,000
<i>Riders</i>	6,491	9,295	6,098	
<i>Cost/Rider</i>	\$43.29	\$33.89	\$16.23	
<i>Weeks of Service</i>	17 weeks	17 weeks	12 weeks	12 weeks
<i># of FirstTracks Vans</i>		2	1	1
<i>Coverage</i>	70% of neighborhood by ¼ mile metric 26% of neighborhood by 500ft metric	100% of neighborhood by 500ft metric	100% of neighborhood by 500ft metric	100% of neighborhood by 500ft metric
<i>Frequency/Wait Time</i>	30 minutes	99% under 15 minutes	91% under 15 minutes	
<i>GHG emissions</i>	23,342 KgCO ₂ net emitted	1,573 KgCO ₂ net emitted	1,800 KgCO ₂ net emitted	

Hourly Ridership Breakdown

Ridership is evenly split throughout the day, with minimal gains from cutting the first or last hours of service

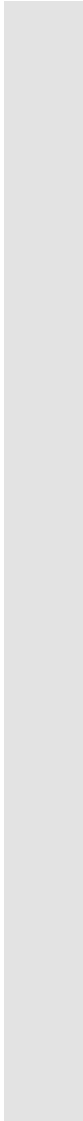
Time Period	Ridership Distribution
7AM – 8AM	1%
8AM – 9AM	3%
9AM – 10AM	4%
10AM – 11AM	4%
11AM – 12PM	6%
12PM – 1PM	7%
1PM – 2PM	6%
2PM – 3PM	10%
3PM – 4PM	8%
5PM – 6PM	9%
6PM – 7PM	8%
7PM – 8PM	7%
8PM – 9PM	7%
9PM – 10PM	7%
10PM – 11PM	6%
11PM – 1AM	2%

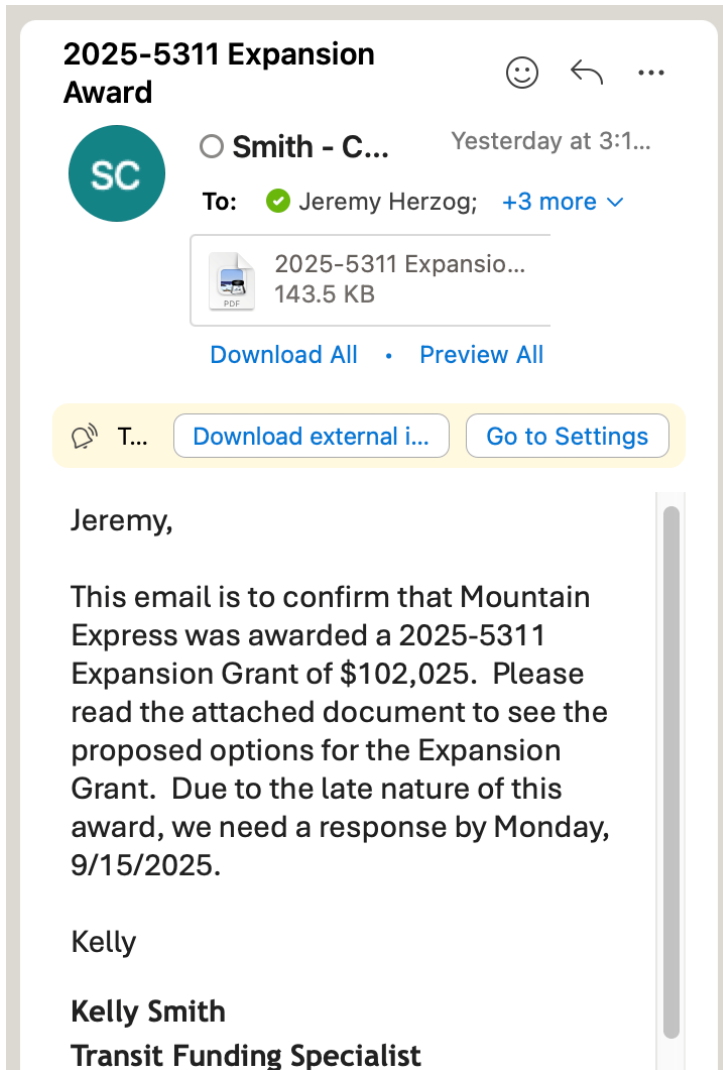
FirstTracks Discussion Point

- Is Summer FirstTracks still a desired service, that either council is willing to fund?



Discussion 3 – Anticipated \$42,000 Budget Shortfall





Good News ... MX
Wins Perpetual
Funding for Winter
FirstTracks!

Objectives of Service Cuts

- Reduce operating costs to align with expected revenue
- Maintain most efficient and effective routes that benefit patrons
- Maintain working opportunities that we can realistically staff, that retain employees. Assumptions made to the best of our ability.

Anticipated \$42,000 Budget Shortfall – Options Being Considered

Service Reduction	Estimated Net Budget Reduction	Why?	Other Considerations
Eliminate Elf Bus Program	\$3,000	Eliminate a nice to have	Is it necessary to cut such a small line item?
Eliminate Ambassador Program	\$45,000	Eliminate a nice to have	Can a more streamlined version be pursued instead of a total cut?
Eliminate Summer Express Bus Service	\$10,000	Utilized mostly for bikes	Can the RTA be leveraged to absorb capacity?
Reduce summer service from 15 weeks to 11 weeks, replacing with spring/fall timetable	\$42,000	Constrain service to most effective period, and still offer summer employment	Can the RTA be leveraged to absorb capacity?

Estimated budget reductions include direct labor costs and anticipated vehicle expenses

Service Efficiency Opportunity with RTA

- RTA also serves as a Town ↔ Mountain connection
- Combined schedule look (*morning example*)
 - MX spring/fall schedule (*40 minute frequency*)
 - RTA spring/summer/fall schedule (*30 minute*)
- Analysis (Mel) = up to 30-minute waits; nearly half of trips (26 of 56) exceed 20 minutes (all less than 40-min MTX schedule)
- In the future, combined route planning and budgeting efforts between RTA + MTX could smooth out schedules

Current Spring/Fall Schedule (Leaving the 4-way to Mt. CB)

Time	Entity	Minutes till next bus
6:19	RTA	30
6:49	RTA	30
7:19	RTA	22
7:41	MTX	13
7:54	RTA	27
8:21	MTX	3
8:24	RTA	30
8:54	RTA	7
9:01	MTX	23
9:24	RTA	17
9:41	MTX	18
9:59	RTA	22
10:21	MTX	8
10:29	RTA	30
10:59	RTA	2
11:01	MTX	28
11:29	RTA	12
11:41	MTX	18
11:59	RTA	22

Budget Shortfall Discussion Point

- Is there appetite for further incremental funding to MX to possibly prevent any of these budget cuts?

Appendix

Discussion 1 – Late Night Taxi

Late Night Taxi Performance ... 2024 VS. 2025

LNT Data (2025) - Downtowner					LNT Data (2024) - Alpine Express			
	Cost	Riders	Reliability		Month	Cost	Riders	Reliability
January	\$18,199	424	100%		January	\$19,273	408	100%
February	\$17,519	594	100%		February	\$19,273	488	100%
March	\$18,125	813	100%		March	\$19,273	467	97%
April	\$18,124	168	100%		April	\$11,564	103	60%
May	\$15,381	29	100%		May	\$11,564	60	61%
June	\$14,068	222	100%		June	\$17,345	197	90%
July	\$18,124	508	100%		July	\$18,116	315	94%
August	\$18,125	294	100%		August	\$19,273	374	100%
	\$137,665	3,052				\$135,681	2,412	

2025 service reduced to from 365 to 300 days mostly in April/May/October/November

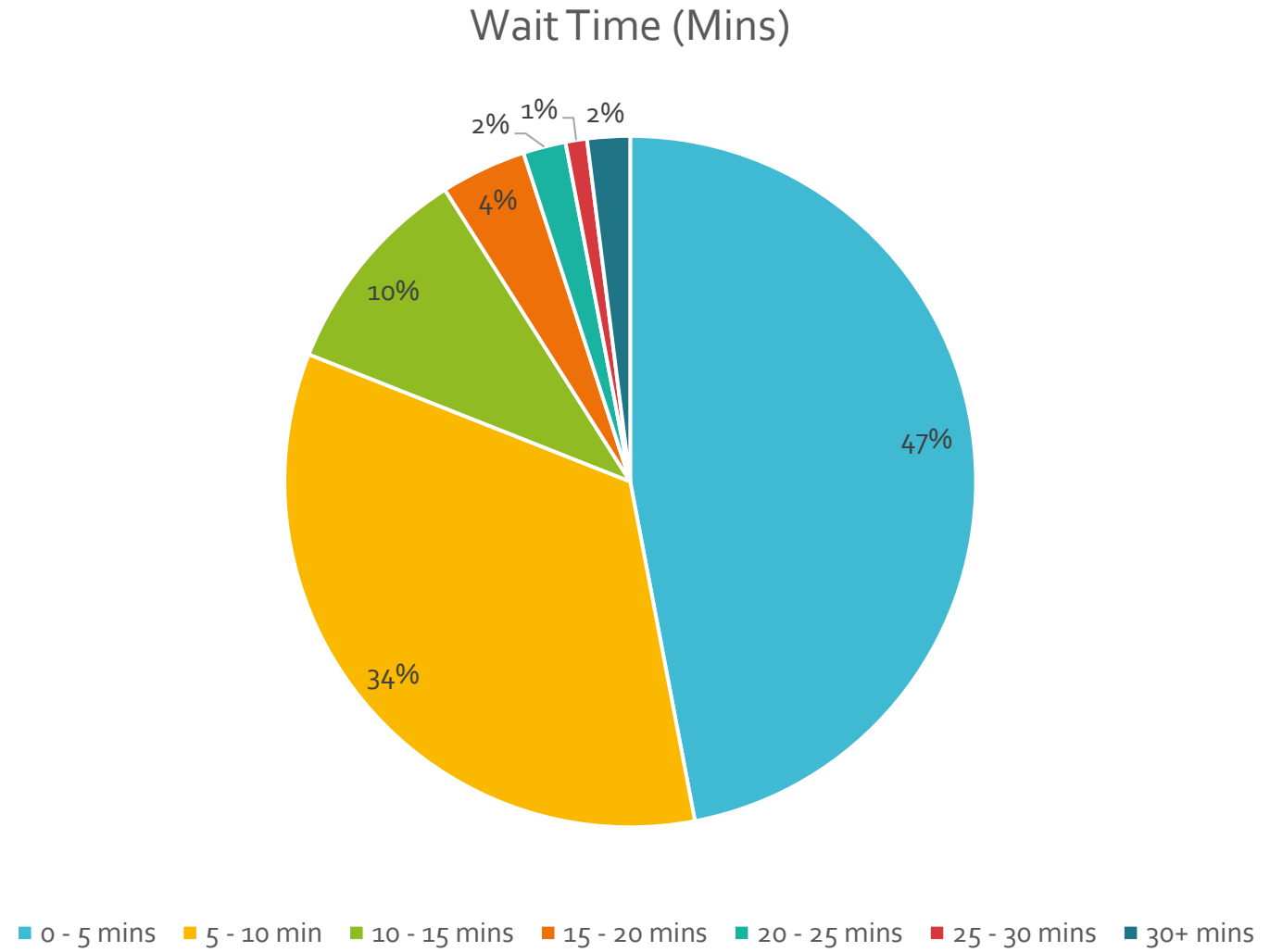
Historical Cost Escalations of LNT

Year	Riders	Days	Total Cost	Fare Revenue	Subsidy	Cost / Pax	Operator
2018	6,850	300	\$52,500	\$32,100	\$20,400	\$7.66	Alpine Express
2023	3,693	365	\$210,000	\$39,630	\$170,370	\$58.48	Alpine Express
2025	4,200	300	\$206,000	\$63,000	\$143,000	\$49.05	Downtowner

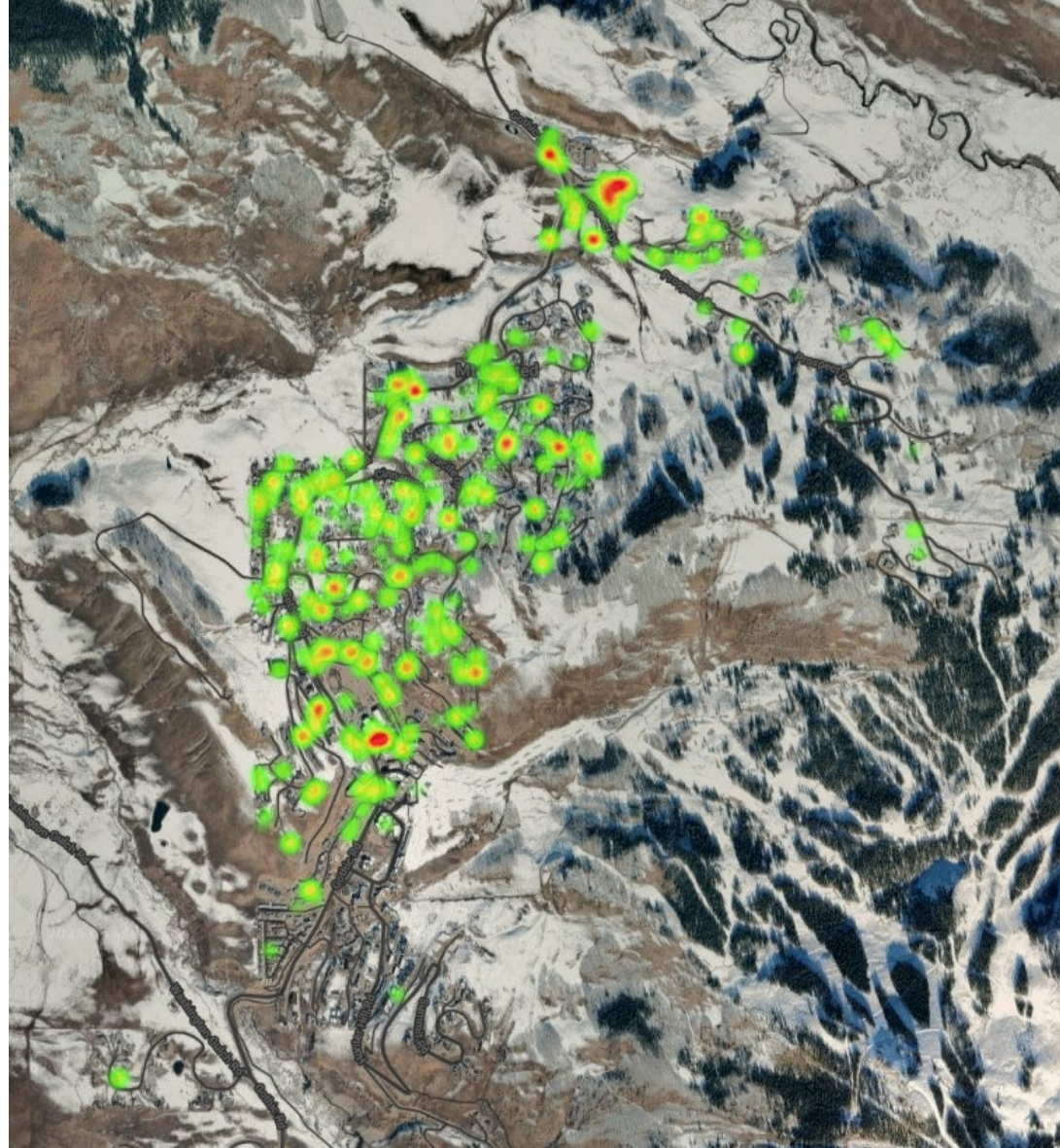
2025 ridership performance is based on current projections

Discussion 2 – Summer FirstTracks

Average Wait Time



FirstTracks Pickups



Discussion 3 – Budget Deficit and Service Levels

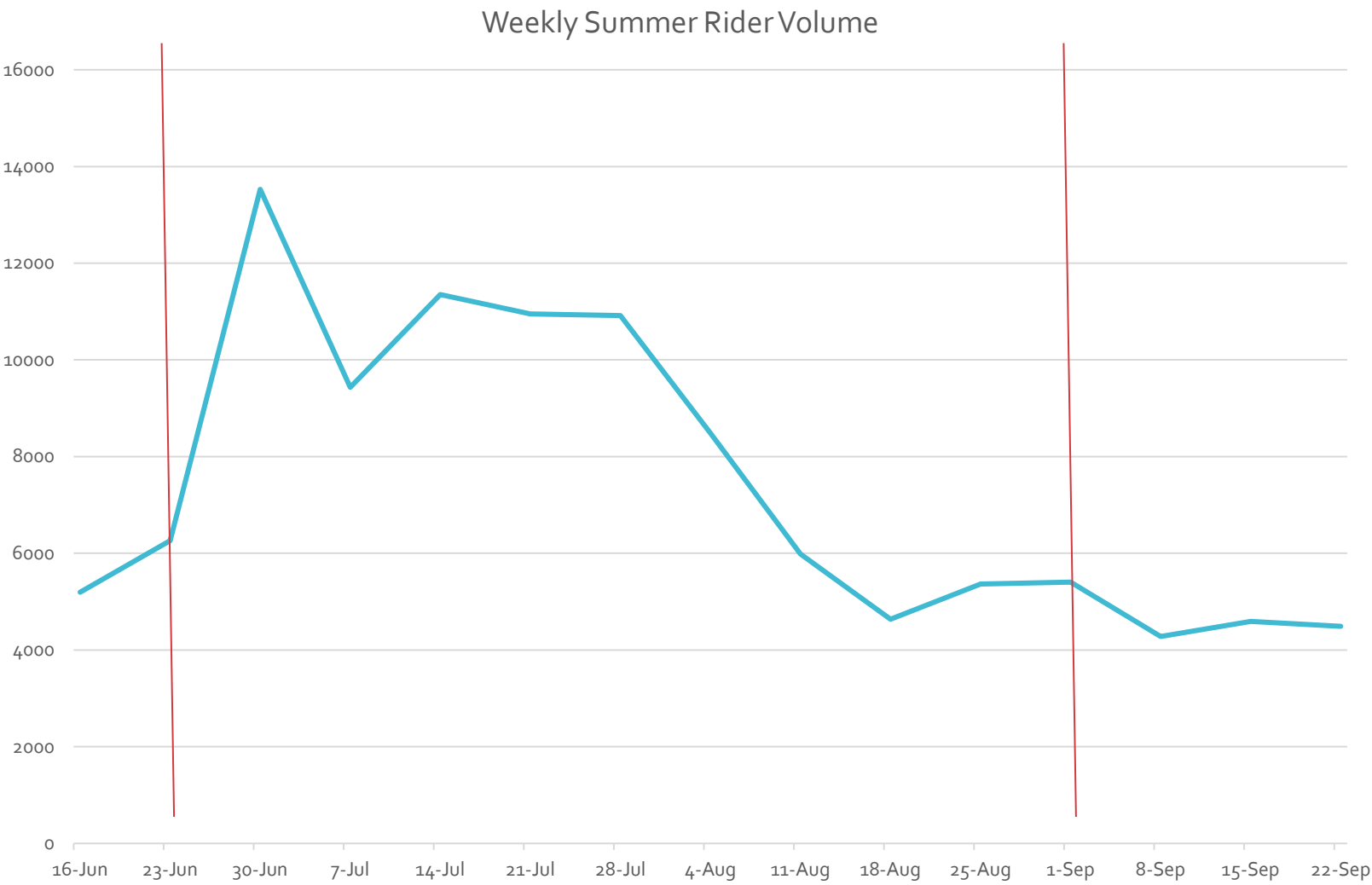
High Level 2026 Budget

Description	2025 Budget	2025 Projected Actuals	High Level 2026 Budget	Broad Assumptions
Formula 5311 Program	\$319,000	\$421,000	\$430,000	Projected funding
.95% Sales Tax, Admissions Tax	\$2,813,000	\$2,913,000	\$2,989,800	2% revenue growth over 2025
Summer First Tracks, LNT + Senior Van	\$345,000	\$345,000	\$360,000	Towns continue to fund services
Advertising, Interest	\$92,100	\$92,100	\$92,100	Interest rates remain steady
	\$3,569,100	\$3,771,100	\$3,871,900	
Directly operated services	\$2,315,600	\$ 2,385,000	\$2,527,000	5% wage increase, Healthcare impacts
FirstTracks + LNT	\$709,000.00	\$709,000.00	\$709,000.00	Ballpark estimates
Rent + utilities	\$55,500	\$55,500	\$56,650	3% increase
Running the business	\$117,890	\$125,000	\$128,000	3% increase
Vehicle, Property , Workers Comp + Unemployment	\$110,900	\$115,000	\$118,000	3% increase
Fuel and Maintenance Supplies	\$360,100	\$363,700	\$375,000	3% increase
	\$3,668,990	\$3,753,200	\$3,913,650	
	\$ 99,890	\$ (17,900)	\$ 41,750	

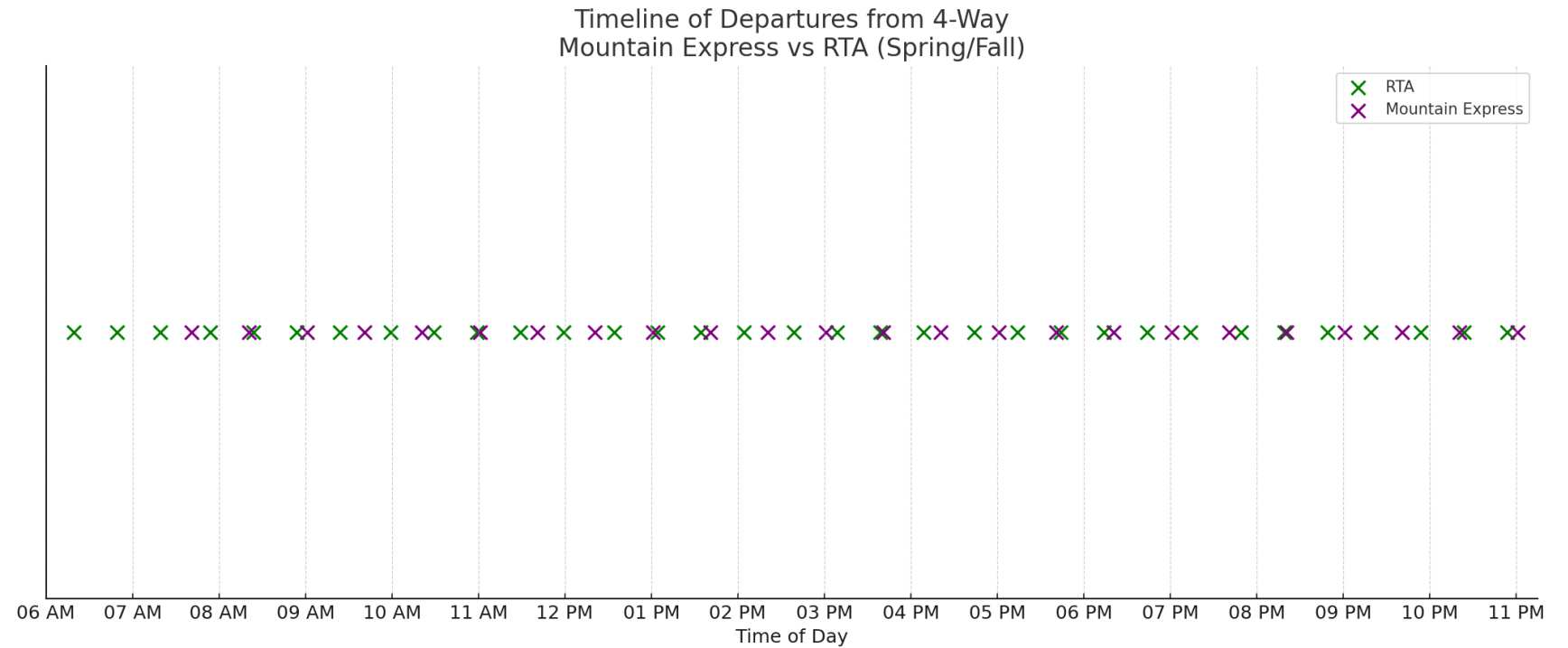
2024 Route Performance and Efficiency

Route	Cost / Pax	Riders	Frequency (Minutes)
<u>Winter</u>			
Town Shuttle	\$3.07	385,555	Every 15 minutes
Crystal/Castle	\$6.59	34,738	30
3 Seasons	\$5.41	42,288	15 / 30
FirstTracks	\$7.91	49,248	15
		518,829	
<u>Summer</u>			
Town Shuttle	\$6.81	114,620	20
FirstTracks	\$33.89	9,295	15
		123,915	
<u>Offseason</u>			
Spring Town Shuttle	\$25.44	5,292	Every 40
Fall Town Shuttle	\$13.70	9,826	40
		15,118	

11 Week Summer Riders – 2024 Data



Timeline of MX & RTA Northbound Departures from 4-Way – Spring/Fall



Customer Wait Times Northbound from 4-Way – Spring/Fall

Shortest Gaps (2–3 min)

Morning

8:21 AM → 3 min

10:59 AM → 2 min

Afternoon/Evening

1:01 PM → 3 min

3:39 PM → 2 min

5:41 PM → 3 min

8:19 PM → 3 min

10:21 PM → 3 min

Largest Gaps (25–30 min) 60

Morning

6:19 AM → 30 min

6:49 AM → 30 min

7:54 AM → 27 min

8:24 AM → 30 min

10:29 AM → 30 min

11:01 AM → 28 min

Afternoon/Evening

12:34 PM → 27 min

1:04 PM → 30 min

3:09 PM → 30 min

3:41 PM → 28 min

5:14 PM → 27 min

5:44 PM → 30 min

7:14 PM → 27 min

7:49 PM → 30 min

8:21 PM → 28 min

9:54 PM → 27 min

10:24 PM → 30 min



To: Crested Butte Town Council

From: Center for the Arts

Date: September 29, 2025

Subject: Response to Council Questions

Dear Town Council,

Thank you for the thoughtful questions you raised during the July 21 Council meeting regarding the future of the ownership structure of the Center for the Arts and our plans for Phase 2. Below we provide responses to your specific areas of interest.

1. Update on Gunnison County Reversionary Clause

As the Town Attorney pointed out earlier this year, Gunnison County holds a reversionary clause on the title for the land on which the Center was constructed, stating that the land must always be used for a public purpose. While the Town Attorney had initially suggested that Gunnison County consider relinquishing its claim to clean up the title, the County has said it does not wish to do so.

However, the County has stated that it would be comfortable designating the Center for the Arts as a public use.

2. Debt and Financing Intentions

The Center has no current intention of taking on debt. We recognize that borrowing is a significant step with long-term implications for both operations and community trust, and it is not a tool we would pursue without clear necessity and a demonstrated capacity to manage repayment responsibly. Should circumstances in the future warrant consideration of debt as, for example, a financing tool to address a time-sensitive capital opportunity or to leverage philanthropic commitments, such a decision would only be made following considerable financial analysis, demonstrated community support, and formal Board approval.

Our Finance Committee would lead the evaluation process, reviewing repayment schedules, interest obligations, and impacts on reserves to ensure that any borrowing aligns with our broader financial policies, including the operating reserve and O&M budgeting frameworks (see attached). The full Board would then deliberate and approve any such decision. We are comfortable with Town review and final approval of debt issuance under the circumstances outlined in our proposed covenants (see attached), should Council determine that appropriate. This approach ensures that debt, if ever considered, would be undertaken transparently, with multiple safeguards, and only as part of a broader, sustainable financial strategy.

3. Timing for Phase II Planning and Development

At this time, Phase II remains in the early exploratory stages. We anticipate that formal planning and fundraising discussions will begin once we achieve the milestones laid out in our strategic plan, which provides a durable framework for evaluating both feasibility and timing. These plans are critical tools: they establish long-range financial stability, outline our priorities for programming and facilities, and ensure that any expansion efforts are grounded in disciplined management rather than aspirational goals alone.

By sequencing Phase II behind the adoption of the plan, we are signaling to the community, partners, and the Town that the Center is approaching growth with prudence and foresight. This deliberate approach also allows us to align Phase II with broader community priorities and projects, integrate O&M and reserve planning from the outset, and assess potential financing and philanthropic pathways in a structured manner. We are preparing the foundation now, through strategic and financial planning, so that when we do move into active fundraising and design, Phase II will rest on a platform of credibility, feasibility, community support, and long-term sustainability.

4. Lease Term vs. Title Transfer

A longer-term lease would provide similar operational stability to what we currently have now; it would not fully satisfy the long-term needs of the Center. Access to philanthropic investment and financing typically requires deeded ownership. Without clear title to the property, our ability to secure major gifts, leverage program-related investments, or obtain favorable financing for capital projects is significantly constrained. Donors and foundations increasingly expect assurance that their contributions will permanently enhance nonprofit-owned community assets, and lenders view ownership as a prerequisite for extending credit or refinancing existing obligations.

Ownership also enables the Center to fully integrate its facilities into strategic planning, aligning capital improvements, O&M reserves, and endowment growth around a long-term horizon. Under a leasehold structure, improvements risk being treated as

temporary, limiting our ability to unlock the full philanthropic and financial potential of the property. With title in hand, the Center can confidently pursue transformative gifts, launch an endowment, and explore financing mechanisms that ensure the sustainability of the campus for generations.

In short, while a longer-term lease reduces uncertainty, deeded ownership is the key that unlocks the level of stability, investment, and community confidence necessary for the Center to thrive.

5. Financial Planning and Stability

We have included a draft 5-year financial plan to be reviewed at the October board meeting and an updated strategic plan. Together, these documents demonstrate not only our strong trajectory but also our continued commitment to financial stability and disciplined management of both the facility and the organization.

The 5-year plan incorporates our O&M policy, showing how routine maintenance is fully funded through 2030 and how we are preparing for future system replacements beyond that horizon. Importantly, after consultation with contractors, we do not anticipate any major equipment replacement needs before 2030, allowing us to focus resources on preventive maintenance.

6. Long-Term Financial Security and Reserves

We have drafted the attached Operating & Maintenance (O&M) policy and budget, which has been carefully built out for the 2026–2030 period. Based on consultation with outside contractors, we do not anticipate major equipment replacement needs before 2030, though regular maintenance is incorporated into annual budgets. Our draft operating reserve policy is designed to ensure adequate coverage of O&M costs and unforeseen contingencies, with targets aligned to nonprofit best practices and scaled to our actual facility and programmatic footprint.

To further strengthen our financial position, the Center has begun intentionally overestimating building operating costs in its annual budget. This approach ensures that resources are available if actual expenses come in higher than expected. In years when costs are lower than budgeted, the positive variance is not treated as surplus spending but is instead transferred into the operating reserve. This practice steadily grows reserves over time, creating a dedicated cushion to address future maintenance and replacement needs without placing additional strain on annual operations.

Additionally, the Front Row donor program provides a steady, predictable funding stream that supports the Center’s operations and maintenance. It generates an

estimated \$300,000 in cash annually, with an additional \$1.5 million in receivables scheduled over the next 10 years that can be drawn on when needed. Functioning much like an annuity, these funds strengthen the growing operating reserve, ensuring that routine maintenance is consistently covered and that unexpected or future replacement costs can be managed without disrupting core programming.

7. Community Support

We agree wholeheartedly that community support is essential to any decision on title transfer. Throughout 2025, our team has invested significant time and energy into listening. In addition to a recent media campaign, we have also held dozens of one-on-one and small group conversations, as well as hosted large community gatherings attended by hundreds of residents and stakeholders. Through these efforts, we have heard broad enthusiasm for the Center's role in the community and little significant concern about the prospect of a title transfer. The concerns that have been raised have largely focused not on the Center itself, but on the structure of the current agreement and the uncertainty that can come with the dynamic nature of local governments and shifting priorities.

We take these perspectives seriously and believe they underscore the importance of clarity and transparency. The Center is committed to continuing robust engagement with residents, patrons, and partner organizations as this conversation evolves. Our goal is to demonstrate broad, favorable community input, ensuring that any transition in ownership reflects the collective confidence of the community we serve. In doing so, we reinforce that the Center is not just a steward of a building, but a trusted partner in advancing the cultural and civic life of Crested Butte for generations to come.

Conclusion

We value our ongoing partnership with the Town and share your goal of ensuring that the Center for the Arts remains a sustainable, community-driven asset for decades to come. We also see this as an exciting opportunity to work together to secure the long-term future of the facility. By addressing concerns directly, putting safeguards in place, and building on the strong trust that already exists, we can ensure that the building is both protected and positioned to thrive as a cornerstone of Crested Butte's cultural and civic life.

We look forward to sharing our updated financial and strategic plans with you in the coming months and to continuing these important conversations in a spirit of collaboration and optimism. Together, we can safeguard this community treasure while unlocking its full potential for generations to come.

With appreciation,

Jillian Liebl and Brett Henderson
Center for the Arts

Attachments:

- Operating Reserve Policy (Draft)
- FY25 Budget vs. Projected Actuals - Oct. 31, 2024-Nov.1, 2025
- 5-Year O&M Budgeting (includes FY26 draft budget)
- 2025-2028 Strategic Plan (includes Phase II as a Future Vision Milestone)
- Public Benefits Covenant (Deed Restrictions) Summary
- Dream Big Together: Community Ownership Discussion Handout (Working Draft)



Memorandum

October 6, 2025

To: Town Council

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

Subject: 2026 Proposed Budget

Date: September 29, 2025

Summary:

This is the fourth discussion related to the drafting of the Town of Crested Butte's 2026 Budget. Staff continues to create and refine financial models related to direction provided by Council. Staff will present the Town Manager's Proposed 2026 Budget highlighting significant changes since the most recent discussion with Council.

Prior Council Action:

- November 7, 2022 – Adoption of the Community 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.
- September 2, 2025 – Work Session: Compass priority refinement; 2025 Projections; 2026 Assumptions; 5-Yr Fund Balance Review.
- September 15, 2025 – 5-Yr Capital Plan and Updated Assumptions

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 inclusive of a 5-year Capital Plan. The Proposed 2026 Budget is attached in a number of financial schedules.

Discussion:

State Statutes require a local jurisdiction to present its Proposed Budget for the upcoming fiscal year to their governing body by October 15 of each year. The Proposed 2026 Budget in the packet meets

this statutory requirement and will facilitate the formal adoption of the 2026 Budget on November 3, 2025.

The Town has been on a multi-year journey to improve its financial processes and forecasting through various means. Town staff presented a comprehensive 5-year Capital Plan to Council on September 15 highlighting staff's efforts in creating multi-year asset maintenance and replacement schedules. In addition, the 2026 budget cycle leveraged the Town's financial system for the first time. Departments prepared their line-item detail budget requests electronically, which were then thoroughly reviewed by the Finance Director and the Town Manager. The presentation of budgetary documents has changed slightly, as staff sought to leverage reporting capabilities of the financial system.

Budget Format

The Proposed 2026 Budget includes all projected revenues and expenses, both operating and capital. Staff prepared three views of the budget: 1) Town-wide view; 2) Fund view; 3) Organization (e.g., department) view.

Overall, the Town's Proposed 2026 expenditure budget is \$28.4M, a (14%) change from 2025. Significant changes from 2025 to 2026 include:

- Use of available fund balance/financing in 2025 to complete Enterprise and Affordable Housing projects not continuing into 2026
- Commencement of capital expenditures for the Marshals' Office in 2026
- Commencement of capital repair and replacement for existing assets in 2026
- Addition of an off-cycle street mill and overlay in 2026
- A 3% cost of living and 1% merit pool related to employee wages
- A 14.1% increase to total health care insurance for employees (approximately \$200K across all funds)
- \$21K in consulting to complete a compensation analysis
- 5K in consulting to facilitate a Town Council retreat
- Full-year operating revenues and expenses for workforce housing at Paradise Park
- Increase in property tax revenues due to increase in assessed valuation (General \$25K; Street/Alley \$105K)

Staff did not project any interfund transfers as we are seeking guidance from Council on the use of available fund balances to align with Council priorities. Staff will model interfund fund transfers for the October 20 work session and in the final budget for adoption on November 3.

Fund Balance Reserve

Based upon discussion from Council at the last work session, the Proposed 2020 Budget was developed using an amended Fund Balance Reserve (FBR) Policy. Staff believes a 50% factor of operations is sufficient to protect against any unforeseen economic impact. Additionally, adding a 'capital' reserve for capital-intensive Funds is prudent to ensure reserves are available to maintain and replace existing assets.

Staff utilized the amended FBR factors, as follows:

- General Fund: 50% of prior year operating expenses
- Capital Fund: 50% of the total of prior year operating and annual depreciation expenses
- Open Space Fund: 50% of prior year operating expenses

- Parks/Rec/Trail Fund: 50% of prior year operating expenses
- Street/Alley Fund: 25% of prior year operating expenses
- Aff Housing Fund: 25% of prior year operating expenses plus 50% of prior year depreciation
- Enterprise Fund: 25% of prior year operating expenses plus 50% of prior year depreciation
- Conservation Trust/Transit & Mobility: no FBR

The 5-year fund balance projection utilizing the factors above can be found in the 2026 Proposed Budget – By Fund report. Where a Fund's fund balance becomes negative (before all reserve requirements) in the near-term, a decision must be made to use interfund transfers, decrease expenses or find additional revenue (e.g., grants or revenue increases). Staff seeks Council's direction to codify the changes above during the November 3 budget adoption.

Street and Alley Fund Discussion

The Street and Alley Fund is the only Fund which is projected to have a negative fund balance at the end of 2026. The main cause of the shortfall is the addition of an off-cycle mill and overlay into 2026 to get in front of degrading infrastructure. There are two options to fund the project in 2026: use General Fund fund balance and/or increase revenue.

While the General Fund can absorb the entire 2026 budget shortfall in Street and Alley, it is not a viable long-term solution to the needs of the Town's public rights-of-way. Staff projects an 8 mill levy will generate \$1.57M in revenue at current assessed valuation rates. This amounts to approximately \$196K per mill. The current shortfall in the Street and Alley Fund is approximately \$1.3M in 2026. Staff recommends a combination of available General Fund fund balance and an increase in the streets mill levy to complete the off-cycle mill and overlay project and to build a stronger future funding stream. Staff seeks Council's direction regarding this approach for the Street and Alley Fund.

5-year Capital Plan – 2026 thru 2030

Staff updated the most recent 5-Year Capital Plan to adjust for closeout of 2025 projects, shuffle projects across fiscal years due scheduling and to add a few minor projects omitted from the initial plan. The updated 5-Year Capital Plan is included in the packet, with changes clearly identified.

The remaining budget calendar is as follows:

- October 20 Work Session: Refine Proposed 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:

Staff seeks feedback and direction from Council regarding changes to the Fund Balance Reserve Policy, amendments to the 5-Year Capital Plan, strategy to address the budgetary shortfall in the Street and Alley Fund and overall feedback regarding the 2026 Proposed Budget.

Attachments:

Updated 5-year Capital Plan by Fund – Fiscal Years 2026 thru 2030
 2026 Proposed Budget – Townwide
 2026 Proposed Budget – By Fund with 5-Yr Fund Balance Projection
 2026 Proposed Budget – Expense by Div/Department



Staff Report

October 6, 2025

To: Mayor and Town Council

Prepared By: Shea D Earley, Public Works Director

Thru: Dara MacDonald, Town Manager

Subject: **Opportunity to Convert Street Sweeper to an Electric Vehicle**

Summary:

The Town of Crested Butte (Town) owns and operates one street sweeper for the purpose of cleaning the Town's streets mainly after snow season, large special events, and/or in preparation for roadway maintenance practices. Based on the Town's vehicle replacement schedule, the existing street sweeper is scheduled for replacement in 2027. Per the Climate Action Plan, the Town has been systematically replacing combustible engine vehicles (diesel and unleaded fuel engines) with EV equivalents as the vehicle replacement schedule dictates and the EV market improves.

At this time, the Town has been offered a substantial discount on the 1.1E Ravo 5E Series Electric Street Sweeper.



The prices below reflect the comparison of a diesel engine street sweeper, full price of an EV street sweeper, and the discounted price.

Electric	\$670,021.00
Electric w additional discount	\$400,311.83
Diesel	\$339,796.81

Previous Council Action:

Approval of the Climate Action Plan in 2019 and 2025.

Background:

Over the past several years, the Town has embarked on the conversion of its diesel powered heavy-duty fleet to electric with varying levels of success. In 2025, the Town made an initial investment to install the necessary Tier 3 charging infrastructure (DC Fast Chargers) to support the conversion of the heavy-duty fleet. The Town budgeted \$600,000 for this project. Additionally, the Town was awarded a \$148,000 grant from Fleet Zero to help support the project. This project is being actively constructed and is anticipated to be complete in the winter of 2026.

In coordination with the DC fast charging project, the Town has implemented the EV conversion of the heavy-duty fleet by applying for grant funds to support the procurement/conversion of equipment that is scheduled for replacement, such as the water truck, dump trucks, and street sweeper. However, due to the competitive nature of the grant funds, the Town was not successful in receiving any of the grant proceeds that have been applied for thus far. In response to that, the Town has continued to defer the procurement of EV heavy-duty equipment until funding assistance has been secured, or replacement is necessary given the condition of the equipment.

The Town will continue to apply for available funding; however, how long that funding lasts and how much of it is available is in limbo. Regardless, based on the pricing provided above and the current grant funding that is available, the Town would likely not be able to receive a grant that would provide the same discount as what is currently being offered by the manufacturer.

Discussion:

Town Streets Staff, as well as the Town Mechanic have demoed this street sweeper and approve of it!

Climate Impact:

Based on the Town's Climate Action Plan, "In 2022, as part of the Town's 196 MTCO₂e in fleet emissions, approximately 86% of fleet emissions are from medium and heavy-duty vehicles. Between 2025-2030, the Town is considering acquiring two to three medium and heavy-duty electric vehicles for its fleet to replace existing aging equipment. The impact of converting these vehicles to electric would reduce Town transportation emissions by an additional 9-14 MTCO₂e, or about 1% of the Town's forecasted GHG emissions in 2030."

The current diesel-powered street sweeper conservatively produces approximately 3.83 metric tons of CO₂e over the course of 15 days of operation. For comparison, a passenger vehicle that drives 15,000 miles with a fuel efficiency of 25 MPG (miles per gallon) would produce 5.3 metric tons of CO₂e.

Financial Impact:

The Town anticipates a \$269,709.17 savings on the procurement of the street sweeper, based on 2025 pricing. Staff does not anticipate receiving the same level of funding assistance from any currently identified funding source.

Recommendation:

Based on the lack of available funding assistance coupled with the monetary discount provided by the manufacturer, Town staff recommends approval of purchasing the EV street sweeper with the total price of \$400,311.83

Proposed Motion:

A Council member should make a "motion to approve the procurement of the EV Street Sweeper within the 2025 budget season" followed by a second and roll call vote.



Staff Report

October 6, 2025

To: Mayor and Town Council

Prepared By: Dannah Leeman Gore, Sustainability Coordinator

Subject: Discussion and Possible Direction on Leveraging Sanitation Revenues for Compost and Town Cleanup

Summary:

This report provides Council with options to reduce residential compost program costs and offset Town Cleanup costs. Staff seeks direction on whether surplus sanitation revenues should be allocated to support compost subsidies, offset Town Cleanup costs, or whether Council has interest in adjusting the fee schedule for 2026.

Background:

The Towns of Crested Butte and Mt. Crested Butte partnered with Elements Mountain Compost (EMC), a Salida-based company, in June 2024 to launch a pilot residential drop-off compost program. The initiative supports the Town's 2030 Climate Action Plan, which calls for increasing landfill diversion through new waste reduction programs. Members currently pay \$17/month for access to the drop-off site at the Chamber of Commerce building. The program is open to all residents from Crested Butte South to Mt. Crested Butte and has 61 active members, up from 51 earlier in 2025. EMC also serves three commercial customers locally. Membership has historically remained around 50 households.

Both municipalities subsidize the program at a combined maximum of \$42,000 per year, split equally (\$21,000 each). As households subscribe, member fees reduce the Town's share. Crested Butte's actual subsidy in 2024 (June–Dec) was \$12,245. With about 60 memberships projected through year-end, the 2025 subsidy is estimated at \$16,500.

Save-as-You-Throw (SAYT)

SAYT was identified as a Town 2025 strategic goal to reduce waste disposal and increase diversion. The program allows households to reduce monthly costs by selecting smaller trash bins. In partnership with WM, SAYT is scheduled to launch in October 2025 following a bin-selection window that closed August 29. Out of 1,138 households served, 52% (590) selected a bin size:

- 36% (410) downsized from 96 gallons to 64 or 32 gallons,
- 4% (43) upsized to 96 gallons,
- 12% (137) remained at 96 gallons.

The remaining 548 households did not respond and will remain at their current bin size.

Previous Council Action:

- **Spring 2024** – Council directed staff to launch compost pilot with EMC.
- **April 2025**– Council reviewed SAYT pricing scenarios. Council directed staff to implement the “moderate” conversion rate pricing and required SAYT funds remain separate from compost subsidies until bin selection rates were confirmed. Council requested analysis of reducing compost membership costs to \$5 or \$10.
- **August 2025** – Council approved ordinance changes codifying SAYT and adopted Resolution 21 (Series 2025) amending the Town’s fee schedule.

Discussion: Leveraging Sanitation Revenues

For 2026, SAYT revenues (furthermore referred to as “sanitation revenues”) are projected at \$483,167, with expenses of \$363,263, resulting in an estimated \$119,904 surplus. Since compost collection and disposal is part of the broader solid waste system, Council may direct using this surplus to offset sanitation costs. Alternatives include:

- Offsetting the costs of Town Cleanup (\$7,500)
- Subsidizing the compost program (drop-off or curbside),
- Lowering SAYT fees for the 2026 fee schedule, or;
- Combining these strategies

Table 1. Projected Sanitation (SAYT) Revenue and Expenses 2026

Size	Estimated Count*	New Fee - Oct 2025	WM Costs	Total Revenue/Month - New Fees	Monthly Fees Due to WM
32	164	\$24.62	\$23.52	\$4,037.68	\$3,857.28
64	246	\$27.23	\$24.13	\$6,698.58	\$5,935.98
96	728	\$40.56	\$28.13	\$29,527.68	\$20,478.64
Total	1138		Total Rev/Mo	\$40,263.94	\$30,271.90
			Total Annual Rev	\$483,167.28	\$363,262.80
				Program Annual Gain (Loss)	\$119,904.48

***Waste Management failed to provide final counts for bin sizes in time for this staff report.**

Households who did not indicate a bin size (548) were estimated at 60% 96-gallon, 20% 64-gallon, and 20% 32-gallon for the purposes of these projections.

Reducing Compost Membership Pricing with Sanitation Revenue

Under EMC’s current pricing model, Town subsidies to the drop off compost program decline as memberships increase, with a target of 250 households for the program to operate unsubsidized. If the Town instead sets a fixed household rate (\$5 or \$10/month), EMC requires a fee that guarantees a certain level of memberships (150 at \$5/month or 250 at \$10/month). Tables 2 and 3 demonstrate Town of Crested Butte drop off compost subsidy costs to reduce monthly membership pricing per household. The subsidy per household the Town pays decreases slightly with a significant increase in memberships.

Table 2. Town subsidies to reduce drop off compost fees to \$5/month

Residential Drop Off Customer Cost = \$5/month			
Monthly Subsidy	Annual Subsidy	Number of Residential Subscribers	Monthly Subsidy per Household
\$1,800	\$21,600	Up to 150	\$12
\$2,400	\$28,800	200	\$12
\$3,000	\$36,000	250	\$12
\$5,000	\$60,000	500	\$10
\$9,000	\$108,000	1100	\$8

Table 3. Town subsidies to reduce drop off compost fees to \$10/month

Residential Drop Off Customer Cost = \$10/month			
Monthly Subsidy	Annual Subsidy	Number of Residential Subscribers	Monthly Subsidy per Household
\$1,750	\$21,000	Up to 250	\$7
\$2,450	\$29,400	350	\$7
\$3,000	\$36,000	500	\$6
\$5,500	\$66,000	1100	\$5

Curbside Pickup

Additionally, sanitation revenues could be leveraged to lower the monthly household costs of a curbside compost pickup program. This subsidy would be in addition to the drop off compost costs unless the total annual subsidy amount was greater than or equal to \$21,600. For example, if Council chooses to subsidize a curbside program at the 20 residential subscriber level (see Table 4), the residential compost drop off program would need to remain in place with an annual subsidy at \$13,920.

Table 4. Town subsidies to reduce curbside pickup compost fees to \$15/month

Residential Curbside Customer Cost = \$15/month					
Monthly Subsidy	Annual Subsidy	Residential Subscribers	EMC Rate*	Household Monthly Rate	Monthly Subsidy per Household
\$640	\$7,680	20	47	\$15	\$32
\$3,000	\$36,000	100	45	\$15	\$30
\$6,750	\$81,000	250	42	\$15	\$27
\$12,000	\$144,000	500	39	\$15	\$24
\$24,200	\$290,400	1100	37	\$15	\$22

Table 5. Town subsidies to reduce curbside pickup compost fees to \$25/month

Residential Curbside Customer Cost = \$25/month					
Monthly Subsidy	Annual Subsidy	Residential Subscribers	EMC Rate*	Household Monthly Rate	Monthly Subsidy per Household
\$440	\$5,280	20	47	\$25	\$22
\$2,000	\$24,000	100	45	\$25	\$20
\$4,250	\$51,000	250	42	\$25	\$17
\$7,000	\$84,000	500	39	\$25	\$14
\$13,200	\$158,400	1100	37	\$25	\$12

*The EMC rate decreases slightly for the curbside pickup program due to efficiencies at scale.

The 2024 Town Census found that 806 residential units in town are occupied by full-time residents. Curbside compost program participation rates in the US are generally low, with the national average around 20%. Some programs, like Minneapolis's have achieved over 50% participation through consistent outreach and engagement. If Crested Butte had a 30% participation rate that would equal 341 of total residential customers, or 241 of the full-time residents.

2026 SAYT Fee Reduction

Instead of—or in addition to—compost subsidies, Council may consider lowering SAYT fees in the 2026 schedule. Staff have provided a few fee reduction scenarios that would reduce sanitation revenues, offset Town Cleanup and composting, or alternatively, provide minimal to no revenue to only meet WM fees. Staff focused on lowering SAYT fees mainly for the 64- and 32-gallon bins to incentivize more residents to make the switch to a smaller bin during the next bin selection period (August 2026).

Scenario 1: Lower Cost to Residents on 64- and 32- gallon bins

This scenario reduces the fees for the 64- and 32- gallon bin sizes by 30%, while still leaving revenue to significantly expand compost subsidization and offset Town Cleanup costs (\$7,500). Revenues decreased by approximately \$38,651.

Table 6. 30% fee reduction for 64- and 32-gallon bins

Size	Count	Possible New Fees (Jan 2026)	WM Minimums	Total Revenue/Month - New Fees	Monthly Fees Due to WM
32	164	\$17.23	\$23.52	\$2,826.38	\$3,857.28
64	246	\$19.06	\$24.13	\$4,689.01	\$5,935.98
96	728	\$40.56	\$28.13	\$29,527.68	\$20,478.64
Total	1138		Total Rev/Mo	\$37,043.06	\$30,271.90
			Total Annual Rev	\$444,516.74	\$363,262.80
				Program Annual Gain (Loss)	\$81,253.94

Scenario 2: Meeting minimums (compost + Town Cleanup)

This scenario significantly reduces the 64- and 32-gallon bin fees and slightly reduces the 96-gallon fee. The result is a program annual gain that meets EMC's operational minimum to reduce household composting fees (\$21,600) and offsets Town Cleanup costs (\$7,500), with approximately \$3,663 leftover. Revenue is reduced by \$87,141.

Table 7. Reduced SAYT fees to reduce revenue and offset sanitation costs

Size	Count	Possible New Fees (Jan 2026)	WM Minimums	Total Revenue/Month - New Fees	Monthly Fees Due to WM
32	164	\$10.05	\$23.52	\$1,648.20	\$3,857.28
64	246	\$15.00	\$24.13	\$3,690.00	\$5,935.98
96	728	\$38.00	\$28.13	\$27,664.00	\$20,478.64
Total	1138		Total Rev/Mo	\$33,002.20	\$30,271.90
			Total Annual Rev	\$396,026.40	\$363,262.80
				Program Annual Gain (Loss)	\$32,763.60

Scenario 3: Minimal revenue

This scenario provides a close-to breakeven option. Adjusted fees result in revenue as close to zero while still providing financial incentive for residents to reduce their bin size from a 96-gallon to a 64- or 32-gallon bin. All bin size fees have been reduced from current pricing. With a significant fee reduction and small revenue margins, the Town risks a large conversion to a 32-gallon bin size in August 2026 which may result in another fee schedule change to ensure that the Town remits the required fees to WM.

Table 8. Reduced SAYT fees to result in minimal sanitation revenues

Size	Count	Possible New Fees (Jan 2026)	WM Minimums	Total Revenue/Month - New Fees	Monthly Fees Due to WM
32	164	\$9.00	\$23.52	\$1,476.00	\$3,857.28
64	246	\$15.10	\$24.13	\$3,714.60	\$5,935.98
96	728	\$34.48	\$28.13	\$25,098.53	\$20,478.64
Total	1138		Total Rev/Mo	\$30,289.13	\$30,271.90
			Total Annual Rev	\$363,469.54	\$363,262.80
				Program Annual Gain (Loss)	\$206.74

Colorado Extended Producer Responsibility (EPR)

Colorado's HB 22-1355 (passed June 3, 2022) created a statewide recycling reimbursement system to reduce financial burden on local governments for recycling and place the cost of recycling back on the producer. While primarily for paper and packaging, the law also includes compostable

packaging, which EMC accepts. This may provide partial or total cost relief for the compost program, though more research is needed. Local governments can begin applying for reimbursements on Nov. 3, 2025.

Climate Impact:

Since June 2024, EMC has collected 30,736 lbs of food waste from households and 6,328 lbs from businesses, diverting material equivalent to 18.2 MTCO_{2e}. EMC provides finished compost for sale. About 8 cubic yards has been returned locally for landscaping and gardening. Food waste diversion avoids methane emissions (25x more potent than CO₂) and promotes carbon storage in soils.

Financial Impact:

Crested Butte currently subsidizes the program up to \$21,000 annually, though actual costs have been lower. Additional subsidies for reduced membership rates or curbside services would increase costs accordingly. Current spending equates to \$1,579 per MTCO_{2e} reduced.

Recommendation:

Staff recommend that Council members discuss and provide direction related to:

- Allocating sanitation revenue surplus funds toward compost subsidies in 2026 with the following options:
 - Increase the existing compost subsidy for the drop-off program resulting in a \$5 or \$10/month cost to residents;
 - Establish a subsidy for a curbside compost program resulting in a \$15 or \$25/month cost to residents
- Whether to also offset Town Cleanup costs, and;
- Whether to consider lowering overall SAYT pricing as part of the 2026 fee schedule.

Attachments:

- Elements Mountain Compost (EMC) Program Impact Report