



**Community Values**

*Authentic*

*Connected*

*Accountable*

*Bold*

**Town Council**

**5-year Goals:**

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

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

**AGENDA**  
**Town of Crested Butte**  
**Regular Town Council Meeting**  
**Town Council Chambers**  
**507 Maroon Ave; Crested Butte, CO**  
**Tuesday, February 17, 2026**

Meeting information to connect remotely:  
<https://us02web.zoom.us/j/86915114684>  
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: 869 1511 4684

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

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

**6:00      WORK SESSION**

1) Parks, Recreation, Open Space and Trails (PROST) Draft Plan.  
*Staff Contact: Parks, Recreation, Open Space and Trails Director Janna Hansen*

**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) February 2, 2026 Regular Town Council Minutes.  
*Staff Contact: Town Clerk Lynelle Stanford*  
2) (First Reading) Ordinance No. 03, Series 2026 - An Ordinance of the Crested Butte Town Council Approving the Renewal Lease of a Portion of the Property at 601 Alke Ave. to West Elk Soccer Association.  
*Staff Contact: Public Works Director Shea Earley*  
3) (First Reading) Ordinance No. 04, Series 2026 - An Ordinance of the Crested Butte Town Council Authorizing the Sale of 816 Gothic Avenue, #3A, Crested Butte.  
*Staff Contact: Housing Director Erin Ganser*  
4) Public Art Commission Appointments.  
*Staff Contact: Community Development Director Mel Yemma*  
5) Fall 2025 Community Grant Recommendations.  
*Staff Contact: Interim Finance Director Rob Sweeney*  
*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) Marshals' Addition/Crank's Plaza 30% Design.  
*Staff Contact: Town Planner III Jessie Earley, Public Works Director Shea Earley, and Chief Marshal Mike Reily*

**7:30      PUBLIC HEARING**

1) (Second Reading) Ordinance No. 02, Series 2026 - An Ordinance of the Crested Butte Town Council Amending Section 1-4-30 of the Crested Butte Municipal Code Regarding Application of General Penalty.

*Staff Contact: Town Attorney Karl Hanlon*

**7:35      NEW BUSINESS**

1) (First Reading) Ordinance No. 05, Series 2025 - An Ordinance of the Crested Butte Town Council Adopting the Colorado Wildfire Resiliency Code as Chapter 18, Article 6.5 of the Crested Butte Municipal Code.

*Staff Contact: Building Inspector Astrid Matison*

7:45 2) 2024 Gunnison Valley Housing Needs Assessment - Local Government Review.

*Staff Contact: Housing Director Erin Ganser*

8:05 3) Single Use Plastic Reduction Policies for Special Events Discussion.

*Staff Contact: Sustainability Coordinator Dannah Leeman Gore*

8:25 4) Discussion Regarding Policy for Special Events.

*Staff Contact: Town Clerk Lynelle Stanford*

8:45 **COUNCIL REPORTS AND COMMITTEE UPDATES**

8:50 **OTHER BUSINESS TO COME BEFORE THE COUNCIL**

8:55 **DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE**

- Monday, March 2, 2026 - 5:00PM Joint Work Session with BOZAR - 7:00PM Regular Council
- Monday, March 9, 2026 - Long-Term Financial Planning Work Session - 6:00PM to 8:00PM
- Monday, March 16, 2026 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, April 6, 2026 - 6:00PM Work Session - 7:00PM Regular Council

9:00 **ADJOURNMENT**



Staff Report  
02/17/26

**To:** Mayor and Town Council

**Prepared By:** Janna Hansen - Parks, Recreation, Open Space & Trails Director

**Thru:** Dara MacDonald, Town Manager

**Subject:** Work Session: PROST Draft Plan & Cost Recovery Philosophy

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**Summary:** We will focus on two primary objectives during the work session:

1. Feedback on Cost Recovery Philosophy
2. Feedback on draft Action Items

**Previous Council Action:**

**11/17/25 Work Session:** Reviewed draft success measures and draft open space definition, values, and strategies

What we heard from Council:

- Make the success measures more specific and nest them within each division in the Plan
- Focus on the “why” with Success Measures (e.g. Why do we need these specific services in town? Why is the Town uniquely positioned to provide these services vs. another entity?).
- Council agreed with the definition, values, and strategies presented for Open Space and wished to emphasize the desire to prioritize funding and efforts close to town in ways that will connect to our existing opens space and trails system.

**Background:**

Our guiding goal statement for this plan is to:

*Optimize the Town’s parks, recreation, open space, and trail (PROST) resources to better meet the community’s needs, and support community health while being responsible stewards of the environment and actively partnering to support the growing demands of the broader region.*

Our three primary focus areas for this plan are:

1. *Balancing demand with capacity and financial sustainability without losing our authenticity*
2. *Clarifying the Town's role and strengthening partnerships*
3. *Improving connectivity and access while protecting natural areas and ecosystems*

## Plan Process:

What we have done so far:

- Plans Review (local and regional adjacent planning efforts)
- Level of Service Analysis
- Challenge and Opportunity Statements
- SWOT Analysis
- Community Engagement Events
- Park Concept Designs
- Trail Connectivity and Town as Trailhead Concepts
- Open Space Definition, Values, and Strategies
- Success Measures

What we're currently working on:

- Draft Cost Recovery Philosophy
- Draft Parks Decision-Making Framework
- Draft Plan Input

## Discussion:

### I. **Draft Cost Recovery Model:**

Please Review Attachment: PROST Cost Recovery Model

Since the reorganization of PROST funds starting with the 2024 budget, the Recreation Fund has achieved an overall average cost recovery of 27.62% when accounting for both direct and administrative indirect costs. Historically we have achieved a cost recovery of 130% when accounting for direct program costs only. The following numbers account for all administrative indirect costs including full-time and part-time staff, benefits, software expenses, advertising, professional development, office supplies, and professional memberships. This does not include facility-related indirect costs like utilities and property insurance, or capital recovery costs. Further analysis of facility-specific indirect costs, and the development of a Parks Capital Replacement Plan will be required during the Cost Recovery implementation process to identify those additional expenses.

|                        | <b>2024</b> | <b>2025</b> | <b>2026</b> |
|------------------------|-------------|-------------|-------------|
| <b>Program Revenue</b> | 69,919      | 72,141      | 73,200      |
| <b>Costs</b>           | 239,125     | 276,647     | 289,335     |
| <b>Cost Recovery</b>   | 29.24%      | 26.08%      | 25.30%      |

Indirect costs such as ball-field striping, mowing, and irrigation necessary to maintain fields for outdoor recreation programs such as soccer, baseball, and softball are currently covered by the 0.5% Parks, Rec, & Trails sales tax. These services benefit multiple programs and uses including use by the general public and use by our program partners renting the space such as WESA and CBCS (no charge per our IGA). These indirect expenses are not attributed to any specific program.

### **Questions for Council**

- Is there a target cost recovery goal that Council would like to see for the Recreation Fund? Currently the General Fund supports the Recreation Fund covering about 72% of costs for an annual average of about \$196,000.
- Does Council agree with the tiered Pyramid approach to cost recovery for the PROST department?
- Does Council have other general comments or concerns regarding the Cost Recovery Model?

## **II. Draft Action Items**

Please Review Attachment: PROST Draft Plan – Action Items pg. 14-39

The Action Items are organized by division and include success measures by division. These Action Items are a result of robust community outreach during our planning effort and have been reviewed by the PROST Plan Advisory Committee and key staff. It is important to remember that this is a 10-year plan and Action Items will be prioritized by Council based upon staff recommendations with upcoming items placed on the 5-year capital plan. Each Action Item will go through a robust individual planning process including community outreach, stakeholder engagement, design, engineering, grant writing, and funding identification prior to construction.

### **Questions for Council**

- Are there any red flags you see for any of the proposed Action Items?
- Is there anything missing that you would like to add?
- What changes need to be made to the Draft Plan before being released to the public for review?

### **Next Steps:**

- 3/2-3/23 Draft Plan and survey circulated to the community and stakeholders
- 4/6 Council Presentation: Draft Parks Decision-Making Framework, survey results, and anticipated changes to the Plan
- 5/4 Council adoption of the Plan

**MINUTES**  
**Town of Crested Butte**  
**Regular Town Council Meeting**  
**Monday, February 2, 2026**

Mayor Billick called the meeting to order at 7:05PM.

Council Members Present: Mayor Ian Billick, Gabi Prochaska, Kate Guibert, John O’Neal, Mallika Magner (via Zoom), and Kent Cowherd (via Zoom)

Staff Present: Town Attorney Karl Hanlon, Town Manager Dara MacDonald, Town Clerk Lynelle Stanford, Community Development Director Mel Yemma, and Public Works Director Shea Earley

Sustainability Coordinator Dannah Leeman Gore (via Zoom) (for part of the meeting)

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

**1) January 20, 2026 Regular Town Council Minutes.**

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

**2) (First Reading) Ordinance No. 02, Series 2026 - An Ordinance of the Crested Butte Town Council Amending Section 1-4-30 of the Crested Butte Municipal Code Regarding Application of General Penalty.**

***Staff Contact: Town Attorney Karl Hanlon***

**3) Resolution No. 05, Series 2026 - A Resolution Supporting the Grant Application for a Grant from the Department of Local Affairs’ (DOLA) Energy and Mineral Impact Assistance Fund (EIAF) for the Completion of the Crested Butte Marshals’ Facility Construction Project.**

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

**4) Final Payment to Dietrich Dirtworks Block 80 Waterline Improvements 2025.**

***Staff Contact: Housing Director Erin Ganser***

**5) Final Payment to Dietrich Dirtworks Construction for the Whiterock Watermain Replacement Project.**

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

**6) Appointment of Representatives to the Gunnison/Hinsdale Combined Emergency Telephone Service Authority (GHCETSA) Board (Communications Board).**

*Staff Contact: Chief Marshal Mike Reily*

**7) Letter from the Town Council – Colorado Energy Office Local IMPACT Accelerator Grant.**

*Staff Contact: Sustainability Coordinator Dannah Leeman Gore*

**8) Appointment of Board of Zoning Architectural Review (BOZAR) Commissioner and Reappointment of Existing BOZAR Commissioner.**

*Staff Contact: Town Planner III Jessie Earley*

Item number seven was removed from the Consent Agenda and discussed under Other Business.

O’Neal moved and Prochaska seconded a motion to approve the Consent Agenda, as amended, removing item number seven from the Consent Agenda. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

**PUBLIC COMMENT**

Billick acknowledged emails sent by Melinda Hoover, Laird Cagan (four emails), and Pete Cook (two emails).

**STAFF UPDATES**

MacDonald updated and answered questions posed by Council members.

**LEGAL MATTERS**

Hanlon updated.

**PRESENTATION**

**1) Ashley Bembenek and Kristin Green from the Water Quality/Quantity Committee (QQ).**

Bembenek and Green presented.

**COUNCIL REPORTS AND COMMITTEE UPDATES**

Cowherd and Billick provided updates.

**OTHER BUSINESS TO COME BEFORE THE COUNCIL**

**1) Letter from the Town Council – Colorado Energy Office Local IMPACT Accelerator Grant.**

*Staff Contact: Sustainability Coordinator Dannah Leeman Gore*

O'Neal moved and Guibert seconded a motion to approve this letter (Consent Agenda item number seven). A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

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

- *Tuesday*, February 17, 2026 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, March 2, 2026 - 5:00PM Joint Work Session with BOZAR - 7:00PM Regular Council
- Monday, March 16, 2026 - 6:00PM Work Session - 7:00PM Regular Council

**ADJOURNMENT**

Mayor Billick adjourned the meeting at 7:38PM.

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Ian Billick, Mayor

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Lynelle Stanford, Town Clerk (SEAL)



## Staff Report

February 16th, 2026

**To:** Mayor and Town Council

**Prepared By:** RaeMarie Barry, Property Manager

**Subject:** First Reading of Ordinance 03, Series 2026 - An ordinance of the Crested Butte Town Council approving the renewal lease of a portion of the property at 601 Elk Ave. to West Elk Soccer Association.

**Date:** January 29<sup>th</sup>, 2026

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**Summary:** The West Elk Soccer Association (WESA) fosters soccer development and provides a fun, high quality experience for youth and adults living in the Gunnison valley. WESA desires to continue to rent office space in the commonly known building, The Chamber, in the North Valley at 601 Elk Ave.

**Discussion:** The renewal tenant has agreed to pay \$240 for the first year, at a rate of \$3.28 per square foot, with a 1% annual rent increase. This rate is below the current market value of \$4.00 per square foot and below the target price established by the Council. Entering a five-year lease without an automatic renewal clause is in the Town's best interest.

**Climate Impact:** None

**Financial Impact:** No significant impact.

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

**Recommendation:** Staff recommends the Council set Ordinance No. 03, Series 2026 for public hearing on March 2<sup>nd</sup>, 2026.

**Proposed Motion:** A Council member may make a motion, "to set Ordinance No. 03, Series 2026 for public hearing on March 2<sup>nd</sup>, 2026" as part of the Consent Agenda.



## Staff Report

February 17, 2026

**To:** Mayor and Town Council

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

**Thru:** Mel Yemma, AICP, Community Development Director

**Subject:** Ordinance 4, Series 2026: An Ordinance of the Crested Butte Town Council Authorizing the Sale of 816 Gothic Ave, 3A in Crested Butte

**Summary:** On January 20th, the Town Council approved the purchase of 816 Gothic, a deed restricted unit, to add income and asset limits to the deed restriction and to grant the Town the first right of refusal on future sales with the intent of selling the unit under the Town's Affordable Housing Guidelines by lottery to a qualified buyer. As is required by the Town Charter, staff now requests that the Town Council approve the sale of the unit.

**Previous Council Action:** Council approved the purchase on January 20th. Council previously approved this approach on 822 Gothic and 828 Gothic, to address the exclusion of income and asset limits in the deed restriction on that home.

**Background:** Based on Town records, previous Staff carefully crafted sales prices based on target AMIs for the 30 homes that were constructed and sold by Bywater Construction in 2018-2020. The deed restriction on these homes includes an appreciation cap based on those sales prices as well as the requirement that one individual on the deed be a full-time participant in the local workforce and the standard prohibition on the ownership of other improved residential real estate. However, the restriction does not include an income restriction or a limit on the assets of potential buyers. The ongoing expectation is that Town will step in to update the remaining 27 Bywater deed restrictions with then current Town policy objectives when their owners are ready to sell.

As part of the 5 Year Housing Strategy, staff are working with Economic Planning Systems to analyze the Town's deed restricted housing portfolio and gain a deeper understanding of the types of restrictions in place, who they serve, and whether there are other deed restrictions that should be evaluated for similar updates to better position the homes to respond to housing needs

**Discussion:** Purchasing 816 Gothic enables the Town to release the current deed restriction and record a new restriction that targets household incomes that are not served by the housing market and establishes asset limits, which ensures that those with high net value do not qualify to purchase the home. Staff uses a reverse affordability calculation, which converts the maximum allowable

sales price into an affordable monthly housing cost and then converts that cost into an income and corresponding asset limit using standardized assumptions on the loan for the home and the 30% housing cost burden metric. A cushion is included in the interest rate to help protect against swings that could render the price of the home unaffordable at the designated income limit.

The elements of the new deed restriction include:

- Income limit of 155%, or \$174,375 for a household of four based on 2025 HUD issued Area Median Incomes.
- Asset cap defined for the applicant's household size and average age of the household members over 21 years of age as defined in the [Affordable Housing Guidelines](#) (see PDF pg. 37).
- A first right of refusal for the Town.

The property was advertised the CB News and announced via Gunnison County Housing Authority's (GCHA) homeownership interest list for the purchase price of \$360,039. The application window is from February 5 through February 26. Property information and the application are posted on the Town's Community Housing website. The lottery is anticipated to be scheduled for the week of March 9 pending completion of application processing and outcomes of the objection period. Town Council members are encouraged to attend. Staff anticipate that the sale will occur within 45-60 days of the lottery.

**Climate Impact:** N/A

**Financial Impact:** Staff anticipate that the costs to purchase and resell the property will be approximately \$4,000 for standard closing costs excluding the Real Estate Transfer Tax which is not required for a Town transfer of a deed-restricted property.

**Legal Review:** Town legal counsel is engaged to support staff in this effort.

**Recommendation:** For a council member to set a public hearing for March 2, 2026.

**Proposed Motion:**

A Council member should make a "make a motion to set a public hearing for March 2, 2026" and a roll call vote.

**Attachments**

Ordinance 4, Series 2026



## Staff Report

February 17, 2026

**To:** Mayor and Town Council  
**From:** Mel Yemma, AICP, Community Development Director  
**Thru:** Dara MacDonald, Town Manager  
**Subject:** **Public Art Commission Appointments**

**Summary:** This agenda item reappoints Public Art Commissioners to two-year terms.

**Background:** Ordinance No. 36, Series 2019 replaced the Creative District Commission with a five member Public Art Commission. The Commission administers the Town's Arts in Public Places Policy, which requires that 2 percent of capital projects within the Creative District boundary or in a public park be dedicated to public art.

Examples of projects completed through this policy include the mural at Big Mine Ice Arena associated with the hockey changing rooms, the iron Nordic ski sculpture associated with the Outpost Project, and the integrated artwork wraps on the Big Belly receptacles. The Commission identifies and administers these projects and recommends artist selection to the Town Council.

The Town did not undertake any Arts in Public Places projects over the past year and a half. Due to the lack of projects or meetings, as well as staff turnover, the appointment terms for current commissioners lapsed. All current members have expressed interest in continuing to serve and are eligible for reappointment to two-year terms. After this term, staff recommends staggering future appointments. Commissioners are required to be residents of the Town of Crested Butte, and the current membership reflects a diverse range of interest and experience in public art.

Commissioners up for reappointment include:

- Chad Reich
- Mimi Mather
- Jill Dustman
- Neil Windsor
- Heather Leonard

Councilmember Mallika Magner serves as the Town Council liaison and votes in the event of a tie. The Center for the Arts Creative District Commission provides a non-voting liaison to the Public Art Commission and is currently identifying a new representative.

An upcoming Arts in Public Places project is anticipated in association with the Marshals' Addition and Renovation and Crank's Plaza landscape improvements. Based on project costs, the public art allocation is expected to reach the maximum 2 percent contribution of \$20,000. The Commission is expected to reconvene this spring to initiate this project.

**Recommendation:** A Council member should make a motion, followed by a second, to approve the appointments of the listed individuals to two-year terms on the Public Art Commission as part of the consent agenda.

**Motion:** I move to approve the appointments of Chad Reich, Mimi Mather, Jill Dustman, Neil Windsor, and Heather Leonard to two-year terms on the Public Art Commission.



## Staff Report

### February 17, 2026

**To:** Mayor and Town Council  
**Thru:** Dara MacDonald, Town Manager  
**From:** Rob Sweeney, Interim Finance and Administrative Services Director  
**Subject:** Fall 2025 Community Grant Recommendations

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#### Summary

Every year, the Town supports the community by providing financial resources to non-governmental organizations for special projects and programs that supplement municipal government operations and enhance quality of life for the community. The 2026 budget includes \$278,000 for the Community Grants Program. Because grant funds awarded in the fall are paid out in the spring of the following year, the 2026 budget is comprised of awards made for both the fall 2025 and the spring of 2026 grant cycles.

#### Background

General Community Grants are funded via the General Fund from various revenue sources. These grants account for \$103,000 of the total \$278,000 budgeted amount. Nicotine-related tax revenues collected via the General Fund provide funding for the remaining \$175,000. General Community Grants can be awarded to any qualifying applicant. Nicotine Tax Grants are intended to support local organizations addressing mental and physical health, substance abuse, teen vaping, and other needs as Council sees fit.

Per the Community Grant Guidelines adopted by Council in the fall of 2021, qualifying applicants include:

#### Applicant Qualifications

- An organization holding a current tax-exempt status under Section 501(c) of the IRS Code
- Applicants should be organizations of the Crested Butte community (Upper Valley preference)
- Applicants must provide significant and measurable benefits (offsetting pandemic impacts) to the greater Crested Butte community
- Applicants must be fiscally responsible with clear budgets, no past-due debts, etc.

- Organizations may not be religious nor political in nature (Note: CRS §31-15-901(c) authorizes jurisdictions to appropriate funds to aid and foster charity organizations; however, no money can be provided to an organization wholly or in part under sectarian or denominational control)

In addition:

Strong Community Grant Proposals Should Demonstrate:

- Funding requests must align with one or more of the guiding principles listed above
- Community support is evident through local contributions / volunteer engagement
- Organization has a track record of effective outcomes
- Use of funds is clearly articulated within overall project budget
- Good planning is evident in the project timetable, goals, and staffing
- Plans for evaluating impact are clear, appropriate, measurable, and achievable

Typically, individual awards for General Community Grants are limited to 50% of the total project cost up to a maximum award of \$5,000. Applicants new to the General Community Grants Program or programs and projects new to the Program are generally given priority and funded at 100% of their ask subject to the 50% of total project cost up to \$5,000 criteria previously described. Any remaining budgeted funds are distributed as available for ongoing operating expenses and/or program/project costs for programs/projects that significantly add to community. This funding is also limited to 50% of the total project cost up to a maximum award of \$5,000. Nicotine Grants also prioritize new programs and projects but do not apply the 50% of total project cost up to a maximum of \$5,000 criteria.

Grant applications are reviewed and evaluated by the Community Grant Review Committee (Committee). The Committee includes representation from the Town Council and Town staff. The Fall 2025 grant cycle Committee consists of Councilmember Kent Cowherd, Councilmember Gabi Prochaska and Interim Finance and Administrative Services Director Rob Sweeney. The Committee utilized existing grant guidelines and historical evaluation criteria to review all requests. The Committee is not recommending any changes to the evaluation criteria at this time.

### **Discussion**

The Town received 21 grant requests totaling \$129,007; \$94,007 associated with General Community Grant funding and \$40,000 seeking Nicotine Tax Grant funding. One applicant submitted its \$5,000 request for both types of funding. The Committee determined two applicants for General Community Grant funding did not meet eligibility requirements.

The Town previously committed \$140,000 annually from nicotine tax-related grant funds to support two clinical therapist positions with the RE1J School District. After accounting for this funding, \$35,000 remained available for Nicotine Tax grant awards. The Committee recommends not awarding any additional Nicotine Tax grants during the Fall 2025 cycle, making \$35,000 available for award during the Spring 2026 cycle.

The Committee aligned each of the General Community Grant requests to a primary Community Compass goal to help evaluate each request. The Committee also summarized the overall goals of the grant program (above) into the following categories: climate/environment; Town character/traditions; local impact; community collaborations; well defined/articulated application. This summary was used to guide the Committee in evaluating submissions and formulating a final recommendation.

The Committee recommends awarding approximately one-half of the 2026 General Community Grant funding (\$51,486) during the Fall 2025 grant cycle (attached).

**Recommendation**

The Community Grant Evaluation Committee recommends the Town Council approve the awards identified for the Fall 2025 grant cycle, per the attached matrices.

**Attachments**

- Community Grant Evaluation Matrix
- Nicotine Tax Grant Evaluation Matrix



## Memorandum

**To:** Town Council

**From:** Dara MacDonald, Town Manager

**Subject:** Manager's Report

**Date:** February 17, 2026

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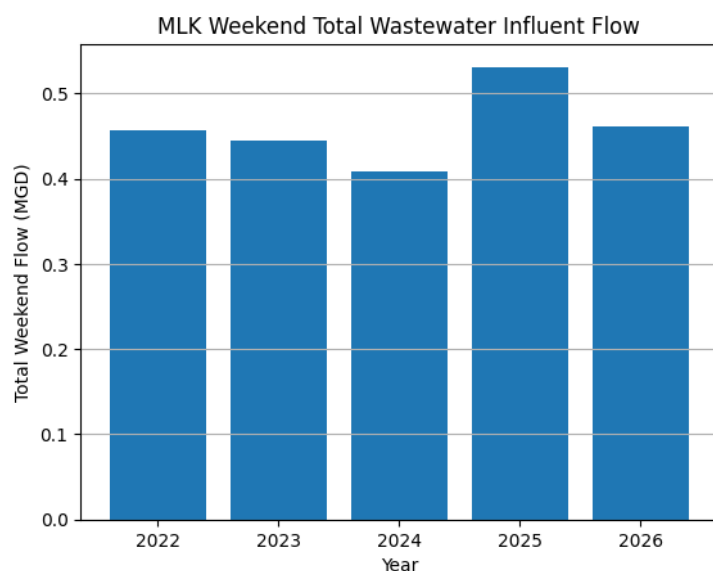
### Town Manager

- 1) Gunnison Valley Salary & Benefits Survey from the Community Foundation of the Gunnison Valley – “The survey was designed as a community-wide effort to create shared, locally grounded data on wages and benefits across all sectors. Your participation made it possible to produce a resource that can support more informed conversations and decision-making across the Gunnison Valley. We hope you find the data useful in your own work, whether for planning, benchmarking, or simply better understanding the local employment landscape.” The survey report is attached and will be utilized as a data source as we review and recommend updates to the Town’s compensation and wages in 2026. Town did participate in the CFGV survey.
- 2) HB1036, Vacant Homes Tax, Testimony – Council member Gabi Prochaska did a great job representing CB and CAST during her testimony in front of the Colorado House Finance Committee on February 9<sup>th</sup>.
- 3) Crested Butte / Mt. Crested Butte Annual Report – Please see attached for summary presentation and annual report from the Chamber. Please let me know if you would like to hear more from the Chamber and I will schedule a presentation.

### Public Works

- 1) Roundabout coordination with Gunnison County: Town Staff and Kimley-Horn engineers met with Gunnison County Staff and Mead & Hunt engineers to discuss collaboration moving forward with both projects. The two engineering firms will share current roundabout designs with each other to ensure uniformity in materials and signage. The Brush Creek Roundabout is aesthetically constrained by requirements from the Whetstone development with things like concrete colors and patterns. The County is currently expecting to go out to bid for a construction contractor in May 2026. The Town is hoping to be ready for RFP at the same time, but we are still awaiting CDOT approval of our 60% design. Where possible we will try and share contractors or collaborate on things like traffic control and messaging during construction.

- 2) **Mill & Overlay RFP:** Staff is currently working with JVA Engineering to finalize the scope of work, as well as develop the contract documents for the issuance of the RFP for the large paving projects this summer. Staff anticipate issuing the RFP by end of February. This project will include approximately 30 blocks, or 2.4 of the 11 miles of roads in town. In other words, the project will include approximately 21.5% of the roads in town. We will work with the selected contractor to avoid the busiest parts of the summer season or schedule to minimize impacts to the extent possible.
- 3) **Raw water line update:** Staff have been working with JVA Engineering to develop alternatives to address the raw water line crossing at Coal Creek. Through the Wildfire Ready Action Plan (WRAP), the crossing at Coal Creek has been identified as being vulnerable to debris flows in post wildfire conditions. At this time, the Town is pursuing the option to bury the line as it crosses Coal Creek. This would alleviate concerns around debris flows, as well as freezing conditions. Next steps are to continue to develop preliminary designs, including geotechnical investigations. This is anticipated to occur this spring and summer with full design developed for construction in 2027.
- 4) **Wastewater Flows for MLK:** Public Works staff have utilized wastewater flows entering the WWTP as an indicator of the amount of activity in Town. The table below shows the influent flows (**Million Gallons per Day** or MGD) at the WWTP headworks for the last five Martin Luther King Jr. (MLK) weekends. MLK Weekend influent flows show a notable increase in 2025 following a lower-use year in 2024, with 2026 returning closer to historical norms. Sunday remains the peak flow day during the holiday weekend. Staff plans to track flows and other metrics at the utilities going forward as indicators of intensity of utilization and visitor numbers/impacts.



| MLK Weekend Wastewater Flows (in MGD) |       |       |       |       |
|---------------------------------------|-------|-------|-------|-------|
|                                       | Sat   | Sun   | Mon   | Total |
| 2022                                  | 0.142 | 0.161 | 0.153 | 0.456 |
| 2023                                  | 0.141 | 0.154 | 0.15  | 0.445 |
| 2024                                  | 0.133 | 0.146 | 0.129 | 0.408 |
| 2025                                  | 0.168 | 0.183 | 0.18  | 0.531 |
| 2026                                  | 0.151 | 0.157 | 0.153 | 0.461 |

- 5) **Snow Removal:** Staff performed the first plow of the season on December 1, 2025. Since then, streets staff have had:
  - 7 Full plows
  - 5 Clean up plows
  - 2 Banks on Elk (one of which was because of Alley Loop)
  - 374 Truck loads of snow hauled to permanent storage.
  - 26 Sanding Routes

### Marshals

- 1) Officers conducted their annual urban avalanche probe and shovel training led by Deputy Chief Joe Dukeman. At that training we also met with former Montrose CSP Captain Laurie Hadley who is now the law enforcement coordinator for the Rocky Mountain Information Network who outlined investigative support resources they can provide to assist in our more complex investigations.

### Parks, Recreation, Open Space and Trails

- 1) **Kapushion Spehar Wetlands Update:** The funding agreement has been signed with CBLT for the Kapushion Spehar Wetlands Conservation Easement. The Legal Description and updated plat will be recorded concurrently with the closing on Tuesday, February 10<sup>th</sup>.
- 2) **Rink Update:** Despite record-breaking high temperatures, the ice at Big Mine is holding strong. Hockey is scheduled through mid-March, and we will do our best to keep the rink open for the spring break crowds after that.

### Community Development

- 1) **Mineral Point Update:**
  - a. Building A is currently scheduled to be finished by the end of February. Materials delays such as flooring have delayed the completion of this project.
  - b. Buildings B and C are still scheduled to be completed by the end of March.
  - c. Landscaping work is still underway. Completion of the landscaping was scheduled to be done by the end of this week except now that snow will be arriving on Wednesday-Thursday, completion will not happen for another week or two depending upon the amount of snow that falls.
  - d. Exterior of Buildings finish work should be completed by the end of this week.
- 2) **Professional Development:** Jessie Earley is attending the Colorado Preservation Inc. Saving Places Conference this week and will be presenting on the development and implementation of the Town's Historic Preservation Plan.
- 3) **Upcoming Community Engagement:** Please save the date for an **Open House on the Zoning Code and Design Standards Updates on March 11 from 3-6 pm** at the Center for the Arts. Marketing will commence for this event during the week of February 16.
- 4) **Christmas Lights Reminder:** As a reminder, residential Christmas lights aren't permitted to be lit up per the Town Code after January 15. The following PSA will be shared with the Crested Butte News.
  - a. **Let's *Lighten Up*, Crested Butte!**  
 We love a good glow-up! The Town's lighting ordinance allows **temporary ornamental (holiday) lighting on residential properties from November 15 through January 15**.  
 That means your twinkling reindeer, glowing snowmen, and festive rooflines were welcome during this time, but now that we're past January 15, it's time for those lights to take a well-earned vacation—no matter how cheerful they still feel.  
 This helps reduce light pollution, keeps neighborhoods cozy, and ensures everyone can enjoy dark winter skies once the holidays are over.  
 Thanks for keeping the Town bright *and* compliant, and for knowing when it's time to unplug.  
 For questions or additional information, please contact the Community Development Department at [building@crestedbutte-co.gov](mailto:building@crestedbutte-co.gov).  
*Thanks for keeping it festive—at the right time of year!*

- 5) **Community Spaces Working Group:** Staff will be convening a working group of local non-profit and business leaders in March and early April for a Community Spaces working group to solicit feedback and generate strategy ideas for the Community Spaces Strategy.
- 6) **816 Gothic Sale:** The Town is currently accepting applications for a 2 bed/1.5 bath deed restricted home for sale at 816 Gothic Avenue, which will be sold by lottery. The price is \$360,039 and has an AMI limit of 155% AMI. [Please visit this link for more information.](#)
- 7) **“Peanut-about” Press Release:** Attached is a press release explaining the 60% design of the Red Lady roundabout and its next steps. This was drafted in collaboration with Kimley Horn, The School District, and Mountain Express and will be shared with the Crested Butte News.

#### Town Clerk

- 1) The planning phase of the Gunnison Valley Leadership Committee is progressing. The curriculum subcommittee drafted a schedule reflecting an outline of the potential curriculum, and the finance subcommittee is in the early stages of budget development. The committee has been directed to seek funding from the Town via the next grant cycle for community grants, likely through the Community Foundation.
- 2) Potential changes, specifically the expansion of allowable locations for parklets, will be presented to the Council on the March 2 agenda. This item was initiated in response to a parklet request from Sherpa Cafe and will be considered at the policy level, including whether parklets should be expanded into the parking areas east and west of Elk Avenue adjacent to the Four Way.
- 3) The Town Attorney, the Clerks Office, and the Marshals Office will be meeting February 18 to discuss the evolvement of processes for municipal court.

#### Finance/HR/IT

- 1) No updates.

#### Upcoming Meetings or Events Council may choose to attend

March 11, 3:00-6:00, location TBD - Zoning Code and Design Standards Updates Open House

May 16, 9:00-noon, Town Clean-Up

#### Upcoming Agenda Items

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

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



## Staff Report

### February 17, 2026

**To:** Mayor and Town Council

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

**Thru:** Mel Yemma, AICP, Community Development Director, Shea Earley, Public Works Director and Mike Reily, Chief Marshal

**Subject:** Marshals' Addition/ Renovation and Crank's Plaza 30% Design

**Summary:** This presentation will overview the 30% design improvements to the existing Marshals' Station. Staff is seeking Council feedback to help inform the issued plans for Construction Manager at Risk (CMAR) Request for Proposals (RFP).

**Previous Council Action:** On March 17, 2025, the Town Council approved Resolution No. 5, Series 2025, supporting a grant application to the Colorado Department of Local Affairs (DOLA) for \$200,000 to support the design of an improved Marshals' Station. As part of the 2025 budget, the Council also allocated \$500,000 toward the facility's design. The capital budget currently anticipates spending a total of \$5 million in 2026 and 2027 to improve the facility.

On May 5, 2025, the Council gave direction for Town Staff to pursue design for an addition for the facility rather than a new structure. On February 2, 2026, the Town Council approved Resolution No. 5, Series 2026 to apply for a DOLA grant for \$200,000 to support construction.

**Background:** The Marshals' current facility is significantly over capacity, undersized, and the space does not align with best practices for law enforcement, particularly in terms of security. The facility lacks a proper interview room, creating privacy concerns for victims and suspects, and does not provide adequate training space or indoor vehicle storage. The latter is increasingly important as the Town transitions its fleet to electric vehicles through facilitating charging and maintaining battery capacity during cold weather. Though it should be noted that with combustion vehicles, this is also a long-time need as current practice has vehicles idling for long periods during snow events to prevent frozen windshields.

Originally, the Town planned to relocate the Marshals to Station One (with improvements to that facility) following the Fire District's planned departure. However, in 2023, Council adopted the Town's Facility Plan, which recommended exploring whether the Marshals' Station could be renovated or redeveloped on-site to better meet operational needs and support the creation of a civic campus at Crank's Plaza.

In winter 2025, the Town conducted a concept plan and preliminary cost analysis to explore the feasibility of renovating the building in its current location. Based on this concept plan, the Town Council determined that an addition to the existing facility was the path forward. In summer 2025, upon receiving funding to support design of the addition/renovation, the Town awarded the

contract for the design RFP to Reynolds Ash and Associates, who partnered with SCJ Alliance for site work, through a competitive RFP.

The Town is now at the 30% design phase and seeks to finalize the direction of the project to issue a CMAR RFP. Construction Management at Risk (CMAR) is a project delivery method where the owner hires a construction manager (usually a general contractor) during the design phase to act as a consultant and advisor. The “at risk” part means the contractor promised to finish the project at or below a set price, known as the Guaranteed Maximum Price (GMP). This approach overall aims to align construction costs during the design phase, rather than designing the building and needing to go back and value engineer as construction costs are then determined after the design is complete.

**Discussion:** The design phase process addresses the Marshals’ Office interior layout improvements and exterior elevations of the building and its addition. It also includes site recommendations for access to the facility, as well as improvements to Crank’s Plaza to address drainage issues that impact the foundation of Town Hall, as well as to foster a civic campus and public space. Staff is seeking Council’s feedback on the 30% design.

**Interior Layout:** The attached floor plan responds directly to the facility challenges identified in both the Facilities Plan and the Marshals’ Station needs assessment.

The design provides separate public entrances for KBUT and the Marshals to ensure privacy, along with a secure, private entry for the Marshals when transporting individuals in custody. It includes dedicated secure document storage, an evidence room, a shower, staff lockers, and a private holding cell.

The plan also adds interior vehicle storage and a garage designed to more efficiently charge the Marshals’ electric vehicles and improve winter response readiness. Finally, the layout incorporates office space for Park Crested Butte to enhance customer service and strengthen day-to-day coordination with the Marshals’ office.

**Exterior Elevations/Rendering:** The exterior of the building adds the garage addition on the southeast side of the building, and improves the windows on the Marshals’ side, updates the entrances, and improves the siding. The siding is a mix of metal and stucco. This building is located within the Public (P) Zone, which has architectural flexibility in the Town’s Design Standards, but it is also located within the Historic Core and adjacent to significant historic buildings. The renovation seeks to modernize the building in a modest way that complements the existing historic buildings in Crank’s Plaza including the Old Rock library and Town Hall.

The rendering for this proposal is attached to this report and here is an overall [fly through of the design](#).

**Site Plan and Crank’s Plaza Concepts:** The attachments include an overview of existing conditions of the site along with two site plan concepts for Crank’s Plaza.

The biggest change is that due to the garage location and site constraints related to snow removal, sheds, and storage, the site plan (introduced in the following section) includes a dedicated fire access and Marshals’ vehicle driveway entering from Sixth Street.

This drive will not function as a public road and is physically separated from the pedestrian and bike path to Crank’s Plaza. It is intended for limited, seasonal use by the Marshals during the winter months only.

Within Crank's Plaza, the primary driver for improving the landscaping is to resolve existing drainage issues in the flower beds adjacent to Town Hall that are affecting the building's foundation.

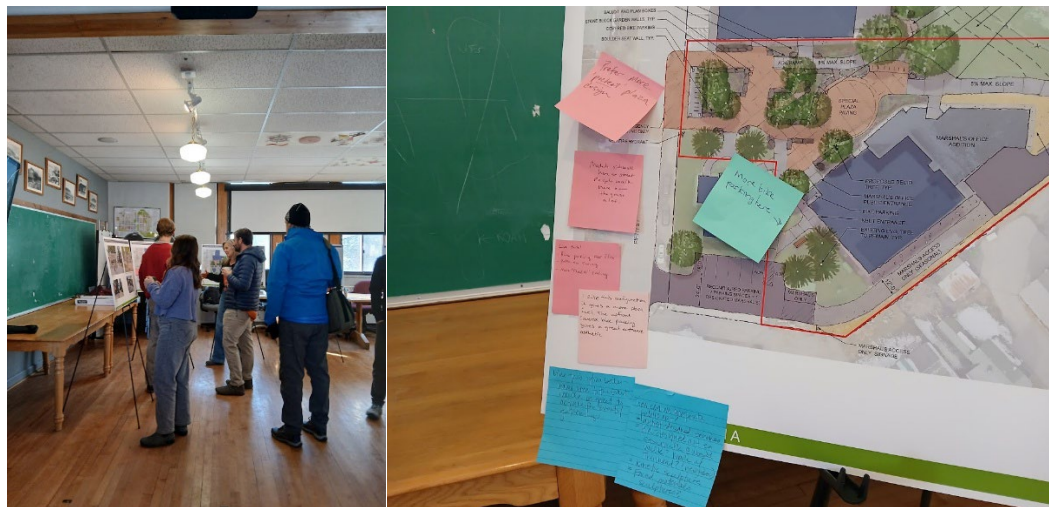
The two concepts address these drainage challenges while also introducing enhancements intended to encourage greater public use, gathering, and a stronger civic campus feel.

Concept A links each building to the broader civic landscape through a series of human-scaled sub-plazas and a larger flexible plaza for gatherings and events. Slab boulder garden walls with integrated seating create a unified Town identity while preserving most existing trees and vegetation. Special paving distinguishes plaza space from circulation routes, extends to 5th Street to reinforce civic identity, and is complemented by bike parking at key entries. Enhanced emergency access and opportunities for public art further support safety, usability, and Crested Butte's creative character.

Concept B creates a formal central plaza in front of Town Hall, using planters of varying heights to shape both open gathering space and smaller retreats. Rough-cut stone walls tie the plaza to the civic architecture, while perimeter boulders soften the edge into the surrounding landscape. A widened walkway to 5th Street prioritizes pedestrian access and sightlines to the entrance, with a secondary route connecting to the library, a small patio, and covered bike parking. Changes in paving signal pedestrian priority, while added emergency access, seating, preserved trees, and opportunities for public art reinforce safety, usability, and civic identity.

### **February 6<sup>th</sup> Open House:**

The project team (Town Staff, Reynolds Ash and Associates and SCJ Alliance) held a meet and greet for Sean Besecker and an opportunity for community members to come and give feedback on the proposed design for the Marshal's Addition and the conceptual site plans.



Conceptual Site Plan A was the preferred option. Public Works has noted that head in parking on the south is required and no paved access in the alley to the southeast. This will prevent this looking like a through way and keep this for Marshals' use only.

Staff is requesting Town Council's feedback on the proposed 30% design for both the Marshals' Office and the site as a whole to better inform the issuance of the RFP.

**Climate Impact:** The design phase is prioritizing energy efficiency and electrification. The addition of indoor vehicle storage supports the Town's transition to an electric fleet and reduction of idling of combustion vehicles. All new construction will comply with current building codes

and the 30% design has continued to explore energy-efficient and electrification options through a cost-benefit lens.

On a parallel track with this design work, Public Works staff have been working hard to determine feasibility for geothermal and how that could be incorporated into the proposal. They have been coordinating regularly with the Mechanical, Plumbing and Electrical (MEP) portion of the design team to ensure that these needs are met.

**Financial Impact:** As part of the 2025 budget, the Town Council allocated \$500,000 for the design of a new Marshals' facility. Then, as part of the 2026 budget, the Town Council allocated \$2,750,000 and as part of the 5-year Capital Plan, \$2,500,000 is earmarked in 2027 for the remainder of the design and engineering and construction phase of the renovation/addition for the new Marshal's facility and work to Crank's Plaza with the hope that grant funding could be obtained. The Town has put in a Tier 2 application to DOLA for \$200,000 for this project.

**Legal Review:** N/A

**Recommendation:** Staff recommends Conceptual Site Plan A and is requesting Town Council's feedback on the proposed 30% design for both the Marshals' Office and the site as a whole to better inform the issuance of the RFP.

**ATTACHMENTS:**

- Floor Plan
- Rendering
- Site packet

DATE: January 21, 2026  
TO: Mayor and Town Council, Town of Crested Butte  
FROM: Karl J. Hanlon, Town Attorney  
RE: Ordinance 4, Series 2026 Amending Sec. 1-4-30 Regarding General Penalty

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On December 22, 2025, the Colorado Supreme Court issued a decision in the combined cases of *In re People v. Camp* and *In re People v. Simons*, declaring that when a municipal ordinance and a state statute prohibit identical conduct, the maximum penalty imposed under state law preempts local law.<sup>1</sup> The court found that the state interest in setting consistent, statewide sentencing caps for misdemeanors and petty offenses is materially impeded by home-rule ordinances which impose greater penalties for the same offense.<sup>2</sup> This means any penalty imposed for violation of the Crested Butte Municipal Code (the “Code”) may not exceed the penalty allowed under the corresponding state statute.

Because the decision was issued so recently and to ensure compliance with the ruling while the municipal code is being updated, the Municipal Judge has issued a standing order specifying that the penalty imposed for any offense shall not exceed the penalty allowed for the same offense under the Colorado Revised Statutes.

Ordinance 4, Series 2026 updates the Town’s general penalty provisions to implement the ruling and ensure that the Town’s penalty provisions will align with the Supreme Court decision.

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<sup>1</sup> No.24SA276, *In re People v. Camp*, No24SA308 & 309, *In re People v. Simons*, 2025 CO 64, ¶3

<sup>2</sup> *Id.*

*Mail to:*

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

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

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

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



## Staff Report

February 17, 2026

**To:** Mayor and Town Council

**Prepared By:** Astrid Matison, Chief Building Official

**Thru:** Mel Yemma, AICP, Community Development Director

**Subject:** Ordinance No. 5 Series 2026: Adoption of the Wildfire Resiliency Code

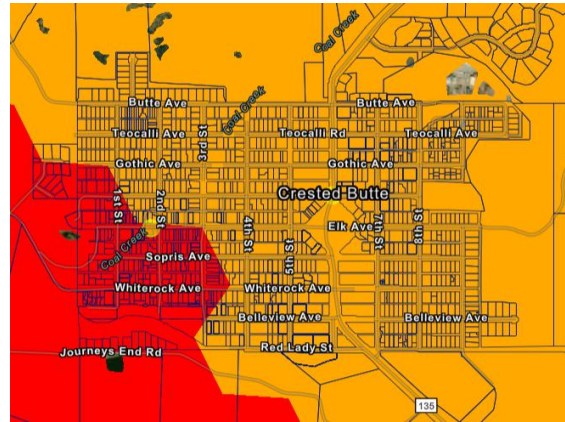
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**Summary:** This is the first reading for Ordinance No. 5, which adopts the State of Colorado Wildfire Resiliency Code (CWRC). The State of Colorado adopted the CWRC on July 1<sup>st</sup>, 2025. Jurisdictions have until April 1<sup>st</sup>, 2026, to adopt the code and it cannot be less stringent than the state CWRC code. It is proposed for the effective date of enforcement of the CWRC to be June 1, 2026, as the State requires it to be within 3 months of adoption. The Town of Crested Butte previously did not adopt the 2021 or 2024 International Wildfire Urban Interface Code (IWUIC).

**Previous Council Action:** The Town Council adopted the 2024 International Building Codes on September 15, 2026.

**Background:** In 2023, the Colorado State Legislature recognized that Colorado's wildfire risk is increasing, and more communities are at risk. Senate Bill 23-166 established a wildfire code board with the mission to establish minimum regulation for safeguarding of life and for property protection from wildfire and from adjacent structures as well as from structure fires impacting surrounding wildlands. The Colorado Wildfire Board consists of 21 voting members representing both urban and rural communities, building code and fire code professionals, investor-owned utilities, commercial and home building professionals, architects with experience with wildfire codes, fire marshal with wildland fire behavior experience, and land use planning, hazard mitigation, nonprofit affordable home builder, and county and municipalities with experience in implementing codes for wildfire resiliency, and 3 non-voting ex officio members from the Colorado Division of Fire Prevention and Control, Colorado State Forest Service, and Colorado Resiliency Office. The Board met in person every month for more than a year, including creating four advisory committees that met twice a month to focus on specific code areas. All meetings were open to the public and included numerous public comments and considered by the board prior to adoption of the CWRC. Additional information about the board, CWRC and Colorado Wildfire Resiliency Map can be found on the website: <https://dfpc.colorado.gov/WRCB>. The CWRC code provides for strategies to reduce wildfire risk with building hardening and defensible space around structures at the property parcel level. This code defines the wildland-urban interface as, "that geographic area where structures and other human development meet or intermingles with wildland or vetitive fuels."

As part of this code adoption, communities can choose to adopt the State Wildfire Resiliency Map that encompasses both current and potential wildland-urban interface for the purpose of code application. This map provides an accessible, printable and user-friendly online platform. [Map Link](#) The map illustrates levels of fire intensity Class 1 (Yellow) low intensity, and Class 2 (red and orange) moderate to high fire intensity. The map shows the Town of Crested Butte in Class 2 moderate to high intensity fire area. The Town could choose to create its own map; however, it is recommended to align with the state's map for implementation clarity. The CWRC allows for a ground-truthing process to verify or review a fire intensity classification.



The attached summary sheet summarizes the code requirements and where they apply. Broadly, the code addresses vegetation management near structures, fire-resistant building materials, and design features such as ventilation location that help harden buildings against wildfire. It applies to new residential and commercial buildings that are occupiable, as well as certain changes to existing structures, including changes of use, additions over 500 square feet, exterior siding or roof replacements exceeding 25%, and new accessory occupiable buildings located within 50 feet of a primary structure.

For historic structures, the Town's adopted design standards and state historic preservation requirements take precedence over the wildfire resiliency code's material allowances. A variance process, approved by the building official, will allow historic rehabilitations to be exempt from meeting certain wildfire resiliency code material requirements if it jeopardizes their conformance with the Design Standards or their historic building designation. As part of this year's Design Standards update, staff will work with the state to improve clarity and alignment between historic building material allowances and the resiliency code. This will give property owners a better understanding of their options (such as using treatment methods on historic siding or more flexibility on materials) while preserving both safety and historic integrity. Staff expects the new Design Standards to be adopted by the end of 2026, leaving about six months to work through the variance process and further research.

It is also important to note that some materials identified in the CWRC, such as vinyl siding or fencing, and slate or concrete roof tile, are not currently permitted under the Town's Design Standards and Guidelines. The summary sheet highlights these conflicts, which will be reviewed this year as the Town updates its Design Standards alongside the Zoning Code Update. In the meantime, there are other options available for compliant materials. Staff have been proactively working with architects and designers to communicate these changes for projects that are in review, in the BOZAR process, or moving from BOZAR approval toward a building permit.

**Discussion:** There are three amendments to the CWRC that staff is proposing:

1. **Map:** Adopting the State Wildfire Resiliency Map
  - a. As described above, staff recommends aligning with the State's adopted map for clarity and simplicity.

2. ***Building Envelope Buffer:*** Requiring the Structure Ignition Zone 1(0-5 feet) as measured from the face of the exterior wall of the structure to consist of only non-combustible, hard-surface material, without exception for ignition-resistant plantings.
  - a. Town staff recommends no plants in Zone 1 to make it easier for homeowners, landscapers and for building department final inspection. If this code provision is not amended the building department will need to become plant experts.
  - b. Gunnison County is also in the process of adopting the CWRC code with this amendment.
3. ***Rafters:*** Allowing an open soffit rafter tail roof construction can only be approved for Historic Structures (that have existing open soffit rafter tail construction that need to be replaced or repaired) as designated by the Town Historic Map.
  - a. Open rafter tail design exposes structure to trapped heat and embers. Enclosed soffits are less vulnerable to heat and embers.
  - b. The CWRC allows for Historic Structures to be preserved through a code variance process.

Staff is seeking any feedback on these three amendments as well as any additional questions or further information Council requests before the public hearing.

**Climate Impact:** Wildfire in Colorado is increasing in frequency, intensity, and impact, with 20 of the state's largest fires occurring since 2001 and four of the top five in just the past five years. Beyond the loss of homes and property, wildfires create widespread climate and community impacts, including watershed damage that threatens drinking water and aquatic life, increased flooding and erosion from post-fire runoff, and serious public health risks from smoke, especially for vulnerable populations. Wildfires also strain local economies through impacts to housing, tourism, recreation, and costly recovery efforts such as debris removal, erosion control, and infrastructure repair. The CWRC helps reduce these risks by requiring structure hardening and defensible space in the wildland-urban interface, where development meets vegetative fuels.

**Financial Impact:** N/A

**Legal Review:** The attached ordinance was drafted by the Town Attorney.

**Recommendation:** Staff recommends Council set Ordinance No. 5 for public hearing on March 2, 2026.

**Proposed Motion:**

A Council member should make a "motion to set Ordinance 5, Series 2026 for public hearing on March 2, 2026," followed by a second and roll call vote.

**ATTACHMENTS**

1. Ordinance No 5, Series 2026
2. Town of Crested Butte CWRC Summary Sheet



## Staff Report

February 17, 2026

**To:** Mayor and Town Council

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

**Thru:** Mel Yemma, AICP, Community Development Director

**Subject:** 2024 Gunnison Valley Housing Needs Assessment – Local Government Review

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### Summary

The Gunnison Valley Regional Housing Authority (GVRHA), with support from Gunnison County, the Towns of Crested Butte and Mt. Crested Butte, the City of Gunnison, and the Valley Housing Fund, completed the 2024 Gunnison Valley Housing Needs Assessment (HNA) and an SB24-174 Compliance Addendum. The HNA provides a comprehensive evaluation of housing conditions, affordability challenges, and projected housing needs through 2029. It serves as the foundation for regional housing planning efforts, including the forthcoming Corridor Plan and Regional Housing Action Plan. The purpose of this report is to present the HNA and Addendum for Council review and comment prior to future regional planning efforts.

### Previous Council Action

Council has supported participation in regional housing studies and planning efforts, including funding contributions to the Gunnison Valley Regional Housing Authority and engagement in the Housing Working Group.

### Background

Colorado Revised Statute 24-32-3704(2) requires that, “Upon conducting a regional housing needs assessment pursuant to subsection (1) of this section, a regional entity shall provide the regional housing needs assessment to each local government included in the region. Within sixty days of receiving the regional housing needs assessment, a local government’s governing body shall review the assessment at a public meeting and shall submit comments to the regional entity.” Town staff received the HNA and addendum on from GVRHA staff on December 23, 2025. Within 60 days of receiving comments from the local governments, the regional entity must submit the HNA and any comments to DOLA.

The 2024 HNA identifies significant housing challenges in the Gunnison Valley:

- Housing Need: 1,300–1,550 additional housing units needed by 2029 to address current shortfalls and keep pace with job growth and retirements.

- **Affordability:** At least 75% of these units must be priced below market to meet local workforce needs.
- **Current Conditions:**
  - 39% of households are cost-burdened (up from 25% in 2016).
  - Rental vacancy rates remain below 1%, indicating a non-functional market.
  - Homes priced under \$500,000 have nearly disappeared in the South Valley; median home prices exceed \$1 million in the North Valley.
- **Employer Impact:** 92% of employers report housing as a serious or critical problem; 8% of jobs remain unfilled due to housing constraints.

The Addendum addresses SB24-174 compliance requirements, including displacement risk analysis, accessible and supportive housing needs, water supply estimates, and baseline data on housing programs and policies.

## **Discussion**

Two considerations for Council review:

1. **Defining Affordability:** As the Town explores more locally relevant indices for defining “affordability,” it is important to note that state and federal programs use Area Median Income (AMI) as the standard metric. It will be important to maintain a correlation with AMI to stay eligible for state and local funding opportunities and data collection.
2. **Regional Planning Alignment:** The Addendum includes baseline data on current housing programs and policies for each jurisdiction. This information should be reviewed and verified by all jurisdictions to ensure that regional housing and planning efforts launch from a point of accuracy and shared understanding.

## **Recommendation**

Staff recommend that Council review the 2024 HNA and SB24-174 Compliance Addendum and provide comments.

## **Proposed Motion**

A Council member should make a motion to “Accept the 2024 Gunnison Valley Housing Needs Assessment and SB24-174 Compliance Addendum for review and comment.”

## **Attachments**

- 2024 Housing Needs Assessment Highlights
- 2024 Housing Needs Assessment
- 2025 Compliance Addendum
- GVRHA Presentation on the Addendum



Staff Report  
February 17, 2026

**To:** Mayor and Town Council

**Prepared By:** Dannah Leeman Gore, Sustainability Coordinator

**Subject:** Single Use Plastic Reduction Policies for Special Events Discussion

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**Summary:**

Council directed staff to start investigating single-use plastic (SUP) reduction efforts with special events ahead of broader regulations. Staff gathered special event organizer feedback on proposed draft requirements and incentives through a focus group and is seeking Council direction on whether to proceed with a 2026 special-events SUP policy.

**Previous Council Action:**

**November 3, 2025:** Staff facilitated a discussion with Town Council to discuss whether pursuing Single Use Plastic (SUP) policies and eventual ordinance was a priority. Council members expressed a desire to understand more about the waste streams on Elk Ave, or “high impact areas”, and how a SUP ordinance might impact costs and operations for retail food establishments, retail establishments, and lodging. Staff plan to initiate these discussions in the coming months to better inform a SUP reduction ordinance, tentatively targeted for 2027.

Council indicated greater comfort beginning with special events before broader regulations are implemented. Town Council directed staff to begin exploring SUP reduction policies with special event holders in advance of the deep outreach and discussion with restaurants, retail, and lodging establishments.

**Background:**

Under HB 21-1162 (Plastic Pollution Reduction Act), effective July 1, 2024, municipalities may regulate or prohibit plastic materials and packaging. Leveraging this authority is listed as a 2026 Strategic Budget goal and aligns with the 2030 Climate Action Plan to “drive efficient waste practices to increase landfill diversion” and “limit the distribution of certain materials [...] for example, certain single use plastics”.

To begin developing a more refined SUP policy for special events, staff convened a focus group for special event holders on January 28, 2026, to discuss proposed single use plastics (SUP) reduction policy ideas to launch in 2026. Invitations were sent via email three times to the Clerk’s department list serve of special event holders. The meeting was hosted in-person and online to

allow for more attendance flexibility. The following organizations or events were represented at the meeting:

- Crested Butte Center for the Arts
- Crested Butte Land Trust
- Crested Butte DEVO
- Adaptive Sports Center
- Crested Butte/Mt. Crested Butte Chamber of Commerce
- Crested Butte Farmer's Market
- Crested Butte Arts Festival

### *Current Projects and Programs*

The Town currently promotes waste reduction at events through the Climate Responsible Special Events (CRSE) program. Event applicants select a waste-reduction tier (I–III) based on required practices and may receive up to \$300 per event in rebates for eligible waste-reduction costs. Events may opt out by paying a \$150 fee, which supports the rebate pool. Hardship waivers are available when program requirements would significantly affect event viability. Several proposed SUP requirements build on practices already included in the CRSE program but would shift certain measures from optional to required.

Separately, staff has initiated a 2026 feasibility study for a broader SUP ordinance covering retail food establishments, retail, and lodging through Colorado Circular Communities (C3's) free technical assistance program. The study will include stakeholder engagement, infrastructure assessment, and localized waste analysis.

The following section introduces proposed SUP policy considerations for special events, with the context of feedback received from this meeting.

### **Discussion:**

Using peer community examples (including Breckenridge, Telluride, and Frisco) and prior Council guidance to pursue a moderate approach, staff developed the following draft policies for special events that was presented at the focus group. The attendee feedback to each provision is included.

#### **1. Proposed Requirements:**

- a. **No single-use plastic water bottles or beverage containers under 1 gallon**
  - i. Most event holders were comfortable with this provision and shared little feedback.
- b. **Reuseable, recyclable, or compostable containers/dishware (no Styrofoam)**
  - i. Cost concerns for providing compostable or recyclable materials and how that might impact their event, especially for multi week events such as Alpenglow or the Farmer's Market.
  - ii. Participants recommended that the Town develop a list of approved materials or suppliers to ensure consistency and reduce confusion.
  - iii. Concerns were shared about reusable or "BYO" dishware and encouraged staff to think about how that would affect events where food is not the main focus (i.e., Bridges of the Butte).

- iv. Could the Town explore any partnerships with event rental companies for reuseable dishware?
  - c. No plastic utensils, stir sticks, or straws**
    - i. Mixed response - some event holders stated this would be very hard to comply with, and others felt that they could find other alternatives.
  - d. Recycling bins required**
    - i. Event holders cited cost concerns and rising prices with recycling services. One event holder stated that if they reduce the number of composting bins at their event, their composting services would be equal or less than their recycling fees. Other event holders shared anecdotes disposing of their recycling in their personal recycling bins cans to avoid the high recycling costs.
  - e. If compostables are offered, compost bins must be provided.**
    - i. Some event holders opposed this provision, stating it would be difficult to comply with at the current approximate pricing (~\$1/event attendee). Event holders wondered if the Town would consider negotiating a “special events rate” with Elements Mountain Compost for event services, or if repeating events could negotiate a special rate.
  - f. Condiments in bulk**
    - i. Most event holders felt this would be relatively easy to comply with.
  - g. Recycle, compost, and landfill containers must be placed side-by-side**
    - i. No significant comments
  - h. No disposable decorations, including balloons.**
    - i. Attendees requested this provision be removed, citing it would be very difficult to comply with and hard to define.
2. **Encouraged Behaviors** (Meeting attendees did not provide significant comment on the “encouraged” proposed policies)
- a. Bring Your Own dishware/cupware**
  - b. Reuseable signage**
  - c. Reduce physical paper materials, encourage digital access**
  - d. Durable or reuseable “promo” or “swag” items, or eliminate single-use merchandise**
  - e. Provide staff or volunteers to sort and manage waste at events**
  - f. Event signage that explains how your event is reducing waste**

*General Feedback and Other Considerations:*

- **General Support for Sustainability Goals:** Most participants expressed support for the Town’s sustainability objectives and agreed that reducing single-use plastics aligns with Crested Butte’s environmental values. Attendees appreciated the proactive approach but emphasized that successful implementation will require clear guidance, accessible resources, and financial support to avoid placing undue burden on event organizers.

- **Cost and Feasibility Concerns:** Cost was identified as a primary concern. Composting services were estimated at approximately \$1 per attendee, which could significantly impact events of all sizes, especially events like Alpenglow or the Farmer’s Market, which take place over several weeks.
  - Attendees recommended that the Town consider financial incentives, subsidies, or hardship waivers to offset these costs.
  - Attendees urged staff to consider whether special consideration or incentives should be focused on “fundraising” events.
  - Could the town scale its CRSE financial incentive program to event size or frequency?
- **Vendor Compliance and Responsibility:** Participants requested clarification regarding responsibility for compliance with new policies, particularly for food vendors and food trucks.
  - Questions arose about whether event organizers or vendors would be held accountable for ensuring sub-vendor compliance (i.e., food trucks).
  - Some attendees suggested event holders include compliance to the Town’s waste policies as a requirement of event participation.
- **Infrastructure and Resource Needs:** Attendees emphasized the need for supportive infrastructure to make compliance feasible.
  - Suggestions included adding more public water bottle refill stations (or better wayfinding signage to public water bottle refill stations), a reusable dishware program, group purchasing options for compostable or recyclable products, and/or a Town-purchased water filling wagon.
  - Participants encouraged the Town to explore bulk purchasing or public private partnerships to establish special event rates to reduce costs and streamline procurement.
- **Education and Outreach:** Education was identified as a critical success factor.
  - Attendees recommended that the Town provide templates, signage, and training materials to help organizers and volunteers implement new requirements effectively.
  - Participants also noted the importance of public education for both residents and visitors to improve waste sorting and compliance.
  - Could the Town facilitate a volunteer or partnership program with the high school or Western Colorado University to staff events for waste sorting?
  - Attendees recommended including a hardship waiver process for events facing significant challenges in meeting new requirements.

### ***Composting Service Availability***

Elements Mountain Compost (EMC), the Town’s compost contractor, indicated capacity to serve the Town’s approximately 30–40 permitted events annually. Service costs vary by event size and service level. EMC estimates average costs near \$1 per attendee, though more accurate pricing would be event specific. Staff would like to explore a potential negotiated group rate that could improve the cost while guaranteeing a certain number of events per year with EMC. Staff would also suggest pursuing a similar arrangement for recycling with Waste Management.

### ***Revised Policy List***

Based on the focus group's feedback, staff proposes this revised policy list:

#### **Requirements:**

- a. No single-use plastic water bottles or beverage containers under 1 gallon
- b. Reuseable, recyclable, or compostable containers, dishware, silverware, straws, or stir sticks (no Styrofoam)
- ~~c. No plastic utensils, stir sticks, or straws~~
- d. Recycling bins required
- e. If compostables are offered, compost bins must be provided.
- f. Condiments in bulk
- g. Recycle, compost, and landfill containers must be placed side-by-side
- ~~h. No disposable decorations, including balloons.~~

#### **2. Encouraged Behaviors:**

- a. Bring Your Own dishware/cupware
- b. Reuseable signage
- c. Reduce physical paper materials, encourage digital access
- d. Durable or reuseable "promo" or "swag" items, or eliminate single-use merchandise
- e. Provide staff or volunteers to sort and manage waste at events
- f. Event signage that explains how your event is reducing waste

Staff is also interested in exploring incentives and support for special events based on the focus group's feedback. A group buy or negotiated event rates with vendors, as mentioned above, could be effective and demonstrate the Town's support. Staff is also interested in exploring an accepted materials or purchasing guide and facilitating volunteer opportunities with perhaps Western Colorado University or the Crested Butte school for any event waste-related event staffing.

#### **Climate Impact:**

SUP reduction does not significantly reduce total greenhouse gas emissions but directly supports Climate Action Plan goals related to landfill diversion and limiting targeted single-use materials.

#### **Financial Impact:**

The 2026 budget includes \$19,000 for SUP policy development, incentive programs, and outreach. Staff is also requesting funds for a Town bulk purchase of non-single use plastic alternative containers into the CEO IMPACT Accelerator Grant application (amount to be determined at time of this staff report). These funds could support bulk purchasing or event assistance initiatives. Additional costs would depend on Council direction regarding incentives or infrastructure support.

#### **Recommendation:**

Council should ask clarifying questions, review stakeholder feedback, and provide direction on whether staff should proceed with implementing SUP reduction requirements for special events in 2026 and what refinements or support programs should be considered.

#### **Attachments:**

- Climate Responsible Special Events (CRSE) Tier Requirements, Fees, and Rebates



## Staff Report

February 17, 2026

**To:** Mayor and Town Council  
**Thru:** Dara MacDonald, Town Manager  
**From:** Lynelle Stanford, Town Clerk  
**Subject:** Discussion Regarding Policy for Special Events.  
**Date:** February 6, 2026

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### Background:

During the January 6, 2026, Council meeting, the Council reviewed the Town's process for special events and their impacts on the community. Direction provided by the Council included the need to more clearly identify local benefit, in part through a statement submitted by the event applicant. This direction is reflected in the attached draft Policy for Special Events.

A scoring sheet is proposed as Appendix A, titled "Community Benefit and Local Involvement Scoring Matrix and Worksheet." The Council did not express support for a wholesale change to the manner in which special events are currently processed. Additionally, the Town Attorney does not recommend distinguishing between local and non-local event organizers.

As a reminder, Town Code Section 6-3-10 defines a "special event" as "any performance, activity, parade, festival, athletic event, or other public gathering held on Town property and sponsored by a nonprofit enterprise or for-profit organization."

### Discussion:

The proposed policy for special events is included in the comprehensive packet. Reflected in the policy are purpose (of the policy); guiding principles; relevant definitions; a description of the community benefit requirement as it relates to the review of special event applications; and the aforementioned Appendix A, which contains the scoring matrix worksheet.

The Council should discuss and determine whether the policy is responsive to its prior direction and to provide any suggested edits or additions.

### Motion:

Motion to approve the policy for special events or motion to approve the policy for special events, as amended.