

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, July 21, 2025

Meeting information to connect remotely:
<https://us02web.zoom.us/j/89816503219>
Join via audio: +1 719 359 4580 US +1 669 444 9171 US +1 253 205 0468 US +1 646 931 3860 US +1 689 278 1000 US +1 305 224 1968 US +1 309 205 3325 US +1 360 209 5623 US
+1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US
Webinar ID: 898 1650 3219

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.

6:00 WORK SESSION

1) Gunnison Valley Regional Housing Authority (GVRHA) Transition to Gunnison County.

Staff Contact: Town Manager Dara MacDonald and Housing Director Erin Ganser

6:30 2) Red Lady Roundabout Concept Discussion.

Staff Contact: Public Works Director Shea Earley

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) July 7, 2025 Regular Town Council Meeting Minutes.

Staff Contact: Deputy Town Clerk/Licensing Clerk Eric Treadwell

2) Community Plan Letter to the Crested Butte News.

Staff Contact: Community Development Director Mel Yemma

3) (First Reading) Ordinance No. 6, Series 2025 - An Ordinance of the Crested Butte Town Council Approving the Lease of a Portion of the Property at 308 3rd Street to the Corporation of the Rocky Mountain Biological Laboratory at Gothic.

Staff Contact: Property Manager RaeMarie Barry

The listing under Consent Agenda is a group of items to be acted on with a single motion. The Consent Agenda is designed to expedite Council business. Council members may request that an item be removed from Consent Agenda prior to the Council’s vote. Items removed from the Consent Agenda will be considered under New Business.

7:05 PUBLIC COMMENT

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

7:10 STAFF UPDATES

7:15 LEGAL MATTERS

7:20 PRESENTATIONS

1) Update from TWG on Mineral Point Construction.

Staff Contact: Housing Director Erin Ganser

7:30 NEW BUSINESS

1) The Center for the Arts – Conveyance of Building and Land.

Staff Contact: Town Manager Dara MacDonald and Town Attorney Karl Hanlon

8:15 2) Community Grants Program – Qualifications and Evaluation Criteria.

Staff Contact: Interim Finance Director Rob Sweeney

8:45 3) Resolution No. 18, Series 2025 - A Resolution of the Town Council of the Town of Crested Butte, Colorado, Acting as the Local Liquor Licensing Authority Finding Probable Cause of a Liquor Code Violation by Crested Butte Grocery LLC D/B/A Clark’s Market.

9:05 COUNCIL REPORTS AND COMMITTEE UPDATES

9:10 OTHER BUSINESS TO COME BEFORE THE COUNCIL

9:15 DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE

- Tuesday, August 5, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, August 18, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Tuesday, September 2, 2025 - 6:00PM Work Session - 7:00PM Regular Council

9:20 EXECUTIVE SESSION

1) An Executive Session for a conference with the Town Attorney pursuant to C.R.S. § 24-6-402 (4)(e) for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators and pursuant to C.R.S. § 24-6-402 (4)(b) to receive legal advice on specific legal questions both regarding Mt. Crested Butte Water and Sanitation District.

2) An Executive Session for a conference with the Town Attorney pursuant to C.R.S. § 24-6-402 (4)(e) for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators and pursuant to C.R.S. § 24-6-402 (4)(b) to receive legal advice on specific legal questions both regarding the Crested Butte Center for the Arts.

10:00 ADJOURNMENT



Staff Report

July 21, 2025

To: Mayor and Town Council

Prepared By: Erin Ganser, Housing Director

Thru: Dara MacDonald, Town Manager

Subject: Gunnison Valley Regional Housing Authority (GVRHA) Transition to Gunnison County

Summary: At the June 12, 2025, GVRHA Board meeting, the Board elected to have the organization's services be moved under Gunnison County due to the ongoing challenges in maintaining the executive director position filled and the administrative support that would be provided by having the support of the County's organizational structure.

Attached is a presentation prepared by Melissa LaMonica, who is the Executive Director of GVRHA through the end of July when she transitions to a new role as the Chief Financial Officer of Gunnison County. The presentation is scheduled for Monday, July 14. Staff and GVRHA Board representatives will provide Council with any outcomes from that discussion and seek any needed direction during the work session.

Proposed Motion: None.



Staff Report

July 21, 2025

To: Mayor and Town Council

Prepared By: Connor Beard, Public Works Operations Manager, Shea Earley, Public Works Director and Mel Yemma, AICP, Community Development Director

Thru: Dara MacDonald, Town Manager

Subject: *Work Session:* Red Lady Roundabout Concept Discussion

Summary: This work session will kick off the design process for the roundabout at the intersection of Red Lady Avenue and Sixth Street by introducing the design process and presenting two alternative concepts, a traditional “circular” roundabout and an “peanut-shaped” roundabout. In addition, staff included a third alternative to compare that is based on Colorado Department of Transportation (CDOT) CDOT feedback regarding Alternative 1 and 2. Staff is seeking the Council’s direction on a preferred concept to advance through the CDOT review process.

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.

Background:

Why a roundabout? Sixth Street is the primary artery carrying traffic into and through Crested Butte. From the Town's southern entrance to Elk Avenue, it is maintained by the Colorado Department of Transportation (CDOT) as State Highway 135. North of Elk Avenue to Butte Avenue, it is owned and maintained by the Town, and beyond that, it becomes Gothic Road under Gunnison County’s jurisdiction.

According to Streetlight data that was analyzed during the TMP, 63% of trips on Sixth Street have a destination in Crested Butte, while only 37% are pass-through. This means that most traffic is local and needs to be managed in a way that supports livability, safety, and access.

The TMP identified the Red Lady Avenue and Sixth Street intersection as one of the most critical needs in the community due to existing congestion, delays, and safety concerns. Today, the

intersection operates at Level of Service (LOS) E during peak hours, which falls below CDOT standards. In particular, southbound vehicles trying to turn left from Red Lady Avenue experience long delays, leading to traffic diversion through residential streets and added congestion at the 4-Way Stop.

These challenges are expected to worsen significantly without intervention. The TMP evaluated alternatives and recommended a roundabout at this location to improve safety, reduce congestion, and create a more welcoming entrance into Town. A roundabout is also consistent with national best practices, as identified by the Federal Highway Administration and other transportation agencies, as a proven way to slow traffic, improve flow, and enhance pedestrian crossings.

As part of the community school expansion project, the Town applied for a CDOT access permit. CDOT approved the permit with a condition requiring construction of a roundabout before a Certificate of Occupancy can be issued for the new school facilities.

In parallel, the Town's participation in the Highway 135 Safe Streets for All Action Plan further validated the need for a roundabout and helped secure a \$2.2 million federal infrastructure grant for construction (pending federal contracting).

Design Process and Schedule: This process formally launches the roundabout project. The current scope includes reaching 60 percent design by the end of 2025, completing final design and potential right-of-way acquisition in early 2026, and preparing for construction to start in 2026.

The project must follow CDOT's review and access permit procedures, which require submittal of a preferred concept. The Town is working with Kimley Horn on the design and actively collaborating with the school district through the project. Kimely Horn helped with the Sixth Street traffic analysis and initial roundabout concept in the TMP and has expertise in working with CDOT region 3.

Key milestones in the project schedule include:

- **June to July 2025:** Project kickoff, site and utility constraints review, concept development, Council direction on preferred concept
- **August to September 2025:** Submit concept to CDOT for Field Inspection Review (FIR) review and initiate design, continue technical review, launch stakeholder engagement, including stakeholder meetings with key stakeholders and neighbors, and a public open house to introduce the 30% concept and gather input on the roundabout center/gateway design.
- **October to November 2025:** Refine design based on community feedback and CDOT input, prepare cost estimates
- **December 2025 to January 2026:** Complete 60 percent design, begin environmental permitting, and prepare for any right-of-way actions

Discussion: This work session will present three conceptual alternatives for Council consideration. The first two options were developed by Kimley Horn and reviewed by the design team. The third alternative takes the basic design from alternative 2 "the peanut" and incorporates preliminary feedback from CDOT regarding roundabout geometry and sight lines.

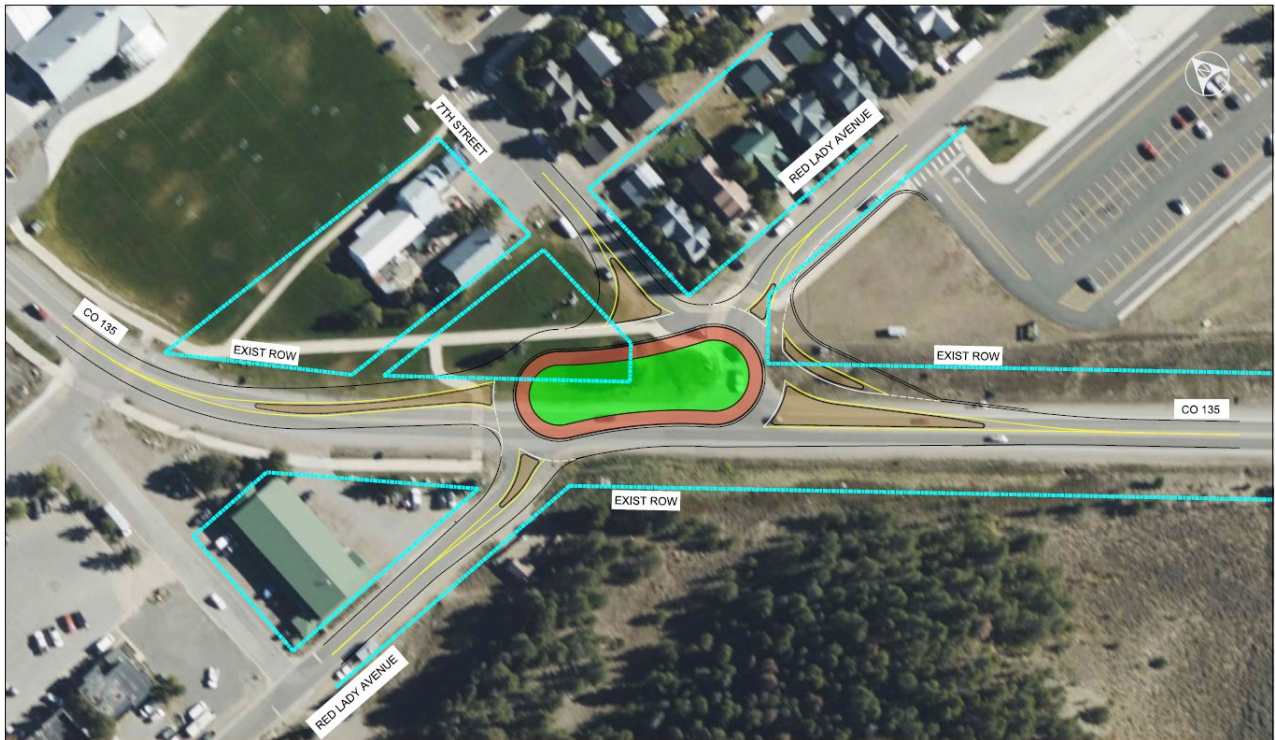
1. **Alt 1: Traditional Roundabout** - A standard, circular 5 leg roundabout



2. **Alt 2: Peanut-Shaped Roundabout** - A more elongated 5 leg design that responds to site constraints and circulation needs, while providing a more robust environment for pedestrian safety. This design also has the least impact to adjacent park space.



3. **Peanut-Shaped Roundabout:** Takes similar design concepts from alternative 2 and incorporates feedback from CDOT, which includes additional improvements to roundabout geometry and improved pedestrian safety considerations. This design also has the most impact to adjacent properties and existing utilities.



Each concept has been evaluated by Kimley Horn for benefits and challenges related to traffic operations, pedestrian safety, visual impact, property and utility coordination, and maintenance. See attached Comparison of Alternatives (Attachment A) Council feedback is requested to provide direction on one concept to submit to CDOT and begin the detailed design phase.

Climate Impact: The roundabout project supports the TMP's goal to de-emphasize cars and focus on walking, biking, rolling and transit through increasing mobility choices, managing parking convenience, and integrating land use with transportation. It will help reduce vehicle emissions through safer and more efficient traffic flow. It also encourages increased mobility choices by enabling future transit connectivity to the school and east side of town by allowing Mountain Express to make a left turn into the school area from Sixth Street.

Financial Impact: The design contract with Kimley- was awarded for \$300,000, which is below the Town's \$350,000 budget. Design costs will be split evenly with the School District. The Town has secured \$2.2 million in federal Safe Streets for All grant funds to support construction as part of the larger award to Gunnison County for a variety of projects, although funding is still subject to federal contracting.

Legal Review: None at this time

Recommendation & Next Steps: Staff recommends that Council provide direction on one concept to submit to CDOT to initiate the formal design process. Staff also welcomes any feedback on the project schedule and public engagement approach.

Staff will return to Council on September 15 to share the 30 percent design concept and preview materials for a community open house.

MINUTES
Town of Crested Butte
Regular Town Council Meeting
Monday, July 7, 2025

Mayor Pro Tem Wagner called the meeting to order at 7:03PM.

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

Staff Present: Town Manager Dara MacDonald, Town Attorney Karl Hanlon, Deputy/Licensing Clerk Eric Treadwell, Interim Finance Director Rob Sweeney, Planner I Kaitlyn Archambault, Housing Director Erin Ganser, and Community Development Director Mel Yemma (via Zoom)

Recreation, Open Space and Trails Supervisor Joey Carpenter, Public Works Director Shea Earley, and Parks, Recreation, Open Space and Trails Director Janna Hansen (via Zoom) (for part of the meeting)

APPROVAL OF AGENDA

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

CONSENT AGENDA

1) June 16, 2025 Regular Town Council Meeting Minutes.

Staff Contact: Town Clerk Lynelle Stanford

2) Resolution No. 15, Series 2025 - A Resolution of the Crested Butte Town Council Adopting the Applicable Provisions of the Uniform Election Code of 1992 for the Coordinated Election to be Held on November 4, 2025 and Authorizing the Town Clerk and Other Appropriate Town Officials to Enter into an Intergovernmental Agreement with the Gunnison County Clerk and Recorder Concerning the Administration of Such Election.

Staff Contact: Town Clerk Lynelle Stanford

3) Award of Contract to National Car Charging LLC for the Town Operations DC Fast Charging Installation Project.

Staff Contact: Public Works Director Shea Earley

4) Grant of Easement for Whetstone Water and Sanitary Sewer Utility Connection.

Staff Contact: Public Works Director Shea Earley

5) Award of Contract to Dietrich Dirtwork and Construction, LLC. for the Whiterock Watermain Replacement.

Staff Contact: Public Works Director Shea Earley

6) Funding Agreement between the Town of Crested Butte and the Crested Butte Land Trust for a Conservation Easement for Cement Creek Ranch.

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

7) 2025 Crested Butte Arts Festival Special Event Application Closing Elk Avenue from 6th Street to 2nd Street, 5th Street, North of Elk Avenue, 4th Street, North of Elk Avenue, and 3rd Street, Alley to Alley from August 1, 2025 to August 3, 2025 and Special Event Liquor Permit.

Staff Contact: Town Clerk Lynelle Stanford

8) Resolution No. 16, Series 2025 - A Resolution of the Crested Butte Town Council Approving the Lease a Portion of the Property at 716 Elk Avenue to Gunnison County Metropolitan District.

Staff Contact: Property Manager RaeMarie Barry

9) Final Payment to Fixture Studio for the Town Hall Interior Renovation Project.

Staff Contact: Public Works Director Shea Earley

10) Approval of Easement Agreement with the Gunnison County Electric Association to Serve CBFPD Campus.

Staff Contact: Public Works Director Shea Earley

11) Approval of Easement Agreement with the Crested Butte Fire Protection District for Sewer Access and Maintenance.

Staff Contact: Public Works Director Shea Earley

O'Neal removed item number six from the Consent Agenda.

Cowherd removed item number eight from the Consent Agenda.

Fenerty moved and Prochaska seconded a motion to approve the Consent Agenda with items six and eight removed. A roll call vote was taken with all voting "Yes." **Motion passed unanimously.**

PUBLIC COMMENT

Cillian Liam Barrett commented.

Noah Zemel of Crested Butte South commented.

STAFF UPDATES

MacDonald added updates.

LEGAL MATTERS

None

NEW BUSINESS

1) Consideration of Adoption of the Community Plan.

Staff Contact: Community Development Director Mel Yemma

Fenerty moved and O'Neal seconded a motion to adopt the Community Plan. A roll call vote was taken with all voting, "Yes." **Motion passed unanimously.**

2) Resolution No. 17, Series 2025 - A Resolution of the Crested Butte Town Council Approving the 2025 Amended Affordable Housing Guidelines.

Staff Contact: Housing Director Erin Ganser

Fenerty moved and O’Neal seconded a motion to pass Resolution No. 17, Series 2025. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

3) Spring 2025 Community Grant Recommendations.

Staff Contact: Interim Finance Director Rob Sweeney

O’Neal moved and Prochaska seconded a motion to approve the Spring 2025 Community Grant Recommendations. A roll call vote was taken with all voting, “Yes,” except Fenerty and Goldstone voted, “No.” **Motion passed (4-2).**

4) Funding Agreement between the Town of Crested Butte and the Crested Butte Land Trust for a Conservation Easement for Cement Creek Ranch.

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

Fenerty moved and O’Neal seconded a motion to approve the Funding Agreement. A roll call vote was taken with all voting, “Yes.” Goldstone was not present and did not vote. **Motion passed unanimously.**

5) Resolution No. 16, Series 2025 - A Resolution of the Crested Butte Town Council Approving the Lease a Portion of the Property at 716 Elk Avenue to Gunnison County Metropolitan District.

Staff Contact: Property Manager RaeMarie Barry

Cowherd moved and Fenerty seconded a motion to pass Resolution No. 16, Series 2025. A roll call vote was taken with all voting, “Yes.” Goldstone was not present and did not vote. **Motion passed unanimously.**

COUNCIL REPORTS AND COMMITTEE UPDATES

Cowherd, Fenerty and Prochaska updated.

OTHER BUSINESS TO COME BEFORE THE COUNCIL

O’Neal commented.

Hanlon commented.

DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE

- Monday, July 21, 2025 - 6:00PM Work Session - 7:00PM Regular Council

- *Tuesday, August 5, 2025 - 6:00PM Work Session - 7:00PM Regular Council*
- *Monday, August 18, 2025 - 6:00PM Work Session - 7:00PM Regular Council*

ADJOURNMENT

Mayor Pro Tem Magner adjourned the meeting at 9:09PM.

Mallika Magner, Mayor Pro Tem

Eric Treadwell, Deputy/Licensing Clerk (SEAL)



Staff Report

July 21, 2025

To: Mayor Billick and Town Council
Prepared By: Mel Yemma, AICP, Community Development Director
Thru: Dara MacDonald, Town Manager
Subject: Community Plan Letter to the CB News

Summary: Council member Kent Cowherd drafted a letter about the Community Plan to the Crested Butte News and is seeking endorsement from the Town Council to submit it on behalf of the full council. The letter explains the Community Plan and provides an update on what's to come with the zoning code update and housing and community spaces strategies.

Previous Council Action: The Town Council adopted the Community Plan on July 7, 2025.

Background: *About the Draft CP:* The CP identifies a long-term vision to improve Crested Butte's livability, functionality, and sense of community by aligning the Town's development regulations with the community's values and strategic goals. The CP is grounded in a clear, values-driven vision shaped by the Community Compass—centered on “keeping Crested Butte, Crested Butte” by retaining and growing a strong year-round community. It outlines a set of strategies and recommendations to realize this vision, with implementation beginning through a comprehensive zoning code update and two five-year implementation strategies (housing and community spaces), both launching this summer with further detailed analysis and expanded engagement.

Discussion: Council member Kent Cowherd drafted a letter to the Crested Butte News about the CP, which staff recommends Council review and consider approving to submit to the paper.

Recommendation: For a council member to make a motion, followed by a second, to authorize the Town to submit the letter to the Crested Butte News about the Community Plan on behalf of the Crested Butte Town Council, as part of the consent agenda.

ATTACHMENTS:

1. Draft Letter to the Crested Butte News about the CP



Staff Report

July 21st, 2025

To: Mayor and Town Council

Prepared By: RaeMarie Barry, Property Manager

Subject: First Reading of Ordinance 6, Series 2025 - An ordinance of the Crested Butte Town Council approving the lease of a portion of the property at 308 3rd Street to the Corporation of the Rocky Mountain Biological Laboratory at Gothic.

Date: July 11th, 2025

Summary: The Corporation of the Rocky Mountain Biological Laboratory at Gothic (RMBL) is a high-altitude research station that provides facilities and support for scientists and students studying biology and ecology. RMBL desires to rent two additional office spaces upstairs at the 308 3rd Street building, the East unit and the South unit,

Discussion: The potential tenant has agreed to pay the monthly amount of \$882 for the East unit and the amount of \$912 for the South unit for the first year, at a rate of \$3 a square foot. This price is below market value of \$4 and the target price decided by the Council. The lease is set for 5 years with a 1% annual rent increase for the remaining 4 years.

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

Recommendation: Staff recommends the Council set Ordinance No. 6, Series 2025 for public hearing on August 5th.

Proposed Motion: A Council member may make a motion, “to set Ordinance No. 6, Series 2025 for public hearing on August 5th” as part of the Consent Agenda.

Attachments:

Ordinance No 6, Series 2025
RMBL Lease



Memorandum

To: Town Council

From: Dara MacDonald, Town Manager

Subject: Manager's Report

Date: July 21, 2025

Town Manager

- 1) Q2 Update on status of the Town's 2025 Strategic Implementation Plan – See attached
- 2) Intergovernmental meetings – Mt Crested Butte staff have suggested trying to plan for two intergovernmental meetings per year rather than quarterly. “Meeting 4 times a year is a lot especially when we run into the busy ski season and summer season”. Council may wish to discuss under Other Business.

Sustainability

- 1) SAYT implementation – Town staff and Waste Management are continuing to work through an October launch of the Save As you Throw (SAYT) program and new pricing for residential solid waste in town. Residents will begin seeing communication in the next week asking them to select their bin size. New bins will arrive in late October. Waste Management will manage disposal of any old bins. There is no additional cost for these new bins (regular or bear-resistant). Monthly service pricing going forward will be based upon bin size whether residents select a new bin or continue with the bin they already own. There are no changes proposed for recycling services. The Town Council will see an implementation ordinance on their agenda for first reading in August.

Public Works

- 1) Whiterock Water Main Replacement – The following announcement was sent to households within the Whiterock water main project area:

The Town of Crested Butte Water Department will be working with Dietrich Dirtworks to replace water mains in your area. There will be significant disruptions to alley access during this time. Disruptions to your water service should be minimal and more details will be provided as the project progresses. Please sign up for Town E-Alerts (at the QR Code to the right or at <https://www.townofcrestedbutte.colorado.gov/>) to be notified of project updates.

This project will begin on July 21st in the alley between 3rd and 4th Street and Whiterock and Sopris. The project will continue East to the alley between 4th and 5th Street and then between 5th and 6th Street, all between Whiterock and Sopris. Each block is expected to take around 3 weeks to complete.

- 2) **Standard Mine Project Update**– The Environmental Protection Agency (EPA) performed a public meeting on June 24, 2025, to update the community on the ongoing reclamation/remediation efforts at the Standard Mine. To find more information on this project, please see the attached fact sheet.
- 3) **Wildfire Ready Action Plan** – A public meeting is scheduled on August 6th, 2025, from 5:00 – 7:00 PM in the Council Chambers at Town Hall. More information on the Wildfire Ready Action Plan can be found utilizing the QR code below.



QR -Website for
project updates

Marshals

- 1) The Marshal's Office has hired Jackson Smith to fill the vacant spot on the department. Jackson is a Gunnison local and comes to us from the Sheriff's Office where he worked for a year and a half.
- 2) The Marshal's Office has adopted the Model policy provided by Colorado POST outlining best practices for the safe and lawful use of prone restraint techniques. It emphasizes minimizing risk, close monitoring, prompt medical aid, and de-escalation to protect the health and safety of officers and individuals in custody. SOP section "303 Use of Prone Restraint" was added on 1 July 2025.

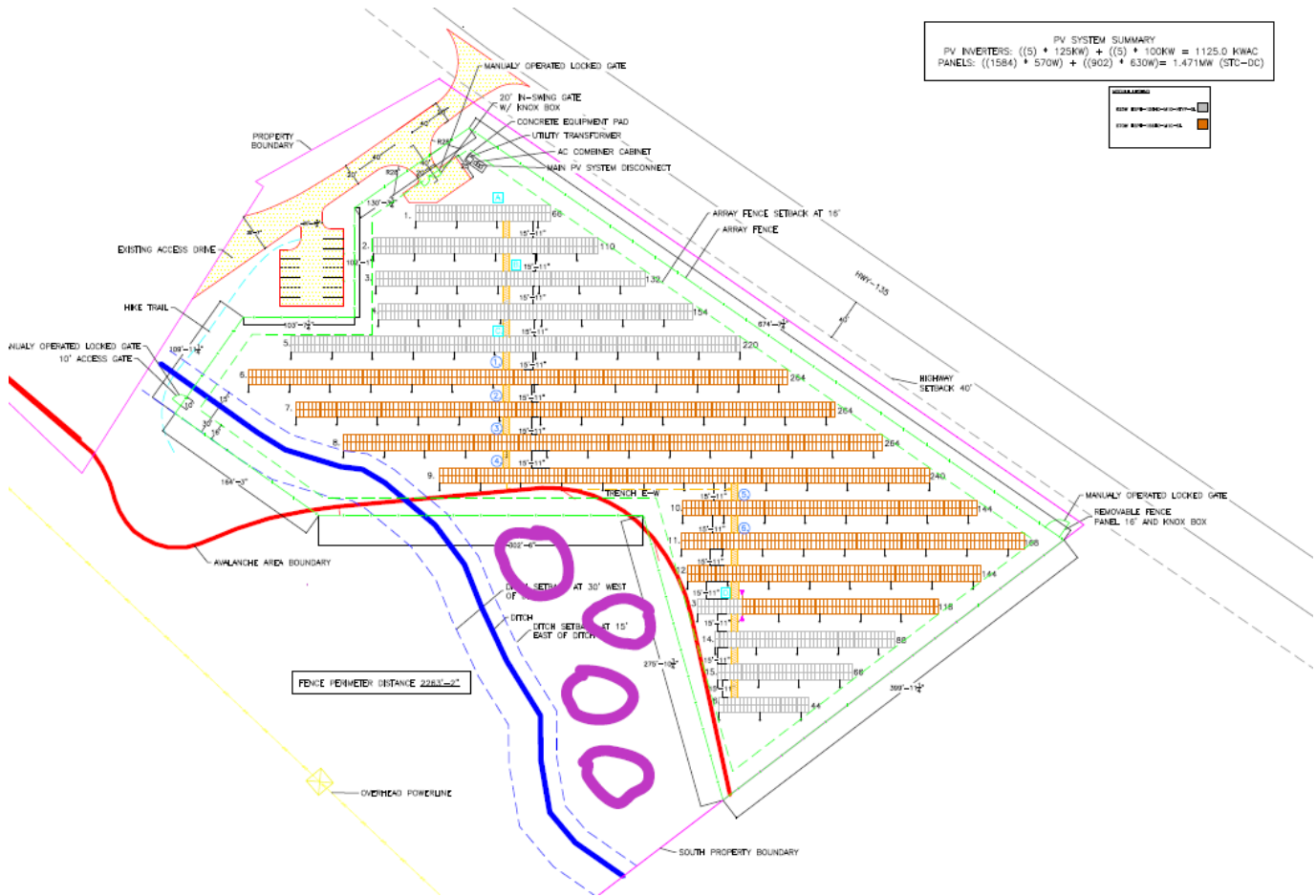
Parks, Recreation, Open Space and Trails

- 1) **Trash Update:** Dara and Janna have a meeting scheduled with Waste Management staff to brainstorm ideas for better trash management for 4th of July weekend 2026. The service for the porta potty at the museum has been increased to twice a week – Mondays and Thursdays.
- 2) **Mineral Point Trail Update:** We plan to start work on the Mineral Point Trail the week of 7/28. We will close the Pyramid Ave. right-of-way to parking from 8th St. to Gothic Rd. for staging of equipment and materials. Please see attached conceptual alignment.
- 3) **Baxter Gulch Trailhead Relocation Update:** Site work for the solar installation and trailhead relocation will begin on 7/28. Public Works will relocate the parking lot, and we are partnering with

CBMBA to relocate the trail and install temporary signage directing people to the trail during construction. The following message will be sent via E-Alert and will be posted on CBMBA's website:

The Baxter Gulch parking lot will be closed for construction beginning Monday, 7/28. Bicycle and pedestrian access to the trail will be maintained, but there is no parking on site. Please follow posted trail signs and stay out of the construction area and County Shop. Thank you and enjoy the trail!

The purple circles shown on this site plan indicate the location of proposed avalanche mitigation mounds similar to those on the Mogul Storage Trail.



Community Development

- 1) The Community Development and Building Department is excited to welcome Josh Staab as the new Building Inspector.
- 2) The Town received confirmation of the 2025 recertification of the Certified Rating System (CRS) program. This rating helps keep insurance rates lower for properties with the Coal Creek floodplain.

Town Clerk

- 1) Council/Mayor election petitions will be available for pick up in the Clerk's Office, beginning on Friday, August 1, 2025. Wednesday, August 6, 2025, is the first day that petitions may be circulated. The deadline for submitting completed petitions is Friday, August 29, 2025.
- 2) An informational session for potential candidates, who may be considering running in the election but are seeking additional information, is scheduled for Wednesday, August 13, 2025, from 5:00PM to 6:00PM. Existing Council members are always welcome to attend to share first-hand knowledge!

Finance/HR/IT

- 1) The recruitment for the vacant Finance and Administrative Services Director is in full swing. Staff is utilizing the recruitment firm GMP Consultants to formally create and place our recruitment materials in prominent national, regional and local resources. The recruitment is, 'open to fill' with a weekly review of applications received.

Upcoming Meetings or Events Council may choose to attend

August 6 – Wildfire Ready Action Plan public meeting. Feedback regarding the results of modeling and preliminary best management practices. 5-7 pm. Council Chambers

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

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

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.



To: Crested Butte Town Council

From: Jillian Liebl, Executive Director, and Brett Henderson, Chief Business Officer, Center for the Arts

Date: July 21, 2025

Subject: Center for the Arts Facility Deed Restrictions Work Session

As requested, the Center for the Arts is returning to Town Council to continue our discussion about the ownership of the Center for the Arts building and working together on a sustainable path forward that ensures the Center remains a thriving community asset in perpetuity.

We believe the Center exemplifies how private investment can serve the public good, creating a vibrant hub of creativity, access, and community engagement. **Our goal is to partner with the Town to align on a facility ownership structure that preserves public benefit while enabling the Center to build a stable financial future.** How can we best secure and support this asset for generations to come?

This memo provides an update on three key areas, as requested by Council at our last discussion in June.

1. Gunnison County Executory Interest on Title

The property on which the Center for the Arts was built was originally conveyed to the Town through a three-party exchange involving Gunnison County, Evergreen Land and Resource Company, and the Town of Crested Butte. The Warranty Deed from Evergreen to the Town (1984) contains an executory interest clause, which states that the property must be used “only for public purposes”; otherwise, title reverts to Gunnison County.

While the Center is a 501(c)(3) nonprofit organization and would satisfy the “public purpose” requirement through its mission and programming, transferring ownership might create legal ambiguity regarding compliance with the deed restriction. Solutions could include a quiet title

action, a formal legal disclaimer from Gunnison County, or some other legal agreement or clarification.

These suggested actions would likely be necessary to ensure that the Town and Center can move forward without risking future legal entanglements.

We have communicated with County Commissioner Laura Puckett Daniels. She agreed to have the County's legal team look into the title issue, and asked that the Town Attorney connect directly with the County Attorney's Office to discuss next steps.

We will keep Council updated as those conversations proceed.

2. Community Performing Arts Center Ownership + Funding

Background

We conducted additional research into arts centers across the country to better understand how communities of similar size, character, or municipal budget structure their arts center public-private partnerships. Specifically, we sought examples where:

- The municipality owns the land
- A nonprofit built, owns, operates, and maintains the facility
- There is a long-term public-private partnership in place with ongoing municipal support

Previously, we shared examples in three mountain communities. Council asked us to go further, identifying municipalities more directly comparable to Crested Butte in terms of community scale, values, budget, and resource environment.

Key Findings

We researched dozens of performing arts centers in towns across the country. Examples include Black Mountain, NC; Clayton, NC; Billings, MT; Leadville, CO; Wenatchee, WA; Bozeman, MT; Whitefish, MT; and Olympia, WA, among others.

Basalt, CO still remains the best point of comparison, due to:

- Similar town population and budget
- Similar arts center facility
- A nonprofit-built, operates, and maintains the center on municipal land

However, even Basalt differs from Crested Butte, primarily because the city has a dedicated RETA for the arts center. In contrast, the Center was funded and built, and continues to be operated and maintained by a nonprofit without ongoing operating or facilities support from the

municipality. (The Town of Crested Butte contributed around \$200k in cash and \$800k in-kind to the ~\$20m project.)

How Crested Butte's Model Compares Nationally

We have not found any other examples that exactly replicate Crested Butte's structure. Based on our conversations with peers around the country and our own research, the following standard models exist:

1. **Renovated Municipal Asset:** A municipality:
 - owns or purchases an unused or historic facility (e.g., old school or town hall),
 - renovates with or without nonprofit support,
 - operates or designates a nonprofit to operate, and
 - retains facility ownership and maintains the building.
 - Example: Black Mountain Center for the Arts, Black Mountain, NC
2. **Municipally Built + Nonprofit-Operated:** A municipality:
 - builds a new facility,
 - funds with or without nonprofit support (usually with),
 - creates/designates a nonprofit to operate, and
 - retains facility ownership and maintains the building. Often these municipalities also provide additional annual support for operations.
 - Example: Silverthorne Performing Arts Center, Silverthorne, CO
3. **Nonprofit-Owned + Privately Funded:** A nonprofit:
 - acquires land through purchase or donation,
 - builds its own facility, and
 - operates, programs, and maintains the facility.
 - This is rare without additional significant public investment (e.g., land donations, grants, or tax incentives), especially in rural places.
 - Example: Argyros Performing Arts Center in Ketchum, ID

In every model we reviewed, municipalities support their arts centers with some combination of:

- Facility maintenance,
- Operational subsidies, and/or
- Capital investment or long-term planning assistance

Our Current Challenge

Our current structure (municipally owned land and building with nonprofit-funded construction, operations, and maintenance) seems to be unique. While it is working in the short-term, this structure is not sustainable long-term without one of the following:

- Municipal support for building maintenance and/or operations
- Transfer of ownership of the building to the nonprofit

If the status quo is maintained, in the future, as building maintenance expenses increase, the Center will not be able to maintain the current facility while also continuing to produce programming at current or higher levels, nor will we be able to leverage significant private funding to redevelop the original Center building.

As noted in *Nonprofit Quarterly*:

"When projections about cost, revenue, or timing turn out to have been off, the agreements between municipalities and nonprofits in these kinds of relationships can run into relatively common problems... Still, these are endeavors that are important to community development, and so both parties continue to take the plunge."

3. Deed Restriction Framework

We share the Town's desire to ensure that any future ownership structure guarantees community benefit. We have outlined some initial ideas for consideration based on our ongoing discussions with the community and Town Council.

These proposed covenants balance long-term community protections with the flexibility needed for nonprofit success. By embedding public use priorities, programming transparency, and aligned ownership into the deed, we can collectively ensure the property will continue to serve as a vibrant hub for creativity and community for generations to come.

Key Covenant Elements

General Use Provisions

Nonprofit Ownership Requirement

- Property must always be owned by a 501(c)(3) nonprofit.
- Any transfer requires Town approval and must be to a mission-based, arts-focused nonprofit.
- *Allows Town oversight and ensures mission-aligned ownership without stifling future management transitions.*

Restricted Use for Community Arts

- Property use must focus on artistic, educational, scientific, and cultural programming.

- Incidental uses are permitted, allowing operational flexibility while ensuring core mission alignment.
- *Establishes the core use of the facility as intended.*

Public Oversight and Representation

- Town may appoint one *ex officio* member to the Center's Board of Directors annually.
- *Creates transparency and access to financial documents while establishing a clear channel for public input without direct operational control.*

Annual Reporting Requirement

- Center must share with Town Council an annual summary of financials along with programming, rental, and event data.
- *Promotes accountability while respecting nonprofit autonomy.*

Maintenance and Insurance Obligations

- Center must maintain the property and carry adequate insurance.
- *Town is protected through rebuild requirement in case of casualty.*

Town Use Rights – Balanced Access

Free Access for Town Needs

- Up to 12 free use days per year, including trainings for Marshals and CBFPD.
- *Use is “as available” through regular reservation processes. Does not include costs for staffing, alcohol served, or cleaning associated with large events.*

Discounted Access Beyond Free Days

- 20% discount for Town-run recreation programs.
- Standard rental policies apply, preserving Center's earned revenue needs.

Community and Programming Alignment

Operational Review Criteria

- Town can assess how the Center:
 - Reflects diverse community interests
 - Manages finances responsibly
 - Serves local needs and complements adjacent public spaces

Mediation Path for Disputes

- If concerns arise, Town and Center must collaborate on solutions.
- *Mediation required before legal action – “soft” enforcement with structured dialogue.*

Debt and Transfer Restrictions

Debt Review

- Debt agreements may be reviewed by Town Council in advance of execution.
- *Protects against overleveraging while allowing responsible borrowing.*

Transfer Conditions

- Transfers must be to another qualified arts nonprofit, or are void.
- Town retains buy-back rights or foreclosure purchase option.
- *Soft but strong tool to preserve nonprofit purpose through life cycle changes.*

Binding, Enforceable, and Flexible

- Covenant runs with the land and is binding for future owners.
 - Allows soft oversight tools (e.g., reporting, *ex officio* input, community representation), not micromanagement.
 - *Encourages partnership and communication rather than punitive enforcement.*
-

4. Next Steps

We request continuing to move this conversation toward a shared solution and respectfully seek Council's guidance on the following:

- Is Council open to a deed-restricted title transfer of the improvements under a structure that includes clear public benefit guarantees and oversight?
- If so, will Council direct our respective legal teams to work together on draft language for review and feedback?
- What timeline and process does the Council envision for advancing this process?

Thank you for your continued engagement and thoughtful consideration. We remain committed to a strong partnership and to continue ensuring that the Center serves the Crested Butte community, now and for generations to come.

Respectfully,

Jillian Liebl
Executive Director, Center for the Arts

Brett Henderson
Chief Business Officer, Center for the Arts



Staff Report

July 21, 2025

To: Mayor and Town Council

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

Thru: Dara MacDonald, Town Manager

Subject: Community Grants Program – Qualifications and Evaluation Criteria

Summary:

The Town of Crested Butte has a long history in supporting local nonprofits by providing financial resources through the Community Grants Program. During the most recent Town Council action related to the Spring 2025 awards, the Town Council sought to review and revisit existing applicant qualifications and grant award evaluation criteria. Staff is seeking feedback and direction from Council regarding the Community Grants Program.

Background:

Staff identified records for the Community Grant Program dating back to 2014 when the Town distributed just under \$40,000 to local nonprofits. The Community Grants Program was designed to eliminate any direct line-item appropriations for selected nonprofits in the annual budget and shift to a grant process to seek greater equity and funding opportunities for community nonprofits. The Town's budget for nonprofit grants has varied considerably over the years with a high of \$400,000 in 2024 and \$275,000 in 2025. These amounts include \$175,000 generated through the nicotine tax with the balance coming from the General Fund.

The evaluation criteria used to score Community Grants Program requests from prospective grantees has changed over the years. At one point each grant request was provided with a numerical score for each of the evaluation criteria. The scores would be totaled and the grants awarded to the highest scoring applicants. Most recently, the evaluation criteria focused on the prospective grantee's alignment with the Council-adopted Community Compass. The Council provided the Community Grants Program evaluation committee direction to use their judgement in its recommendation of final grant funding for 2025.

Discussion:

The Community Grants Program is funded via the General Fund from various revenue sources. Starting in January 2020, the Town has assessed and collected a tax on the sale of cigarettes, other tobacco and nicotine products. The Town Council has elected to dedicate most of the revenues to community organizations that further the purposes of:

1. Harmful substance use prevention, cessation and treatment, and
2. Access to mental health programs and services.

Nicotine-related tax revenues amount to approximately \$175,000 per year. Additionally, \$100,000 in other General Funds collected are included in the Community Grants Program, totaling \$275,000 for fiscal year 2025.

Per the Community Grant Guidelines adopted by Council in the fall of 2021, qualifying applicants and strong grant proposals 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)
- Applicant must provide significant and measurable benefits (offsetting pandemic impacts) to the greater Crested Butte community
- Applicant 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).

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

In 2025, the Community Grant Program evaluation committee prioritized Community Grant awards that advance the strategic goals listed in the Community Compass (below), with special emphasis paid to #4 and events or programs that could evolve into the next beloved expression of our character or community tradition:

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

Historically, individual awards for the Community Grants Program are limited as follows:

- Nicotine Tax-based Grants:
 - Individual awards are limited to \$5,000 maximum.
 - Projects/Programs may be eligible for larger awards depending on project evaluation and funding availability.
- Remaining Grant Funds:
 - Limited to 50% of the total project cost up to a maximum award of \$5,000.
 - New Projects/Programs eligible to receive the \$5,000 maximum award.

- Recurring Projects/Programs are typically reduced below the maximum award to fund as many projects as possible.
- Unsuccessful applicants for Nicotine Tax-based grants are typically added to this pool if all Nicotine Tax grants are previously awarded.

The 2025 Community Grant Program evaluation committee was provided with Council direction to use is judgement in making a final recommendation for the full Council's consideration. While the applicant qualifications and evaluation criteria above were used in arriving at a final decision, the evaluation committee did not use an empirical scoring methodology (e.g., ranked order by score) in arriving at its final recommendation.

Options/Questions To Consider

While not an exhaustive list, Council may wish to consider the following options and/or questions when determining the direction of staff related to the Community Grants Program:

- Should the evaluation criteria be empirical (total scores for specific categories; highest score receives maximum award) or allow for some sense of evaluation committee judgement? (see attached 2025 Community Grant Program Guidelines and Request Form)
- Does the Council agree with the updated grant criteria created this spring by the Grants Committee?
- Should the maximum award to each grantee (non-Nicotine Tax Grant) be capped at \$5,000 per request? Should the maximum award be a percentage of the Program's total annual budget? (Example: \$100,000 budgeted for non-Nicotine Tax Grants; each grant is limited to 10% of the budgeted amount, thus a \$10,000 maximum award).
- Should the maximum award to each grantee (non-Nicotine Tax Grant) equate to no more than 50% of the requestor's total project cost for which they are seeking grant funds or should the maximum be up to a specified value? (Example: Requestor A has a total project cost of \$7,000 and seeks a \$5,000 grant from the Town; the maximum grant award from the Town is only \$3,500 given we only fund 50% of a project, up to \$5,000 maximum; or do we award the full \$5,000?).
- Should first-time grant requestors or new programs be given a greater percentage of their request (up to the maximum award) than recurring grant requestors? (Example: Requestor A seeks to implement a new program, costing \$10,000 and is awarded the maximum of \$5,000; Requestor B is seeking the continuation of a successful \$10,000 program and is awarded \$2,418. The intent has been to fund as many requests as possible, even at a reduced reward amount).

Recommendation:

Staff seeks Council direction regarding the administration of the Community Grant Program, inclusive of applicant qualifications, evaluation methodology and apportionment of awards to successful grantees.

Attachments:

- 2025 Community Grant Program Guidelines
- 2025 Community Grant Program Request Form



DATE: July 14, 2025
 TO: Glenwood Springs Mayor and Council
 FROM: Karl J. Hanlon, Town Attorney
 RE: Clark's Market Liquor Notice of Hearing and Order to Show Cause

As directed by the Town Council attached for consideration is Resolution 2025-18 finding probable cause that a liquor code violation occurred when Clark's Market failed to disclose the May 5, 2025, citation from the Liquor Enforcement Division on its liquor license renewal application as required by the application and Municipal Code Section 6-2-30.

Also attached is a Notice of Hearing and Order to Show Cause requiring Clark's to appear before the Town Council on August 5, 2025, to show cause why their license should not be suspended or revoked for failing to disclose a material fact on the renewal application.

Resolution 2025-18 recites the facts related to the alleged violation. If the Council believes sufficient facts have been shown and probable cause exists that a violation occurred by failing to disclose the May 5, 2025, citation and subsequent Stipulation, Agreement, and Order entered into with the State Liquor Enforcement Division then a Council member should make a motion.

Proposed Motion:

I move to approve Resolution 2025-18 a Resolution of the Town Council of the Town of Crested Butte, Colorado acting as the Local Liquor Licensing Authority Finding Probable Cause of a Liquor Code Violation by Crested Butte Grocery LLC d/b/a Clark's Market and further authorize and direct that a Notice of Hearing and Order to Show Cause be issued with a hearing date of August 5, 2025.

Mail to:

Glenwood Springs
 201 14th 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