



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, January 21, 2025

Meeting information to connect remotely:
<https://us02web.zoom.us/j/85756777870>
Join via audio: +1 719 359 4580 US +1 253 205 0468 US +1 669 444 9171 US +1 507 473 4847 US +1 564 217 2000 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
Webinar ID: 857 5677 7870

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) Parks, Recreation, Open Space and Trails (PROST) Master 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) January 6, 2025 Regular Town Council Meeting Minutes.
Staff Contact: Town Clerk Lynelle Stanford
2) Alley Loop Nordic Marathon Special Event Application for January 31st, 2025 and February 1st, 2025, closing Elk Avenue from the Zero Block through the 400 Block and Alleys and Special Event Liquor Permit for February 1st, 2025.
Staff Contact: Town Clerk Lynelle Stanford
3) Resolution No. 4, Series 2025 - A Resolution of the Crested Butte Town Council Approving the Fourth Amendment to the Intergovernmental Agreement Establishing the Gunnison Valley Regional Housing Authority.
Staff Contact: Housing Director Erin Ganser
4) Reappointment of BOZAR Board Member - Ed Schmidt.
Staff Contact: Town Planner III Jessie Earley
5) Award of Contract to A&M Renovations LLC for the Town Hall Exterior Masonry and Select Window Replacement Project 2025.
Staff Contact: Town Planner III Jessie Earley
6) Approval of Contract to Fixture Studio Construction & Development LLC for the Town Hall Second Floor Interior Renovation.
Staff Contact: Town Building Inspector Matt Flick
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 choses to discuss or take action on a subject brought up during Public Comment that discussion should be held at the end of the Council meeting under “Other Business to Come Before the Council.”
- 7:10 STAFF UPDATES**
- 7:15 LEGAL MATTERS**
- 7:20 PUBLIC HEARING**
1) (Second Reading) Ordinance No. 1, Series 2025 - An Ordinance of the Crested Butte Town Council Amending Chapter 16, Section 16-1-20 and Section 16-5-520 of the Crested Butte Municipal Code to Accommodate the Colorado Natural Medicine Health Act Requirements.
Staff Contact: Community Development Director Troy Russ

- 7:30** 2) Application to Change the Location of the Liquor License for Sherpa Dharma LLC DBA Sherpa Café from 313 3rd Street to 309 6th Street.
Staff Contact: Town Clerk Lynelle Stanford
- 7:35** **NEW BUSINESS**
1) Resolution No. 3, Series 2025 - A Resolution of the Crested Butte Town Council Adopting Changes and Additions to the 2024 Budget and Appropriations Relative to the Utility Enterprise Fund.
Staff Contact: Finance Director Kathy Ridgeway
- 7:45** 2) Discussion of Policy Regarding Town Support of Community Non-Profits.
Staff Contact: Town Manager Dara MacDonald
- 8:05** **COUNCIL REPORTS AND COMMITTEE UPDATES**
- 8:10** **OTHER BUSINESS TO COME BEFORE THE COUNCIL**
- 8:15** **DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE**
- Monday, January 27, 2025 - 6:00PM - Dinner with the Mt. Crested Butte Town Council in Mt. Crested Butte
 - Monday, February 3, 2025 - 6:00PM Work Session - 7:00PM Regular Council
 - Monday, February 10, 2025 - 6:00 Work Session on Long Range Financial Planning
 - **Meeting Cancelled** - Tuesday, February 18, 2025 - 6:00PM Work Session - 7:00PM Regular Council
 - Monday, March 3, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- 8:20** **ADJOURNMENT**



Staff Report

1/21/25

To: Mayor and Town Council

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

Thru: Dara MacDonald, Town Manager

Subject: Work Session: Parks, Recreation, Open Space & Trails 2025 Master Plan Update

Summary: A [Parks and Recreation Regional Master Plan](#) was created in 2010. This 2025 Parks, Recreation, Open Space and Trails Master Plan will provide an updated roadmap for the department through a comprehensive assessment and recommendations to create a vision and strategy to address current and future community needs for the next ten years.

Previous Council Action: Council approved the expenditure for this planning process in the 2025 budget.

Background:

PROST Mission

The Town of Crested Butte Parks, Recreation, Open Space and Trails Department ("PROST") enriches the lives of residents and visitors through inclusive year-round recreational programming, conservation and stewardship of vital open spaces and trails, and access to diverse public park amenities. PROST promotes community connection, fosters collaboration, ensures a high quality of life, and protects the Slate River Valley's rich natural and cultural heritage.

PROST is a regional service provider for recreational programs and amenities in the North Valley. We work collaboratively with regional partners to:

- Acquire, manage, and steward open spaces and trails
- Provide high-quality year-round recreational programming to meet the needs of a diverse community
- Provide a variety of public park facilities and amenities for the community

2010 Parks and Recreation Regional Master Plan Recap

Status of Facility Recommendations

Recommended Facility / Asset Strategies	Town Focus	Regional Approach	Completed
Design and develop an indoor recreation center		X	
Design and develop multi-seasonal swimming facilities		X	
Improve existing hockey facilities	X	X	✓
Develop an “official” dirt-jump / BMX area	X	X	✓
Develop a perimeter trail around the Town of Crested Butte	X		Partially Completed
Develop additional trail connections and trailheads	X	X	✓
Develop a campground on existing Town property	X	X	
Acquire additional open space	X	X	✓
Develop additional park amenities in current facilities	X	X	✓
Complete master plans for Big Mine Park and Town Park, including accommodating Center for the Arts expansion at Town Park	X	X	✓
Continue to maintain existing facilities and amenities reflective of high quality industry and community standards	X		Partially Completed
Complete a master plan for a “Sports Campus” at the Crested Butte Community School site, to incorporate existing and potential future facilities	X	X	



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Photographer.com



Status of Organizational Recommendations

Recommended Organizational Strategies	Town Focus	Regional Approach	Implemented
Improve seasonal balance of program offerings	X	X	✓
Improve balance of traditional and non-traditional sports and activities as the primary focus of programs	X	X	✓
Maintain existing programs and services that are popular among residents	X	X	✓
Develop and trial new programs that will expand the age appeal of parks and recreation services	X	X	✓
Develop and trial new programs that will diversify the offerings of the Department	X	X	✓
Develop and trial new programs that will engage whole families in recreational experiences	X	X	✓
Take the lead in materializing a regional facilities district or an appropriate organization that can that support the development / enhancement of regional assets	X	X	In Process - Met Rec
Maintain a strong role in the implementation of a regional approach to support the operating costs of appropriate regional assets	X	X	In Process - Met Rec
Work to develop a local non-profit organization independent from the Town of Crested Butte, but dedicated as a support organization to leverage funding and support for System priorities and needs	X	X	
Develop and maintain pricing, fee, and funding structures to address total costs of services and cost recovery goals specific to each program area and facility, as well as facility needs to maintain high quality assets	X	X	✓
Maintain community access to recreation programs and facilities by keeping reasonable and diverse opportunities for free programs and facility use, including a scholarship fund to support costs of service for under-served populations	X	X	✓



PROST Projects Completed Since 2010

Parks Projects:

- Ice Arena Roof 2011
- Tennis Court Renovation 2015
- McCormick Ditch Project 2015
- Big Mine Park Master Plan 2015
- 100 Block Elk Ave Bricks 2018
- Bike Park 2019, 2022, 2024
- Town Park Playground 2019
- Henderson Park Renovation 2021
- Hockey Changing Rooms 2021
- Slate River Boat Launch 2021
- Gothic Field Raw Water 2021
- Big Bellies 2022
- Rec Path Bridge River Access 2022
- Big Mine Skatepark 2023
- Big Mine Bathrooms 2023
- Nordic Outpost 2024
- Totem Pole Renovation 2024/25

Open Space Projects:

- Kochevar II acquisition 2011
- Coralhouse CE 2013
- Kochevar I & II acquisition 2013
- Avalanche Park Pine Beetle 2019 & 2021
- Kikel III acquisition 2021
- Slate River Public Access Easement 2021
- Niccoli CE 2021
- Kikel B CE 2022
- Hermanson CE 2022
- Kochevar III acquisition 2024
- Schutt CE 2024
- Red Lady Open Space Fire Mitigation 2024
- Town Ranch Water Attenuation 2023
- Kikel A acquisition 2022

Trail Projects:

- Baxter Gulch Trail 2012
- Cowell Ditch Trail 2012
- Lupine Trail 2012
- Boardwalk Trail 2013
- Rec Path Paving 2015
- Slate River Trail 2021
- Mogul Storage Trail 2022
- Deli Trail easements and improvements
- Woodswalk connections and improvements
- In the Works:
 - Mineral Point Trail 2025
 - Woodswalk Connection from Old Kebler

PROST Projects Currently Identified in the 5-Year Capital Plan

2026



**Nordic East Side
Cat Barn &
Bathrooms**

2027



**Kapushion Trail
Enhancement**

2027-2028



**Rainbow Park
Playground
Renovation**

Design 2027
Construction 2028

2028-2029



**3 Ladies Park
Renovation**

Design 2028
Construction 2029

About the PROST Plan: This Plan will study the existing conditions of Town's PROST amenities and services, evaluate needs based upon projected growth in the community as identified in current development proposals, provide a community-driven reaffirmation of values, develop policies to align with our affirmed values, and collaboratively develop recommendations that align with current local, state, and regional planning efforts including:

1. [Gunnison County Metropolitan Recreation District Regional Master Plan](#)
2. [Town of Crested Butte Community Plan](#)
3. [Town of Crested Butte Transportation Mobility Plan](#)
4. [Crested Butte South Parks Master Plan](#)
5. [2023 Town of Mt. Crested Butte Master Plan](#)
6. [2025-2029 Statewide Comprehensive Outdoor Recreation Plan](#)
7. Gunnison County Corridor Plan (Corridor Plan) - scheduled for 2025 and will occur concurrently with this Plan.

The PROST Plan will follow the framework and goals of the [Community Compass](#), ensuring its outcomes are grounded in the community's values of being authentic, connected, accountable, and bold, and that the plan supports the Town's strategic goals. The Community Compass identified a five-year strategic plan for the Town with the following goals that will be achieved through this planning process:

1. Approach community challenges through active collaboration and public engagement.
 - a. Commit to utilizing the Compass decision-making and community engagement framework.
 - b. Work with our partners to find common ground and develop a shared framework for regional collaboration.

- c. Lead by example and develop a framework to guide the Town's regional recreation, trails, and open space considerations and commit to expending resources outside of the Town.
- 2. Accommodate growth in a way that maintains the Town's and Valley's rural feel.
 - a. Align the Town's open space acquisition and land banking priorities with a regional land use strategy to be identified in the upcoming 2025 corridor plan.
- 3. Enable people who live and work here to thrive.
 - a. Assess the functionality and accessibility of Town facilities and leverage them to better meet the community's needs.
- 4. Retain the unique character and traditions of Crested Butte.
 - a. Ensure that Crested Butte's parks, amenities, and recreational programs reflect Crested Butte's authentic character and spirit.
- 5. De-emphasize cars and focus on walking, biking, and transit.
 - a. Evaluate the design and functionality of the Town's parks and public spaces for improved social connections for the community.
 - b. Prioritize and support innovative transit solutions to improve connectivity between communities while ensuring Highway 135 functions well as a two-lane rural road.
- 6. Continue to passionately care for our natural surroundings.
 - a. Increase protections for the Coal Creek and Slate River watersheds.
 - b. Evaluate the Town's funding for visitor education to promote stewardship.
 - c. Concentrate recreational investments near our population centers and facilitate opportunities to access nature without a car.
 - d. Actively steward our open spaces and trails including restoration, maintenance, and education programs.
 - e. Leverage real estate transfer tax funding to support collaborative land conservation and recreation initiatives.
- 7. Act on the urgency of climate change and prepare for the changes we expect from it.
 - a. Integrate climate action into all Town regulations, operations, and capital investments and commit the necessary resources to do so.
 - b. Increase resiliency in the Town's infrastructure and built environment, including source water protection, drought resistance, and wildfire mitigation considerations.

Specific outcomes of the PROST Plan include:

- 1. Department Wide:
 - a. Define the Town's role as a provider of parks, recreation, open space and trails within the Valley and within the context of other providers in the region.
 - b. Understand and define how PROST initiatives align with the MetRec, SCORP, Transportation, Community, Corridor, Mt. CB, and CB South plans.
 - c. Affirm the mission and values of the Town as they relate to parks, recreation, open space, and trails and identify community priorities for the initiatives PROST should be pursuing in the next 10 years.

- d. Create a metric to determine appropriate levels of service and associated amenities that should be considered when evaluating new development proposals.
 - e. Create an action plan and strategy with timeline for recommendations identified through the planning process prioritizing maintenance and renovation of existing facilities over new construction.
 - f. Update our cost recovery model and philosophy.
2. Parks:
- a. Evaluate and inventory existing park and recreation facilities and amenities and provide recommendations for capital projects and priorities necessary to accommodate current and future needs in the community based upon current and anticipated residential projects.
 - b. Evaluate the financial and staffing impacts of recommended additional facilities and include potential maintenance costs for both PROST and the Facilities division.
3. Recreation:
- a. Evaluate and inventory existing recreational programming and provide recommendations for additional/expanded programs needed to accommodate growth in the community based upon current plans for increased residential development, potential future needs, and alignment with values
4. Open Space:
- a. Create a definition of open space including priority areas, values, strategic goals, and acceptable uses of open space and dedicated Real Estate Transfer Tax (RETT) funding.
 - b. Develop a strategy to guide the Town over the next ten years in the management, acquisition, and stewardship of open space properties.
 - c. Develop a decision-making process for the establishment of priorities and strategic investment of open space funds.
 - d. Define the Town's role in working with partners on the acquisition and management of open space.
5. Trails:
- a. Evaluate and inventory existing Town-owned or maintained trails and trailhead infrastructure and provide recommendations for additional trails, trail connections, and trail/trailhead improvements.
 - b. Define the Town's role and priorities as an easement holder of trails on lands not owned by the Town.
 - c. Formalize the Town's policy on commercial use of trails.
 - d. Create a policy for motorized use on Town owned or maintained trails.

Questions for Council Consideration:

**What role as a regional service provider does Council see PROST playing in the future?*

**What does a thriving community mean to Council in the context of parks, recreation, open space, and trails?*

**How should we distinguish between needs and wants when evaluating and planning recreational amenities?*

**What additional outcomes would Council like to see come from this plan?*

Planning Process: The Plan will use the values-based decision-making framework through community engagement as defined in the Compass, including:

1. Define the challenge and goal.
2. Commit to a community engagement strategy.
3. Identify success measures.
4. Identify alternatives and filter them through the success measures.
5. Make decisions based on informed consent.

An Advisory Committee comprised of community and staff members will provide leadership throughout the process. Staff would like to have a Council representative serve on this committee. The Council representative should anticipate monthly meetings starting in March. Stakeholders will be engaged throughout the process through meetings, informational sessions, and community engagement opportunities.

Anticipated Timeline:

1. 1st Quarter
 - a. 1/24/25 RFP Posted
 - b. 2/21/25 Proposals Due
 - c. 3/17/25 Council Award of Contract
2. 2nd Quarter
 - a. Community Engagement
 - b. Research and Data Collection
 - c. Council review of draft goal statement and success measures
3. 3rd Quarter
 - a. Draft Plan Development
 - b. Community Engagement
 - c. Council review of revised goal statement and success measures as well as draft alternatives
4. 4th Quarter
 - a. Final Plan and Adoption

Climate Impact: The Plan will consider the Climate Action Plan in all recommendations for capital investments, operations, and other outcomes as a result of this planning process. Projects that increase resiliency in the Town's infrastructure and built environment, including source water protection, drought resistance, and wildfire mitigation considerations will be prioritized. The planning for renovation and maintenance of existing amenities will be prioritized over new construction.

Financial Impact: \$150,000 has been budgeted for this planning effort and the plan will include cost estimates for projects and associated operational impacts for all recommended program development and capital improvements.

MINUTES
Town of Crested Butte
Regular Town Council Meeting
Monday, January 6, 2025

Mayor Billick called the meeting to order at 7:11PM.

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

Staff Present: Town Manager Dara MacDonald, Town Attorney Karl Hanlon, and Town Clerk Lynelle Stanford

Public Works Director Shea Earley, Sustainability Coordinator Dannah Leeman, Town Planner III Mel Yemma, Parks, Recreation, Open Space and Trails Director Janna Hansen, and Community Development Director Troy Russ (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) December 16, 2024 Regular Town Council Meeting Minutes.

Staff Contact: Town Clerk Lynelle Stanford

2) Resolution No. 1, Series 2025 - A Resolution of the Crested Butte Town Council Designating the Town of Crested Butte’s Three Official Public Places for Posting Town Council Meetings and Other Important Items.

Staff Contact: Town Clerk Lynelle Stanford

3) Resolution No. 2, Series 2025 - A Resolution of the Crested Butte Town Council Adopting the Town Council Rules of Procedure.

Staff Contact: Town Clerk Lynelle Stanford

4) Services Agreement for the Crested Butte/Mt. Crested Butte Chamber of Commerce to Operate the Visitor Center in Crested Butte.

Staff Contact: Town Manager Dara MacDonald

5) Notice of Final Payment to Lacy Construction Company, Ltd. for the Town of Crested Butte Paving Project 2024 (Elk Ave and Eight Street Road Improvements).

Staff Contact: Public Works Director Shea Earley

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

PUBLIC COMMENT

Billick summarized written comments received from Amy Brooks, Spencer Jordan, and Jim Schmidt.

STAFF UPDATES

Staff provided updates.

LEGAL MATTERS

Hanlon updated.

PUBLIC HEARING

1) (Second Reading) Ordinance No. 9, Series 2024 - An Ordinance of the Crested Butte Town Council Repealing and Replacing Chapter 11 of the Crested Butte Municipal Code.

Staff Contact: Public Works Director Shea Earley

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

Fenerty moved and Prochaska seconded a motion to approve Ordinance No. 9, Series 2024. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

2) (Second Reading) Ordinance No. 10, Series 2024 - An Ordinance of the Crested Butte Town Council Authorizing Signing Stipulation in Case No. 21CW3021 and Storage Water Lease Agreement with Mt. Emmons Mining Company.

Staff Contact: Attorney Scott Miller

Attorney Scott Miller attended the meeting via Zoom. Billick opened the public hearing. Sue Navy, 324 Gothic Avenue, commented. The public hearing was closed.

Goldstone moved and Fenerty seconded a motion to approve Ordinance No. 10, Series 2024. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

3) Thai Smile LLC Application for a New Hotel/Restaurant Liquor License for the Location of 16 6th Street.

Staff Contact: Town Clerk Lynelle Stanford

Billick opened the public hearing. There were no comments from the public. The public hearing was closed.

Prochaska moved and Magner seconded a motion to approve the new Hotel/Restaurant liquor license for Thai Smile LLC contingent upon the issuance of the certificate of

occupancy (CO) or temporary certificate of occupancy (TCO). A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

NEW BUSINESS

1) Municipal Refuse and Recycling Collection and Disposal Agreement – Save as you Throw and Curbside Composting Programs.

Staff Contact: Public Works Director Shea Earley and Sustainability Coordinator Dannah Leeman

Leeman introduced Curtis Gardner, from Waste Management, and Julie Mach, from Elements Composting, both of whom appeared on Zoom. Billick summarized there was interest in the “save as you throw” (SAYT) program. Staff would come back with more structured costs.

2) Review Draft Letter to the United States Postal Service.

Staff Contact: Town Manager Dara MacDonald

The Council agreed to the letter, as presented.

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

3) (First Reading) Ordinance No. 1, Series 2025 - An Ordinance of the Crested Butte Town Council Amending Chapter 16, Section 16-1-20 and Section 16-5-520 of the Crested Butte Municipal Code to Accommodate the Colorado Natural Medicine Health Act Requirements.

Staff Contact: Community Development Director Troy Russ

Russ outlined proposed changes to the code reflected in the ordinance. Billick opened the meeting to public comments. Three members of the public, including Sylvia Salcedo, commented during the meeting.

Magner moved and Fenerty seconded a motion to set Ordinance No. 1, Series 2025 for public hearing on January 21st, 2025. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

COUNCIL REPORTS AND COMMITTEE UPDATES

Fenerty and Billick provided updates.

OTHER BUSINESS TO COME BEFORE THE COUNCIL

None

DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE

- *Tuesday*, January 21, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, February 3, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- *Tuesday*, February 18, 2025 - 6:00PM Work Session - 7:00PM Regular Council

The work session, scheduled for February 10th, 2025, remained on the schedule, and the February 18th, 2025, regular meeting was cancelled.

ADJOURNMENT

Mayor Billick adjourned the meeting at 9:01PM.

Ian Billick, Mayor

Lynelle Stanford, Town Clerk (SEAL)



Staff Report

January 21st, 2025

To: Mayor and Town Council

Thru: Dara MacDonald, Town Manager

From: Lynelle Stanford, Town Clerk

Subject: Alley Loop Nordic Marathon Special Event Application for January 31st, 2025, and February 1st, 2025, closing Elk Avenue from the Zero Block through the 400 Block and Alleys and Special Event Liquor Permit for February 1st, 2025.

Date: January 8th, 2025

Summary:

Linsey Bachofer submitted the annual Alley Loop Nordic Marathon special event application and special event liquor permit on behalf of the Crested Butte Nordic Council. The Try it Biathlon event is proposed for Friday, January 31st, 2025, from 3:30PM to 5:30PM at Town Park, and the annual Alley Loop Nordic Marathon is proposed for Saturday, February 1st, 2025, from 8:00AM to 3:00PM.

The Try-It Biathlon Event would take place in Town Park, coinciding with the location of packet pick-up at The Center for the Arts. Nordic plans to groom a loop into Town Park, adjacent to the stage used for Alpenglöw. This event would allow participants to learn about biathlons and gun safety while testing out the Nordic Center's infrared rifles. A snow berm would be created on 7th Street as a backstop for the targets.

Elk Avenue would be closed, from the Zero Block to the 400 Block, beginning 12:01AM on January 31st through 6:00PM on February 1st. Other closures are the alley between Elk Avenue and Maroon from 1st Street following Coal Creek to Totem Pole Park; the west side of 3rd Street from Totem Pole Park to Butte Avenue; the alley between Sopris Avenue and Whiterock Avenue from 1st Street to 4th Street (Due to a house on stilts in this alley, which is scheduled to be moved in time for the Alley Loop, this closure could bump out to the southern half of Sopris Avenue); 4th Street from the alley between Sopris Avenue and Whiterock Avenue to Elk Avenue; and 1st Street from the alley between Sopris Avenue and Whiterock Avenue to the Zero Block of Elk Avenue.

The special event liquor permit is from 11:00AM to 3:00PM on Saturday, February 1st. The liquor licensed premises would be located in the Post Office parking lot. The licensed premises would be controlled with flags and signs. Volunteers would be located at the ingress/egress to ensure that people do not enter the premises with outside alcohol and that people do not leave with

alcohol from within the liquor licensed premises. The Nordic Council received written approval from the Post Office, included in the comprehensive application.

Recommendation:

To approve the Alley Loop Nordic Marathon special event application and special event liquor permit part of the Consent Agenda.



Staff Report

January 21, 2025

To: Mayor and Town Council

Prepared By: Erin Ganser, Housing Director

Thru: Dara MacDonald, Town Manager

Subject: Resolution 4, Series 2025: A Resolution of the Crested Butte Town Council Approving the Fourth Amendment to the Intergovernmental Agreement Establishing the Gunnison Valley Regional Housing Authority

Summary

In the 2025 budget the Town Council approved increasing funding for the Gunnison Valley Regional Housing Authority (GVRHA) from \$93,750 to \$122,00 annually to support operations and programming. The attached Intergovernmental Agreement (IGA) between Gunnison County, the City of Gunnison, and the towns of Crested Butte and Mt. Crested Butte codifies this request. No other material changes were made to the IGA.

Previous Council Action

The Town Council approved the original IGA that created the GVRHA in 2012. There have been three amendments to the original IGA since. The 2017 amendment set static funding amounts for each participating jurisdiction. The 2022 amendment increased static funding amounts. The 2023 amendment held the 2022 funding amounts steady and extended the term of the agreement.

Background

The GVRHA was established in 2012 as a multijurisdictional housing authority in partnership with Gunnison County, the City of Gunnison, and the towns of Mt. Crested Butte and Crested Butte. Minimum functions of the agency include:

- Homebuyer education;
- Engaging and educating local and elected officials;
- Local, regional, state, and federal coordination and collaboration;
- Pursuit of outside funding opportunities;
- Local housing coordination;
- Deed restriction administration,
- GV-HEAT administration, and
- Property management.

Discussion

Operational costs for and demands on the GVRHA to provide housing related services continue to grow. The proposed fourth amendment increases 2025 funding to \$122,000 for 2025. Proposed funding allocations for each jurisdiction are below:

- Gunnison County \$245,500
- City of Gunnison \$224,400*
- Town of Crested Butte \$122,000**
- Town of Mt. Crested Butte \$181,125

*\$84,000 of City of Gunnison's funding restricted to GV-HEAT Administrative Costs.

**The Town's \$100,000 funding for Green Deed is allocated through a separate IGA and funded under the Sustainability department.

Climate Impact

No known impact.

Financial Impact

The \$122,000 membership dues contemplated in the IGA were accounted for in the 2025 Budget adopted by the Council.

Legal Review

Legal counsel reviewed the IGA and had no comments.

Recommendation

Staff recommend that the Council approve Resolution 4, Series 2025 at the current funding levels and over the course of 2025 staff will develop a plan for compliance monitoring.

Proposed Motion

For a member of the Council, followed by a second, to move to approve Resolution 4, Series 2025 as part of the Consent Agenda.

Attachments

- Resolution 4, Series 2025
- Fourth Amended and Restated IGA



Staff Report

January 21, 2025

To: Mayor and Town Council

Prepared By: Jessie Earley, Planner III

Thru: Troy Russ, Community Development Director and Dara MacDonald, Town Manager

Subject: Reappointment of BOZAR Board Member - Ed Schmidt

Summary

Town Council is responsible for appointing the Board of Zoning and Architectural Review (BOZAR) Commissioners. One member position is up for reappointment in 2025. Staff is recommending Town Council approval for the reappointment of Ed Schmidt for a second three-year term, expiring in January of 2028.

Background

The Town's Municipal Code requires BOZAR members to be residents of the Town of Crested Butte for at least 12 months. Members are also encouraged to have interest, or experience, in historic preservation, construction, landscape design, architecture, or planning.

Discussion

Ed Schmidt has lived in Crested Butte for eight years. Mr. Schmidt owns a historic home at 320 Whiterock Avenue. In addition to his previous three-year term as a Board Member, Mr. Schmidt has come through the BOZAR process several times as an applicant.

Mr. Schmidt advocates protecting the Town of Crested Butte's character and understands the development pressures facing the Town. During his time as a Board member, He has also served as an advisory committee member for the Town's Transportation Mobility Plan and the Town Compass navigation effort. Mr. Schmidt is an experienced architect with expertise that has helped the entire Board review development applications. Staff believe Mr. Schmidt is an asset to the Board.

Over the last three years, Mr. Schmidt has developed immensely as a Board member and his expertise with reviews is valued by other members. He has a strong voice for historic buildings and protecting the buildings that continue to represent our Town's historic period of significance. As a member, Schmidt is motivated to continue to engage in the zoning and historic preservation aspects in his role as a BOZAR member.

Climate Impact

No known impact.

Financial Impact

A BOZAR member stipends are accounted for in the 2025 Budget adopted by the Council.

Legal Review

This action complies with the Town Charter and Municipal Code requirements.

Recommendation

Staff recommend that the Town Council reappoint Ed Schimdt to a second three-year term as a Board of Zoning and Architectural Review Board Member.

Proposed Motion

For a member of the Council, followed by a second, to move to approve the reappointment Of Ed Schmidt to the Board of Zoning and Architectural Review for a second three-year term, expiring January 21, 2028.



Staff Report

January 21, 2025

To: Mayor and Town Council

Prepared By: Jessie Earley, Planner III

Thru: Shea Earley, Public Works Director and Dara MacDonald, Town Manager

Subject: Award of Contract to A&M Renovations LLC for the Town Hall Exterior Masonry and Select Window Replacement Project 2025

Summary:

In the October 11th and 18th editions of the Crested Butte News Paper, the Town of Crested Butte published a Request for Proposal for the Exterior Masonry Rehabilitation and Select Window Replacement Project (Project). Bids were received by the Community Development and Public Works Department until 4:00 PM on Thursday, November 14, 2024, at which time they were opened and publicly read aloud. The Town received bid proposals from three contractors:

Summit Sealants Inc.
 Spire Building Group
 A&M Renovations LLC

The bid proposals were reviewed by the Community Development and Public Works Department.

Background:

The project is a continuation of two previous phases of work at the Crested Butte Town Hall building. In January of 2022, a Historic Structure Assessment was completed for the building (SHF Grant #2021-HA-005). This HSA identified high priority rehabilitation work. In 2022, a mini-grant was awarded to fund production of Construction Documents for the high priority work (SHF Grant #2022-M1-002). The Construction Documents project included review of the structural, mechanical, electrical, and plumbing systems. This work includes select window replacement in the main section of the building and masonry rehabilitation, including work on the parge coat, brick and repointing mortar.

The project is tentatively scheduled to commence with the approval of the contract January 21, 2025, but the work onsite would likely begin June of 2025. Completion date of the project is scheduled for December 1, 2025, respectively.

Financial Impact:

The Town was awarded an SHF grant #2024-02-012 for \$232,123 with a cash match from the Town of Crested Butte of \$77,375 for this project. Initial budgetary estimates for the project within the grant were \$257,318 in February of 2023. A&M Renovations LLC came in as the apparent low bid with a base bid cost of \$271,789.

The 2025 Budget includes \$324,498 for Town Hall exterior improvements. With this bid award, associated architectural work and chimney repairs, the total project will fall within the approved budget.

Legal Review:

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

Recommendation:

Staff recommends awarding the Exterior Masonry and Select Window Replacement Project 2025 contract to the apparent low bid of A&M Renovations LLC.

Proposed Motion:

Motion and a second to award the Exterior Masonry and Select Window Replacement Project 2025 contract to A&M Renovations LLC, in an amount not to exceed \$271,789.00.

Attachments:

Construction Contract for Town Hall Exterior Renovations

Notice of Award

Bid



Staff Report

January 21, 2025

To: Mayor and Town Council

Prepared By: Matt Flick, Building Inspector

Thru: Troy Russ, Community Development Director and Dara MacDonald, Town Manager

Subject: Award of Contract to Fixture Studio Construction & Development LLC for the Town Hall Second Floor Interior Renovation

Summary:

The Town of Crested Butte is planning an interior renovation of the second floor of Town Hall to modernize the space, accommodate its current workforce that has grown, enhance departmental collaboration, and create a more functional and efficient environment. In the October 11th and 18th editions of the Crested Butte News Paper, the Town of Crested Butte published a Request for Proposal for the Town Hall Second Floor Interior Renovation Project (Project). Bids were received by the Building Department until 1:00 PM on Friday, November 15, 2024, at which time they were opened and publicly read aloud. The Town received bid proposals from two contractors:

Fixture Studio Construction & Development LLC (Bid of \$934,689.45)
 North Peak Inc. (Bid of \$1,069,944.00)

The bid proposals were reviewed by the Building Department. After review, Fixture Studio, was the apparent low bidder, however, significantly over the project budget. The bid drawings and scope of work were then revised and submitted to Fixture Studio for cost updates. The scope of work now is within the project budget at \$575,272 plus a contingency allowance of \$24,728 for a total of \$600,000.

Background:

The Town's services and staff have significantly grown in the past ten years, resulting in constrained space at Town Hall. The Town's Facilities Plan identified physical constraints each department is facing, as well as concerns for effectively coordinating within and across departments, based on workspace layout. This project will help to create a better office environment through modern design, materials, and more functional spaces.

At its core, this project will bring the employees with the Finance Department, Public Works Admin, and Community Development into functional, cohesive and collaborative spaces, rather than separated environments. Additionally, a conference room, copy room, and small quiet room will also be created to better facilitate in-person and virtual meetings. New offices will provide more natural daylighting throughout, and new wall partitions and acoustical ceilings will significantly improve acoustics.

The electric and IT infrastructure within Town Hall will additionally be improved. The two existing small (and completely full) electrical panels located within the corridors at the first and second floor will be replaced with 200- amp electrical panels, providing the necessary electrical capacity for staffing and workstations and will provide additional panel space for future electrical needs. CAT 6 data cabling will be installed throughout the second floor and terminated into the existing server(s), improving connectivity. Provisions will be made with empty conduits to allow for easily installing additional data cabling in the future. Lastly, provisions for a future ERV (Energy Recovery Ventilator) will be made.

The project is tentatively scheduled to commence with the approval of the contract January 21, 2025, with the work beginning in early February of 2025. Substantial completion of the project is scheduled for May 9th, 2025.

Financial Impact:

The Town was awarded an Energy and Mineral Impact Assistance grant from the Department of Local Affairs (EIAF Grant #9872) SHF grant #2024-02-012 for \$150,000 with a cash match from the Town of Crested Butte of at least \$350,000 for this project (the Town's match with the updated project budget will be \$425,272).

Legal Review:

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

Recommendation:

Staff recommends awarding the project to Fixture Studio Construction & Development LLC.

Proposed Motion:

Motion and a second to award the Project contract to Fixture Studio Construction & Development LLC., in an amount not to exceed \$600,000.

Attachments:

Construction Contract for Town Hall Second Floor Interior Renovations



Memorandum

To: Town Council

From: Dara MacDonald, Town Manager

Subject: Manager's Report

Date: January 21, 2025

Town Manager

- 1) Troy Russ has let us know that he will be moving on from his position as Community Development Director for the Town. Troy has kindly offered a generous transition period to support the department and ongoing projects, so expect to see him around in the months to come. He will maintain his position full-time in the office through the end of January with a transition to fewer hours and some remote work beginning in February. I will be working with Community Development Department staff and Troy to finalize a transition plan and the future of the department and will communicate with everyone once a plan is finalized.

I hope you will all join me in thanking Troy for the many meaningful efforts he has led on behalf of the Town and wish him all the best in the next phase of his life and career.

Sustainability

- 1) **CivicSpark Fellow** – Alexa Luger began her CivicSpark term with the Town on Monday, January 13. Her main role is to assist the town with GHG emissions tracking and analysis, among other climate projects. She will serve in her position through September 5, 2025.
- 2) **2030 Climate Action Plan** – Due to final document refinements, the 2030 Climate Action Plan will return to Town Council for possible adoption at the February 3, 2025, Council meeting instead of January 21.

Public Works

- 1) Wildfire Ready Action Plan – The Town issued a request for proposals (RFP) for the Wildfire Ready Action Plan (WRAP) on January 9th, 2025. RFPs are due on February 11th, 2025. The WRAP includes 1) stakeholder outreach & facilitation to establish goals and objectives: identifying existing data, data gaps and values at risk; and a susceptibility analysis, 2) post-wildfire modeling and identification of preventative measures, and 3) pre-disaster planning and mitigation activities with

action outcomes being the focus of this project. Funding for this project comes in the form of a \$150,000 grant from CWCB and \$50,000 in Town in-kind contributions for a total project cost of \$200,000.

2) Wastewater Division

- a. General Permit Issuance: The Town was issued a general permit on December 31st, 2024 with the permit taking effect on January 1, 2025. Key changes to the permit include increased sampling and/or lab analysis for effluent temperature, BOD, TSS, E coli, total inorganic nitrogen, nitrite, ammonia, WET testing, and a host of metals. Additionally, several special studies and/or compliance schedules were added to the permit including: an I & I monitoring plan, activities to meet effluent temperature limits, activities to meet total ammonia limits, and activities to meet total zinc limits. Currently, Town staff have adjusted operations at the facility to accommodate the new sampling and testing requirements. Finally, the Town has retained a technical consultant to assist with navigating these changes and to develop a plan to address the compliance schedules and special studies.
- b. PFAS Sampling: The Town's wastewater treatment facility continues to annually sample for approximately 39 PFAS analytes. Lab results continue to illustrate that the Town does not have any immediate concerns with PFAS concentrations as all concentrations were well below state guidance. PFAS are a group of man-made chemicals that are resistant to heat, water, oil, and grease. They are of increasing concern for their impacts of human health and the environment and are very difficult to treat for in water and wastewater.

Marshals

- 1) Starting January 1, 2025 (so, now) using your phone while driving will be a no-go unless you're hands-free. Keep your eyes on the road and your hands on the wheel. Be prepared — visit [Colorado Hands-Free Law](#) for a list of hands-free accessories and to learn more about the new law.

Parks, Recreation, Open Space and Trails

- 1) Please see attached Town Ranch Restoration Project Phase 1 2024 Monitoring Report for an update on the wetland restoration progress at Town Ranch.
- 2) Staff has placed a game camera at Town Ranch to capture skier numbers on the groomed trails. We will share data in the spring.
- 3) Staff received stats on the LEO Saturation Patrols that the Town helped fund last summer. The dates of presence were 7/12-14, 7/19-21, and 8/9-11. The following citations were given:
 - Violation notices for illegal camping – 55
 - Violation notices for illegal fire – 1
 - Violation notices for bear food storage – 2
 - Violation notices for 14-day stay limit (BC7) – 1
 - Violation notices for unattended fire – 4
 - Violation for Commercial activity, renting trailer and tent for money - 1
 - Violation for unsanitary campsite - 1

- Violation for cutting green trees - 1
- Violation notices for failing to pay fees - 2
- Violation for no OHV registration - 2

- Warning notices for illegal camping – 47
- Warning notices for residing (MC5) – 1
- Warning notices for illegal fires – 7
- Warning notices for off route travel – 3
- Warning notices for bear food storage – 1
- Warning notices for more than two vehicles at a campsite - 1
- Warning notices for no OHV registration – 7
- Warning for driving on a closed road -1
- Warning notices for 14 day stay limit - 1
- Warning notices for parking – 4
- Warning notices for site sanitation – 4

- Incident report for damage to government property – 2 (Irwin Camping Kiosk with black marker and Washington Gulch vault toilet – tagging inside male restroom with purple marker).
- Incident report for motor vehicle accident - 3

Community Development

- 1) **Compass Navigation** - The next Compass Navigation Committee meeting will take place on February 5, from 9:00 AM to 12:00 PM. Optional coffee will be available from 8:30 AM to 9:00 AM, and an optional lunch will follow from 12:00 PM to 1:00 PM.

Staff is working to finalize the use of the Center for the Arts King Community Room as the venue, pending the potential start of the Town Hall renovation. Please stay tuned for the meeting agenda and packet, which will be shared one week prior to the event.

- 2) **Paradise Park Rental Lottery** - The first TCO on the Paradise Park rental project was issued on 1/13/2025 – less than 7 months from the date that the Town closed the financing and issued a Notice to Proceed to High Mountain Concepts. The remaining three buildings are scheduled to receive TCOs over the next 2.5 months.

The lottery will be held for on Wednesday 1/22/2025 at 5:30PM. Stats on applicants are below:

- 38 total applicants for 9 units
- 4 withdrew / didn't respond to follow up questions / submitted late
- 2 didn't meet local employment requirements
- 3 were over income
- 1 exceeded the asset limit

28 Eligible Applicants for 9 Units – subscription rate of 3.1/unit

- Average AMI 95% (\$78,240)
- Average HH Size 2.1 persons

- 19 had single year-round positions (one job per qualifying adult HH member)
- 9 had multiple year-round and seasonal positions
- Representation from service industry strongest, followed by institutional/governmental employers, with trades and other sector lowest showing.)

Lottery Odds

- Three Bedroom Units (8 applicants in lottery pool for 3 units)
- One Bedroom Unit (9 applicants in the lottery pool for 1 unit)
- Two Bedroom Units (21 applicants in the lottery pool for 5 units, including the accessible unit with a garage as there were no mobility impaired applicants despite direct outreach to Adaptive and GVH)

Many applicants indicated preference for more than one unit type.

Town Clerk

- 1) Town received a special event application from KBUT for the Mardi Gras Parade on March 4, 2025. The parade will take place with a rolling closure on Elk Avenue, and the application will be processed administratively.
- 2) Steven Wallis submitted the special event application for ARTumn Festival, proposed for September 20 and 21, 2025 in the 1st and Elk parking lot. Staff will be processing the application that will be included on a future Consent Agenda for the Council's consideration.
- 3) Shelley Jansen, from Western, is initiating an effort to bring back the Gunnison Valley Leadership Program. Lynelle was asked to serve on the steering committee, and the first meeting was last week.

Finance/HR/IT

- 1) No updates

Upcoming Meetings or Events Council may choose to attend

January 27, 6:00-8:00, Joint dinner with Mt CB Town Council, Matchstick Lounge at Jose'

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

January 21, 2025

To: Mayor and Town Council

Prepared By: Troy Russ, Community Development Director

Thru: Dara MacDonald, Town Manager

Subject: **Ordinance 1, Series 2025**, An Ordinance of the Crested Butte Town Council Amending Chapter 16, Section 16-1-20 and Section 16-5-520 of the Crested Butte municipal Code to accommodate the Colorado Natural Medicine Health Act Requirements.

Summary

The Crested Butte Town Council is being asked to review and approve necessary changes to Chapter 16 of the Municipal Code (the Code) to accommodate the requirements of Colorado's Natural Medicine Health Act, a statewide regulatory framework allowing the use of natural psychedelic substances in a controlled environment.

Sections 12-170-107 (1)(2)(3)(4) and (5) of the Colorado Revised Statutes (C.R.S.) § 12-170 outline how local municipalities are required to accommodate State licensed health-care facilities and individuals permitted to provide psychedelic natural medicine services by December 31, 2024. Note, the Colorado Department of Regulatory Agencies (DORA) is responsible for licensing providers. Each subsection of the State Statute that pertains to the Town Crested Butte's activities are listed below:

- 1) A locality may regulate the time, place, and manner of the operation of healing centers licensed pursuant to this article 170 within its boundaries.
- 2) A locality may not ban or completely prohibit the establishment or operation of healing centers licensed pursuant to this article 170 within its boundaries.
- 3) A locality may not ban or completely prohibit a licensed health-care facility or individual within its boundaries from providing natural medicine services if the licensed health-care facility or individual is permitted to provide natural medicine services by the department pursuant to this article 170.
- 4) A locality may not prohibit the transportation of natural medicine through its jurisdiction on public roads by a licensee or as otherwise allowed by this article 170.
- 5) A locality may not adopt ordinances or regulations that are unreasonable or in conflict with Article 170, but may enact laws imposing lesser criminal or civil penalties than provided by this article 170

The Board of Zoning and Architectural Review (BOZAR) is recommending Town Council add the State's definition of "Healing Centers" to the Code and permit the use to occur in the Commercial District (C-Zone). Additionally, the Board recommends the Town Council add the State's definition of "facilitator" and "natural medicine services" to the Code by modifying the current definition of "Personal Services Establishment". This would allow those activities to occur in the C-Zone and all the Business Districts (B1, B2, B3, and B4) as a permitted land use and as a conditional land use within the mixed-use zone district R3C.

Previous Council Action

Town Council approved Ordinance 1, Series 2025 on first reading, without amendment, and set the public Hearing for January 21, 2025.

Background

In 2022, Colorado voters approved Proposition 122: Access to Natural Psychedelic Substances. Subsequently, the Colorado Legislature approved CRS § 12-170 to outline a statewide regulatory framework allowing the use of natural psychedelic substances in a controlled environment. The law requires local jurisdictions to accommodate the controlled distribution of natural psychedelic substances through State licensed health-care facilities and individuals permitted to provide natural medicine services no later than December 31, 2024.

Article 23 of the Town of Crested Butte's zoning ordinance outlines the process for the Town, citizens and property owners requesting an Amendment the Zoning Chapter. Any amendment to the existing ordinance is required to be first reviewed by BOZAR for a recommendation to the Town Council. The Board voted unanimously on December 17, 2024, to recommend the Town Council approve the changes to Chapter 16 of the Code as outlined in this staff report.

Amendments to the Municipal Code

BOZAR recommends the Town Council approve the following changes to the Town's zoning regulations contained in Chapter 16 of the Code.

Section 16-1-20 (Definitions)

- Add the State of Colorado's definition of "Healing Center"
 - **"Healing Center"** – means an entity licensed by the Colorado Department of Regulatory Agencies that is organized and operated as a permitted organization:
 - a. that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, supplies, sells, dispenses natural medicine and related supplies; or provides natural medicine for natural medicine services at locations permitted by the department; or engages in two or more of these activities;
 - b. where administration sessions are held; or
 - c. where natural medicine services are provided by a facilitator.
- Add the State of Colorado's definition of "facilitator"
 - **"Facilitator"** means a person licensed by the Colorado Department of Regulatory Agencies who:
 - a. is twenty-one years of age or older.
 - b. has agreed to provide natural medicine services to a participant.
 - c. has met the requirements established by the Colorado Department of Regulatory Agencies.
- Add the State of Colorado's definition of "Natural Medicine Services"
 - **"Natural medicine services"** means a preparation session, administration session, and integration session provided pursuant to Colorado Revised Statutes (CRS) § 12-170.
- Modify Crested Butte's current definition of current "Personal Services Establishment"

- ***“Personal services establishments”*** means businesses offering personal services, including but not limited to travel agents, booking agents, recreation services providers or planners, outfitting companies, massage, yoga, healing arts, **facilitators providing natural medicine services**, chiropractic offices, acupuncture, martial arts and other similar disciplines, dance, alternative health services, spas, salons, barber and beauty shops, stationery and graphics shops, Laundromats (not commercial), shoe repair, sewing and tailoring, nonproduction copying and printing, studios for instruction in the arts, art studios, radio and television broadcasting and catering services.

BOZAR further recommends Town Council approve the State’s defined “Healing Center” land use be added to the list of permitted land uses in the C-Zone in Section, 16-5-520 of the Code. This recommendation was made only for the C-Zone because the State definition of a “Healing Center” includes “cultivation” and manufacturing”.

Finally, the Board believes the land use of providing the supervised use of natural medicines by a state licensed facilitator functions differently than a “Healing Center”, very similar in function to the “Healing Arts” and “Alternative Health Services”, which are included in the Town’s current definition of “Personal Service Establishments”. While the current definition includes the phrase “including, but not limited to”, staff and the Town Attorney felt it necessary to include the State’s very specific definitions to ensure it was clear the voter approved land use would be allowed in Crested Butte.

Analysis

I. Staff Review:

The Town Council is required to consider the following criteria for zoning changes as outlined in Section 16-23-90 of the Town Code. No application for initial zoning or rezoning shall be approved unless it is demonstrated to the Town Council that:

- (1) The proposed zoning classification promotes the health, safety and welfare of the inhabitants of the Town and promotes the purposes of this Code.

The proposed amendments to Chapter 16 allow a voter approved State Constitutional Amendment and State Legislature mandated allowance of the controlled use Natural Psychedelic Substances in local municipalities to promote “well-being, life satisfaction, and overall health” to residents of Colorado to occur in the C-Zone of Crested Butte. Staff believe this criterion is met.

- (2) At least one (1) of the following factors exists:

- a. The proposed zoning classification is consistent with the goals and policies of the Town's Land Use Plan;

The State’s definition of “Healing Center” is consistent with the currently permitted land uses in the C-Zone and the introduction of “facilitators providing natural medicine services” to the definitions of “Personal Services Establishments” allows an activity that is consistent with “Healing Arts” and “Alternative Health Services” which are currently allowed in this land use category in the C, B1, B2, B3, and B4 Districts as a permitted land use and the R3C District as a conditional. Staff believe this criterion is met.

- b. There has been a substantial and material change in the character of the neighborhood or in the Town generally such that the proposed rezoning would be in the public interest and would be consistent with the change in character; or

In 2022, Colorado voters approved Proposition 122: Access to Natural Psychedelic Substances. Subsequently, the State Legislature required local jurisdictions to accommodate the use, based on the voter approved constitutional amendment. Staff believe this criterion is met.

- c. The property to be rezoned was previously zoned in error.

N/A

- (3) Each of the following criteria is satisfied:

- a. The proposed use of the rezoned or zoned property is compatible with the surrounding uses;

The State's definition of "Healing Center" is consistent with the currently permitted land uses in the C-Zone and the introduction of "facilitators providing natural medicine services" to the definitions of "Personal Services Establishments" allows an activity that is consistent with "Healing Arts" and "Alternative Health Services" which are currently allowed in this land use category in the C, B1, B2, B3, and B4 Districts as a permitted land use and the R3C District as a conditional. Staff believe this criterion is met.

- b. In the case of proposed redevelopment of property, the proposal for the use of the rezoned or zoned property is an improvement to the neighborhood and to the Town.

N/A

- (4) The requirements of Subparagraph (a) (2) b. above shall not apply to any initial zoning of property that is either within or annexed to the Town.

N/A

- (5) The Town Council may impose reasonable conditions upon the future use of the rezoned or zoned property to ensure conformance with the standards of this Article."

Staff believe this criterion is met.

Climate Impact

No known impact.

Financial Impact

No impact.

Legal Review

Legal counsel reviewed and improved Ordinance 1, Series 2025. No changes were made since the first reading of the Ordinance.

Recommendation

On December 17, 2025, the Board of Zoning and Architecture Review recommended Town Council approve Ordinance 1, Series 2025.

Proposed Motion

For a member of the Council, followed by a second, to move to approve Ordinance 1, Series 2025 on a roll call vote.

Attachments

- Ordinance 1, Series 2025 and Exhibit A
- CRS § 12-170



Staff Report

January 21st, 2025

To: Mayor and Town Council

Thru: Dara MacDonald, Town Manager

From: Lynelle Stanford, Town Clerk

Subject: Application to Change the Location of the Liquor License for Sherpa Dharma LLC DBA Sherpa Café from 313 3rd Street to 309 6th Street.

Date: January 8th, 2025

Background:

Sherpa Dharma LLC DBA Sherpa Café has held a (beer and wine) liquor license since 2017 at their former location, 313 3rd Street. In the meantime, Sherpa Café moved to a new location, 309 6th Street. The new location was issued a temporary certificate of occupancy (TCO) by the Town's building inspector.

Summary:

A liquor license is issued to a specific address. It is required that a liquor license holder file an application to change their location. Furthermore, a public hearing is required during which the local licensing authority (Town Council) considers the application for approval. The application to change location must be filed with the local authority at least 30 days prior to holding the public hearing. Sherpa Café submitted their application to Town on December 18th, 2024.

Recommendation:

To approve the change of the location of the liquor license for Sherpa Dharma LLC DBA Sherpa Café from 313 3rd Street to 309 6th Street.

Recommended Motion:

Motion to approve the change of location for Sherpa Dharma LLC to 309 6th Street.



Staff Report

January 21, 2025

To: Mayor and Town Council
Prepared By: Kathy Ridgeway, Finance and Administrative Services Director
Thru: Dara MacDonald
Subject: 2024 Budget Amendment

Summary: Pursuant to Resolution No. 18, Series 2023, Council adopted the 2024 budget and projected expenditures for the Town. Total expenditures for the Utility Enterprise Fund are different from the approved resolution due to unforeseen circumstances. Staff are requesting an amendment to the 2024 budget to accommodate these expenditures.

Background: Expenditure overages in 2024 in the Utility Enterprise Fund (\$482,049) are related to the timing of invoices received and paid in relation to the Wastewater Treatment Plant Capital Project. Because the Utility Enterprise Fund capital budget came in \$705,250.82 under budget in 2023, it is now over budget in 2024.

Recommendation: Staff recommend amending the 2024 Utility Enterprise Fund budget from \$8,358,980 to \$8,858,980.

Council Action: A Council member should make a motion to approve Resolution No. 3, Series 2025, followed by a second and roll call vote.



Staff Report

January 21, 2025

To: Mayor and Town Council

Prepared By: Dara MacDonald, Town Manager

Subject: Discussion of policy regarding Town support of Community non-profits

Summary: At this time there are four ways the Town of Crested Butte actively supports nonprofits in the community:

1. Providing facilities and rights of way for special events/fundraisers
2. Parks, fields, trail easements, Jerry's Gym and fitness room, and ice arena for athletics focused nonprofits
3. Direct funding through Community grants
4. Long-term facility and office leases

This discussion will focus primarily on community grants as a mechanism for the Town providing direct funding support for nonprofits.

Background:

Council has previously requested an opportunity to discuss the role of the Town in supporting nonprofits in the community.

Special events

Nonprofit entities are allowed, through a special event permit, to utilize Town streets, parking lots and parks for special events and fundraisers. Application fees and rental rates are minimal for these uses and the Town often provides logistical support through street closures or other measures (moving lots of snow in the case of the Alley Loop).

Athletic facilities

The Town maintains athletic facilities and easements that are utilized by a variety of nonprofits including WEHA, WESA, CB Devo, and CB Nordic among others. These facilities are made available at very low or no cost to the nonprofits.

Community grants

Staff have records for the Community grant program going back to 2014 when the Town distributed just under \$40,000 to local nonprofits. It is our understanding that in prior years there had been some nonprofits whose operations were funded annually as part of the Town's budget.

Town made a policy change to eliminate line-item appropriations for selected nonprofits in the budget and shift to a grant process to try and be more equitable in providing 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 the 2025. These amounts include \$175,000 generated through the nicotine tax with the balance coming from the General Fund more broadly.

Facility leases

The Town has made town-owned properties available for nonprofits for decades. The Council first adopted a policy for leasing of municipal property in 2017. The policy was updated in 2022. Governmental agencies and nonprofit entities are the target tenants for the Town's 18 available nonresidential properties.

Discussion:

Local governments provide essential public services such as utilities, sanitation, police, parks, transportation, and building safety. They also work to promote social and economic development through things like recreation programming, zoning, development review and long-range planning. Nonprofits provide a wide range of services, filling gaps left by the public and private sectors and addressing unique local needs. They can advocate for causes, foster engagement, reach underserved populations, support arts, culture and education, and drive economic growth.

Nonprofits can garner funding to support their missions in a variety of ways including collecting fees for services to the private or public sector, charitable donations, or governmental support. In discussions with the staff of the Community Foundation of the Gunnison Valley (CFGV), they have found that grants for operations are the best way to support the broadest spectrum of nonprofits in our community. CFGV has an annual grant program established for this purpose and have recently entered a partnership with the Town of Mt Crested Butte to administer their annual nonprofit grant program as well. Town staff are asking the Council if they would like to consider this option for the Town's grant program.

Benefits of partnering with CFGV

CFGV administers annual Community Grants cycles, with applications opening in January and closing mid-May. 501(c)(3) nonprofits that are providing services in Gunnison County are eligible to apply, as are certain local government departments that are largely grant-funded. Between forty to fifty nonprofit organizations and government groups have applied on average each year over the last five years. The amount of funding awarded has risen considerably – the total amount available in 2024 (\$200,000) will be double that which was available as recently as 2016.

In addition to growing the amount of overall funding, CFGV has expanded the range of offerings and benefits within Community Grants. Based on applicant feedback, general operating support grants were instituted for 501(c)(3) nonprofits seeking funding beginning in 2021. Collaboration grant opportunities were also added that year, for organizations across sectors to amplify their impact through a joint project. The following year, a multiyear general operating support pilot program was started, which was made permanent by the CFGV Board in 2023. Thus far, 15 local nonprofits have been invited to participate in the program and received operating support grants for back-to-back years.

CFGV Community Grants applications go through an internal screening after submission, and staff reviews each to ensure eligibility before being sent to the Review Committee. CFGV utilizes an 8 to 9-member grant review committee comprised of some board members and some general community members. Each year it is a mixture of new and returning members from up-and-down Valley, part-and full-time residents who represent various demographics and sectors of work. The committee members review all applications individually with rough scoring. The committee then comes together for a full-day review where they go through each application. The committee considers the average of scores for all reviewers in deciding award amounts for the various nonprofits. It is an art and science for who gets awarded various amounts from full award to no funding.

The Review Committee sends their award recommendations to the CFGV Board for approval in late June, and awards are provided in July. CFGV does provide applicants with constructive feedback (2-3 reasons) for how their application ranked. CFGV hosts an annual Here for Good Community Celebration each year later in the summer, where awardees are recognized publicly.

For 2025, Mt. Crested Butte is partnering to have CFGV administer \$125,000 in grant funds on behalf of the Town. Once the CFGV grant committee has awarded funding for the Foundation's funds as described above, they will allocate the Town's funds to nonprofits serving Mt Crested Butte based on the same scoring already established.

This process allows for leveraging of multiple funding sources and a simplified application process for nonprofits. Crested Butte's grant funds could be further layered in this process, allowing nonprofits serving the North Valley access to combined operational funding from three grant programs through one process.

For this first year of the combined process Mt. Crested Butte is asking two questions:

- How does program impact full time residents of Mt CB?
- How many people does your project touch?

Unlike the CFGV, Town staff and elected officials do not have a good sense of the unique financial situations, organization wherewithal, or impact of nonprofits in our community. While the Town has attempted to establish scoring criterion for our grant process, it has not been consistently applied in the past and may not best reflect the needs of the nonprofits. Further, it would relieve pressure on the Town Council to possibly defend their decision making in grant awards and leave that to the CFGV staff and committee.

One reason for establishing the 2x year grant cycle for the Town was to try and be responsive to nonprofits and the capacity of smaller organizations to plan and apply for grants up to a year in advance of a particular project or event. CFGV's grant cycle is annual, which would be an adjustment for the nonprofits, however, the simplified application process and opportunity to access three funding sources at once to support operations would be a great benefit for the nonprofits.

The CFGV's annual grant program is already underway for 2025, and the Town has already awarded much of its grant funds for 2025, so any partnership would be effective for 2026.

Climate Impact: None

Financial Impact: The CFGV would retain 3% of the Town's grant funds as a fee for administering the program.

Legal Review: Should the Town Council decide to pursue this option the Town Attorney would review the agreement with CFGV.

Recommendation: Town Council should consider whether they want to pursue a partnership with CFGV for administration of the Town's funds for nonprofit grants. If so, staff would bring back an agreement for Council consideration at a future Council meeting.

Attachments:

Town's Lease policy

Town's Current grant review criteria

CFGV 2024 grant guidelines, scoring criteria and application