

**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, June 16, 2025**

Meeting information to connect remotely:  
<https://us02web.zoom.us/j/87335868080>  
Join via audio: +1 719 359 4580 US +1 253 205 0468 US +1 669 444 9171 US +1 305 224 1968 US +1 309 205 3325 US +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US +1 689 278 1000 US  
Webinar ID: 873 3586 8080

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

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

**6:00 WORK SESSION**

1) PROST Plan: Review Draft Challenge Statements, Define Service and Priority Areas, Review June Community Engagement 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) June 2, 2025 Regular Town Council Meeting Minutes.

*Staff Contact: Town Clerk Lynelle Stanford*

2) 4<sup>th</sup> of July Parade and Block Party Special Event Application Closing Elk Avenue from 9<sup>th</sup> Street to 2<sup>nd</sup> Street; 2<sup>nd</sup> Street from Elk Avenue to Whiterock Avenue, including the Water Fight Zone at Big Mine Park and Special Event Liquor Permit for 3<sup>rd</sup> Street on July 4<sup>th</sup>, 2025.

*Staff Contact: Town Clerk Lynelle Stanford*

3) Quarter 1 2025 Financial Update.

*Staff Contact: Finance Director Kathy Ridgeway*

4) Spring 2025 Community Grant Recommendations.

*Staff Contact: Finance Director Kathy Ridgeway*

5) Resolution No. 13, Series 2025 - A Resolution of the Crested Butte Town Council Authorizing the Town Manager to Sign and Intergovernmental Agreement with the Gunnison County Weed District Regarding Undesirable Plant Management.

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

6) Letter of Support for the Mountain Express Bus Storage, Maintenance, and Operations Facility for the Federal Transit Administration (FTA) Section 5339(b) Competitive Grant Program.

*Staff Contact: Town Manager Dara MacDonald*

7) Resolution No. 14, Series 2025 - A Resolution of the Crested Butte Town Council Authorizing the Town Manager or Their Designee to Submit a Funding Request to DOLA's Local Planning Capacity Grant Program on Behalf of the Town of Crested Butte.

*Staff Contact: Community Development Director Mel Yemma*

8) Tony's Speakeasy: A Black & White Affair Special Event Application and Special Event Liquor Permit, Closing 4<sup>th</sup> Street from Elk Avenue to Maroon Avenue and the Parking Lot, on Wednesday, July 2<sup>nd</sup>, 2025.

*Staff Contact: Town Clerk Lynelle Stanford*

*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<sup>2</sup> of the Council meeting under “Other Business to Come Before the Council.”

**7:10 STAFF UPDATES**

**7:15 LEGAL MATTERS**

**7:20 PRESENTATION**

1) Crested Butte/Mt. Crested Butte Chamber of Commerce Winter 2024 - 2025 Visitors Center Report by Executive Director Heather Leonard.

**7:30** 2) Gunnison County Metropolitan District (MetRec) Executive Director Derrick Nehrenberg Regarding their Master Plan.

**7:40 PUBLIC HEARING**

1) Transfer of Liquor License at 411 3<sup>rd</sup> Street to The Gourmet Noodle LTD DBA Gourmet Noodle.

*Staff Contact: Town Clerk Lynelle Stanford*

**7:45 NEW BUSINESS**

1) Consideration of Transfer of Ownership of the Property at 606 6<sup>th</sup> Street (Center for the Arts) to The Center for the Arts.

*Staff Contact: Finance Director Kathy Ridgeway and Town Attorney Karl Hanlon*

**8:05** 2) Referral Letters for Two Gunnison County Development Proposals: Lower Verzuh and Scenic Butte.

*Staff Contact: Community Development Director Mel Yemma*

**8:15 COUNCIL REPORTS AND COMMITTEE UPDATES**

**8:45 NEW BUSINESS CON'T**

3) Community Plan Draft Consideration and Phase 2 Overview (Community Spaces and Housing Plan).

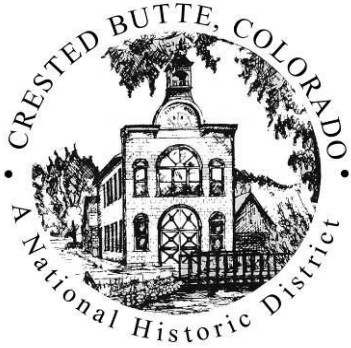
*Staff Contact: Community Development Director Mel Yemma*

**8:55 OTHER BUSINESS TO COME BEFORE THE COUNCIL**

**9:00 DISCUSSION OF SCHEDULING FUTURE WORK SESSION TOPICS AND COUNCIL MEETING SCHEDULE**

- Monday, June 30, 2025 - 6:00PM Intergovernmental Dinner Meeting
- Monday, July 7, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, July 21, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- *Tuesday, August 5, 2025 - 6:00PM Work Session - 7:00PM Regular Council*

**9:05 ADJOURNMENT**



Staff Report  
6/16/25

**To:** Mayor and Town Council

**Prepared By:** Janna Hansen, Parks, Recreation, Open Space & Trails Director  
Joey Carpenter, Recreation, Open Space & Trails Supervisor

**Thru:** Dara MacDonald, Town Manager

**Subject:** Work Session - PROST Plan Update: Review Draft Challenge Statements, Define Service and Priority Areas, Review June Community Engagement Plan

**Summary:** As we dive into our planning process there are a couple of key questions we need to answer:

1. What are the challenges we are striving to overcome?
2. What populations do we want to serve within our PROST divisions?
3. What is our overarching goal for this plan?

Council feedback and a clear vision and direction for these questions are critical components in our ability to move forward with the Plan. Staff will also share with the Council the community engagement plan for June.

**Background:** Where are we in the process?

Phase I: Research and Analysis March – June (ONGOING)

Deliverables:

- Data collection/background research
- Recreation systems audit
- Level of service assessment
- Graphics and maps development
- Challenge and opportunities statements

Phase II: Community Engagement June – August (CURRENT)

Deliverables:

- Facilitation and meeting materials for community engagement and focus group conversations

- Meeting notes and key takeaways summaries
- Community surveys
- Community outreach events materials including presentation materials, outreach boards and facilitation materials for engagement activities

**Previous Council Action:** On 1/21/25 Council held a work session on the PROST Plan and the following was discussed:

- Plan need and 2010 plan results
- Plan goals and desired outcomes
- Planning process/Compass alignment
- The Town's role as a regional service provider
- Plan timeline

**Discussion:** Through the data collection/background research, the following key challenges for this plan were identified. These will guide our community outreach and be further refined through the engagement process this summer.

- I. Review Draft Challenge Statements - What problems are we trying to solve?

### **1. Department-Wide – Population Growth vs. Capacity**

#### **Challenge:**

Crested Butte's small but mighty PROST team is the primary provider of parks and recreation services in a region that's growing rapidly beyond our boundaries. As demand from surrounding areas increases, our limited resources are stretched thin, creating pressure to meet growing regional needs.

### **2. Parks – Solving the Multi-Use Puzzle**

#### **Challenge:**

Our parks are where we celebrate, mourn, gather, and play. They're the heart of our community but they're often at or over capacity during peak times. Crowds are up, wear and tear happen fast, and for much of the year, they're buried under snow. Balancing year-round care with heavy seasonal use is getting harder every year and there are limited opportunities for new park spaces in Town.

### **3. Recreation – Solving Capacity Limitations**

#### **Challenge:**

Our community relies on recreation programs not just for play, but for connection and often critical childcare. Yet we don't have enough indoor space, especially in the long winters. Jerry's Gym is falling apart, it's tough to recruit and retain coaches, and waitlists for youth programs continue to grow. Demand is outpacing our capacity to deliver.

#### **4. Open Space - A Unified Vision for Open Space and Conservation**

##### **Challenge:**

We've protected a lot of land, but it's been piecemeal and without a clear strategy. Without clearly defined values and priorities, we risk missing out on future opportunities, especially as land prices climb.

#### **5. Trails – Creating a Connected and Accessible Network**

##### **Challenge:**

We're surrounded by an incredible trail network and are lucky to have great access right from town, but we don't have convenient nor intuitive ways for people to use Crested Butte as a trailhead. This leads to congested trailheads and growing impacts on surrounding areas, even though the Town is well-positioned to serve as a primary trailhead.

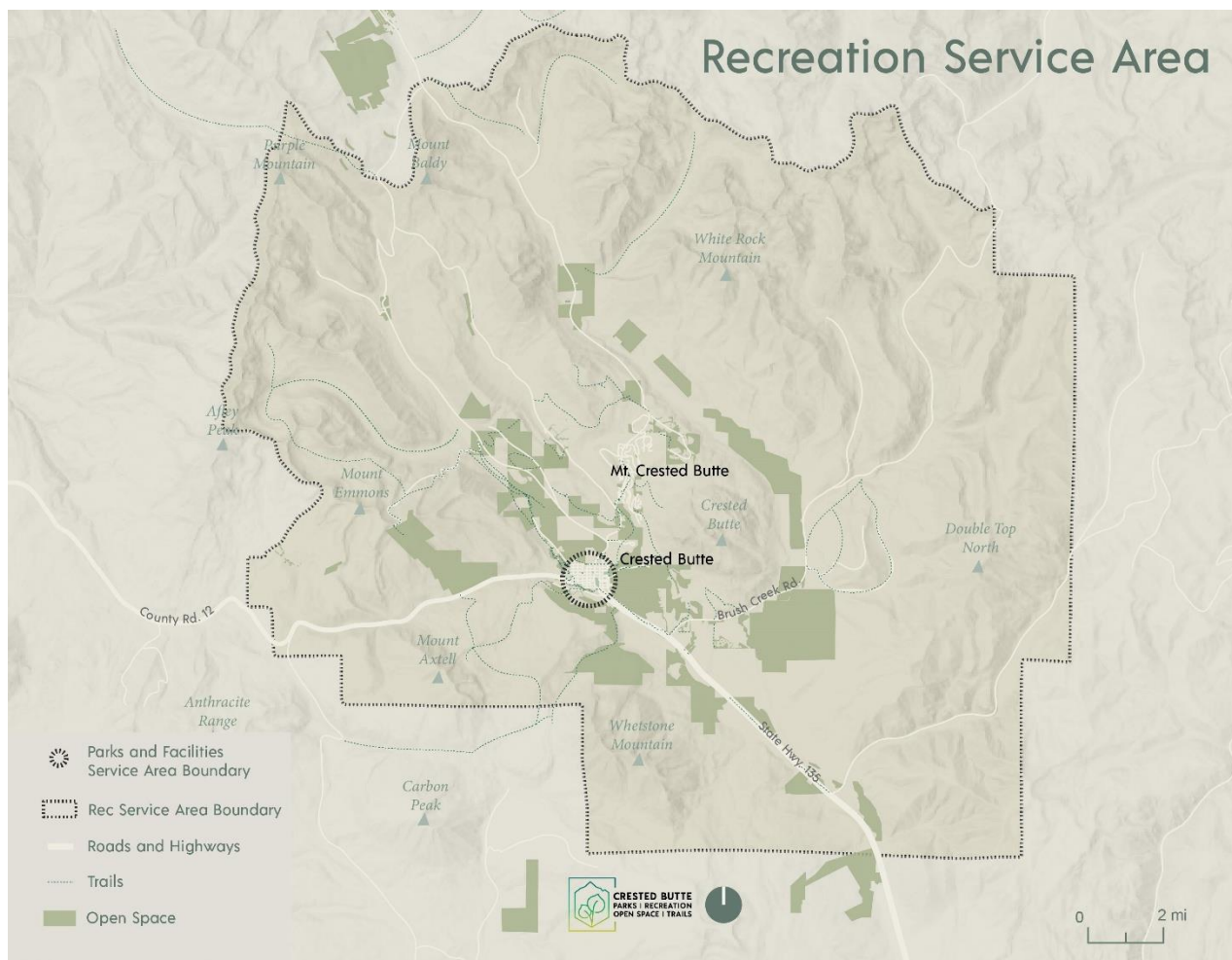
##### **Questions for Council:**

- Does Council agree that these are the departments greatest challenges?
- Are there additional challenges that should be called out?

II. Define Service and Priority Areas – What populations do we want to serve within our PROST divisions?

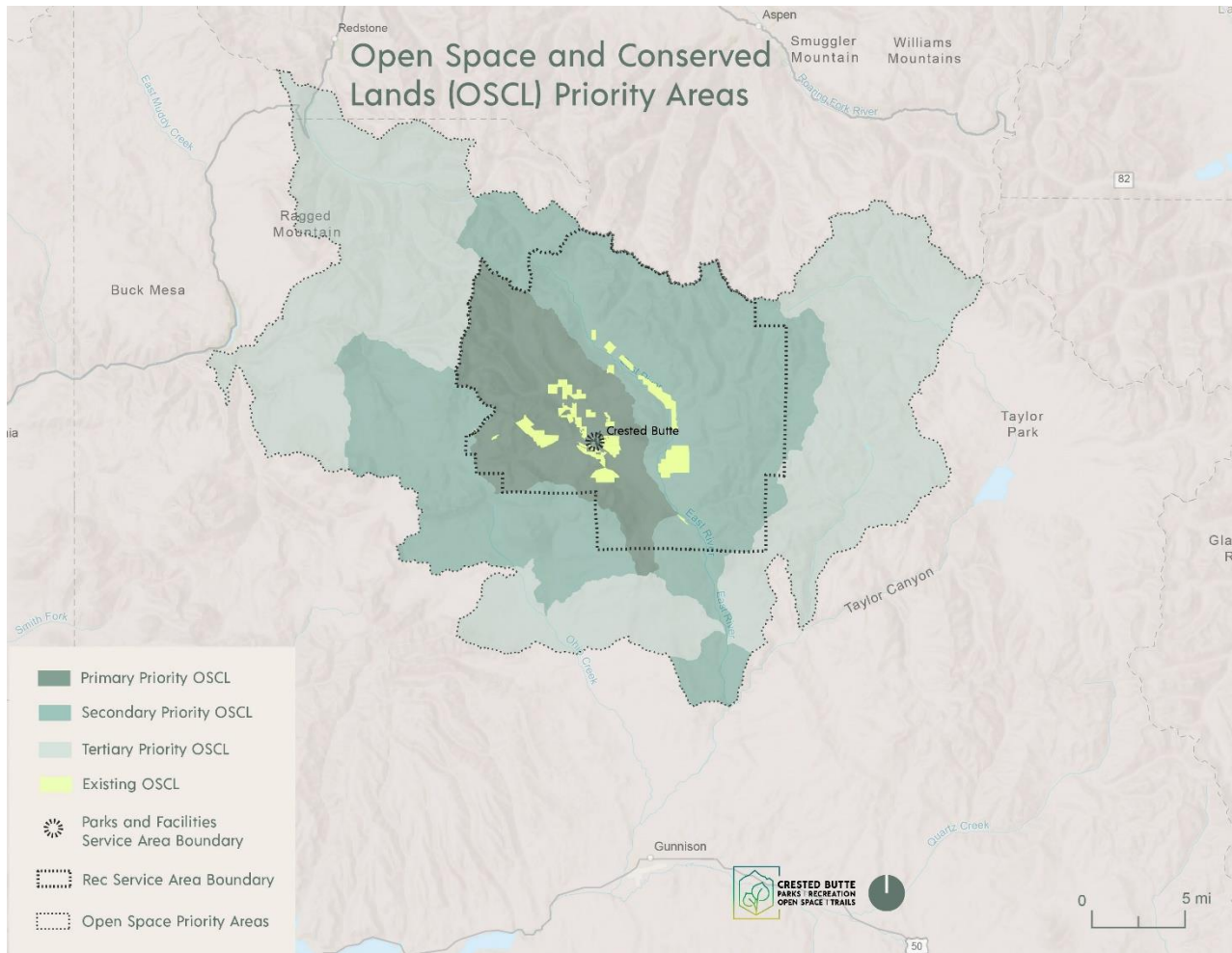
The PROST service and priority areas are divided as such:

- Parks & Facilities Service Area
  - Matches the town boundary
- Recreation Service Area
  - Aligns with the Fire Protection District Boundary



- Open Space & Conserved Lands Priority Areas
  - Primary Priority Area
    - Includes all the HUC-12 level watersheds that touch Town Boundaries. Washington Gulch to Slate River, Oh Be Joyful Creek to Slate River & Coal Creek.
  - Secondary Priority Area
    - Includes all the HUC-12 level watersheds that cover the ‘major’ drainages in the upper valley or areas where Town has already made substantial investments with Open Space funds.
  - Tertiary Priority Area
    - Includes some HUC-12 level watersheds that border the primary or secondary areas and some areas that are locally considered to be in our backyard.





### **Questions for Council:**

- Does Council agree with using the town boundary as the parks and facilities service area?
- Does Council agree with using the Fire Protection District boundary as the recreation service area?
- Does Council agree with the three-tier system for the open space and conserved lands priority area?
- Would you like to see any changes?
- Do you have any areas of concern?

### **III. Review Draft Goal Statement: What is our overarching goal for this plan?**

Optimize the Town's parks, recreation, open space, and trail (PROST) resources to better meet the community's needs, while actively partnering to support the growing demands of the broader region.

### **Questions for Council:**

- Does Council agree with this goal?
- Would you like to modify this in any way?

#### IV. June Community Engagement Plan

- **Town Picnic 6/6:** Staff advertised for the June 23<sup>rd</sup> Alpenglow event during Town Picnic. Staff and consultants engaged with community members standing in line while waiting for burgers. A three-question survey was distributed, and written comments/ideas were solicited.
- **Stakeholder Interviews/Focus Group Meetings 6/23-24:** SE Group will be on-site for two days of community engagement including meetings at the Center for the Arts King Room during the day on June 23<sup>rd</sup> and 24<sup>th</sup>. We will split the time into individual focus group meetings and will invite our community partners to participate
- **Alpenglow Event:** The community will have the opportunity to learn about the PROST Plan, share ideas and feedback, play games, get free stuff, and win prizes! We will engage with the community on the following topics:
  - Findings from the Level of Service Analysis
  - Challenge and Opportunity statements
  - Sorting local vs. regional amenities and priorities based on the recent MetRec survey and the scope of this PROST Plan
  - Prioritizing RETT Funding and Open Space values

#### Questions for Council:

- Are there any other topics you think we should be engaging in with the public right now?



**MINUTES**  
**Town of Crested Butte**  
**Regular Town Council Meeting**  
**Monday, June 2, 2025**

Mayor Billick called the meeting to order at 7:01PM.

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

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

Public Works Director Shea Earley, Parks, Recreation, Open Space & Trails Director Janna Hansen, and Housing Director Erin Ganser (via Zoom) (for part of the meeting)

**APPROVAL OF AGENDA**

The MetRec presentation was moved to the June 16<sup>th</sup>, 2025, meeting.

Magner moved and O’Neal seconded a motion to approve the agenda as amended. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

**CONSENT AGENDA**

**1) May 19, 2025 Special Town Council Meeting Minutes.**

***Staff Contact: Deputy/Licensing Clerk Eric Treadwell***

**2) Selection of the Consultant for the Red Lady Roundabout 60% Design.**

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

**3) Approval of the Amended and Restated Deed of Easement with the Board of Education of Gunnison Watershed School District.**

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

**4) Selection of Consultant for the Facilities Efficiency and Electrification Plan.**

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

**5) Letter of Support to Open and Maintain the Unnamed “Spur Trail” Connecting the Rec Path Bridge and McCormick Ranch Road.**

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

Fenerty 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 acknowledged two emails from Ryan Cadenhead.

### **STAFF UPDATES**

MacDonald reported. Ganser and Hanlon elaborated.

### **LEGAL MATTERS**

Hanlon updated.

### **PRESENTATION**

**1) Jodi Payne, Executive Director of Gunnison Country Food Pantry, and Holly Conn, Executive Director of Mountain Roots Food Project Regarding Federal Funding Cuts Affecting Critical Community Programs.**

Jodi Payne and Holly Conn presented.

**2) Gunnison County Metropolitan District (MetRec) Executive Director Derrick Nehrenberg Regarding their Master Plan.**

The presentation was removed from the agenda.

### **PUBLIC HEARING**

**1) (Second Reading) Ordinance No. 4, Series 2025 - An Ordinance of the Crested Butte Town Council Amending Chapter 6, Article 5 of the Crested Butte Municipal Code.**

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

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

Goldstone moved and Magner seconded a motion to approve Ordinance No. 4, Series 2025. A roll call vote was taken with all voting, “Yes.” **Motion passed unanimously.**

**2) (Second Reading) Ordinance No. 5, Series 2025 - An Ordinance of the Crested Butte Town Council Approving the Lease of a Portion of the Property at Avalanche Park (Tract I & II, Eccher Ranch) to the Gunnison County Electric Association.**

***Staff Contact: Town Manager Dara MacDonald and Sustainability Coordinator Dannah Leeman***

Billick opened the public hearing. No one commented, and the public hearing was closed.

Magner moved and Goldstone seconded a motion to approve Ordinance No. 5, Series 2025. A roll call vote was taken with all voting, “Yes,” except Fenerty voted, “No.”  
**Motion passed (6-1).**

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

Prochaska, Fenerty, Billick, Hanlon, and Cowherd updated.

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

The Council agreed to hear from the community member mentioned by O’Neal.

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

- Monday, June 16, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, June 30, 2025 - 6:00PM Intergovernmental Dinner Meeting
- Monday, July 7, 2025 - 6:00PM Work Session - 7:00PM Regular Council
- Monday, July 21, 2025 - 6:00PM Work Session - 7:00PM Regular Council

### **ADJOURNMENT**

Mayor Billick adjourned the meeting at 8:30PM.

---

Ian Billick, Mayor

---

Lynelle Stanford, Town Clerk (SEAL)



## Staff Report

June 16<sup>th</sup>, 2025

**To:** Mayor and Town Council

**Thru:** Dara MacDonald, Town Manager

**From:** Lynelle Stanford, Town Clerk

**Subject:** 4<sup>th</sup> of July Parade and Block Party Special Event Application Closing Elk Avenue from 9<sup>th</sup> Street to 2<sup>nd</sup> Street; 2<sup>nd</sup> Street from Elk Avenue to Whiterock Avenue, including the Water Fight Zone at Big Mine Park and Special Event Liquor Permit for 3<sup>rd</sup> Street on July 4<sup>th</sup>, 2025.

**Date:** June 5<sup>th</sup>, 2025

### Summary:

Heather Leonard submitted the special event application for the 4<sup>th</sup> of July Parade and Block Party on behalf of the Crested Butte/Mt. Crested Butte Chamber of Commerce. The 4<sup>th</sup> of July Parade and Block Party are planned for Friday, July 4<sup>th</sup>, 2025. Set up would begin at 5:30AM and clean up would commence at 3:00PM.

The Elk Avenue closure, from 6<sup>th</sup> Street to 9<sup>th</sup> Street, and the 8<sup>th</sup> and 9<sup>th</sup> Street closures, from Red Lady Avenue to Elk Avenue, are for the line-up of the parade. The parade would move west on Elk Avenue to 2<sup>nd</sup> Street, beginning at 11:00AM, concluding around 12:30PM. After the parade, the floats travel south on 2<sup>nd</sup> Street. Floats not participating in the water aspect would use Whiterock Avenue heading east as egress. Floats participating in the water aspect would travel south on 2<sup>nd</sup> Street into Big Mine Park. The Big Mine Park area would be reopened by 1:00PM.

Elk Avenue, from 2<sup>nd</sup> Street to 4<sup>th</sup> Street, and 3<sup>rd</sup> Street from alley to alley, would remain closed for the post-parade after-party. A MC/announcer would be located at 3<sup>rd</sup> and Elk, as well as food vendors and a beer garden, for which The Chamber applied for a special event liquor permit. The liquor licensed premises would be contained to the beer garden on both sides of Elk Avenue on 3<sup>rd</sup> Street. The areas would be controlled with fencing and volunteers. The vendors and booths would begin breakdown at 3:00PM.

### Recommendation:

To approve the special event application and special event liquor permit for the 4<sup>th</sup> of July Parade and Block Party as part of the Consent Agenda.



## Staff Memo

June 16, 2025

**To:** Mayor and Town Council

**Prepared By:** Kathy Ridgeway, Finance and Administrative Services Director

**Thru:** Dara MacDonald

**Subject:** Quarter 1 2025 Financial Update

**Summary:** Revenues received and expenditures incurred during the first quarter of 2025 are in line with Town's original approved budget. Staff has compiled a summary of the financial highlights from Quarter 1 2025 and included them below.

**Background:** The first quarter financial report for 2025 is being presented in Town's new financial format summarized by account classifications using the new general ledger accounts, divisions and funds. Staff will continue to work to expand the report format to include year-over-year comparison information by classification.

Financial highlights from Quarter 1 are outlined below.

### General Fund

#### Overview

- First quarter revenues of \$1.904MM were recognized, representing 25.78% of the full year budget.
- Operating expenditures were \$1.635MM, representing 22.64% of the full year budget.
- In total, revenues exceeded expenditures by \$268,199.94.

#### Revenue

- Sales tax revenues in the first quarter report includes business activity that occurred during the months of January, February and March. The first quarter sales tax revenue of \$1,233,914 was up \$66,567, approximately 5.7% over the same period last year.
- Property tax revenues were down \$24,149 or 16.1% over Q1 2024. The timing of payments from taxpayers and the county plays a substantive role in when these revenues are recorded.
- Energy mitigation fees were up \$212,434 over 2024 primarily due to REMP fees collected in connection with Academy Place.



## Operating Expenses

- Operating expenses were on track with the 2025 General Fund budget as a whole. In an effort to better identify expenses by Fund/Department/Division, Staff created new allocation schedules for many of the shared personnel and insurance costs beginning in January 2025, so some of the budget allocations may appear a little wonky.

## Capital Fund

### Revenue

- Real estate transfer tax was up \$350,556 or 276.2% over this time last year.
- Use Taxes collected were up \$101,460 over Q1 2024.
- Commercial rents were up \$35,753 over this time in 2024 but the timing of lessee payments materially impacts this number. Some tenants elect to pay rent on an annual basis and others elect to pay on a monthly basis.

### Expenses

- Improvements and maintenance on 308 3<sup>rd</sup> St account for the majority of the Building Maintenance and Repairs expense in Q1.

## Parks, Recreation and Trails Fund

### Revenue

- Sales tax revenues increased \$11,095 or 5.7% over the same period last year.

### Expenses

- Expenses were on track with 2025 budgeted amounts.

## Street and Alley Fund

### Revenue

- Property tax revenues were down \$122,501 or 19.0% over Q1 2024. The timing of payments from taxpayers and the county plays a substantive role in when these revenues are recorded, however.
- Parking Payments in Lieu were up \$75,068 over 2024 primarily due to 218 Elk Ave.

### Expenses

- Staff revisited the allocation of snow removal expenses beginning in January 2025. This will impact year-over-year comparisons as will the total amount of snowfall received each year.

## Affordable Housing Fund

### Revenue

- Vacation rental excise tax collected in Q1 2025 was \$264,320 compared to \$264,459 for the same period in 2024.

- Interest income from banking and investments in Q1 was higher than anticipated due to the timing of cash withdrawals for construction payments.

#### Expenses

- Expenses were on track with the 2025 budget.

### **Transit and Mobility Fund**

#### Revenue

- Sales tax revenues were up 5.7% over the same period last year.

#### Expenses

- Parking management fees were up 9.4%, or \$2,610 over 2024.

### **Enterprise Fund**

#### Revenue

- Sewer charge revenues were up 4.51% over this time last year and water charge revenues were up 4.99%.
- Sewer tap fees were up \$101,386 over this time last year. This is the equivalent of approximately 5.9 additional EQR.
- Water tap fees in Q1 2024 were \$0 compared to \$134,928 in Q1 2025. This represents approximately 9.7 additional EQR.

#### Expenses

- Utilities Expense allocations were also reevaluated and reallocated beginning in January 2025 so some of these may look different from previous years as well.

**Suggested Action:** The Town Council accept the Q1 financial report as part of the Consent Agenda.



## Staff Report

### June 16, 2024

**To:** Mayor and Town Council  
**Thru:** Dara MacDonald, Town Manager  
**From:** Kathy Ridgeway, Finance and Administrative Services Director  
**Subject:** Spring 2025 Community Grant Recommendations

---

**Summary:** Every year, Town supports the community by providing financial resources to non-governmental organizations for special projects and programs that supplement municipal government operations and enhance quality of life for the community. The 2025 budget includes \$275,000 for the Community Grants Program. Because grant funds awarded in the fall are paid out in the spring of the following year, the 2025 budget is comprised of awards made in the fall of 2024 and the spring of 2025.

General Community Grants are funded via the General Fund from various revenue sources. These grants account for \$100,000 of the total \$275,000 budgeted amount. Nicotine-related tax revenues collected via the General Fund provide funding for the remaining \$175,000. General Community Grants can be awarded to any qualifying applicant. Nicotine Tax Grants are intended to support local organizations addressing mental and physical health, substance abuse, teen vaping, and other needs as Council sees fit.

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

#### **Applicant Qualifications**

- An organization holding a current tax-exempt status under Section 501(c) of the IRS Code
- Applicants should be organizations of the Crested Butte community (Upper Valley preference)
- 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

In addition:

#### **Strong Community Grant Proposals Should Demonstrate:**

- Funding requests must align with one or more of the guiding principles listed above

- Community support is evident through local contributions / volunteer engagement
- Organization has a track record of effective outcomes
- Use of funds is clearly articulated within overall project budget
- Good planning is evident in the project timetable, goals, and staffing
- Plans for evaluating impact are clear, appropriate, measurable, and achievable

The Committee prioritized Community Grant awards that advance the following strategic goals, 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.

Individual awards for General Community Grants are limited to 50% of the total project cost up to a maximum award of \$5,000. Any asks not meeting this requirement were adjusted before funds were allocated.

Applicants qualifying for Nicotine Tax grant funding were added to the pool of General Community Grant applicants because 100% of budgeted Nicotine Tax grant funds were awarded in the Fall 2024 cycle.

Town received twenty-two grant Spring 2025 community grant requests totaling \$114,472. One of these requests was from the CB Chamber of Commerce for 4<sup>th</sup> of July funding. Because the Chamber agreed to host 4<sup>th</sup> of July activities as part of its recent agreement with Town and because Town increased annual Chamber funding when that agreement was entered into, the Committee is not recommending funding of that ask. In addition, the Committee believes that Mt. Savvy Guided Hikes does not meet the Town's strategic goals and is therefore not recommending funding of their ask. The Committee is recommending that remainder of the Spring 2025 applicants receive 100% or 48.35% of their eligible asks as outlined in the attached matrix. The proposed awards identified in the matrix total \$50,015. This amount exceeds the 2025 budgeted amount by \$8.



## Staff Report

June 16, 2025

**To:** Mayor and Town Council

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

**Thru:** Dara MacDonald, Town Manager

**Subject:** Resolution No. 13, Series 2025 - A Resolution of the Crested Butte Town Council Authorizing the Town Manager to Sign an Intergovernmental Agreement with the Gunnison County Weed District Regarding Undesirable Plant Management.

---

### Background:

Since 1999 the Town of Crested Butte has entered into an Intergovernmental Agreement (IGA) for the purpose of undesirable plant management with Gunnison County, Hinsdale County, Saguache County, the Town of Mt. Crested Butte, the City of Gunnison, and the Town of Pitkin. It is to the mutual advantage of each of these entities to cooperate with one another to meet the obligations imposed by the Colorado Noxious Weed Act CRS 35-5.5-101 *et seq.* (the Act). This IGA appoints the Gunnison Watershed Weed Commission to be the local authority as required by the Act for the Gunnison River Basin Watershed. This IGA promotes the Town of Crested Butte Noxious Weed Management Plan and allows for the management of undesirable plants within the municipality as required by Crested Butte Town Code Section 7-3-110 *et seq.* 4

### Summary:

Gunnison County will charge a rate of \$117.50/hour for noxious weed management, including all associated labor, equipment, materials, and administration. Gunnison County will spend 110 hours in 2025 managing weeds in the Town of Crested Butte for a total of \$12,913.00. This has been budgeted for and is split between the Open Space Fund; Parks, Rec and Trails Fund; and the Street and Alley Fund.

### Recommendation:

Staff recommends approving Resolution No. 13, Series 2025 thereby authorizing the Town Manager to sign the Intergovernmental Agreement with the Gunnison County Weed District Regarding Undesirable Plant Management.



## Staff Report

June 6, 2025

**To:** Mayor and Town Council

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

**Subject:** Letter of Support for the Mountain Express Bus Storage, Maintenance, and Operations Facility for the Federal Transit Administration (FTA) Section 5339(b) Competitive Grant Program

### Summary:

Mountain Express has requested a letter of support from the Town for their application for grant funding towards the proposed new facility in the Whetstone Industrial Park. The letter includes the Town's commitment of \$1,000,000 in matching funds for the project.

### Previous Council Action:

The Town contributed \$100,000 in 2018 towards the purchase of property in the Whetstone Industrial Park. In 2022, the Town committed \$500,000 in matching funds for this same competitive grant application, which has not been successful thus far. The Town Council heard a presentation from Jeremy Herzog on this topic on April 21, 2025.

### Discussion:

This federal grant typically provides 80% of the net capital costs of a project, meaning 20% must be provided locally. These are the currently assumed funding sources for the project:

FTA Grant	\$14,400,000
CDOT Contribution	\$ 1,000,000
Town of CB Contribution	\$ 1,000,000
Mt CB	\$500,000
<u>Mountain Express (Reserves)</u>	<u>\$ 1,100,000</u>
Total Project Cost	\$18,000,000

### Climate Impact:

The new facility would allow for expansion of MX service in the future as well as fleet electrification. Both of these would further the climate goals of the town.

### Financial Impact:

The Town has previously shown \$500,000 in the 5-year capital plan. Following the April 21<sup>st</sup> discussion, the capital plan has been updated to reflect a \$1,000,000 contribution. The earliest this



expense would be incurred is 2027 and the then current Council would make the final decision on funding.

**Legal Review:**

None

**Recommendation:**

Staff recommends the Council approve the attached letter of support as part of the Consent Agenda.

**Proposed Motion:**

A Council member should make a “motion to approve a Letter of Support for the Mountain Express Bus Storage, Maintenance, and Operations Facility for the Federal Transit Administration (FTA) Section 5339(b) Competitive Grant Program” as part of the Consent Agenda.



## Staff Report

June 16, 2025

**To:** Mayor Billick and Town Council

**Prepared By:** Mel Yemma, AICP, Community Development Director

**Thru:** Dara MacDonald, Town Manager

**Subject:** Resolution No. 14, Series 2025: A Resolution of the Crested Butte Town Council Authorizing the Town Manager or Their Designee to Submit a Funding Request to DOLA's Local Planning Capacity Grant Program on Behalf of the Town of Crested Butte.

---

**Summary:** The Town of Crested Butte is applying for a \$50,000 grant from DOLA's Local Planning Capacity Program to support the development of the Five-Year Housing Strategy, a key next step from the Community Plan.

**Background:** Following the passage of Proposition 123 in 2022, the State Affordable Housing Fund provides grants to local governments that meet certain requirements. The Town has established its baseline, committed to increasing affordable housing, and adopted an expedited review process for such projects. This resolution authorizes the Town to apply for the \$50,000 incentive available to qualifying communities.

**Climate Impact:** N/A

**Financial Impact:** Reduces Town costs by funding the Five-Year Housing Strategy.

**Legal Review:** N/A

**Recommendation:** Staff recommends approval of the resolution as part of the consent agenda.

**Proposed Motion:** A Councilmember moves to approve Resolution 14, Series 2025, authorizing the Town Manager or designee to apply for DOLA's Local Planning Capacity Grant on behalf of the Town.



## Staff Report

June 16<sup>th</sup>, 2025

**To:** Mayor and Town Council

**Thru:** Dara MacDonald, Town Manager

**From:** Lynelle Stanford, Town Clerk

**Subject:** Tony's Speakeasy: A Black & White Affair Special Event Application and Special Event Liquor Permit, Closing 4<sup>th</sup> Street from Elk Avenue to Maroon Avenue and the Parking Lot, on Wednesday, July 2<sup>nd</sup>, 2025.

**Date:** June 13<sup>th</sup>, 2025

---

### Summary:

Alyssa Moore submitted the special event application and special event liquor permit application for Tony's Speakeasy: A Black & White Affair. The event is scheduled for Wednesday, July 2<sup>nd</sup>, 2025, from 6:00PM to 10:00PM. The event organizer is requesting the closure of 4<sup>th</sup> Street from Elk Avenue to Maroon Avenue, along with the parking lot behind the Museum, beginning at 2:00AM on July 2<sup>nd</sup>. 4<sup>th</sup> Street would reopen at 12:00PM on July 2<sup>nd</sup>, and the parking lot would reopen the following day by 10:00AM.

The Crested Butte Museum's Black and White Affair is their largest public fundraiser, and this year they are celebrating the 23<sup>rd</sup> annual event, A/K/A the Black and White Ball. There will be a four-piece band performing in the back parking lot, and they will also feature a silent auction.

### Recommendation:

To approve the special event application and special event liquor permit for Tony's Speakeasy: A Black & White Affair.

### Recommended Motion:

Motion to approve the special event application and special event liquor permit for Tony's Speakeasy: A Black & White Affair as part of the Consent Agenda.



## Memorandum

**To:** Town Council

**From:** Dara MacDonald, Town Manager

**Subject:** Manager's Report

**Date:** June 16, 2025

---

### Town Manager

- 1) We received an update from USPS on June 10<sup>th</sup> that the lease for the existing post office was renewed and is now expiring 2/28/2031.
- 2) I will be out of office on vacation June 12-29. Lynelle will be serving as acting manager during that time. Please direct any questions or concerns to Lynelle during my vacation.
- 3) For the June 30<sup>th</sup> Intergovernmental dinner, please forward any agenda suggestions to Lynelle or Mallika. They will be coordinating on the meeting agenda. These dinners are a great opportunity for open discussion as well as bringing up any issues that cross our various jurisdictions.

### Sustainability

- 1) No updates

### Public Works

- 1) Streets Maintenance – Starting the week of June 9<sup>th</sup>, streets crews will be shifting focus from crack sealing to the striping of stop bars, yellow curbs, white hatched areas, etc. The Town will also start deploying mid block speed and pedestrian crossing signs, as well as traffic calming boxes on Whiterock and on 1<sup>st</sup> Street.
- 2) Whiterock Water Main Replacement – The Town issued an RFP for the replacement of the Whiterock water main, from 3<sup>rd</sup> street to the mid block of 5<sup>th</sup> street. The project looks to replace the existing main due to the type of material and the age of the line. Bids for the project are due on June 12<sup>th</sup>.

### Marshals

- 1) Prior to the summer parking contract going into effect on June 27<sup>th</sup>, the Marshal's Office, Community Development and Interstate Parking have been working on improvements such as updated parking passes for Elk Av businesses and QR codes for the neighborhood zone signs.
- 2) On Wednesday the 4<sup>th</sup>, the Marshal's Office conducted a hiring process to fill the open spot. The day began with a job specific obstacle course, written test and concluded with oral board interviews. With two good candidates, we are in the process of selecting the best candidate for the Town and department.

### Parks, Recreation, Open Space and Trails

- 1) Mineral Point Trail Project Update: The Met Rec generously awarded the Town \$57,682.43 for construction of the Mineral Point Trail! Construction is scheduled to commence in early August. Thank you, Met Rec!
- 2) Big Mine Avalanche Mitigation Report: Please find the attached report for the 24-25 winter season.
- 3) Sam Kay Baby: Sam Kay, a member of our Parks team, and his wife Jordyn welcomed Kirby R. Kay to the world on Thursday, May 22<sup>nd</sup> at 2:42 pm. Welcome Kirby and congratulations Sam and Jordyn!
- 4) Flowers are here!: Totem Pole and planter boxes are being planted!

### Community Development

- 1) Colorado Wildfire Resiliency Code Update: SB25-142 was signed by Governor Polis on June 3, which extends the deadlines for local communities to adopt and then enforce the Wildfire Resiliency Code. Communities like Crested Butte would now have to adopt the code within nine months from the adoption by the State, which will likely be by March 1, 2026 and begin to enforce this code by June 1, 2026. This shift will help to align the code adoption with the Town's upcoming Zoning Code and Design Standards updates to ensure compatibility.
- 2) Paradise Park Workforce Rentals: The phase 2 application window closed on June 2. All applications were processed by June 4. The application/qualification objection window was announced on June 5 and closed on June 10 with no objections received.
  - a. There were ten applications for the two, two-bedroom units. One applicant withdrew. Six of the nine phase 2 applicants participated in the phase 1 lottery and three were new applicants.
  - b. Data points from phase 1 and 2 are below:

Ticket Allocation	Phase 1 - 9 Units		Phase 2 - 2 Units
	Entered	Drawn for Housing	Entered
1 Ticket (4 Years and less)	11	1	3
3 Tickets (4-8 Years)	5	0	2
5 Tickets (8-12 Years)	5	3	4
7 Tickets (12-16 Years)	3	2	0
9 Tickets (16-20 Years)	0	0	0
11 Tickets (More than 20 Years)	4	3	0
Average HH AMI	96%		71%
AMI Range	51%-126%		52%-99%
Average HH Income	\$79,200		\$87,700
Income Range	\$47,000 - \$126,000		\$57,200 - \$124,400
Average HH Size			
1 Bed	1.4		NA
2 Bed	1.9		1.8
3 Bed	3.6		NA
Total Applicants	29		9
Subscription Rate	3.1		4.5

- i. Nine qualified households were awarded a total of 31 tickets, including the two extra tickets allocated to the Robinson household.
- ii. The lottery will be held on Wednesday, June 18 at 5:30 PM in council chambers. On Monday June 16, staff will host an optional virtual meeting with lottery participants to walk through the lottery process and field questions.
- iii. The two phase 2 units will be complete by the end of June, with tenants moving in shortly thereafter.
- iv. The final three units that will be built under the COP financing, a triplex on 10<sup>th</sup>, are scheduled to achieve temporary certificate of occupancy by the end of the year, with landscaping installed Summer 2026.

- 3) Mineral Point: The red tag on Mineral Point was lifted on June 10<sup>th</sup>.
- 4) 107 Teocalli: A leak in the roof of 107 Teocalli, a manufactured home used for employee rentals, uncovered extensive mold in the roof cavity of the building. Staff investigated the option to repair the building; however, given its age and building type, staff determined it was not a wise investment. To limit liability and costs associated with a vacant building, staff will put it up for auction with a base bid price that matches the removal costs. (The manufactured home is titled under the Department of Motor Vehicles, so it is considered chattel, not real property. As such, disposition will follow the Town's policy and process for disposition of Town vehicles.) Demand for employee units is high, with five applicants for the two-bedroom unit offered up for lottery in early June. As such, staff recommend holding the land and replacing the unit in 2026 or later depending on budget. Staff will return to Council with a proposal in coming weeks.



- 5) GVRHA Compliance: In addition to working through compliance complaints on various properties throughout Town, GVRHA will be rolling out routine compliance in the Verzuh and Kapushion neighborhoods over the next 3 months.
  - a. One Notice of Violation has been sent an owner, if appealed, the GVRHA Board will hear the appeal and the Town will enforce GVRHA's decision.
  - b. Verzuh and Kapushion owners should expect to receive outreach from GVRHA around the end of the month to communicate the reason for routine compliance and what is required of owners. The master deed restrictions for each neighborhood maintain local work requirements for owners and prohibitions on owning real estate.
  - c. GVRHA started its routine compliance outreach in the Pitchfork neighborhood in Mt.CB. As of June 9, six of the 19 Pitchfork households are considered to be in compliance with their deed restriction; 12 have yet to submit documents and will be considered out of compliance after the deadline for document submittal has passed, and one is confirmed out of compliance and has received a Notice of Violation. Kapushion and Verzuh (12 total units) are their next phase, and Paintbrush in Gunnison is the next in the queue. GVRHA will continue working through each jurisdiction's portfolio as they build out a compliance program.

#### Town Clerk

- 1) The first Alpenglow of the summer is on Monday, June 16, 2025; Fish Fry will be taking place in Crank's Plaza on June 13, 2025; and the CB Land Trust Gala is planned for the Big Mine Ice Arena on Saturday, July 12, 2025.
- 2) 2025 is a Council election year! Open seats will be the Mayor's seat, as well as John O'Neal's, Anna Fenerty's, and Beth Goldstone's Council seats. July 25, 2025, is the deadline to notify the County Clerk in writing of the Town's participation in the coordinated election. A resolution and IGA with Gunnison County will be on a Council agenda, likely before the July 21, 2025, Council meeting. The first day that Mayor and Council candidates are able to circulate petitions will be Wednesday, August 6, 2025, due Friday, August 29, 2025. Petition packets will be available in the Clerk's Office by Wednesday, July 30, 2025.
- 3) Please be reminded of Elk Ave. parklet installation day on Tuesday, June 17, 2025.
- 4) The second food truck for the Four Way parking lot completed the application process. The Rolling Kaz will be serving items such as shawarma, falafel, wraps, and rice bowls. The Rolling Kaz will also focus on late night, after 9:00PM, on Elk Avenue. The third cart/booth, dispensing kombucha, will also be appearing at the Four Way in the cart/booth area on the sidewalk by the Chamber.

#### Finance/HR/IT

- 1) Welcome Rob Sweeney: Rob has joined us as the Interim Finance and Administrative Services Director and will be serving in this role for a minimum of four months as we continue our search for a permanent director.
- 2) Insurance Renewals Complete: We've completed the CIRSA Workers' Compensation and Property Casualty insurance renewals for 2026.

- 3) Farewell to Kathy: Kathy's last day will be July 4th. Please join us in wishing her the very best in retirement—she's looking forward to spending more time with her family and enjoying this next chapter.
- 4) 401(a) Policy Update: We're updating the 401(a) retirement policy to start employer contributions at the beginning of employment rather than after 1 year of employment. This is a small step in bolstering recruitment and will also help with missed enrollments at the 1-year mark. The anniversary tiers and contribution amounts will remain the same.
- 5) Now Hiring: We are actively recruiting for several positions, including:
  - a. Deputy Marshal
  - b. Finance/Administrative Services Director
  - c. Building Inspector
  - d. Summer PROST Seasonals

Upcoming Meetings or Events Council may choose to attend

June 17, 6:00pm-7:30pm Gunnison BOCC Open House, The Depot

June 23, PROST Plan outreach at Alpenglöw

June 23 & 24, PROST Plan stakeholder outreach

June 30, 6:00pm-8:00pm Intergovernmental Dinner, King Community Room, Center for the Arts

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.

# Crested Butte Visitors Center

## Winter Season Operations Report

December 2024 – April 2025





# Winter Recap

- 10,671 visitors from 12.1 to 5.1
  - 7% decrease over 2024
  - CB 4-Way: 3,070
  - Mt CB Transit Center: 7,601
- Operating days:
  - CB: 138
  - Mt CB: 127
- Raised starting wage to \$20/hour.
- Evaluating how to shift staffing to better service seasonal peaks and lows.



# Summer Forecast

- While visitor forecasts show June and August pacing behind last year and July and September flat, still expecting busy summer
- Continue mobile visitors centers
- Tools for businesses and staff
- Evaluating and updating how we collect demographic info from visitors
- CB Changes
  - Retail at 4-Way
  - Reorganizing space for better use
  - Free wifi
- Mt CB Changes
  - Kiosk
  - Computer / phone
  - Signage for outdoor desk
- Porta potty program
- New website and Chamber CRM will allow for better visitor resources





# Chamber Business Support

- Launching new CRM and website for operations and visibility
- Update on Chamber merger discussion
- Collaborating with Gunnison Chamber, TAPP, and STOR
- New 501(c)(3) in development for education and leadership
- Exploring revised Business After Hours strategy
- Member-led educational programming being piloted





# Financial & Membership Report

- New chart of accounts implemented
- Year-long membership and billing audit nearing completion
- Inactive members removed; new members onboarded
- Upcoming membership drive with new CRM
- PR and communication strategy in development
- 9 new members, 26 drop. Most drops due to membership audit

# Conclusion

- Looking forward to another busy summer!





## Staff Report

June 16, 2025

**To:** Mayor and Town Council

**From:** Janna Hansen, PROST Director

**Thru:** Dara MacDonald, Town Manager

**Subject:** Presentation: Gunnison County Metropolitan Recreation District (MetRec) Executive Director Derrick Nehrenberg Regarding their Master Plan

---

**Summary:** The Gunnison County Met Rec completed a regional recreation master plan in 2024. Derrick will provide highlights from that plan specific to the north valley and will allow time for Council questions. Staff encourages Council to consider the findings from the Met Rec Plan and the potential impacts and considerations for the PROST Plan.



## Staff Report

June 16<sup>th</sup>, 2025

**To:** Mayor and Town Council  
**Thru:** Dara MacDonald, Town Manager  
**From:** Lynelle Stanford, Town Clerk  
**Subject:** Transfer of Liquor License at 411 3<sup>rd</sup> Street to The Gourmet Noodle LTD DBA Gourmet Noodle.  
**Date:** May 30<sup>th</sup>, 2025

---

### Summary:

The Gourmet Noodle LTD DBA Gourmet Noodle applied to transfer the Hotel and Restaurant liquor license at 411 3<sup>rd</sup> Street from Marchitelli's Gourmet Noodle Inc, upon the completion of their sale. Staff submits the following findings regarding the application:

1. Notice of public hearing on the application was posted on the premises at least 10 days prior to the public hearing, and the notice was published in the *Crested Butte News* on June 6<sup>th</sup>, 2025.
2. A complete application has been submitted and all application fees have been paid.
3. It appears from evidence submitted that the applicant is entitled to possession of the premises for which the application for a new liquor license has been applied.
4. It is confirmed that the sale of liquor on the premises is not a violation of zoning, building, health and fire laws or regulations.
5. There was an existing Hotel and Restaurant liquor license at the location, held by Marchitelli's Gourmet Noodle Inc., and in the two years prior to the application, there has not been a denial of an application by the Local Liquor Licensing Authority (Crested Butte Town Council) at the location.
6. The Crested Butte Marshal's Department has conducted a background investigation concerning the principal of The Gourmet Noodle LTD DBA Gourmet Noodle: Robert J. Hyre. Hyre's fingerprints have been submitted to CBI/FBI.
7. The State of Colorado Department of Revenue Liquor Enforcement Division issued their approval of the transfer of the liquor license on May 12<sup>th</sup>, 2025.

### Recommendation:

To approve the transfer of the liquor license at 411 3<sup>rd</sup> Steet to The Gourmet Noodle LTD DBA Gourmet Noodle.

**Recommended Motion:**

Motion to approve the transfer of the liquor license at 411 3<sup>rd</sup> Street to The Gourmet Noodle LTD DBA Gourmet Noodle.



## Staff Report

June 16, 2025

**To:** Mayor and Town Council

**Prepared By:** Dara MacDonald, Town Manager  
Kathy Ridgeway, Finance and Administrative Services Director  
Karl Hanlon, Town Attorney

**Subject:** Consideration of transfer of ownership of the property at 606 6<sup>th</sup> Street (Center for the Arts) to The Center for the Arts

### Summary:

Staff is requesting Council discussion regarding the potential transfer of ownership of the Center for the Arts complex to the Crested Butte Center for the Arts (CFTA). Staff recommends a cautious approach due to legal restrictions on the use of the property and the current financial position of CFTA. A long-term lease arrangement may better protect the Town's interests.

### Previous Council Action:

- Ordinance 8, Series 1983 and Ordinance 19, Series 1984: Approval of the property exchange involving the Center site.
- 2010 – The Town and CFTA entered into a 50-year lease with a 50-year renewal option for the building now known as the Old Center. Minutes from that meeting include that the CFTA requested the 50-year term rather than 20-years as donors were hesitant to give without a longer lease term.
- 2019: Completion of the new Center for the Arts facility, with ownership of land and improvements retained by the Town.
- 2020 - The Town and CFTA entered into a 50-year lease for the expanded property with three succeeding 10-year renewal options
- Feb 3, 2025 – Council work session to discuss “Redeveloping the Original Center for the Arts Building”
- April 7, 2025 – CFTA presentation to Town Council on “Public-Private Partnership between the Center for the Arts and Town of Crested Butte”

Council expressed concerns and questions:

- How do we ensure the arts facility continues to serve primarily the local community (as opposed to private or exclusive events)?
- Magnitude of the importance of the building as a public asset in the center of Town
- Generally supportive of continuing to explore the idea of transferring the building with a land lease



- Directed staff to review recent budgets and financial statements for the Center and advise
- Requested the Center provide additional information on number and type of events and who is served to get sense of how the facility is currently used

### Background:

The Center for the Arts complex is located on parcels in Blocks 50 & 51 and includes portions of the Whiterock Avenue right-of-way. The property was conveyed to the Town through a three-party exchange involving Gunnison County and Evergreen Land and Resource Company. The deed from Evergreen to the Town includes an executory interest stating the land must be used for "public purposes"; otherwise, title reverts to Gunnison County.

The new portion of the Center for the Arts facility was largely funded through private donations and debt incurred by the CFTA. Upon completion, the facility became a fixture and part of the Town-owned real property, now subject to the same restrictions as the land.

### Discussion:

Two critical legal questions are central to this matter:

1. Can the Town convey the property and remain in compliance with the deed's executory interest clause?
2. Would CFTA's ownership and use of the property satisfy the "public purpose" requirement?

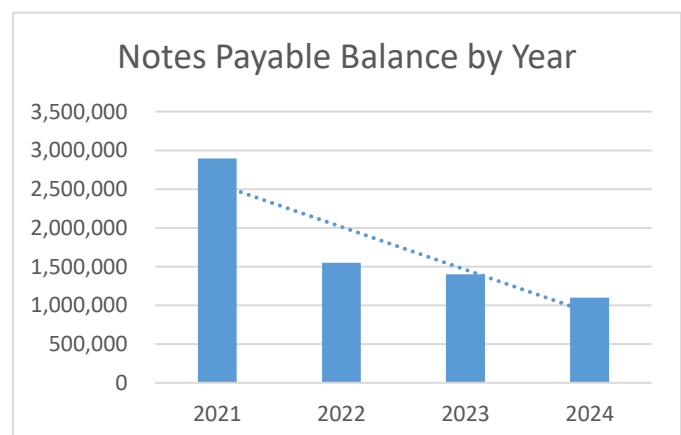
As previously outlined, the 1984 deed conveying the property to the Town includes an executory interest in favor of Gunnison County, stipulating the land must be used "only for public purposes." While the Center for the Arts (CFTA) is a 501(c)(3) nonprofit, potentially satisfying the public purpose requirement, transferring ownership introduces risks related to enforceability of that interest and the Town's ability to intervene should issues arise. A quiet title action or formal disclaimer from Gunnison County would be required to resolve lingering legal ambiguity.

### Financial Considerations:

#### 1. Debt Profile and Leverage Risk:

As of October 31, 2024, CFTA carried \$1.1 million in debt, including a \$950,000 loan maturing in 2025 and a \$150,000 SBA loan maturing in 2050. CFTA has worked hard in recent years to reduce the outstanding debt following completion of the new facility in 2019.

A new \$1 million line of credit was obtained in January 2025, refinancing the remaining balance of the prior debt, with annual principal payments of \$100,000 through January 2035. No principal payment is required in 2025. CFTA staff have told Town staff that there is a donor ready to retire this debt upon transfer of ownership to the CFTA.



If ownership of the property were transferred to CFTA, the organization could potentially leverage the property as collateral, exposing it to foreclosure risk. In such a scenario, Gunnison County could intervene due to the deed's reversion clause, but if the County declines, the property could exit public control altogether. In several prior conversations in recent years, CFTA staff have indicated the desire to own the property was linked to the hoped for renovation of the Old Center (Phase2) and the ability to issue debt using the property as collateral. In the past several months CFTA staff have shifted away from this rhetoric and now state that Phase 2 is no longer being considered and that if it were, leveraging the property would not be desired.

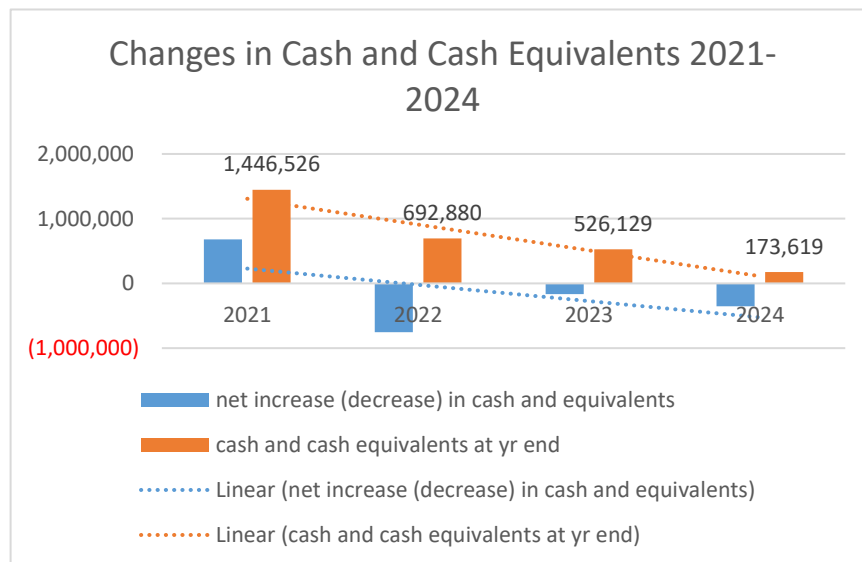
## 2. Liquidity and Donor Dependency:

As of FY2024, CFTA had only \$174,000 in liquid assets available for general expenditures within one year. Under the 2020 lease, the CFTA is responsible for virtually all operating and maintenance expenses associated with the property.

The Center is highly dependent on a small number of donors, with 73% of total 2024 donations originating from just 73 donors, and 25% from only five donors. This level of concentration creates revenue volatility, especially for operations and debt service needs.

## 3. Cash Flow and Net Assets:

Cash and cash equivalents for CFTA declined from \$526,129 (2023) to \$173,619 (2024).



The Center has posted net losses in two consecutive years:

- FY2023: -\$525,882
- FY2024: -\$514,025

This signals ongoing financial instability despite successful programming and event revenues.

## 4. Debt Service Relief if Ownership Transferred:

A financial summary provided by CFTA staff suggests that if the current donor pledge materializes and the line of credit is retired by end of 2025, the Center would gain an average annual debt service relief of \$135,600 from 2026 to 2035, which could positively impact operations. However, this optimistic projection is contingent on donor follow-through and assumes no new debt will be taken on, an assumption not currently guaranteed.



### 5. Expense and Operational Trends:

Program expenses are increasing, while management/general and fundraising expenses remain high (\$1.7M in 2024), raising concerns about the sustainability of administrative cost ratios. The 2025 budget projects a reversal in net cash decline, but relies on unrealized assumptions, including postponed capital expenditures, reduced payroll, and a \$50K debt addition. CFTA leadership have worked hard in recent years to turn this corner, but the results of these efforts are not yet realized.

Given the above, transferring ownership at this time may be premature. The Town must consider not only the legal reversion risk but also the financial position and borrowing constraints of CFTA. If the organization fails to maintain financial stability or defaults on future obligations, the Town could be forced into a reactive role, risking public loss of the facility or having to cover debts it does not currently control. Maintaining the current long-term lease would be a safer course for the Town.

### **Climate Impact:**

Neutral. No physical changes to the property are proposed at this time.

### **Financial Impact:**

Potentially significant if the Town were forced to assume CFTA's debt or intervene to maintain control of the property. Retaining ownership and pursuing a long-term lease minimizes these risks.

### **Legal Review:**

Completed by the Town Attorney. See Privileged and Confidential memorandum dated May 29, 2025, for full analysis of deed restrictions and potential risks.

### **Recommendation:**

Staff recommends that the Town Council not proceed with transferring ownership of the Center for the Arts property to CFTA at this time.

If the Council wishes to pursue transfer of the property, Staff recommend it be conditioned upon:

- enforceable provisions restricting the use of the property as loan collateral
- maintaining nonprofit status
- ensuring continuity of use for public arts programming
- formalized commitment to serve primarily the local community
- unencumbered reversion to the Town if the non-profit ceases operation or violates terms of the transfer
- transfer occurs only after retirement of all debt
- outlining Town's role in design and approval of any renovations or additions to the structure(s)

The July 21<sup>st</sup> Council work session is currently unprogrammed if the Council wishes to consider this discussion further at that time.



## Staff Report

June 16, 2025

**To:** Mayor Billick and Town Council

**Prepared By:** Mel Yemma, AICP, Community Development Director and Joey Carpenter, Recreation, Open Space, and Trails Supervisor

**Thru:** Dara MacDonald, Town Manager

**Subject:** **Referral Letters for Two Gunnison County Development Proposals: Lower Verzuh and Scenic Butte**

**Summary:** Gunnison County referred two development applications to the Town for comment by June 17, 2025. The applications include:

- **Lower Verzuh (LUC-25-00004):** A proposed subdivision of 301 residential lots on a 450-acre parcel southeast of Town, with an opportunity for an Accessory Dwelling Unit (ADU) on each lot except for the 45 1/8 lots, resulting in a total potential of 557 units.
- **Scenic Butte (LUC-25-00003):** A proposed road extension to serve up to seven parcels on steep terrain (greater than 30% slope) in a very high wildfire hazard area.

While Town staff typically respond to referral requests directly, these projects have generated notable community concern. In addition, the Town Council previously submitted a formal letter to the Gunnison County Board of County Commissioners regarding the Lower Verzuh proposal. Given the significance of these applications, staff are seeking Council feedback and authorization to submit the attached referral letters.

**Previous Council Action:** On March 17, 2025, the Town Council submitted a letter to the Gunnison County Board of County Commissioners expressing concerns about the Lower Verzuh proposal. The letter emphasized the importance of completing the forthcoming Highway 135 Corridor Plan before approving this major new development and requested a temporary moratorium on new subdivisions in the corridor until that plan is complete. To date, the County has not formally responded to that letter.

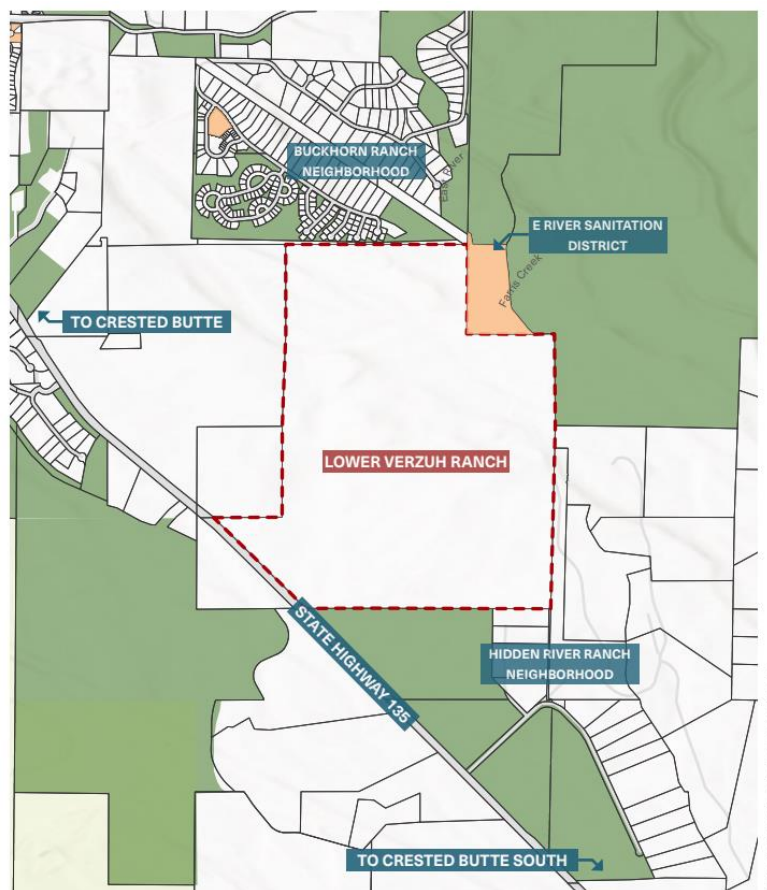
**Background:** Gunnison County is the reviewing authority for both applications and has requested referral comments from the Town, as the proposed developments are located within the Town's three-mile planning area.

- **Lower Verzuh** is located roughly three miles south of Town along Highway 135. The proposal includes 301 residential lots ranging from 1/8-acre to three acres in size, arranged in cul-de-sac patterns. Each lot may include an ADU except for the 45 1/8 lots, creating the potential for up to 557 total units. The applicant proposes to deed restrict 23 primary lots and 23 ADUs (roughly 8% of total potential units) as Essential Housing.

The application also proposes an integrated trail system, common recreational space and sports fields, parks and playgrounds, preservation of ranch buildings and portions of fencing, recreational ponds, and 275 acres of open space. The applicant also indicated they are willing to include an easement for the CB to CB South trail. Lastly, the application identifies the potential for a new transit stop and asserts the development is within proximity to existing Mountain Express and RTA transit stops.

*Right: A site vicinity map included in the development application.*

*Below: A proposed site plan included in the development application.*



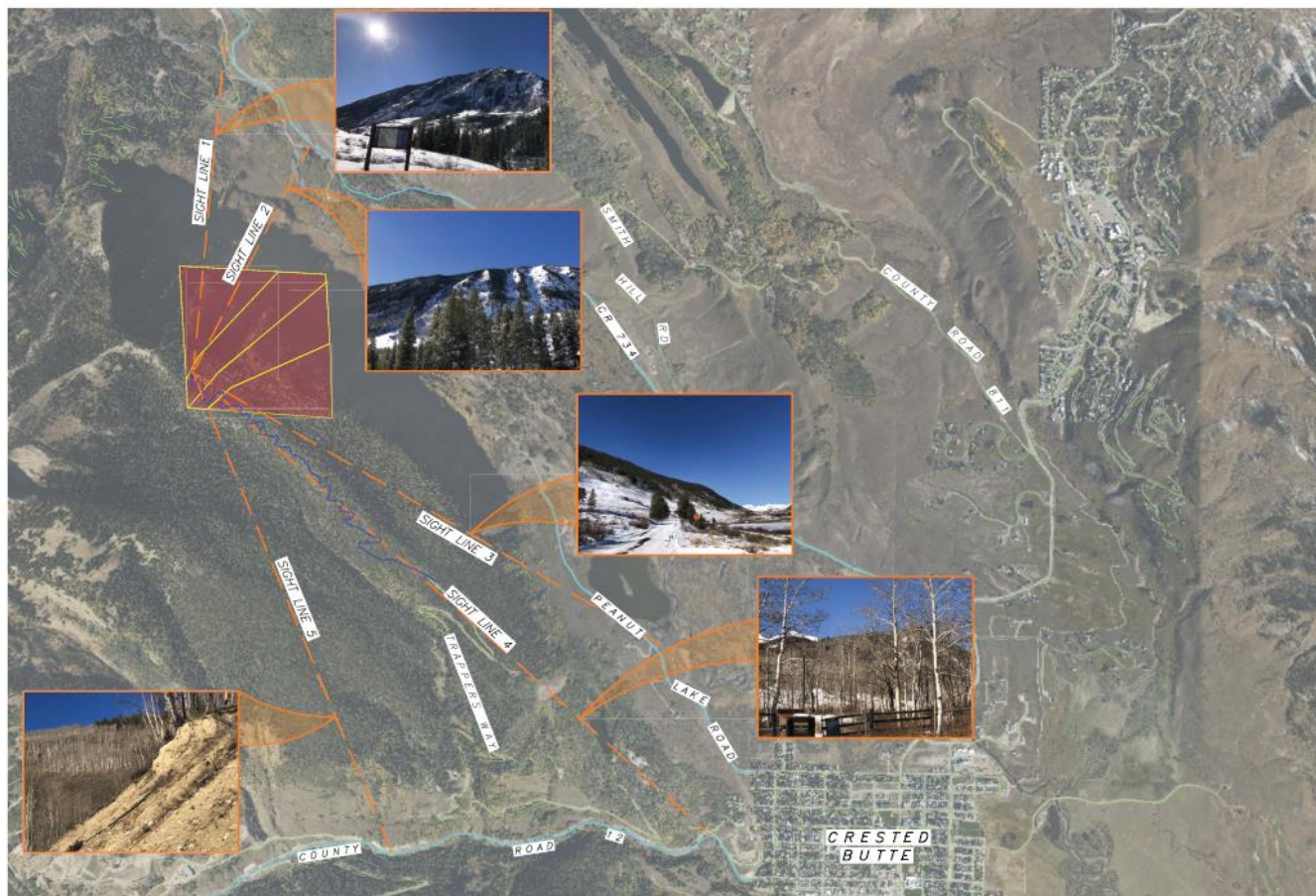
#### Lot Size

1/8 acre	45
1/4 acre	165
1/2 acre	74
1 acre	8
3 acre	9

**Total Count 301**



- **Scenic Butte** proposes construction of a new road up the base of Mount Emmons on steep terrain in a very high wildfire hazard area. The County's correspondence indicates that the proposed road extension would serve up to seven parcels. However, the application identifies four private lots with plans to construct two single-family homes. The proposed alignment traverses slopes exceeding 30% in a very high wildfire hazard area, which is prohibited under the County's Land Use Resolution (LUR).



Above: A visual analysis of the proposed driveway (in blue), included in the development application.

### Discussion:

**Lower Verzuh:** The Town's draft referral letter highlights several key concerns including affordability and meaningfully contributing to the region's housing challenges, the importance of multimodal connectivity to the Town to avoid auto-dependency, and concern for the potential burden on existing public services and infrastructure, particularly without a comprehensive strategy for coordinated growth along the corridor.

While the development falls within the Town's 3-mile planning area, Gunnison County has never adopted or formally utilized the Town's 3-Mile Plan in their land use reviews. However, in this case, the County did ask the applicant to describe how the proposal supports the Crested Butte Community Compass. The applicant's response is included in the packet, and the Town's referral letter provides a rebuttal of that interpretation.

**Scenic Butte:** The Town's referral letter outlines how the proposed road extension directly violates Gunnison County's LUR, which prohibits development on slopes exceeding 30% in very high wildfire hazard areas. In addition, the comment letter includes concerns about the project being in

a high hazard wildfire zone, opposition by the local fire protection district, inclusion of a road across federal lands, and the substantial viewshed impacts.

**Climate Impact:** Lower Verzuh could significantly increase vehicle miles traveled (VMT) and associated greenhouse gas emissions if not integrated with regional transportation systems and land use goals. Scenic Butte poses elevated climate and ecological risks due to construction in wildfire-prone and environmentally sensitive terrain.

**Financial Impact:** No direct financial impact to the Town is anticipated at this time.

**Legal Review:** Not applicable for this referral comment process. The County retains land use authority for these applications.

**Recommendation:** Staff recommends that Council review and authorize the Mayor to sign the two attached referral letters to Gunnison County Planning by the June 17 deadline.

**Proposed Motion:** A Council member should make a “motion to approve and authorize the Mayor to sign the two referral comments on Lower Verzuh and Scenic Butte, followed by a second and roll call vote.

### **ATTACHMENTS**

1. Narrative response from Lower Verzuh applicant including reasoning on how the proposal aligns with the Town’s Community Compass.
2. Referral Comment Letter for Lower Verzuh
3. Referral Comment Letter for Scenic Butte



## Staff Report

June 16, 2025

**To:** Mayor Billick and Town Council  
**Prepared By:** Mel Yemma, AICP, Community Development Director  
**Thru:** Dara MacDonald, Town Manager  
**Subject:** **Final Draft of the Community Plan and Phase 2 Overview**

**Summary:** This agenda item will present the final draft (“Final Draft CP”) of the Community Plan (“CP”), which was refined based on Council and BOZAR’s feedback from the May 19 work session. This agenda item will also introduce what phase 2 of the CP will look like, including the zoning code update and complementary 5-year housing and community spaces strategies, to clarify how the CP provides the vision and recommendations, and phase 2 will implement the recommendations.

The goal of this agenda is to align on any final changes to the plan to prepare for consideration of adoption on July 7, as well as provide direction or feedback to incorporate into the phase 2 scopes before they are initiated. The Final Draft CP will also be presented to BOZAR on June 24 for their feedback on refinements made since the joint work session.

**Previous Council Action:** On May 19, 2025, the Town Council held a joint work session with BOZAR to discuss a refined draft of the CP, including proposed intent and recommendations for each plan focus area.

**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 seeks to incentivize private-sector investment in community-serving housing and spaces for businesses and non-profits to address Crested Butte’s pressing local challenges, including an escalating affordability crisis, a vulnerable and concentrated economy, a decline in full-time residency, and zoning regulations that are underproducing the housing and infrastructure the community needs.

The Final Draft 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: *Final Draft Refinements:*** This agenda item provides Council the opportunity to discuss the refinements made to the Final Draft CP and determine if any final changes are needed before considering adoption. Adoption signifies endorsement of the plan’s vision, strategies, and recommendations. These elements will then move forward into implementation, supported by

continued technical analysis, robust community engagement, and further Council input, as part of Phase 2.

*Key revisions made in the final draft include:*

- Updated language to change the CP goal from “stimulate” to “incentivize” free market investment
- Simplified and clarified recommendations throughout the plan
- Clarified that the plan does not recommend eliminating parking requirements but rather right-sizing them by lowering residential minimums
- Refined parking strategy to emphasize leveraging payment-in-lieu for community-wide transportation solutions rather than development-by-development private parking
- Updated Bellevue Avenue to serve as a flexible, incentive-driven test case
- Pulled back Sixth Street recommendations to focus on improving the Planned Unit Development (PUD) process to include clear community outcomes/requirements while learning from Bellevue’s outcomes before introducing additional flexibility like added height
- Expanded the “What’s Next” section previewing the Housing and Community Spaces strategies

***Phase 2 Overview:*** Following adoption of the CP, the Town will immediately begin implementation. The CP is funded by the Strong Communities grant, which requires zoning code amendments by November 2026. Beyond this mandate, the Town is committed to ensuring the plan is actively used and not left on a shelf.

This agenda item also seeks Council feedback on the scope and process of Phase 2 implementation, which includes:

- 1) ***Zoning Code Update:*** Staff, in coordination with the Town Attorney, will lead a comprehensive zoning code update. The code will be evaluated holistically to integrate state model standards, incorporate CP recommendations, and align with the forthcoming Design Standards update (a key outcome of the Historic Preservation Plan (HPP)). Key focus areas include:
  - Incentives and flexibility identified in the CP to support housing and community spaces
  - Improve clarity, reduce redundancy, and eliminate inconsistencies
  - Streamline review processes to support desired outcomes
  - Alignment/implementation of HPP recommendations

*Proposed Process:*

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

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



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

- Final Compass Navigation committee meeting to mark the transition from planning to implementation
- BOZAR/Council joint work session to review phase one findings and discuss alignment
- Targeted community meetings with property owners by zone district
- Consultant-supported technical and market analysis to refine key zoning recommendations (e.g., Belleview Avenue and ADU incentives, ROAH review, subdivision/micro-lot opportunities, payment-in-lieu of parking, and deed restrictions/covenants). *This will be the same consultant as the 5-year strategies to ensure tie into those processes.*
- Design Standards update will also begin during this time. Survey work through the summer/fall of the new Early Recreation Era period of significance (1961-1984) will help to inform these updates.
- *By end of Phase 2: Property owners and the community will have had an opportunity to learn about the proposed changes and provide feedback. A refined redline incorporating feedback and technical/market analysis will be complete.*

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

- Continued refinement with BOZAR and Council, including another joint work session
- Final redline prepared and recommended for adoption by BOZAR and adopted by Council
- 5-Year Housing and Community Spaces Strategies will be in development and near completion
- Design Standards update will be underway
- *By the end of Phase 3: A new zoning code will be adopted, and the Community Development Department will be prepared for implementation.*

- 2) **5-Year Housing Strategy:** This tactical strategy will advance the CP’s housing goal to expand, diversify, and distribute community-serving housing.

Proposed Process and Scope:

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

- Review and summarize the evolution and performance of Crested Butte’s existing housing program
- Refine the CP’s definition of “community-serving housing”, including analyzing against national and industry standards (typically tied to funding requirements)
- Evaluate findings of the Housing Needs Assessment and demographic trends and assess how existing inventory and upcoming projects align with the identified needs, as well as the CP vision



- Review and assess past and current projects, funding sources, and partnerships for lessons learned and opportunities moving forward
- Identify existing and projected gaps (such as unit types, income categories, etc.)
- *Program review and analysis will primarily be conducted with a staff and consultant team, with targeted stakeholder interviews.*

Phase 2 (January–May): Strategy Development

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

**3) 5-Year Community Spaces Strategy:** This starting strategy will define and begin to explore facilitating the CP’s goal to preserve and grow community-serving spaces.

Proposed Process and Scope:

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

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

Phase 2 (January - May): Strategy Development

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

**Climate Impact:** The CP supports the goals of the Climate Action Plan and the Transportation Mobility Plan by integrating land use with transportation. This approach is intended to create more opportunities for residents to live closer to where they work, thereby reducing vehicle emissions. The plan focuses on identifying these opportunities within Town limits, while coordination with Gunnison County through the Corridor Plan will expand this integration at the regional level.

**Financial Impact:** The development of the Draft CP was funded through a \$200,000 grant from the Colorado Department of Local Affairs, with an additional \$150,000 match from the Town over 2024 and 2025. While updates to the zoning code will not result in additional financial impacts, further financial incentives, programs, and Town-led development opportunities will be explored as part of the forthcoming 5-Year Housing and Community Spaces strategies, which will begin this summer.

**Legal Review:** The Town Attorney has reviewed the zoning code considerations included in the Draft CP and confirmed their feasibility. The Attorney will continue to work with staff throughout the code update process to ensure the final code is clear, concise, defensible, and user-friendly for both the Town and the development community, and that it effectively enables the CP vision.

**Recommendation:** Staff requests Council provide input on the Final Draft CP, as well as the proposed scopes of the upcoming 5-year strategies as part of phase 2. Following this session, staff will incorporate any additional feedback from Council (as well as BOZAR) and return to Council on July 7 for consideration of adoption in hopes to launch phase 2.

#### **ATTACHMENTS:**

1. Final Draft Community Plan