

**GUNNISON COUNTY BOARD OF COMMISSIONERS**  
**WORK SESSION MEETING AGENDA**

**DATE:** Tuesday, January 13, 2026

**Page 1 of 1**

**PLACE:** Board of County Commissioners' Meeting Room at the Gunnison County Courthouse  
**(REMOTE OPTION BELOW)**

8:30 am

- Sustainable Tourism and Outdoor Recreation Committee (STOR) Vacancy Interviews (Four Regular vacancies for two-year terms)
  1. 8:30 am – Sarah Elzay
  2. 8:45 am – Jon Hare
  3. 9:00 am – Bill MacFarlane
  4. 9:15 am – Domenic Policaro
  5. 9:30 am – Beverly Troxtell

9:45 am

- Break

9:55 am

- Short Term Rental Licensing Regulation Discussion

10:55 am

- Road and Bridge Ballot Initiative Discussion
- Adjourn

Please Note: Packet materials for the above discussions will be available on the Gunnison County website at <http://www.gunnisoncounty.org/meetings> prior to the meeting.

**ZOOM MEETING DETAILS:**

Join Zoom Meeting: <https://gunnisoncounty-org.zoom.us/j/89798905619>

One tap mobile

+12532158782,,82753657556#,,,,\*471302# US (Tacoma)

+13462487799,,82753657556#,,,,\*471302# US (Houston)

AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

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**Agenda Item:** Sustainable Tourism and Outdoor Recreation Committ

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**Action Requested:** Discussion

**Parties to the Agreement:**

**Term Begins:**

**Term Ends:**

**Grant Contract #:**

**Summary:**

Sustainable Tourism and Outdoor Recreation (STOR) Committee interviews

**Fiscal Impact:**

**Submitted by:** Holly Perry

**Submitter's Email Address:** hperry@gunnisoncounty.org

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**Finance Review:**

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

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**County Attorney Review:**

Required

Not Required

Comments:

Reveiwed by:

Discharge Date:

Certificate of Insurance Required

Yes  No

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**County Manager Review:**

Comments:

Reveiwed by: GUNCOUNTY1\mbimic

Discharge Date: 1/9/2026

Consent Agenda

Regular Agenda

Worksession

Time Allotted: 75

Agenda Date: 1/13/2026

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**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** BOCC  
**Subject:** Online Form Submittal: Boards and Commissions Application  
**Date:** Wednesday, October 29, 2025 11:01:22 AM

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[EXTERNAL SENDER - USE CAUTION]

## Boards and Commissions Application

Board/Commission or position applying for: Sustainable Tourism & Outdoor Recreation Committee

First and Last Name Sarah Elzay

Address 

City Gunnison

Phone 

Email Address 

Why would you like to serve on this Board or Commission?

Dear Members of the STOR Committee,  
I am writing to express my interest in serving on the Sustainable Tourism and Outdoor Recreation Committee. As the Cheatgrass and Habitat Restoration Coordinator for Gunnison County, I believe I can provide valuable insight as STOR executes its 2025-2027 strategic plan. Additionally, it would be invaluable to understand the efforts of STOR as I continue to coordinate cheatgrass management across boundaries in the Gunnison Basin.

Cheatgrass invasion is a critical management issue in Gunnison County and my expertise as an ecologist and invasive species specialist help develop methods to mitigate cheatgrass invasion in vital recreation lands. As an experienced grant writer, I believe I can aid in the effort to seek funding for the goals of STOR's strategic plan.

I am eager to apply my expertise and experience to further the culture of environmental stewardship in Gunnison County. I believe I can also gain much from the other members of STOR as I continue to manage cheatgrass in Gunnison County and serve on the Gunnison Sage-grouse strategic committee and Weeds Commission.

Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,  
Sarah Elzay

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*Field not completed.*

### Additional Comments

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Gunnison County Board of County Commissioners

Re: Jon Hare Gunnison County STOR Committee Application

December 1, 2025

The intent of this letter is to express my interest to serve on the Gunnison County Sustainable Tourism and Outdoor Recreation Committee.

High Country Conservation Advocates (HCCA), founded in 1977, is a grassroots 501(c) 3 nonprofit dedicated to protecting the health, integrity, and beauty of the public lands, waters, and wildlife of Colorado's Gunnison Country.

The primary focus of our organization is advocacy for over two million acres of public lands in the Gunnison Country, which is accomplished through direct participation in public lands processes at the federal, state, and local levels. For almost 50 years, HCCA has employed professional staff to analyze, understand, and problem solve on issues regarding water, wildlife, and public lands management. HCCA represents a constituency of approx. 1500 people who are residents or property owners in Gunnison County.

In addition to HCCA's work, I have twenty years' experience working as a federal land manager in Colorado for the United States Forest Service and Bureau of Land Management where I have built and maintained trails, over a decade of experience serving as a wildland firefighter and a Forest Protection Officer, as well as ten years as a backcountry snow ranger at the Vail Pass Winter Recreation Area.

Other important experience includes fisheries and watershed restoration work on the White River National Forest to protect aquatic resources from the impacts of camping and large volumes of human use, as well running Aquatic Nuisance Species programs for reservoirs and writing environmental analysis for projects such as ski area expansion, snowmaking, water storage, and water improvements.

On the GMUG NF, I worked for three years on the Grand Valley Ranger District and five years on the Gunnison Ranger District administering Non Recreation Special Uses such as water, mining, utilities, landowner access, and research instruments. In this role, I gained valuable knowledge, experience and relationships in understanding the many local factors that connect different user groups to public lands and environmental factors in Gunnison County.

I have worked extensively with the NEPA decisions and boundaries for winter and summer travel management across the Gunnison Basin and continue to actively work to stay informed and provide substantive comments on all public land's projects in the Gunnison watershed.

In the past ten years, I have worked with the USFS, BLM, and National Park Service leadership and staff in Gunnison, Paonia, Montrose, and Delta. I would like to continue to help the collaboration between land management units and the community by continuing to build these relationships and contributing to problem solving with the subject knowledge I have gained in public lands management.

Sincerely,

Jon Hare, Advocacy Director, [REDACTED]

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [BOCC](#)  
**Subject:** Online Form Submittal: Boards and Commissions Application  
**Date:** Tuesday, October 21, 2025 4:40:21 PM

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[EXTERNAL SENDER - USE CAUTION]

## Boards and Commissions Application

Board/Commission or position applying for:	Sustainable Tourism & Outdoor Recreation Committee
First and Last Name	Bill MacFarlane
Address	[REDACTED]
City	Crested Butte
Phone	[REDACTED]
Email Address	[REDACTED]
Why would you like to serve on this Board or Commission?	With over 35 years experience in hospitality, resort management and tourism industry I feel I could help Gunnison Valley manage tourism and outdoor recreation so we protect the amazing environment and assets we all love.
Additional Comments	Any openings for an at large board seat I would be interested in applying and interviewing with the BOCC.

Email not displaying correctly? [View it in your browser.](#)

# WILLIAM (BILL) MACFARLANE

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## PROFILE

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Accomplished and purposeful hospitality professional with over 35 years of experience in all facets of hospitality management ranging from small boutique hotels to large full-service resorts. Proven track record in building and leading strong teams to achieve organizational goals; food and beverage operations ranging from casual to fine dining restaurants, in room dining and catering operations; personal involvement in sales and revenue management strategy; driving top line revenue; maximizing flow through and profitability; improving guest satisfaction through personal engagement with guests, owners and employees; employee development; association management and real estate.

## SKILLS

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Hotel Management, Property Management, Association Management, Asset Management, Revenue Management, Project Management, Luxury Service, Leadership Development, Homeowner Relations, Emotional Intelligence, Self-Awareness, Brand Standards, Capital/Reserve Planning, Budgeting, P&L Financial Oversight, Forecasting, Business Growth, Employee Engagement, Customer Service, Food and Beverage Management.

## EXPERIENCE

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### **Vail Resorts Hospitality Broomfield, CO**

*February 2011 to August 2025*

**Sr. Director of Lodging for Crested Butte Mountain Resort** – Focus to improve resort guest, homeowner owner, employee relations and local stakeholder satisfaction. Oversight of Crested Butte Mountain Resort premier property management to include 388 Short Term Vacation Rental units and 7 Community Associations. Goal for increasing rental occupancy and revenue for homeowners.

**Director of Lodging for Vail/Beaver Creek Resort Properties, Inc.** - Focus on improving guest satisfaction scores and owner relations. Developing strategies for increasing the facilities' operational efficiency, coordinating staff development activities and creating productive working environments. Oversight of the 44 homeowner associations, 21 CAM licensed property managers, annual budgets, quarterly financial reporting, monthly board manager reports, action item lists, reserves analysis and board/homeowner relations. Goal for increasing rental unit growth organically and through acquisitions. Working on area bench strength through leadership development and monthly manager training/continuing education.

**General Manager** – Pines Lodge, Osprey at Beaver Creek and Trappers Cabin.

Responsible for all aspects of operations at the two hotels, three homeowner associations, day-to-day staff management and guests. Ambassador for the brand, culture of the hotel and mission of company. Provided leadership and strategic planning to all departments in support of our service culture, maximized operations and guest satisfaction. Responsible for managing and developing the senior leadership team and overall hotel targets to deliver excellent guests, owner and employee experience.

### **Inn and Suites at Riverwalk, Edwards, CO**

*April 1999 to February 2011*

**General Manager** – AAA 3-diamond inn with 60 hotel rooms and 14 two-bedroom condominiums. Oversaw daily hotel operations, property management and association management for five buildings in Riverwalk.

### **Vail Associates, Inc., Beaver Creek, CO**

*November 1990 to April 1999*

**General Manager** - The Inn at Beaver Creek, AAA 4-diamond, bed and breakfast style inn with 45 lodging rooms and 4 condominiums. Responsible for achieving best guest satisfaction and a good working environment to reach all set goals. Oversight of all aspects of property management following company mission statement, including maximization of financial performance, guest satisfaction, and staff development within established quality standards.

**Assistant Manager** - Pines Lodge - Responsible for supporting the Hotel Manager with daily hotel operations and services. Responsible for ensuring guest satisfaction, responds to complaints, and ensures hotel profitability. Tended to all facets of hotel operations in the absence of the General Manager.

**Convention Sales Coordinator** – Pines Lodge - AAA 4-diamond, full-service property with 60 hotel rooms, 12 condominiums and 21 townhomes. Responsible for achieving hotel revenue, profit and customer satisfaction goals by negotiating convention business and coordinating the execution of the business with other departments at the Lodge.

## EXPERIENCE CONTINUED

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**Front Desk Manager** - The Inn at Beaver Creek (Osprey at Beaver Creek),  
Responsible for managing and training the concierge, night auditor and front desk clerks. Ensuring the front desk provided a professional and friendly service for all guests and owners.

**Albany Hilton, Albany, NY**

*October 1989 to November 1990*

**Front Office Manager** – 385 room full-service hotel with 30,000 square feet of meeting space located in New York’s capital. Managed the daily operations of the front desk, reservations, PBX, bell, security and pool staff.

**Gideon Putnam Hotel and Conference Center, Saratoga, NY.**

*May 1989 to September 1989*

**Front Desk Clerk** – 124 room historic hotel located in the Saratoga State Park and walking distance to the Saratoga Performing Arts Center and Roosevelt Bath & Spa. College internship learning the daily operations of the front office following the policies and procedures set forth by management.

**Roux Restaurants Ltd., London, England.**

*January 1987 to December 1988*

**Chef De Partie** - Apprenticeship preparing Classical/Nouvell French Cuisine under Albert Roux, member of the Master Chefs of France.

**L’Hostellerie Bressane, Hillsdale, NY.**

*June 1985 to December 1985*

**Commis Chef** - College externship cooking in a unique country inn preparing Classical French Cuisine under Jean Morell, member of The Master Chefs of France.

## AFFILIATIONS

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*Onsight Property Managers Association, Vacation Rental Managers Association, American Hotel & Lodging Association, Colorado Hotel & Lodging Association, The American Culinary Federation, National Associations of Realtors, Vail Board of Realtors, Gunnison Realtors Association, Community Associations Institute*

## EDUCATION

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**Community Association Managers International Certification Board**

Certified Manager of Community Associations (CMCA) Certification, August 2014

**Community Associations Institute**, Falls Church, VA

Association Management Specialist (AMS) Credential, October 2014

**Colorado Mountain College**, Glenwood Springs, CO

Colorado Real Estate Institute – Employing Broker, May 1995

**Rochester Institute of Technology**, Rochester, NY

B.A.S. degree in Food, Hotel, and Tourism Management, May 1990

**Schenectady County Community College**, Schenectady, NY

A.A.S. degree in Hotel and Restaurant Management, May 1988

**The Culinary Institute of America**, Hyde Park, NY

A.O.S. degree in Culinary Arts, July 1986

## TRAINING

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Camp II Leadership Expedition	October 2015
Vail Leadership Institute “Mastering the Art of Public Speaking”	November 2014
Peaks Pursuits	September 2011
Disney Institute “Disney’s Approach to Leadership Excellence & Brand Loyalty”	September 2011
DISC Classic Personality Profiling	June 2011
Insights Discovery Personal Profile	March 2011
Steven Covey’s “Seven Habits of Highly Effective People”	March 1999
M-100 The Essentials of Community Association Management	May 1996

## REFERENCES

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Available upon request

**From:** [REDACTED]  
**To:** [BOCC](#)  
**Subject:** Letter of Interest – Sustainable Tourism & Outdoor Recreation Committee / Tourism & Prosperity Partnership Board  
**Date:** Wednesday, November 19, 2025 6:34:16 PM

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[EXTERNAL SENDER - USE CAUTION]

Dear Commissioners,

My name is Domenic Policaro, and I am writing to express my interest in serving on the Sustainable Tourism & Outdoor Recreation Committee or the Tourism and Prosperity Partnership Board. I am a lifelong Colorado resident who moved to the Gunnison Valley in 2017 at age 19 to attend Western Colorado University—and I have proudly made this valley my permanent home.

My connection to outdoor recreation in Gunnison County runs deep. Throughout my time at Western Colorado University, I competed on both the Mountain Bike Team and the Freeride Ski Team, giving me firsthand experience with the valley’s trails, ski terrain, and the needs of athletes, students, and visitors who rely on our recreation infrastructure. These programs helped shape my understanding of how vital sustainable outdoor access is to the identity and economy of the Gunnison Valley.

Today, I remain strongly involved in our community’s recreation culture. I serve as a Freeride Coach with the Crested Butte Mountain Sports program, where I work directly with youth athletes, helping develop the next generation of skiers who will grow up in—and rely upon—the same mountains and landscapes that have shaped me. In the summer, I coach with Mountain Mentors, supporting young mountain bikers as they build confidence, skills, and appreciation for responsible trail use.

In addition to my coaching roles, I am an active year-round participant in the local recreation scene. I regularly ski Crested Butte Mountain Resort, Monarch Mountain, and Cranor Hill, and I have ridden every trail at Hartman Rocks and Signal Peak. My experience across these trail systems and ski areas gives me a detailed understanding of local conditions, visitor use patterns, trail development, and areas where improvements or protections are needed. This depth of involvement allows me to bring a well-rounded, community-rooted perspective to either the Sustainable Tourism & Outdoor Recreation Committee or the Tourism and Prosperity Partnership Board.

After nearly a decade in the valley, I care deeply about how tourism, outdoor access, and economic development intersect here. I believe strongly in balancing growth with

environmental stewardship and preserving the character and livability of the valley while supporting sustainable tourism practices that benefit residents and visitors alike.

I would be honored to contribute my experience, knowledge, and enthusiasm for responsible recreation to help guide the future of Gunnison County.

Thank you for your time and consideration.

Sincerely,

Domenic Policaro

Gunnison, CO

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com)  
**To:** [BOCC](#)  
**Subject:** Online Form Submittal: Boards and Commissions Application  
**Date:** Tuesday, November 25, 2025 6:37:01 AM

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[EXTERNAL SENDER - USE CAUTION]

## Boards and Commissions Application

Board/Commission or position applying for: Sustainable Tourism & Outdoor Recreation Committee

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First and Last Name Beverly Troxtell

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Address 

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City Crested Butte

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Phone 

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Email Address 

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Why would you like to serve on this Board or Commission? I want to join the STOR because I care deeply about the future of Gunnison County and preserving its natural assets while supporting economic vitality. Having lived in the valley full-time for 14+ years, I have a deep love for its natural beauty, vibrant community, and unique character. My background in change management has taught me how to guide organizations through transitions thoughtfully and collaboratively. I believe these skills can help the committee balance diverse stakeholder interests, implement sustainable practices, and ensure that change strengthens—not diminishes—the qualities that make this place so special. Thank you for your consideration!

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Additional Comments *Field not completed.*

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**AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM**

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**Agenda Item:** Short Term Rental Licensing Regulation Discussion

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**Action Requested:** Discussion

**Parties to the Agreement:**

**Term Begins:**

**Term Ends:**

**Grant Contract #:**

**Summary:**

Proposed LUR amendment for STR licensing program.

**Fiscal Impact:**

**Submitted by:** Hillary Seminick

**Submitter's Email Address:** hseminick@gunnisoncounty.org

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**Finance Review:**

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

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**County Attorney Review:**

Required

Not Required

Comments:

Legally sufficient. SO 1/7/26

Reviewed by: GUNCOUNTY1\sobaid

Discharge Date: 1/7/2026

Certificate of Insurance Required

Yes  No

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**County Manager Review:**

Comments:

Reviewed by: GUNCOUNTY1\Hperry

Discharge Date: 1/9/2026

Consent Agenda     Regular Agenda     Worksession

Time Allotted: 60

Agenda Date: 1/13/2026

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**To:** Gunnison County Board of County Commissioners  
**From:** Hillary Seminick, Planning Director | Crystal Lambert, Building and Environmental Health Official | Cathie Pagano, Assistant County Manager for Community and Economic Development  
**Date:** January 5, 2026  
**Meeting Date:** January 13, 2026  
**Re:** Work Session | Short Term Rental License Draft Regulations

I. Strategic Plan Goal and Authority

The Gunnison County Board of County Commissioners (BOCC) Strategic Business Plan, revised June 18, 2024, included the following goal to develop a licensing program for short term rentals: "D. DELIVER HIGH QUALITY SERVICES: 2. By December 31, 2025, Gunnison County will implement licensing procedures for short-term rentals".

Pursuant to Section 1-113: *Amending this Land Use Resolution (LUR)*, the BOCC may initiate an amendment to the LUR. The Planning Commission shall review the amendments and provide a recommendation to the BOCC, who may approve the proposed amendments by resolution. The proposed amendments shall be reviewed for compliance with LUR Section 1-113: C. *Review Standards*.

*C. REVIEW STANDARDS. The decision to amend the text of this Resolution is at the legislative discretion of the BOCC and is not controlled by any one factor. The BOCC shall consider the following in determining whether to adopt a proposed amendment, adopt a proposed amendment with modifications, table it for further study or deny it:*

- 1. CONSISTENCY WITH ANY COMPREHENSIVE PLAN ADOPTED BY GUNNISON COUNTY. Consistency of the proposed amendment with any applicable comprehensive plan adopted by Gunnison County;*
- 2. CHANGED CONDITIONS. Changed conditions, including the economy of Gunnison County;*
- 3. EFFECT ON THE NATURAL ENVIRONMENT. Effect of the proposed amendment on the natural environment;*
- 4. COMMUNITY NEEDS. Community needs;*
- 5. DEVELOPMENT PATTERN. Development pattern;*
- 6. CHANGES IN APPLICABLE LAW. Changes in applicable law;*
- 7. PUBLIC HEALTH, SAFETY AND WELFARE. Public health, safety and welfare;*
- 8. COMPLIANCE WITH ANY APPLICABLE INTERGOVERNMENTAL AGREEMENTS ADOPTED BY GUNNISON COUNTY. Compliance with any applicable intergovernmental agreements adopted by Gunnison County.*

Staff has provided draft Short Term Rental (STR) License regulations to provide the BOCC opportunity to review and comment on alignment with both the Strategic Business Plan Goal D.2 and the applicable standards of the LUR. Staff recommends adoption in early spring of 2026 and requiring compliance with the regulations in advance of the 2026 summer tourism season.

## II. Short-Term Rental (STR) License Regulation Summary

The draft regulations are summarized below. The regulations are simple and intended to create a licensing program as specified by BOCC Strategic Business Plan Goal D.2. There is no proposed limitation on the number of STR licenses issued within unincorporated Gunnison County. The regulations do not propose to restrict the location of an STR; however, the applicant should confirm if STRs are restricted by any applicable private covenants.

### A. Definitions

The following new definitions are proposed.

1. Short-Term Rental ("STR"): is defined as the rental or exchange of a lodging unit for a term of less than thirty (30) days. Short Term Rental shall not include rentals of individual rooms or spaces within a residential dwelling unit. Short Term Rental shall not include Recreational Vehicles, tents, or other temporary structures.
2. Short Term Rental License ("STR License"): means a license that is required to be obtained from Gunnison County prior to operating a "Short Term Rental ."
3. Owner's Agent: is the agent designated by the owner of property who rents or advertises a lodging unit for a short-term rental.

### B. License Application

The application requirements are simple and include the following materials. Staff does not have a sample application for consideration at this time.

1. Applicant and property owner contact information
2. Designation of an Owner's Agent. This can be a property manager or owner of the STR.
3. Proof of ownership
4. Property location and parcel information
5. Maximum advertised occupancy which is limited by septic capacity.
6. Gunnison County tax identification number which will be required on all advertisements.
7. Written verification of compliance with land use, building, and wastewater regulations. No inspections will be required.
8. The Owner's Agent must be available 24/7 and respond to complaints within one hour.
9. Failure to respond constitutes a violation of the regulations.

### C. License Duration and Fees

Licenses are valid for three years from issuance. Fees will be adopted through the Community Development fee schedule and may be amended by the BOCC. Staff recommends matching the current \$150 fee required for a residential contractor license, which is also renewed every three years, to cover administrative costs.

### D. Renewal Process

Applications and fees must be submitted at least 60 days prior to license expiration to allow adequate time for review. Failure to renew within the required period results in automatic expiration. Renewal applications are required to meet the same standards as initial applications.

## III. Exhibits

### A. Draft regulation

DEFINITIONS (to be included in Article 2)

1. OWNER'S AGENT is the agent designated by the owner of property who rents or advertises a lodging unit for a short-term rental.
2. SHORT TERM RENTAL ("STR"): is defined as the rental or exchange of a lodging unit for a term of less than thirty (30) days. Short Term Rental shall not include rentals of individual rooms or spaces within a residential dwelling unit. Short Term Rental shall not include Recreational Vehicles, tents, or other temporary structures.
3. SHORT TERM RENTAL LICENSE ("STR LICENSE"): means a license that is required to be obtained from Gunnison County prior to operating a "Short Term Rental."

draft

ARTICLE 9: SPECIAL USES

DIVISION 9-500: MISCELLANEOUS USES AND ACTIVITIES

SECTION 9-510: SHORT TERM RENTALS

- A. PURPOSE. This Section provides for the regulation and permitting of Short Term Rental Licenses to:
1. Establish licensing regulations to safeguard public health, safety and welfare by regulating and controlling the use, occupancy, and maintenance of short-term vacation rental properties within the unincorporated areas of Gunnison County; and
  2. To license and regulate an owner or owner's agent who rents or advertises the owner's lodging unit for a short-term rental, and to fix the fees, terms, and manner for issuing and revoking licenses issued therefor.
- B. PERMIT REQUIRED. Operation or advertisement of a Short Term Rental ("STR") shall require a Short Term Rental License ("STR License"), which may be obtained from the Community Development Department. The Short Term Rental License is not considered a Land Use Change Permit nor does the approval of a Short Term Rental License establish a vested right.
- C. APPLICABILITY.
1. STRs as defined in the Land Use Resolution effective January 1, 2026 shall be permitted pursuant to the standards of this section.
  2. Nothing in these regulations shall be construed to exempt or limit an STR or the property on which it is located or situated from any other Federal, state or local law, rule or regulation, including but not limited to the remaining provisions of this *Land Use Resolution*, the Gunnison County Road & Bridge Standards, the Gunnison County Onsite Wastewater Treatment Standards, and the Gunnison County Building Code(s).
  3. Should any conflict exist between these regulations and any other law or rule either implemented, enforced or administered by Gunnison County, the stricter provisions of such law or rule shall control.
- D. DURATION OF PERMIT. A permit shall expire three years from the date of issuance, unless revoked pursuant to these regulations.
- E. FEES. The fee for a Short Term Rental License shall be set forth in a schedule of fees charged for permits issued by the Community Development Department, and as adopted and amended from time to time by the BOCC.
- F. APPLICATION. The applicant shall complete and submit an application, which, at a minimum, shall include the following:
3. APPLICANT. The application will provide applicant contact information including: name, address, telephone, and email address of the applicant. An application for an STR license shall be submitted by the owner of the property or their Owner's Agent, or any other person who has a recognized interest in the land for which the permit is requested.

- a. OWNER'S AGENT. An agent of the owner, such as a property manager, with notarized consent from the property owner dual may submit an application for an STR license.
    - b. LICENSEE. The license will be issued in the property owner's name, and the property owner is ultimately responsible for compliance with the STR Regulations.
  4. OWNER'S AGENT REQUIRED. Each owner of an STR property shall designate a person or company to serve as the owner's agent ("Owner's Agent"). The application will provide Owner's Agent contact information including: name, address, telephone, and email address of the applicant. An owner of a STR Property may designate themselves as the Owner's Agent.
    - a. OWNER'S AGENT RESPONSIBILITIES. The Owner's Agent shall have access and authority to assume management of the unit and take remedial measures. The Owner's Agent shall be available 24 hours per day, 7 days per week to respond to complaints, issues of concern, and violations related to this Regulation. The Owner's Agent must be able to affirmatively respond to complaints within an hour of notification of such complaint. Failure of an Owner's Agent to affirmatively respond to a complaint and attempt to resolve such complaint within an hour of notification shall be considered a violation of these Regulations.
    - b. CONTACT INFORMATION. The owner shall keep the Owner's Agent information updated with the Community Development Department.
  5. PROPERTY OWNER. Name, address, telephone, and email address for the property owner. If the property is held in a trust or by way of other legal instrument, adequate documentation demonstrating ownership or registered agent shall be provided.
  6. PROPERTY LOCATION. The parcel number and property address, including unit number where applicable.
  7. OCCUPANCY. Provide the maximum advertised occupancy of the STR. Maximum occupancy is capped by septic system design.
  8. RECORDED DEED. A recorded deed demonstrating ownership of the subject property.
  9. TAX IDENTIFICATION. The applicant shall provide a valid Gunnison County Tax Identification number. COMPLIANCE. The applicant shall be required to verify the following on the application.
    - a. TAX IDENTIFICATION. A valid Colorado Account Number from the Colorado Department of Revenue shall be posted on all STR advertisements.
    - b. COMPLIANCE WITH APPLICABLE REGULATIONS. The applicant shall verify the property complies with applicable provisions of the Gunnison County Land Use Resolution, the Gunnison County On-Site Wastewater Treatment System Regulations, and the adopted building code in use at the time of building construction.
- G. RENEWAL.
10. RENEW BY. Renewal applications and associated fees shall be submitted no later than 60 days prior to expiration of permit to allow adequate review.

11. DEFAULT EXPIRATION. A short-term vacation rental license which is not submitted for renewal during the established renewal period shall be considered expired.

12. APPLICATION.

a. An application for renewal shall be submitted pursuant to Section 9-501:D  
*Application.*

H. VIOLATION, ENFORCEMENT, AND REVOCATION: Violation, enforcement, and revocation shall be subject to the requirements of Article 16: *Enforcement.*

I. APPEAL. Final decisions rendered by the Community Development Director may be appealed to the Board of Adjustment. The appeal shall be submitted and considered pursuant to the requirements of Section 8- 103: *Appeals.*

draft

**AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM**

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**Agenda Item:** ADDED IN MTG - Short Term Rental Discussion Presen

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**Action Requested:**

**Parties to the Agreement:**

**Term Begins:**

**Term Ends:**

**Grant Contract #:**

**Summary:**

**Fiscal Impact:**

**Submitted by:**

**Submitter's Email Address:**

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**Finance Review:**

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

---

**County Attorney Review:**

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

Certificate of Insurance Required

Yes  No

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**County Manager Review:**

Comments:

Reviewed by:

Discharge Date:

Consent Agenda

Regular Agenda

Worksession

Time Allotted:

Agenda Date:

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# SHORT TERM RENTAL LICENSING

BOCC Work Session January 13, 2026

# WHY?

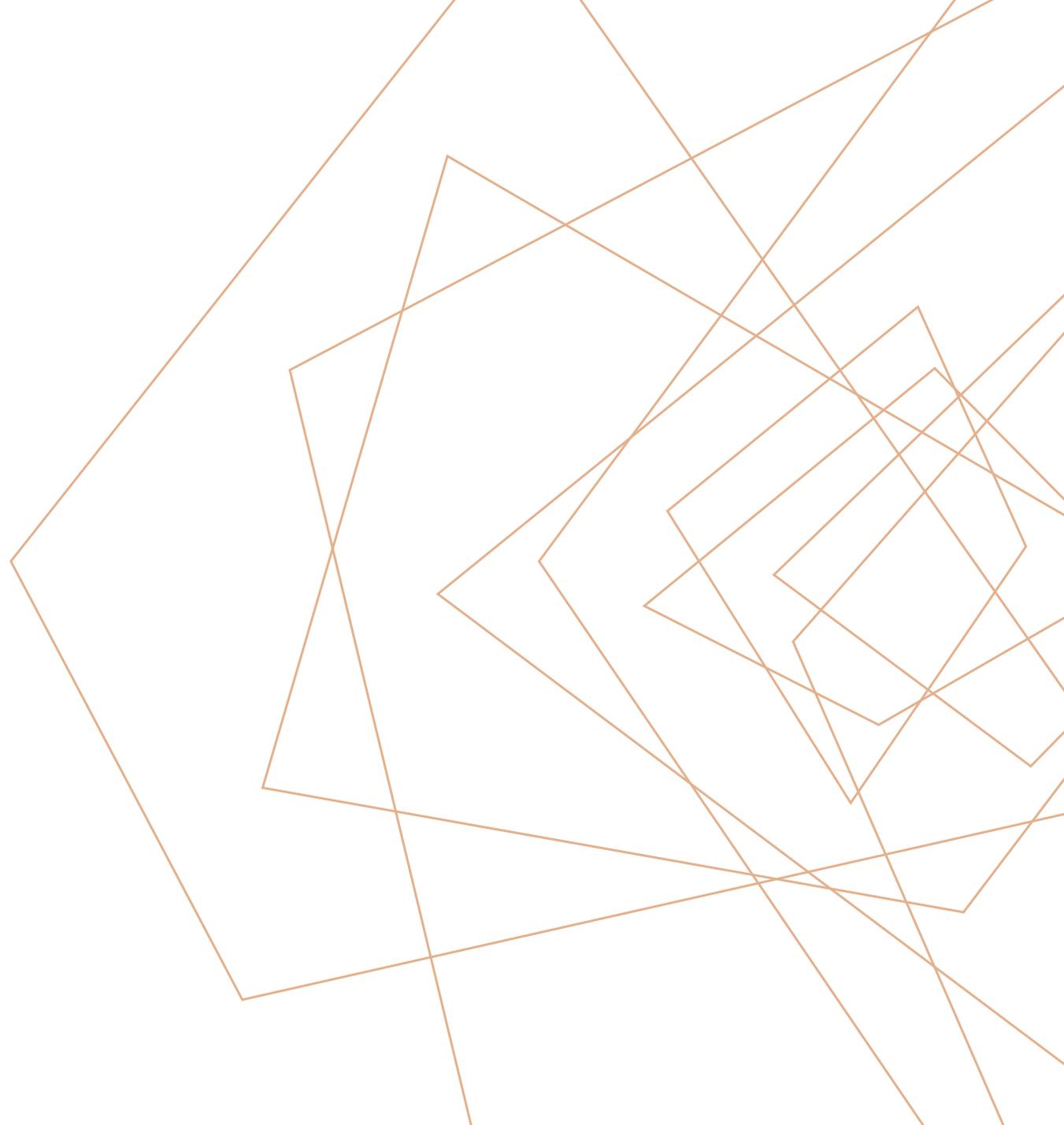
BOCC Strategic Plan Goal:

D. DELIVER HIGH QUALITY SERVICES:

2. By December 31, 2025, Gunnison County will implement *licensing* procedures for short-term rentals”.

The logo for Gunnison County is a dark olive green pentagon with a white border. The text "GUNNISON COUNTY" is written in white, uppercase letters inside the pentagon.

**GUNNISON  
COUNTY**



BOCC WORK  
SESSION

Do the draft STR license regulations align with the strategic plan goal?

PLANNING  
COMMISSION  
WORK SESSION

Review amendments and provide recommendation to the BOCC

BOCC PUBLIC  
HEARING

BOCC shall consider the PC recommendation, how the proposed amendment meets applicable LUR standards, and how they meet the goals of the strategic plan

ADOPTION

Staff will roll out information campaign post-adoption

## REVIEW PROCESS

The logo for Gunnison County is a dark green, irregular shape with a torn-paper edge effect. It contains the text "GUNNISON COUNTY" in white, bold, uppercase letters.

**GUNNISON  
COUNTY**

# LUR STANDARDS

*C. REVIEW STANDARDS. The decision to amend the text of this Resolution is at the legislative discretion of the BOCC and is not controlled by any one factor. The BOCC shall consider the following in determining whether to adopt a proposed amendment, adopt a proposed amendment with modifications, table it for further study or deny it:*

- 1. CONSISTENCY WITH ANY COMPREHENSIVE PLAN ADOPTED BY GUNNISON COUNTY. Consistency of the proposed amendment with any applicable comprehensive plan adopted by Gunnison County;*
- 2. CHANGED CONDITIONS. Changed conditions, including the economy of Gunnison County;*
- 3. EFFECT ON THE NATURAL ENVIRONMENT. Effect of the proposed amendment on the natural environment;*
- 4. COMMUNITY NEEDS. Community needs;*
- 5. DEVELOPMENT PATTERN. Development pattern;*
- 6. CHANGES IN APPLICABLE LAW. Changes in applicable law;*
- 7. PUBLIC HEALTH, SAFETY AND WELFARE. Public health, safety and welfare;*
- 8. COMPLIANCE WITH ANY APPLICABLE INTERGOVERNMENTAL AGREEMENTS ADOPTED BY GUNNISON COUNTY. Compliance with any applicable intergovernmental agreements adopted by Gunnison County.*





## PURPOSE

PROTECT PUBLIC HEALTH,  
SAFETY AND WELFARE

ENSURE STRS MEET BASIC  
BUILDING, SAFETY, AND  
OCCUPANCY STANDARDS

CREATE ACCOUNTABILITY FOR  
STR OWNERS AND  
OPERATORS

DATA: WHERE AND HOW  
MANY?





## STR | FAQ

### WHAT IS AN STR?

Rental or exchange of a lodging unit for a term of less than thirty (30) days. Short Term Rental shall not include rentals of individual rooms or spaces within a residential dwelling unit. Short Term Rental shall not include Recreational Vehicles, tents, or other temporary structures.

### HOW MANY STR LICENSES ARE ALLOWED?

There is no limitation on the number of STR licenses that can be issued

### WHERE ARE STRs ALLOWED?

STR licenses would be permitted throughout unincorporated Gunnison County

Property owners would still need to comply with private HOA covenants

### WHO CAN APPLY?

Owners or owner's agent such as a property manager

### WHAT IS AN OWNER'S AGENT?

Primary point of contact for the STR, responsible for handling complaints, addressing violations/issues, and is available 27/4

# WHAT IS REQUIRED TO OBTAIN A LICENSE?

Contact information

Property location

Maximum advertised occupancy

Tax identification number

Written verification of compliance with applicable County regulations: building code, LUR, OWTS





## DURATION + FEES

### THREE YEARS

Licenses are valid three years from issuance, matches contractor licensing program

### \$150 RECOMMENDED FEE

Staff recommends matching the current \$150 fee required for a contractor license to cover administrative cost

### RENEWAL

Application and fees must be provided 60 days prior to expiration to allow adequate time for review.

# COMPLIANCE TIMELINE

## EFFECTIVE DATE:

Goal: All STRs licensed before the 2026 summer tourism season

## PROVIDE ADEQUATE TIME FOR:

Outreach, application processing, owner compliance

The logo for Gunnison County is a dark green, irregular shape with a light green outline, resembling a map of the county. It is positioned in the bottom right corner of the page.

**GUNNISON  
COUNTY**



**GUNNISON  
COUNTY**

**QUESTIONS?**

AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

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**Agenda Item:** Road and Bridge Ballot Initiative Discussion

---

**Action Requested:** Discussion

**Parties to the Agreement:**

**Term Begins:**

**Term Ends:**

**Grant Contract #:**

**Summary:**

This memo introduces the discussion and presentation with the Board to inform and develop the ballot question for the fall.

**Fiscal Impact:**

**Submitted by:** Martin Schmidt

**Submitter's Email Address:** mschmidt@gunnisoncounty.org

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**Finance Review:**

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

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**County Attorney Review:**

Required

Not Required

Comments:

Legally sufficient. SO 1/8/26

Reviewed by: GUNCOUNTY1\sobaid

Discharge Date: 1/8/2026

Certificate of Insurance Required

Yes  No

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**County Manager Review:**

Comments:

Reviewed by: GUNCOUNTY1\mbimie

Discharge Date: 1/9/2026

Consent Agenda  Regular Agenda  Worksession

Time Allotted: 60

Agenda Date: 1/13/2026

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## **GUNNISON COUNTY BALLOT INITIATIVE PROJECT**

### **Board of County Commissioners Presentation for January 13, 2026**

#### **County Road and Bridge Background**

Gunnison County is home to a diverse network of roads and bridges that allow the public to access the vast opportunities the County provides. This road network includes about 418 miles of pavement, gravel, and dirt County roads and hundreds of miles of other public roads. Gunnison County Road and Bridge has always primarily been funded by the Highway User Tax Fund (HUTF), a source of money accumulated by gas taxes. These taxes are not percentage based, and have not risen since 1993. Since that time, the Road and Bridge department has been experiencing “slow starvation” as the costs, expectations, and regulations have all increased, while funding has been largely stagnant. Since the late 1990’s the department has had to adjust the maintenance of the roads from the “best” treatment, to the one that can be afforded on the constrained budget. The current state of Gunnison County roads reflects the hard choices that the department has had to make over the last 25+ years, where ride comfort and improvements have taken a backseat to simply keeping the roads open and maintaining safety. These hard choices have resulted in over 38 million dollars in deferred maintenance to the County road network.

The Road and Bridge department is not funded by property taxes. In fact, Counties are legally unable to fund any road maintenance through property taxes. Gunnison County has used funds from the HUTF, federal Payments in Lieu of Taxes, Severance Taxes on nonrenewable natural resources that are removed from the earth, Specific Ownership taxes on vehicle registrations, and the newer, state FASTER tax that increased registration taxes. While these other sources of funds have kept the department operational, they are not adequate to offset costs and are widely variable thus resulting in the inability to plan projects in the future. The only way Gunnison County has been able to deliver any larger projects over the last 25+ years has been through federal or state grants. While these will not be abandoned in the future, the current funding landscape makes providing even the required matching funds for grants increasingly difficult.

The Road and Bridge department has experienced the same increases in costs that the private construction industry has experienced, but has not seen matching changes to revenues. Every large purchase and every contract goes through a competitive bidding process that allows for the County to get the best products at the best prices, but this results in the County paying the higher market rates for the materials the department uses. The rising costs of maintenance result in the County delaying work up to 3 times as long as the recommended maintenance cycle, and choosing treatments that extend the life of the road but don't return it to its original quality.

The Gunnison County Road and Bridge department wants to provide high quality roads and maintenance services to the community, but without additional funds to perform that work, the quality of the roads will continue to diminish. Legally, Gunnison County must ask the voters for this additional funding, and the BOCC has targeted November of 2026 for that request. Staff is looking at all the different funding mechanisms in order to identify a source of funds that will sufficiently fund the department and minimize the financial impact to the local community. Over the next couple months staff will work with a consultant to gather public input and develop the funding request based on the data driven needs of the department.

### **Assessment Background**

Gunnison County recently completed a thorough pavement conditions assessment of paved and gravel roads within the jurisdiction to gain an understanding of existing conditions and future surface transportation needs. This assessment also helped the County to identify budgetary needs to catch up on deferred maintenance and to continue to maintain and improve roads within Gunnison County, projecting out to the year 2045.

Currently the County is exploring options that would establish a dedicated funding source for roadway maintenance and for surface transportation improvements. This funding will allow Gunnison County to adequately maintain existing county roads, update and improve roadways to meet safety and comfort standards, develop needed infrastructure, and continue to maintain future roadways.

### **Engagement Schedule**

Public Engagement will be broken into three key phases throughout the course of the project, which will help to effectively raise awareness and dispel common misconceptions about the ballot initiative.

<b>Engagement Phase</b>	<b>Dates</b>
Inform and educate the community: data, stories, and FAQs	January-February

Gather public feedback: website and open houses	February-Early April
Summarize feedback	April-May
Develop ballot language	June
Voter prep and awareness: FAQs about the ballot measure, response to questions, reminder to vote	August-October

**Engagement Approach**

Gunnison County is working with KLJ Engineering to educate the public and gather feedback that will help to inform the November ballot measure. Through this process, Gunnison County aims to inform and educate the public about the ballot initiative, including project purpose, level of impacts to taxpayers, and help justify the need for creating a dedicated fund for surface transportation.

There will be multiple opportunities for the community to provide feedback including online feedback through a dedicated project website, email comments, and in-person events. KLJ will coordinate with the County, hosting public open houses, attend community events, and work with County staff and Elected Officials to lead community presentations and info sessions throughout the course of the project. In addition, KLJ will engage with the BOCC through a series of presentations and workshops. The County is also exploring a third-party polling group, which will help with public polling and ensure a data-driven, unbiased method of public feedback.

## Project Schedule

	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct
Public Involvement Plan											
Branding											
Marketing & Communications											
Website											
BOCC Work Sessions											
BOCC Meetings											
Public Meetings - Open House											
Public Meetings - Community Event											
Community Presentations											
Public Engagement Summary											

**AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM**

---

**Agenda Item:** ADDED IN MTG Road and Bridge Ballot Initiative Dis

---

**Action Requested:**

**Parties to the Agreement:**

**Term Begins:**

**Term Ends:**

**Grant Contract #:**

**Summary:**

**Fiscal Impact:**

**Submitted by:**

**Submitter's Email Address:**

---

**Finance Review:**

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

---

**County Attorney Review:**

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

Certificate of Insurance Required

Yes  No

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**County Manager Review:**

Comments:

Reviewed by:

Discharge Date:

Consent Agenda

Regular Agenda

Worksession

Time Allotted:

Agenda Date:

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# **PAVE THE WAY, GUNNISON COUNTY!**

***INVESTING IN SAFER ROADS AND BRIDGES***

**Gunnison County  
Board of County Commissioners**

**January 13, 2026**

**Jason Reimer – Project Manager**

**Sarah Brooks – Public Engagement**



# Project Background

- Gunnison County Road & Bridge
  - Diverse network of roads and bridges
    - 418 miles of county-maintained roads
      - 30% paved roads
      - 70% un-paved – dirt or gravel roads
    - 48 bridges and major culverts along County owned roads
    - Responsible for snow plowing approximately 215 miles of road
    - Maintenance of roads within the County jurisdiction
    - Improvements to existing roads and new surface transportation infrastructure
    - Gunnison County also supports the US Forest Service and Bureau of Land Management (BLM) in helping to maintain some roads that provide access to public lands.



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GUNNISON COUNTY!**

**INVESTING IN SAFER ROADS AND BRIDGES**

# Project Background

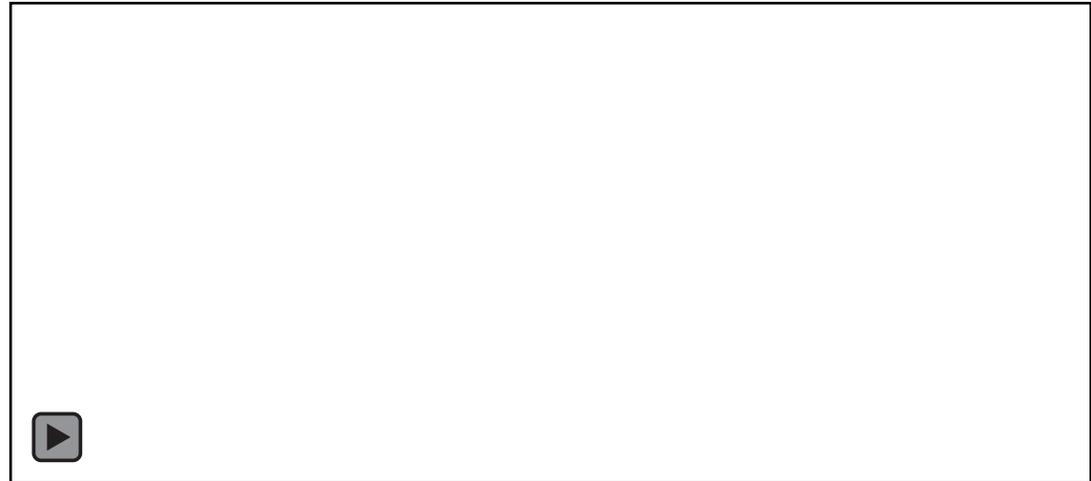
- How is County Road & Bridge Funded?
  - Highway User Tax Fund (HUTF) – gas taxes
    - Primary source of funding
  - Payment in Lieu of Taxes (PILT) – federal program
    - Helps to offset losses in property taxes due to nontaxable federal lands within the County.
  - Severance Tax on oil and gas extraction
  - Specific Ownership Tax – FASTER funds
    - Vehicle registration fees
  - Road & Bridge is **NOT** funded by property taxes
    - Counties are not legally allowed to fund road maintenance through property tax

# Project Background

- Challenges Faced by County Road & Bridge
  - Constrained budget
    - HUTF Funds have not seen an increase since 1993
    - Difficulty providing matching funds for federal grants
    - Inflation costs on materials and infrastructure projects make it difficult to provide high quality roads and maintenance services on the current budget.
  - It is estimated there is over \$38 Million in deferred maintenance costs for roads and bridges County wide.

# Pavement Analysis

- Phase 1: Data Collection & Conditions Inventory
  - Jurisdiction / Functional Classification
  - Road AI: Road surface conditions inventory
    - Paved and Gravel Roads within Jurisdiction
  - Average Daily Traffic (ADT)
  - Crash History
  - Bridge Conditions

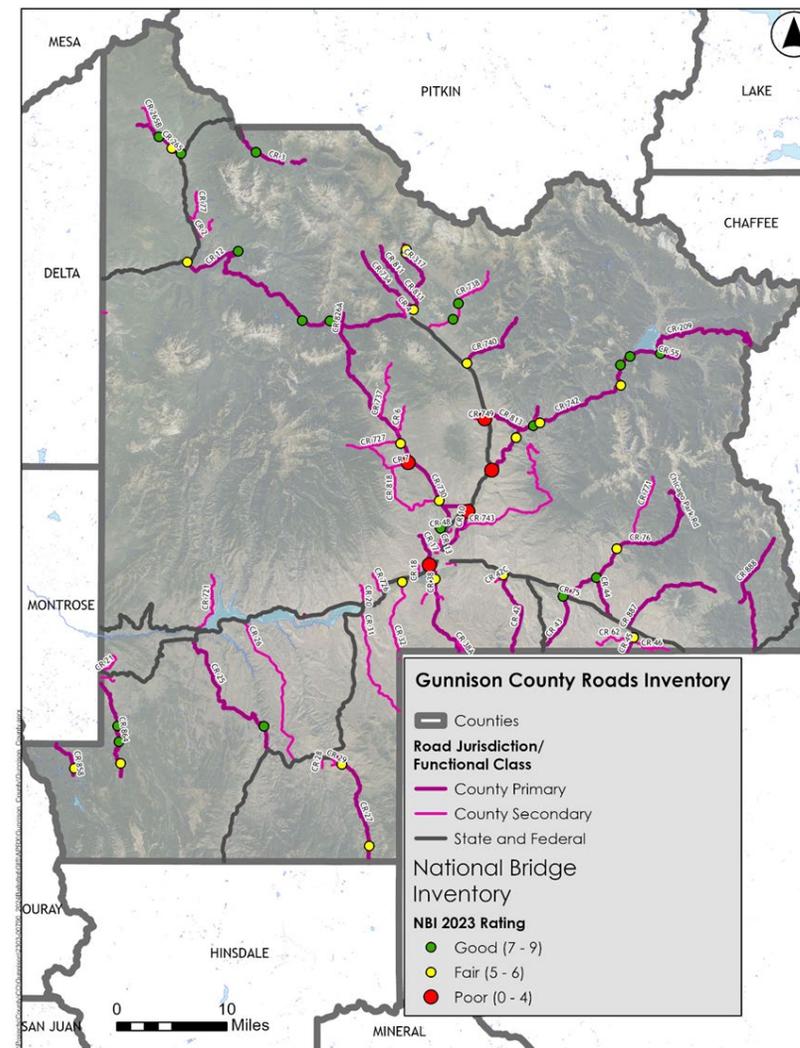


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GUNNISON COUNTY!**

**INVESTING IN SAFER ROADS AND BRIDGES**

# Pavement Analysis

- Phase 1: Preliminary Prioritization
  - Baseline conditions inputs / considerations
  - Growth Estimates
  - Baseline Cost Analysis
    - Improvement Types
    - Road Standards



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*INVESTING IN SAFER ROADS AND BRIDGES*

# Infrastructure Cost Analysis

Pavement Condition	Improvement Type	Formula*	Alias	Cost per mile
Very Poor (*or High ADT Gravel Road)	Complete Reconstruction – Full Depth Reclamation (and Gravel to Pavement Conversion)	$(5280\text{ft} \times 22\text{ft} \times \$22.45/\text{sf} \times 15\% (1.15))$	Complete Reconstruction	\$3,000,000
Poor	Minor Reconstruction – Mill and Overlay	$(5280\text{ft} \times 22\text{ft} \times \$14.97/\text{sf} \times 15\% (1.15))$	Minor Reconstruction	\$2,000,000
Fair	Major Rehab – Chip Seal	$(5280\text{ft} \times 20\text{ft} \times \$6.59/\text{sf} \times 15\% (1.15))$	Major Rehab	\$800,000
Good	Minor Rehab – Crack Sealing / Fog Coating	$(5280\text{ft} \times 20\text{ft} \times \$1.64/\text{sf} \times 15\% (1.15))$	Minor Rehab	\$200,000
Very Good	No Improvement Needed (NIP)	NA	NIP	NA
Gravel Condition	Improvement Type	Formula*	Alias	Cost per mile
*Gravel - Fair to Very Poor	Gravel Rehab (GR) [6-inches of base]	$(5280\text{ft} \times 20\text{ft} \times \$0.41/\text{sf} \times 15\% (1.15))$	GR	\$50,000
*Gravel – Very Good to Good	Gravel Minor Rehab (GMR) [3-inches of base]	$(5280\text{ft} \times 20\text{ft} \times \$0.20/\text{sf} \times 15\% (1.15))$	GMR	\$25,000

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# Infrastructure Cost Analysis

- Costs were estimated for each segment of roadway based on their length and the improvement type needed.
  - e.g., a half-mile segment of County Rd 11 (Ponderosa Lane) requires a complete reconstruction (\$3M/mile)
  - $0.50 * \$3,000,000 = \$1,500,000$
- Total cost to perform all improvements (2025 dollars):  
\$38,139,992
- Minimum Total annual cost to perform all improvements by 2045: \$1,907,000
  - Does not account for inflation

# Road & Bridge Budget

- Gunnison County Road and Bridge Budget has been depressed since the early 2000's
- Staff limits, adjusts, or eliminates projects to spend the available budget
- There are legal limits to how and what funds are spent on maintenance
  - No property taxes are used for roads
  - Currently, sales taxes can only be used as a portion of new construction
- “We get the roads we pay for” – Road maintenance is intrinsically tied to the market cost of construction



# Road & Bridge Budget

## Road & Bridge Revenue Summary / Composition

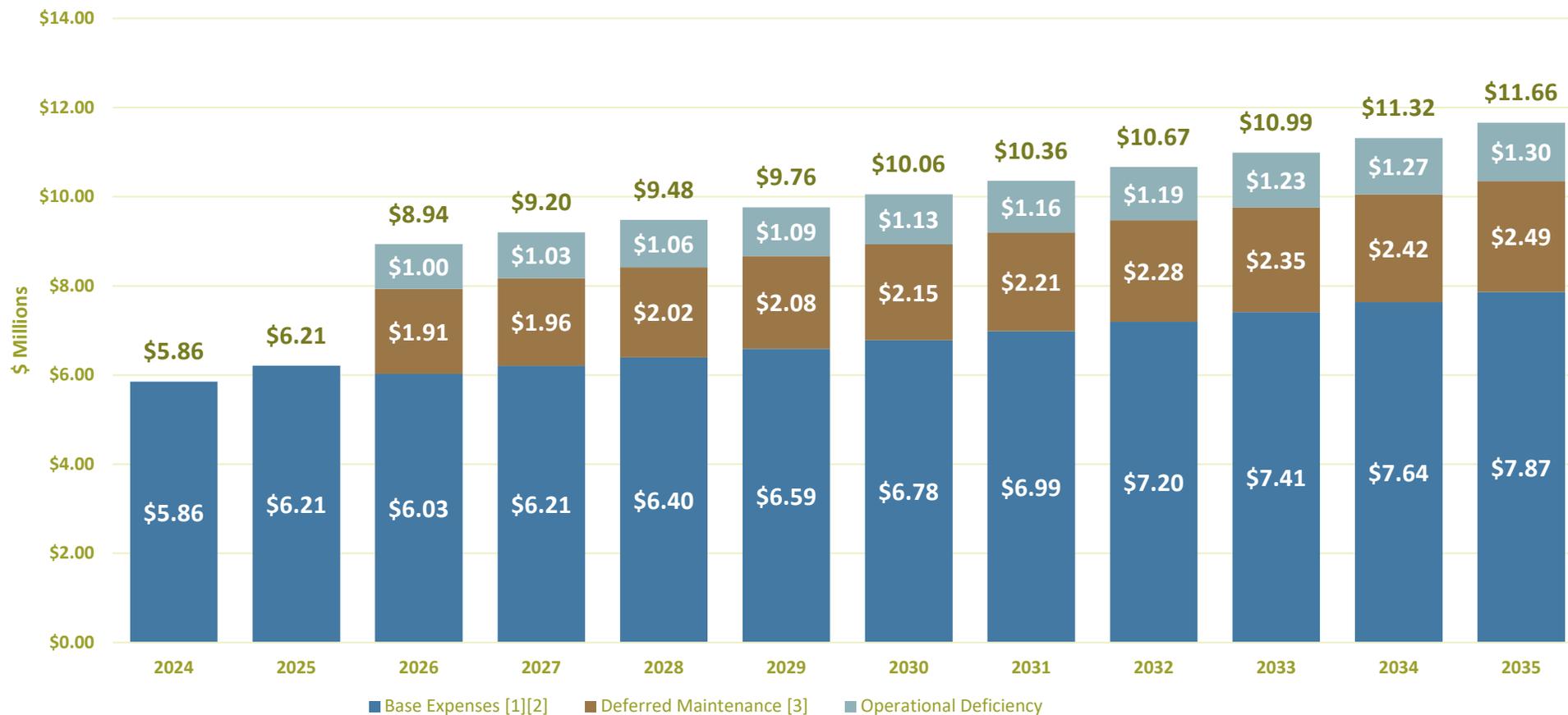


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**INVESTING IN SAFER ROADS AND BRIDGES**

# Road & Bridge Budget

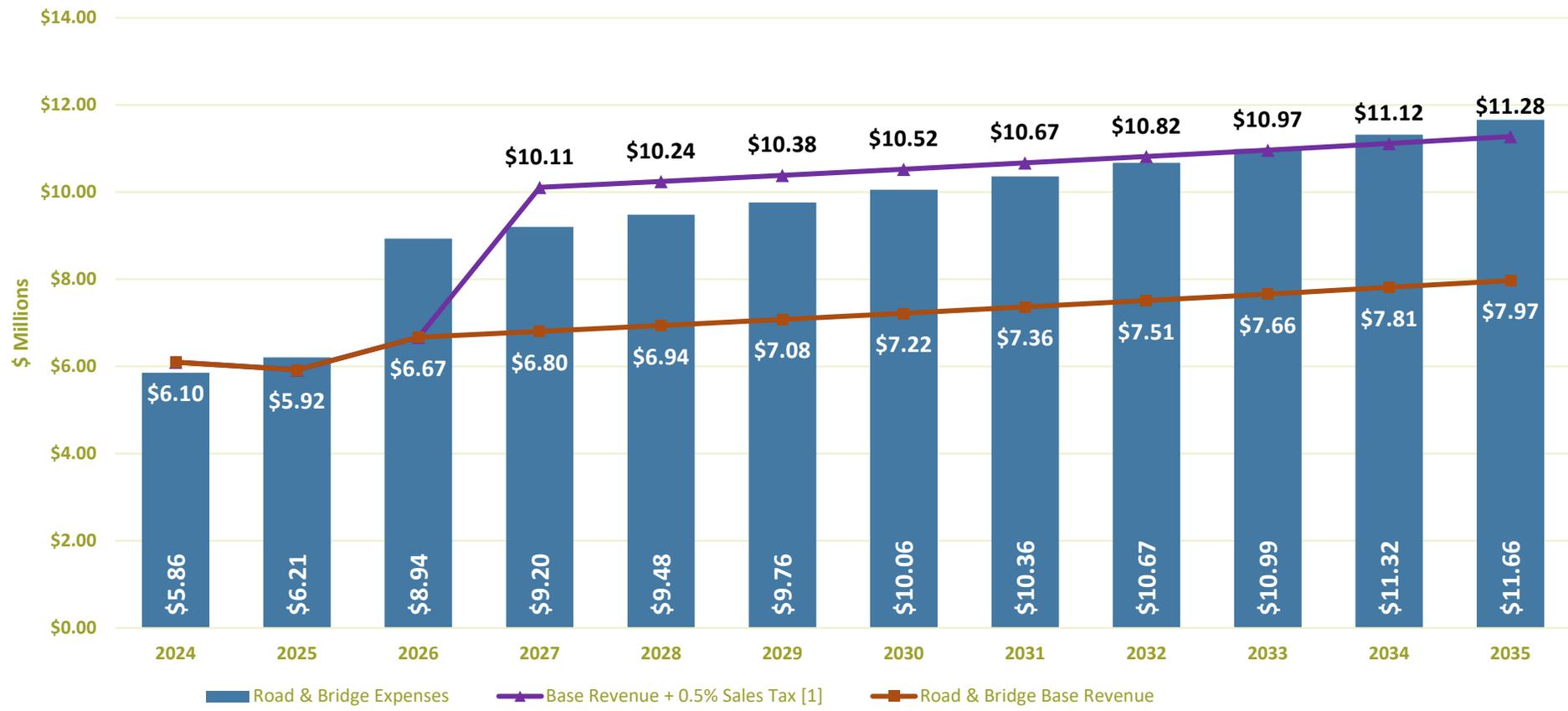
## Road & Bridge Expense Summary



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# Road & Bridge Budget

10-Year Projected Road & Bridge Expenses / Revenue



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# Ballot Initiative Project

- Public Engagement
  - Inform and educate the public about the ballot initiative, including project purpose, level of impacts to taxpayers, and help justify the need for creating a dedicated fund for surface transportation.
  - Provide multiple opportunities for citizens to provide input, ensure voices are heard and considered.
  - Engage with BOCC and other stakeholders, work to balance the needs of Gunnison County with the impacts and concerns that taxpayers have about increasing the local tax base.
  - Target outreach efforts to engage with hard-to-reach populations within Gunnison County, such as minorities, seniors, and those living in rural areas.
  - Utilize input received from community members and stakeholders to help Gunnison County develop ballot language for the November 2026 election.



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# Ballot Initiative Project

- Public Engagement
  - Broken into three key phases throughout the course of the project, which will help to effectively raise awareness and dispel common misconceptions about the ballot initiative.

Engagement Phase	Dates
Inform and educate the community: data, stories, and FAQs	January-February
Gather public feedback: website and open houses	February-Early April
Summarize feedback	April-May
Develop ballot language	June
Voter prep and awareness: FAQs about the ballot measure, response to questions, reminder to vote	August-October



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# Ballot Initiative Project

- Public Engagement Approach
  - Marketing & Communications
  - BOCC & Stakeholder Outreach
  - Public Feedback
    - Public Meetings
      - Open Houses
      - Community Events
      - Community Presentations & Info Sessions
    - Virtual Engagement Hub
      - Online Survey
      - Email Comments
      - Interactive Social Map



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**INVESTING IN SAFER ROADS AND BRIDGES**

# Gunnison County Surface Transportation

GUNNISON  
COUNTY

**419**



miles of County  
owned and  
maintained roads

**48**



bridges  
along Gunnison  
County roads

**\$38 Million**

of deferred road  
maintenance



**30%**

paved roads



**70%**

unpaved  
roads



**\$126,568**

average annual  
expenses for  
pothole repair



**\$3 Million**

average cost for 1 mile  
of complete road  
reconstruction



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GUNNISON  
COUNTY

## Inform & Educate the Community

Using a variety of communication  
platforms

- County Newsletter
- Social Media
- Flyers & FAQ Sheets
- Local Media Outlets
- Mailers

**PAVE THE WAY,  
GUNNISON COUNTY!**

**INVESTING IN SAFER ROADS AND BRIDGES**



# Project Schedule

	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct
Public Involvement Plan	Dark Green										
Branding	Light Brown	Light Brown									
Marketing & Communications		Dark Green	Dark Green	Dark Green			Dark Green		Dark Green	Dark Green	Dark Green
Website			Light Brown								
BOCC Work Sessions			Dark Green			Dark Green	Dark Green		Dark Green		
BOCC Meetings		Light Brown								Light Brown	
Public Meetings - Open House			Dark Green	Dark Green							Dark Green
Public Meetings - Community Event									Light Brown		
Community Presentations			Dark Green						Dark Green	Dark Green	
Public Engagement Summary					Light Brown	Light Brown					



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**INVESTING IN SAFER ROADS AND BRIDGES**

# Questions?

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