



## City Council Regular Meeting

448 E 1st Street, Room 190 Salida, Colorado 81201  
February 3, 2026 at 6:00 PM

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### Agenda

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Please register, **BY 4:30 pm the day of the meeting** for Regular City Council Meeting  
[https://zoom.us/webinar/register/WN\\_IJlzcmlQTggcTEDomhRz5A](https://zoom.us/webinar/register/WN_IJlzcmlQTggcTEDomhRz5A)  
After registering, you will receive a confirmation email containing information about joining the  
webinar. To watch live meetings:  
<http://www.youtube.com/@cityofsalidacolorado>

#### Civility Invocation

#### Call to Order

Pledge of Allegiance

Roll Call

#### Amendment(s) to Agenda

#### Consent Agenda

1. Approve Agenda
2. Approve January 20, 2026 Minutes
3. Approve Elk's Lodge Special Event Liquor License for the Diamond Ball February 14, 2026
4. Approve Annual Tree Work Plan
5. **Ordinance 2026-06** An Ordinance of the City Council of the City of Salida, Colorado Amending Chapter 6 of Article VI of the Salida Municipal Code, regarding Short-Term Rental Business Licenses. **Approve on first reading and set second reading and public hearing for February 17, 2026.**

#### Citizen Comment—Three (3) Minute Time Limit

#### Proclamations

6. Celebrating February 2026 as Black History Month

#### Unfinished Business / Action Items

7. **Ordinance 2026-05** An Ordinance of the City of Salida, Colorado Amending the Salida Municipal Code with Regard to the Disposition of Revenue. **Second Reading and Public Hearing**

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 448 E. 1st Street, Ste. 112, Salida, CO 81201, Ph.719-530-2626 at least 48 hours in advance.

**New Business / Action Items**

**Councilors, Mayor and City Treasurer Reports**

**Council Reports**

- Fontana - Finance Committee and Greater Salida Recreation Corporation Board
- Rovinsky - PROST Board
- Schreiner - Finance Committee and ACAC
- Pappenfort - CHA
- Martin - Sustainability Committee
- Stephens - Airport Board

Mayor Report

Attorney Report

Treasurer Report

Department Updates

**Executive Session**

13. For the purpose of the leasing of real property under C.R.S. Section 24-6-402(a); for the purpose of conferencing with the City Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S Section 24-6-402(4)(b); and for the purpose of determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e), and the following additional details are provided for identification purposes:  
**Leasing and operation of the City of Salida Golf Course property and related agreements**

**Adjourn**



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City Clerk | Deputy City Clerk

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Mayor

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## City Council Regular Meeting

448 E 1st Street, Room 190 Salida, Colorado 81201  
January 20, 2026 at 6:00 PM

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### Minutes

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Please register for Regular City Council Meeting

[https://zoom.us/webinar/register/WN\\_IJlzcmlQTggcTEDomhRz5A](https://zoom.us/webinar/register/WN_IJlzcmlQTggcTEDomhRz5A)

After registering, you will receive a confirmation email containing information about joining the webinar. To watch live meetings:

<http://www.youtube.com/@cityofsalidacolorado>

#### Civility Invocation

Call to Order at 6:05 PM

#### Pledge of Allegiance

#### Roll Call

PRESENT

Council Member Wayles Martin  
Council Member Shelley Schreiner  
Council Member Alisa Pappenfort  
Council Member Aaron Stephens  
Council Member Suzanne Fontana  
Treasurer Ben Gilling (Remote)  
Mayor Justin Critelli

ABSENT

Council Member Joey Rovinsky

#### Amendment(s) to Agenda

#### Consent Agenda

Council Member Martin moved to combine and approve items on the consent agenda, seconded by Council Member Pappenfort.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Schreiner

Approve Agenda

Approve January 6, 2026 Minutes

Award the 2026 Utility Replacement Project

**Ordinance 2026-05** An Ordinance of the City of Salida, Colorado Amending the Salida Municipal Code with Regard to the Disposition of Revenue – **Approve on first reading and set second reading and public hearing for February 3, 2026.**

Approve AI Policy

**MOTION PASSED**

**Citizen Comment–Three (3) Minute Time Limit** Read McCulloch, Kyria Stange, Tyler Messa, Ashley Fant, Linda Taylor, Gloria Fant, Michael LeFever and Leslie Matthews spoke during citizen comment.

**Unfinished Business / Action Items**

**Ordinance 2026-01** An Ordinance of the City Council of the City of Salida, Colorado Approving Tenderfoot Communications Site Lease with Smiling J LLC d/b/a Hilltop Broadband. **Second Reading and Public Hearing**

Mayor Critelli opened the Public Hearing. Hearing no comments, the mayor closed the public hearing.

Council Member Martin moved to approve Ordinance 2026-01, seconded by Council Member Fontana.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Schreiner

**MOTION PASSED**

**Ordinance 2026-02** An Ordinance of the City Council of the City of Salida, Colorado Amending Chapter 2 of the Salida Municipal Code, Concerning Boards and Commissions, to Change the Name, Purpose, Membership and Organization, and Powers and Duties Sections of the Public Art Commission to the Arts and Culture Advisory Commission. **Second Reading and Public Hearing**

Mayor Critelli opened the Public Hearing. Ashley Fant, Linda Taylor, Kyria Stange, and Rebecca Heath spoke during the public hearing. Hearing no further comments, the mayor closed the public hearing.

Council Member Pappenfort moved to approve Ordinance 2026-02 with amendments to the Directors title in Sections F and K, seconded by Council Member Martin.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Schreiner

**MOTION PASSED**

**Ordinance 2026-03** An Ordinance of the City Council of the City of Salida, Colorado Amending Chapter 2 of the Salida Municipal Code, Concerning Boards and Commissions, to Change the Powers and Duties Section of the Parks, Recreation, Open Space and Trails Advisory Board. **Second Reading and Public Hearing**

Mayor Critelli opened the Public Hearing. Nate Calderone and Linda Taylor spoke during the public hearing. Hearing no further comments, the mayor closed the public hearing.

Council Member Martin moved to approve Ordinance 2026-03 with the amendment to remove the word creative in Section 2-14-30(g), seconded by Council Member Fontana.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Schreiner

### **MOTION PASSED**

#### **New Business / Action Items**

Appoint Council Liaison to Arts and Culture Advisory Commission

Council Member Pappenfort moved to appoint Council Member Schreiner as the Liaison to the ACAC, seconded by Council Member Martin.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Schreiner

### **MOTION PASSED**

**Resolution 2026-03** A Resolution of the City Council of the City of Salida, Colorado, Establishing an Affordable Housing Fee Transfer Policy.

Council Member Pappenfort moved to approve Resolution 2026-03, seconded by Council Member Stephens.

Voting Yea: Council Member Pappenfort, Council Member Stephens, Council Member Martin, Council Member Schreiner

Voting Nay: Council Member Fontana

### **MOTION PASSED**

**Resolution 2026-04** A Resolution of the City Council of the City of Salida Colorado, Adopting Chaffee County Board of Health Resolution No. 2025-04, Providing for the Adoption of the Chaffee County Graywater Control Regulations.

Council Member Fontana moved to approve Resolution 2026-04, seconded by Council Member Martin.

Voting Yea: Council Member Pappenfort, Council Member Fontana, Council Member Stephens, Council Member Martin, Council Member Schreiner

**MOTION PASSED**

**Councilors, Mayor and City Treasurer Reports**

**Council Reports**

Pappenfort - CHA

Martin – Sustainability Committee

Stephens - Airport Board

Fontana - Finance Committee and Greater Salida Recreation Corporation Board

Rovinsky – PROST Board

Schreiner - Finance Committee

Reports were given.

**Mayor Report**

Report was given.

**Attorney Report**

Report was given.

**Treasurer Report**

Report was given.

**Department Updates**

Report was given.

**Adjourn** Meeting adjourned at 8:56 pm



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City Clerk | Deputy City Clerk

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Mayor



## SALIDA CO. ELKS LODGE #808

148 E. Second Street

PO Box 967  
Salida, Co. 81201-0967

Phone 719-539-6976  
Email bpoe808@gmail.com

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January 14<sup>th</sup> 2026

To whom it may concern

RE: Salida Elks Lodge Diamond Ball February 14<sup>th</sup>, 2026

Salida Elks Lodge #808 has traditionally held a Sweetheart Ball/Dinner Dance annually in February. We are calling ours the "Diamond Ball" this year".

This event helps raise money for our Charitable programs.

We will have a dinner, dance, and silent auction and would like the community to be able to attend.

We are requesting a Special Events Permit to be open to the public for this event. The starting time of 2 pm is to allow for setup.

The event coordinator for this year's winter event is Christy Paquette, Our Lecturing Knight, Elks lodge officer.

This event was approved by our Board of Directors/ Officers.

Respectfully submitted by,

James DeLuca PER/Salida Elks Lodge 808 Secretary

## Application for a Special Events Permit

Departmental Use Only

State Only Permit/State Property

In order to qualify for a Special Events Permit, You Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Social               | <input type="checkbox"/> Athletic                           | <input type="checkbox"/> Philanthropic Institution          |
| <input checked="" type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate                |
| <input type="checkbox"/> Patriotic            | <input type="checkbox"/> National Organization or Society   | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political            | <input type="checkbox"/> Religious Institution              |   |

<b>LIAB</b> Type of Special Event Applicant is Applying for:	<b>DO NOT WRITE IN THIS SPACE</b>
2110 <input type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170 <input type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate BPOE Salida Elks Lodge 808	State Sales Tax Number (Required) 00502443-0000
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2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) 148 E 2nd St PO Box 967 Salida, Co 81201	3. Address of Place to Have Special Event (include street, city/town and ZIP) 148 E 2nd St Salida, Co 81201
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4. Authorized Representative of Qualifying Organization or Political Candidate James DeLuca Secretary	Date of Birth [REDACTED]	Phone Number [REDACTED]
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Authorized Representative's Mailing Address (if different than address provided in Question 2.)

5. Event Manager [REDACTED]	Date of Birth [REDACTED]	Phone Number [REDACTED]
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Event Manager Home Address (Street, City, State, ZIP) [REDACTED]	Email Address of Event Manager bpoe808@gmail.com
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6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes How many days? _____	7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes License Number 10-7348-0000
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8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed?  Yes  No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Date	Date	Date	Date
02/14/26				
Hours From 2:00 p.m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To midnight	To .m.	To .m.	To .m.	To .m.
Date	Date	Date	Date	Date
Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To .m.	To .m.	To .m.	To .m.	To .m.
Date	Date	Date	Date	Date
Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To .m.	To .m.	To .m.	To .m.	To .m.

**Oath of Applicant**

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature <i>James DeLuca</i>	Title Salida Elks Lodge Secretary	Date 1/14/26
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**Report and Approval of Local Licensing Authority (City or County)**

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

**THEREFORE, THIS APPLICATION IS APPROVED.**

Local Licensing Authority (City or County)	<input type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk
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Signature	Title	Date
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**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

Liability Information			
License Account Number	Liability Date	State	Total
		-750 (999)	\$ .

(Instructions on Reverse Side)

## Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- Appropriate fee.
- Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions. **Note:** If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- Copy of deed, lease, or written permission of owner for use of the premises.
- Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; **or**
- If not incorporated, a NONPROFIT charter; **or**
- If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

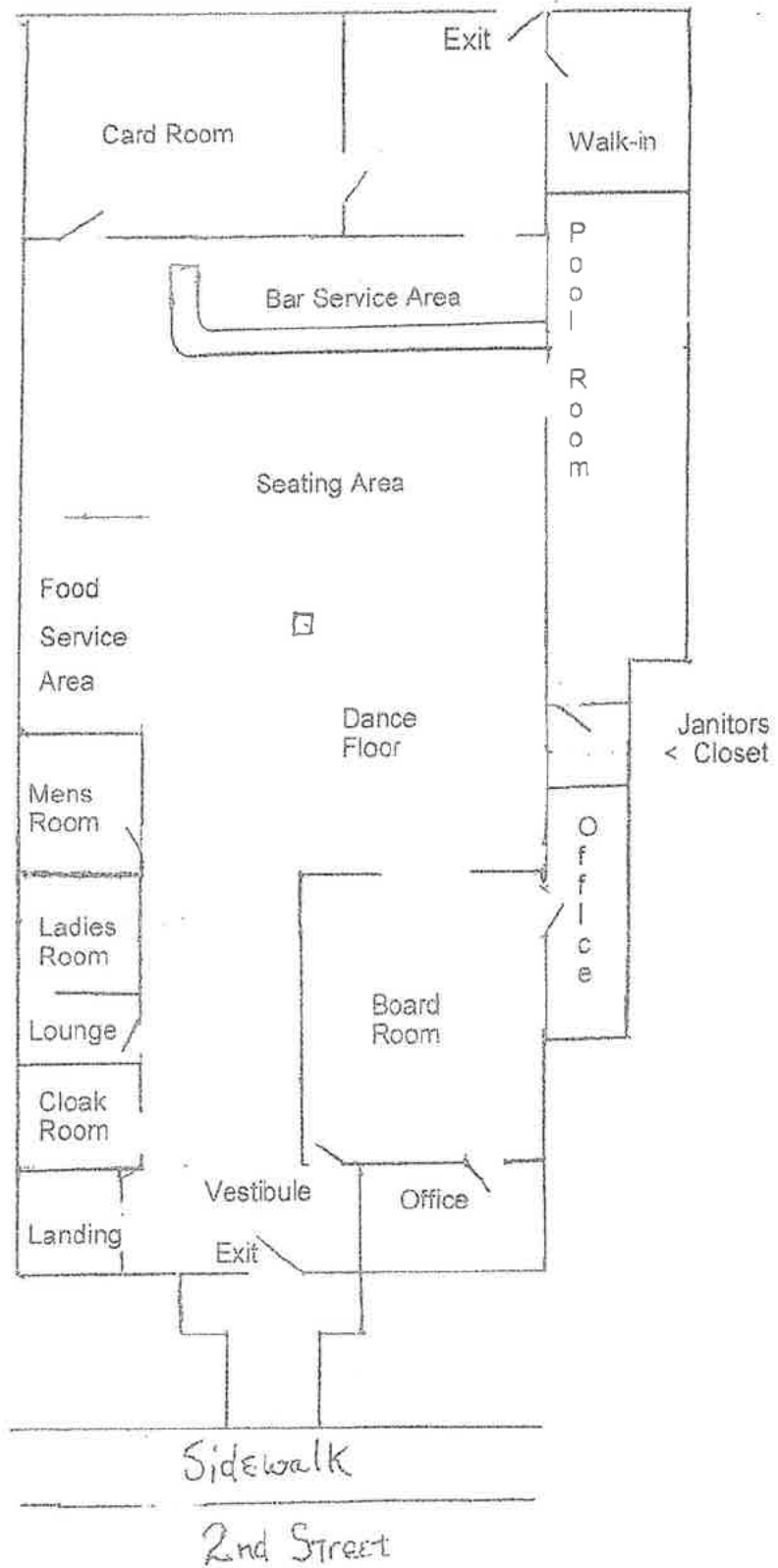
- Application must first be submitted to the Local Licensing Authority (city or county) at least thirty (30) days prior to the event.
- Public notice of the proposed event and procedure for protesting issuance of the permit shall be conspicuously posted at the proposed location for at least (10) days before approval of the permit by Local Licensing Authority. (44-5-106 C.R.S.)
- State Licensing Authority must be notified of approved applications by Local Licensing Authorities within ten (10) days of approval.
- Check payable to the Colorado Department Of Revenue

### Qualifications for Special Events Permit

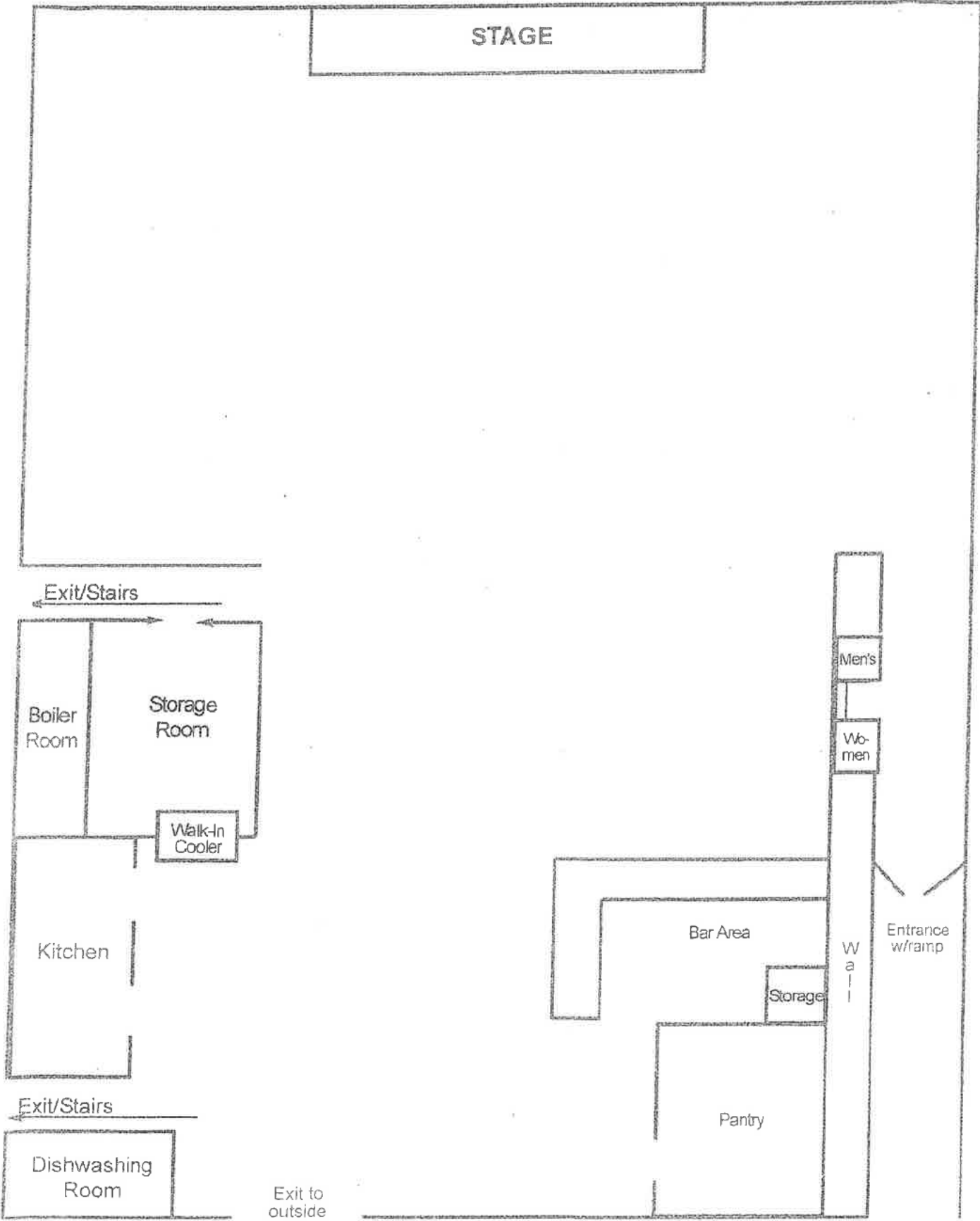
(44-5-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 4 and 3 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

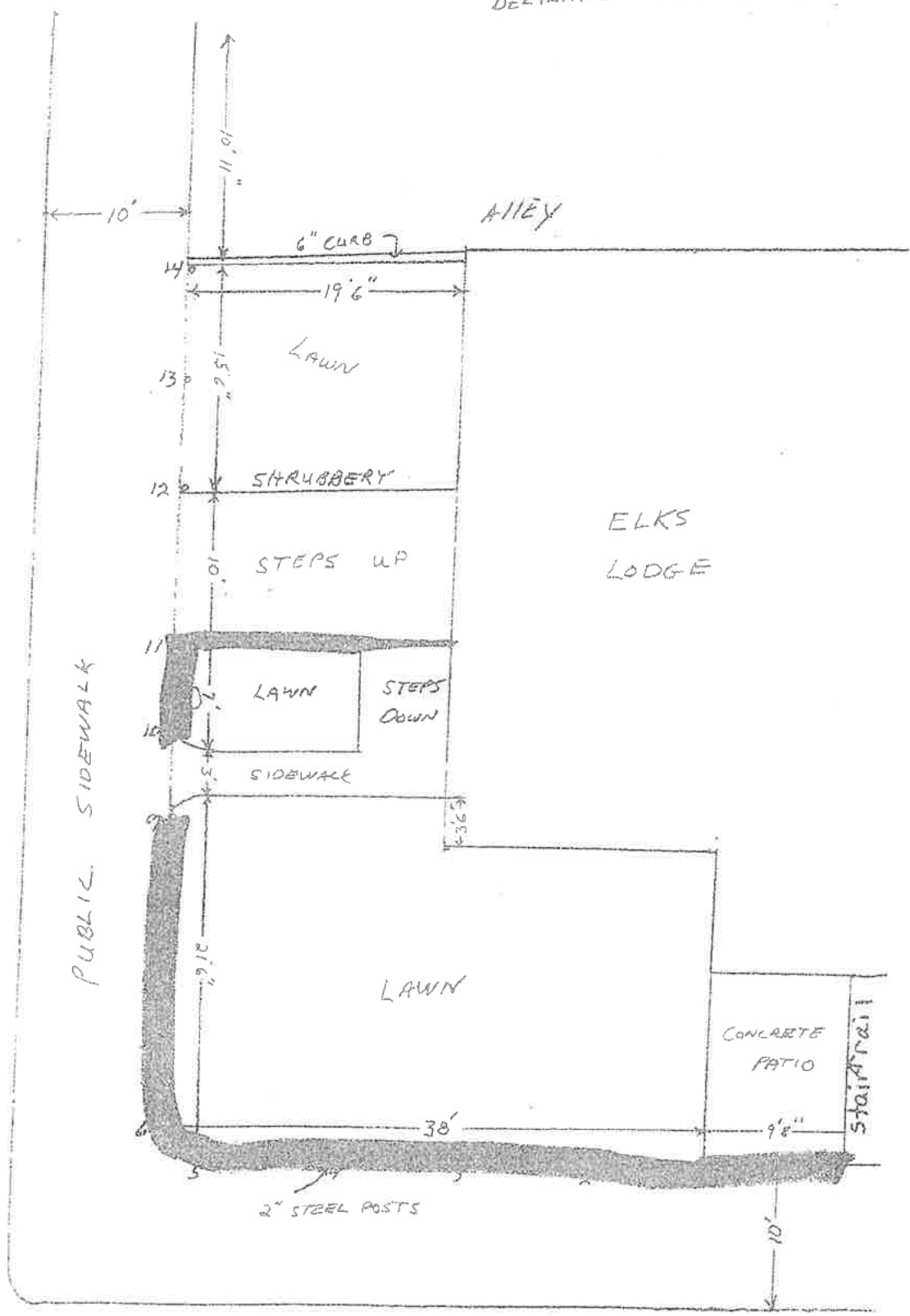
Salida Elks Lodge #808



SALIDA ELKS LODGE BPOE #808  
250 Maximum Capacity



APPROXIMATELY 8' APART  
 WITH STURDY CHAIN  
 ATTACHED BETWEEN TO  
 DELINEATE PROPERTY LINES.



REQUIRES  
 14 - 4' x 2" STEEL POSTS  
 OR CHAIN  
 MARKED BY ●

E STREET



OFFICE OF THE SECRETARY OF STATE  
OF THE STATE OF COLORADO

**CERTIFICATE OF FACT OF GOOD STANDING**

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

SALIDA LODGE NO. 808 OF THE BENEVOLENT AND PROTECTIVE ORDER OF ELKS OF  
THE UNITED STATES OF AMERICA

is a

Nonprofit Corporation

formed or registered on 10/03/1991 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 19911079196 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 01/12/2026 that have been posted, and by documents delivered to this office electronically through 01/14/2026 @ 10:31:41 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 01/14/2026 @ 10:31:41 in accordance with applicable law. This certificate is assigned Confirmation Number 18080015 .



*Jena Griswold*

Secretary of State of the State of Colorado

\*\*\*\*\*End of Certificate\*\*\*\*\*  
*Notice: A certificate issued electronically from the Colorado Secretary of State's website is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's website, <https://www.coloradosos.gov/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our website, <https://www.coloradosos.gov> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."*



VALID ONLY FOR THIS ORGANIZATION AT THIS LOCATION

Salida Elks Lodge #808  
 148 E. Second Street  
 Salida, CO 81201

## SPECIAL EVENTS PERMIT MALT, VINOUS AND SPIRITUOUS LIQUOR

	Date	Hour		Date	Hour
FROM	02/14/26	2:00pm to 12:00am			

This permit is issued subject to the laws of the State of Colorado and especially under the provisions of Article 3, 4 & 5 of Title 44, Colorado Revised Statutes, as amended and the Ordinances of the City of Salida, insofar as the same may be applicable.

This permit is non-transferable. It is issued only for the specific location described above and must be conspicuously posted at that location.

In testimony whereof, The City Council has hereunto subscribed its name by its officers duly authorized this 3<sup>rd</sup> day of February, 2026.

ATTEST:

The City of Salida

\_\_\_\_\_  
 Deputy City Clerk

\_\_\_\_\_  
 City Clerk

# **PUBLIC NOTICE**

(Pursuant to § 44-5-106(2), C.R.S.)

DATE/TIME POSTED: January 21, 20 26 at 4:00 p.m. a.m./p.m.

## **PROPOSED SPECIAL EVENT LIQUOR PERMIT**

Salida Elk's Lodge #808, has filed an Application for a **SPECIAL EVENT LIQUOR PERMIT** to be held on February 14th, 20 26, from 2:00 p.m. a.m./p.m. to 12:00 a.m. a.m./p.m. at the following address:

BPOE Salida Elks Lodge 808

148 E. Second STREET

SALIDA, CO 81201

## **PROTEST PROCEDURE**

Any affected person who wishes to protest the issuance of the permit must file a **WRITTEN PROTEST** within ten (10) days of the date and time posted as set forth above, stating the grounds for the protest and the name, address, email address (if any), and telephone number of the person filing the protest. A written protest will be considered filed upon receipt. Written protests may be filed by sending them to the U.S. Mail or Email address set forth below:

U.S. Mail Address: City of Salida  
City Clerk  
448 E. First Street, Ste. 112  
Salida, CO 81201

E-Mail Address: clerk@cityofsalida.com

## **HEARING**

The local licensing authority, or its assigned administrative officer (which may be the Colorado Liquor Enforcement Division), shall cause a hearing to be held if, after investigation and upon review of the contents of any timely written protest(s) filed by any affected person(s), sufficient grounds appear to exist for the denial of the special event permit. Any hearing required pursuant to § 44-5-107(3), C.R.S., Regulation 47-1002 1 CCR 203-2, or any hearing held at the discretion of the local licensing authority, or its assigned administrative officer, shall be held at least ten (10) days after the date of posting of the public notice, shown above, and notice of the hearing shall be provided to the Applicant and any person who has filed a written protest.





# Tree Board Work Plan

## Mission & Vision Statement:

Rooted in principles of education, equity, and sustainable growth, our mission is to cultivate a resilient and equitable urban forest that benefits all residents for generations to come. The Tree Board is dedicated to supporting a vibrant and sustainable community by nurturing the growth of our urban forest, fostering environmental education and restoring and replanting our open spaces.

## Objectives

1. Create and implement the Annual Tree Board Work Plan for Salida City Council
2. Advise Salida City Council on issues related to City Street and Park trees when requested by City Council
3. Advocate to maintain the long term health, vitality, and sustainability of Salida's urban forest and green spaces
4. Provide educational experiences regarding tree health and overall environmental stewardship
5. Foster equity in all Tree Board activities, including but not limited to education, Adopt-A-Tree program and Tree Board membership/involvement

## Annual Tree Board Work Plan for the City of Salida

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### 1. Needs Assessment Subcommittee

#### Tasks:

- **Tree Budget:**
  - Review and assess the annual city tree maintenance budget.
  - Identify funding gaps and propose potential solutions (grants and/or partnerships).
- **Tree Canopy Assessment:**
  - Collaborate with City Staff to identify areas with limited tree canopy that would benefit from planting efforts.

#### Timeline:

- January to March: Budget review and allocation for the upcoming year.
- April to June: Complete the tree canopy assessment.
- July to September: Identify high-priority areas for tree planting based on the assessment.
- October to December: Compile a report and propose new initiatives for the following year.

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### 2. Public Education & Outreach Subcommittee

**Goal:** To educate the community on the importance of trees and promote active involvement in the city's urban forestry efforts.

#### Tasks:

- **Outreach Through Radio and Print:**
  - Create and distribute public service announcements (PSAs) on local radio stations, promoting tree care, importance, and upcoming events.
  - Write articles for local newspapers, focusing on tree-related topics such as tree planting tips, tree maintenance, and environmental benefits.

- Use social media platforms to share educational content and promote tree-related activities in the community.
- **Organize Arbor Day Celebrations:**
  - Plan and coordinate Arbor Day events to celebrate trees and encourage community participation in tree planting activities.
  - Collaborate with local schools, businesses, and organizations to promote Arbor Day.

**Timeline:**

- January to March: Develop outreach materials and calendar of events.
- April to May: Promote Arbor Day and finalize event details.
- June to August: Execute summer outreach programs and provide tree care tips to the public.
- September to December: Prepare end-of-year report, including outreach success and community feedback.

**3. Planting, Renovation, and Maintenance Subcommittee**

**Goal:** To ensure the health and sustainability of the city’s trees through planting initiatives, providing updates to the existing tree guide, and ongoing tree maintenance.

**Tasks:**

- **Tree Recommendation Guide:**
  - Review existing Tree Planting Guide and provide recommendations of trees to include as needed.
  - Provide resources for tree planting, care, and pest management to the community.
- **Tree Planting Initiatives:**
  - Organize with City Staff tree planting days and encourage community involvement.
- **Maintenance and Renovation:**

- Work with City Staff on the Tree maintenance schedule for public trees to ensure they receive proper care throughout the year.
- Develop and implement tree renovation programs for neglected areas with older or deteriorating tree stock.

**Timeline:**

- January to March: Review and update the tree recommendation guide. Plan tree planting initiatives.
  - April to June: Begin planting season, focusing on areas identified in the needs assessment.
  - July to September: Continue tree maintenance activities and evaluate the success of planting initiatives.
  - October to December: Plan for the next year’s planting and maintenance needs.
- 

**Tree Board Collaborative Work**

**Goal 1: Strengthen Cross-Subcommittee Collaboration**

Purpose: Ensure alignment and communication across all working groups for efficient progress.

**Tasks:**

1. Quarterly Subcommittee Report Outs.
  - Share progress updates, discuss shared challenges, and align goals.
  - Document key outcomes and action items.

**Timeline:**

- Q1 – Q4 (Ongoing): Quarterly subcommittee coordination meetings (e.g., January, April, July, October).
-

## **Goal 2: Enhance Tree Board Operations & Public Engagement**

Purpose: Improve structure and visibility through clear communication, new member engagement, and city alignment.

### **Tasks:**

1. Tree Board Recruitment
  - Develop outreach strategy for attracting diverse candidates.
  - Host informational sessions or promote through local channels.
2. City Council Presentation of Work Plan
  - Prepare a formal presentation of Tree Board goals and work plan.
  - Schedule and present to the City Council annually.

### **Timeline:**

- As Necessary: Recruitment for Tree Board members
  - October to December: Deliver annual work plan presentation to City Council
- 

## **Goal 3: Annual Reporting & Policy Evaluation**

Purpose: Assess annual performance and recommend improvements.

### **Tasks:**

1. Annual Report Development
  - Summarize achievements, challenges, and next steps.
  - Include measurable data on:
    - Tree canopy growth
    - Budget use
    - Community outreach
    - Tree maintenance
2. Ordinance Review & Reporting
  - Track changes in tree-related ordinances.

- Evaluate impacts and include updates in the annual report.

**Timeline:**

- September- October: Begin compiling data and narratives.
- December: Finalize and publish the Annual Report.



# City Council Action Form

<b>Department</b> Administration	<b>Presented By</b> Kristi Keller - City Clerk	<b>Date</b> February 3, 2026
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## Agenda Item

Ordinance 2026-06 - An Ordinance of the City Council of the City of Salida, Colorado Amending Chapter 6 of Article VI of the Salida Municipal Code, regarding Short-Term Rental Business Licenses, first reading and setting second reading and public hearing for February 17, 2026.

## Background

The proposed amendments to Chapter 6, Article VI of the Salida Municipal Code are intended to improve clarity, efficiency and to remove obsolete language.

The amendments include updates to the STR caps to align with the newly adopted zone districts. The current caps and areas are shown below:

<b>Current Zoning Area caps and # of licenses issued</b>			
<b>Zoning Area</b>	<b>Cap</b>	<b>Current STR Count</b>	<b>Available STRs</b>
C-2/Historic Downtown	99	66	33
Hwy 291 Corridor	71	52	19
Industrial Corridor	16	5	11
Hwy 50 Corridor	46	5	41
Residential Area	82	50	32
<b>Total</b>	<b>314</b>	<b>178</b>	<b>136</b>

With the adoption of the new Land Use Code and Zoning Map, the STR Area Map and its associated license caps are no longer directly applicable. At the January 13<sup>th</sup> Planning Commission meeting, the Community Development Department presented proposed STR license caps and new districts for the Commission's recommendation to City Council. The Commission recommended removing the STR Area Map previously adopted in Chapter 6 and supported establishing the following caps for specific zone districts, to be reflected in Sec. 6-6-20(h):

<b>Recommended caps for each applicable Zone District</b>			
<b>Zone District</b>	<b>Cap</b>	<b>Current STR Count</b>	<b>Available STRs</b>
R1/R2/R3/AG/PD*	85	70	15
MN	75	47	28
MH/MC	50	7	43
MD	99	54	45
<b>Total</b>	<b>309</b>	<b>178</b>	<b>131</b>

\*PD properties with no base zoning shall adhere to the caps and requirements of the allowable Residential zone. Otherwise, PD properties shall adhere to their relevant base zoning. Please note that there are a few Planned Developments that have STRs allotted to them which do not count toward the caps.

In addition, the following changes are proposed by staff and supported by Planning Commission:

1. Sec. 6-6-20 (g)(7) Residency Requirements in Mixed Use Center (MC) Zone:  
MC (Mixed-Use Center) Zone District is intended for specific nodes out along Highway 50 and is intended for more intensive uses similar to MD (Mixed-Use Downtown) Zone District. Currently, the only area zoned MC is the Two Rivers Commons Commercial area. Prior to the Zoning Map update, this area was zoned Central Business (C-2), the same as the downtown district. The residency requirement for the MC zone district is proposed to be removed.
2. Sec. 6-6-30 (a) – Application, Issuance and Renewals:  
Removes the requirement that new applications in residential zone districts be submitted only between May 1<sup>st</sup> and June 1<sup>st</sup>, with renewals due annually by June 1<sup>st</sup>. Under the proposed update, applications may be submitted at any time, and annual renewals would be due based on the original approval date. This change is intended to reduce the administrative workload that currently peaks each June.

These updates primarily aim to streamline processes, remove obsolete language, and implement revisions for improved efficiency and clarity in Chapter 6.

### **Recommendation**

Staff recommends approval of the proposed amendments to Chapter 6, Article VI.

### **Fiscal Impact**

There is no fiscal impact.

### **Motion**

A Councilmember should make a motion to “combine and approve the items on the consent agenda setting a second reading and public hearing for Ordinance 2026-06 for February 17, 2026”, followed by a second and a roll call vote.

**City Of Salida, Colorado  
Ordinance No. 06  
(Series of 2026)**

**An Ordinance of the City Council of the City of Salida, Colorado  
Amending Chapter 6 of Article VI of the Salida Municipal Code,  
regarding Short-Term Rental Business Licenses**

**WHEREAS**, the City of Salida, Colorado (“City”) is a statutory city, duly organized and existing under the laws of the state of Colorado; and

**WHEREAS**, pursuant to C.R.S. § 31-15-401, the City by and through its City Council (“Council”), possesses the authority to adopt laws and ordinances within its local powers in furtherance of the public health, safety and welfare; and

**WHEREAS**, pursuant to Title 31, Article 15 of the Colorado Revised Statutes, the City also possesses the authority to license and regulate businesses; and

**WHEREAS**, pursuant to such authority, the City has previously adopted certain regulations concerning short-term rentals within Chapter 6, Business Licenses and Regulations of the Salida Municipal Code (“Code”); and

**WHEREAS**, Council has recently held various work session and public discussions regarding the City’s Short-Term Rental Business Licenses and related regulations within the Code; and

**WHEREAS**, since the COVID pandemic, Council has passed a few Ordinances amending, updating or tweaking the City’s short-term rental regulations to adequately address rapidly changing market conditions and affordability realities and community practicalities as same are demonstrated to Council; and

**WHEREAS**, such feedback from work sessions and the community, and related analysis has yielded the conclusion that updates are recommended by the City Clerk, City Attorney and relevant City staff to the City’s Short-Term Rental Business License regulations; and

**WHEREAS**, the Council desires to amend certain regulations, restrictions and procedures within Chapter 6 of Article VI of the Code; and

**WHEREAS**, the Council finds that it is necessary for the public health, safety and welfare of its current and future residents, property owners, businesses, customers, visitors, economy and tax base of Salida to amend Chapter 6, Article VI, regarding short-term rental licenses as set forth within this Ordinance.

**Now, therefore, be it ordained by the City Council of the City of Salida, Colorado, that:**

**Section 1.** The foregoing recitals are incorporated herein as conclusions, facts, determinations, and findings by Council.

**Section 2.** Section 6-6-20, entitled Licensing; limitations; requirements, is hereby amended as follows:

**Sec. 6-6-20. - Licensing; limitations requirements.**

(a) It shall be unlawful for any person or entity to engage in the short-term rental business without first applying for and procuring a license from the ~~City Administrator~~ or City Clerk. The initial license fee, renewal license fee and penalty for operating without a license shall be established by resolution of City Council, as may be amended from time to time, and payable annually in advance.

(b) Upon approval of a business license pursuant to this Article, the ~~City Administrator~~ or City Clerk shall issue a business license number to each short-term rental business.

(c) Short-term rental businesses shall include their business license number in the title of the listing for all public advertising, including but not limited to webhosting services such as Airbnb, Home Away, Trip Advisor, VRBO, Kayak, Orbitz, etc.

(d) Applications for a short-term rental license shall be submitted on a completed form provided by the City, and the City shall accept no incomplete applications. Applications shall include all information required on the form.

(e) Each licensee shall submit to the City, on a yearly basis, and upon renewal, an affidavit, signed by the licensee and notarized, attesting, under penalty of perjury, to the duration and frequency of the prior year's short-term rental history, including the specific number of rooms and nights rented in the prior year, as well as confirmation of payment of all applicable sales and occupational lodging taxes.

(f) **A short-term rental license shall be issued only to the owner(s) of the property. Therefore, the name of the license applicant must match the name of the owner(s) on the deed for the property, or the person(s) controlling the corporate owner of the property. The applicant shall submit to the City a copy of the recorded deed, showing the recording data with the Chaffee County Clerk and Recorder. No more than one (1) short-term rental permit is permitted per property owner, which for these purposes includes the person(s) controlling a corporate owner, where applicable.**

(g) Chaffee County residency. To be eligible to apply for a short-term rental license, the applicant and owner of the property to be rented must be a bona fide resident of Chaffee County, pursuant to the following requirements, restrictions and parameters:

(1) Bona fide residency in Chaffee County shall be documented and established by two (2) or more of the following:

- a. Valid driver's license or Colorado identification card;
- b. Current voter registration;
- c. Valid motor vehicle registration;
- d. Document(s) designating a primary residence for income tax purposes.

(2) If there is a corporate owner of the property, the person controlling the corporate owner must establish bona fide residency in Chaffee County, as required above, and must provide proof of operating agreements or documentation filed with the Colorado Secretary of State establishing that person's control of the corporate owner.

(3) Current and valid documentation required by this Article must be provided to the City on an annual basis, for all new and renewal applications.

(4) Each licensee shall submit to the City, on an annual basis, for all new and renewal applications, an affidavit, signed by the applicant and notarized, attesting, under penalty of perjury, to bona fide residency in Chaffee County, as well as confirmation of the validity of all documentation submitted pursuant to this Article.

(5) All short-term rental units already licensed with the City as of December 19, 2021, the effective date of Ordinance 2021-17 may continue to operate and renew annually regardless of the Chaffee County residency eligibility requirements of this subsection (g) until such time that the property changes ownership, or the person(s) controlling the corporate owner of the property changes, or until such time the short-term rental license is revoked or abandoned pursuant to this Article. ~~Furthermore, owners of property purchased, or under valid and executed contract to be purchased, prior to December 19, 2021 may apply for a short-term rental license regardless of the eligibility requirements of this subsection (g), provided such license application is filed on or before June 1, 2022, and provided that the unit existed or had a valid building permit for construction before December 19, 2021. If such a property had a valid building permit for construction before December 19, 2021, and is unable to obtain a Certificate of Occupancy before June 1, 2022, such property owner may apply for an extension, in writing, to the City Administrator, except that if such extension is granted, the short-term rental license shall be filed on or before June 1, 2023.~~

(6) Exceptions to the residency requirements in this subsection (g) can be granted only upon City Council's sole discretion related to a land use application process, such as an annexation, planned development or subdivision, where the applicant is providing at least double the amount of affordable housing units required by the inclusionary housing requirements in effect at the time of application, and pursuant to the terms and conditions imposed by City Council upon approval of the subject land use application.

(7) The residency requirements in this subsection (g) shall not apply to "Area 1" ~~indicated in subsection 6-6-20(h)(1) entitled "C-2/Historic Downtown,"~~ **properties within the Mixed-Use Downtown ("MD") or Mixed-Use Center ("MC") zoning districts.**

(h) The maximum number of short-term rentals in all Zoning Districts ~~the non-residential zones (e.g., RMU, C-1, C-2 and I)~~ shall not exceed the caps designated below in the following neighborhoods and designated areas, as illustrated in "Exhibit A" ~~to Ordinance 2021-15~~, a running tally of which shall be kept with the City Clerk's office along with the most recent neighborhood map, and open for public inspection at all times during business hours:

(1) ~~C-2/Historic Downtown~~ Mixed Use Downtown (MD): Ninety-nine (99) short-term rental licenses.

(2) ~~Highway 291 Corridor~~ Mixed Use Neighborhood (MN): ~~Seventy-one~~ Seventy-five (75) short-term rental licenses.

(3) ~~Industrial Corridor~~: ~~Sixteen (16)~~ short-term rental licenses.

(3) Residential Zoning Districts (R-1, R-2, R-3, AG, PD): Eighty-Five (85) short-term rental licenses.

(4) ~~Highway 50 corridor~~ Mixed Use-Center (MC) and Mixed-Use Highway (MH): ~~Forty-six (46)~~ Fifty (50) short-term rental licenses.

(i) The caps in subsection (h) of this Section 6-6-20 can be exceeded only upon City Council's sole discretion related to a land use application process, such as an annexation, planned development or subdivision, where the applicant is providing at least double the amount of affordable housing units required by the inclusionary housing requirements in effect at the time of application, and pursuant to the terms and conditions imposed by City Council upon approval of the subject land use application.

**Section 3.** Section 6-6-30, entitled Application, issuance and renewals, is hereby amended as follows:

### **Sec. 6-6-30. - Application, Issuance and Renewals.**

(a) Any person desiring a license to engage in the short-term rental business shall apply to the ~~City Administrator or City Clerk~~ prior to any advertising on forms provided by the City Clerk. New license applications for ~~properties within the RMU, I, C-1, and C-2 zone districts~~ must be submitted at least thirty (30) days prior to the date of the intended use and prior to any advertising of the property as a short-term rental. ~~New license applications for properties within any zone district other than RMU, I, C-1 and C-2, and all renewal applications, shall be submitted by June 1 of every year, and~~ Llicenses shall be renewed annually, and renewal applications shall be submitted to the City Clerk at least thirty (30) days prior to annual expiration. ~~valid from July 1 through June 30. New license application fees for properties within the RMU, I, C-1 and C-2 zone districts shall not be pro-rated or reduced.~~

(b) ~~The City Administrator or City Clerk~~ may issue a new short-term rental business license upon all the following conditions:

(1) The applicant has submitted a complete application form and provided all required information regarding the short-term rental unit, including, but not limited to a copy of the applicable sales tax license, the total number of bedrooms, and the local contact person.

(2) The applicant has paid the appropriate fee established by the City Council, and has paid all taxes and fees owed to the City, including those related to other properties and purposes within the City.

(3) The property to be used for a short-term rental business has completed and complied with the City short-term rental unit inspection worksheet.

(4) All applicable requirements in Section 6-6-20 are met.

(c) ~~The City Administrator or City Clerk~~ may renew a short-term rental business license upon all the following conditions:

(1) The applicant has submitted a complete renewal form and provided all required information regarding the short-term rental unit, including, but not limited to a copy of the applicable sales tax license, and the local contact person.

(2) The applicant has paid the appropriate fee established by the City Council, and all applicable taxes throughout the previous year, including sales tax, and has paid all taxes and fees owed to the City, including those related to other properties and purposes within the City.

(3) The property to be used for a short-term rental business has completed and complied with the City short-term unit inspection worksheet and there are no outstanding health and safety violations on the property that are related to the "Short-Term Rental License Renewal Fire Department Checklist," any other application requirements set by the Fire Department, or any violations of Chapter 18 of this Code as it relates to habitability.

(4) The applicant has submitted the appropriate affidavits, as required by Section 6-6-20.

(5) There have been no violations of the provisions of this Article, or of any law, or regulation pertaining to the requirements of the application, or at the property, or of any of the terms pertaining to the license over the past year.

(6) All applicable requirements in Section 6-6-20 are met.

(d) It is the duty of each short-term rental licensee to ensure that all of the information provided in a license application is kept up to date at all times, and it shall be unlawful

for a licensee to fail to provide updated information to the City within ten (10) days after the date upon which any information provided is no longer accurate.

(e) No license issued under this Article shall be transferable and no license is valid as to any person or entity other than the person or entity named thereon.

**Section 4.** Section 6-6-40, entitled Local management required, is hereby amended as follows:

**Sec. 6-6-40. – Local management required.**

Short-term rental businesses must have a local contact person who shall be responsible for ensuring compliance with provisions of this Code including, but not limited to, reports for the occupation lodging tax, maintaining a current business license, maintenance of parkways, removal of snow and ice, and other property maintenance requirements. The local contact person must be available twenty-four (24) hours per day, seven (7) days per week for the purpose of: (1) responding within sixty (60) minutes to property code violations and/or complaints regarding the condition, operation, or conduct of occupants of the short-term rental unit and (2) taking remedial action to resolve such violations and/or complaints.

Each short-term rental business shall have a clearly visible notice posted within the unit in compliance with Section 16-3-30(d)(4) ~~16-4-190a(1)a.4.~~ of the Salida Land Use and Development Code.

**Section 5.** Severability: The provisions of this Ordinance are severable and the invalidity of any section, phrase, clause, or portion of this Ordinance as determined by a Court of competent jurisdiction shall not affect the validity or effectiveness of the remainder of the Ordinance.

Introduced on First Reading, on the 3<sup>rd</sup> day of February, 2026, adopted and ordered published in full in a newspaper of general circulation in the City of Salida by the City Council on the 6<sup>th</sup> day of February, 2026, and set for Second Reading and Public Hearing on the 17<sup>th</sup> day of February, 2026.

Introduced on Second Reading, finally adopted and ordered published by Title only, by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2026.

City of Salida, Colorado

\_\_\_\_\_  
Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
City Clerk/Deputy City Clerk

Published in Full in the Mountain Mail after First Reading on the \_\_\_\_ day of \_\_\_\_\_,  
20 \_\_, and by Title only, after final adoption on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_.

\_\_\_\_\_  
City Clerk/Deputy City Clerk



## Proclamation

### Celebrating February 2026 as Black History Month

**Whereas**, during Black History Month we honor the extraordinary contributions made by African Americans throughout the history of our Republic, and we renew our commitment to liberty and justice for all; and

**Whereas**, during Black History Month we recognize the achievements of African Americans and their role in shaping history along with the contributions that African Americans have made to enhance the economic, cultural, spiritual and political development of our Country; and

**Whereas**, during Black History month we recognize the essential role of African Americans in shaping the story of America and honor their courage and contributions; and

**Whereas**, the omission of much of the history and contributions of African Americans from textbooks and other literature has impeded awareness and appreciation; and

**Whereas**, the celebration of Black History Month is a positive way of recognizing the culture and history of African Americans as vital to the core beliefs and values of this society; and

**Whereas**, observing Black History Month provides opportunities to gain a deeper understanding of African American history and acknowledge the centuries of struggles for equality and freedom.

**Now, therefore, the Salida City Council does hereby proclaim and declare** the month of February as Black History Month in Salida, Colorado, and further encourages all Salidans to observe this month with appropriate programs, ceremonies, and activities.

---

Justin Critelli, Mayor

February 3, 2026

Date



# City Council Action Form

<b>Department</b> Administration	<b>Presented By</b> Christy Doon - City Administrator	<b>Date</b> February 3, 2026
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## **Agenda Item**

Ordinance 2026 - 05, An Ordinance of the City Council of the City of Salida, Colorado, Amending the Salida Municipal Code with Regard to the Disposition of Revenue. **Second Reading and Public Hearing.**

## **Background**

A discrepancy within the Salida Municipal Code has been identified. Section 4-20-30 Special Funds outlines various funds within the City of Salida budget. (a)6 pertaining to the Economic Development Fund notes that up to two percent (2%) of the proceeds received from the three percent (3%) sales tax shall be allocated to the Economic Development Fund. Section 4-30-50, Disposition of Revenue, erroneously notes that up to ten percent (10%) of the proceeds received from the three percent (3%) sales tax imposed. This ordinance corrects the municipal code.

## **Recommendation**

Staff recommend Council approve Ordinance 2026-05.

## **Fiscal Impact**

## **Motion**

A City Councilmember should state "I move to \_\_\_\_\_ Ordinance 2026-05 An Ordinance of the City Council of the City of Salida, Colorado, Amending the Salida Municipal Code with Regard to the Disposition of Revenue", followed by a second and a roll call vote.

**City of Salida, Colorado  
Ordinance No. 05  
Series of 2026**

**An Ordinance of the City of Salida, Colorado Amending the Salida Municipal Code with Regard to the Disposition of Revenue**

**WHEREAS**, the City of Salida (“City”) is a statutory city, duly organized and existing under the laws of the state of Colorado; and

**WHEREAS**, pursuant to C.R.S. § 31-20-101 *et seq.*, the City has the authority to levy taxes and allocate those funds for public wellbeing; and

**WHEREAS**, the City has created numerous funds for specific public purposes which are delineated in Article II of Chapter 4 of the Salida Municipal Code (“Code”); and

**WHEREAS**, the Code further delineates how the revenue generated from sales taxes will be used in Article III of the Chapter 4 of the Code; and

**WHEREAS**, in a review of the Code a minor clerical error was discovered that shows a discrepancy between the special funds and how the sales tax is to be applied to the Economic Development Fund; and

**WHEREAS**, it is necessary to make minor amendments to the Code to correct the clerical error.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO, THAT:**

**Section 1.** The foregoing recitals are incorporated herein as conclusions, facts, determinations, and findings by Council.

**Section 2.** Section 4-3-50, entitled “Disposition of revenue” of the Salida Municipal Code is hereby amended to read as follows:

**Sec. 4-3-50. – Disposition of revenue.**

- (a) No less than thirty-two percent (32%) of proceeds received from the three percent (3%) sales tax imposed by the City of Salida shall be deposited into the Streets Fund and used solely for the construction, operation, maintenance and repair of city streets and street-related infrastructure as defined herein, or to pay debt service on bonds or other obligations of the City issued to provide for such streets and street-related infrastructure as defined herein. For purposes of this Section "street" is defined in Section 1-2-10 of the Salida Municipal Code, except that said definition of street for this Section shall not be interpreted to include recreational trails. "Street-related infrastructure" includes,

curbs, gutters, sidewalks, storm drainage systems, and water or sewer lines underlying or running along streets as defined herein. The terms "construction, operation, maintenance and repair" may apply to capital projects or operating projects. If used for operating projects, expenditures shall be applied only to costs that are traceable directly to the authorized work (e.g., in-house or contracted labor and materials for street maintenance or repair). It shall not be used to cover Public Works departmental overhead, allocated costs or work not done on streets and street-related infrastructure.

- (b) Up to eight percent (8%) of proceeds received from the three percent (3%) sales tax imposed by the City of Salida shall be allocated to the Capital Improvement Fund to be used to provide capital improvements, as defined herein, other than streets, as defined herein, or to pay debt service bonds or other obligations of the City issued to provide for such capital improvements. "Capital improvements" is defined as expenditures on items or improvements over five thousand dollars (\$5,000.00) and with a useful life of longer than three (3) years, including, by way of example, machinery, vehicles, equipment, facilities and public improvements. For purposes of this Section, allowable expenditures from the Capital Improvement Fund include, but not be limited to: 1) paying the costs of acquiring or constructing any capital improvement; 2) acquiring land or equipment; 3) the costs associated with issuing bonds or other obligations; 4) the costs of capitalized interest and reserves; and 5) the costs of operating and maintaining the capital improvements to be provided.
- (c) Up to ~~ten percent (10%)~~ **two percent (2%)** of the proceeds received from the three percent (3%) sales tax imposed by the City of Salida shall be allocated to the Economic Development Fund to be used, as approved by City Council, for economic development purposes. "Economic development purposes" includes, but is not limited to, the creation of affordable and sustainable housing and to the support of efforts to improve the standard of living of the community through the creation of jobs, the support of innovation and new ideas, the creation of greater net wealth; and the improvements to quality of life.
- (d) Any proceeds from the sales tax for restricted spending or special revenue funds which are received and not spent within the same fiscal year shall be retained in the fund to which it is deposited or allocated and spent only for the purposes defined for that fund in future years.
- (e) All other proceeds received from the three percent (3%) sales tax imposed by the City of Salida shall be allocated to the General Fund for General Fund purposes as established by local, state or federal laws, rules, regulations or policy.

**Section 3. Severability:** The provisions of this Ordinance are severable and the invalidity of any section, phrase, clause, or portion of this Ordinance as determined by a Court of competent jurisdiction shall not affect the validity or effectiveness of the remainder of the Ordinance.

INTRODUCED ON FIRST READING, on the 20<sup>th</sup> day of January, 2026, ADOPTED and ORDERED PUBLISHED IN FULL in a newspaper of general circulation in the City of

Salida by the City Council on the 23<sup>rd</sup> day of January, 2026, and set for second reading and public hearing on the 3<sup>rd</sup> day of February, 2026.

INTRODUCED ON SECOND READING, FINALLY ADOPTED and ORDERED PUBLISHED BY TITLE ONLY, by the City Council on the 3<sup>rd</sup> day of February, 2026.

CITY OF SALIDA, COLORADO

\_\_\_\_\_  
Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
City Clerk/Deputy Clerk

PUBLISHED IN FULL in the Mountain Mail after First Reading on the 20<sup>th</sup> day of January, 2026, and BY TITLE ONLY, after final adoption on the 3<sup>rd</sup> day of February, 2026.

\_\_\_\_\_  
City Clerk/Deputy City Clerk