



1026 Park Ave · PO Box 99
Grand Lake, CO 80447
970-627-3435
www.townofgrandlake.com

To: Mayor Pro-Tem, Bergquist and Grand Lake Board of Trustees
From: Alayna Carrell, Town Clerk
Re: Filling the Mayor Vacancy on the Board of Trustees
Date: February 24, 2025

Mayor Vacancy

Effective today, February 24, 2025, the Board of Trustees has a vacancy for Mayor to serve the Town of Grand Lake due to the resignation of Stephan Kudron.

Filling the Mayor Vacancy

The Mayor vacancy is governed by Colorado State Statutes and Town code provisions. Under the Grand Lake Municipal Code, the Mayor is a member of the Board of Trustees (§31-4-301 and 31-4-302, C.R.S., and §2-3-1, Grand Lake Municipal Code). The language of the state statute requires the vacancy to be filled by appointment by the Board of Trustees within 60 days or through a special election. CRS §31-4-303.

- C.R.S. § 31-4-205(2)

The language governing the process is largely mirrored in the Grand Lake Municipal Code:

Filling Vacancies in Elective Offices

The Board of Trustees shall have power, by appointment, to fill all vacancies in the Board or in any other elected office, and the person so appointed shall hold office until the next regular election and until his successor is elected and qualified. If the term of the person creating the vacancy was to extend beyond the next regular election, the person elected to fill the vacancy shall be elected for the unexpired term. Where a vacancy or vacancies exist in the office of trustee and a successor or successors to be elected at the next election to fill the unexpired term or terms, the three candidates for trustee receiving the highest number of votes shall be elected to four-year terms and the candidate or candidates receiving the next highest number of votes, in descending order, shall be elected to fill the unexpired term or terms. (C.R.S. 31-4-301(5), 1973, 1979 Supp.)

- Grand Lake Municipal Code § 2-3-5.

These requirements establish Friday, April 25, 2025, as the final date on which the Board of Trustees must appoint someone to fill the vacancy or schedule a special election. There is no requirement that the Town advertise the vacancy or solicit applications; although, traditionally, the Town has taken those actions.

Whoever is selected to fill the vacancy will only fill the vacancy until a successor is elected in the April 2026, election.

The Town's Municipal Code requires that all Trustees meet certain qualifications: Trustees shall be qualified electors who have resided within the limits of the Town for a period of at least twelve (12) consecutive months immediately preceding the date of



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the election; provided that in case of annexation, any person who has resided within the annexed territory for the time prescribed shall be deemed to have met the residence requirements for the Town to which the territory was annexed. (C.R.S. 31-4-301(1), 1973)

- Grand Lake Municipal Code § 2-4-1.

Suggested Motions

I move to appoint _____ as the Mayor for the Town of Grand Lake until the next municipal election in April 2026.

OR:

I move to have the Mayor Pro-Tem instruct the Town Clerk to post the attached Notice of Vacancy and Request for Applicants in the local newspaper, at Town Hall, the Grand Lake Post Office, and anywhere else that staff determines is appropriate; and, that the Board of Trustees adopt the timelines therein for the appointment of a Mayor to fill the current vacancy on the Grand Lake Board of Trustees.