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To: Mayor Kudron and the Grand Lake Board of Trustees
From: Heike Fawkes, Town Treasurer
Re: Setting a Fee Schedule
Date: November 25, 2025

Background

Pursuant to Grand Lake Municipal Code 2-3-2. The Board of Trustees has the authority to set fees, charges, and deposits for various services (including rentals) provided by the Town. The last time that the Town adopted a fee schedule was January 2024.

Since adoption of the last fee schedule, there have been numerous changes in the types of services provided and there is a better understanding of the costs incurred by the Town in providing certain services. The attached proposed fee schedule has added certain services. Several fees and deposits have been updated to reflect the actual cost incurred by the Town for providing those services.

Under State law, all fees must defray the reasonable direct and indirect costs of administering the service or to offset the impacts of the service. All items updated or added have been highlighted.

Administrative and Public Works

State Statute has increased the records request amount to \$41.37 per hr. Staff is also proposing to add a storage fee of \$25 a day for impounded items.

Business Licenses

Staff is proposing to increase sales tax license from \$5 to \$10 to account for staff time involved in issuing the license.

Building Permits & Grading Permit Application

We have added building use tax and attainable housing fees to the schedule that is currently being charged.

Land Use Application

Nightly Rental License has proposed increases to reflect the increased cost of managing the nightly rental program and the serviced it provides.

Water Service Availability and Usage

The Board of Trustees has requested an increase in the water service to account for increased costs.

Use of Town Facilities

Staff have added all the town facilities fees and deposits.

Grand Lake Center Fees

Staff has added the Grand Lake Center Fees.

Motion

Staff recommends the adoption of the updated fee schedule by approving the following motion:
I move to adopt Resolution 74-2024, an Ordinance Adopting a Fee and Deposit Schedule for the Town of Grand Lake (with the following changes).