



GRAND LAKE BOARD OF TRUSTEES WORKSHOP AND MEETING MINUTES

Monday, November 10, 2025, at 6:00 PM

Town Hall Board Room – 1026 Park Avenue

*The Town of Grand Lake upholds the Six Pillars of Character:
Citizenship, Trustworthiness, Respect, Responsibility, Fairness and Caring*

1. Call to Order

Trustee Arntson called the Board of Trustees meeting to order at 6:03 P.M. in the Town Hall Board Room.

2. Pledge of Allegiance

Trustee Arntson led the Pledge of Allegiance.

3. Announcements

Trustee Arntson requested that all cell phones be turned off during the meeting.

4. Roll Call

Mayor Bergquist (via zoom), Trustees Arntson, Causseaux, Schoenherr, Mills, Miller Town Manager Kudron, and Town Clerk Carrell were present.

Trustee Causseaux motioned to excuse Mayor Bergquist and Mayor Pro-Tem Sobon absence from tonight's regular meeting. Trustee Mills seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Mills	Aye
Trustee Miller	Aye
Trustee Causseaux	Aye
Trustee Arntson	Aye

5. Conflicts of Interest

None.

6. Mayor's Report

No Mayor's report was provided this evening due to Mayor Bergquist's absence.

7. Manager's Report

A. November 10, 2025

Activities & Events Recap

- The Annual Ghosts & Gourds Gathering was held on October 25, 2025 in Town Square Park. The event was well by locals and visitors alike.

- The Town hosted the monthly Grand Places 2050 meeting with the many state and federal partners working on a comprehensive recreation plan for the next 30 years.

Department Notes

- Admin
 - Holiday Dinner is December 5, 2025
 - HR has met with Paychex Pro HR and is developing a new employee handbook and a regular employee review process
 - Admin/Billing support interviews are beginning Nov 10, 2025
- Finance
 - Budget Public Hearing will be on November 24, 2025, with Budget Approval on the 24th.
 - A new Treasurer has accepted my offer. She will begin December 1, 2025.
- Code Enforcement
 - Many of the regular issues have dropped off as fewer visitors are in Town this time of the year.
 - Right of Way work is done for the season. There is still one project finishing this week.
 - Several construction projects are continuing through the winter months. They are predominately interior finishing.
 - STR enforcement continues.
 - Staff are working to bring some code changes that will help with better compliance.
- Planning
 - There are several projects in predevelopment. The Commission and Board will continue to be updated as update on those specific project updates
 - We will be presenting the Downtown Business District Overlay for initial ordinance review at the Nov 24 meeting
 - The local Planning Capacity grant is being adjusted to allow for some more services in house to be paid by the grant. As a result, I am expecting to bring a planner in house in the next couple of weeks, once the amendment to the grant is complete
- Public Works
 - Most winter prep is complete.
 - Remodel of pavilions is ongoing
 - Pre winter electrical and pavilion heaters is scheduled
 - Park Avenue tree removal in progress. Awaiting owner approval for one tree
 - Winter signage placed
 - Parks
 - The Skating hut has been successfully placed
 - The docks are safely stowed at Point Park for the freeze
 - The boat ramp will be removed the 1st week of November.

- Grand Lake Center
 - Many of the fall cleaning and maintenance items have been completed by Lance.
 - Lance has retired. His last day is this week. He will be enjoying his retirement in Florida
- Marketing/Events/Community Engagement
 - Tree lighting is November 28th this year.
- Intergovernmental
 - The Fall QQ Meeting recap is attached.
 - Winter Park Transit has been informed that the grant request for service to Grand Lake has been approved. The partners will be required to match 20% of operational costs. A meeting is scheduled for the next two weeks. I will have a budget request available in the 2026 budget for approval. Service is anticipated to begin in May of 2026.
 - November Mayor Managers Commissions meeting will be held November 17th. Please let me know if you are interested in attending.
 - Due to anticipated transit to the Town, the Space to Create Strong Communities grant is being amended to include the construction of boardwalk and a bus shelter to serve the downtown business district
- Water Department
 - All summer water has been turned off.
- Marina
 - Marina is winterized. Water and services turned off for the winter
 - The Crestliner Boat has been posted for sale. Sealed bids are due by November 12th at Town Hall. Be sure to pass the word. Best sealed bid will win.
- Pay as You Throw
 - Pay as you Throw pickups have been reduced due to lower demand. This is a normal seasonal change.
- Space to Create
 - The Makers Space building has been assembled. The next step is to put in windows and the outdoor siding.
 - Our grant contributions have been revised to accommodate our new project scope.

Upcoming Items of Interest

- Budget Public Hearing November 24, 2025
- Marquee sign discussion November 24, 2025

Upcoming Event Highlights:

- Suessical the Musical at the Community House November 13 – 15, 2025
- Happenings at the House November 11, 2025
- Tree Lighting November 28, 2025

For all the great events happening in Grand Lake as well as Rocky Mountain Folk School classes, check out the October newsletter on the Town's website.

Next Board Meeting: November 24, 2025

8. Public Comments (Limited to 3 Minutes)

No public comment was made.

9. Consent Agenda

A. Accounts Payable- November 10, 2025

Trustee Causseaux motioned to approve the consent agenda for November 10, 2025. Trustee Miller seconded the motion, and Town Clerk Carrell called for a vote.

Trustee Schoenherr	Aye
Trustee Mills	Aye
Trustee Causseaux	Aye
Trustee Miller	Aye
Trustee Arntson	Aye

10. Financial Review

A. September 2025 Financials

B. 2026 Budget Draft

Town Manager Kudron presented the Financial Review, which included an overview of the September 2025 financial statements and a presentation of the draft 2026 budget.

11. Items of Discussion

A. QUASI JUDICIAL (PUBLIC HEARING) Consideration to Approve a Special Event Liquor Permit Application & Resolution 48-2025, a Resolution Setting Certain Fees for the Grand Arts Council Special Event "Comedy Night" to be Held on December 27, 2025, from 4:00 P.M. to 10:00 P.M., at the Grand Lake Community House, 1026 Park Avenue

Town Clerk Carrell presented the Board with the Grand Arts Council's request for a Special Event Liquor Permit for the annual "Comedy Night" scheduled for December 27, 2025, at the Grand Lake Community House. Staff provided an overview of the event, including the two scheduled performances, beverage service, and ticketing arrangements. The Grand Arts Council, a qualifying nonprofit organization, requested approval of the permit and a waiver of the \$100 special event liquor permit fee. Staff noted that the Town has previously waived \$400 in special event liquor fees in 2025, and approval of this waiver would increase the total amount waived to \$500. Trustee Arntson opened the public hearing.

Alan Walker, 13132 US Hwy 34- Mr. Walker, representing the Grand Arts Council, was present and addressed the Board. He noted that the upcoming "Comedy Night" is the organization's largest show of the year and expressed appreciation for the Board's continued support of the event.

Trustee Arntson opened the floor for public comment. No comments were received, and Trustee Arntson subsequently closed the public comment period.

The Board discussed the request, the applicable legal requirements under C.R.S. 44-5, and the fiscal impact before considering action on the permit and fee waiver.

Trustee Schoenherr motioned to approve the Special Event Liquor Permit application and Resolution 48-2025, setting certain fees for the Grand Arts Council’s special event “Comedy Night” to be held on December 27, 2025, from 4:00 P.M. to 10:00 P.M. at the Grand Lake Community House, 1026 Park Avenue. Trustee Mills seconded the motion. Town Clerk Carrell called the vote:

Trustee Miller	Aye
Trustee Causseaux	Aye
Trustee Arntson	Aye
Trustee Mills	Aye
Trustee Schoenherr	Aye

B. Consideration of a Severance Agreement Regarding Matthew Reed-Tolonen

This item was tabled and will be continued for discussion at the Board of Trustees meeting on November 24, 2025.

C. Consideration of Complete Streets Grant Submittal

Town Manager Kudron provided an update on the town’s ongoing transportation initiatives. The multi-jurisdictional grant proposal submitted by Grand Lake, Fraser, Winter Park, and the Link in the Lift partnership, utilizing Senate Bill 280 funds, has been approved. Additional details will be forthcoming, and a meeting is scheduled next week to begin discussing service logistics, including stop locations. Work also continues on the proposal to provide winter transportation between Grand Lake and Estes Park via snowcat over Trail Ridge Road, though further discussions with the operator have been delayed due to recent shutdowns.

He explained that the town is pursuing a Complete Streets planning grant, which aligns with statewide mobility and climate goals and would serve as a pilot model for rural gateway communities. The grant would support the development of first- and last-mile solutions, ADA accessibility planning, urbanism pilot sites, and phased implementation—potentially including shuttles, shared e-bikes, and temporary demonstration projects. The total project cost is approximately \$940,000, requiring only a 5% local match, with half of that match eligible through in-kind staff time, reducing the town’s direct cash contribution to about \$23,500.

Town Manager Kudron requested Board approval to move forward with the grant application, noting that the submission deadline is November 17 and that confirmation of Board support for the local match is necessary for the application to proceed.

Trustee Causseaux made a motion to direct the manager to move forward with the Complete Streets grant application. Trustee Schoenherr seconded the motion. Town Clerk Carrell called the vote:

Trustee Arntson	Aye
Trustee Miller	Aye
Trustee Mills	Aye
Trustee Causseaux	Aye
Trustee Schoenherr	Aye

D. Consideration of Marina Boat Purchases

The Headwaters Marina Manager plans to replace two boats and increase the fleet of small pontoons to three, reducing crest liners to two. The crest liners are valued at \$10,000 each and have \$2,000 in engine upgrades. The budget supports purchasing three Bennington 180 EDs, priced at \$39,750 each, totaling \$119,250. The sale of three boats would generate \$27,000. The boats will be distinguished by color schemes for better management and safety. The committee discusses the benefits of larger boats over smaller fishing boats and plans for staffing and events during the off-season.

Trustee Schoenherr motioned to recommend three Bennington 188S boats be budgeted for 2026. Trustee Mills seconded the motion. Town Clerk Carrell called the vote:

Trustee Arntson	Aye
Trustee Causseaux	Aye
Trustee Mills	Aye
Trustee Miller	Aye
Trustee Schoenherr	Aye

12. Future Items for Consideration

- 2026 Budget Public Hearing
- Approval of 2026 Budget

13. Adjourn Meeting

Trustee Causseaux moved to adjourn the meeting, and Trustee Miller seconded. Town Clerk Carrell called for a vote. All were in favor.

This meeting of the Board of Trustees was adjourned at 7:07 PM.

(Attest)

Alayna Carrell, Town Clerk

Christina Bergquist, Mayor