



To: Mayor Bergquist and Board of Trustees
From: Alayna Carrell, Town Clerk
Date: April 13, 2026
Subject: Election Update and Upcoming Swearing-In of Elected Officials

BACKGROUND

The Town of Grand Lake's regular municipal election was scheduled for April 7, 2026. Offices up for election included the Mayor position and four (4) Trustee positions (three four-year terms and one two-year term).

Pursuant to Colorado election law, when the number of candidates does not exceed the number of offices to be filled, the governing body may cancel the election and declare the candidates elected. The Board of Trustees formally adopted Resolution 16-2026, canceling the election and declaring the candidates elected.

The following individuals were declared elected:

- **Mayor**
 - Christina Bergquist – Four-Year Term
- **Trustees (Four-Year Terms)**
 - Robert Miller
 - Samantha Miller
 - Jim Schoenherr
- **Trustee (Two-Year Term)**
 - Vacant – To Be Filled by Appointment

DISCUSSION

Following adoption of Resolution 16-2026, the Town Clerk has completed all required statutory notices and filings in accordance with Colorado law.

Subsequent to the Board's action, the Town was informed by Samantha Miller that she no longer resides within the Town limits and, therefore, is ineligible to serve and cannot accept the position of Trustee. As a result, this creates an additional vacancy on the Board, resulting in a total of two (2) Trustee vacancies to be filled by appointment.

In accordance with Colorado Revised Statutes §31-10-802, newly elected municipal officers are required to take the oath of office at the first regular meeting of the governing body following the election, or within thirty (30) days thereafter.



While the April 13, 2026, meeting is the first regular meeting following the election, the Town has historically administered the oath of office at the second regular meeting of the month. When an election is held, this practice allows sufficient time to ensure compliance with statutory election processes, including the receipt and processing of ballots from military and overseas voters under the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA).

Accordingly, staff recommends continuing this established practice and scheduling the swearing-in for the April 27, 2026, Board of Trustees meeting, which remains fully compliant with state statute.

Following the administration of the oath of office on April 27, 2026, the newly seated Board may direct the Town Clerk to initiate the process to fill the Trustee vacancies. In accordance with Colorado Revised Statutes §31-10-511, vacancies in municipal offices are filled by appointment of the governing body. The Board has sixty (60) days from the date the vacancy occurs to make such appointment.

FISCAL IMPACT

The cancellation of the election resulted in cost savings associated with conducting a mail-ballot election. No additional fiscal impacts are anticipated.

STAFF RECOMMENDATION

Staff recommends:

- Administering the oath of office at the April 27, 2026, Board of Trustees meeting, consistent with past practice and statutory requirements; and
- Following swearing-in, proceeding with Board direction to post and fill the two (2) Trustee vacancies in accordance with state statute.

SUGGESTED MOTION

No formal motion is required. This item is presented for informational purposes.